



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: December 20, 2013
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 75,699.58
- Expense Warrant: \$ 378,529.01

For Your Information/Follow Up:

- As you know the Milford Casino project is not going forward due to it not passing at referendum last month. During the process of Upton being selected as a surrounding community, our legal firm represented us in preparations to negotiate that agreement. Kopelman and Paige have sent a letter to the law offices for Foxwoods Massachusetts requesting a disbursement in the amount of \$2,688.50.
- The tax rate has been certified by the Department of Revenue based upon the recapitulation sheet we submitted today. The tax rate is \$16.95/\$1,000 of valuation. Tax bills will be going out before the end of the month.
- FEMA has alerted us that they have reviewed the Central Massachusetts Region-wide Pre-Disaster Mitigation Plan and approved it. That means that we are eligible to apply for MEMA mitigation grants administered by FEMA in the future. The plan is approved for a five year period, and must be updated and resubmitted by March, 2018.
- We have our first two FY 13/14 snowstorms under our belt. Overall it went well and Upton roads looked as good as we've come to expect. The long durations will be noticeable in the labor costs we've incurred for the events. We did lose use of Truck #51, which is the white Parks pickup truck because the transmission failed. This vehicle is important to plowing of parking lots and smaller streets and thus we will be spending resources to have it fixed.
- Just another reminder that performance evaluations are due to our office by the end of the month. I would recommend that Supervisors who have non-union employees that they would like to recommend for a performance bonus get in touch with me and I can give you some guidance on how to structure that employees review so it ready for submission to the Personnel Board to be considered.
- On Wednesday a "diagnostic team meeting" was held amongst all the parties relative to the new railroad crossing at Station Street to access the planned Crosswinds subdivision. The outcome of the meeting was a clarification that it is up to the Grafton & Upton Railroad to propose what safety equipment necessary for this crossing. That plan is submitted to the State DOT and DPUC for review and approval. The cost to install that equipment rests with the developer. The on-going expense of maintaining the equipment

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and inspections is what needs to be determined. The railroad can't be compelled to pay for that, so it is a negotiation between the developer and the Town as to whether the Town pays for that or the developer through a homeowner's association or something similar.

- I will be away from the office from December 19th, returning to Upton on January 2nd. Chief Bradley will be the Acting Town Manager in my absence. I will be checking emails on an infrequent basis, and he will know how to reach me in my absence.