



2019 Annual Report

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2019



TOWN OF UPTON

CENSUS

2019	Town Census	7828			
2018	Town Census	7728	1950	Federal Census	2656
2017	Town Census	7737	1940	Federal Census	2249
2016	Town Census	7613	1930	Federal Census	2026
2015	Town Census	7399	1900	Federal Census	1937
2014	Town Census	7431	1890	Federal Census	1878
2013	Town Census	7418	1880	Federal Census	2203
2012	Town Census	7360	1870	Federal Census	1989
2011	Town Census	7342	1860	Federal Census	1986
2010	Town Census	7366	1850	Federal Census	2018
2010	Town Census	7542	1840	Federal Census	1658
2000	Town Census	6369	1835	Federal Census	1410
2000	Federal Census	5642	1830	Federal Census	1167
1990	Federal Census	4677	1820	Federal Census	1088
1980	Federal Census	3884	1810	Federal Census	955
1970	Federal Census	3484	1800	Federal Census	854
1960	Federal Census	3127	1790	Federal Census	833

Incorporated June 14, 1735 - Approximately 50 Families

Town Comprises 21.81 Square Miles

Land - 13,853.3 acres

Water 104.7 - acres

Town Highways - 74 miles

Pratt Hill is approximately 595 ft. above mean sea level

To make the township of Upton, named for a village in Worcestershire, England, lands belonging to the Towns of Mendon, Uxbridge, Sutton and Hopkinton were set off by the General Court. First town meeting in the John Sadler house, Mendon Street was August 8, 1735.

MASSACHUSETTS OFFICIALS

U.S. SENATORS

Ed Markey

Elizabeth Warren

CONGRESSMAN 2nd DISTRICT

James McGovern

STATE SENATOR, SECOND WORCESTER DISTRICT

Michael O. Moore

REPRESENTATIVE, NINTH WORCESTER DISTRICT

David K. Muradian, Jr.

SHERIFF OF WORCESTER COUNTY

Lewis Evangelidis

CHAIRMAN & CEO WORCESTER REGIONAL RETIREMENT

Kevin P. Blanchette

CLERK MAGISTRATE WORCESTER COUNTY SUPERIOR COURT

Thomas J. Noonan

REGISTER OF PROBATE AND INSOLVENCY

Stephanie K. Fattman

REGISTER OF DEEDS, WORCESTER COUNTY

Anthony J. Vigliotti, Esq.

DISTRICT ATTORNEY, WORCESTER COUNTY

Joseph D. Early Jr.

IN MEMORIAM

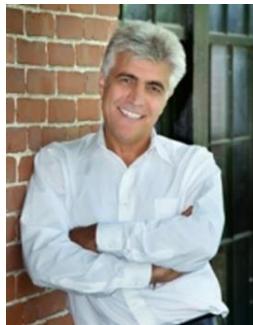
The Town Report of 2019 recognizes the following individuals who served the Town of Upton with commitment and distinction.



Anthony Bonina
May 19, 1935 ~ April 13, 2019
Member Board of Assessors



Karen J. Intinarelli
February 9, 1946 ~ MAY 9, 2019
*Member Disability Commission, Council of Aging, Affordable
Housing*



Frank Aniello

December 13, 1960 ~ September 7, 2019

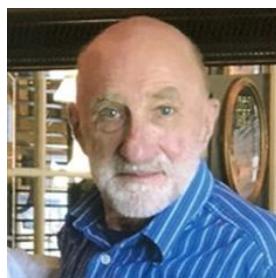
Member Capital Budget Committee



Judith F. McGee

September 20 - 1935 ~ October 10, 2019

Member Housing Authority



Larry Bovaird

August 24, 1945 ~ November 11, 2019

Department of Public Works



Joanne Kinney
July 7, 1938~November 13, 2019
Dispatcher, Special Police Officer



Marsha Paul
July 19, 1947 ~ December 21, 2019
Member Board of Selectman, Board of Health, Finance Committee

TOWN OFFICERS

ELECTED

BOARD OF ASSESSORS OF TAXES

James Earl	term expires 2020
Kelly A. McElreath	term expires 2021
Bill Taylor	term expires 2022

*Tracey Tardy, *Department Coordinator*

BOARD OF HEALTH

Richard Desjardins	term expires 2020
Alfred C. Holman	term expires 2021
Stedman Briggs	term expires 2022
* Patricia Parent, Rn, BsN, <i>Agent/ Town Nurse/Infection Control Coordinator</i>	
* Michael Moran, <i>Animal Control Officer</i>	
* Kelly A. McElreath, <i>Burial Agent</i>	
* Andrew Pickering, <i>Assistant Burial Agent</i>	
* Janice Skinner, <i>Food Inspector</i>	
* Diane E. Tiernan, <i>Assistant Supervisor of Public Health</i>	
* Lenny Izzo, <i>Title V Agent</i>	
* Paul McKeon <i>Title V Agent</i>	

BOARD OF SELECTMEN

Maureen L. Dwinnell	term expires 2022
Stephen A. Matellian	term expires 2020
Brett A. Simas	term expires 2021

CEMETERY COMMISSION

Glenn H. Fowler	term expires 2022
Jay Ferris	term expires 2021
Robert Pray	term expires 2020

COLLECTOR-TREASURER

Kenneth W. Glowacki	term expires 2021
<i>*Deborah Teta, Assistant Collector-Treasurer</i>	
<i>*Jane Snellman, Department Specialist</i>	
<i>*Ann L. Perkins, Payroll Clerk</i>	

COMMISSIONER OF TRUST FUNDS

James Brochu	term expires 2022
Robert Fleming	term expires 2020
Kenneth W. Glowacki	term expires 2021

CONSTABLES

James R. Bates Jr.	term expires 2020
Steven P. Driver	term expires 2020
Michael G. Moran	term expires 2020

FINANCE COMMITTEE

Jonathan Calianos (<i>Moderator</i>)	term expires 2022
Shawn Craig (<i>Selectmen</i>)	term expires 2021
Nicholas Ensko (<i>Moderator</i>)	term expires 2022

Paul T. Flaherty (Selectmen)	term expires 2021
Richard McGuire (<i>Elected</i>)	term expires 2020

CAPITAL BUDGET COMMITTEE

Appointed by the Board of Selectmen

Kenneth W. Glowacki	term expires 2019
Daniel Lazarz	term expires 2021
David O'Brien	term expires 2020
Justin Pollard	term expires 2022

Appointed by the Finance Committee

Richard McGuire	term expires 2020
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Appointed by the Planning Board

Thomas Davidson	term expires 2020
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MENDON-UPTON REGIONAL SCHOOL DISTRICT COMMITTEE

Philip J. DeZutter	term expires 2020
Vikki Ludwigson	term expires 2021
Dorothy Scally	term expires 2022

MODERATOR

David C. Loeper	term expires 2019
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PLANNING BOARD

Gary M. Bohan, Jr.	term expires 2023
Paul Carey	term expires 2022

Margaret Carroll	term expires 2022
Thomas C. Davidson	term expires 2020
Raymond P. Smith	term expires 2021
William Tessmer, <i>Associate Member</i>	term expires 2022
<i>*M. Denise Smith <i>Department Coordinator</i></i>	

PUBLIC LIBRARY TRUSTEES

Charlotte L. Carr	term expires 2020
Anne C. O'Brien	term expires 2022
Judith Katz-Goodman	term expires 2022
Debra Amorelli	term expires 2020
Michelle Antinarelli	term expires 2022
John Robertson, Jr.	term expires 2021
Bill Taylor	term expires 2021
Laurie Wodin	term expires 2021

RECREATION COMMISSION

Debbie Amorelli	term expires 2021
Richard Gazoorian	term expires 2020
Richard Porter Jr.	term expires 2022

Andrew St. George *Recreation Director

UPTON HOUSING AUTHORITY

Linda M. Jones	term expires 2018
Richard P. Kennedy	term expires 2019

Mildred F. Galeone

term expires 2021

Rena Richard

term expires 2020

Judith F. McGee *Appointed by Department of Communities & Development*

APPOINTED BY THE BOARD OF SELECTMEN

AFFORDABLE HOUSING TRUST

Steven Matellian	term expires 2020
Richard Desjardins	term expires 2020
Amanda Graham	term expires 2020
Richard Whitehouse	term expires 2020

CABLE TELEVISION ADVISORY COMMITTEE

Dominic Coombe	term expires 2022
Marcia Kasilowski	term expires 2020
Steven Rakitin	term expires 2021

CENTRAL MASSACHUSETTS REGIONAL PLANNING DELEGATE

Gary Bohan	term expires 2019
James R. Bates Jr. <i>Alternate</i>	term expires 2019

COMMUNITY PRESERVATION COMMITTEE

Appointed by the Board of Selectmen

Dave Adams	term expires 2020
Richard Desjardins	term expires 2022
Joan Scribner	term expires 2021

Appointed by the Conservation Commission

Chris Scott	term expires 2021
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Appointed by the Historical Commission

Russell Wood term expires 2018

Appointed by the Housing Authority

Rena Richard term expires 2019

Appointed by the Open Space Committee

Mike Penko term expires 2019

Appointed by the Planning Board

Paul Carey term expires 2021

Appointed by the Recreation Commission

Rich Gazoorian term expired 2019

CONSERVATION COMMISSION

Scott Heim term expires 2021

Sandra Lajoie term expires 2022

Tom Jango term expires 2022

Alan Miano term expires 2021

Mary Overholt *Associate Member* term expires 2022

Michael Penko term expires 2020

Christine Scott term expires 2020

Marcella Stasa term expires 2022

*M. Denise Smith *Department Assistant*

*David Pickart *Conservation Agent*

Land Stewardship Committee

Scott J. Heim	term expires 2020
Mary Overholt	term expires 2020
Michael Penko	term expires 2020
Eric Reustle	term expires 2020
Bill Taylor	term expires 2020

Open Space Committee

Tom Dodd	term expires 2020
Alan Miano	term expires 2020
Mike Penko	term expires 2020
Christine Scott	term expires 2020
Bill Taylor	term expires 2020

COUNCIL FOR THE AGING

Myra Bigelow	term expires 2022
Elizabeth Consigli	term expires 2021
Laura Fantini	term expires 2020
Paula Lepore	term expires 2021
Greg Manning	term expires 2021
Josephine McLaughlin	term expires 2022
Judie Pitts	term expires 2020
Richard Provost	term expires 2020
Linda Sanders	term expires 2022

Grace Wadsworth	term expires 2021
Margaret Watson	term expires 2020

COUNTY ADVISORY BOARD MEMBER

Vacant

CULTURAL COUNCIL

Debbie Amorelli	term expires 2021
Jennifer Conrad	term expires 2022
Joann Fitts	term expires 2022
Donna Marie Floyd	term expires 2020
Lyn Haggerty	term expires 2022
Sandy Leduc	term expires 2021
Megan Ronzio	term expires 2021
Shelly Ryan	term expires 2022

CUSTODIAN OF TAX TITLE PROPERTIES

Kenneth W. Glowacki	term expires 2018
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DISABILITY AFFAIRS GRIEVANCE COORDINATOR

Janice Read Nowicki	term expires 2020
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DISABILITY COMMISSION

Michelle Antinarelli	term expires 2021
Robert Carnegie	term expires 2022

Paula Lepore	term expires 2021
Janice Read Nowicki	term expires 2020
Christine Scott	term expires 2021

DPW FEASIBILITY COMMITTEE

Peter Castanino	term expires 2020
Daniel Lazarz	term expires 2020
Andy Leonard	term expires 2020
Richard McGuire	term expires 2020
Steven Rakitin	term expires 2020
Bill Montenegro	term expires 2020

ECONOMIC DEVELOPMENT COMMITTEE

Michelle Antinarelli <i>Associate Member</i>	term expires 2020
Gene Bernat	term expires 2020
Donna Desjardins	term expires 2020
Bill McCormick	term expires 2020
Steven Rakitin	term expires 2020
David Ross	term expires 2020

ELECTRONIC VOTING COMMITTEE

Michelle Antinarelli	term expires 2020
Lyn Haggerty	term expires 2020
Al Holeman	term expires 2020

Marcia Kasilowski	term expires 2020
Steven Rakitin	term expires 2020

FIRE & EMS ADVISORY COMMITTEE

Chief Mark DiFronzo	
Debbie Amorelli	term expires 2020
Douglas Cook	term expires 2020
Zack Ward	term expires 2020

FOREST FIRE WARDEN

Fire Chief Mark DiFronzo	term expires 2020
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GREEN COMMUNITY DESIGNATION COMMITTEE

Robert Jordan	term expires 2020
Bill Taylor	term expires 2020

HISTORICAL COMMISSION

Maureen Byrne <i>Associate Member</i>	term expires 2022
Joan Burrell	term expires 2021
Donna Desjardins	term expires 2021
Howard Glassman	term expires 2022
Donna Kempton	term expires 2022
Don Spargo	term expires 2020
Katherine Worsham	term expires 2020
Russell W. Wood	term expires 2022

MUNICIPAL COMMUNITY CENTER FEASIBILITY COMMITTEE

Gregg Manning	term expires 2020
Kelly McElreath	term expires 2020
David O'Brien	term expires 2020
Bill Taylor	term expires 2020
Matthew Bachtold	<i>ad hoc member</i>
Janice Nowicki	<i>ad hoc member</i>

OPIATE TASK FORCE

Chief Michael Bradley	term expires 2020
Amy Leone	term expires 2020
Kelly McElreath	term expires 2020
Janice Nowicki	term expires 2020

OTHER POST EMPLOYMENT TRUST COMMISSIONERS

Kenny Costa, Town Accountant	term expires 2022
Kenneth Glowacki , Treasurer	term expires 2020
Steven Matellian, Chair BOS	term expires 2020

PERSONEL BOARD

Maria Glynn	term expires 2021
Marcia Kasilowski	term expires 2021
Scott van Raalten	term expires 2020
Michelle Rivers	term expires 2022

John Westerling term expires 2022
**Deborah Teta Department Assistant*

RECORDS ACCESS OFFICER

Chief Michael Bradley term expires 2020
Kelly McElreath term expires 2020

REGISTRAR OF VOTERS

Kelly A. McElreath (U) Ex-Officio Clerk
Joseph Poirier (R) term expires 2020
Cynthia Robertson (D) term expires 2022
Vacant

RFP COMMITTEE

Antonio Cassanta term expires 2020
Jessica Curran term expires 2020
Maureen Dwinnell term expires 2020
Kelly Pollard term expires 2020
Dave Ross term expires 2020
Craig Weinfuss term expires 2020
Katherine Worsham term expires 2020
Steve Johnson *Associate Member* term expires 2020

SENIOR WORK-OFF PROGRAM COORDINATOR

Janice Read Nowicki term expires 2020

TECHNOLOGY COMMITTEE

John Bouthiette	term expires 2020
Marcia Kasilowski	term expires 2020
Steven Rakitin	term expires 2020
Brad Phylis	term expires 2020
Chris Coukos	term expires 2020

TREE WARDEN

Dennis E. Westgate	term expires 2020
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TRENCH PERMITTING AUTHORITY

Patrick Roche	term expires 2022
Steve Johnson	term expires 2022

TOWN COUNSEL

KP LAW	term expires 2020
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TOWN MANAGER

Derek S. Brindisi	Contract
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VETERANS' GRAVES

Patrick Morris	term expires 2020
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ZONING APPEAL BOARD

Bill Andrews	term expires 2022
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Stedman Briggs	term expires 2020
Richard Desjardins	term expires 2020
Robert Humes <i>Associate Member</i>	term expires 2022
Eric Reustle <i>Associate Member</i>	term expires 2021

*M. Denise Smith *Department Assistant*

APPOINTED BY THE TOWN MANAGER

OFFICE OF THE TOWN MANAGER

Derek S. Brindisi, Town Manager

Executive Assistant/HR Assistant

Sandra J. Hakala

COUNCIL FOR THE AGING

Janice Read Nowicki, Director

Department Specialist

Bernadette Denson

Social Services Coordinator

Jessica Mauro

CODE ENFORCEMENT

Patrick H. Roche, Building Commissioner

Local Inspector

Stephen Johnson

Department Coordinator

Diane Judd

Department Assistant (ZBA)

M. Denise Smith

Plumbing & Gas Inspector

Thomas E. French

Plumbing & Gas Inspector, Assistant

Kenneth Salsman

Wiring Inspector

John Poirier

Wiring Inspector, Assistant

David Stanley

FIRE & EMS DEPARTMENT

Mark DiFronzo, Fire & EMS Chief

Financial Assistant / Call EMT-B	Barbara Harris
Assistant Fire Chief	Michael Marchand
Captain	Daniel Lazarz
Fire Lieutenant (Acting)	David Cialdea
Fire Lieutenant	Bonnie Lopez
Fire Lieutenant	Shaun Marchand
Fire Lieutenant	Zachary Ward
Career Firefighter	James Earle EMT-P
Career Firefighter	Brian Kemp EMT-B
Career Firefighter	Bonnie Lopez EMT-B
Career Firefighter	Shaun Marchand EMT-P
Career Firefighter	Blake Montequin EMT-P
Per Diem Paramedic	Charles St. Croix EMT-P
Per Diem Paramedic	Robert Edmunds EMT-P
Per Diem Paramedic	Timothy Hutton EMT-P
Per Diem Paramedic	Matt Libby EMT-P
Per Diem Paramedic	Brian Sullivan EMT-P
Call Firefighter	Randy Addy
Call Firefighter	Michael Bradford Jr.
Call Firefighter	Anthony Cervassi EMT-B
Call Firefighter (Probationary)	Damon Clark

Call Firefighter	Doug Cook EMT-B
Call Firefighter	Ryan Connors EMT-B
Call Firefighter	Seth Grill EMT-B
Call Firefighter	Nader Hamed
Call Firefighter	James Hill
Call Firefighter	Mathew Kerr
Call Firefighter	Jonathan Moen
Call Firefighter	Henry Poirier
Call Firefighter	Scott Rivers
Call Firefighter	Peter Schrafft EMT-B
Call Firefighter	Conner Shults EMT-B
Call Firefighter	Gary Shults
Call Firefighter	Doug Usher
Call Firefighter Trainee	Jason Basoli
Call Firefighter Trainee	Gwen Costello EMT-B
Call Firefighter Trainee	John Jango
Call Firefighter Trainee	Michael Merusi
Call Firefighter Trainee	Danielle Schiloski EMT-B
Call Firefighter Trainee	Scott Young
Call Firefighter Trainee	Timothy Wagner
Call EMT	Edward Bergmann EMT-B
Call EMT	Patrick Hazard EMT-B
Call EMT	Mark Maljanian EMT-B

Call EMT

Jack McCage EMT-B

Call EMT

Jared Plumb EMT-B

POLICE & COMMUNICATIONS DEPARTMENT

Michael J. Bradley, Jr., Chief of Police

Department Specialist

Paula Deiana

Police Lieutenant

Bruce D. Rivard

Police Sergeant

Alan J. Cyr

Police Sergeant

Lisa C. Vass

Patrol Officer

Carl A. Ambrosino

Patrol Officer

Michael D. Benjamin

Patrol Officer

John Bergstrom

Patrol Officer

Kyle Bishop

Patrol Officer

Michael F. Lupachini

Patrol Officer

Erik M. Mager

Patrol Officer

Paul Mansfield

Patrol Officer

Isaiah R. Poxon

Patrol Officer

Matthew R. Rankins

Part time Officer

Robert J. Miller

Part time Officer

Thomas B. Stockwell

Communications Officer

Victoria L. Burnham

Communications Officer

Patrick Cozza

Communications Officer

Kelly Crosby

Communications Officer	Corey Eugster
Communications Officer	Jessica Negrotti
Communications Officer	Jared Vitale
Communications Officer	Patrick Sheridan
Communications Officer	Maryellen Palmieri
Honorary Police Officer	James R. Bates
Honorary Police Officer	Joanne Kinney
Honorary Police Officer	Henry J. Poirier, Jr.

PUBLIC WORKS DEPARTMENT

Dennis Westgate, Director

Department Specialist	Kathleen Desjardins
Department Specialist	William Taylor
Supervisor of Highways/Parks	John Johnson
Supervisor Water/Wastewater	Scott Hennessey

TOWN ACCOUNTANT

Kenny Costa, Town Accountant

Department Assistant	Ann L. Perkins
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TOWN CLERK

Kelly McElreath, Town Clerk/Assistant to the Town Manager

Assistant Town Clerk	M. Denise Smith
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Custodian

Paul Marchand

PEGAccess Provider/UCTV Producer

Glenn Fowler

VETERANS' SERVICES DIRECTOR

Patrick Morris

** Town employee appointments made by the Elected Board or Town Manager.*

Bold=Chair

WARRANTS & PROCEEDINGS

ANNUAL TOWN MEETING WARRANT / 2 MAY 2019

ARTICLE 1:

To hear reports of all Town Officers and Appointed Committees; or, to take any other action relative thereto.

Explanation/Submitted by: Town Reports/Board of Selectmen

ARTICLE 2:

To see if the Town will vote to fix the salaries and compensation of all officers of the Town as provided by M.G.L. Chapter 41, §108, and to raise and appropriate or transfer from available funds¹, such sums as may be necessary to defray expenses of the Town Departments for FY 2020; or, to take any other action relative thereto.

Explanation/Submitted by: Annual Town Operating Budget/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 3:

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water Enterprise Fund as set forth below for FY 2020; or, to take any other action relative thereto.

¹ Note that this warrant uses the words “transfer from available funds” to refer to transfers from Free Cash (previously described as “appropriate from available unappropriated funds in the Town Treasury”) and/or transfers from appropriations made at prior Town Meetings (previously described as “transfer”).

That the following sums be appropriated for the Water Enterprise Fund:

Wages & Salaries	251,697
Expenses	355,184
Capital Outlay	100,000
Debt	278,663
Extra/Unforeseen	50,000
Total	\$1,035,544

And that **\$1,035,544.00** be raised for such purposes as follows:
Department receipts 746,212

Retained Earnings	150,000
*Tax Levy	139,332
Free Cash	-0-

*(NOTE: As raised and appropriated under Article 2)

Explanation/Submitted by: Annual budget for Water Enterprise Fund/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 4:

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Wastewater Enterprise Fund as set forth below for FY 2020; or, to take any other action relative thereto.
That the following sums be appropriated for the Wastewater Enterprise Fund:

Wage & Salaries	\$237,958
Expenses	341,623
Capital Outlay	100,000
Debt	8,363

Extra/Unforeseen	30,000
Total	\$717,944

And that **\$717,944** be raised for such purposes as follows:

Department receipts	\$583,762
Retained Earnings	130,000
Tax levy	4,182*
Free cash	-0-

* (NOTE: As raised and appropriated under Article 2)

Explanation/Submitted by: Annual budget for Wastewater Enterprise Fund/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 5:

To see if the Town will vote to establish a new annual spending limit for FY 2020 for the Recreation Revolving Fund established under Section 6 of Title 2, Chapter 25, of the General Bylaws, in accordance with M.G.L. Chapter 44, §53E½, with such expenditure limit to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 in any year, to change the same for the ensuing fiscal year; provided, however, that at the request of the Recreation Commission, the Board of Selectmen, with the approval of the Finance Committee, may increase such limit, for that fiscal year only; or to take any other action relative thereto.

Authorized Revolving Funds (G.L. c.44, §53E ½)	Fiscal Year Expenditure Limit
Recreation Commission	\$260,000

Explanation/Submitted by: To approve a new spending limit for the Recreation Commission revolving fund, to be applicable from year to year unless later changed by Town Meeting. No other changes are intended to the expenditure limits for other revolving funds previously approved by Town Meeting/Board of Selectmen.

Recommendation: Favorable Action Finance Committee

ARTICLE 6: Withdrawn

ARTICLE 7:

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of Two Hundred Thousand dollars (\$200,000), or any other sum, into the Stabilization Fund; or to take any other action relative thereto.

Explanation/Submitted by: The Government Finance Officers Association recommends that municipalities maintain a stabilization account equal to or greater than two to three months of its operating expense or a minimum of 10%; bond ratings agencies review these ratios as a measure of financial strength; the Stabilization Account may be used for any legal purpose, including to maintain level services during difficult economic times or to serve as a funding source for important capital projects/Finance Committee

Recommendation: Favorable Action Finance Committee

ARTICLE 8:

To see if the Town will vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of Massachusetts under the provisions of M.G.L. Chapter 90 or under any other state roadway reimbursement programs for FY 2020, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department of Transportation Highway Division for such purposes; and further, to authorize the Treasurer with the

approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts; or, to take any other action relative thereto.

Explanation/Submitted by: Annual road repair appropriation from the State/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 9:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, the sum of Five Hundred and Forty Six Thousand dollars (\$546,000), or, any other sum, to be used for the construction and/or improvement of Town Roads to supplement those provided for under the Commonwealth of Massachusetts M.G.L. Chapter 90 Program; or, to take any other action relative thereto.

Explanation/Submitted by: To provide for supplemental funding to address road repairs as called for in the Town's pavement management plan/Board of Selectmen.

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 10:

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of Two Hundred Thousand dollars (\$200,000) to fund the snow and ice deficit for FY 2019; or, to take any other action relative thereto.

Explanation/Submitted by: This article is to fund additional costs for the removal of snow and ice in Upton/ Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 11:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of One Hundred Thousand dollars (\$100,000), or any other sum, to the Other Post-Employment Benefits Liability Trust Fund established under Article 38 of the 2011 Annual Town Meeting, to meet the Town's obligations under standards set by the Government Accounting Standards Board (GASB) to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB; or, to take any other action relative thereto.

Explanation/ Submitted by: To add monies to the trust fund created to meet the Town's future OPEB obligations/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 12 A:

To see if the Town will vote to act on the report of the Community Preservation Committee on the FY 2020 community preservation budget, and to appropriate the sum of Fifteen Thousand dollars (\$15,000), or any other amount, from the Community Preservation Fund FY 2020 estimated annual revenues to the Community Preservation Committee Administrative Expense Account (2400-620-5700-5700) for all necessary and proper administrative expenses of the Committee for FY 2020; or, to take any other action relative thereto.

Explanation/ Submitted by: To transfer an amount from estimated annual revenues for the administrative and operating costs of the Community Preservation Committee for FY 2020. /Community Preservation Committee.

Recommendation: Favorable Action Finance Committee

ARTICLE 12 B: Withdrawn

ARTICLE 12 C:

To see if The Town will vote to transfer from the Community Preservation Fund FY 2019 CPA Trust Fund matching revenues of \$161,526 the sums set forth below to the following Community Preservation Fund reserve accounts to meet the requirements of M.G.L.c.44B 6:

- Historic Resources Account - \$16,152.60
- Open Space Account - \$16,152.60
- Community Housing Account - \$16,152.60

and to place any remaining FY2019 CPA Trust Fund matching revenues in a so-called “FY2019 Undesignated Budgeted Reserve”, or, to take any other action relative thereto.

Explanation/Submitted by: To transfer 10% of CPA Matching Trust Funds to Reserve Accounts /Community Preservation Committee.

Recommendation: Favorable Action Finance Committee

ARTICLE 13:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of the sum of Eleven Thousand dollars (\$11,000), or any other sum, for use by the Board of Assessors for recertification work required to comply with state law; or, to take any other action relative thereto.

Explanation/Submitted by: The requested appropriation would allow the Board of Assessors to carry out its on-going statutory responsibilities to reevaluate Town properties/Board of Assessors

Recommendation: Favorable Action Finance Committee

ARTICLE 14:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Five Thousand dollars

(\$5,000), or any other sum, to supplement the Town's "Conservation Fund"; or, to take any other action relative thereto.

Explanation/Submitted by: To provide additional funding for the Town's Conservation Fund /Conservation Commission.

Recommendation: Favorable Action Finance Committee

ARTICLE 15:

To see if the Town will vote to accept as public ways the altered layouts of North Main Street and Forest Street, to include within the layout of North Main Street a permanent easement in a parcel of land shown as 8-T and within the layout of Forest Street a permanent easement in a parcel of land shown as 7-T, both shown on a plan on file with the Town Clerk entitled "Massachusetts Department of Transportation Highway Division Plan and Profile of High Street and Hopkinton Road Phase 1 in the Town of Upton", dated December 26, 2018, prepared by BETA, Inc., as said plan may be amended; and to authorize the Board of Selectmen to acquire, by gift, purchase, eminent domain or otherwise, permanent easements to use such parcels of land for all purposes for which public ways are used in the Town of Upton; or, to take any other action relative thereto.

Explanation/Submitted by: The proposed article is necessary to allow the Board of Selectmen to act on the Town's behalf in acquiring the permanent easements for intersection improvements at School/North Main Street and Hopkinton Road/Forest Street as it relates to the TIP project/Board of Selectmen

Recommendation: N/A

ARTICLE 16:

To see if the Town will vote to transfer from available funds the sum of Two Thousand dollars (\$2,000) for FY 2019, or any other sum, to make the initial payment of a 3-year contract for

assessing services for the Town; or, to take any other action relative thereto.

Explanation/Submitted by: Funds will be used to pay the first payment due for the assessing contract in Fiscal Year 2019/Board of Assessors

Recommendation: Favorable Action Finance Committee

ARTICLE 17:

To see if the Town will vote to amend the General By-laws, Section 1 of Chapter 9, Capital Budget Committee, Title 2, by increasing the size of the Committee from five to seven members, with underlined text to be inserted and text to be deleted shown with strikethrough, as follows:

A Committee to be known as the Capital Budget Committee shall be established, composed of one member of the Town Finance Committee appointed by and from it, one member of the Planning Board appointed by and from it, and five ~~three~~ additional members to be appointed by the Board of Selectmen. The members from the Finance Committee and the Planning Board shall be appointed for one-year terms. The other members shall be appointed for three-year rotating terms ~~such that one will expire each year~~. Vacancies shall be filled for the unexpired terms in the manner of the original appointments.

Provided, further, that to implement the vote taken hereunder, following the effective date of this bylaw the Board of Selectmen shall, in addition to filling any expiring terms or vacancies, appoint one new member for a three-year term and one new member for a two-year term; or, to take any other action relative thereto.

Explanation/Submitted by: To amend the General Bylaws to authorize the Board of Selectmen, to appoint five members rather than three members to the Capital Budget Committee/Capital Budget Committee.

Recommendation: N/A

ARTICLE 18:

To see if the Town will vote to raise and appropriate or; transfer from available funds, the sum of Five Thousand dollars (\$5,000), or any other sum, to survey and record land donated to the Town on Brooks Street, including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/Submitted by: In 2017, the Town accepted a portion of land donated by the Desjardins family at the end of Brooks Street. This land will be used by the Department of Public Works to create a turnaround at the end of the street upon final completion of the resurfacing of this public way. Funds are necessary in order to complete the final survey of said boundaries and to file and record this land with the registry of deeds/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 19:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Five Hundred Seventy-Five Thousand dollars (\$575,000), or any other sum, to purchase and equip a Rescue Pumper truck, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/Submitted by: Rescue 1 is a 1992 International truck that is 26 years old with over 2,600 engine hours and 15,500 miles. The truck carries a variety of tools, equipment and lighting used at emergency incidents. The primary use of this truck is at motor vehicle crashes where the Jaws of Life and other equipment are used. The truck carries no water, has no pump, tank or fire hose and cannot be used to fight a fire like a fire engine. Thus, a fire engine is also required to respond to even minor crashes to prevent or extinguish a vehicle fire. This creates a need for additional firefighters and contributes to additional costs associated

with responding to motor vehicle crashes. Due to its age and outdated capability it is recommended that it be replaced with a new rescue/pumper truck/Fire Department

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 20:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Fourteen Thousand dollars (\$14,000), or any other sum, to purchase 4 sets of personal protective firefighter gear, also known as “PPE”, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/Submitted by: NFPA 1851, Standard on Selection, Care and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, states that all “ensembles and ensemble elements shall be retired...no more than 10 years from the date the ensembles or ensemble elements were manufactured.” This includes helmets, hoods, coats, pants, gloves, and boots. The intention of the department is to begin a long term and ongoing replacement plan so that turnout gear will meet this standard at all times/Fire Department

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 21:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Ten Thousand dollars (\$10,000), or any other sum, for comprehensive codification of the Town’s General and Zoning Bylaws including all expenses incidental and related; or, to take any other action relative thereto.

Explanation/Submitted by: The Town of Upton wishes to undertake a comprehensive review and updating of the General Bylaws and the Zoning Bylaws, and include all legislation of a general and permanent nature through November 2017. The scope of services is to include research; editorial and legal review to identify conflicts, inconsistencies and other problem areas in need of updating or correction; the incorporation of any necessary revisions; the creation of an index; the preparation of Code adoption legislation and a disposition list to document the final disposition of all Code-relevant legislation; which shall be fully searchable and online/Town Clerk

Recommendation: Favorable Action Finance Committee

ARTICLE 22:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Sixteen Thousand dollars (\$16,000), or any other sum, to purchase 2 State-approved election tabulators, including all expenses incidental and related; or, to take any other action relative thereto.

Explanation/Submitted by: The current election tabulators were purchased in 2003 and are 16 years old. The vendor can no longer supply replacement parts for the machines. With this funding, 2 updated and State-approved election tabulators will be purchased.

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 23:

To see if the Town will vote to raise and appropriate, transfer from available funds, the sum of Twelve Thousand dollars (\$12,000), or any other sum, to fund and implement the cost items of the first fiscal year (2019) of the collective bargaining agreement between the Town of Upton and the Teamsters, Local #170, Department of Public Works Truck Driver's for the period of

July 1 2018 through June 30, 2021; or, to take any other action relative thereto.

Explanation/Submitted by: To fund the cost items in the first fiscal year of the DPW Truck Driver's three-year collective bargaining agreement/Public Works

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 24: Withdrawn

ARTICLE 25:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Sixteen Thousand Five Hundred Ninety-Two Dollars (\$16,592), or any other sum, to purchase and equip a grass mower, including all expenses incidental and related; or, to take any other action relative thereto.

Explanation/Submitted by: The Parks & Cemetery Division currently utilizes 2 mowers for maintaining approximately 28 acres of athletic fields & cemeteries, the grounds at the Police Department, Fire Department, Town Hall, Library, and Town Common. The mowers are commercial grade, designed to cut and disperse large areas of grass more quickly and efficiently regardless of conditions. Use of these mowers allows fewer people to perform more work. The Town seeks to replace one of the existing mowers, a machine purchased in 2005 that is already about 4 years past its life expectancy/Public Works

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 26:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow Three Hundred Ten Thousand

dollars (\$310,000) for procurement services, engineering, design, project management, construction and materials for repairs to the Fowler Street Bridge, including all expenses incidental and related, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow such sum pursuant to M.G.L. Chapter 44, §§7 or 8 or any other enabling authority and issue bonds or notes therefor; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or, to take any other action relative thereto.

Explanation/Submitted by: The project was approved by the Municipal Small Bridge Program for reimbursement of up to \$500,000 towards the cost of replacing Fowler Street Bridge for design, permitting, and construction services. The request for additional funds is necessary in order to complete the project at a total cost of ~\$1,000,000 / Public Works

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 27:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Ten Thousand dollars (\$10,000), or any other sum, to purchase portable radio equipment, including all expenses incidental and related; or, to take any other action relative thereto.

Explanation/Submitted by: The current radio equipment is at the end of life, unsupported by the manufacturer, and is not P25 compliant. Upton and Mendon Fire Departments worked together on an “Assistance

to Firefighters Grant" request, submitted as a Regional Grant Request. Both Departments are hoping that working together will create better opportunity for a grant award of \$197,540.00. The Town's share, if awarded, is 5% of the total, or \$9,877.00. This article request would be used to meet the grant requirements, or if the grant request is unsuccessful, begin to replace outdated, obsolete radio equipment/Fire Department

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 28:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Ten Thousand (\$10,000) dollars, or any other sum to replace outdated computer systems currently used by town employees, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/Submitted by: The town's new IT Service Provider has performed an inventory of current computer systems used by town employees. Several of these systems have software that will not be supported after the end of 2019 and either need to be upgraded or replaced/Technology Committee

Recommendation: Favorable Action Finance Committee

ARTICLE 29: Withdrawn

ARTICLE 30: Withdrawn

ARTICLE 31:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Five Thousand dollars (\$5,000), or any other sum, to fund necessary site development

for the Municipal Community Center, including but not limited to appraisals, surveys, and environmental testing, as well as all other expenses incidental and related; or, to take any other action relative thereto.

Explanation/Submitted by: Municipal Community Center Feasibility Committee is working with an architect to develop conceptual plans for the community center. Additional funds will be needed to investigate (appraisal/surveys) potential sites for such center/ Municipal Community Center Feasibility Committee

Recommendation: Favorable Action Finance Committee

ARTICLE 32:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Five Thousand dollars (\$5,000) or any other sum, for consultants for the revitalization process, performing structural engineering assessments, hazardous materials testing, wetlands surveys, etc., of buildings or sites that present opportunities for development, and to create marketing materials and host marketing events designed to encourage business to locate in Upton, such sums to be expended under the direction of the Economic Development Committee; or, to take any other action relative thereto.

Explanation/Submitted by: The Economic Development Committee is requesting funding for activities such as engaging consultants for the revitalization process, performing structural engineering assessments, hazardous materials testing, wetlands surveys, etc. In addition, the committee would like to create marketing materials to be used to help attract businesses to Upton as well as possibly hosting an Upton Small Business Fair/ Economic Development Committee

Recommendation: Favorable Action Finance Committee

ARTICLE 33:

To see if the Town will vote to accept the vision for a revitalized Upton Center developed and prepared by the Upton Center Revitalization Workgroup; or, to take any other action relative thereto.

Explanation/Submitted by: Working with a consultant, Town residents volunteered to participate in several working group sessions aimed at revitalizing Upton Center. The result of their work is a shared vision for Upton Center. By accepting this shared vision, the Town is agreeing to move forward with next steps in the process/Economic Development Committee

Recommendation: N/A

ARTICLE 34:

To see if the Town will vote to authorize the Board of Selectmen to sell, lease or otherwise convey, in accordance with the provisions of M.G.L. Chapter 30B, the land and all improvements thereon, located at 3 Milford Street, shown as Assessor's Map 201-055 and all structures and appurtenances located thereon, and the land and all improvements thereon, located at 2 Grove Street, shown as Assessor's Map 201-057, for such sum or sums and upon such conditions determined by the Board of Selectmen to be in the best interests of the Town, and to authorize the Board of Selectmen to execute any and all instruments, including deeds, leases or other agreements, and take all other actions necessary or appropriate to effectuate the vote taken hereunder; or, to take any other action relative thereto.

Explanation/Submitted by: To sell 3 Milford Street, Holy Angels Church and the municipal parking lot through a competitive public bid process, in accordance with G.L. c.30B. These parcels will be sold in order to facilitate the development of the Town's center in accordance with the vision developed by the residents of Upton/Economic Development Committee

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 35:

To see if the Town will vote to amend Title 2 Chapter 1 Sections 4 and 5 of the General By-laws with underlined text to be inserted and text to be deleted shown with ~~strikethrough~~, as follows:

Section 4 Notices of every town meeting shall be given by posting ~~printed~~ copies of the warrant for such meeting on the Town Clerk's bulletin board at Town Hall, on the Town's official website, and in any other manner which the Board of Selectmen deems appropriate, provided, however, that inadvertent failure to post on the website, or any interruption in service to such website, shall not affect the validity of the noticed town meeting. ~~in two or more conspicuous public places in the town of Upton, and one copy thereof shall be posted on the exterior of the Town Hall Building.~~

Section 5 Notice of every adjourned Town Meeting shall be posted by the Town Clerk on the Town Clerk's bulletin board at Town Hall, on the Town's official website, and in any other manner which the Board of Selectmen deems appropriate, provided, however, that inadvertent failure to post on the website, or any interruption in service to such website, shall not affect the validity of the noticed continued town meeting. ~~in two or more conspicuous public places in the Town of Upton, one copy thereof shall be posted on the exterior of the Town Hall Building.~~

~~In addition thereto the Town Clerk may, if he or she deems it practicable, publish the same in any newspaper~~

~~published in the County having a circulation in the Town of Upton.~~

or, to take any other action relative thereto.

Explanation/Submitted by: By amending this section, the Town Meeting warrant posting requirements are more contemporary and provide for easier public access and transparency/Board of Selectmen

Recommendation: N/A

ARTICLE 36:

Citizens Petition: To see if the town will vote to buy down the tax rate by \$250,000.00 from free cash, stabilization funds, or any other reserve funds collected via appropriation and dedicated or reserved for emergency or unanticipated expenses.

Petitioner's Explanation/Submitted by: The tax rate increased by eight cents per thousand of assessed value for FY19, along with the assessed values of most properties. This represents a significant increase in property taxes for FY19. Collections for FY19 resulted in surplus revenue, at least some of which should be returned to the taxpayer. / Citizens Petition Michelle Antinarelli et al.

Recommendation: Unfavorable Finance Committee

ARTICLE 37:

Citizens Petition: To see if the town will vote to enact a reporting structure for all regular or special employees of the Town of Upton who are defined as state employees and compensated for hourly work, salaried work, or special employee, or who are otherwise described or recruited via an offer letter, agreement or contract, but excluding those elected representatives or those compensated via stipend who serve under sovereign boards. These regular employees shall report in structure and in substance to the Board of Selectmen or through its designated

agent, thus aligning all regular employees under the regulatory bylaws of the Town of Upton, MA.

Petitioner's Explanation/Submitted by: This petition seeks to name the Board of Selectmen as the peoples' representative and the authority over all Town of Upton employees as described above. Such regulatory authority protects employees of the town and seeks to further protect the town against improper acts, acts of omission, negligence and neglect, and activities for which the town currently carries liability without regulatory oversight authority/ Citizens Petition Michelle Antinarelli et al.

ARTICLE 38:

Citizens Petition: To see if the town will vote to restructure the Recreation Commission, currently comprised of three members elected by majority vote by ballot on a rotating basis every three years. The proposed structure parallels that of most other town boards and committees, comprising a board of five members. One member shall be elected for a term of three years by majority vote by ballot. Three members shall be appointed by the Board of Selectmen and serving for three year terms on a staggered basis such that one appointment is made every year. One member shall be appointed by the Capital Improvement Committee to serve for a term of one year. This commission shall report to the Board of Selectmen., meeting oversight and regulatory processes as decreed and in line with that of other boards and commissions.

Petitioner's Explanation/Submitted by: This petition seeks to re-align the business of the town under oversight of the Board of Selectmen, directly or through any delegated agent for the purposes of minimizing liability incurred by representatives unfamiliar with the personnel bylaws, American Disabilities Act and universal access, and safety of children participating in recreation activities sponsored and supported by the Town of Upton/ Citizens Petition Michelle Antinarelli et al.

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library, and Town Hall, in said Town seven days (7) at least before the time of holding said Meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this second day of April in the year of our lord two thousand nineteen.

UPTON BOARD OF SELECTMEN

PROCEEDINGS OF ANNUAL TOWN MEETING / 2 MAY 2019

Called to order at 7:00 pm by Moderator David Loeper. The meeting was adjourned until 7:15 pm.

During this meeting, 297 voters were checked in to the Nipmuc Regional Middle/High School by Ida Jette and M. Denise Smith, meeting the necessary quorum of 40 voters.

Gary Daugherty, Chairman of the Board of Selectmen, addressed the voters. The Pledge of Allegiance was recited and a moment of silence was offered for the residents who have passed away over the past year.

By unanimous vote, guests present were: Derek Brindisi, Town Manager; David Muradian, State Representative; Lauren Goldberg, Town Counsel; Janice Nowicki, COA Director; Dennis Westgate, DPW Director; Mark DiFronzo, Fire Chief; Matthew Bachtold, Library Director; Kenny Costa, Town Accountant; Andrew St George, Recreation Director; Joseph Maruszczak, Superintendent, Jay Byer, Business Manager of MURSD; Maureen Cohen, Asst Superintendent MURSD; Michael Fitzpatrick, BVT; Paul Marchand, Michelle Sanford, Town Crier; Owen Brigham, Pamela Goodwin, Sukie Roberts, Davie Reiser, Justin Pollard, Malgorzata Klesha-Blat, Marek Bla, Lourey Savick, Brenda Picardo

Consent Calendar: Upon motion of Gary Daugherty, it was moved the Town vote by unanimous consent the following Articles that have not been requested "hold"; those (consent calendar) Articles being: 1, 8, 12a, 12c, 13 and 14

The Moderator declared the motion carried unanimously

Approval of Annual Town Report

ARTICLE 1:

Unanimous consent: The Town to accept reports of all Town Officers and Appointed Committees, as written in the 2017 Town Report.

FY2020 Budget

ARTICLE 2:

Upon motion of Gary Daugherty, it was moved the Town vote to fix the salaries and compensation of all officers of the Town as provided by Chapter 41, Section 108, M.G.L. as amended, and to raise and appropriate \$23,340,879.00 as necessary to defray expenses of the Town Departments for the ensuing year, as set forth in the document entitled "Finance Committee Report, Town of Upton, Massachusetts, Fiscal Year 2020 Budget Recommendation" for all those items not requested "hold", and as amended, if applicable, by vote of Town Meeting for those items requested "hold".

Favorable recommendation from Finance Committee

Following lines items were held: 122, 159, 299, 300, 433, 630, 725.

The Moderator declared the motion carried unanimously EXCEPT for held line items

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$29,500 for line item 122 – Selectmen Expenses.

The Moderator declared the motion carried unanimously

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$30,505 for line item 198.

The Moderator declared the motion carried unanimously

Upon motion of Kelly McElreath, it was moved to raise and appropriate the sum of \$117,250 for line item 159 – Technology Expense.

The Moderator declared the motion carried unanimously

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$1,200 for line item 299 – Animal Control

The Moderator declared the motion carried unanimously

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$11,721,117 for line item 300 – MURSD Operating Expenses

The Moderator declared the motion carried unanimously

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$412,000 for line item 433 – Waste Removal-Curbside Services

The Moderator declared the motion carried unanimously

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$23,200 for line item 360– Recreation Beach and to raise and appropriate the sum of \$7,000 for line item 360 – Recreation – Misc Exp Beach Programs

The Moderator declared the motion carried by majority

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$116,500 for line item 725 – Long Term Interest

The Moderator declared the motion carried unanimously

Water Enterprise Budget

ARTICLE 3:

Upon motion of Gary Daugherty, it was moved the Town vote to approve Article 3 as set forth in the warrant, appropriating funds to operate the Water Enterprise Fund for FY 2020

Printed in Warrant: That the following sums be appropriated for the Water Enterprise Fund:

Wages & Salaries	\$ 251,697.00
Expenses	355,184.00
Capital Outlay	100,000.00
Debt	278,663.00
Extra/Unforeseen	50,000.00
Total	\$ 1,035,544.00

And that **\$1,035,544.00** be raised for such purposes as follows:

Department receipts	746,212.00
Retained Earnings	150,000.00
Tax Levy	139,332.00**
Free Cash	-0-

** (NOTE: As raised and appropriated under Article 2)

Favorable recommendation from Finance Committee/Capital Budget
Moderator declared the motion passed unanimously

Wastewater Enterprise Budget

ARTICLE 4:

Upon motion of Brett Simas, it was moved the Town vote to approve Article 4 as set forth in the warrant, appropriating funds to operate the Wastewater Enterprise Fund for FY 2020.

Printed in the Warrant: That the following sums be appropriated for the Wastewater Enterprise Fund:

Wage & Salaries	237,958.00
Expenses	341,623.00
Capital Outlay	100,000.00

Debt	8,363.00
Extra/Unforeseen	30,000.00
Total	\$717,944.00

And that **\$717,944** be raised for such purposes as follows:

Department receipts	583,762.00
Retained Earnings	130,000.00
Tax levy	4,182.00**
Free cash	-0-

** (NOTE: As raised and appropriated under Article 2)

Favorable recommendation from Finance Committee/Capital Budget Committee

Moderator declared the motion passed unanimously
Revolving Funds

ARTICLE 5:

Upon motion of Rick Porter, it was moved the Town vote to approve Article 5 as set forth in the warrant, establishing annual spending limits for Recreation Commission

Recreation Commission	\$260,000
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Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

ARTICLE 6: Withdrawn

ARTICLE 7:

Upon motion of Jonathan Calianos, it was moved to pass over Article 7.

Moderator declared the motion passed unanimously

Chapter 90 Approval

ARTICLE 8:

Unanimous Consent the Town vote to approve Article 8 as set forth in the warrant, providing for the acceptance and expenditure of so-call Chapter 90 funds.

Road Repairs

ARTICLE 9:

Upon motion of Steven Matellian, it was moved the Town vote to raise and appropriate the sum of Five hundred forty-six thousand dollars (\$546,000.00) to be used for the construction and/or improvement of Town Roads to supplement those provided for under the Commonwealth of Massachusetts M.G.L. Chapter 90 Program.

Favorable recommendation from Finance Committee/Capital Budget

Moderator declared the motion passed unanimously

Snow and Ice Deficit Funding

ARTICLE 10:

Upon motion of Stephen Matellian, it was moved the Town vote to transfer from Free Cash the sum of Fifty-two thousand dollars (\$52,000.00) to fund the snow and ice deficit for Fiscal Year 2019.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

OPEB Funding

ARTICLE 11:

Upon motion of Gary Daugherty, it was moved to pass over Article 11. Voted within operating budget Article 2.

Moderator declared the motion passed unanimously

CPC Administration Cost Funding

ARTICLE 12A:

Unanimous Consent: the Town vote to act on the report of the Community Preservation Committee on the FY 2019 community preservation budget and appropriate the sum of fifteen thousand dollars (\$15,000) from the Community Preservation Fund FY 2019 estimated annual revenues to the Community Preservation Committee Administrative Expense Account (2400-620-5700-5700) for all necessary and proper administrative expenses of the Committee for FY 2020.

ARTICLE 12B: Withdrawn

CPC Reserve Account Funding

ARTICLE 12C:

Unanimous Consent: The Town vote to raise vote to transfer from the fund balance of the Community Preservation Fund the following sums to the specified Community Preservation Fund reserve accounts to meet the requirements of M.G.L. Chapter 44B, §6, for FY19:

- Historic Resources Account - \$16,152.60
- Open Space Account - \$16,152.60
- Community Housing Account - \$16,152.60

Assessor Funding for Valuations

ARTICLE 13:

Unanimous Consent: The Town vote to transfer from Free Cash the sum of Eleven thousand dollars (\$11,000.00) for use by the Board of Assessors for ongoing recertification.

Conservation Funding

ARTICLE 14:

Unanimous Consent: The Town vote to raise and appropriate the sum of Five thousand dollars (\$5,000.00), to supplement the Town's "Conservation Fund".

Accept Public Ways for TIP Project

ARTICLE 15:

Upon motion of Steve Matellian, it was moved the Town vote to accept as public ways the altered layouts of North Main Street and Forest Street, to include within the layout of North Main Street a permanent easement in a parcel of land shown as 8-T and within the layout of Forest Street a permanent easement in a parcel of land shown as 7-T, both shown on a plan on file with the Town Clerk entitled "Massachusetts Department of Transportation Highway Division Plan and Profile of High Street and Hopkinton Road Phase 1 in the Town of Upton", dated December 26, 2018, prepared by BETA, Inc., as said plan may be amended; and to authorize the Board of Selectmen to acquire, by gift, purchase, eminent domain or otherwise, permanent easements to use such parcels of land for all purposes for which public ways are used in the Town of Upton.

Moderator declared the motion passed unanimously

Funding for Assessing Contract

ARTICLE 16:

Upon motion of William Taylor, it was moved the Town vote to transfer from Free Cash, the sum of Two Thousand dollars (\$2,000) for FY 2019, to make the initial payment of a 3-year contract for assessing services for the Town.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Capital Budget Bylaw Change

ARTICLE 17:

Upon motion of the Daniel Lazarz, it was moved Town vote to amend the General By-laws, Section 1 of Chapter 9, Capital Budget Committee, and approve Article 17, all as printed in the warrant.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Printed in Warrant: To see if the Town will vote to amend the General By-laws, Section 1 of Chapter 9, Capital Budget Committee, Title 2, by increasing the size of the Committee from five to seven members, with underlined text to be inserted and text to be deleted shown with strikethrough, as follows:

A Committee to be known as the Capital Budget Committee shall be established, composed of one member of the Town Finance Committee appointed by and from it, one member of the Planning Board appointed by and from it, and five ~~three~~ additional members to be appointed by the Board of Selectmen. The members from the Finance Committee and the Planning Board shall be appointed for one-year terms. The other members shall be appointed for three-year rotating terms ~~such that one will expire each year~~. Vacancies shall be filled for the unexpired terms in the manner of the original appointments.

Provided, further, that to implement the vote taken hereunder, following the effective date of this bylaw the Board of Selectmen shall, in addition to filling any expiring terms or vacancies, appoint one new member for a three-year term and one new member for a two-year term; or, to take any other action relative thereto.

Funding for Brooks Street Survey

ARTICLE 18:

Upon motion of Brett Simas, it was moved the Town vote to transfer from Free Cash the sum of the sum of Five Thousand

dollars (\$5,000) to survey and record land donated to the Town on Brooks Street, including all expenses incidental and related.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Rescue Pumper Truck Purchase

ARTICLE 19:

Upon motion of Michael Marchand, it was moved the Town vote to appropriate the sum of Five Hundred Seventy-Five Thousand Dollars (\$575,000) to purchase and equip a rescue pumper truck, including all incidental and related expenses, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to M.G.L. c. 44, §7(1), or any other enabling authority, and to issue bonds or notes of the Town therefor; and further that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Favorable recommendation from Finance Committee/Capital Budget Committee

Moderator declared this motion requires a 2/3 vote

Moderator declared the motion passed unanimously

Purchase of Protective Firefighter Gear

ARTICLE 20:

Upon motion of Michael Marchand, it was moved the Town vote to transfer from Free Cash the sum of Fourteen Thousand dollars (\$14,000) to purchase 4 sets of personal protective firefighter

gear, also known as “PPE”, including all incidental and related expenses

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding for Bylaw Codification

ARTICLE 21:

Upon motion of Kelly McElreath, it was moved the Town vote to transfer from Free Cash the sum of Ten Thousand dollars (\$10,000) for comprehensive codification of the Town’s General and Zoning Bylaws, including all expenses incidental and related

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding for Election Tabulators

ARTICLE 22:

Upon motion of Kelly McElreath, it was moved the Town vote to transfer from Free Cash the sum of Sixteen Thousand dollars (\$16,000) to purchase two State-approved election tabulators, including all expenses incidental and related.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding of DPW Contract

ARTICLE 23:

Upon motion of Brett Simas, it was moved the Town vote to transfer from Free Cash the sum of Twelve Thousand dollars (\$12,000) to fund and implement the cost items of the first fiscal year (2019) of the collective bargaining agreement between the Town of Upton and the Teamsters, Local #170, Department of Public Works Truck Driver’s for the period of July 1 2018 through June 30, 2021.

Favorable recommendation from Finance Committee
Moderator declared the motion passed unanimously

ARTICLE 24: Withdrawn

Funding of Grass Mower

ARTICLE 25:

Upon motion of Gary Daugherty, it was moved the Town vote to transfer from Free Cash the sum of Sixteen Thousand Five Hundred Ninety-Two Dollars (\$16,592) to purchase and equip a grass mower, including all expenses incidental and related.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding of Fowler Street Bridge

ARTICLE 26:

Upon motion of Steve Matellian, it was moved the Town vote to transfer from Free Cash the sum of Three Hundred Ten Thousand dollars (\$310,000) for procurement services, engineering, design, project management, construction and materials for repairs to the Fowler Street Bridge, including all expenses incidental and related.

Favorable recommendation from Finance Committee/Capital Budget Committee

Moderator declared the motion passed unanimously

Funding of Portable Radio Equipment

ARTICLE 27:

Upon motion of Michael Marchand, it was moved the Town vote to transfer from Free Cash the sum of Ten Thousand dollars (\$10,000) to purchase portable radio equipment, including all expenses incidental and related.

Favorable recommendation from Finance Committee
Moderator declared the motion passed unanimously

Funding of Computer Replacement

ARTICLE 28:

Upon motion of Kelly McElreath, it was moved the Town vote to transfer from Free Cash the sum of Ten Thousand (\$10,000) dollars to replace outdated computer systems currently used by Town employees, including all incidental and related expenses.

Favorable recommendation from Finance Committee
Moderator declared the motion passed unanimously

ARTICLE 29: Withdrawn

ARTICLE 30: Withdrawn

Funding of Site Work for Municipal Community Center

ARTICLE 31:

Upon motion of William Taylor, it was moved the Town vote to transfer from Free Cash the sum of Five Thousand dollars (\$5,000) to fund necessary site development for the Municipal Community Center, including but not limited to appraisals, surveys, and environmental testing, as well as all other expenses incidental and related.

Favorable recommendation from Finance Committee
Moderator declared the motion passed unanimously

Funding for Economic Development Committee Expenses

ARTICLE 32:

Upon motion of Eugene Bernat, it was moved the Town vote to transfer from Free Cash the sum of Five Thousand dollars (\$5,000) for consultants for the revitalization process, performing

structural engineering assessments, hazardous materials testing, wetlands surveys, etc., of buildings or sites that present opportunities for development, and to create marketing materials and host marketing events designed to encourage business to locate in Upton, such sums to be expended under the direction of the Economic Development Committee.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Downtown Vision Center Acceptance

ARTICLE 33:

Upon motion of Eugene Bernat, it was moved the Town vote to accept the vision for a revitalized Upton Center developed and prepared by the Upton Center Revitalization Workgroup.

Upon motion of Bill Andrews, it was moved to question

Moderator declared this motion requires a 2/3 vote

Moderator declared the motion passed by 2/3 vote

Moderator declared the motion passed by majority

Authority for Selectmen to Convey 3 Milford St/2 Grove St

ARTICLE 34:

Upon motion of Eugene Bernat, it was moved the Town vote to authorize the Board of Selectmen to sell, lease or otherwise convey such land or building located at 3 Milford Street as shown on Assessor's Map 201-055 and such land located at 2 Grove Street as shown on Assessor's Map 201-057, and as on file with the Town Clerk, for such sum and upon such conditions as may be determined by the Board of Selectmen, with such sale, lease or conveyance to occur following the Town's selection of a developer in accordance with the provisions of G.L. c.30B, including issuance of a Request for Proposals ("RFP"), and provided further that prior to issuing the RFP for the sale, lease or

conveyance of such land or building, the Board of Selectmen shall determine, following a properly posted open meeting for which the matter of the RFP appears on the Board's meeting notice, that said RFP is consistent with the vision for a revitalized Upton Center developed and prepared by the Upton Center Revitalization Workgroup and approved under Article 33 of the 2019 Annual Town Meeting, and to authorize the Board of Selectmen to execute any and all instruments, including deeds, leases or other agreements and take all other actions necessary or appropriate to effectuate the vote taken hereunder.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

ARTICLE 35:

Upon motion of Brett Simas, it was moved to pass over Article 35.

Citizen Petition – reduce tax rate

ARTICLE 36:

Upon motion of Michelle Antinarelli, it was moved the Town vote to reduce the FY2020 tax levy by transferring the amount of Two Hundred Fifty Thousand (\$250,000) from free cash

Unfavorable recommendation from Finance Committee

Upon motion of Bill Andrews, it was moved to table the question

Moderator declared this motion requires a 2/3 vote

Moderator declared the motion lost

Citizen Petition – Personnel Changes

ARTICLE 37:

Upon motion of Michelle Antinarelli, it was moved the Town vote, where a change in appointing and supervisory authority of the Town personnel would require special legislation to refer the

issue to the Board of Selectmen for further study and request that the Board prepare a warrant article and special legislation for inclusion on the warrant for the 2019 Fall Town Meeting or any special meeting it may choose to call prior thereto.

Upon motion of Bill Andrews, it was moved to table the question
Moderator declared this motion requires a 2/3 vote

Moderator declared the motion lost

Citizen's Petition – Recreation Commission Change

ARTICLE 38:

Upon motion of Michelle Antinarelli, it was moved the Town vote, where the proposed changes to the composition of the Recreation Commission, effect the terms of current elected officials and where special legislation may be needed to accomplish the goals of this article, to refer the issue to the Board of Selectmen for further study and request that the Board prepare a warrant article, bylaw amendment, and/or special legislation as may be needed, for inclusion of an article for such purposes on the warrant for the 2019 Fall Town Meeting or any special meeting it may choose to call prior thereto.

Moderator declared the motion lost

Upon motion of John Robertson, it was moved to dissolve this warrant and adjourn the Annual Town Meeting at 10:45 pm.

Motion passed unanimously.

A True Copy.

Attest:

Kelly A. McElreath

Town Clerk

TOWN ELECTION WARANT / 14 MAY 2019

WORCESTER, SS

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections to vote at the Nipmuc Regional Middle/High School, 90 Pleasant Street, in Upton on Tuesday, the fourteen day of May, 2019 from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Annual Town Election for the candidates for the following offices:

Moderator for 1 year

Selectman for 3 years

Assessor of Taxes for 3 years

Mendon-Upton Regional School District Committee member for 3 years

Cemetery Commission for 3 years

Board of Health for 3 years

Recreation Commissioner for 3 years

Trustees of the Public Library (3) for 3 years

Trustees of the Public Library for 1 year

Planning Board for 5 years

Board of Commissioner of Trust Funds for 3 years

Constable (5) for 3 years

Question 1:

Shall the Town of Upton adopt the following Zoning Bylaw?

Town Counsel Summary:

Massachusetts General Laws, Chapter 94G, Section 3 allows a town, through adoption of zoning bylaws, to prohibit all or certain types of adult use marijuana establishments, also known as “recreational” or “non-medical” marijuana establishments, from operating in that town. In

a town such as Upton that voted “yes” on Question 4 at the November 8, 2016 State Election in favor of allowing adult use of marijuana and lawful operation of marijuana establishments, a ballot question is also required to implement such a prohibition. “Marijuana retailers,” as that term is defined in Massachusetts General Laws, Chapter 94G, Section 1, is one type of adult use marijuana establishment. The November 13, 2018 Special Town Meeting approved a Zoning Bylaw amendment to prohibit marijuana retailers in the Town, below, which amendment must also be approved at an election in order to prohibit such businesses in the Town of Upton. The prohibition would apply to “recreational” or “non-medical” marijuana retail establishments only and would have no impact on other “recreational” or “non-medical” marijuana establishments, medical marijuana uses or the lawful use of marijuana by adults.

Text of Zoning Bylaw:

6.7.3 Prohibited Use.

Consistent with G.L. c. 94G, Section 3(a)(2), the Town hereby prohibits Marijuana Retailers in the Town of Upton.

YES / NO

UPTON BOARD OF SELECTMEN

PROCEEDINGS OF ANNUAL TOWN ELECTION / 14 MAY 2019

Rena Richard, Warden, declared the polls open at 7:00 am.

Throughout the day, election clerks on duty at the check-in table for precinct one were Agnita Knott, Joan Varney, Joan Scribner and Robyn Sharp. Elections clerks on duty at the check-in table for precinct two were Joan Burrell, Rosemary Quirk, Kathy Ramsey and Megan Ronzio. Karen Varney, Betty Consigli, Donna Desjardins and Patricia Phyllis were on duty at the checkout table for precinct one throughout the day. Also, Nancy Page, Lynne Gruber Carol Owczarzak, and Mary Bradford were on duty at the checkout table for precinct two throughout the day.

At 8:01 pm the results of the election were printed from each of the two Accu-Vote tabulation machines. There were 851 votes (413 for precinct one and 438 for precinct two).

The following are the results of the election:

***Indicates Incumbent

Moderator (1 yr)

**David C. Loeper, 18 Nelson St, Upton	679
Blanks	170
Write In – Other	2

Selectmen (3 yrs)

Michelle Antinarelli, 148 South St, Upton	265
Maureen Dwinnell, 154 West River St, Upton	293
David Ross, 23 Plumly Rd, Upton	263
Blanks	30

Assessors of Taxes (3 yrs)

**William W. Taylor, 211 North St, Upton	641
Blanks	210

Mendon Upton Regional School Committee (1 yr)

**Dorothy Scally, 39 Plain St, Upton	603
--------------------------------------	-----

Blanks	247
Write In – Other	1
Cemetery Commission (3 yrs)	
***Glenn Fowler, 55 Mendon St, Upton	628
Blanks	222
Write In – Other	1
Board of Health (3 yrs)	
Stedman Briggs, 24 James Rd, Upton	585
Blanks	266
Recreation Commission (3 yrs)	
Write In – Richard Porter	37
Write In – Michelle Antinarelli	14
Write In – Steve Antinarelli	3
Write In – Lyn Hagerty	2
Write In – Rick LaCross	2
Write In – Others	13
Blanks	780
Trustees of the Public Library (3 for 3 yrs)	
**Judith Katz, 126 Glen Ave, Upton	529
Michelle Antinarelli, 148 South St, Upton	513
Anne O'Brien, 11 Howarth Dr, Upton	484
Blanks	1025
Write In – Other	2
Trustees of the Public Library (1 for 1 yr)	
Write In - Debbie Amorelli	5
Write In - Nicholas Galeone	2
Write In - Molly Smith	3
Write In - Dorothy Scally	2
Blanks	827

Write In – Other	12
Planning Board (5 yrs)	
**Paul W. Carey, 6 Ephraim's Way Upton	619
Blanks	230
Write In – Other	2
Constable (3 yrs)	
James R. Bates, Jr, 14 Williams St, Upton	551
Steven P. Driver, 67 Glenview St, Upton	492
Michael G. Moran, 102 High St, Upton	539
Write In – David Loeper	2
Write In – Others	12
Blanks	2659
Board of Commissioner of Trust Funds (3yrs)	
Write In – Jim Brochu	18
Write In – Frank Aniello	11
Write In Sean Matelian	2
Write In – Others	4
Blanks	816

Question 1:

Shall the Town of Upton adopt the following Zoning Bylaw?

Town Counsel Summary:

Massachusetts General Laws, Chapter 94G, Section 3 allows a town, through adoption of zoning bylaws, to prohibit all or certain types of adult use marijuana establishments, also known as “recreational” or “non-medical” marijuana establishments, from operating in that town. In a town such as Upton that voted “yes” on Question 4 at the November 8, 2016 State Election in favor of allowing adult use of marijuana and lawful operation of marijuana establishments, a ballot question is also required to implement such a prohibition. “Marijuana retailers,” as that term is

defined in Massachusetts General Laws, Chapter 94G, Section 1, is one type of adult use marijuana establishment. The November 13, 2018 Special Town Meeting approved a Zoning Bylaw amendment to prohibit marijuana retailers in the Town, below, which amendment must also be approved at an election in order to prohibit such businesses in the Town of Upton. The prohibition would apply to “recreational” or “non-medical” marijuana retail establishments only and would have no impact on other “recreational” or “non-medical” marijuana establishments, medical marijuana uses or the lawful use of marijuana by adults.

Text of Zoning Bylaw:

6.7.3 Prohibited Use.

Consistent with G.L. c. 94G, Section 3(a)(2), the Town hereby prohibits Marijuana Retailers in the Town of Upton.

Yes: 442

No: 348

Blanks: 61

The total number of ballots voted was 851 out of 5,611, (5,463 active, 148 inactive) (15% turnout). This included 48 absentee ballots. Warden Rena Richard read the official results of the election at 8:30 pm. The used and unused ballots were sealed in separate containers and returned to the Town Hall at 8:45 pm.

A True Copy.

Attest:

Kelly A. McElreath

Town Clerk

SPECIAL TOWN MEEING / 5 NOVEMBER 2019

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections and in Town affairs, to meet in the Auditorium at said Nipmuc Regional High School, 90 Pleasant Street, Upton, MA on Tuesday, November 5, 2019 punctually at Seven o'clock in the evening, to act on the Articles in the warrant.

ARTICLE 1:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Five Thousand dollars (\$5,000), or any other sum, to supplement the Town's "Conservation Fund"; or, to take any other action relative thereto.

Explanation/Submitted by: To provide additional funding for the Town's Conservation Fund. The Conservation Fund has been used most recently to pay for appraisals for land purchases such as the Robertson and the Kelly land adjacent to and inholdings within Peppercorn Conservation Area. Through the State Conservation Commission Act, the Conservation Commission can use these funds as it deems necessary. /Conservation Commission.

Recommendation: Favorable Action/Finance Committee

ARTICLE 2A:

To see if the Town will vote to transfer from the Community Preservation Fund FY 2020 estimated revenues the sum set forth below to the following Community Preservation Fund accounts to meet the requirements of M.G.L.c.44B 6:

- Historic Resources Account \$47,200.
- Open Space Account \$47,200.
- Community Housing Account \$47,200.

and to place any remaining FY 2020 estimated annual revenues in a so-called “FY2020 Undesignated Budgeted Reserve”, or, to take any other action relative thereto.

Explanation/Submitted by: To set aside 10% of CPA FY2020 estimated annual revenues into each of the three standard reserve accounts as required by law, and to place the remainder into a FY2020 “undesignated” reserve/Community Preservation Committee

Fund	Balance
Undesignated	\$ 1,069,147.36
Open Space	\$ 409,530.86
Community Housing	\$ 557,562.15
Historic Resources	\$ 115,861.45
Total	\$ 2,152,101.82

Recommendation: Favorable Action/Finance Committee

ARTICLE 2B:

To see if the Town will vote to transfer the total sum of two hundred ninety-six thousand five hundred seventy-five dollars (\$296,575.00) from the Community Preservation Fund to meet the seventh year payment of debt service owed on the General Obligation Town Hall Renovation Bonds, with forty-seven thousand dollars (\$47,000.00) from the Community Preservation Historic Resources Account and two hundred forty-nine thousand five hundred seventy-five dollars (\$249,575.00) from the Community Preservation Undesignated Account, or, to take any other action relative thereto

Explanation/Submitted by: To make the seventh-year principal and interest payments (with 13 years remaining) on the Town Hall bonds, to

be paid from CPA monies consistent with the Town's vote to authorize the project / Community Preservation Committee

Recommendation: Favorable Action/Finance Committee

ARTICLE 2C:

To see if the Town will vote to authorize the Board of Selectmen, to acquire by gift, purchase, eminent domain or otherwise for conservation and passive recreation purposes the fee or lesser interest or interests, including a conservation restriction and trail and fishing easement, to be co-held with the Massachusetts Department of Conservation and Recreation, in land totaling 48 acres, more or less, located on Mechanic, Fowler and Warren Streets, and described on Assessors Map 14, Parcels 68 and 70 and on Assessors Map 15, Parcel 8, all as shown on a plan entitled "Robertson Property Preservation Plan" dated October 15, 2019; as on file with the Town Clerk; to be held in the care and custody of the Upton Conservation Commission in accordance with G.L. c.40, §8C, and for the preservation of such land or interests therein; that said Conservation Commission be authorized to file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts under the LAND grant program, (formerly known as the Self-Help program), M.G.L. Chapter 132A, §11, the Federal Land & Water Conservation Fund, P.L. 88-568, 78 Stat 897, and/or any other program that may provide funding for the acquisition and/or activities falling within the scope and intent of this article; and to execute, with approval of the Town Manager, all such agreements as may be necessary on the part of the Town to effect such acquisition and/or such reimbursement; and, as may be necessary, to authorize the Board of Selectmen to convey a conservation restriction in such property to a qualified entity in accordance with M.G.L. Chapter 44B, §12(a); and as funding therefor, to raise and appropriate, transfer from available funds,

including the Community Preservation Fund or borrow pursuant to M.G.L. Chapter 44B, §11 or M.G.L. Chapter 44, §§7 or 8 or any other enabling authority the sum of \$410,715, and for the costs and expenses associated with the acquisition; provided, however, that the funds appropriated hereunder shall not be expended unless the Town is approved for a LAND grant from the Massachusetts Division of Conservation Services, or other grant program, or receives donations, totaling no less than \$234,429; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase a Conservation Restriction and fishing and trail easements on 47.9 acres located off of Mechanic, Fowler and Warren Streets/Community Preservation Committee

Recommendation: Unfavorable Action/Finance Committee/Capital Budget Committee

ARTICLE 3:

To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, for general municipal purposes, a parcel of land, containing 0.17 acres, more or less, together with the buildings and improvements thereon, being Assessor's Map 201-074, located at 6 Main Street, described in a deed recorded with the Worcester South Registry of Deeds in Book 5046, Page 27, and, to raise and appropriate, transfer or borrow One Hundred Ninety-Five Thousand Dollars (\$195,000) for such purposes and all incidental and related expenses; and further to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out this acquisition, on such terms and conditions as the Board of Selectmen shall, in its discretion, deem reasonable, and to take all related actions necessary or appropriate to effectuate such acquisition, and the care, custody and maintenance of the improvements on the property, including

the authority to demolish said improvements; or, to take any other action relative thereto.

Explanation/Submitted by: The Board of Selectmen have entered into a purchase and sale agreement on the 6 Main Street property and would like to acquire the property per the Town Center vision adopted at the 2019 Annual Town Meeting. Once acquired, the Board of Selectmen intend on demolishing the building so that the property can be repurposed for another intended use/Board of Selectmen

Recommendation: Favorable Action/Finance Committee/Capital Budget Committee

ARTICLE 4:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Seven Hundred Thousand dollars (\$700,000), or any other sum, to fund the procurement, design development, construction documents and bidding phases of design for the proposed construction of a Municipal Community Center building, and all incidental and related costs, and further to authorize the Board of Selectmen and appropriate Town officials to take all related actions necessary or appropriate to carry out the vote taken hereunder; such project to be managed by a Municipal Community Center Building Committee appointed by the Board of Selectmen, or to take any other action relative thereto.

Explanation/Submitted by: To fund the remaining phases of design and bidding in order to finalize the building design and bring actual construction costs to a future Town Meeting for its approval/ Municipal Community Center Feasibility Committee

Recommendation: Favorable Action/Capital Budget Committee

ARTICLE 5: WITHDRAWN

ARTICLE 6:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, the sum of Twelve Thousand dollars (\$12,000), or, any other sum, to be used for the purchase of two replacement ambulance laptops and related equipment including all incidental and related expenses, or to take any other action relative thereto.

Explanation/Submitted by: In order for the Fire Department continue to provide proper patient care and reporting the department must replace the two (2) existing ambulance laptop computers. These computers are more than 8 years old, and do not have the ability to be upgraded to Microsoft Windows 10. These devices are also what compiles and sends reports to our ambulance billing company to process for payments/Fire Department

Recommendation: Favorable Action/Finance Committee

ARTICLE 7:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Nine Thousand Five-Hundred dollars (\$9,500), or any other sum, to fund the payroll expenses of a Department Assistant position for the Treasurer/Collector's Office, or to take any other action relative thereto.

Explanation/Submitted by: Staffing for the department has not changed since sometime prior to 1997. With the advent of electronic payments, an increase in population and motor vehicle excise billing severe stress has been placed on the department. /Treasurer/Collector

Recommendation: Favorable Action/Finance Committee

ARTICLE 8:

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to pay certain unpaid bills of a prior fiscal year, including the following:

- Deputy Collector Services
 - \$221.52
- Public Works Expenses
 - \$267.27

Or take any other action relative thereto.

Explanation/ Submitted by: There was \$221.52 of Deputy Collector services that occurred in FY2019 which was then subsequently invoiced in FY2020 after the 2019 closeout. Treasurer/Collector. There is an outstanding invoice of \$267.52 from ZEP Supplies from as FY2019 delivery which was then subsequently invoiced in FY20 after the 2019 closeout/Department of Public Works

Recommendation: Favorable Action/Finance Committee

ARTICLE 9:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of Three Thousand Seven Hundred Ten dollars (\$3,710), or any other sum, as a grant match for the purchase of two (2) cardiac monitors/defibrillators, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/Submitted by: The Upton Fire-EMS Department received \$94,762 grant award from FEMA through the Assistance to Firefighters Grant (AFG). The grant will be used to purchase two cardiac defibrillator monitors and provide funding for training for driving and pump operations of the Department's apparatus. The AFG requires a match from the Town of \$3,710 in order to receive the full award. The Fire Department cardiac monitors are more than 15 years old, and do not

have the ability to monitor for carbon monoxide or end tidal CO2 levels in patients. This model monitor / defibrillator ceased production by the manufacturer in June of 2007 and will not be supported starting in February of 2020/Fire Department

Recommendation: Favorable Action/Finance Committee

ARTICLE 10:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum Seven Thousand Five-Hundred dollars (\$7,500), or any other sum, for purpose of providing Information Technology (IT) support services related to the security, support and maintenance of the Town's computers, servers, website, e-mail and related IT infrastructure, including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/Submitted by: With the recent ransomware attacks on municipalities and lack of IT expertise on staff, it is imperative our IT systems are protected from viruses, malware and ransom attacks. These monies will be used to extend firewall licenses and upgrade OS licenses for 2 servers. /Town Clerk-Asst to the Town Manager

Recommendation: Favorable Action/Finance Committee

ARTICLE 11:

To see if the Town will vote to transfer from the Retained Earnings of the Wastewater Division and of the Water Division, the sum of Thirty Thousand One Hundred Ninety-Two dollars (\$30,192), or any other sum, for a total appropriation of \$60,384 to fund the salary and benefits of one (1) additional operator to be shared between the Water & Wastewater Divisions, or, to take any other action relative thereto..

Explanation/Submitted by: The Department of Environmental Protection (DEP) performs annual inspections of the Upton Water &

Wastewater Divisions. This is the second year in a row that the annual survey identified staffing issues within the Divisions. The DEP is strongly recommending the addition of two (2) full-time operators to be shared between the Water & Wastewater Divisions. Although DEP is recommending two additional staff, the Director is proposing an addition of just one at this time/Department of Public Works

Recommendation: Favorable Action/Finance Committee

ARTICLE 12: WITHDRAWN

ARTICLE 13:

To see if the Town will vote to transfer from the Water Division's Retained Earnings, the sum of One Hundred Twenty-Two Thousand dollars (\$122,000), or any other sum, to fund the Fowler Street Bridge Replacement Water Main Extension and associated work, including all incidental and related expenses or, to take any other action relative thereto.

Explanation/Submitted by: The funding for this project was already voted and appropriated at the May 3, 2018 Annual Town Meeting as part of the Water Division's FY19 Capital Outlay. However, when the project was delayed due to permitting issues, the fiscal year ended before the money could be utilized, Therefore, the funds reverted back to the Water Division's Retained Earnings. The Fowler Street Bridge Replacement Project is now fully permitted and slated to go out to bid in early December/Department of Public Works

Recommendation: Favorable Action/Finance Committee

ARTICLE 14:

To see if the Town will vote to amend Title II, Chapter 1, Section 11 of the Town of Upton General Bylaws by inserting the underlined language and deleting the strikethrough language as follows:

Title # 2, Chapter 1, Section 11

~~When a question is put the sense of the meeting shall be determined by the voices thereon, and When a question is put, the vote shall be counted by electronic voting technology, if available. If electronic voting technology is not available, then the Moderator shall call for a voice vote~~ and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote of the article or matter by sound of the voices, he shall determine the vote by ordering a show of hands or standing vote and may appoint tellers to make and return the count. A roll call shall be ordered by the Moderator if twenty members shall by rising to their places favor such motion. A ballot vote shall be taken at a regular or special Town Meeting when a motion is made and seconded by seven (7) voters and is carried by a majority vote.

Or, to take any other action relative thereto.

Explanation/ Submitted by: The Electronic Voting Committee has investigated the merits of using electronic voting during all Town Meetings (Annual and Special) and recommends that the town adopt this as the primary method of collecting the vote. Whenever electronic voting is not possible, due to equipment malfunction or power failure or any reason, the method of collecting the vote shall default to the current process. This is enabling legislation only. The amendment does not require that Town Meeting spend money. Amendment requires that electronic voting be used when available/Electronic Voting Committee

ARTICLE 15:

To see if the Town will vote to accept the provisions of General Laws Chapter 44, Section 53F3/4, establishing a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation by Town Meeting to support PEG access services

and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2021 which begins on July 1, 2020, or, to take any other action relative thereto.

Explanation/Submitted by: According to the Division of Local Services, municipalities need to establish a special revenue fund known as the PEG Access and Cable Related Fund to fund PEG access programming, as well as certain other municipal cable-related expenses/ Town Clerk-Asst to Town Manager

Recommendation: Favorable Action/Finance Committee

ARTICLE 16:

To see if the Town will vote to amend the Upton Zoning Map to include a new district called the Upton Center Business District, and to amend the following sections of the Zoning By-Laws:

- Section 2.0 – Districts: by amending Section 2.1 to add a new Zoning District entitled “Upton Center Business District (UCBD)”; and by amending the official Upton Zoning Map referenced in Section 2.2 (1978 revised June 2008) to include the proposed Upton Center Business District.
- Section 3.0 – Use Regulations: by amending Section 3.1.1 Symbols, Section 3.1.3, Table A – Table of Principal Uses by District, and Notes to Table A to include the proposed Upton Center Business District and designate the uses allowed within the District.
- Section 4.0 – Dimensional Regulations: by amending Table C: General Business and Commercial & Industrial District Lots and Notes for Table B through Table D to include the proposed Upton Center Business District.

- Section 5.0 – General Regulations: by adding a new Section 5.10.6 Parking Bylaw for UCBD.
- Section 10 – Definitions; by adding “Mixed-use facility”.

as set forth in the document entitled, “Upton Center Business District” and map, on file with the Town Clerk, or take any other action relative thereto.

Explanation/Submitted by: The Economic Development Committee has been working on creating the necessary tools to implement the vision of a revitalized Upton Town Center as approved by voters at the May 2019 Annual Town Meeting. This article establishes an Upton Center Business District (UCBD) that includes properties shown in the map on file with the Town Clerk/Economic Development Committee

ARTICLE 17:

To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project, pursuant to Massachusetts General Laws Chapter 252, Section 5A and any other applicable sections of said law, or take any action relative thereto.

Explanation/Submitted by: Membership in CMMCP allows a full program of mosquito control to be accessed by residents and town officials if they so choose. These programs include Adulticiding, Larval Control, Public Education, Ditch Maintenance, Research & Efficacy, Wetland Restoration, Mosquito Surveillance, and Source reduction. These tools will reduce the population of mosquitoes that carry diseases that can threaten our community, pets and livestock. Residents are allowed to opt out of this program if they so wish. This program works in conjunction with the DPH, EPA, DEP and DAR/Board of Health

ARTICLE 18:

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of Five-Hundred Thousand dollars (\$500,000.00), or any other sum, into the Stabilization Fund, or to take any other action relative thereto.

Explanation/Submitted by: The Government Finance Officers Association recommends that municipalities maintain a stabilization account equal to or greater than two to three months of its operating expense or a minimum of 10%; bond ratings agencies review these ratios as a measure of financial strength; the Stabilization Account may be used for any legal purpose, including to maintain level services during difficult economic times or to serve as a funding source for important capital projects/Finance Committee

Recommendation: Favorable Action/Finance Committee

ARTICLE 19:**Citizens Petition:****1.0 PURPOSE**

The production of thin-film single use plastic checkout bags has significant impacts on the environment, including, but not limited to contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; requiring the use of millions of gallons of crude oil nationally for their manufacture. The purpose of this bylaw is to protect the town's unique natural beauty and its water and natural resources by eliminating single use plastic checkout bags that are distributed in the

Town of Upton and to promote the use of reusable bags.

2.0 SEVERABILITY

Each section, paragraph, sentence, clause, phrase and any other portion of this bylaw shall be construed as separate to the end that if any portion thereof shall be held invalid for any reason, then the remainder of the regulation shall remain in full force and effect.

3.0 DEFINITIONS

3.1 "Agent", the Town of Upton Health Inspector
3.2 "Board of Health", the legally constituted Board of Health for the Town of Upton, or its authorized agents or representatives.
3.3 "Checkout Bag", a carryout bag with handles provided by a store to a customer at the point of sale. A Checkout bag shall not include:

- Bags whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store; laundry or dry-cleaner bags; bags used to contain or wrap frozen foods, meat or fish, whether prepackaged or not, to prevent or contain moisture.

3.4 "Compostable plastic bag", a plastic bag that meets specific standards set by the American Society of Testing and Materials(ASTM) for biodegradability.

3.5 "Recyclable Paper Bag" means a paper bag that is (1) 100 percent recyclable including the handles; (2) contains at least 40% post-consumer recycled paper content; and, (3) displays the percentage of

post-consumer recycled content in a visible manner on the outside of the bag.

3.6 "Retail establishment", any retail space located in the Town of Upton including without limitation a restaurant, food or ice cream truck, convenience store, merchandise vendor, farm market, or supermarket.

3.7 "Reusable checkout bag", a sewn bag with handles, that is designed for multiple reuse and can carry 25 pounds over a distance of 300 feet. It can be either made of cloth fabric, durable plastic (more than 4 mils thick), or other durable material.

3.8 "Single Use Plastic Bag" shall mean a plastic bag including but not limited to bags with integral handles made of non-biodegradable plastic that is less than 4.0 mils in thickness and is intended for single-use transport of purchased items provided by an establishment to a customer at the point of sale.

4.0 REQUIREMENTS

4.1 If any retail establishment as defined in section 3 provides a checkout bag to customers, the bag shall comply with the requirements of being either a recyclable paper bag, a compostable plastic bag, or a reusable checkout bag. Single Use Plastic Bags are prohibited as of June 30, 2020.

4.2 The Board of Health may promulgate additional rules and regulations to implement this bylaw.

5.0 PENALTIES AND ENFORCEMENT

Each Retail Establishment shall comply with this bylaw:

5.1 If it is determined that a violation has occurred the Agent may issue a warning notice for an initial violation.

5.2 Any violation of the provisions of this bylaw may be enforced by non-criminal disposition pursuant to the provisions of Massachusetts General Laws, Chapter 40, Section 21D.

5.3 If an additional violation of this by-law has occurred within 30 calendar days after a warning notice has been issued for an initial violation, the Agent may issue a notice of violation and may impose a penalty against the Retail Establishment.

5.4 The penalty for each violation that occurs after the issuance of the warning notice shall be:

- \$50 for the second offense
- \$100 for the third offense and \$200 for all subsequent offenses

5.5 No more than one (1) penalty shall be imposed upon a Retail Establishment within a seven (7) calendar day period

6.0 EFFECTIVE DATE

All the requirements set forth in this by-law shall take effect on June 30, 2020. In the event that compliance with the effective date of this bylaw is not feasible for a Retail Establishment, because of unavailability of compliant checkout bags or economic hardship, the Agent may grant a waiver of not more than six months upon application of the owner or the owner's representative. The waiver may be extended for one (1) additional six-month period upon showing of continued infeasibility as set forth above.

Submitted by: Laurie Wodin, Marcella Stasa et al.

ARTICLE 20:**Citizens Petition:****1. PURPOSE**

Styrofoam is the brand name for polystyrene (trademarked by Dow Chemical Co.) a synthetic plastic that biodegrades so slowly (hundreds of years) it is considered to be non-biodegradable. Styrene, the key ingredient in expanded polystyrene, was recently added to the National Toxicology Program's list of probable human carcinogens (U.S. Department of Health and Human Services). Styrene can leach from polystyrene containers into food and beverages. It has become a major component of plastic debris in the ocean and animals often mistake it for food. It is also hazardous to marine life, transferring toxic chemicals along the food chain. Expanded polystyrene containers are not part of the Town's regular recycling program. The purpose of this bylaw is to eliminate the distribution of expanded polystyrene containers by all food establishments in the Town of Upton.

2. SEVERABILITY

Each section, paragraph, sentence, clause, phrase and any other portion of this bylaw shall be construed as separate to the end that if any portion thereof shall be held invalid for any reason, then the remainder of the regulation shall remain in full force and effect.

3.0 DEFINITIONS

- 3.1 "Agent", the Town of Upton Health Inspector
- 3.2 "Board of Health", the legally constituted Board of Health for the Town of Upton, or its authorized agents or representatives.

3.3 “Disposable Food Service Container” means a single-use disposable product for serving or transporting prepared, ready-to-consume food or beverages, including without limitation, take-out foods and/or leftovers from partially consumed meals prepared by a food establishment. This includes, but is not limited to, plates, cups, bowls, trays, hinged or lidded containers, straws, cup lids, or utensils. It does not include single-use disposable packaging for unprepared foods.

3.4 “Food Establishment” means any operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a food establishment for purposes of this bylaw.

3.5 “Expanded Polystyrene” means blown polystyrene (polystyrene that has been expanded or “blown” using a gaseous blowing agent into a solid foam) and expanded and extruded forms, which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion blow molding (extruded foam polystyrene).

3.6 “Prepared Food” means any food or beverage prepared on the food establishment’s premises, using any cooking or food preparation technique. Prepared food does not include any raw uncooked meat, fish or eggs unless provided for consumption

without further food preparation. Prepared food may be eaten on or off the food establishment's premises.

4.0 REQUIREMENTS

4.1 Food establishments are prohibited from dispensing prepared food to customers in disposable food service containers made from expanded polystyrene.

4.2 Each Food Establishment as defined in Section 3, above, located in the Town of Upton shall comply with this bylaw as of January 1, 2020.

4.3 The Board of Health may promulgate additional rules and regulations to implement this bylaw.

5.0 PENALTIES AND ENFORCEMENT

Each Food Establishment shall comply with this bylaw:

5.1 If it is determined that a violation has occurred the Agent may issue a warning notice for an initial violation.

5.2 Any violation of the provisions of this bylaw may be enforced by non-criminal disposition pursuant to the provisions of Massachusetts General Laws, Chapter 40, Section 21D.

5.3 If an additional violation of this bylaw has occurred within 30 calendar days after a warning notice has been issued for an initial violation, the Agent may issue a notice of violation and may impose a penalty against the Food Establishment.

5.4 The penalty for each violation that occurs after the issuance of the warning notice shall be:

- \$50 for the second offense
- \$100 for the third offense and \$200 for all subsequent offenses.

5.5 No more than one (1) penalty shall be imposed upon a Food Establishment within a seven (7) calendar day period.

6.0 EFFECTIVE DATE

All of the requirements set forth in this bylaw shall take effect on June 30, 2020. In the event that compliance with the effective date of this bylaw is not feasible for a Food Establishment, because of unavailability of compliant containers or economic hardship, the Agent may grant a waiver of not more than six months upon application of the owner or the owner's representative. The waiver may be extended for one (1) additional six-month period upon showing of continued infeasibility as set forth above.

Submitted by: Laurie Wodin, Marcella Stasa et al.

ARTICLE 21:

To see if the Town will vote to establish a new annual spending limit for FY 2020 for the Land Stewardship Fund established under Section 6 of Title 2, Chapter 25, of the General Bylaws, in accordance with M.G.L. Chapter 44, §53E1/2, with such expenditure limit to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 in any year, to change the same for the ensuing fiscal year; provided, however, that at the request of the Land Stewardship Committee, the Board of Selectmen, with the approval of the Finance Committee, may increase such limit, for that fiscal year only; or to take any other action relative thereto.

Authorized Revolving Funds (G.L. c.44, §53E ½)	Fiscal Year Expenditure Limit
Land Stewardship Fund	\$10,000

Explanation/Submitted by: To approve a new spending limit for the Land Stewardship revolving fund, to be applicable from year to year unless later changed by Town Meeting. No other changes are intended to the expenditure limits for other revolving funds previously approved by Town Meeting/Land Stewardship Committee

Recommendation: Favorable Action/Finance Committee

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library, and Town Hall, in said Town fourteen days (14) at least before the time of holding said Meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this seventeenth (17th) day of October in the year of our lord two thousand nineteen.

UPTON BOARD OF SELECTMEN

PROCEEDINGS OF SPECIAL TOWN MEETING / 5 NOVEMBER 2019

Called to order at 7:00 pm by Moderator David Loeper. Meeting was recessed until 7:15 to allow voters to be checked in.

Board of Selectmen Chair, Steven Matellian, led the audience in the Pledge of Allegiance.

During this meeting, 324 voters were checked in to the Nipmuc Regional Middle/High School by Tracey Tardy and M. Denise Smith meeting the necessary quorum of 40 voters.

By unanimous vote, guests present were: Lauren Goldberg, Town Counsel, Derek Brindisi, Town Manager; Dennis Westgate, DPW Director; Matthew Bachtold, Library Directory; Kenny Costa, Town Accountant; Janice Nowicki, COA Director; Mark DiFronzo, Fire Chief; Michelle Sanford, Town Crier; State Representative David Muradian; Devan Braun, KP Law; Tim Deschamps, Mosquito Control; Michael & Leigh Fallon, Jim Willitts, Luke Venable, Raymond Martin, Steve Sloan, Braynna Seligman, Gloria Profetto

Conservation Funding

ARTICLE 1:

Upon motion of Brett Simas, it was moved the Town vote to transfer from Free Cash the sum of Five Thousand dollars (\$5,000), to supplement the Town's "Conservation Fund".

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

CPC Funding

ARTICLE 2A:

Upon motion of Rena Richard, it was moved the Town vote to transfer from the Community Preservation Fund FY2020 estimated annual revenues the sums set forth below to the

following Community Preservation Fund accounts to meet the requirements of M.G.L. c.44B, §6:

- Historic Resources Account \$47,200.
- Open Space Account \$47,200.
- Community Housing Account \$47,200

and to place any remaining FY 2020 estimated annual revenues in a so-called “FY2020 Undesignated Budgeted Reserve”.

Favorable recommendation from Finance Committee/Community Preservation Committee

Moderator declared the motion passed unanimously

Town Hall Debt Funding

ARTICLE 2B:

Upon motion of Steven Matellian, it was moved the Town vote to transfer the total sum of two hundred ninety-six thousand five hundred seventy-five dollars (\$296,575.00) from the Community Preservation Fund to meet the sixth year payment of debt service owed on the General Obligation Town Hall Renovation Bonds, with forty-seven thousand dollars (\$47,000.00) from the Historic Resources Account and two hundred forty-nine thousand five hundred seventy-five dollars (\$249,575.00) from the Community Preservation Undesignated Account.

Favorable recommendation from Finance Committee/Community Preservation Committee

Moderator declared the motion passed unanimously

Purchase of Conservation Restriction – Mechanic St

ARTICLE 2C:

Upon motion William Taylor, it was moved to approve Article 2C as set forth in the warrant, and, as funding therefor, and for the cost and expenses associated with the acquisition, to transfer from the Community Preservation Fund Open Space Reserve the

sum of \$410,715 provided, however, that the funds appropriated hereunder shall not be expended unless the Town is allotted a LAND grant from the Massachusetts Division of Conservation Services, or other grant program, or receives donations, totaling no less than \$234,429.

Unfavorable recommendation from Finance Committee/Capital Budget

Favorable recommendation from Community Preservation Committee

Upon motion of William Andrews, it was moved to question

Moderator declared a 2/3 majority is required

Moderator declared the motion passed by 2/3 vote

Moderator declared the motion passed by majority - Yes 187 / No 102

Purchase of 6 Main St

ARTICLE 3:

Upon motion of Maureen Dwinnell, it was moved the Town vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, for general municipal purposes, a parcel of land, containing 0.17 acres, more or less, together with the buildings and improvements thereon, being Assessor's Map 201-074, located at 6 Main Street, and, transfer from Free Cash the sum of One Hundred Ninety-Five Thousand Dollars (\$195,000) for such purposes and all incidental and related expenses, including but not limited to demolition and site preparation; and further to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out the vote taken hereunder.

Unfavorable recommendation from Finance Committee/Capital Budget

Moderator declared a 2/3 majority is required

Upon motion of William Andrews, it was moved to question

Moderator declared a 2/3 majority is required

Moderator declared the motion passed unanimously

Moderator declared the motion passed by 2/3 majority

Municipal Community Center Bid Documents Funding

ARTICLE 4:

Upon motion of Brett Simas, it was moved the Town vote transfer from Free Cash the sum of Seven Hundred Thousand Dollars (\$700,000) to fund the procurement, design development, construction documents and bidding phases of design for the proposed construction of a Municipal Community Center building, and further, that the Building Committee, appointed in accord with the Town Bylaws, under the direction of the Board of Selectmen, will at the conclusion of conceptual and schematic design phase meet with the Economic Development Committee, Finance Committee and Capital Budget Committee for review and recommendation to the Board of Selectmen for progression to the construction/bid document stage.

Favorable recommendation from Finance Committee/Capital Budget

Upon motion of William Andrews, it was moved to question

Moderator declared a 2/3 majority is required

Moderator declared the motion passed by 2/3 majority

Moderator declared the motion passed by majority

Upon motion of Michelle Antinarelli and seconded by 6 voters, a standing count was called

Moderator declared the motion passed by majority - Yes 215 / No 72

Purchase of Ambulance Laptops

ARTICLE 6:

Upon motion of Steven Matellian, it was moved the Town vote to transfer from Free Cash the sum of Twelve Thousand dollars (\$12,000), to be used for the purchase of two replacement ambulance laptops and related equipment, including all incidental and related expenses.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding for Treasurer/Collector Personnel

ARTICLE 7:

Upon motion of Ken Glowacki, it was moved the Town vote to raise and appropriate the sum of Nine Thousand Five-Hundred dollars (\$9,500), to fund the payroll expenses of a Department Assistant position for the Treasurer/Collector's Office.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Prior Year Invoice Payments

ARTICLE 8:

Upon motion of Ken Glowacki, the Town vote to raise and appropriate the following sums of money to pay certain unpaid bills of a prior fiscal year:

- Deputy Collector Services- \$221.52
- Public Works Expenses- \$267.27

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Grant Match for Purchase of Cardiac Monitors

ARTICLE 9:

Upon motion of Steven Matellian, it was moved the Town vote to transfer from Free Cash the sum of Three Thousand Seven Hundred Ten dollars (\$3,710), for the purchase of two (2) cardiac monitors/defibrillators, including all incidental and related expenses.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

IT Additional Funding

ARTICLE 10:

Upon motion of Kelly McElreath, it was moved the Town vote to raise and appropriate the sum of Seven Thousand Five-Hundred dollars (\$7,500), for the purpose of providing Information Technology (IT) support services related to the security, support and maintenance of the Town's computers, servers, website, e-mail and related IT infrastructure, including all expenses incidental and related.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Funding for additional Personnel – Water/Wastewater Dept

ARTICLE 11:

Upon motion of Steven Matellian, it was moved the Town vote to transfer from the Retained Earnings of both the Wastewater Division and of the Water Division, the sum of Thirty Thousand One Hundred Ninety-Two dollars (\$30,192), for a total appropriation of \$60,384, to fund the salary and benefits of one (1) additional operator to be shared between the Water & Wastewater Divisions.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Fowler Street Bridge Funding

ARTICLE 13:

Upon motion of Maureen Dwinnell, it was moved the Town vote to transfer from the Water Division's Retained Earnings, the sum of One Hundred Twenty-Two Thousand dollars (\$122,000), to fund the Fowler Street Bridge Replacement Water Main Extension and associated work, including all incidental and related expenses

Favorable recommendation from Finance Committee
Moderator declared the motion passed unanimously

Electronic Voting Bylaw Change

ARTICLE 14:

Upon motion of Michelle Antinarelli, it was moved the Town vote to amend Title II, Chapter 1, Section 11 of the Town of Upton General Bylaws as set forth in Article 14 of the 2019 Special Town Meeting Warrant.

Unfavorable recommendation from Finance Committee

Upon motion of Michelle Antinarelli, it was moved to address Article 14 by a secret ballot

Moderator declared this motion lost.

Upon motion of William Andrews, it was moved to table question

Moderator declared a 2/3 majority is required

Moderator declared the motion passed by 2/3 majority Yes – 173 / No - 51

Establish PEG Fund

ARTICLE 15:

Upon motion of Steven Matellian, it was moved to accept the provisions of General Laws Chapter 44, Section 53F3/4, establishing a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation by Town Meeting to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2021 which begins on July 1, 2020, and, further to transfer any PEG Access and Cable-related receipts on the Town's books as of close of business on June 30, 2020 to said fund.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

UCBD Zoning Bylaw Change

ARTICLE 16:

Upon motion of Eugene Bernat, it was moved vote to amend the Town of Upton Zoning Bylaws and Map to include a new district called the Upton Center Business District (“UCBD”) as set forth in the Article 16 handout entitled “Proposed Upton Center Business Center District and Map,” dated October 31, 2019, but excluding from the UCBD the two landlocked properties on Grove Street identified as lot #0 and #11.and to amend the following sections of the Zoning By-Laws:

- Section 2.0 – Districts: by establishing a new Zoning District entitled “Upton Center Business District (UCBD)”;
- Section 2.2 Map: by amending the official Upton Zoning Map (1978 revised June 2008) to include the proposed Upton Center Business District.
- Section 3.0 – Use Regulations: by amending Table A – Table of Principal Uses by District and Notes to Table A to include the proposed Upton Center Business District.
- Section 4.0 – Dimensional Regulations: by amending Table C: General Business and Commercial & Industrial District Lots and Notes for Table B through Table D to include the proposed Upton Center Business District.
- Section 5.0 – General Regulations: by adding a new Section 5.10.6 Parking By-law for Upton Center Business District.
- Section 6.5.3 (2): by adding the Upton Center Business District to the list of districts where drive-thru establishments are allowed by Special Permit.
- Section 10 – Definitions; by adding “Mixed-use facility”

as set forth in the document entitled, “Proposed Upton Center Business District and Map” dated October 31, 2019, as made available at Special Town Meeting November 5, 2019.

Favorable recommendation from Planning Board

Moderator declared a 2/3 majority is required
Upon motion of William Andrews, it was moved to question
Moderator declared a 2/3 majority is required
Moderator declared the motion passed by 2/3 majority
Moderator declared the motion passed by 2/3 majority Yes – 149 / No – 34

Mosquito Control

ARTICLE 17:

Upon motion of Richard Desjardins, it was moved the Town vote to become a member in the Central Massachusetts Mosquito Control Project, pursuant to Massachusetts General Laws Chapter 252, Section 5A, effective July 1, 2020.

Favorable recommendation from Finance Committee
Upon motion of William Andrews, it was moved to question
Moderator declared a 2/3 majority is required
Moderator declared the motion passed unanimously
Moderator declared the motion lost

Stabilization Funding

ARTICLE 18:

Upon motion of Paul Flaherty, it was moved the Town vote to transfer from Free Cash the sum of five-hundred thousand dollars (\$500,000.00) to the Stabilization Fund.

Favorable recommendation from Finance Committee
Moderator declared the motion passed by majority

General Bylaw Change – Plastic Ban

ARTICLE 19:

Upon motion of Marcella Stasa, it was moved the Town to amend the Town of Upton General Bylaws as set forth in Article 19 of the 2019 Special Town Meeting Warrant.

Moderator declared the motion passed by majority

General Bylaw Change – Styrofoam Ban

ARTICLE 20:

Upon motion of Marcella Stasa, it was moved the Town vote to amend the Town of Upton General Bylaws as set forth in Article 20 of the 2019 Special Town Meeting Warrant provided however that the date in Section 4.2 should read June 30, 2020.

Moderator declared the motion passed unanimously

Increased Land Stewardship Revolving Spending Limit

ARTICLE 21:

Upon motion of Brett Simas, it was moved the Town vote to approve Article 21 as set forth in the warrant, amending the annual spending limit for FY 2020 “Land Stewardship” revolving fund established in Section 7 of Title 2, Chapter 25, of the General Bylaws.

Favorable recommendation from Finance Committee

Moderator declared the motion passed unanimously

Upon motion of John Robertson, it was moved to dissolve this warrant and adjourn the Special Town Meeting at 11:27 pm.

Motion passed unanimously.

A True Copy.

Attest:

Kelly A. McElreath

Town Clerk

TOWN OFFICERS & COMMITTEE REPORTS

BOARD OF SELECTMEN / TOWN MANAGER

For the third year in a row the Board of Selectmen experienced a change in the make-up of the Board, with Chairman Gary Daugherty stepping down after serving his term as a Board member. There were significant changes during Mr. Daugherty's three years of service as the Town hired a Town Manager, Public Works Director and Fire Chief amongst many other new efforts to enhance the quality of life in town. We want to thank Mr. Daugherty for his steady leadership throughout this transition period.

The 2019 election ushered in Maureen Dwinnell to the Board for a three-year term. We welcome Maureen to the Board who brings her vast years of experience in municipal government and finance, both as a former Hopkinton Board of Selectmen member and as a Treasurer/Collector. Her knowledge and understanding of municipal government are a welcomed addition to the Board.

Marsha Paul 72, passed away on December 21, 2019. Marsha Paul moved to Upton in 1994 and was committed to serving this community on the Board of Selectmen, Board of Health and Finance Committee. The Town truly appreciates her commitment to make Upton a great place to live and her numerous contributions made during her many years of service

These past twelve months have proven to be a year of continuous quality improvement and at the same time, significant change. Boards and Committees continued their focus on the town center revitalization efforts, departments had substantial personnel transition, and Town Meeting has supported a number of by-law changes in order to be responsive to the growing needs in municipal operations.

During the spring of 2019, the Economic Development Committee (EDC) provided a forum for open public dialogue for residents to offer ideas and express their concerns in order to assist in developing a vision of a revitalized town center, and the appropriate amenities it should host. The

Upton EDC were the main stewards in the revitalization of Upton Center, and as part of this effort they developed five core principles. The core principles which were confirmed through a 40 member *Working Group* and a community engaged input process currently calls for the future Upton Center to be vibrant, diverse, walkable, retain a New England look and feel, and reflect the historical nature of Upton center and the town values. This vision was submitted and approved at the Annual Town Meeting and has become the foundation of our work to redevelop the town center. Subsequently, at the Special Town Meeting, Town meeting members approved the purchase of 6 Main Street so that it too will be incorporated into this vision.

Working in concert with the Planning Board, the EDC continued their revitalization efforts by holding numerous public hearings/meetings to gain a better understanding of what would be the most appropriate zoning for the town center. This led to the creation of the Upton Center Business District (UCBD), a new zoning by-law with an amended Table of Allowed Uses that promotes mixed use development in the heart of our community. In addition, the Town also created a new Shared Parking By-law that would encourage shared parking wherever practical and agreeable to all parties. This by-law reduces the amount of parking spaces typically required for commercial and residential development. At the 2019 Fall Town Meeting, the UCBD Zoning By-law and Shared Parking By-law were approved.

Concurrent to all of the zoning changes, the Board of Selectmen appointed a Request for Proposals Committee (RFP Committee) to draft the Design Standards that would be used by the Planning Board to govern the “look and feel” of all new construction within the UCBD. The RFP Committee would also be responsible for drafting a Request for Proposals (RFP) for qualified firms to submit development proposals for a mixed-use development project of retail and residential units within the four-parcel area located in the center of town. Of these, two parcels are owned by the Town of Upton: 3 Milford Street (former Holy Angels Church) and the auxiliary Town parking lot at 2 Grove Street. The

remaining two parcels are owned by members of the Thompson family: 1 Milford Street (building), and 0 Grove Street (gravel parking lot). Once a developer is selected the Board of Selectmen will negotiate the acquisition the two publicly Town owned parcels. The RFP is set to be released in early 2020.

The Town is actively exploring the development of a new Municipal Community Center to house a new library and senior center. This building is to be located at the Town-owned parking lot adjacent to the VFW property. The Town believes that this Community Center can be the anchor for a revitalized Upton Center while providing 21st century space and services for library and senior center patrons. Funding for project design and development of the Community Center was approved at the 2019 Fall Town Meeting. A Building Committee will be appointed in order to provide project oversight and recommendations to the Board of Selectmen, Finance Committee and Capital Budget Committee.

Like many other Massachusetts communities, the town is experiencing an influx of retirements and staffing changes in 2019. Longtime police officers Lisa Vass and Alan Cyr, and DPW department specialist Carol Peterson each retired in 2019 having served the town for ninety-three years collectively. This past year, town department heads participated in a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of town operations and services. A common thread amongst all departments was the need to recruit, train and retain qualified and skilled staff. This need is further exacerbated by the current and near-term projected retirements throughout our ranks. Like our long term financial and capital planning, we intend to start to conduct long term personnel planning in order to maintain continuity of government and provide for appropriate succession planning.

Each year the Town Manager's budget recommendation builds upon previous years submittals as the town strives to achieve the *Government Finance Officers Association Budget Award*. This best practice award will demonstrate the town's ability to provide an even greater level of detail

within its budget presentation; all in an effort to be more transparent with town finances. Each year the recommended budget utilizes conservative financial principles that reflect staff commitment to maintaining essential services, improving the quality of our operations while keeping expenditures and the burden on our taxpayer to a minimum. It is important to note the success of our town departments, boards and committees as they collectively secured \$888,692 this past year in grant awards. These grant dollars support a variety of programs, including Kiwanis Beach upgrades, firefighter protection, enhanced 911 dispatch services, cyber-security, health & human services and land acquisitions, among several others.

This past year, we entered into an agreement with the Division of Local Services to utilize their financial forecasting software which will allow us to better evaluate the financial impact of various financial decisions over time. Policy choices often affect the town's financial condition for years. This software provides an effective framework for projecting and analyzing the future financial impact allowing for more informed decision making. This program although in its infancy has the ability to project revenues and expenditures up to five years into the future which will help us analyze where current trends are leading and estimate if money will be available for expenditures such as capital purchases, collective bargaining settlements, long term liabilities or set aside reserves.

Each year, town meeting will consider a number of proposed by-law amendments and/or additions, as well as proposed operational changes which are intended to provide for a more efficient local government. These by-law changes allow town departments to be more responsive to the ever-changing needs in municipal services. Below are some the significant changes approved at town meeting:

- An amendment to the general bylaws that authorizes the Board of Selectmen, to appoint five members rather than three members to the Capital Budget Committee

- Codifying the general bylaws and the zoning bylaws, to include all legislation actions. This new program will include a comprehensive review of all of the town legislative actions by providing historical research; editorial and legal review in order to identify conflicts and inconsistencies that are in need of updating; the incorporation of any necessary revisions; the creation of an index; and the preparation of an online easily accessible Code adoption
- An addition to the Town's general by-law that bans the use of Styrofoam in all businesses in Upton. The purpose of this bylaw is to eliminate the distribution of expanded polystyrene containers by all food establishments in the Town of Upton. Styrofoam is the brand name for polystyrene (trademarked by Dow Chemical Co.) a synthetic plastic that biodegrades so slowly (hundreds of years) it is considered to be non-biodegradable. Styrene, the key ingredient in expanded polystyrene, was recently added to the National Toxicology Program's list of probable human carcinogens (U.S. Department of Health and Human Services). Styrene can leach from polystyrene containers into food and beverages. It has become a major component of plastic debris in the ocean and animals often mistake it for food. It is also hazardous to marine life, transferring toxic chemicals along the food chain
- An addition to the Town's general by-law that bans the use of thin-film single use plastic checkout bags in all businesses in Upton. The purpose of this bylaw is to protect the town's unique natural beauty and its water and natural resources by eliminating single use plastic checkout bags that are distributed in the Town of Upton and to promote the use of reusable bags. The production of thin-film single use plastic checkout bags has significant impacts on the environment, including, but not limited to contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage

systems; requiring the use of millions of gallons of crude oil nationally for their manufacture.

The Board must recognize the countless hours that are committed each year by members of our community who staff the numerous Town boards and committees. A community the size of Upton would not be able to achieve what it has if it were not for the strong commitment all of these individuals. The Board of Selectmen thanks you all for your hard work and dedication as we strive to make Upton an even better place to live, work and play. Special thanks to Sandy Hakala who doubles as the town's Executive Assistant and Human Resources Assistant, for her administrative support of the Board of Selectmen coupled with long days and late evenings in supporting the human resource functions of the town.

In closing, as we look forward to 2020 we take note of the immense amount of work ahead us; the reconstruction of Fowler Street bridge, the \$11,000,000 Transportation Improvement Project (TIP) and \$800,000 of local road work; a potential agreement with a developer to continue the next phase of the town center redevelopment project; the Building Committee's efforts with the Library Trustees and Council on Aging to bring forward a recommendation a Community Center, and the demolition of 6 Main Street, just to name a few. So many opportunities and possibilities are in front of us in 2020 as we are collectively excited to see what the future holds. Successful completion of these efforts will have an impact on this community to last a lifetime and will strengthen people's desire to make Upton their home and their choice to grow a business.

Respectfully submitted,

Stephen A. Matellian, Chair
Brett A. Simas, Member
Maureen Dwinnell, Member

Derek S. Brindisi, Town Manager

AFFORDABLE HOUSING TRUST

The Upton Affordable Housing Trust was approved by the Massachusetts Office of the Attorney General in September 2013 following a vote at the May 2012 Annual Town Meeting to add Chapter 23 entitled Upton Affordable Housing Trust Fund to the General By-Law and a May 2013 Annual Town Meeting vote to change the number of members from seven to five.

The purpose of the Upton Affordable Housing Trust shall be to provide for the preservation and creation of affordable housing in the Town of Upton for the benefit of low- and moderate-income households. The Trust shall be governed by Trustees in accordance with Massachusetts General Laws Chapter 44, Section 55C and the authority granted and amended accordingly by Town Meeting.

The Trust requested two hundred thousand dollars from the CPA affordable housing account at the Special Town Meeting held on November 18, 2014. The motion passed and the requested amount was approximately half of the balance available. The Trust felt the amount was reasonable enough to perform action if an opportunity presents itself. As the Trust moves forward, and if the need arises, a transfer of a determined amount could be requested and made annually from the CPA affordable housing account to the Trust.

On July 13th 2015 a Community Preservation Act Grant Agreement was drawn up between the Town of Upton and the Affordable Housing Trust (AHT) set out the agreement for the use of this amount. It also outlined steps for future requests for AHT funds held by CPA account.

In August 2015 the AHT requested the BOS to donate the town land at Orchard Street for use for an affordable housing project and this was approved.

The Trust successfully bid on the town property at 28 Hartford Avenue North and the final purchase was complete on December 28th 2017. The final cost of the purchase was \$161,625.00. The Trust put out an RFP for the 28 Hartford Avenue North Property in Summer 2018, however there was only one bid submitted and doing due diligence the Trust is currently restructuring the RFP to solicit optional bids for both properties and the RFP will go out for bids in Spring 2020.

Respectfully submitted,
Amanda M Graham, Chairman

ANIMAL CONTROL OFFICER

In 2019 there were 278 calls received and 184 incidents that required a response by the ACO involving domestic and wildlife animals. There were 23 quarantines and 98 violations issued.

There are 7 licensed dog kennels and 791 licensed dogs in Town. There are about approximately 270 dogs unlicensed. Grafton Animal Control and Westboro Animal Control required assistance in picking up dogs in two separate instances and collaborated with MSPCA on 3 dog issues in Town.

There were 76 barn inspections as required by the state of Massachusetts to ensure a safe, healthy, and clean environment for livestock is maintained. All livestock was recorded, and the information forwarded to Massachusetts Department of Agriculture. The number of small and large farms in Upton was also recorded and forwarded to the Town of Upton.

The livestock that resides in the Town of Upton is as follows:

Horses-137

Game Birds-10

Cows-27	Pigeons-29
Sheep-42	Peacocks-2
Goats-58	Pot belly pigs-2
Llamas-2	Deer-2
Alpacas-7	Ponies-11
Donkeys-10	Ducks -39
Mini horses-16	Geese - 11
Chickens-800+	Rabbits-9
Turkeys-6	Waterfowl-39

Respectfully submitted,
 Mike Moran
 ACO

ASSESSORS

In November, the Department of Revenue (DOR) approved Upton's FY2020 tax rate of \$17.22 per \$1,000 of assessed value. This is a decrease of \$.09 per thousand over the FY2019 tax rate of \$17.31. DOR also approved the FY 2020 assessed value of the real and personal property in Upton of \$1,235,810,306 a 5.19% increase over the FY 2019 assessed value of \$1,174,790,663. The increase includes new growth and changes in the assessed value of existing property.

Upton has a single tax rate for all property classes. The FY 2020 assessed value of real and personal property consists of 94.71% residential, 1.88% commercial, and .86% industrial real property and 2.55% personal property.

The FY2020 tax rate is based on the amount raised through the property tax levy to fund the FY2020 budget and other financial expenditures approved at Town Meetings. For FY 2020 this is \$21,280,653.47.

Upton property tax bills are paid quarterly (Feb, May, Aug, Nov). The first two payments are preliminary and due before the new tax rate and assessed value are set. The preliminary bills are based on the FY 2019 tax rate and assessed value. The second two payments are based on the actual FY 2020 tax rate and assessed value. As such, the second two payments are greater than the first two preliminary payments. All payments include the CPA surcharge. The final two quarterly bills are mailed in late December and are due by February 1st and May 1st. The FY2020 tax rate of \$17.22 also includes seven previously approved debt exclusions. The exclusions account for \$0.76 of the \$17.22 tax rate.

Tax Rate Components	Amount	Matures
Tax rate within Prop 2½	\$16.46	
Debt Exclusions:		
- Fire Station	.21	2020
- Stefans Farm	.09	2020
- Memorial School	.29	2024
- Miscoe Hill Middle School	.07	2025
- Blackstone Valley Tech	.01	2025
- Third Water Source	.09	2033

Upton property tax bills are paid quarterly. The first two payments are due before the new tax rate and assessed value are set, so they are based on the prior fiscal year tax rate and assessed value. The second two quarterly payments are based the current fiscal year tax rate and assessed value and take into account the first two payments. The CPA surcharge payments are determined the same way.

The responsibilities of the Board include reviewing and making decisions on real and personal property tax abatement applications and property tax exemption applications. In 2019, 30 abatement applications and 52 exemption applications were submitted. The Board approved 22 of the abatement applications and 52 of the exemption applications. The Board

also processed 311 vehicle excise tax abatement applications, 13 property tax abatements earned through the senior tax work-off program, and 41 applications to enroll land in one of the Chapter 61 current use programs.

During this past year, the Board worked on various projects including but not limited to determining the correct owner of all parcels in Upton and issue the bill accordingly. We have been working with the Treasurer/Collector and the State for any unknown parcels where the Treasure Collector can acquire the land for outstanding taxes.

Lastly, the Board of Selectmen voted to adopt supplemental billing for all new buildings. This will require the Assessor's office to collect data as occupancy permits are issued and issue a tax bill accordingly.

Respectfully submitted,
Bill Taylor, Chairman
James Earl
Kelly McElreath

BOARD OF HEALTH

The Board of Health respectfully submits the following report for the year 2019. Board members were as follows; Chairman, Richard Desjardins; Member, Stedman (Ted) Briggs and Member, Al Holman. The Board wishes to thank former member Richard Robinson for his dedicated service to the town of Upton.

The following were also appointed/re-appointed to their positions:

Animal Control Officer	Mike Moran
Burial Agent	Kelly McElreath
Assistant Burial Agent	Andrew Pickering
Agent	Patricia Parent

Title 5 Agents	Lenny Izzo & Paul McKeon
Food Inspector	Janice Skinner
Asst. Public Health Supervisor	Diane Tiernan
Town Nurse	Patricia Parent
Town Physician	Dr. Jeff Lukas

During the year 2019, BOH staff conducted routine barn, septic, food, and housing inspections. Complaints pertaining to housing, animals, restaurants, trash and other similar health concerns were addressed by the board members and its staff.

The Board meets every second and fourth Thursday of the month to address any public health issues and to review septic designs and permit applications.

Several residents took advantage of the hazardous waste day and shredding event during the summer of 2019, free of charge.

Food inspections were completed by the food inspector on all food establishments in town. These inspections are completed bi-annually with follow up inspections of any establishment with violations. Inspections indicated the establishments are clean and operational with only minor violations. These inspection reports are available to view at the Board of Health office.

The local swimming area, Kiwanis Beach is tested on a weekly basis for coliform, during the summer swim season as required by Massachusetts state laws.

The summer and fall of 2019 proved to be worrisome for Upton residents dealing with mosquitoes. Mosquitoes tested positive for the Triple E virus in Upton and surrounding communities moving Upton's status to a critical state. In all over 426 mosquitoes tested positive for the virus throughout MA.

Triple E is a rare but serious disease that can cause severe illness and may be fatal. Aerial spraying was conducted over several areas of MA by the MDPH and MDAR as a tool to try and contain the virus. There were 12 human cases of Triple E in MA, 4 which were fatal, and 8 fatal cases of Triple E were found in animals.

In September, Governor Baker declared a public health emergency in MA due to severe lung disease associated with the use of e-cigarettes and vaping products. This was followed by a ban on the sale of vaping products by the MDPH. Retailers throughout the town of Upton were included in this ban.

The Town Nurse continued to monitor our individual and population-based health in 2019. In addition to assisting with education and warnings surrounding mosquito borne illnesses, our nurse kept a close eye on regional, state and national emerging infectious diseases and health issues, including tobacco use and vaping risks.

The flu season in 2018-2019 was a more traditional one than the year before until the beginning of the 2019-2020 season when flu activity began several weeks early and more B strain illness was seen. Typically, B strain viruses cause more severe illness and are more prevalent in the latter part of a flu season. Not so this season. Even more reason to continue to encourage all to get their flu shot.

Case Totals: UPTON

Campylobacteriosis	4
Hepatitis C	2
Influenza	23
Borrelia Miyamotoi	1
Brucellosis	1
Lyme Disease	30
Human Granulocytic Anaplasmosis	2
Enterovirus	1

Group A Streptococcus	1
Streptococcus Pneumonia	1
Varicella	4
Viral Meningitis	1
Pertussis	1
Babesiosis	1
Influenza Vaccine doses	119
Influenza for BVT High School	100+

The following permits were issued under the BOH during 2019:

Food	21
Garbage & Offal	07
Tobacco Permits	08
Installers	17
Well	09
Septic permits	48
Perc & Deephole	25
Dumpster	44
Trash Bags Sold	138,250
Complaints Received	38

Respectfully submitted,
 Richard Desjardins, Chairman
 Al Holman
 Stedman Briggs
 Trish Parent, RN

CABLE ADVISORY COMMITTEE

The focus the Cable Advisory Committee has been to review Upton's Cable service through Charter/Spectrum identifying areas for improvement to highlight for the upcoming contract renewal and understand Upton's Community Cable services and needs. This included

reviewing our current contract and reaching out to other communities and their vendors. The process, schedule, requirements and criteria have been under assessment. One area has been finding an effective way to gather Upton Charter/Spectrum customer feedback to relay.

During this year, the Town upgraded aging Upton's Community cable equipment including upgrading to larger flat panel monitors for the little town hall meeting room and the lower level conference room so that the camera operator and attendees can view what the cable viewers are seeing. It also allows for sharing of presentations so that all can see them.

Community information videos were created for key Town Meeting Articles and funded by Charter/Spectrum funds.

Last year we purchased an editing laptop, retired a difficult LaCie system and were able to sell these units at auction. We also purchased a simple USB Mass storage device for the backup function. These purchases were funded by Charter/Spectrum.

Respectfully submitted,
Dominic Coombe
Marcia Kasilowski, Chair
Steven Rakitin, Clerk
Kelly McElreath, Committee Support

CABLE TELEVISION

In 2019, UCTV continued our usual productions of in-house activities. These include: Be My Guest, Selectmen and town meetings with a few special events such as Memorial Day parade honoring our fallen heroes. To improve the viewing of video in Town Hall, we installed larger monitors for Little Town Hall meeting room and the Ground Level

meeting room. The monitors removed were donated to the Police Department for their operations.

Also, during this past year, we upgraded our video switch from Windows 7 to 10 and installed improvements to the internal hardware. We are working diligently to ensure the system is working properly for all meetings. Lastly, we have been successful liquidating some of our obsolete equipment by selling on the public auction.

Respectfully submitted,
Glenn Fowler, UCTV Local Access Provider

CAPITAL BUDGET COMMITTEE

The Capital Budget Committee (CBC) conducted eight (8) meetings from January 2019 thru November 2019. The Committee reviewed and provided recommendations on the Capital requests and warrant articles for the May Annual Town Meeting (ATM) and the November Special Town Meeting (STM). Below is a summary of the committee's activities and accomplishments in calendar year 2019:

The CBC reviewed several model policies, processes and procedures from the Commonwealth's Community Compact Program on Capital Programs. The committee reviewed new programs and best practices implemented by the Towns of Holliston & Georgetown regarding prioritization of capital projects and developing a ten (10) year capital plan respectively.

The Committee and Committee Chair met with Town Manager Derek Brindisi to discuss the committee's role in Capital Budget requests, reviews and supporting the Manager, Board of Selectmen and Finance Committee in reviewing and updating the Community's Capital Improvement Plan and begin dialogue about

participating in and supporting a new 10-year Capital Improvement Plan (CIP).

The committee sponsored a successful warrant article in May ATM to clarify the bylaw language for the committee structure and charge and expand the number of members from five (5) to seven (7) to support an improved Capital Planning, Review and Evaluation Process.

The CBC provided the Manager and BOS with recommendations on next steps on the Municipal Center Planning & Design Services and coordination with the Economic Development Committee (EDC) efforts to revitalize Downtown with the Imagine Upton Vision in coordination with the UCBD zoning changes.

The CBC reviewed a Commonwealth of Massachusetts Department of Revenue Division of Local Services Report on Capital Analysis Planning completed for the Town of Uxbridge in December 2017. This Capital Planning Analysis report provides Upton with a model procedure for Capital Budgeting and Planning as well as recommendations the Manager, Board of Selectmen and CBC to utilize to develop a new comprehensive CIP in 2020 to replace the current five (5) year plan that is currently in the last year of the plan cycle.

Looking forward to 2020 the CBC will focus on helping support both the budgeting and planning steps for a more comprehensive CIP for the community. The current CIP primarily addresses Capital Projects for Town Departments, and while this is the largest portion of the Town's identified capital project needs it is certainly not inclusive of all the identified projects and needs.

In order for the Town to realize improving outcomes in the Capital Planning & Budgeting Process the next CIP for Upton will need to be expanded to include all Town Departments and all Boards, Commission &

Committees and coordinated with future Capital Projects planned or anticipated from the Mendon Upton Regional School District.

Summary

To support this effort CBC looks forward to working with the Manager, BOS and Town Committees to:

Create an annual consent calendar and schedule coordinated with the planning calendars published by the Manager with the goal to move the Capital Project Planning and review/evaluation of Projects by CBC to the summer and fall as recommended by the Division of Local Services Branch of the Department of Revenue.

Participate in and support an annual Capital Planning Workshop in coordination with the Board of Selectmen and the Town Managers Office.

Improve coordination with the Finance & Community Preservation Committee's to address Capital Project funding in the next CIP to better inform the Town's budget and budget planning process.

Research and recommend the implementation of software(s) for Asset Management and Capital Planning Analysis.

CBC member participation in Building Committees, Feasibility Committees, and Work Groups as required to support Town Departments, Boards, Commissions and Committees in developing, initiating, monitoring and following up on close-out of Capital Projects.

Respectfully submitted,

Daniel J Lazarz, Member - Chair

Richard McGuire, Member - Secretary

Kenneth Glowacki, Member

Thomas Davidson, Member

David O'Brien, Member

CEMETERY COMMISSION

Financials ending June 30, 2019.

Revenue: as recorded by the commissioners

Sale of Lots	\$ 1,850.00
Perpetual Care	\$ 15,075.00
Open & Close Graves	<u>\$ 25,300.00</u>
Total:	\$ 42,225.00

Expenses:

Sundry Expense	\$ 16,256.25
Salaries	\$ 1,750,00
Dues & Fees	<u>\$ 200.00</u>
Total:	\$ 18,206,25

Ledger Balance:

Perpetual Care	\$444,406.51
Change in Value	\$ 9,608.04
Interest Earned	\$ 11,720.48
Expendable Balance	\$ 80,944.04

The Commissioners would like to thank the team at our DPW for excellent service and support of our operational needs during all seasons of the year.

We have noticed a continued rise in the number of cremation burials as compared to full casket burials. In recognition of a need to conserve ground resources and meet the expectations of our community, we have begun research to establish facilities for a columbarium.

Also, of note are an increasing number of requests for information about the existence of and/or the location of loved ones. Fortunately, having converted volumes of handwritten records to a computer database, we

are able to answer most inquires quickly and accurately. We are moving toward making this same data available on the town website during the next year or so.

Respectfully submitted,
Jay Ferris, Member
Glenn Fowler, Chair
Robert Pray, Secretary

CODE ENFORCEMENT DEPARTMENT

The past year remained both a busy and productive one for the Department. Permits issued in all divisions have increased this past year and were 7% above last year. Revenues were up in all divisions as well, with a total increase of over 30% from the previous year. 2020 promises to be an equally busy one for the Department. Construction has been progressing at Upton Ridge, a 139 Unit Subdivision and construction is now underway at 149 Main Street for a 44 Unit, rental, 3-story multifamily building. There is also the likelihood that East Street Estates, a proposed 16 Unit Subdivision will also begin construction. There have been no staffing changes over the past year.

CODE ENFORCEMENT

Patrick H. Roche	Building Commissioner / Zoning Officer
Stephen C. Johnson	Local Building Inspector
Thomas E. French	Plumbing & Gas Inspector
Kenneth Salsman	Assistant Plumbing & Gas Inspector
John G. Poirier, Jr.	Wiring Inspector
David A. Stanley	Assistant Wiring Inspector
Diane C. Judd	Department Coordinator

PERMITS ISSUED

Building Division	Wiring Division	
New Home Construction	40	New Home Construction 38

Accessory Building	12	Accessory Building	03
Additions	11	Additions	07
Alterations/Remodels	30	Alterations/Remodels	36
Basement Finish	04	Basement Finish	06
Decks	12	Central AC	19
Demolition	04	Commercial	03
Doors & Windows	34	Appliances	03
Garage	9	Furnace/Oil Burner	21
Insulation	37	Garage	05
Other	29	Generator	16
Pools	9	Pools	10
Porch	01	Rewires	21
Repairs	13	Septic	01
Roof	39	Service Change	07
Sheet Metal	31	Solar	25
Solar	26	Security Alarm	04
Temporary Structure	01	Temporary Service	09
Solid Fuel	13	Other	25

PERMITS ISSUED

Building Permits	355
Wiring Permits	259
Plumbing Permits	155
Gas Permits	154

Building Permit Revenues	\$208,807
Wiring Permit Revenues	\$ 37,653
Plumbing & Gas Permit Revenues	\$ 36,430

Total Revenue **\$282,890**

ZONING BOARD OF APPEALS

Stedman Briggs, Jr. Chairman
William Andrews Member

Richard Desjardins	Member
Robert Humes	Alternate
Eric Reustle	Alternate

Denise Smith:	Department Assistant
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Variances	15	Special Permits	11
Accessory Structures	0	Accessory Apartment	03
Barn/Garage	1	Accessory Uses:	
Shed	5	- Marijuana Grow Facility	01
Addition/Renovation	1	- Specialty Food/Wine Shop	01
Age Restriction Lift (40B)	1	Auto body Repair Shop	01
Commercial Use in Res Zone	1	Class II License	02
Common Driveway:		Doggie Daycare	01
-Access Not Via Frontage	1	Home Business	01
-Cul-de-sac Size	1	Signs	01
-Paved Width of Drive	1		
-Hammerhead vs cul-de-sac	1		
-In-Ground Pool	2		
Variances Granted	12	Special Permits Granted	10
Variances Denied	03	Special Permits Denied	01

A special thank you, once again, to all of the Inspectors of the Code Enforcement Department for their hard work, integrity and diligence in the conduction of their inspections, as well as to commend them for their professionalism, attention to detail and ongoing professional development. With Safety Codes ever changing, it is crucial that we interpret and enforce the various Codes in order to ensure the safety and well-being of our residents. The Code Enforcement Department also wishes to thank Diane Judd, our Department Coordinator, for her outstanding support in the office. Diane keeps the office running on a day to day basis and works diligently to resolve any issues that may arise. She

goes above and beyond to try and help the contractors and citizens of the town.

My thanks also to our Town Manager as well as the Board of Selectmen for their ongoing support of the Code Enforcement Department over the years.

Finally, my thanks to all the various boards, committees, and commissions with whom we deal, as well as the admirable residents of Upton, for their input, collaboration and support.

Respectfully submitted,
Patrick H. Roche
Building Commissioner / Zoning Officer

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) meets the first Wednesday of each month, unless otherwise posted, at the Upton Town Hall at 7:30 p.m. in the Ground Floor Conference Room.

In accordance with state law, the appropriate Community Preservation Act (CPA) funds were transferred to each of the required designated accounts, namely: historic resources, community housing and open space.

The seventh-year payment (\$296,575) of debt service on the general obligation Town Hall Renovation Bonds was approved at the November Special Town Meeting.

This year's major project was the purchase of a conservation restriction on 47.9 acres of land bordered by Mechanic, Warren and Fowler Streets, an area of significant environmental concern. This had been under

consideration for some time and was funded in conjunction with the MA Department of Conservation and Recreation (\$125,000), a land grant of \$234,429 from the Massachusetts Division of Conservation Services and \$176,286 from the Upton Community Preservation Act Open Space Reserve Account. This will protect the Warren Brook watershed and allow for fishing and trail easements for passive recreation in that area.

In November of 2018, the Town received \$114,915 from the Community Preservation Act Trust Funds. This was a 25.9% match of projected town revenues of \$444,516. This grant brings the total of CPA trust funds to the Town of Upton over the last 15 years to \$3,016,926. Recent legislation passed by the state will, in the future, help replenish the MA CPA Trust Fund since new fee schedules on Registry of Deed transactions are projected to generate \$36M in statewide revenue yearly.

In conjunction with town revenues, CPA grant funds have allowed the Town of Upton to address the preservation and rehabilitation of the Upton Town Hall, the preservation of town records, the refurbishment of a number of recreational facilities, the preservation of open space and the opportunity to explore the need for affordable housing.

The CPC would like to thank the voters and other town officials for their help and cooperation in administering these funds.

Respectfully submitted,
Rena M. Richard, Chair
Paul Carey, Vice-Chair
David Adams
Richard Desjardins
Richard Gazoorian
Mike Penko
Chris Scott
Joan Scribner
Russell Wood

CONSERVATION COMMISSION

The Commission administered the Massachusetts Wetlands Protection Act, the Town Wetland Protection Bylaw and the Town Stormwater Bylaw. Regular public meetings were generally conducted bi-weekly and numerous site inspections were held during the year. Many sites were reviewed and approved for building permit application signoffs by the Conservation Commission Agent. The Intermunicipal Agreement with Northbridge to share the agent's position was renewed. The following major projects were reviewed and permitted: Projects under construction monitored by the Commission in 2019 included: the Crosswinds subdivision located between Plain and Station Streets, Rockwood Meadows over 55 development on East St, Town roadway repaving work, the Hartford Ave N water main project, Hopkinton Rd gas line project, Upton Ridge over 55 development off Hartford Ave S, and the Hartford Ave S sewer line & pump station project. Four (4) individual house lots were also reviewed and permitted. The Commission resolved several violations of the Wetland Protection Act and/or the town wetland bylaw. No enforcement orders were required, and no fines were levied.

Metacomet Land Trust granted the Commission a Conservation Restriction (CR) on the Blue Conservation Area, a parcel owned by the trust on Crockett Rd. The Commission was also donated a trail easement off Chestnut St. which provides access to a landlocked Upton State Forest parcel. The Commission signed a MOU with the Hopkinton Area Land Trust to monitor CRs at Rockwood Meadows. CRs held by the Commission at Fivefork Farm (formerly known as Sweetwilliam Farm) and on West River Road were monitored. The Commission voted to name the open space protected as part of the Crosswinds Subdivision the "Center Brook Conservation Area".

Applications/Requests received:

- Notice of Intent (NOI) = 13 (including 0 withdrawn & 2 amended)

- Requests for Determination (RDA) = 13
- Abbreviated Notice of Resource Area Delineation (ANRAD) = 1
- Request for Certificate of Compliance (COC) = 9
- Order of Conditions (OOC) Extensions = 2

Decisions/Actions issued by the Commission:

- Order of Conditions (OOC) issued = 11 (no denials)
- Determinations = 10
- Order of Resource Area Delineation (ORAD) = 1
- Certificate of Compliance = 9 (including 1 partial)
- Order of Conditions Extension = 2
- Enforcement Orders = 0

The Commission with the Board of Health administered town funds allocated for beaver control. Funds were expended to maintain existing pond levelers to regulate the water levels at several locations and to trap beavers at Southborough Road.

The Commission has been monitoring Pratt Pond Ice-Out as an indicator of climate change since 2010. Pratt Pond Ice out is defined as first day in spring when no ice is visible in the pond from a vantage point near the intersection of School Street and North Main Street. In 2019, the pond was ice free on January 1, 2019 and froze a few days later and was ice free for the season on March 24.

Respectfully submitted,
Christine Scott, Chairperson
Mike Penko, Vice-Chairperson
Sandra Lajoie, Treasurer
Scott Heim, Member
Thomas Jango, Member
Alan Miano, Member
Marcella Stasa, Member

Mary Overholt, Associate member
Denise Smith, Department Assistant
David Pickart, Conservation Agent

COUNCIL ON AGING

Calendar year 2019 was a very busy year at the Upton Center. In addition to our ongoing services and programs, there was particular emphasis placed on gathering input from COA Board Members and town residents regarding the services and facilities they would like to see offered by Upton's COA. This input was incorporated into a vision for a new municipal building to house the town's elder and social services as well as our town library facilities in order to meet the needs of town residents going forward.

Another focus this year was on updating our Senior/Veterans' Tax Work-off program. The policy and application form were revised, communicated and made available to residents through our town website.

Services

We continued to see a strong demand among residents for assistance from our Social Services Coordinator, Jessica Mauro. Jessica provided resource and referral information and assistance with SHINE counselling related to insurance needs, SMOC (heating) applications, and SNAP (food stamp) applications. Jessica welcomed a new baby in September and was out on a three-month maternity leave. Arrangements were made for our Director and local SHINE volunteers to cover her duties while she was out. Being down one employee in a small department of 2.5 regular employees, this was a busy time for us! Our staff and office volunteers (Deb Saulen, Karen Varney and Debbie Hart) pulled together to keep things running smoothly in Jessica's absence. We were all happy to have her back at the beginning of December.

The TriValley daily communal lunch program and Meals on Wheels program continued to serve a vital need in our community throughout the year. Congratulations to volunteer Richard Provost who was nominated in 2019 for TriValley's Volunteer of the Year.

Transportation

It was a busy year for our van drivers as we provided group shopping trips once or twice each week along with monthly lunch trips and transportation to individual medical appointments every weekday. We routinely hear feedback that our van fills a very real need for seniors who would not otherwise have an affordable way to make it to the store or their doctor's appointments. One of our drivers resigned in October to take a position closer to his home. This left us with one regular driver, John Saulen, who stepped up to the challenge and provided daily ride service throughout the end of the year as we conducted the search for a new driver who will start early in 2020. We are thankful to Jim Earl as well who continues to help out driving to evening and weekend events on a volunteer basis.

Activities

Our weekly Bingo games, monthly birthday bashes, monthly Men's Club suppers, Thanksgiving dinner and Holiday party and gift exchange remained some of the most popular events at the Center this year. In addition to our many regular activities, we offered a number of special programs at the Center this year. Some of the highlights included:

Health and safety programs on oral hygiene, balance, medication safety, fire safety and brain healthy cooking.

Educational programs on end of life arrangements, Medicare fraud, and elder law.

Intergenerational programs with Nipmuc, BVT, Miscoe and Memorial students which included art workshops, fun and games, breakfasts, musical entertainment and Irish dancing.

Social gatherings such as our summer cookout, Senator Moore's strawberry shortcake social, and numerous socials in addition to gatherings for holidays throughout the year, often combined with musical entertainment and meals.

Special services such as AARP tax preparation, farmers market coupons for seniors, and coordination of various holiday programs to help provide gifts for residents in need.

Trips to Roger Williams Zoo, the Boston State House, the Indian Princess lunch cruise, the hat industry exhibit at the Upton Historical Society, the Sheriff's Picnic in Worcester, the concerts at Kiwanis Beach, BVT's Aging Well Day event, plays at Nipmuc High School, Upton's Trunk or Treat event for Halloween, and the holiday concert at Mechanics Hall in Worcester.

Department Specialist Bernadette Denson continued to publicize our events to keep residents informed of the many programs we offer. Bernadette coordinates the activities and writes our monthly newsletter, which is available by mail, email, on the town website and in print at several locations in town. We also continued to maintain an active social media presence and promote our events through the town cable station and the local newspaper to keep residents well informed.

Thank You's

We are very appreciative of the grants we have received this year, including the State Formula Grant, "Go 4 Life" Walking Grant, and a grant from the Mass. Councils on Aging that allowed us to purchase an assistive learning system at 25% of the retail cost. We are also thankful for the

generous funding from the Upton Cultural Council which allowed us to schedule some great entertainers for our seniors this year.

In addition, we benefited once again from the generosity of many people and organizations in our community in 2019, including:

Representative Muradian and Senator Moore for their donations to our Holiday party, along with Rep. Muradian' s generous donation from his private charity.

Organizations such as Shaw's of Northbridge for numerous turkey dinners, Bushell Piano Movers for a new piano, Unibank of Upton for a great pizza party and Immanuel Chapel for a generous monetary donation.

The Bloomer Girls, Upton Men's Club, Upton schools and churches, Unibank, and all the community organizations who contributed throughout the year.

The many individuals who donated to the Center in honor of seniors who have passed away.

A special thank you goes to our many volunteers for their donation of time and effort to support our programs, and in particular to our COA Board Members: Laurie Fantini, Josephine McLaughlin, Myra Bigelow, Betty Consigli, Maria Griffin (resigned in 2019), Paula Lepore, Gregg Manning, Judie Pitts, Richard Provost, Linda Sanders (appointed in 2019), Grace Wadsworth, and Margaret Watson.

Respectfully submitted,
Janice Read Nowicki
Director of Elder and Social Services

CULTURAL COUNCIL

The Upton Cultural Council (UCC) respectfully submits the following report for the year 2019. Council members are as follows: Co-Chairman, Donnamarie Floyd; Co-Chairman Shelley Ryan, Treasurer, Lyn Haggerty; and Members, JoAnn Fitts, Jen Conrad, Debra Amorelli, Megan Ronzio, Sandra Leacu.

The Massachusetts Cultural Council Awarded the Upton Cultural Council \$4,870.00 in funding for 2019.

\$ 225.00 retained for administrative fees, allowable by state guidelines.

Total Funding of Grants: \$4645.00 as follows:

The Upton Cultural Council Grant Awards for the year 2019, encompassing the Arts, Humanities and Sciences in our community:

- The Inspired Learning Library: Mendon-Upton Regional School District-John Clements
\$800.00.
- Mac Odom Concert Upton Town: Upton Recreation Commission – Andrew St. George
\$400.00.
Cultural Field Trip for Elementary Learners: Mendon-Upton Regional School District-Debby Coyle.
\$740.00.
- Heat and Temp by MOS: Miscoe Hill Middle School – Cathy Frary
\$555.00.
- Playful Engineers: Upton Town Library – Lee Ann Murphy \$ 500.00
- Rolie Polie Guacamole: Upton Town Library – Lee Ann Murphy
\$500.00.
- To Life: Celebration in Story, Song and Music – John Porcino
\$450.00

- Illustrating and Writing Close to Home: Nipmuc High School – Suzanne Venkataraman
\$350.00
- Home of the Braves: Miscoe Hill School Newspaper – Karen Arnold
\$350.00

September 28, 2019 Upton Heritage Day Event – members of the UCC represented the council by manning a booth at the town common. Information about the Cultural Council's mission, past events and groups sponsored that benefited the town as well as information on the upcoming grant cycle was presented.

This year there were several items for sale to raise money for the Upton Cultural Council to further benefit the town beyond the state funds which included 'Entering Upton' tile coasters created by member Megan Ronzio, which the council would like to publicly thank for her efforts. Also available were 'Entering Upton' Wine Glasses provided by past member Jen Johnson we thank her for having these made.

In total the Council earned \$310.00 dollars from the sale of goods; the overage of funds is intended to be put towards an Upton Cultural Council table runner with Massachusetts Cultural Council logo to be displayed. The Massachusetts Cultural Council representative gave us a few water bottles to give away as a raffle item and we elected to use this as an opportunity to generate interest in our Council and promote recruitment efforts for our volunteer-based council.

Upton Cultural Council celebrates a historic event in 2019 hosting their first cultural event in Upton.

October 6, 2019 Town of Upton, Town Hall performance by; USA Airforce Heritage of America Band, Rhythm in Blue, 13-piece band performed an hour and half concert sponsored by the Upton Cultural Council.

The Upton Cultural Council was approached by the United States Airforce Heritage of America Band to sponsor them to provide a free concert to the Town of Upton in June of 2019.

The Cultural Council voted to bring this event to Upton. We also voted to contact the Upton VFW Post 1594, Commander Shawn Craig and members to join us in this event. Their added assistance in set-up, ushers, parking lot assistance. Providing a refreshment table added to the success of the event with 160 in attendance.

The town was represented at the event by: Chairman of the Board of Selectmen and Board, Cultural Council member, Jen Conrad welcoming, Senator Mike Moore, Representative David Muradian and members of the Military performing as well as the audience at large.

The Cultural Council would like to thank the following for all their help in making this event possible.

- USAF Heritage of America Band, 86 Hickory Street, Langley AFB, VA 23665
- A1C Michael Ferrante, Saxophone, Rhythm in Blue Operations Representative
- Board of Selectmen, Town Manager, Executive Assistant to the Town Manager made it possible for us to secure the newly renovated Town Hall Auditorium for the event. The Upton Board of Selectmen for their approval of this event and provided the much-needed Police Detail.
- VFW Post 1545 members and Commander Craig.
- The Young Marines
- United Parish for the use of their parking lot.
- The Thompson family for the use of their parking area.
- Sign's Plus
- The Little Coffee Bean in Upton

- Petal & Crumb
- All the volunteers

This year saw us saying a fond fair well to long time member Donnamarie Floyd, Co-Chair and thanking her for all her contributions over the years.

The Upton Cultural Council welcomes new members to join us in bringing culture to our community.

Respectfully submitted:

Shelley Ryan, Co-Chair

Donnamarie Floyd, Co-Chair

Lyn Haggerty, Treasurer

Jen Conrad

Megan Ronzio

Sandra Leacu.

JoAnn Fitts

Debra Amorelli

DISIBILITY COMMISSION

The Upton Commission on Disability was created at the November 14, 2017 Town Meeting under the provisions of M.G.L. Chapter 40, Section 8J to promote the inclusion and integration of persons with disabilities in the activities and services and employment opportunities in the community.

The Role of the Commission is as follows:

- To advise and assist municipal officials in ensuring compliance with federal and state disability laws
- Review policies and activities of municipal departments and boards as they affect persons with disabilities

- Provide information, referral, advocacy, and technical assistance to individuals, businesses, and organizations in all matters pertaining to disability.

The Goals of the Commission are to:

- Ensure Municipal services, programs, programs, meetings and employment opportunities are available and accessible to persons with disabilities
- Ensure businesses, agencies, and organizations are accessible to persons with disabilities
- Encourage Mobility
- Be a resource: provide information and referrals on a broad range of disability issues
- Advocate for the rights of individuals with disabilities and disability groups
- Educate the public about disability issues.

The following members were appointed/re-appointed:

Janice Read Nowicki, Chair

Christine Scott

Robert Carnegie

Michelle Antinarelli

Paula Lepore

Karen Intinarelli was an instrumental part of the Disability Commission bringing dedication, knowledge and compassion to the group. Sadly, she passed in May, but her spirit will live on.

The Disability Commission worked on many issues facing the Town of Upton and is seeking to assist addressing those and additional issues in the future.

Respectfully submitted,
Janice Read Nowicki, Chair

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works enhances the quality of life and provides uninterrupted, effective, and efficient municipal services to the residents of Upton. Our Divisions include Water, Wastewater, Highway, and Parks/Forestry/Cemetery. These Divisions work together as one cohesive Public Works Department in order to meet the many needs of the community, improve infrastructure, and advance Town projects. The Department consists of sixteen full-time employees including a Director, 1 Department Assistant, 2 Superintendents, 1 Parks/Forestry/Cemetery Foreman, 1 Mechanic, 5 Water/Wastewater Operators, 4 Truck Driver/Heavy Equipment Operators, and 1 Parks/Forestry/Cemetery Laborer. The Department also employs 1 part-time Department Specialist and 4 seasonal employees.

The Department of Public Works hereby respectfully submits its Annual Report for the year ending December 31, 2019.

HIGHWAY DIVISION

Mission Statement

The mission of the Highway Division is to maintain and preserve the Town's Public Way infrastructure, which includes paved streets, sidewalks, street signs, traffic signals, dams, and storm drainage systems, and to restore and improve core services to the general public. The Division also maintains access for emergency vehicles on many Unaccepted Roads. Consisting of a Superintendent, Mechanic, and four Truck Diver/Heavy Equipment Operators, the Division is responsible for maintaining approximately seventy-one miles of accepted roadway, multiple dams, culverts, bridges, guardrails, street signs, traffic signals, drainage easements, and snow & ice operations.

The winter of 2018 – 2019 brought a milder winter and less snow than the previous year. The temperatures were favorable for less than average snow accumulation and the DPW responded to 21 events throughout the

season. Total snowfall accumulation was 51 inches in comparison to the 93 inches received the prior winter. The Highway Division worked tirelessly in their effort to keep the roads and sidewalks safe and clear for motorist, pedestrians and emergency vehicles. Other completed projects by the Highway Division include

- Roadway repair (patched) various locations throughout Town
- Painted stop bars and crosswalks throughout the Town
- Partnered efforts with National Grid for hazard trees removal on all public ways
- Cleaned and reshaped drainage trenches throughout Town
- Conducted extensive roadside brush cutting so to provide safe sight distance for motorist, cyclist and pedestrians
- Submitted first annual MS4 report in accordance with new NPDES permit.
- Swept 75 miles of roadway
- Cleaned 858 catch basins
- Tested and disposed of 260 yards of catch basin debris and street sweeping
- Replaced various types of street and traffic signs throughout Town.

The Highway Division began an aggressive paving program in the spring of 2019, paving a total of 9.52 of the 70.53 or 13.5% of all the Town Accepted road miles in Upton. This unprecedented accomplishment included the following streets:

- Westboro Rd (powerlines to the Town line) – Cold Plane & Overlay
- East St. (Walnut St. to Fiske Mill) Cold Plane & Overlay
- East St. Ext. (Fiske Mill to Pond St.) Cold Plane & Overlay
- Brooks St. (Picadilly to the end) Finish Coat
- Brooks St. (140 to Picadilly) Cold Plane & Overlay
- Picadilly St. Cold Plane & Overlay

- Walker Dr. Finish Coat
- Church St. Cold Plane & Overlay
- South St. (Oak St. to Chestnut St.) Cold Plane & Overlay
- Kiwanis Beach Rd. Overlay
- Glen Ave. Cold Plane & Overlay
- Pease Rd. Cold Plane & Overlay incl. new berm
- Stearns Rd. Cold Plane & Overlay
- Thayer St. Cold Plane & Overlay
- Forrest St. (Hopkinton Rd. to Town Line) Cold Plane & Overlay
- Christian Hill Rd. (Fiske Mill to Elm St.) Cold Plane & Overlay
- Mechanic St. (140 to Fowler St.) Cold Plane & Overlay
- Warren St. (High St. to Fowler St.) Cold Plane & Overlay
- Hartford Ave. South Base Coat, Berm & Sidewalk.

The Highway Division continued to utilize its asphalt “hot-box” in order to repair various roads throughout the Town. Crack sealing was also performed throughout the Town on various roadways as an important means of preventative maintenance.

Other notable items the Highway Division completed this past year:

- Assisted the Water/Wastewater Divisions with various tasks
- Repaired/replaced 8 catch basins and manhole structures
- Repaired roadway deficiencies at various locations throughout Town
- Repaired a large section of roadway on Hopkinton Rd. with an asphalt overlay
- Performed road and drainage repairs as needed and/or requested by the residents

The DPW continues to work with National Grid in an aggressive hazardous tree removal program.

I would like to thank John Johnson, Highway Superintendent, and his team in the Highway Division, as well as Department Specialist, Kathleen Desjardins, for their hard work and dedication throughout the year.

PARKS, FORESTRY, & CEMETERY DIVISION

Mission Statement

The Mission of the Parks/Forestry/Cemetery Division is to provide safe, aesthetically pleasing and functional recreational areas including our cemeteries, which enhance the communities current and future needs; to plant, maintain, and manage public shade trees along the Town's Public Ways and public areas while maintaining public safety, aesthetic quality, and value of the Community's Urban Forest. Consisting of a Foreman with a pesticide license, one laborer, and four part-time seasonal employees, the Division is responsible for maintaining twenty-eight acres including athletic fields and cemeteries. The Division also maintains the grounds at several Town buildings and green spaces throughout the Town.

The Parks, Cemetery and Forestry Divisions maintains 28 acres of Town owned property at Kiwanis Beach, Leland Field, West River athletic field; as well as the four Town cemetery's; First Cemetery located on Grove Street, Lakeview located on North Main Street, and Bradish Cemetery located on Westboro Road at North Street. In addition to these locations, the Division also maintains the grounds at Town Hall, Library, Town Common, Police & Fire Stations, Heritage Park, Wildwood Park, and street islands located throughout Town. Other tasks performed by the **Parks Division** includes the following:

- Performed routine maintenance of irrigation systems at all municipal sites
- Invasive Aquatic Species Program
- Full scale treatment at Lake Wildwood, and spot treatment at Pratt Pond
- Annual spring and fall cleanup
- Brush clearing and chipping

- Mow, fertilize, lime, aeration, over seeding, and application of compost top dressing on all fields throughout the growing season
- Dam maintenance, monitored water level throughout year
- Shrub and Tree trimming
- Soil analysis
- Town beach water quality – sampling and maintenance, performed weekly
- Pesticide and herbicide applications
- Fencing, yard, and wall repairs as needed
- Playground equipment safety inspections and maintenance.
- Collect trash in the 25 barrels located throughout Town, performed weekly
- Annual installation and removal of docks at Kiwanis Beach
- Refinished picnic tables and trash barrels
- Submission of Annual Report to the Massachusetts Department of Agricultural Resources for the application of pesticides and herbicides.

Tasks performed at ***Lakeview Cemetery*** include:

- Application of Grub control in portions of the cemetery.
- Extensive brush trimming throughout all three Town cemeteries.
- Extensive loaming and seeding at Lakeview Cemetery
- Application of grub control in the front portion of the cemetery
- 28 full burials
- 13 cremations.

Tasks performed within the ***Forestry Division*** include:

- Removal of dozens of dead, diseased, and hazardous trees throughout Town
- Additional days of tree work related to winter storm damage
- Removal of several tree stumps through a stump-grinding process.

I would like to thank Gary Harper, Parks/Cemetery/Forestry Foreman, and his small but dedicated staff for their hard work and dedication throughout the year.

WASTESEWER DIVISION

Mission Statement

The mission of the Wastewater Division, through cooperative teamwork, is to protect the environment by minimizing health/pollution risks, while effectively meeting the stringent criteria imposed by the U.S. Environmental Protection Agency and the MA Division of Environmental Protection regulations and permits. The Division optimizes process control and long-term infrastructure integrity through a strategically planned and coordinated inspection, analysis, preventive maintenance, and scheduled replacement program. All of which is performed in a professional cost-effective manner with emphasis on serving the needs of the Wastewater Customer, with minimal financial impact. Consisting of a Wastewater/Water Superintendent, four licensed and cross trained Operators who are shared with the Water Division, and one Apprentice, the Wastewater Division is responsible for maintaining and improving approximately fourteen miles of gravity and force sewer main, a Wastewater Treatment Facility and four pump stations.

The Water and Wastewater Division utilized in-house staff for several projects, resulting in savings to the Town and its ratepayers. The Department also began to perform several repairs, upgrades and planning to economically update its aging infrastructure and assets.

Work completed on the extension of the sewer line up Harford Ave. South to the Northbridge Town line including a new pump station for the Upton Ridge development.

Continued flow assessments in several areas of the sewer system to pinpoint and prioritize areas in need of updating and/or upgrading our aging infrastructure.

A comprehensive assessment began on the entire wastewater infrastructure and equipment inventory including a rate and policy study by Tighe & Bond.

Staff continue to refurbish or maintain older equipment in an effort to utilize less electricity, water, and other resources.

WATER DIVISION:

Mission Statement

The mission of the Water Division is to provide the highest quality drinking water and fire protection at the lowest possible cost. The goal of the Division is to be recognized by the townspeople as an effective and efficient operation within the Town Government. The Water Division operates on the principles of craftsmanship and integrity. We are constantly seeking new and creative ways to improve the quality of the water and the efficiency of the operation. Consisting of a Water/Wastewater Superintendent, one Cross Connection/Backflow Prevention Inspector, three licensed Operator's, all of whom are cross trained, licensed, and shared with the Wastewater Division, and one Apprentice. The Water Division is responsible for approximately thirty-three miles of water line, two water tanks with a combined 1.5 million-gallon capacity, three pump stations/treatment facilities, and two booster stations. The Division distributes approximately one hundred twenty-five million gallons annually.

- Work completed on the extension of the water line up Harford Ave. South to the Northbridge Town line including a new pump station for the Upton Ridge development
- Completed the annual spring and fall hydrant flushing program as well as our annual leak detection program
- A comprehensive assessment began on the entire water infrastructure and equipment inventory including a rate and policy study by Tighe & Bond.

Water/Wastewater Performance

- The Water Division pumped and treated 120.5 million gallons of water from three well fields this year in accordance with federal, state, and local regulations and safety requirements.
- The Wastewater Division treated and discharged 94.5 million gallons of wastewater.
- Processed and disposed of 39.7 dry tons of waste sludge.
- Staff responded to 22 after hour water calls and 7 after hour wastewater calls

I would like to thank Scott Hennessey, Water/Wastewater Superintendent, and his team in the Water/Wastewater Division, as well as Department Specialist, William Taylor, for their hard work and dedication throughout the year.

Respectfully submitted,
Dennis E. Westgate Jr
Director of Public Works

DPW FEASIBILITY COMMITTEE

The DPW Feasibility Committee was formed by the Board of Selectmen in January 2019. The purpose of the Committee was to review the conceptual plans to renovate and expand the current Department of Public Works facility developed with an engineer and the previous DPW Director and make a recommendation to the Selectmen on how to proceed.

During the past year, the Feasibility Committee have met numerous times. During those meetings the following was accomplished:

- Overall Review of the Conceptual Plans

- Tour of the current DPW Facility
- Meeting with the engineer to review his approach to the project
- Workshop where Committee members did an in-depth analysis of the conceptual plan
- Analysis of a Town-wide Fueling Station
- Presentation developed on the key aspects of the conceptual plan.

The Feasibility Committee is currently working with the engineer to incorporate some changes to the conceptual plan and determine the best path forward for the Town.

Respectfully submitted,
DPW Facility Feasibility Committee

ECONOMIC DEVELOPMENT COMMITTEE

The BoS created the Economic Development Committee in the summer of 2018.

In January 2019, the committee hired the consulting firm Dodson & Flinker to guide us through the process of creating a shared vision for a revitalized Upton Center.

On January 23, Peter Flinker from Dodson & Flinker facilitated a working session to describe the visioning process. Over 150 people attended.

Following the overview, the group broke into 6 breakout sessions. A group of about 45 people volunteered to be Working Group members and committed to attend four working group sessions held on February 11, March 4, April 1 and April 8. We also had an all-day working group session for the general public that was held on Saturday March 23rd.

The EDC requested funding for a proper structural engineering assessment of the former Holy Angels Church. This assessment was completed, and a report issued on April 26, 2019.

Following the last working group session on April 8th, the consultants gathered all of the input from all of the Working Group sessions and prepared their final report which was completed on May 3rd. This report documents all of the work done by the Working Group and summarizes the shared vision. Highlights from this report were presented at the Annual Town Meeting.

At the 2019 Annual Town Meeting (Article 32), EDC requested and received funding (\$5,000) to support additional activities related to testing and evaluations needed to support the revitalization effort.

At the 2019 Annual Town Meeting (Article 33), EDC requested that the town accept the Vision for a Revitalized Upton Center as prepared by the Working Group and as described in the Dodson & Flinker Final Report, dated May 3, 2019. This article was passed by majority vote.

At the 2019 Annual Town Meeting (Article 34), the EDC requested that the town give the BoS the authority to sell, lease or convey 1 Main Street (former Holy Angles Church) and the town-owned parking lot. This was also passed by majority vote.

Following the Annual Town Meeting, the BoS appointed an RFP Committee to develop Design Standards for new buildings that might be built in Upton Center.

The EDC began the process of identifying zoning changes required to support the vision at the Annual Town Meeting. Working closely with the Planning Board, we determined that creating a new zone - to be called the Upton Center Business District (UCBD) – would be the best approach. We updated the zoning tables, again working closely with the Planning Board, Zoning Board of Appeals, Code Enforcement and other town

departments. Working with CMRPC, we created a new zoning map as well.

In October, we sent out over 60 letters to property owners in the new UCBD and held an informational session on October 17th. In addition, the Planning Board held a Public Hearing on the UCBD on October 22nd.

At the Special Town Meeting on November 5th, the town voted (Article 3) to authorize the BoS to purchase 6 Main Street for purpose of demolishing this condemned property. The EDC recommended this article.

The town also voted (Article 4) to move forward with the Municipal Community Center (library and Senior Center) to be located on town-owned parking lot in front of the playground. This building will likely serve as an anchor for a revitalized Upton Center. The EDC recommended this article.

The EDC presented the proposed zoning changes (Article 16) that created the new UCBD. This article required a 2/3 vote and was passed.

The EDC is currently working on the Economic Development Strategic Plan with CMRPC.

Lastly, the EDC organized the first ever Upton Small Business Fair, which was held on October 23rd Heritage Weekend in the United Parish Church. Twenty Upton small businesses participated, and the event was a success! We also requested and received a small grant from the Blackstone Valley Chamber of Commerce to offset the cost of printing flyers to promote the event.

Respectfully submitted,

Michelle Antinarelli – Alternate member

Steven Rakitin - Secretary

Gene Bernat – Chairperson

David Ross

Donna Desjardins

Bill McCormick

ELECTRONIC VOTING

In March of 2019 the Board of Selectmen (BOS) appointed a six-member committee to investigate the merits and mechanics of electronic voting during town meetings. This committee consisted of five residents with voting privileges on the committee, and the Town Moderator who requested and was voted ex officio (non-voting, consulting) status by the committee. The BOS anticipated that integrating electronic voting into the town meeting process could attract more attendees and/or increase participation among attendees in the town meeting process.

Over the course of six months the committee investigated the electronic voting process through: reviewing the literature and histories of governmental meeting and voice vote protocols and processes; attending town meetings of nearby towns at which electronic voting was already implemented; surveying residents casting ballots at the spring 2019 election; informally interviewing town moderators and town clerks of Massachusetts towns in which electronic voting was already implemented; investigating two types of electronic voting devices (internet-based and radio- frequency-based) and three vendors offering these devices; and robustly debating the merits of electronic voting during Upton Town Meetings.

In September 2019 the Electronic Voting Committee (EVC) presented a report to the BOS on the merits and mechanics of electronic voting to the BOS. The committee found that electronic voting devices: provided precise counts for enriching the historical record; provided a private method of voting; supported people with various impairments to vote independently and participate more fully in town meeting; potentially decreased the length of those town meetings when the voice vote is frequently contested; provided equity for all members of Town Meeting to vote and be counted equally. The committee recommended that the BOS present an article on the Warrant for the Special Town Meeting

scheduled for November 2019 that would require electronic voting devices be utilized in lieu of the voice vote during town meetings when such were available.

The committee's position was that appropriating monies to purchase a specific system was premature, and that changing the bylaw to mandate use of devices when available allowed the town to trial various devices without committing to a purchase. Opportunities for free trials with two vendors were proposed, as well as exploring cost-sharing opportunities with neighboring municipalities and/or grant opportunities for upgrading the town meeting process, thus precluding any need for proposing funding requests. Outright purchase of appropriate devices with accessibility features for people with impairments varied between \$10,000 and \$17,000. These radio-frequency based devices offered higher levels of security than internet-based devices, as well as supporting automated and manual auditing processes to monitor function and security. At the special town meeting the town counsel advised the Town Meeting that trials during meetings did not require a bylaw change and could be voted upon at the start of any given town meeting. Residents at the special town meeting expressed two major concerns regarding the introduction of electronic devices for voting at the meeting, security/integrity of the vote and the public's right to know how fellow attendees vote. The Town Meeting tabled the issue until a time undetermined. The Board of Selectmen dissolved the EVC in December 2019 without defining future plans regarding electronic voting.

Respectfully submitted,
Michelle Antinarelli

FIRE AND EMERGENCY MEDICAL SERVICES

The Department hereby submits its annual report for the year ending December 31, 2019. The Department responded to a total of 980 calls

for service. Of these, 704 were EMS responses and 276 were Fire responses.

Summary

The Department had a pretty successful year grant wise and through the generosity of the citizens we were able to purchase a much-needed rescue pumper truck. We are grateful and humbled by the support of our citizens in allowing us to purchase this piece of equipment. Thank you to all of those who supported this article.

Major Events

Fortunately, there were no major fires to report. The Department did participate and hold many public fire safety programs in the schools and at the fire station.

Activities

Bonnie Lopez, or “Firefighter Bonnie” as she is known to her fire prevention class students, continues to teach the preschool and elementary school children fire safety as part of the Student Awareness Fire Education (S.A.F.E.) Program. This year we have had FF Gwen Costello assist with these programs.

Our annual “Haunted House” and Safety messages was attended by more than 200 kids and parents. The inclement weather did not seem to bother anybody, and all had a great time. Plenty of handouts, candy collection bags and LED flashing lights were passed out.

The “Pictures with Santa” day that was held in December. Approximately 150 children had a chance to have their picture taken with Santa in front of one of the department’s vehicles. This event is a great day and becoming more and more popular each year.

The Department has received and applied for some Grants programs:

1. Student/Senior Awareness of Fire Education Grant (S.A.F.E Grant). We received \$5,414.17 from the Commonwealth to continue our fire education programs. These monies are used to pay for informational materials to students and seniors.
2. Assistance to Firefighters Act (A.F.G.). The Department was awarded a total of \$94,762 for the replacement of our Cardiac Monitors and Driver Training and Pump Operations. The Cardiac Monitors were at the end of life and as of 2020 will be listed as obsolete. These new units will be a great enhancement to our paramedics to better diagnose and treat patients. The Driver/Pump program will develop and improve our staff with realistic pump operations using our own equipment and educate them on the best methods of operating emergency apparatus. We will also be applying for the next A.F.G. when it becomes available.
3. We were awarded a Forestry Grant provided by the U.S. Forest Service. The grant is for \$4000 to replace 2 of our aging dump tanks. The tanks have been purchased and are in service. We applied again for this grant, this time seeking funding to purchase proper brush fire gear. If awarded, this is a matching grant.
4. We were awarded \$3400 from the Executive Office of Public Safety for the purchase of firefighting protective hoods and gloves.

Personnel

We have been able to recruit and hire the following to our Call Department ranks; Jason Hall, John Jango and Tim Wagner. These new recruits have been learning all about what it takes to be a Call Firefighter. They have been enrolled in the Massachusetts Call/Volunteer Recruit Training Program put on by the Massachusetts Firefighting Training Academy. This 240-hour program teaches and educates the student on all of the knowledge, skills and abilities needed to meet the N.F.P.A. 1001 standard for Basic Firefighter I/II. Once completed, they will be able to take a certification exam meeting state and national standards. FF Basoli and

FF Jango are currently enrolled in a Basic EMT course and we have been working with them to achieve success in this program. It is truly exciting to have new people become a part of the organization; we wish them well in what we hope will be a long career here at Upton Fire-EMS.

We had one retirement from the Department. Randy Addy officially retired from the Department on December 31. For over 26 years FF Addy carried out the traditions and pride of Upton Fire-EMS with every shift assigned and call he worked all while having the best interests of the personnel and the residents of the Town of Upton in mind. FF Addy was always willing to help and show anyone of us how to be better at this job, a job he has done both as a career and a call firefighter. The Department would like to congratulate him for a long and successful career as a firefighter with Upton Fire-EMS and we wish him the best of luck with all of his future endeavors. FF Addy, THANK YOU for all that you have done for Upton Fire-EMS!!

Report of Events

Total Fire Responses: 276

Total EMS Responses: 704

Fire

Fire, other	02
Building fire	03
Cooking fire, confined to container	02
Chimney or flue fire, confined to chimney or flue	02
Fuel Burner/Boiler Malfunction	01
Passenger vehicle fire	01
Off-road Vehicle or Heavy Equipment Fire	01
Natural vegetation fire, other	02
Brush, or brush and grass mixture fire	<u>01</u> 15

Overpressure Rupture, Explosion, Overheat (no fire)

00
00

Rescue & Emergency Medical Services Incidents

Medical assist, assist EMS crew	27
Search for Person on land	01
Extrication of victim from vehicle	00
Removal of Victim from Stalled Elevator	02
Trench/below grade rescue	00
Extrication of victim from machinery	00
Water or Ice Related rescue	<u>00</u>
	30

Hazardous Conditions (No Fire)

Gasoline or other flammable liquid spill	02
Gas leak (natural gas or LPG)	05
Oil or other combustible liquid spill	05
Carbon monoxide incident	09
Electrical wiring/equipment problem, other	00
Overheated motor	00
Power line down	06
Arcing, shorted electrical equipment	05
Accident, potential accident, Other	32
Vehicle accident, general cleanup	<u>01</u>
	65

Service Call

Service call, Other	03
Water problem, Other	01
Water evacuation	01
Smoke or odor removal	11
Public service assistance, Other	05
Assist police or other governmental agency	04
Public Service	01
Assist invalid	00
Defective Elevator, no occupants	00
Unauthorized burning	10
Cover assignment, standby, move-up (Mutual Aid)	<u>16</u>
	52

Good Intent Call

Good intent call, Other	00
Dispatch & cancelled en-route	10
No incident found on arrival at dispatch	02
Authorized controlled burning	02
Steam, other gas mistaken for smoke	01
Smoke scare, odor of smoke	00
Steam, vapor, fog or dust thought to be smoke	01
	<u>16</u>

False Alarm & False Call

Central Station, malicious false	01
System malfunction, other	00
Alarm system sounded due to malfunction	42
CO detector activation due to malfunction	02
Alarm system sounded, no fire – unintentional	41
Carbon monoxide detector activation, no CO	06
	<u>92</u>

Severe Weather & Natural Disaster

Lightning Strike (no fire)	01
	<u>01</u>

Permits Issued

Oil Burner/Storage Tanks	46
Propane Storage	60
Smoke Detector Inspections	149
Outdoor Burning Permits	310
Tank Truck Inspections	03
Blasting Permits	06
Tank Removals	19
Total Permits Issued	<u>593</u>

The Department and I would like to thank the various Boards, Commissions and Town officials for their help and support throughout the year. I would also thank the members of the Upton Fire-EMS Department for their dedication and response to any and all emergencies

that arise in the Town of Upton. A very special thank you goes to the friends and families of the department who allow us to do the job we like to do. Without their support and understanding the Department would not be able to function.

Respectfully submitted,
Mark W. DiFronzo
Fire Chief

GREEN COMMUNITY COMMITTEE

The Green Community Committee works with the Town Manager and other town departments on applying for grants for energy conservation measures from the Green Communities Division of the Department of Energy Resources (DOER), procuring the related materials and installation services, reporting on the status of energy conservation projects to the Green Communities Division, and on the Green Communities program annual report. The annual report confirms the town's compliance with the five Green Communities designation criteria: progress towards meeting the goal of reducing energy use by 20% over five years, purchasing fuel-efficient non-exempt vehicles, ensuring homes and certain commercial buildings are built in accordance with the stretch energy code, and permitting by-right large-scale ground-mounted solar photovoltaic systems within a year.

Since being designated a Green Community in December 2014, 16 energy conservation projects have been completed with total grant funding of \$316,770 (the designation grant of \$146,731 and a competitive grant of \$170,039 awarded in 2016.) The last of the four projects funded through the competitive grant was completed in April 2018. Most of the energy conservation improvements were made in the Memorial School building and in the Police Station. There have been significant reductions in energy use at the Memorial School. Electricity use fell 35% from 2015 to

2019 and natural gas use fell 25% from 2015 to 2019. This was likely a result of both the energy conservation measures funded through the Green Communities grants and other steps taken by the school district. The Police Station experienced a 26% decrease in electricity use and an 3% decrease in natural gas use from 2015 to 2019.

The Green Communities Committee will continue to work with the Town Manager and town departments to identify other energy conservation measures that can be funded through Green Communities competitive grants. The Department of Public Works is in the process of reviewing its water and wastewater operations, which may identify energy conservation measures eligible for Green Communities grant funding. The Committee still plans to investigate whether or not material energy use and cost savings could be achieved by purchasing the streetlights in town from National Grid and replacing them with LED fixtures.

The Committee is currently working with Mendon on a joint Mendon-Upton Solarize Massachusetts Plus program. The Solarize Mass Plus program is a program of the Massachusetts Clean Energy Center (MassCEC) designed to increase residential purchase of small-scale solar electricity systems and complementary technologies (battery storage, air-source heat pumps, ground-source heat pumps, electric vehicles, and solar hot water) through a grass-roots educational campaign driven by local volunteers and reduced pricing driven by bulk purchase and reduced marketing costs. The MassCEC will assist Mendon-Upton with funds and materials for the educational campaign and with technical assistance including assistance in competitively selecting installers. Mendon and Upton residents will be able to purchase solar electricity systems and complementary technologies from the installers selected for the program. We expect the Solarize Massachusetts Plus program to start accepting requests for quotes in April-May and for the program to run through end of the year. Educational events will be run throughout the course of the program.

Respectfully submitted,
Robert Jordan
Bill Taylor, Chair

HISTORICAL COMMISSION

The Historical Commission respectfully submits the following report for the year 2019. Commission members were Don Spargo, Chair; Katherine Worsham, Co-Chair; Howard Glassman, Treasurer; Joan Burrell, Donna Desjardins, Donna Kempton, and Russell Wood. Also, as alternates Craig Weinfuss and Maureen Byrne.

This report provides the highlights of the topics undertaken by the Commission in 2019.

- The commission did not receive any demolition permit applications last year, but we do not expect that will be the same this year with several properties on the radar.
- Commission members Donna Desjardins and Katherine Worsham were extensively involved with the downtown project. We appreciate all of the time that they have provided and being the voice for the commission.
- We worked with the Upton Historical Society on a VHS project and funded the conversion of a group of handpicked VHS tapes to digital files. These tapes show special events in the history of Upton going back 100 years. They are available now to the public through the website and at the Upton Historical Society.
- Joan Burrell continues her hard work recognizing the historic schoolhouses in Upton including additional documentation.

The one unfortunate event for the year was the final outcome for 14 North Main Street. We approved the demolition in 2018 after a public hearing but the land was left unused until the lot was sold to another builder and a house was built. The requests that the original builder agreed to with us at the public hearing were not honored. All learned a lesson and our mission is not to have this happen again. The demolition delay bylaw was updated at the November 2018 town meeting with stricter requirements.

The Commission looks forward to undertaking more projects in 2020 and being an integral part of the Historic Upton Center discussions.

Respectfully submitted,
Don Spargo, Chair

HOUSING AUTHORITY

Background

Upton Housing Authority is a public body that exists for providing decent and affordable housing for elderly and disabled persons of low income. This Public Housing Authority receives direct funding from the Department of Housing and Community Development a state Agency (DHCD) located in Boston, MA

Mission

Our mission is to create an environment that enables residents to live responsibly and with dignity. To support residents on achieving self-sufficiency, honor public commitments in a fiscal and ethically responsible manner, create and maintain public confidence in the Housing Authority operations and staff.

Board of Commissioners

Mildred Morin Galeone, Chairperson

Executive Director

Betty Roche

Rena Richard
Linda Jones
Richard Kennedy

Monthly Commissioners Meetings

Upton Housing Authority Board of Commissioners holds meetings on the second Wednesday of every month. All meetings are held at the Coach Road Apartment Community room at 6:00 p.m. As public officials, they hold meetings according to M.G.L. chapter 39 sections 2B of the open meeting law and posted with the Town Clerk.

Current Housing Programs

Massachusetts Rental Voucher Program MRVP

Seven subsidized family/elderly units located at the Upton Inn in Upton, MA. Eligibility income limits is based on family size and income. There is no asset limit, but the values of assets are included in gross income when determining applicant eligibility.

Public Housing Program 667

There are 40 units located at Coach Road. Applicants must be sixty years of age or disabled to apply for housing. Residents who work or live in the Town of Upton may receive a preference when reviewed and verified by the Authority. When applications are completed, applicants are then placed on a waiting list. The income limits for state public housing are one person-\$45,100 and two persons-\$51,150.00.

Office

Upton Housing Authority located at 4 Hartford Avenue North; office hours are as follows:

Monday /Wednesday/Friday 9:00 a.m. 2:00 p.m.

Anyone interested in applying for housing may call the office at (508) 529-3293 to have an application mailed. If you prefer, applications may be picked up at the office during office hours.

Respectfully submitted,
Betty Roche, Executive Director

LAND STEWARDSHIP COMMITTEE

The LSC dedicated multiple work dates to clearing trails, installing kiosks and building boardwalks. Trail work was suspended for a portion of the year due to EEE concerns. Trail clearing and improvements will continue in 2020. There are 15.5 miles of trails on town owned conservation areas and open space in Upton.

The LSC continued to implement the 2007 Land Stewardship Plan for the Stefans Farm Open Space. The LSC also borrowed equipment from the DPW to mow trails at Stefans Farm.

The LSC oversaw one Eagle Scout project this year. A scout installed a Kiosk on Green Lane at the Goss Pond Conservation Areal Trailhead and at the trailhead for the trails in Kiwanis Beach and in the Pratt Pond Conservation Area. Since 1991, the Conservation Commission has sponsored 19 Eagle Scout projects, 1 Girl Scout Gold award project and 1 Girl Scout Silver award project. Completed projects include 11 bridges, 2 boardwalks, 9 trail head kiosks, trail markers at the Peppercorn Hill and Whitney Conservation Areas, and 4 raised beds and compost bins at the community garden.

In 2019 and 2018 large trees threatening to damage the foundation of Schoolhouse #6 on North Street were removed from the site with Community Preservation Act (CPA) funds appropriated at a 2017 town meeting. The Upton Historical Commission installed a historic marker at the school site also using CPA funds. The LSC is now considering options for suppressing brush growth on the site in order to preserve the site and to make it usable for visitors.

Several raised beds were completed at the Stefans Farm community garden and the garden is now built out. Interest in gardening plots continues to increase. The LSC has also purchased fruit trees and shrubs

which, when ready, will be planted near the community garden. Plots at the community garden are available to Upton residents who were asked to pay a \$5 participation fee to help defray costs. Fees are deposited in the Community Garden Revolving Fund. Mark McEathron is the Community Garden coordinator.

A timber-frame kiosk was purchased using funds reserved for Upton projects held by the Metacomet Land Trust and it was installed at the Whitney Conservation Area parking lot off North Street.

Upton's Conservation Commission agent and Kristin O'Brien of the Sudbury Valley Trustees (SVT) conducted routine yearly monitoring of the Fivefork Farm, (formerly Sweetwilliam Farm) Conservation Restriction. LSC members also accompanied SVT on its yearly monitoring of the Whitney Conservation Area Conservation Restriction.

In December the LSC and the Hopkinton Area Land Trust celebrated the completion of the parking area and trail on the Rockwood Meadows open space with a guided walk from the parking area to and through the Peppercorn Hill Conservation Area. The Rockwood Meadows open space area is private property that surrounds the Rockwood Meadows development that includes a public parking area on East Street in Hopkinton (near the Upton border) and an easement for a public trail that connects the parking lot to the trails in the Peppercorn Hill Conservation Area. It is subject to conservation restrictions held by the Upton Conservation Commission and the Hopkinton Area Land Trust. During the year the Rockwood Meadows developer completed construction of the parking lot and trail and the LSC installed a kiosk at the parking lot and a boardwalk over a wet area on the trail. In 2018 the Conservation Commission signed a Memorandum of Understanding with the Hopkinton Area Land Trust to maintain the parking area and trail.

Tufts University researchers again studied a population of Baltimore checkerspot butterflies at the Howarth Glen Conservation Area field. They plan to continue their studies in future years.

The LSC continued to investigate options for vehicular access to Stefans Farm. During the year Thompson-Liston Associates prepared a cost estimate for a second access option off of Mechanic Street. A subsurface investigation of the route was conducted with the help of the Department of Public Works to help refine the cost estimate. The LSC will continue to investigate access options at Stefans Farm in 2020.

Stream temperature data loggers were installed at the Peppercorn Hill Conservation Area to assess if the Mill River and some of its tributaries at Peppercorn are cold water streams.

Volunteers and LSC members contributed an estimated 101 hours to maintain trails, oversee the community garden, prepare trail maps, and perform administrative work.

Scott Heim, Bill Taylor and Eric Reustle served as rotating committee chairs in 2019.

Respectfully submitted,
Eric Reustle, Chair
Scott Heim
Mary Overholt
Mike Penko-Secretary
William Taylor

LIBRARY DIRECTOR

In 2019, the Upton Town Library participated in a joint feasibility process which produced conceptual plans for a new community center, and we improved our website functionality.

Planning and Design Activities: The municipal center feasibility committee combined the efforts of Library, Council on Aging and town residents to produce conceptual plans for a single story, 13,728 square foot community center to be located at 11 Milford Street. Funding for completion of design work and construction bids was approved by the voters on Nov 5, 2019. If this project is completed, it will provide an innovative model of shared social services in accessible, modern infrastructure.

Website Improvements: Using in-house expertise of library staff and the purchase of software from Assabet Interactive, our website was revised to provide easier navigation of our services, a mobile-friendly format, an online calendar, event registration, museum pass reservations and room use reservations.

Services: Upton Library has the following equipment for public use: 5 desktop computer workstations, fax machine (50 cent per page fee), printer / photocopier / scanner (10 cent black and white, 25 cent color per page fee), quiet study room with seating for 4, gathering room with seating for 12 and tv screen.

Our calendar of programs includes: Three monthly book groups, monthly trivia contest, weekly teen activity day, weekly pre-school storytime, weekly Lego club, weekly baby storytime, weekly visit to the senior center, movie showings, and a community organized knitting group.

In FY2019, the library processed 177 passport applications and turned over \$5,520 to the general fund.

Summer Reading: 253 children registered for the 2019 Summer Reading Program. In addition to our regular programs, 15 special events were offered during the summer. The budget of \$1,410 was supplemented by donations from Unibank, Friends of Upton Library, Museum of Science, Wegmans, Price Chopper and JJ's Ice Cream.

Revolving Fund: The library is authorized by Town Meeting to maintain a revolving fund to purchase library items and materials. In FY2019, this fund started with \$338, received \$2,163 in income, expended \$2,183, and had an ending balance of \$318. The balance of the fund never exceeded \$6,000.

Library Holdings: The library physical collection size remains stable as our shelving limitations require zero net growth. To supplement the downloadable materials provided through our membership in the C/WMARS consortium, the library added a subscription to digital audio and magazine collections from RB Digital.

Print Books – 20,911. Volumes of Periodicals – 110. Audio Materials – 1,670. Video Materials – 4,609. Downloadable materials – 83,098.

Library Usage and annual change: 3,795 Upton residents are registered borrowers at the Upton Town Library (-9.9%), 23,946 visits were made to the library (+2.3%), 2,680 people attended programs (+12.9%) and the library was open 2,133 hours.

Borrowing of physical items: Print Books – 28,246 (-2.0%). Volumes of Periodicals – 746 (-21%). Audio Materials – 2,053 (-16%). Video Materials – 10,847 (-10%).

Downloads of electronic items: 7,923 (+14%).

Future Goals: In 2020, the Upton Town Library will support the Community Center project, as that new facility will resolve many accessibility and infrastructure deficiencies. The library will also develop a new long-range plan to set service priorities for the future.

Respectfully submitted,
Matthew R. Bachtold, Library Director

LIBRARY TRUSTEES

A year makes a big difference when everyone works together. What can't be done alone, can succeed if everyone pursues a common vision and makes an effort for it to become reality, each offering to do their part. Our Selectmen, the Council on Aging, the Economic Development Committee, the Historical Society, our Town Manager, the Library Trustees and all the individuals and groups who pitched in to make an important vote succeed at the Special Town meeting in November. It was a giant step forward, but more work is needed to finally achieve a Municipal Community Center for our town and for all our citizens whether young, old, in between or challenged by a disability; we want to include everyone. Let there be no false spring this time when the final vote comes in 2020. Together we can do it!

Meanwhile the library continues to operate within its limited space, and this has encouraged a change in emphasis of our offerings. No longer does the library depend on books but offers a wider variety of services that can be contained within our small space. These not only reflect our space limitations but also are a bellwether for the future of libraries in an electronic and computer driven society. It is an opportunity for change that will be carried on if the new facility comes our way.

Amidst these changing times, where would we be without our excellent staff including the Director, the Children's Librarian, the Circulation Specialists and Clerks? The staff continues to present a caring and professional service to our patrons or casual visitors making our space a welcoming one. The children of our town come to our programs where our staff offers them a window to the future by offering readings beyond the school curriculum. This opportunity builds within them a thoughtful independence to seek the truth in the variety of writers that are available on our shelves.

Two Trustees decided not to run for reelection, and we would like to thank them for their service. Diane Czjak offered her services to the town and was an active participant in our meetings while Katie Kelley in our hearts, will be a “Trustee Forever”. Her service as a member and Treasurer spans a quarter of a century and those of us who served with her consider it a privilege to have been on the Board with her.

The Trustees welcome three new members: Debbie Amorelli, Michelle Antinarelli and Anne O’Brien. The Trustees are truly grateful for all the help we have received. The Friends of the Library, who with their book sales, have allowed us to have available a wide range of museum passes, the town departments who have aided us when we needed help, and all the Upton citizens who have made our efforts worth the time we have spent trying to make our library a place to come and find what they want within our walls.

Respectfully submitted,

Debra Amorelli

Anne O’Brien

Michelle Antinarelli

John Robertson Jr., Chairman

Charlotte Carr, Secretary

William Taylor, Vice Chairman

Meghan Condon

Laurie Wodin

Judith Katz

MODERATOR

It was my privilege to preside at the Annual Town Meeting on May 2, 2019. Additionally, there was a Special Town Meeting on November 5th. My appointments to the Finance Committee are Jonathan Calianos and Nicholas Ensko.

On Town Government Day I had the opportunity to moderate a Mock Town Meeting of third graders in our Town Hall. The students arrived and were registered in the same manner that voters are checked in for a

regular Town Meeting. We had a sample warrant with articles that were made into motions; and then after lively discussion those motions were voted up or down. As has been true in past years; the third graders were polite, respectful, and came away with an understanding of how the Town Meeting fits into the Governmental process for the town of Upton.

The Board of Selectmen (BOS) formed a committee to investigate the use of Electronic voting at Town Meetings in Upton. I was appointed as an ex-officio non-voting member to help the committee with understanding some of the questions that other communities have had to address when considering this issue. The committee met many times throughout the year and then made a recommendation to the BOS. The question was brought to the community at the November 5th Special Town Meeting. After a presentation by the Chair of the committee to the voters present, there was lively discussion and the Town Meeting voted not to consider Electronic voting at this time.

Thank you to all the people who help with the smooth running of the Town Meeting. I would especially like to thank Upton Cablevision who records all town meetings for viewing on the Upton cable channel. I wish to thank the Town Clerk, tellers, counters, Board of Selectmen, Upton Police and the Nipmuc Regional School District.

Most importantly, I wish to thank all the citizens of Upton that attend the Town Meetings. This type of citizen involvement continues to be the critical link that allows for the appropriate checks and balances that must occur within our community. However busy our lives may be, it is our right and our responsibility to be part of the governmental process.

Respectfully submitted,
David C. Loeper,
Town Moderator

MUNICIPAL COMMUNITY CENTER FEASIBILITY COMMITTEE

In 2019, the Feasibility Committee worked with T2 Architecture to create a conceptual floor plan and site plan for a new construction municipal building to house library, elder, and social services for the town. In November 2019, the plans were presented at the Special Town Meeting and voters approved \$700,000 to proceed with schematic design and the construction bid process.

Formation and Charge

The Feasibility Committee of 5 voting members and 2 non-voting adjunct members was appointed by the Board of Selectmen in August 2018. The Selectmen issued a charge to “address aging and outdated structures and improve upon the delivery of various community services.” The charge was approved by the Board of Library Trustees and accepted by the Committee. Funding of \$50,000 for planning and conceptual designs was appropriated by the voters at STM, Nov 13, 2018.

2019 Activities

In March 2019, after completing a designer selection process, the Town contracted with T2 Architecture for conceptual design work. T2 and the Committee completed the following activities:

- Reviewed responses to a town-wide call for departmental needs
- Created a combined Building Program to define service needs
- Drafted sketch plans for various options, including two sites and both single story and two-story floorplans
- Identified a single-story floorplan located at 8 Grove Street as a preferred solution.

At the annual town meeting of May 2, 2019, the voters appropriated an additional \$5,000 for site development and analysis.

In September 2019, after receiving feedback and comments from Town boards and the general public, the Committee changed its preferred solution to a similar floorplan located on town-owned land at 11 Milford Street. The primary reasons for switching sites were concern about available parking and the cost of site acquisition/development.

T2 Architecture delivered a conceptual floor plan and site plan for this solution. This design was presented to the Town at the Special Town Meeting of Nov 5, 2019.

The design showed a 13,728 square foot, single story building with a slightly curved rectangular shape. The main entrance and service point were located in the middle front of the building. The back arc of the building was an open area for the library collection and seating. The front side contained a programs room with attached kitchen and storage, staff administration areas, a conference room and a classroom.

The site plan revised the shape and position of the municipal playground, reducing its size from 16,300 square feet to 13,300 square feet. 42 parking spaces were located on the town property, replacing 70 that currently exist. Parking on the abutting property owned by the VFW was unaffected. The total estimated project cost was \$9.3 million.

The town voters appropriated \$700,000 to proceed with detailed schematic designs and construction bids based on this conceptual design.

Future Work

In 2020, responsibility for further development of designs and construction will be assigned to a Building Committee, as specified in the general bylaws of the town.

The Feasibility Committee will be renamed the Community Center Steering Committee, and under a new charge from the Board of

Selectmen, will work on recommendations for the operation and services of the new facility.

Respectfully submitted,

Debbie Amorelli

Gregg Manning, Chair

Kelly McElreath

Dave O'Brien

Bill Taylor

Matthew Bachtold, Library Director (adjunct)

Janice Nowicki, Director of Elder and Human Services (adjunct)

OTHER POST EMPLOYMENT BENEFITS

Massachusetts General Law Chapter 32B, Section 20 allows a town to set up a special trust fund, the Other Post-Employment Benefits (OPEB) Liability Trust Fund with the governmental unit's treasurer is the custodian of the fund. Investment of fund monies by the custodian must be consistent with the prudent person standard set forth in MGL 203C for private trust funds. Interest earned on the investment of fund monies belongs to the fund.

Given the foregoing:

- The committee conducted quarterly reviews throughout calendar 2019.
- The Committee has received the OPEB actuarial valuation report for the date of June 30, 2019. Per GASB and the Town's schedule, that is the most recent evaluation date required. It was noted by the Committee that the overall unfunded liability has remained steady since the last valuation in 2015 and it is now just over \$7.1 million. The annual required contribution (ARC) has changed

slightly from \$739,000 per year to over \$738,260. A new evaluation will be conducted in 2021.

- The Committee had adopted an investment strategy of aggressive-moderate option that consisted 65% of Equity Securities and 35% of Fixed Income Securities. The OPEB Trust portfolio return on investment was 6.42% over the past year.
- OPEB balance at the end of FY 2019 was \$565,143.

Respectfully submitted,
Kenneth Glowacki, Chairman
Steven Matellian, Selectman
Kenny Costa, Town Accountant
Vacant, Member

OPEN SPACE COMMITTEE

The Open Space Committee:

- Worked with the Sudbury Valley Trustees and Community Preservation Committee to obtain funding for the project to purchase a Conservation Restriction (CR) with trail and fishing easements on about 48 acres located off of Mechanic, Fowler and Warren Streets (referred to as the Robertson project). The CR, which will be held by the MA Department of Conservation and Recreation (DCR) and the Upton Conservation Commission, will permanently limit use of the land to certain open space purposes. The trail and fishing easements will provide permanent public access to a trail across the property and to fish on Warren Brook. The total project cost of \$535,715, which includes \$500,000 for the CR and \$35,715 for legal, survey and other costs, will be funded with a \$234,429 Local Area Natural Diversity (LAND) grant,

a \$125,000 contribution to the purchase price by DCR, and \$176,286 from the town's Community Preservation Fund. The CR was offered to the town for \$500,000, which was \$119,300 less than its appraised value of \$619,300. The project is expected to close in May 2020. Next steps include finalizing the CR and completing a survey of the property and a baseline conditions report.

- Applied to the Division of Conservation Services of the Office of Energy and Environmental Affairs for a \$234,429 LAND grant, which was awarded to the town in October.
- Presented the Robertson project to the Community Preservation Committee and to the November Special Town Meeting, which approved funding the project with Community Preservation Funds.
- Completed a draft of the 2019 Upton Open Space and Recreation Plan (OSRP) and submitted it to the Division of Conservation Services with the grant application. Activities included tabulating the results of the OSRP survey that was distributed with the 2019 town census, holding a public meeting to review the results of the survey, and updating the 2011 OSRP. A current OSRP was a condition for LAND grant approval and DCS approved the draft 2019 OSRP with some follow-up items.
- Began the process of acquiring four parcels totaling about 66 acres on Peppercorn Hill that would fill-in the Peppercorn Conservation Area. Arranged for an appraisal, discussed acquiring the land with the realtor representing the landowners, and made a preliminary presentation to the Community Preservation Committee.
- Met with the Town Manager, representatives of the Sudbury Valley Trustees and Metacomet Land Trust, and members of the Conservation Commission to discuss the open space potential of about 104 acres off of North Street recently acquired by the town through a tax-taking.

- Met with developer of a potential Open Space Residential Development subdivision located between Hopkinton Road and the Upton State Forest to discuss the +/- 50 acres of proposed open space.
- Worked with the Conservation Commission to obtain a trail easement from a developer building homes on Chestnut Street that will connect Chestnut Street to an otherwise land-locked section of the Upton State Forest.
- Worked with the Conservation Commission to send letters to the Northbridge Conservation Commission and Planning Board supporting a trail easement and parking area in a new development that would connect open spaces to the south and north of the development. The developer later agreed to provide the parking and trail easement.
- Maintained the town's open space maps and the open space pages on the town's website.

Respectfully submitted,
Tom Dodd
Alan Miano
Mike Penko
Christine Scott
Bill Taylor, Chair

PERSONNEL BOARD

The Board began the year with 4 members – Chairperson Scott van Raalten, Vice Chairperson Michelle Rivers and members Marcia Kasilowski, and Maria Glynn. During the year the Personnel Board added our fifth member John Westerling to its ranks.

- The Board conducted regular meetings throughout the year.

- Personnel Board members assisted in interviewing and hiring for the following positions:

Career Firefighter/Paramedic DPW	Per diem paramedic
Seasonal Employees	DPW
Police Officer	Communications Officer

- One of the many focal points the Personnel Board has been working towards is a Compensation Administration Plan and Guidelines for all non-union employees of the town. The town has solicited the assistance of Human Resources Services, Inc. (HRS) out of Andover MA. The board seeks;
 - an updated review of the Town's compensation and classification plans and development of consistent methods and procedures for continued maintenance of the plans;
 - a review and assessment of Town requirements including legal requirements, bylaws/rules and regulations, town government and organization, and general compensation policy requirements of the Town; and
 - ensuring a compensation plan that is competitive with peer organizations within the state, as well as with the local labor market; and that is consistently applied.
- The final report on Compensation Administration Plan/Guidelines will be customized for Upton, MA and presented to the Town. The reports will include:
 1. Comprehensive and Detailed Administrative Procedures and Guidelines
 2. Policy Statement
 3. Definitions
 4. FLSA Policy and Procedures

5. Procedures for Grading and Rating a Position
6. Helpful forms, tools, templates, and checklists
7. Training session

The Board wishes to thank Derek Brindisi, Sandra Hakala, and Deb Teta for all their hard work and assistance to the Board during its change this year and to the Board of Selectmen for allowing us to serve.

Respectfully submitted,
Scott van Raalten, Chair
Michelle Rivers, Vice Chair
Marcia Kasilowski
Maria Glynn
John Westerling
Deb Teta, Department Assistant

PLANNING BOARD

Summary

Throughout the calendar year 2019 the Planning Board reviewed or continued the review process of the various subdivisions, special permit and site plan approval applications.

With assistance from other Town Boards & Committees and Central Massachusetts Regional Planning Commission (CMRPC) we continued to implement items from Upton's Master Plan (adopted 2005) and to update and/or amend zoning bylaws as applicable.

Proposed Zoning and Regulation amendments:

The Board held a public hearing on October 22, 2019 for the following proposed amendments to the Zoning Bylaw:

- Section 2.0 – Districts by establishing the “*Upton Center Business District*” (*UCBD*) and Section 2.2. Map by amending the *Upton Zoning Map*; Section
- 3.0 - Use Regulation and 3.1.3 *Table of Principal Uses (Table A) & Notes*
- Section 4.0 - Dimensional Regulations by amending *Table C: General Business and Commercial & Industrial Districts and Note*.
- Section 5.0 – General Regulations by adding a new *Section 5.10.6 Parking Bylaw for UCBD*
- Section 10 – Definitions by adding “*Mixed-use Facility*”.

The proposed amendments for a new “Upton Center Business District” were submitted by the Economic Development Committee after they held several public forums and workshops to get direction from Upton’s citizens. The Planning Board voted to make a recommendation at the Special Town Meeting on November 5, 2019 to adopt these amendments. Amendments were adopted at STM.

Definitive Subdivision Plans reviewed/in progress:

“Governor’s Landing” 59-lots off Milford St. The owner’s representative presented a conceptual plan for a Senior Housing Community and townhouse apartments. To date no definitive plans have been filed.

“Hartford Highlands” 4-lots located off Hartford Ave South. Infrastructure complete and to date 3 houses have been sold and are occupied.

“Sylvan Springs” 54-lots located off Northbridge Rd in Mendon; 6 houses located in Upton and 48 houses in Mendon. Infrastructure and many homes have been completed on the Mendon side; no work has begun in Upton to date.

“Whitney Farms” 8-lots located off Grove St. Infrastructure has been completed and construction of the homes has begun. Several homes are built and occupied.

“East Street Estates” 16-lot definitive plan located off East St was filed in August (2018). This application replaces the previously filed Open Space Subdivision plan that was withdrawn. Review is still on-going.

Special Permits reviewed/in progress:

Large Lot Frontage Reduction:

Two reduced frontage lots for residential construction located at 145 West River St were reviewed and approved.

Large-Scale Ground Mounted Solar Installation:

Application (which also includes Site Plan) for a 2.5 MW array on property located off Westboro Rd was filed in 2018. After review the Special Permit was denied (2019). An appeal of the decision was filed by the applicant.

Open Space Residential Subdivision:

“JR Estates” 5-lots located off West River St. All houses have been built, sold and occupied.

“The Preserve at Dean Pond” 14-lots located off Hopkinton Rd; application was filed in September 2019. A public hearing was opened and is under review.

Senior Housing Residential Community:

“Upton Ridge North & Upton Ridge South” 139-unit (including 10 affordable units) Senior Housing Community located off Hartford Ave South. Site clearing and infrastructure work has begun per phasing plan. Several units are complete and occupied.

“Rockwood Meadow” a 62-unit Senior Housing Community located off East St. Construction is complete and all homes have been sold and are occupied. Final review of the “As-Built” plan is underway.

Site Plan Approval Applications reviewed/in progress: None

Plan Review

The data table below summarizes the Board’s review activity for CY2019.

<u>Plan Type</u>	<u>Reviewed</u>	<u>Lots/Parcels</u>	<u>Fees Collected</u>
81P (ANR)	8	11 lots/1 parcel	\$1300.00
Definitive Plans	1	14	\$6800.00
Site Plans	0	NA	NA
Special Permits	1*	NA	NA
Street Acceptance	0	NA	NA

* Special Permit filed in conjunction with Open Space Definitive Subdivision Plan

Goals

- Continued implementation of items from the Master Plan.
- Review and propose amendments to the Upton Zoning Bylaws as may be necessary.
- Review and amend the Rules & Regulations for various projects/applications as may be necessary.
- Attend workshops, seminars and training sessions in order to keep up to date on information pertinent to the Planning Board.

General

Office is located in Town Hall Room 101, adjacent to the Town Clerk's office. Office hours are Tuesday and Thursday 8:00 am – 3:00 pm. Phone number: (508) 529-1008;

E-Mail: planningboard@uptonma.gov or dsmith@uptonma.gov

The Planning Board's meetings are held on the second and fourth Tuesday each month at 7:00 p.m. Meetings are held at Town Hall, Conference Room 203. Town Hall is handicap accessible, air conditioned, and has comfortable seating.

At the Annual Town Meeting in May 2019 Paul Carey was re-elected to a 5-year term. Paul Carey continues to represent the Planning Board on the Community Preservation Committee. Gary Bohan continues to serve

as the delegate to the CMRPC and Thomas Davidson continues to serve as the representative to the Capital Budget Committee.

We would like to thank the various Town Boards, Commissions, Departments and the citizens of Upton for their continued cooperation, participation and support during the year.

Respectfully submitted,

Gary Bohan, Chair

Margaret Carroll, Vice-Chair

Paul Carey, Treasurer

Thomas Davidson, Clerk

Raymond Smith, Member

William Tessmer, Associate Member

Denise Smith, Department Coordinator

POLICE AND COMMUNICATIONS DEPARTMENT

Calls for Service/Activity 2019

Abandoned 911 Call	342	Disabled Motor Vehicle	131
Alarm	201	Disorderly Person	2
Animal Complaint	115	Disturbance	88
Animal Injured	26	Deliver Message	27
Assault and Battery	12	Domestic Disturbance	14
Assist EMS	543	Extra Patrols Requested	40
Assist Fire Depart	188	Found Property	26
Assist Other Agency	105	Fraud/Forgery	16
Assist Other P.D.	606	Fundraiser Scam	54
Assist Pedestrian Traffic	9	General Assistance	750
Assist with Traffic	22	Harassment Prevention Order	1
ATV Complaint	10	House Check	64
Breaking and Entering	9	Hunter Complaint	7
Building Check	2431	Illegal Dumping	7
Car Seat Installation	38	Larceny	32

Lockout House	8	Restraining Order Issued	4
Lockout Motor Vehicle	47	Serve Legal Process	123
Lost Animal	10	Shots Fired	5
Lost/Missing Person	37	Solicitation	3
Lost/Missing Property	53	Suicidal Person	31
Loud Music Complaint	8	Suspicious Motor Vehicle	131
Motor Vehicle Crash	189	Suspicious Package	3
Motor Vehicle Violation	2841	Suspicious Person	90
Motor Vehicle Complaint	271	Threats	3
Neighbor Dispute	8	Trespassing	3
Obstruction in Roadway	241	Vandalism	21
Open Door	11	Water Leak	4
Overdose	5	Well Being Check	89
Parking Complaint/Violation	86	Wires Down	43
Power Outage	18	911 Hopedale	792
Restraining Order Viol	7		

Offenses 2019

Sexual Assault	2	Counterfeiting / Forgery	4
Indecent Assault	3	False Pretenses	19
Aggravated Assault	8	Impersonation	8
Simple Assault	14	Wire Fraud	1
Intimidation	13	Embezzlement	1
Arson	1	Destruction of Property	22
Breaking and Entering	11	Drug Narcotic Violations	12
Theft from a Building	6	Weapon Law Violations	3
Theft from a Motor Vehicle	3	Disorderly Conduct	6
All Other Larceny	20	Driving Under the Influence	30
Motor Vehicle Theft	6	Liquor Law Violations	5

Arrests by Shift

Day Shift (8AM – 4PM)	40
Evening Shift (4PM-12AM)	87
Night Shift (12AM-8AM)	68

Arrests by Day of Week

Sunday	27
Monday	24

Tuesday	29	Friday	30
Wednesday	30	Saturday	32
Thursday	24		

Offenses by Month

January	57	July	47
February	33	August	34
March	32	September	34
April	44	October	62
May	54	November	31
June	52	December	23

Top Ten Offenses Charged

1. Criminal MV Violations
2. Operating Under the Influence
3. Larceny
4. Drug/Liquor Law Violations
5. Assault and Battery
6. Destruction of Property
7. Impersonation/Fraud
8. Breaking & Entering
9. Intimidation
10. Weapons Violations

Motor Vehicle Violations 2019

Arrests	41
Civil Violations	588
Criminal Complaint	108
Written Warning	1322
Verbal Warning	675

Top Ten Violations Cited

1. Speeding
2. Inspection Violation
3. Marked Lanes Violation
4. Stop Sign/Light Violation
5. Defective Equipment
6. Suspended/Revoked License
7. Unlicensed Operator
8. Unregistered MV
9. Seat Belt Violation
10. Uninsured MV

MV Violations by Location

Brooks Street	3
Chestnut Street	11
Christian Hill Road	19
Church Street	10
Cider Mill Lane	1
East Street	141
Elm Street	9
Fiske Avenue	2
Fiske Mill Road	15
Florence Circle	3
Forest Street	7
Glen Avenue	8
Glen View Street	15
Grafton Road	3
Grove Street	51
Hartford Avenue North	132
Hartford Avenue South	26
High Street	106
Hopkinton Road	330
Josiah Drive	3
Kiwanis Beach Road	3
Knowlton Circle	3
Laurel Lane	1
Main Street	471
Maple Avenue	91
Mechanic Street	20
Mendon Street	446
Merriam Way	2
Milford Street	255
North Main Street	24
North Street	8
Old Grafton Road	1
Piccadilly	4
Pease Road	2
Plain Street	12
Pleasant Street	234

Pond Street	2
School Street	250
South Street	8
Southboro Road	2
Taft Street	3
West Main Street	72
West River	34
Westboro Road	124
Williams Street	69

MV Accidents by Location*Over \$1,000 Damage*

Christian Hill Road	2
Church Street	1
Cider Mill Lane	1
East Street	6
Elm Street	1
Florence Circle	2
Forest Street	1
Fowler Street	1
Glen Ave	3
Glen View Street	1
Grove Street	1
Hartford Avenue North	6
High Street	3
Hopkinton Road	8
Juniper Road	1
Kiwanis Beach Road	1
Main Street	24
Maple Avenue	5
Mechanic Street	4
Mendon Street	13
Milford Street	11
North Main Street	1
North Street	3
Oak Drive	1
Plain Street	1

Pleasant Street	14	Southboro road	1
Plumbly Road	1	West Main Street	2
Pond Street	2	Warren Street	2
Prospect Street	1	Westboro Road	11
School Street	6	Wildwood Avenue	1
South Street	2	Williams Street	31

Motor Vehicle Crashes by Day of Week

Sunday	11
Monday	22
Tuesday	23
Wednesday	25
Thursday	22
Friday	31
Saturday	15

Top Five Driver Contributing Code for Motor Vehicle Accidents

1. Driver Inattention
2. Failure to Yield Right of Way
3. Speed Greater Than Reasonable
4. Following Too Closely
5. Negligent Operation

Motor Vehicle Accident Injury Status

Fatal Injury	0
Incapacitating	5
Visible injury	11
Minor injury	33
No visible injury	176

Age and Gender Breakdown of Operators

	Male	Female	Total
<19	12	12	24
19-21	7	5	12
22-25	9	15	24
26-35	23	25	48

36-45	21	13	34
46-60	36	17	53
>60	15	16	31
Total	123	103	226

Training:

Full-Time Police Officers received the following mandatory in-service training:

- Firearms Training (Pistol and rifle qualification)
- C.P.R., First Responder Training, Nasal Naloxone Training and EPI Pen
- A.E.D. (Automatic External Defibrillator) Training
- Educational Incentive Program (EIP) Class Training (monthly)
- Policy Manual Testing (monthly)
- Defensive Tactics Training
- Conflict of Interest Law Training
- Legal Updates
- Police Interactions with Mental Illness
- ICAT
- Multi-Agency Response to Active Shooter
- Taser Training Academy X2 Recertification

In addition to the mandatory training, Officers received training in the following specialized areas:

- APCO CTO 5th Edition Recertification
- APCO EMD 5th Edition, Version 3
- APCO PST1, 7th Edition
- Cybersecurity Training
- DCJIS CJIS & NCIC training

- Emergency Mgmt. Inst. FEMA IS-00700.b Intro to Nat'l. Incident Mgmt. System
- Emergency Mgmt. Inst., FEMA IS-00100.c Intro to Incident Command System ICS-100
- Emergency Mgmt. Inst., FEMA IS-00200.c Basic Incident Command System for Initial Response
- Forensic Education, LLC/Crime Scene Processing
- Glock Armorer's Course - 8 hrs.
- LSU NCBRT Active Threat Integrated Response Course (ATIRC)
- Multi-Agency Response to Active Shooter & Hostile Events
- ICAT for Dispatchers & Call Takers
- Managing & Conducting Background Investigations, Grafton PD
- Police Interactions w/Persons w/Mental Illness-Part II
- Social Media & Cellphone Investigations, Grafton PD
- Advanced Roadside Impaired Driving Enforcement (ARIDE)
- MPTC Firearm Instructor Re-Certification Level III
- NG911
- PST 1, 7th Edition Recertification
- PSTC School Violence, Lessons Learned
- Roger Williams University Field Training & Evaluation Program Course
- Understanding & Responding to Terrorism,
- Comm. Of MA, Dept. of SP, B.O.S.A.R. Training
- FEMA Incident Command
- Breaking & Evidence Recovery
- State 911 Legal Updates & Procedures for Police Dispatchers and Call Takers
- 911 Dispatcher & Active Shooter Incidents
- 911 Liability for 911 Emergency Dispatching
- NAEMT, Tactical Combat Casualty Care-Provider Course
- Trauma Management – NE Counterdrug training
- NESPIN Identifying Impostors
- Street Survival

Grants:

The Upton Police & Communications Departments received the following grants for 2019:

- **State 911 Department Support Grant: \$360,943.00**

Funding was provided by the Massachusetts State 911 Department for equipment purchases within the communication center and for wage reimbursement for 911 call takers.

- **911 Training Grant: \$34,089.35**

Funding was provided by the Massachusetts State 911 Department for E911 approved courses and overtime replacement costs for employees attending training.

- **911 EMD Grant: \$2,345.46**

Funding for Quality Assurance and compliance for emergency medical dispatch.

Community Policing & Special Programs:

The Upton Police Department continues to support the philosophy of community policing by offering the following programs:

- R.A.D. Program for Adults and Children
- Annual Fishing Derby
- Seniors Spaghetti Supper
- Santa Claus Visit on Christmas Eve
- SRO (School Resource Officer)
- Massachusetts Police Certification/Accreditation Program
- Youth Recreation Program

Personnel

During the 2019 calendar year the Upton Police Department celebrated the careers of two long time employees. Sergeant Lisa Barry and

Sergeant Alan Cyr retired with over 32 years of service to the Town of Upton. We wish them well in their retirement and thank them for their dedicated service.

Conclusion:

The Upton Police Department provides Law Enforcement Services to the Town of Upton and

Emergency 911 Dispatch Service to the Towns of Upton and Hopedale. The Police Department employs fourteen full-time personnel which includes a Police Chief, Police Lieutenant, two Sergeants, one Detective, one School Resource Officer, seven Patrol Officers and one Department Specialist. Our Communications Department employs four full-time Dispatchers and four part-time Dispatchers.

The Upton Police Department is a fully Accredited Police Department, meeting the operational and policy standards of the Massachusetts Police Accreditation Commission. This prestigious designation provides the following benefits:

- Provides a norm for an agency to judge its performance.
- Provides a basis to correct deficiencies before they become a public problem.
- Requires agencies to commit their policies and procedures to writing.
- Promotes accountability among agency personnel.
- Provides a means of independent evaluation of agency operations for quality assurance.
- Enhances the reputation of the agency and promotes public confidence in the agency.

The Department operates eight police vehicles; including five fully marked vehicles and three unmarked vehicles, with annual calls for service/activity levels of approximately fourteen thousand five hundred incidents. The Upton Police Department is fully committed to the

concept of Community Policing and engages its citizens through proactive police contacts, community partnerships, social media and special events.

Mission Statement

"The Upton Police Department is dedicated to providing quality and professional policing to our community. Through the use of proactive community policing programs, we strive to reduce crime, the fear of crime and to enhance the quality of life for all residents. We value honesty, integrity, compassion, and fairness, while delivering police services in partnership with the community we serve."

Respectfully submitted,
Chief Michael J. Bradley, Jr.

RECREATION COMMISSION

2019 was an exciting year for the Recreation Commission. We saw continued significant growth in our program sizes, specifically summer programming. This was the busiest season at Kiwanis beach in recent years, both in beach usage and in the Kids @ Play program.

We had a safe season at the beach with no major injuries, due largely in part to our beach staff as well as the quick response by Upton Police, Fire, and EMS when needed. The facilities were kept in great shape once again through the hard work of the DPW/Parks crew.

The Recreation Commission continued to sponsor the popular Upton Police Department Youth Recreation Nights in January.

Our Kids @ Play program was at capacity for the majority of the weeks this past summer, and we are working to be able to expand that capacity to support future growth. Also, we are very excited in the growth of our Leader in Training Program. Thanks to our Recreation Director, Andrew St. George and Carson Hope, one of our Kids @ Play Directors, we were able to significantly develop the program and provide leadership education to youth going into 7th and 8th grade. One of our highlights

was our “Lunch with Leaders” which featured various leaders in the community and beyond including our town manager, Derek Brindisi, Police Chief Michael Bradley, Former Selectman Bob Fleming, the President of the Mass Rec and Park Association Barry DeBlasio, and the Class Director for Kid Power Gymnastics, Gloria St. George. The commission is grateful to these individuals for giving their time to help support our future leaders!

Our summer concert series faced challenges, both from the weather and from mosquitos, but we were still able to hold three out of the six concerts and great times were had by those in attendance. This year saw some of our most highly attended concerts and we are extremely excited for next year’s concert series!

As has been the case for many years now, all our fields were very busy with most of the rectangular (Soccer, LAX, Field Hockey, Football, etc.) getting booked 7 days a week during the sports seasons. Despite the heavy usage, the DPW did an excellent job maintaining the fields to keep them in good condition and their efforts are appreciated.

This year featured our first annual Rena Richard Classic Pickleball Tournament. Rena was instrumental in putting pickleball on the recreation commission’s radar and we were happy to honor her contribution by holding the tournament. The tournament saw local players, as well as a group that came from California to hold clinics and to play in the tournament. We’re looking forward to our next season of the pickleball club as well as next year’s tournament scheduled for Sept 19th.

2019 was also heavily dominated by the development and completion of our master plan. The plan took input from residents over the course of multiple public meetings to help guide the direction of the facilities and program development for the town. The recreation commission is now working DPW on implementing the master plan in a phased approach over several years to help minimize financial impact while developing the facilities in the most practical way. This will help address the lack of

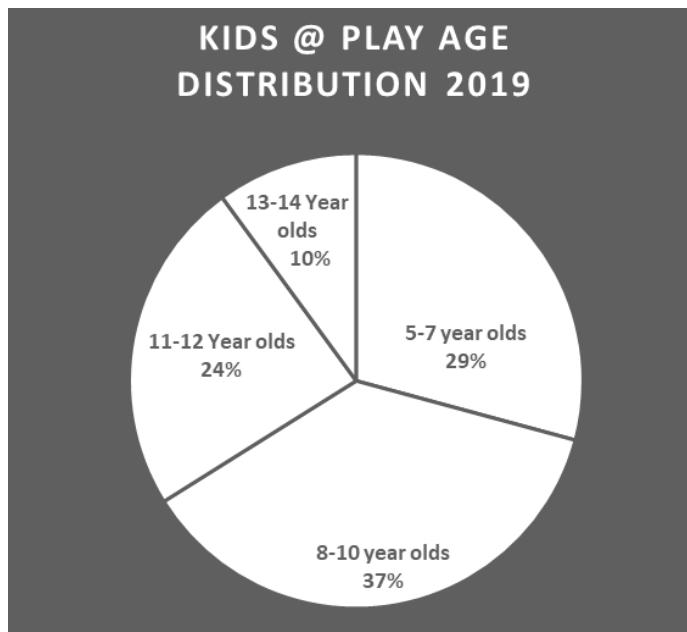
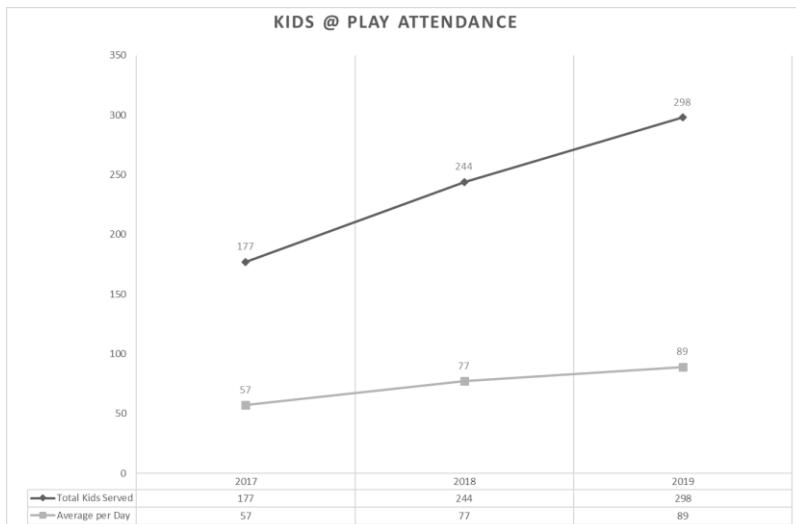
facilities that make our fall/winter/spring programming difficult to expand.

The Recreation Commission was pleased to be awarded a grant from the Mass Office on Disability to make the firepit and pavilion at Kiwanis Beach ADA compliant. The DPW will be hiring a contractor and managing the project for completion before next beach season.

The Recreation Commission is always looking to expand programming and welcomes all suggestions! Feel free to reach out via phone at 774-216-1438 or e-mail astgeorge@uptonma.gov. We look forward to providing more services and programs in 2020 and look forward to the increased growth of our programming!

Respectfully submitted,
Rich Gazoorian, Chairman
Rick Porter
Debbie Amorelli

The Kids @ Play program has seen significant growth in daily attendance, as well as in the total number of kids served. We also have a fairly even distribution of ages, which is a key indicator of continued growth.



Summary of Recreation Commission Financials (Calendar 2019)

Recreation Revolving Account

Balance 1/1/19	\$	50,831.57
Total Income	\$	235,969.00
Total Expenses	\$	(218,156.41)
Balance 12/31/19	\$	68,644.16

Parks DPW Revolving Fund

Balance 1/1/19	\$	23,759.66
Total Income	\$	24,167.10
Total Expenses	\$	(24,206.45)
Balance 12/31/19	\$	23,720.31

Recreation Site Improvement

Balance 1/1/19	\$	16,000.00
Funding	\$	16,000.00
Expenses	\$	(12,104.25)
Return to General Fund	\$	(4,245.73)
Balance 12/31/19	\$	15,650.02

Recreation Beach Salary (Lifeguards)

Balance 1/1/19	\$	-
Funding	\$	24,650.00
Expenses	\$	(21,005.00)
Balance 12/31/19	\$	3,645.00

Recreation Beach Programs (Concerts)

Balance 1/1/19	\$	1,868.00
Funding	\$	7,000.00
Expenses	\$	(3,964.00)
Return to General Fund	\$	(1,404.00)
Balance 12/31/19	\$	3,500.00

REGISTRAR OF VOTERS

The members of the Board of Registrar are Joseph Poirier (R), Cynthia Robertson (D), and Kelly A. McElreath (U). There is a current opening on the Board of Registrars.

In 2019, we had 1 election in the Town of Upton. The Board of Registrars held extended registration hours for this election. We encourage residents to register to vote and participate in all elections. The voter turnout for the May Annual Town Election was 851 voters (15%).

As in past years, most of the new voter registrations are completed at the Registry of Motor Vehicles or online. Our voter list is maintained through the state computer known as the Central Voter Information System. We update the CVR with information received from the annual town census and other sources. We have been preparing for the Automatic Voter Registration law effective January 1, 2020. We will be receiving many more voter registrations through the state computer and there will be additional work needed to ensure the registrations are not duplicates with existing voters.

Denise Smith, Assistant Town Clerk, works very hard to maintain the information on the CVR. Most of the work to implement the automatic voter registration will be done by her. The Board of Registrars would like to thank Denise Smith for her dedication in maintaining an accurate voter list for the Town of Upton.

At the end of 2019, there were 5,620 registered voters in the Town of Upton. The breakdown is as follows:

Unenrolled	3,775	Democrats	1,020
Republicans	858	Libertarians	30
All other	67		

Respectfully submitted,
Kelly A. McElreath, Ex-Officio Clerk to Registrars

RFP COMMITTEE

The Board of Selectmen (BOS) created the Town Center RFP Committee in the summer of 2019. The committee's first meeting was held on August 1. 2018.

The committee is tasked with creating & issuing the Town Center Request for Proposal (RFP). Then reviewing responses and ultimately recommending a successful respondent to the BOS.

The committee has been focused on a number of activities in order to prepare for the issuance of the RFP in early 2020:

- Issuance of a Request for Qualifications from potential commercial developers who may have an interest in working with the Town on the redevelopment of the town center.
- Creating Design Standards for the new Upton Center Business District (UCBD). The committee will be presenting said Design Standards to the Planning Board for adaptation as a Planning Board Regulation in 2020.
- Determining the Selection Criteria and associated weighted ranking for the RFP.
- Providing a Town overview and Project History narrative to clearly and concisely articulate the Town's Vision for the Town Center within the RFP.

Respectfully submitted,

Dave Ross - Chairperson
Kelly Pollard - Clerk
Antonio Casasanta
Jessica Curran

Maureen Dwinnell
Craig Weinfuss
Katherine Worsham
Stephen Johnson - Alternate

TECHNOLOGY COMMITTEE

The Technology Committee was formed in December of 2017. The committee was tasked to assess the current status of the town's IT environment to identify areas for improvement. The Committee put out a request for proposals from Managed Service Providers to ensure the Town was receiving the best and needed services.

In January 2019, RetroFit was contracted and assumed responsibility as our IT Managed Service Provider. To alleviate cyber security concerns, RetroFit installed a more robust security software on the Town's computers along with enabling continuous system monitoring to help prevent the issues plaguing government agencies across the country. This continuous monitoring will allow for system issues to be resolved quickly. Also, RetroFit deployed a new, more robust backup solution which will allow the restoration of systems and files to a recent working state, if issues are encountered.

During 2019, it was determined the Town still had many old Windows 7 Desktops. These systems were evaluated. It was determined which systems to upgrade to Windows 10 or replace with new systems to ensure the Town is supported when Window 7 moves to end of life in January 2019 and will no longer be supported. There were more than 40 computers upgraded or replaced during this project.

Also, servers have been evaluated for upgrade since Windows Server 2008 is moving to end of life in January of 2019 and will no longer be supported by Microsoft. Consolidation is being done to allow the removal of old servers that are not upgradable. Upgrades and consolidation are being done to lower the costs of having supported systems.

With the support of funding at the Annual Town Meeting, we have contracted with Civic Plus to redesign the Town's website to allow

improved layout, navigation and usability. Special attention is being paid to usability from mobile devices. This is expected to be completed in 1st quarter of 2020.

Lastly, the Technology Committee supported introducing the municipal budgeting application implemented at the end of 2018, under Kelly McElreath's direction. This software allowed a first pass of the budget to be completed in early January 2019. Implementing the software saved many hours of work by the Town Manager, Town Accountant and Finance Committee as well as reducing the number of errors when building the budget. This was done at no additional cost for licensing.

In 2019, Kelly McElreath applied for a grant for needed Cybersecurity training which was awarded to Upton. This training will be delivered to Upton employees in 2020.

For 2020, the Technology Committee will be looking at a Town Social Media policy, a 5-year plan to ensure the Town's IT environment kept secured and up to date with a more predictable budget and evaluate how 5G will impact the Town. We will carry on reaching out to Town Departments to better understand their needs and offer assistance. The committee will continue to evaluate and seek ways to improve the infrastructure while containing costs.

Respectfully submitted,
John Bouthiette
Chris Coukos
Marcia Kasilowski, Chairperson
Brad Phylis
Steve Rakitin, Clerk
Kelly McElreath – Committee Support

TOWN ACCOUNTANT

Combined Balance Sheet- All Fund Types and Account Group

TOWN OF UPTON, MASSACHUSETTS
Combined Balance Sheet- All Fund Types and Account Groups
as of June 30, 2019
(Unaudited)

	Governmental Fund Types		Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	
ASSETS							
Cash and cash equivalents	4,250,720.10	3,122,825.03	219,988.29	2,386,768.55	7,704,862.43	0.00	17,685,164.40
Receivables:							
Personal property taxes	31,746.33	0.00	0.00	0.00	0.00	0.00	31,746.33
Real estate taxes	684,022.00	0.00	0.00	0.00	0.00	0.00	684,022.00
Deferred taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Allowance for abatements and exemptions	(462,530.04)	0.00	0.00	0.00	0.00	0.00	(462,530.04)
Community Preservation Act	0.00	12,451.30	0.00	0.00	0.00	0.00	12,451.30
Tax liens	417,466.74	0.00	0.00	0.00	0.00	0.00	417,466.74
CPA Tax liens	0.00	5,980.93	0.00	0.00	0.00	0.00	5,980.93
Tax foreclosures	206,470.08	0.00	0.00	0.00	0.00	0.00	206,470.08
Motor vehicle excise	161,753.84	0.00	0.00	0.00	0.00	0.00	161,753.84
User fees	0.00	0.00	0.00	135,982.35	0.00	0.00	135,982.35
Utility liens added to taxes	0.00	0.00	0.00	12,557.61	0.00	0.00	12,557.61
Departmental	0.00	0.00	0.00	0.00	20,308.00	0.00	20,308.00
Due from other governments	63,829.00	0.00	294,330.64	0.00	0.00	0.00	358,159.64
Amounts to be provided - payment of bonds	0.00	0.00	0.00	0.00	0.00	7,571,100.00	7,571,100.00
Bonds authorized	0.00	0.00	0.00	0.00	0.00	1,753,702.00	1,753,702.00
Total Assets	5,353,478.05	3,141,257.26	514,318.88	2,535,308.51	7,725,170.43	9,324,802.00	28,994,335.18
LIABILITIES AND FUND EQUITY							
Liabilities:							
Warrants payable	246,095.60	101,827.70	4,645.75	29,339.37	464.00	0.00	382,372.42
Accrued payroll and withholdings	148,385.24	16,777.44	0.00	13,883.69	8,487.50	0.00	187,533.87
Other liabilities	5,119.59	0.00	0.00	0.00	0.00	0.00	5,119.59
Agency Funds	0.00	0.00	0.00	0.00	395,234.11	0.00	395,234.11
Deferred revenue:							
Real and personal property taxes	253,238.29	0.00	0.00	0.00	0.00	0.00	253,238.29
Tax liens	417,466.74	0.00	0.00	0.00	0.00	0.00	417,466.74
Tax foreclosures	206,470.08	0.00	0.00	0.00	0.00	0.00	206,470.08
Motor vehicle excise	161,753.84	0.00	0.00	0.00	0.00	0.00	161,753.84
Community Preservation Act	0.00	12,451.30	0.00	0.00	0.00	0.00	12,451.30
CPA Tax liens	0.00	5,980.93	0.00	0.00	0.00	0.00	5,980.93
User fees	0.00	0.00	0.00	135,982.35	0.00	0.00	135,982.35
Utility liens added to taxes	0.00	0.00	0.00	12,557.61	0.00	0.00	12,557.61
Departmental	0.00	0.00	0.00	0.00	20,308.00	0.00	20,308.00
Bonds payable	0.00	0.00	0.00	0.00	0.00	7,571,100.00	7,571,100.00
Bonds authorized and unissued	0.00	0.00	0.00	0.00	0.00	1,753,702.00	1,753,702.00
Notes payable	0.00	0.00	1,712,007.00	0.00	0.00	0.00	1,712,007.00
Total Liabilities	1,438,529.38	137,037.37	1,716,652.75	191,769.02	424,495.61	9,324,802.00	13,233,278.13
Fund Equity:							
Reserved for encumbrances	5,719.03	0.00	0.00	24,944.87	0.00	0.00	30,663.90
Reserved for expenditures	0.00	0.00	0.00	280,000.00	0.00	0.00	280,000.00
Reserved for continuing appropriations	1,209,720.13	0.00	0.00	228,309.56	0.00	0.00	1,438,029.69
Reserved for premiums	2,776.00	0.00	0.00	0.00	0.00	0.00	2,776.00
Reserved fund balance	0.00	1,052,954.46	(1,202,333.82)	288,407.45	0.00	0.00	169,028.09
Undesignated fund balance	2,696,733.51	1,921,265.43	0.00	0.00	7,300,576.82	0.00	11,918,675.76
Unreserved retained earnings	0.00	0.00	0.00	1,521,883.61	0.00	0.00	1,521,883.61
Total Fund Equity	3,914,948.57	3,004,219.89	(1,202,333.82)	2,343,545.49	7,300,576.82	0.00	15,361,057.05
Total Liabilities and Fund Equity	5,353,478.05	3,141,257.26	514,318.88	2,535,308.51	7,725,170.43	9,324,802.00	28,994,335.18

Enterprise Funds Summary

WATER ENTERPRISE

<u>Revenue</u>	
Interest	4,660.18
Water Usage Charges	849,375.28
Water Liens	86,934.72
Connection Fees	49,212.21
Misc. Revenue	1,904.63
Other Financing Sources - Transfers In	191,348.00
Total	1,183,435.02

WASTEWATER ENTERPRISE

<u>Revenue</u>	
Interest	4,549.12
Connection Fees	37,000.00
Waste Water Charges	733,511.63
Waste Water Liens	68,554.41
Misc. Revenue	90.00
Other Financing Sources - Transfers In	129,416.00
Total	973,121.16

Expenses

<u>Expenses</u>	
General Labor	228,161.90
Worcester Cty Retirement Pension Fund	25,561.00
Water Expenses	282,083.31
Capital Outlay	17,324.24
Debt Service Expenses	344,308.16
Total	897,438.61

Expenses

<u>Expenses</u>	
General Labor	201,663.27
Worcester Cty Retirement Pension Fund	25,561.00
Wastewater Expenses	268,524.20
Capital Outlay	58,704.88
Debt Service Expenses	258,710.21
Total	813,163.56

Encumbrances Summary

ATM FY13 5/10/2012 A 28 Road Construction & Drainage Projects	4,268.40
ATM FY13 5/10/2012 A32 DPW Garage Add	2,571.64
Debt - FY14 ATM 5/9/2013 A9 Town Hall Renovations	2,062.18
ATM FY14 5/09/2013 Electronic Permitting System	1,355.04
ATM FY14 5/09/13 A15 Classification and Compensation Plan Review	2,875.00
FC ATM FY14 05/09/2014 A27 DPW Oshkosh Truck	3,428.42
STM FY16 11/17/2015 A7 DPW - Used Oshkosh Truck Painting & Equip	7,500.00
ATM FY16 06/04/2015 A23 DPW - Purchase 5 Ton Truck	1,600.00
ATM FY16 06/04/2015 A25 DPW - Various Roadway Signs	1,633.66
ATM FY16 06/04/2015 A29 Assessor Revaluation	2,900.95
FC STM FY17 11/15/2016 A17 TC Tax Title - Rem. Contents from 28 Hartford Ave	2,320.00
FC STM FY17 11/15/2016 A8 DPW Purchase Various Roadway Signs	13,924.90
FC STM FY18 11/14/2017 A5 Planning Board - Participate in CMPRC Program	9,750.00
FC STM FY18 11/14/2017 A6 DPW TIP Required Easements	181,000.00
FC STM FY18 11/14/2017 A7 DPW - Hire Consultant for TIP Project	25,000.00
FC ATM FY18 05/03/2018 A16 DPW Purchase Five Ton Dump Truck	5,578.00
ATM FY18 05/04/2017 A17 DPW Transportation Improvement Program - Eng. & Design	6,705.30
FC ATM FY18 05/03/2018 A18 Assessors - Purchase E-Permitting Software	3,500.00
ATM FY18 05/04/2017 A23 BOA Future Recertifications	11,000.00
ATM FY18 05/04/2017 A27 Fire Purchase and Equip Tanker Truck	497.41
FC STM FY19 11/13/2018 A6 Building - Police Station Roof & HVAC Improvements	372,981.15
STM FY19 11/13/2018 A7 Building - Fire Station Roof Design & Repair	100,000.00
ATM FY19 05/03/2018 A9 DPW - Town Roads Construction and Improvements	6,818.58
ATM FY19 05/03/2018 A13 BOA Future Recertifications	11,000.00
STM FY19 11/13/2018 A16 DPW Feasibility Study	12,500.00
FC ATM FY19 05/02/2019 A18 BOS - Brooks Street Survey & Record Land	5,000.00
FC ATM FY19 05/02/2019 A20 Fire - Purchase 4 Sets of Personal Protective FD Gear	14,000.00
FC ATM FY19 05/02/2019 A22 Reg/Clerk - Purchase 2 Election Tabulators	16,000.00
STM FY19 11/13/2018 A25 Community Center Feasibility Study	4,357.50
FC ATM FY19 05/02/2019 A13 Assessors - Recertification Work Ongoing	11,000.00
FC ATM FY19 05/02/2019 A21 Clerk -ZBA -Codification of General & Zoning Bylaws	10,000.00
FC ATM FY19 05/02/2019 A25 DPW - Purchase & Equip Grass Mower	16,592.00
FC ATM FY19 05/02/2019 A26 DPW - Fowler Street Bridge Repairs	310,000.00
FC ATM FY19 05/02/2019 A27 Fire - Purchase Portable Radio Equipment	10,000.00
FC ATM FY19 05/02/2019 A28 IT - Computer Systems Upgrade	10,000.00
FC ATM FY19 05/02/2019 A31 BOS & Building - Municipal Community Center Feasibility Study	5,000.00
FC ATM FY19 05/02/2019 A32 BOS-Economic Development Com. - Business development costs	5,000.00
Total	1,209,720.13

Expense Summary

Town Meetings Election	14,782.60	Fire EMS Dept-Vehicle Fuel	10,472.12	Council on Aging - Wages	148,371.90
Moderator/Salary	500.00	Fire EMS Dept. Vehicle Maint.	41,912.46	COA - Building Maintenance	8,714.59
Moderator/Expense	0.00	Fire EMS Dept. Clothing Allowance	9,390.32	COA Expense	18,088.19
Selecrmen/Wages	200,176.75	Fire EMS Dept. - New Equipment	14,505.69	Veterans Service - Wages	8,408.88
Selecrmen - Salaries	1,750.00	Ambulance Service Supplies	26,387.84	Veterans Service Expense	59.99
Selecrmen Expense	4,500.00	Amb. Service - Licensing and Certification	4,371.99	Veterans Benefits	23,365.50
Town Manager Expense	14,197.69	Paramedics Expense	3,215.20	Library-Wages	184,454.07
Town Manager Misc. Expense	40,596.16	Ambulance Billing	9,714.58	Library - Salaries	4,750.00
Finance Committee Expense	1,000.00	Code Enforcement - Wages	14,812.47	Library Expense	59,622.00
Finance Committee Reserve	0.00	Code Enforcement - Training	1,178.50	Recreation - Salaries	0.00
Town Accountant Wages	38,393.30	Building Inspector Expense	9,930.00	Recreation - Beach	8,000.00
Audit/Financial Records	18,000.00	Code Enforcement - Mktg	5,987.29	Recreation - Mac Exp Beach Programs	7,460.00
Town Accountant - GASS 74/75 Compliance	5,800.00	Emergency Management - Wages	4,296.99	Recreation - Site Improvements	11,851.27
Town Accountant-Accounting Program	3,551.59	Emergency Management - Expense	719.00	Parks/Lawn Maintenance	32,255.30
Town Accountant Expense	1,256.61	Emergency Mgmt - Reverse 911 System	6,000.00	Historical Commission Expense	818.85
Capital Budget Committee Expense	0.00	Animal Control Wages	16,074.92	Long Term Principal	392,000.00
Assessors-Wages	50,252.80	Animal Control - Rental	700.00	Short Term Interest	24,540.78
Assessors - Salaries	1,750.00	Animal Control Expense	344.73	Long Term Interest	47,181.57
Assessor - Software/Hardware	5,980.00	Animal Control - Rabies Vaccine	0.00	Air Pollution Control	2,399.00
Assessors - Intern/Valuations	6,800.00	Animal Control Transportation	504.25	Boston Metro District	51,604.00
Assessors - Mapping	3,975.00	DPW Parks Forestry & Cem. - Wages	135,806.64	RMV Surcharge	4,800.00
Assessors - Training	1,914.37	DPW Parks - Radio Maintenance	0.00	Worc. City Retirement Pension Fund	513,020.00
Assessors Expense	3,616.31	Forestry Expense	47,000.00	Unemployment Compensation Fund	20,522.97
TreasColl - Wages	64,984.44	Pest Control	241.76	Medicare	68,142.40
TreasColl - Salary	61,057.36	DPW Parks - Training	295.00	Bond Town Offices	1,130.00
TreasColl Expense	39,031.15	Forest Fire Expense	3,932.37	Insurance	871,533.04
Town Court Expense	72,136.31	DPW Parks - General Expense	5,377.26	Trust Fund Committee - Salaries	1,750.00
Personal Committee MMPA Membership	200.00	DPW Parks Forestry & Cem-Veh Fuel	2,722.85	Other Financing/Uses Transfers Out	975,764.00
Personal Comm - Longevity Bonus	3,032.32	DPW Parks Forestry & Cem-Veh Maint	1,165.94	ATM FY13 5/10/2012 A18 Road Construction & Drainage Projects	12,012.00
Personal Committee - Training	80.00	DPW Parks - Clothing Allowance	834.25	ATM FY13 5/10/2012 A2 DPW Garage Add	3,159.60
Personal Committee Expense	189.00	Animal Disposal Service	0.00	ATM FY16 06/04/2016 A25 DPW - Various Roadway Signs	3,347.63
Human Resource Expense	12,567.36	MURSD - Salaries	0.00	FC STM FY17 11/15/2016 A8 DPW Purchase Various Roadway Signs	762.53
Tax Title Auction Expense	0.00	BVT - Salaries	500.00	FC ATM FY18 05/03/2018 A16 DPW Purchase Five Ton Dump Truck	161,422.00
Tax Title Foreclosures	21,602.63	Mendo-Upton Operating Expense	11,128,346.40	ATM FY18 05/04/2017 A16 Police Active Shooter Kits and Firearms	7,522.00
Management Information Systems - Wages	0.00	Mendo-Upton Debt Excuse	463,712.64	ATM FY18 05/04/2017 A17 DPW Transportation Improvement Program - Eng. & Design	114,719.70
Management Information Systems - Expense	109,730.00	Blackstone Valley Operating Expense	1,292,789.00	ATM FY18 05/04/2017 A21 DPW - Town Roads Construction and Improvements	129,392.87
Town Clerk - Wages	139,437.93	Blackstone Valley Capital Assessment	16,669.00	FC STM FY19 11/13/2018 A6 Building - Police Station Roof & HVAC Improvements	37,018.85
Town Clerk Expense	4,467.97	DPW - Wages	449,547.74	ATM FY19 05/03/2018 A9 DPW - Town Roads Construction and Improvements	523,181.42
Registrar of Voters Expense	3,507.93	DPW Consultant	10,761.17	ATM FY19 05/03/2018 A13 BOA Measure and Lot Services	21,800.00
Conservation Comm - Clerk Wages	20,617.29	DPW Building Utilities	26,831.02	STM FY19 11/13/2018 A21 BOA Assessment Pro Software Upgrade	15,000.00
Aquatic Weed Control	300.00	Raids Maintenance	0.00	ATM FY19 05/03/2018 A24 Bldg - Police & Fire Roofs Report - Hme Consultant	8,500.00
Conservation Commission Expense	8,633.11	DPW Building Maintenance	3,260.96	STM FY19 11/13/2018 A25 Community Center Feasibility Study	45,642.50
Beaver Control	3,934.25	DPW - Contracted Services	26,661.12	FC ATM FY19 05/02/2019 A16 Assessors - Assessing Services - Initially	2,000.00
Planning Board - Salaries	2,750.00	DPW - Training	2,681.60		
Planning Bd. Clerk Wages	18,720.00	DPW Expense	23,477.15		
Regional Planner	2,107.16	DPW Vehicle Fuel	17,881.87		
Planning Board Expense	4,574.67	DPW Vehicle Maintenance	14,923.84		
Housing Authority - Salaries	2,250.00	Highway Material	15,218.63		
Town Bldg. Expense	94,085.00	Oilng Paving	26,900.35		
Police Wages	1,590,233.01	DPW - Clothing Allowance	4,105.30		
Police Utilities	36,365.58	DPW Snow Removal	29,341.84		
Radio Maintenance	1,362.50	Waste Removal - Disposal	102,129.59		
Police Building Maintenance	10,256.64	Waste Removal - Curb-side Services	289,284.00		
Police Training	9,000.42	DPW - Storm Water Management	50,600.00		
Police Expense	19,905.27	Cemetery - Salaries	1,750.00		
Police Cruiser Gas	31,000.30	Cemetery Maintenance	10,072.07		
Police Cruiser Maintenance	9,375.59	Health Board - Wages	51,569.93		
Police Clothing Allowance	16,530.05	Health Board - Salaries	1,750.00		
Police Capital - New Cruiser	40,000.00	Health Board - Food Inspections	2,335.00		
Computer Maintenance	13,038.74	Demolition of Building	0.00		
Dispatcher Clothing Allowance PT	1,388.49	Board of Health Expense	3,191.56		
Dispatcher Clothing Allowance PT	430.00	Health Board - Trash Bags	30,395.07		
Fire/EMS Dept - Wages	885,482.80	BOH - Hazardous Waste	6,000.00		
Fire/EMS Dept - Utilities	47,052.23	Beaver Management	0.00		
Fire/EMS Dept Bldg. Maintenance	28,022.35	None Wages	34,752.20		
Fire/EMS Dept - Training	8,650.67	None Wages - Blackstone & Bellingham MA	14,035.84		
Fire/EMS Dept Expense	27,310.30	Health Service Expense	382.69		
				Total Expenditures:	23,395,955.40

Parks Revolving Summary

Beginning Balance 7-1-18 \$ 10,000.00

Revenue \$ 13,124.00

Expenditures \$ 15,317.63

Ending Balance 6-30-19 \$ 7,806.37

Revenue Summary

Personal Property	\$526,613
Real Estate	\$19,608,291
Tax Liens	\$125,359
Motor Vehicle Excise	\$1,342,492
Payments in lieu of taxes	\$213
Penalties/Interest	\$148,351
Fees	\$158,102
Other Dept Revenue	\$579,219
Licenses and Permits	\$266,043
State - Cherry Sheet	\$799,510
Fines and Forfeits	\$44,676
Misc. Revenue	\$69,967
Invest Income	\$41,013
Transfers In	\$64,300
Total General Fund Revenue	\$23,774,149

Revolving Funds

FUND	Balance Forward	Current Year Other Receipts	Current Year Expenditures	Funds Available 6/30/2019	Expenditure Limit	Exceeded Expenditure Limit
	7/1/2018					
RECREATION REVOLVING	\$ 61,892.14	\$ 257,165.75	\$ 224,556.84	\$ 94,501.05	\$ 240,000.00	\$ -
LIBRARY REVOLVING	\$ 86.73	\$ 2,079.80	\$ 2,183.80	\$ (17.27)	\$ 6,000.00	\$ -
COA REVOLVING	\$ 8,221.02	\$ 5,752.15	\$ 4,031.72	\$ 9,941.45	\$ 10,000.00	\$ -
UPTON WETLAND BYLAW FEE REVOLVING	\$ 17,029.82	\$ 7,848.00	\$ 11,377.80	\$ 13,500.02	\$ 20,000.00	\$ -
BOH BULK ITEM REVOLVING	\$ 50,798.36	\$ 11,522.00	\$ 7,511.29	\$ 54,809.07	\$ 15,000.00	\$ -
STORM WATER BY-LAW FUND - CON. COMM	\$ 1,700.00	\$ -	\$ -	\$ 1,700.00	\$ 7,000.00	\$ -
COMMUNITY GARDEN FUND	\$ 335.00	\$ 130.00	\$ 256.15	\$ 208.85	\$ 2,000.00	\$ -
LAND STEWARDSHIP REVOLVING	\$ 682.50	\$ 140.57	\$ 60.90	\$ 762.17	\$ 5,000.00	\$ -
TAX TITLE COLLECTION REVOLVING FUND	\$ 280.00	\$ 3,399.85	\$ 3,678.74	\$ 1.11	\$ 15,000.00	\$ -
BOH - TITLE V REVOLVING FUND	\$ 18,816.60	\$ 9,650.00	\$ 7,800.00	\$ 20,666.60	\$ 10,000.00	\$ -
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	<u>\$ 159,842.17</u>	<u>\$ 297,688.12</u>	<u>\$ 261,457.24</u>	<u>\$ 196,073.05</u>		

Respectfully submitted,
Kenny Costa
Town Accountant

TOWN CLERK

In my role as Assistant to the Town Manager, I worked on different projects during 2019:

- During the spring of 2019, I worked with the Town Manager's office to develop the FY2020 budget. We instituted a new method to prepare the budget using the Town's accounting software VADAR. By preparing the budget with the software, it saved 80+ hours of manpower to compile and present the budget.

- In conjunction with the Economic Development Committee, we developed a vision for the revitalization of downtown Upton. There were meetings with state officials to determine what funding would be available. Also, a consultant was hired to work with up to 150 residents to strategize a vision for downtown. This vision was publicized and confirmed with a vote at the Annual Town Meeting.
- We continued our relationship with RetroFit Technologies as our managed service provider for our IT. The transition was difficult at times as they learned our IT systems and the users adapted to their systems and protocols. Also, with the heightened awareness of cybersecurity, we applied and was approved for a grant for cybersecurity training. All users in Upton will be training online for best practices for cybersecurity to ensure our network is not compromised.
- We worked with the Community Center Feasibility Committee to develop a conceptual plan for a new building to house the library and senior center. The funding for the next steps were approved at the November Town Meeting.
- Supported the DPW Feasibility Committee to review the plans to renovate the DPW garage to bring the facility in compliance to building and environment codes.

In 2019, the Town Clerk office was mostly maintaining the daily operations and assisting the residents with their requests. As we do each year, we processed the town census and printed the street list. We processed over 800 dog licensing and maintained the files of proof of rabies. Voter registrations were processed.

There was a marked increase to the number of requests for certified vitals (birth, marriage, death) certificates over the past year. This increased demand was due to the REAL ID instituted for new driver's licenses. Many people needed their certified copies in order to obtain their new driver licenses.

We prepared for the Annual Town Election, Annual Town Meeting and the November Town Meeting. The Annual Town Election was the only election for 2019. There were 851 voters representing a 15% turnout.

One of the highlights of the year is when the Third Grade Class from Memorial School comes to Town Hall to learn about Town Government and participate in a Mock Town Meeting. It was a great to have the 100+ students visit and learn more about local government.

With the support of the Town, I continued my membership to 4 different Town Clerk's associations. These memberships have allowed me to attend training with the Massachusetts Town Clerk's Association and the Worcester County Town Clerks Association. This training keeps me up to date on changes. Once again, this year, I participated in the Mentoring program and have facilitated training for new Town Clerks. I have enjoyed these training opportunities and plan to continue in this program and mentoring new clerks in the Commonwealth.

A major function of the Town Clerk's office is to record documents for the Town. The following records were recorded at the Town Clerk's office during 2019:

VITAL STATISTICS

83 Births

24 Marriages

48 Deaths

DOG LICENSES

761 Dog licenses

12 Kennel licenses

The Town Clerk's office generated approximately \$17,000.00 in revenue for 2019. These funds were transferred to the Town Treasurer.

The Town Clerk office hours coincides with the hours the Town Hall is opened to the public: Monday, Wednesday, and Thursday: 8:00 am – 4:00 pm, Tuesday 9:00 – 6:00, Fridays 8:00 – 12:00.

To all the various boards, commissions and committees who have helped me this past year, thank you for your support. I look forward to your continued support.

Lastly, to Denise Smith, your dedication and support to the Town Clerk's office is beyond measure and I appreciate your hard work.

Respectfully submitted,
Kelly A. McElreath
Town Clerk/Assistant to the Town Manager

TREASURER/COLLECTOR

Fiscal Year End June 30, 2019

TREASURER'S GENERAL FUND CASH ACCOUNT

Beginning Balance, June 30, 2018	not incl. trusts	\$ 9,676,803
Receipts 2019		\$ 24,796,890
GF Interest 2019		\$ 31,013
CPA Int/Earnings		\$ 78,449
Warrants 2019		\$ (24,988,256)
Ending Balance, June 30, 2019	not incl. trusts	\$ 9,594,899

BORROWINGS

<u>Type</u>	<u>Purpose</u>	<u>FY 19 Retired</u>	<u>FY 2019 YE</u>	<u>Ending Term</u>
		<u>Amount</u>	<u>Balance</u>	
GOB	Stefan#1	\$ 102,000	\$ 106,500	2020
GOB	Fire Station	\$ 238,000	\$ 251,500	2020
GOB	Ambulance	\$ 18,500	\$ 55,500	2022
GOB	Dump Truck	\$ 18,500	\$ 38,000	2022
GOB	Town Hall Renovation	\$ 185,000	\$ 3,824,820	2034
MWPAT	Sewer Treatment Plant	\$ 233,198	retired	2019
GOB	Main Street Water Line	\$ 54,275	\$ 717,825	2028
GOB	Pump Station	\$ 10,725	\$ 153,275	2028
GOB	3rd Water Source	\$ 155,000	\$ 2,505,000	2033
GOB	Glenn Well Repair	\$ 28,000	\$ 84,000	2022
BAN	Quint Fire, TIP water, Fowler bridge	\$ 50,000	\$ 1,712,007	yearly
TOTAL		\$ 991,198	\$ 9,448,427	

Authorized and Unissued

Chapter 90 Roads	\$ 1,753,700
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Interest/Fees Collected 2019

Interest/Demand fees from R.E. and P.P.	\$ 6,300
Interest/Demand fees from MVE	\$ 3,067
Interest/Demand fees from Tax Title	\$ 23,983
Treasurer/Collector fees	\$ 7,808
Water/sewer enterprise interest	\$ 9,209

Respectfully submitted,
Kenneth Glowacki, CMMC, CMMT
Treasurer/Collector

2019 PAYROLL - CALENDAR YEAR

Last Name	First Name	Department	Regular	Overtime	Special Detail	Gross Wages
Acciavatti	Travis	DPW	67618.43	13678.07		81627.82
Addy	Randy	Ambulance	4914.36			4914.36
Ambrosino	Carl	Police	79693.53	4558.03	1220	85726.32
Atchue	Jason	Police			1400	1400
Bachtold	Matthew	Library	74465.01			74791.05
Bartelloni-Kedski	Steven	Recreation	1475			1475
Bartlett	David	Education	500			500
Basoli	Jason	Ambulance	235.8			235.8
Beaven	Robert	Dispatchers	867.78			867.78
Benjamin	Michael	Police	91489.83	41720.11	8265.25	141719.87
Bergman	Edward	Ambulance	606.92			606.92
Bergstrom	John	Police	77367.94	9722.7	22908.13	110379.89
Bishop	Kyle	Police	26882.55	2315.93	800	30330.16
Bohan	Gary	Planning Bd	500			500
Bolotin	Meghan	Recreation	4532.63			4532.63
Bolton	Delaney	Recreation	5717.26			5717.26
Borrelli	Carmen	Police			6073.75	6073.75
Bradford	Mary	Elections	66			66
Bradford Jr.	Michael	Ambulance	3794.72			3794.72
Bradley	Michael	Police	147090.13	5304.48	19377	172018.81
Briggs	Stedman	Senior	302.5			302.5
Brindisi	Derek	Selectmen	147002.25			147695.25
Broberg	Todd	Water	65050	19251.44		84566.88
Bukunt	Jackson	Recreation	3168			3168
Burrell	Joan	Elections	88			88
Caponera	Michael	Senior	1136			1136
Carey	Paul	Planning Bd	500			500
Carlile	Marie	Senior	1158			1158
Carpenter	Mary	Senior	476			476
Carr	Charlotte	Library Trustee	500			500
Carroll	Margaret	Planning Bd	500			500
Carron	Christopher	DPW	6768	18		6786
Ceruti	Allison	Parks/Recreation	819			819
Cervassi Sr.	Anthony	Ambulance	8729.22			8729.22
Chamberlain	Scott	DPW	50315.28	9799.45		60417.49
Cialdea	David	Ambulance	7409.81			7409.81
Ciccone	Anthony	Police			8604.75	8604.75
Cilley	Monica	Recreation	798			798
Clark	Marisa	Library	13538.71			13538.71

Last Name	First Name	Department	Regular	Overtime	Special	
					Detail	Gross Wages
Coggans	Joseph	Police			1452.5	1452.5
Collins	Brian	Police			9483.13	9483.13
Condon	Meghan	Library Trustee	500			500
Connors	Ryan	Ambulance	3672.26			3672.26
Consigli	Elizabeth	Elections	88			88
Cook	Douglas	Ambulance	8381.58			8381.58
Costa	Kenny	Town Acct.	36716.41			36977.53
Costello	Gwyneth	Ambulance	7221.42		66.74	7288.16
Cote	Michelle	Recreation	4287			4287
Cowen	Michael	DPW	51915.28	11442.65		63578.37
Cozza	Patrick	Dispatchers	15573.86	859.1		16477.06
Crosby	James	Police	800		561	1361
Crosby	Joshua	Recreation	2778			2778
Crosby	Kelley	Dispatchers	8056.14			8056.14
Cyr	Alan	Police	106965.73	34658.13	5779	147809.96
Czajak	Diane	Library Trustee	500			500
Daugherty Jr	Gary	Selectmen	750			750
Davidson	Thomas	Planning Bd	500			500
De St. Croix	Charles	Ambulance	32100	7312.5		39412.5
Dean	Jeffrey	Police			400	400
Deering	Carolyn	Senior	1500			1500
Deiana	Paula	Police	51596	13850.73		65784.32
Dela Motte Jr	Edward	Water	46492.8	10723.85		57498.73
Denson	Bernadette	COA	20338.78			20338.78
Derkosrofian	Levon	Police			1192	1192
DesJardins	Donna	Elections	66			66
Desjardins	Kathleen	DPW	34530.62	210.6		34949.44
Desjardins	Richard	BOH	500			500
DeZutter	Caroline	Recreation	670.2			670.2
Dezutter	Daniel	Recreation	3374			3374
DiFronzo	Mark	Fire Dept	121406.75			121998.49
DiRosa	Michael	Police			1134.75	1134.75
Dishington	Judah	Recreation	3468			3468
Dunlavey	Philip	Police			3884	3884
Dunster	Cicely	Parks/Recreation	1293			1293
Dunster	Willow	Recreation	3712			3712
Earl	James	Assessors	500			500
Earle Jr.	James	Fire Dept	65875.36	6464.11	255.6	88684.78
Edmonds	Robert	Ambulance	12191.66			12191.66

Last Name	First Name	Department	Special			
			Regular	Overtime	Detail	Gross Wages
Eugster	Corey	Dispatchers	62656.27	12540.54	2587.25	78049.27
Fallon	Chloe	Recreation	3300.5			3300.5
Fallon	Megan	Parks/Recreation		2097		2097
Falvey	Ryan	Police			3720	3720
Farrar	Kevin	COA	5182.72			5182.72
Ferrandino	Jason	Recreation		3534		3534
Ferris	Jay	Cemetery		750		750
Fitts	Emmerson	Recreation		2529		2529
Flagg	James	Police			408	408
Fleming	Elaine	Senior	264			264
Foster	Marjorie	Selectmen		1482		1482
Fowler	Glenn	Cable	30870			31168.64
French	Thomas	Bldg Insp	19068.78			19068.78
Galeone	Mildred	Housing		750		750
Gallagher	R Neil	DPW	51546.95	13276.31		65082.02
Gallagher	Trevor	DPW		4320		4320
Gallagher	Victoria	Dispatchers	59209.37	7420.95	1679.75	68553.31
Gallant	Linda	Senior		255		255
Glowacki	Kenneth	Treas/Coll	62175.86			62439.97
Goodro	Gary	Snow Removal		515		515
Gould	Richard	DPW		6735.52		6735.52
Grady	Dennis	Police			1184	1184
Grill	Seth	Ambulance	6705.12			6705.12
Grossman	Natalia	Recreation		654		654
Gruber	Lynn	Elections		66		66
Gustman	Frances	Library Trustee		500		500
Hakala	Sandra	Selectmen	62324.05	4010.62		66590.28
Hamed	Nader	Ambulance		5844.49	276.67	6121.16
Harper	Gary	DPW	70864.85	14723.22		85892.44
Harper	Mallory	Parks/Recreation		468		468
Harris	Barbara	Fire Dept	60525.26	15267.97	172.95	76204.66
Hart	Deborah	Senior		516		516
Hawkins	Lucy	Recreation		2946		2946
Hazard	Patrick	Ambulance		5961.02		5961.02
Heald	Gail	Senior		39		39
Hennessey	Scott	Water	80710	28475.12		109485.95
Hill	James	Ambulance		3886.03		3886.03
Hogue	Amber	Recreation		4146		4146
Holman	Alfred	BOH		500		500

Last Name	First Name	Department	Regular	Overtime	Special	
					Detail	Gross Wages
Hope	Carson	Recreation	7204			7204
Huchowski	James	Police			192	192
Hurley	Sarah	Recreation	3042			3042
Hutton	Timothy II	Ambulance	28025			28025
Johnson	John	DPW	81607.38	35191.93		117173.6
Johnson	Stephen	Bldg Insp	19000.14			19000.14
Jones	Linda	Housing	500			500
Judd	Diane	Bldg Insp	46697.6			47065.57
Katz	Judith	Library Trustee	500			500
Kelley	Kathleen	Library Trustee	500			500
Kemp	Brian	Fire Dept	17123.43	1405.61		18585
Kennedy	Richard	Housing	500			500
Kenney	Seema-Jayne	Elections	210			210
Kent	Emmaline	Cable	230.25			230.25
Kerr	Matthew	Water	1075.31			1359.65
Kloczkowski	Guy	Police			784	784
Knott	Agnita	Elections	88			88
Krongard	Keith	Ambulance	625			625
Laden	Sidney	Parks/Recreation	660			660
Laflash	Kaitlyn	Police			13858.25	13858.25
Lamothe	Roberta	Dispatchers	17927.26	2544.73		20538.17
Landry	Craig	Police			514.5	514.5
Lazarz	Daniel	Ambulance	12075.1			12075.1
Leonard	Matthew	Police			6394	6394
Levesque	Ryan	Police			900	900
Libby	Matthew	Ambulance	900			900
Lloyd	Randy	Police			5691.5	5691.5
Loeper	David	Moderator	500			500
Lopez	Bonnie	Fire Dept	69533	18049.32	2065.93	89904.85
Lupachini	Gina	Parks/Recreation	885			885
Lupachini	Michael	Police	78938.06	1820.82	2796	83778.18
Lupachini Jr.	Michael	DPW	3648			3648
MacDonald	Steven	COA	15000			15000
Mager	Erik	Police	76561.48	10310.71	39416.5	126548.18
Maljanian	Mark	Ambulance	8248.93			8248.93
Mansfield	Paul	Police	59780.62	30005.85	31274	121341.19
Marchand	Michael	Ambulance	26564			26564
Marchand	Paul	Town Clerk	45524.25	1449.48		47311
Marchand	Shaun	Fire Dept	69822.69	12075.28		82166.48

Last Name	First Name	Department	Regular	Overtime	Special	
					Detail	Gross Wages
Marino	Michael	Police			18723.34	18723.34
Matellian	Stephen	Selectmen	500			500
Mauro	Jessica	COA	43570.04			43897.51
McDevitt	Sean	Police			7568.25	7568.25
McElreath	Kelly	Town Clerk	82851.15			83142.87
McGee	Judith	Senior	1572			1572
McMahon	Michelle	Recreation	3720			3720
Menard	Daniel	Snow Removal	373.5			373.5
Mespelli	Jillian	Recreation	4095			4095
Minichiello	Frank	Police			796	796
Mitchell	Tyler	Police			7987.5	7987.5
Moeckel	Benjamin	Recreation	3594			3594
Moen	Jonathan	Ambulance	4136.08			4136.08
Montequin	Blake	Fire Dept	80954.38	38672.43	623.1	120558.46
Moran	Michael	Dog Officer	11417.91	5109.75		16527.66
Morris	Patrick	Veterans Agent	8485.09			8485.09
Murphy	LeeAnn	Library	49903.05			50138.42
Negrotti	Jessica	Dispatchers	19404.16	1718.21		21163.47
Norton	Paul	Cable	3354.01			3354.01
Nowicki	Janice	COA	69666.25			70013.24
O'Donnell	Benjamin	Police			9328	9328
O'Hagan	Dallas	Recreation	4613			4613
O'Rourke	Liam	Police			2561	2561
Oliver	Jeanne	Trust Fund	750			750
Oliver	Michael	Trust Fund	500			500
Ouillette	John	Police			3176	3176
Overholt	Emily	Recreation	2496			2496
Owczarzak	Carol	Senior	1596			1596
Page	Cindy	Elections	22			22
Page	Nancy	Senior	409.5			409.5
Palmieri	Mary Ellen	Dispatchers	12618.13	2809.51		15427.64
Parker	Dean	Water	51117.06	18130.85		69583.67
Patrick	Liana	Recreation	966			966
Patrinelli	Brian	Police			6375	6375
Paul	Abigail	Recreation	3504			3504
Perkins	Ann	Treas/Coll	7565.89			7565.89
Peterson	Carol	DPW	9625.29	657.35		10392.94
Pfeiffer	Susan	Library	19040.84			19040.84
Phylis	Patricia	Elections	66			66

Last Name	First Name	Department	Regular	Overtime	Special	
					Detail	Gross Wages
Pickart	David	Conservation	25140.73			25140.73
Pighetti-Parent	Patricia	Nursing Serv	47474.98			47855.35
Plumb	Jared	Ambulance	6547.93	556.13		7104.06
Poirier III	Henry	Ambulance	4775.86			4775.86
Poirier Jr.	John	Bldg Insp	26988.78	1620		28608.78
Poissant	Russell	Police			876.5	876.5
Pollen	Emily	Recreation	738			738
Pollen	Katie	Recreation	3741.5			3741.5
Poudrier	Kayleigh	Recreation	177			177
Poxon	Isaiah	Police	88956.88	4022.16	10382	103757.04
Pray	Robert	Cemetery	500			500
Puchovsky	Gabrielle	Recreation	4696			4696
Quirk	Rosemary	Elections	88			88
Rakitin	Steven	Senior	421.5			421.5
Ramsey	Kathleen	Elections	66			66
Rankins	Matthew	Police	81260.53	17065.79	11277.75	109984.71
Reardon	Grady	Parks/Recreation	516			516
Richard	Rena	Elections	780			780
Rick	Timothy	DPW	43594.38	4775.42		48590.24
Rivard	Bruce	Police	101436.11	16625.67	11536	129993.78
Rivers	Scott	Water	6193.88		349.73	6543.61
Robertson	John	Library Trustee	750			750
Robinson	Richard	BOH	750			750
Roche	Patrick	Bldg Insp	32535.3			32535.3
Roecker	Susan	Library	14681.33			14681.33
Ronzio	Megan	Elections	66			66
Ropiak	John	Police			2906	2906
Roy	Donald	Police			6973.5	6973.5
Salsman	Kenneth	Bldg Insp	3848.88			3848.88
Saulen	Debra	Senior	1375.25			1375.25
Saulen	John	COA	10184.84			10184.84
Scherer-Teta	Deborah	Treas/Coll	45074.13			45258.21
Schiloski	Danielle	Ambulance	357.41			357.41
Schotanus	Victoria	Police			2272	2272
Schrafft	Peter	Ambulance	8216.36			8216.36
Scott	Kayla	Recreation	7169.25			7169.25
Scott	Kevin	Recreation	3798			3798
Scribner	Joan	Elections	66			66
Sharp	Robyn	Elections	49.5			49.5

Last Name	First Name	Department	Special			
			Regular	Overtime	Detail	Gross Wages
Shepherd	Allison	Recreation	3144			3144
Sheridan	Patrick	Dispatchers	45107.04	7285.03		52654.09
Shults	Conner	Ambulance	11622.36		336.5	11958.86
Shults	Gary	Ambulance	7582.26			7582.26
Simas	Brett	Selectmen	500			500
Smith	Mary	Town Clerk	41357.33			41620.37
Smith	Raymond	Planning Bd	750			750
Snellman	Jane	Treas/Coll	21210.8			21210.8
Spellman	David Jr.	Police			200	200
St. George	Andrew	Recreation	51110.46			51433.75
Stanley	David	Bldg Insp	4448.88	90		4538.88
Stanton	Meghan	Recreation	1008			1008
Studley	Sophia	Recreation	3102			3102
Sullivan	Bryan	Ambulance	8287.5	1275		9562.5
Swift	Michael	Police			1884.5	1884.5
Tardy	Tracey	Assessors	50747.33			51010.01
Taylor	William	DPW	11323.7			11323.7
Tiernan	Diane	BOH	53169.16			53463.52
Traynor	Christopher	Police	43234.83	8730.6	5635	57781.46
Usher	Douglas	Ambulance	2427.8			2427.8
Uthoff	Ava	Recreation	3318			3318
Vanasse	Sydney	Recreation	702			702
Varney	Joan	Elections	88			88
Varney	Karen	Senior	4885.11			4885.11
Vass	Lisa	Police	90924.37	8232.91	512.5	100032.78
Vitale	Jared	Dispatchers	14395.25	781		15218.18
Ward	Zachary	Ambulance	3741.27			3741.27
Webster	Barbara	Senior	921			921
Westgate	Dennis	DPW	123871.45			124511.17
Wodin	Laurie	Library Trustee	500			500
Yenawine	Erin	Parks/Recreation	1794			1794
Yenawine	Lea	Recreation	4623.5			4623.5
Young	Regina	Library	18807			18807
Young	Scott	Ambulance	235.8			235.8
Zufriategui	Nester	DPW	50125.27	7987.03		58367.06

TRUST FUND COMMISSIONERS

The Town of Upton's Trust Fund Commissioners met during the course of 2019 on a monthly basis to review the various Trust Fund accounts. On a quarterly basis we consulted with our Financial Advisor relative to the investments of the Trust fund accounts.

The Trustees in conjunction with the Financial Advisor review the individual positions for performance relative to their investment styles. Changes to the holdings are made considering risk adjusted performance measures and the overall allocation of funds.

Although there have been changes to the portfolio over the year the overall asset allocation is consistent with prior years.

The expendable portions of the Trust Funds are conservatively invested in fixed income securities. As these funds are potentially needed as appropriated, the investments consist of shorter duration fixed income investments. The returns for the expendable portion of the portfolio for the last four years are as follows:

2019	+7.71%
2018	-1.43%
2017	+3.53%
2016	+5.29%

The non-expendable portions of the Trust Funds are invested in a diversified portfolio of equity and fixed income investments. The fixed income investments similarly are more focused on shorter duration fixed income. The returns for the nonexpendable portion of the portfolio for the last four years are as follows:

2019	+19.83%
2018	- 7.22%
2017	+12.75%
2016	+ 7.34%

The Board has continued to diversify the funds and maintained its investment discipline and adherence to our Investment Policy Statement. We believe that diversification and investment discipline helped to protect the town's trust funds during the past and is the prudent course of action going forward.

Respectfully submitted,
Kenneth Glowacki, Chairman
Jim Brochu
Robert Fleming

Stabilization(s)	FY2018 Nonexpendable	FY2018 Expendable	FY2019 Nonependable	FY2019 Expendable	FY2019 Trust Fund Specified Use
Post Emp. Benefits		\$1,416,756.39		\$1,957,916.81	per town meeting
Law Enforcement		\$416,908.11		\$565,143.27	
Conservation	\$16,094.91	\$848.39		\$848.39	police drug enforcement
Cemetery Interest	\$420,773.47	\$75,607.74	\$434,798.47	\$80,944.04	spendable and pric. earnings by cemetery comm
Knowlton Distress	\$7,232.07	\$89,301.85	\$8,182.20	\$87,544.06	by selectmen for townspople in distress
Industrial Accident		\$1,526.87		\$1,596.19	for workmen's compensation i/w selectmen's rules
Bachelor School	\$7,534.66	\$34,153.69	\$8,182.20	\$35,863.60	support & maintinence of town schools
Schultz Library	\$2,892.82	\$6,430.27	\$3,272.88	\$6,784.98	library books
Risteen Scholarship	\$1,606.38	\$191.28	\$1,636.44	\$231.35	
Carpenter Library	\$1,446.42	\$3,557.78	\$1,636.44	\$3,750.69	books or art prints
Bachelor Library	\$7,232.07	\$3,538.23	\$8,182.20	\$3,855.80	support & maintinence of town library
Johnson Library	\$1,446.42	\$1,481.93	\$1,636.44	\$1,580.60	
W. Knowlton	\$756,177.69	\$70,418.71	\$773,878.33	\$64,022.94	controlled by the Selectmen for any public purpose
Keith Library	\$1,446.42	\$816.05	\$1,618.19	\$884.49	library
Bachelor & Knowlton	\$112,669.49	\$194,865.10	\$115,260.20	\$180,333.10	by school committee for care of school in Upton
Lora Davee Dearth	\$11,129.36	\$10,783.13	\$12,589.46	\$11,151.15	library books
Bates Scholarship	\$1,334.91	\$238.36	\$1,359.38	\$1,247.74	
E. W. Risteen B	\$626,521.47	\$704,588.22	\$641,097.99	\$712,185.34	welfare
E. W. Risteen C	\$626,521.47	\$26,730.29	\$641,097.99	\$40,231.69	schools/cy pres completed
E. W. Risteen D	\$626,521.47	\$108,973.31	\$641,097.99	\$118,033.25	beautification
Newton	\$1,446.42	\$2,528.30	\$1,636.44	\$2,674.48	library books
Ramsey Scholarship		\$6,382.98		\$6,472.77	
Goodridge		\$14,687.57		\$15,354.38	Upton senior center
Wilson Library		\$3,232.39		\$3,379.14	childrens section of the library
Library Good Fortune		\$12,858.83		\$13,648.08	
Shriff Armstrong		\$2,754.27		\$2,879.31	benefit the library by the board of trustees & librarian
Frost Magnuson	\$3,616.07	\$2,822.14	\$4,045.47	\$3,028.73	library
		Bates	\$400.00		
		Distress	\$5,969.00		
		Risteen B	\$36,673.45		
		W. Knowlton	\$24,694.00		
		Risteen D	\$8,174.71		
		ramsey	\$200.00		
		Cemetery	\$6,384.18		
		B. Knowlton	\$14,532.00		
			\$97,027.34		

FY 2019 Expenditures

VETERANS' SERVICES

Upton maintains a Department of Veterans' Services through which the municipality makes available to its residents the services of a Veterans' Service Officer (VSO). Upton's VSO is here to assist all qualified veterans and their dependents to access Federal, State and local benefits and services to which they are entitled.

Upton supports its residents through a verity of programs. Whether seeking assistance with employment, housing, Massachusetts Chapter 115 benefits, education or numerous other referral programs.

Any veteran or veteran family members are encouraged to contact the Veterans' office in the Town Hall.

We are here to serve.

Respectfully submitted,
Patrick D. Morris
VSO

SCHOOL REPORTS

BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT

A Message from the Superintendent-Director

This year's Annual Report provides an ideal opportunity, which has become our custom, to go beyond the facts and figures of our operation and share vignettes of our student success stories and District achievements that capture the essence of our mission.

We truly value and appreciate your ongoing investment and personal support of your multiple municipality school system; it is invaluable. Thanks to you and the consistent work of our District School Committee and instructional team, our students continue to experience a vocational-technical education like no other.

Serving as a vibrant example of how BVT prepares its students to embrace lifelong learning, and finding and pursuing one's passion, I am pleased to introduce you to, Harry P. Cooper, Jr., one of our many alumni (and traveling tradesman) who reconnected with us. What makes Harry's story unique to us is that while he graduated in 1972 and recently retired from the Central Intelligence Agency, he is getting ready to launch his encore and prepare for his second act. Harry has put to use his training in so many ways since graduating, that he never lost sight of the value of his vocational-technical education. Harry credits BVT for giving him the skills and confidence that have served him well for the last 50 years, propelling him to travel the world and achieve a career beyond his wildest expectations.

It is our sincere hope that his story will encourage those choosing to pursue a vocational education to know that the trade learned is not the limit, but just the beginning. An education is one's passport to the world! The vast array of skills our students learn while at BVT ensures that they are prepared for whatever comes next.

We are proud to be on the front line, pioneering new learning models that are transforming education in new and exciting ways.

Dr. Michael F. Fitzpatrick
Superintendent-Director

Alumni Profile: Harry P. Cooper, Jr., Class of 1972
Passport to the World

Harry Cooper did not set out to be a world traveler. From a humble beginning, his mission was simple: to learn a trade, and secure a job. So that's just what he intended to do and that is where this success journey begins.

The idea of pursuing a vocational education came about when Harry's 8th-grade teacher recommended that he apply to BVT in 1968. Harry went home to speak with his father about this opportunity.

"My father - who had a 6th-grade education and worked as a laborer in a foundry to provide for our family of four - firmly believed that his peers who had learned a trade, always did better than he did as a common laborer," said Harry. "I recall him saying, Harry, you know they will always need carpenters. Go, earn a trade, and then if you decide to do something else, you'll always have that trade to fall back on."

With that advice, Harry traveled to BVT from Millville to visit the school. At that time, Millville had particularly low enrollment numbers for BVT. Harry chose to apply to our Carpentry program on his father's recommendation, and learned a few months later, to his surprise and delight, that he was accepted.

"Having the opportunity to attend BVT was an honor," said Harry. "Probably the biggest difference then, BVT was an all-boys school. Girls were not permitted to apply. We had some intramural sports but did not

compete athletically with other schools. The focus was on the vocational programs while meeting the requirements for a high school diploma.”

As a freshman, Harry participated in a six-week exploratory program where he was assigned to Drafting, Machine Shop, and Welding. For each trade, he spent one week in related and the other week in shop. “I often rely on my BVT training, but recently I’ve re-learned many of those skills I had originally learned during exploratory in the Welding program. I now live on a small farm, where I put those welding skills to good use,” said Harry.

Having no prior trade experience, Harry found that pursuing his trade was challenging and keeping up with his classmates was difficult at first, but rewarding. He discovered that some of his classmates had previous trade experience working in the family business during the summer. “While I had to work hard to compete at BVT, my classmates and teachers helped me every step of the way. I remember that my instructors were amazing people who had very accomplished careers, loved teaching, and passing their knowledge on to us students. They led by example and left a lasting impression on me,” said Harry.

As a senior in Carpentry, Harry took part in co-op and worked as an assistant at a local cabinet shop in Blackstone. Upon graduation he transitioned smoothly from primarily part-time apprenticeship to full-time work, earning a little more than the minimum wage of \$1.65/hour. “My parents expected me to get a job after high school, so I continued working in the cabinet shop as a helper while envisioning the day I would be a full-fledged cabinet maker. However, the shop owner didn’t want me to learn everything about cabinet making, because he had two such apprentices leave and open a competing business. It was that lack of opportunity that made me ponder my future and ultimately spurred my decision to join the Navy,” said Harry.

“My father had enlisted in the Navy during WW-II and was a member of a Seabee unit assigned to the 5th Marine Division and participated in the Battle of Iwo Jima. He was impressed with the tradespeople the Seabees recruited who did construction on Iwo Jima once the invasion was over. So when I spoke with him about maybe joining the military rather than being drafted, he naturally suggested the Seabees,” said Harry. Harry found that BVT gave him the confidence and courage to adapt, change, and pursue new opportunities. In 1972, against the backdrop of the Vietnam War, Harry enlisted in the Navy. “Looking back, said Harry, I don’t think my parents really understood, until after my basic and advanced training, that I could go to Vietnam. By then, the war was quite real, and many of my colleagues did go to Vietnam. By literally the luck of the draw, I was assigned to the unit responsible for South Pole construction, and I did not go to Vietnam. For those of us veterans who were trained for war, but never went, there is a bit of disappointment in having drawn a non-war assignment.”

“During my enlistment, I rose from laborer to crew leader. I completed residential construction on US Navy housing projects, including framing, drywall, roof construction, interior finish, concrete, and masonry, with an opportunity to see the world and work in some truly unique locations. “Having the chance to live and work in Antarctica, the southernmost place on earth, was the most fantastic experience in my professional life,” said Harry.

“The South Pole sits on almost 9,000 feet of snow/ice. I spent six months there working in the harshest climate on the planet. I was assigned to lead interior finish crews to construct three modular buildings inside a geodesic dome at temperatures that range from a low - 75F for a high of +13F. These modular units would later serve as a research community for the next three decades. We lived in tents while building the station and worked 12-hour shifts six days a week with most Sundays off,” said Harry.

“At the pole, said Harry, the sky is the bluest blue you have ever seen. Imagine a deep blue sky meeting the white snow that extends to the horizon in every direction. It’s breathtaking! There is no indigenous life at the South Pole, and when you get beyond the sound of the generators, you can hear your heart beating. During the summer, the sun circles once a day, but does not set.”

After spending six months working in the harshest climate on the planet, Harry was then assigned to work where it never snows. Trading in his snowsuit for a diving suit, Bermuda was his next destination, where he would spend nine months supervising a team to build underwater forms and pour concrete for a seawall project.

“My aspiration when I first joined the Navy was to do well, and one-day pursue college through my GI Bill,” said Harry. After four years with the Seabees, Harry transitioned to civilian life with plans of becoming a vocational teacher. He furthered his education at Central Michigan University with a Bachelor’s degree in education and also completed a Master’s degree in Industrial Management.

Unfortunately, teaching jobs were sparse in 1980, and the salaries meager. Harry decided to return to the Seabees and was assigned to projects in a supervisory capacity. During six additional years with the Navy, Harry found himself detailed to the US State Department, where he oversaw and completed construction projects at US Embassies worldwide.

Following active duty service in the US Navy, Harry became a Civil Service employee of the Federal Government in 1989, where his expertise developed in secure construction. During these nearly four decades of government service, Harry traveled extensively and had the opportunity to work on all seven continents and in an active war zone. “In a variety of roles with the CIA, I was tasked with approving secure construction

projects worldwide. This work included flying a modular building overseas to ensure top security during the construction,” said Harry.

“I never dreamed of becoming a world traveler; it just happened,” said Harry. “Because of my travel with the Navy, employers saw me as experienced in foreign travel. Assignments came my way, and I thought little of it until realizing one day I had visited all seven continents. After traveling to Antarctica, the other six continents were more comfortable to visit. My life and career have exceeded my wildest expectations.”

BVT has always encouraged lifelong learning and finding and pursuing one’s passion. When it comes to Harry’s career, he has an impressive resume, reflective of that sentiment. “Too many people downplay the value of vocational education compared to focused college prep. My vocational education propelled me to achieve beyond my expectations,” said Harry.

Since retiring from the CIA, as a senior executive with a rank equivalent to a two-star general, Harry now works part-time as a modular construction consultant. “While most of my CIA career was not devoted to construction (actually policy and law), the only thing I want to do after retirement is to regain my roots within the construction industry,” said Harry.

As Harry prepares to launch his encore and prepare for his second act, he credits BVT for giving him the skills and confidence that have served him well over the last 50 years. Harry said, “I hope that my story encourages those pursuing a vocational education to know that the trade learned is not the limit, but just the beginning.”

Purple Ribbons Just Aren’t Enough

The spirit of giving back is part of the culture here at BVT, and our students and staff recognized for raising funds for pancreatic cancer research are the driving force.

According to the Pancreatic Cancer Action Network (PCAN), the five-year survival rate for those with pancreatic cancer is among the lowest of all primary cancers at just 9 percent. The PCAN is working to create better outcomes for pancreatic cancer patients and their families with the help of fundraising efforts across the nation. In September of 2018, the PCAN recognized BVT's Team Yancik Strong for their incredible work raising more than \$15,000 to support pancreatic cancer research.

Our community began raising money for the PCAN as a way to support and honor our HVAC&R instructor and football coach, Derek Yancik. The HVAC&R students and football players registered for the PurpleStride Boston Walk to End Pancreatic Cancer enlisted the help of the school, and the local community began raising money. Through apparel fundraisers, bake sales, restaurant nights, school events, and donations, the team continues to fight for the cause.

Sadly, Mr. Yancik lost his battle with pancreatic cancer in May of 2018, but our students and staff have made it their mission to build awareness for this important cause through their fundraising efforts and to help future patients and their families.

"I promised Mr. Yancik last year that I would raise money again this year and attend the walk even if he wasn't here," said HVAC&R Class of 2018 graduate Allyson Charpentier. "I feel like I'm honoring him by keeping my promise."

The PCAN noticed the team's fundraising prowess and recognized the students and staff with a certificate of appreciation and a letter from the organization's Chief Science Officer, Dr. Lynn Matrisian.

"I know that you became involved with PurpleStride Boston because of your high school football coach, Derek Yancik. Your team name says it best – you all are 'Yancik Strong' and you're showing all of Boston and the

nation that the students at Blackstone Valley Regional Vocational Technical High School are making a difference. Your coach would be proud,” Dr. Matrisian wrote in her letter.

You Can Make A Difference!

Please consider helping us build awareness for this important cause by joining our students and staff on the Annual Walk to End Pancreatic Cancer and/or donating to team Yancik Strong by visiting: www.valleytech.k12.ma.us/givingback

Get Social with Us!

As part of our continued commitment to bringing school news and timely information to our community, we've had fun connecting, engaging, and sharing through BVT's official Facebook, Twitter, and Instagram sites.

Facebook - Join the Conversation!

www.facebook.com/BVTHighSchool

Twitter - Follow Us!

www.twitter.com/BVTHighSchool

Instagram - Share with Us!

www.instagram.com/bvt_highschool

In 2019, we engaged in thousands of conversations with our students, parents, and alumni within our online community. Whether we shared a student success story, our Quote of the Day (#QOTD), addressed a concern, or accepted a compliment, we were happy for the opportunity to get social with you. Here's a little sampling of the most favorite posts and comments from our growing community:

Welcome Barbeque Post

- I LOVE that this event still happens! ❤
- I can't believe it's been 24 years 😳 since I went to the freshman BBQ.

- Best school ever! Thank you for everything!

Admissions Open House Post

- Thanks for putting this on, I was super impressed with BVT. Totally different from when I went there.

Vocational Curriculum Night Post

- What a great night! I was so impressed by all the shop teachers and alumni we met. My son can't go wrong with any of his top shop choices.
- I love the process - who knew my son would be so passionate about a shop he hadn't initially considered! It's nice to see that kind of excitement & motivation 😊

Graduation Post

- It was a spectacular night! 🎓🟡🟣🟡🟣🎓
- What a night! A great celebration of those who were blessed to have had the BVT experience. Best of luck to each and every graduate, and thank you to the teachers and admin who work so hard to make it all happen!

Last Wave Post

- I love the wave goodbye! Enjoy your summer!
- Huge shoutout to the driver who does the Millville route. He kept an eye out for my son so many mornings as he made the mad dash to the bus. THANK YOU!
- LOVE this tradition so much!! 😊❤️

Celebrating the Class of 2019

Our graduates were all smiles as cheers echoed throughout The Hanover Theatre for the Performing Arts in Worcester at BVT's Class of 2019 commencement ceremony on May 30th. Family, friends, and educators gathered to take part in the commencement ceremony honoring 301 students, which to date, is the largest class to graduate from BVT. The

night marked the conclusion of their dual high school education as they received their vocational certificates and diplomas.

Superintendent-Director Dr. Michael F. Fitzpatrick encouraged students to keep learning. “It is a lifelong pursuit. Continue to strive to be the type of people in this world who make things happen by consistently learning, and then, more importantly, putting what you learn into action. You have already taken numerous steps at BVT to become the future pioneers, entrepreneurs, and guardians of our society,” Fitzpatrick said. “You have proven your motivation to build a bright future. You are on the cusp of greatness, a life full of opportunities. There is no rubric for life! What comes next is exciting, new, and completely up to you. You decide.”

Following the commencement ceremony, proud parents, family members, and friends rushed to greet our graduates with hugs, cheers, and many congratulations.

See the photo gallery of the graduation at:

www.valleytech.k12.ma.us/classof2019

FY19: Another Outstanding Year of Achievements

Our students continue to display their mastery of rigorous academic topics and industry-validated vocational-technical competencies.

367

During the 2018–2019 school year, a total of 367 AP course exams were given to 253 students in English Language & Composition, English Literature & Composition, U.S. History, Biology, Chemistry, Calculus AB, Calculus BC, Computer Science A, Macro-Economics, Psychology, Physics 1, French, and Spanish Language & Culture.

20 years

The Massachusetts Comprehensive Assessment System (MCAS) tests have played an important role in the achievement level of students in the

Commonwealth for the past 20 years. Spring 2019, the Department of Elementary and Secondary Education instituted the Next-Gen MCAS, an updated, more rigorous, computer-based test to determine a student's readiness for career and college. This new system of tests also incorporates altered scoring tiers. Our students have an impressive history of high levels of academic success and results on the MCAS. On the initial administration of the Next-Gen MCAS, our sophomores continued that trend. In English Language Arts, 99 percent of BVT students achieved Competency Determination (a graduation requirement) on the MCAS, and 98 percent achieved CD in Mathematics.

\$5.6 million

Members of the Class of 2019 earned more than 300 scholarships and awards with a collective renewable value in excess of \$5.6 million.

257

A total of 257 juniors and sophomores participated in the fall PSAT/NMSQT and spring PSAT 10 test administrations. Designed by the College Board, the tests are an early indicator of potential student success on the College Board's SATs and Advanced Placement program.

100%

In Spring 2019, 179 freshmen took the High School Science MCAS, and 100 percent achieved Competency Determination, while 98 percent scored within the higher range.

Students Take the High Road in Pre-Apprenticeship Program

We know that having a well-trained workforce is an essential part of any construction project. With that in mind, our course offerings have been carefully developed to challenge all students to maximize their academic and vocational experiences. The fusion of academic and career technical learning gives our students a competitive advantage when they enter the workforce.

Under the watchful eye of Tom Lemon, an instructor with the New England Laborers Training Academy in Hopkinton, MA, 17 juniors in our Construction Technology program participated in an intensive week-long pre-apprenticeship training program in March. This program is the largest in the state for the highway construction field and is available to schools across the Commonwealth through the New England Laborers Training Trust Fund with a contract awarded through the Massachusetts Department of Transportation.

“Given that the average age of most workers in the construction industry is in the mid-50s, we needed to address the aging workforce and the need for skilled laborers. We are trying to create a pipeline of tradesmen and women that are interested in establishing careers on MassDOT highway construction projects through this program,” said Lemon.

“As a female in Construction Technology, I have explored many career paths in the industry ranging from labor work to management and design,” said Annabelle O'Reilly of Hopedale. “I've learned hand tool mastery and safety to ensure I respected the heavy machinery around me before I used them. I love being in construction, because after every project, I can step back and look at how far I have come. With my classmates and instructors supporting me and helping me grow as a craftswoman, I feel capable of so much, and I am grateful to have this hands-on learning experience.”

During this program our students learned industry-specific skills through various training modules such as work zone safety, how to line and grade paved surfaces, CPR/first aid and AED certification, and construction math. Important life skills such as showing up on time and prepared to work when on a job site were also emphasized, which are all desirable skills to prospective employers.

“Having the chance to learn first-hand from some of the leading construction laborers in the Commonwealth is a great opportunity,” said

Justin Braza of Milford. "I was able to gain real work experience, which I enjoyed, apprenticeship hours, and CPR renewal & recertification all while still here in high school, which will help me in the long-run."

O'Reilly felt that the training was wonderful. She said, "I was not given less opportunity or less labor work due to my gender; Mr. Lemon saw I was a carpentry student interested in gaining as much information and skill as possible. This allowed me to get a better sense of my interests in construction. This equality is a core component of BVT, where nontraditional students are not out of the ordinary. I am grateful to see that the treatment on the basis of gender is not present in my school, nor in the industry. With more women being involved in nontraditional vocations, the unequal treatment among the sexes is disappearing."

The program concluded with students constructing a form for a single concrete panel. Nathan Curran of Millbury said, "It was a great time learning concrete work. I had an amazing experience and learned lots of new things." He and several of his classmates said that having the chance to see and experience the work done by the laborers in person gave them valuable insight about the possibility of pursuing this industry as a career path themselves.

Our Students Shine at SkillsUSA

SkillsUSA is a national organization serving high school and college students, and their instructors enrolled in trade, technical, and skilled service instructional programs. The annual SkillsUSA competition series operates as a showcase for vocational-technical education. Students compete with each other in hands-on technical exams designed and judged by industry leaders and experts. Our students proved their technical skills are among the best in the country in 2019, and kept their impressive winning streak alive, by earning 150 medals at the district, state, and national levels.

Massachusetts District V Conference

33 Gold, 31 Silver, and 31 Bronze

Massachusetts State Leadership and Skills Conference

25 Gold, 16 Silver, and 12 Bronze

National Leadership and Skills Conference

2 GOLD - John Doiron of Douglas, Dental Assisting; Samuel Houle of Millville, Major Appliance Technology

4th PLACE - Melissa Vieira of Milford, Nurse Assisting; Mya Ackerman of Douglas, Restaurant Service

5th PLACE - Connor Andrews of Sutton and Zachary Rivernider of Mendon, Mobile Robotics; Joseph Cardin of Sutton, Welding

6th PLACE - Emma Kane of Blackstone, Kierra Kurtyka of Uxbridge, Renata Santiago of Milford, and Carissa Penta of Blackstone, Entrepreneurship; Vella Ross of Northbridge, Medical Terminology

7th PLACE - Demitri Almeida of Milford, Telecommunications Cabling

OVER 10th PLACE - Christopher Aurelio of Mendon, Photography; Max Brueggemann of Northbridge, Technical Drafting; Olivia Cheschi of Milford, Alyssa Davis of Blackstone, and Sarah Duncan of Bellingham, Promotional Bulletin Board; Jake Garille of Uxbridge, Electrical Construction Wiring; Logan Keefe of Milford and Mason Weagle of Millbury, Digital Cinema Production; Jacob Martin of Upton, Automotive Service Technology; Caitlyn Meisner of Bellingham, Health Occupations Portfolio; Kevin Quearly of Sutton, Advertising Design

NATIONAL OFFICER - Adam Cavanaugh of Milford. Adam was also awarded one of the very first SkillsUSA Career Essentials Credential Certifications.

NATIONAL OFFICER ELECT - Anika Koopman of Northbridge, National Region One Vice President

NATIONAL VOTING DELEGATES - Jessica Brown of Douglas; Skylar Chase of Northbridge; Katie Houskeeper of Upton; Abby Kelly of Hopedale; Tanyikeh Muanya of Milford; Madeleine Poitras of Hopedale Samantha Stephens of Mendon.

A BVT 1st at FIRST Robotics

The FIRST Robotics Competition is a national engineering contest that immerses high school students in the exciting world of engineering. Teaming up with engineers from businesses and universities, students get a hands-on, inside look at the engineering profession. Teams compete in a spirited, no-holds-barred tournament complete with referees, cheerleaders, and time clocks.

As a junior in Engineering & Robotics, Hannah Rosenkrantz earned the honor of FIRST Robotics Competition Dean's List Semifinalist at Bryant University in March. She is the first student from BVT to win this prestigious award. The student who earns this designation is an excellent example of a team leader who has built awareness for FIRST and its mission all the while achieving personal technical expertise and accomplishment.

Hannah is one of 22 students on our 2018 - 2019 Robotics Team, The Intimidators, who made it to the semi-finals and took the Judge's Award at the FIRST Robotics Competition.

“Learning things on a chalkboard just isn't enough for me. I can be told that $A^2 + B^2 = C^2$, but it doesn't mean anything until I can actually build it myself and SEE it physically working. That's why I fell in love with robotics. It's a way of taking everything we learn in class and applying it to the real world. Robotics isn't just teaching us about Science, Math, and

Technology. We're learning communication skills, teamwork, leadership, and other soft skills."

- Hannah Rosenkrantz, a junior in Engineering & Robotics, Class of 2020

Silence Speaks Volumes

Our Gender Sexuality Alliance (GSA) Club serves the LGBTQ+ community on campus and works to create a safe environment that fosters a sense of community among students of all sexual orientations and gender identities. The club seeks to promote the understanding of the issues facing gay, lesbian, bisexual, and transgender.

Our GSA Club and other interested students participated in the Day of Silence on Friday, April 12th. Silently and peacefully, they protested anti-lesbian, gay, bisexual, and transgender (LGBT) bullying, harassment, and name-calling. The vow of silence represents the silence faced by LGBT people and their allies each and every day. Rather than speaking, they handed out "speaking cards" explaining their reasons for remaining silent. By taking part, students have an opportunity to teach one another about diversity, respect, and empower themselves by realizing they CAN make a difference in the world. To learn more, visit: www.dayofsilence.org.

Celebrating Excellence

The accomplishments of our students and staff included numerous awards and recognitions in FY19.

Student Council Earns National Recognition

Our Student Council was recognized as a 2019 National Gold Council of Excellence by the National Student Council (NatStuCo). To meet the requirements for the award, a variety of criteria had to be met, such as crafting a written constitution, conducting regular meetings, and adopting a democratic election process. They also had to demonstrate

successful sponsorship and participation in leadership development and activities that serve its school and community.

First-ever State Vocational Championship

Give it up for our Boys Varsity Lacrosse team. Our mighty Beavers scored a 10-5 victory over Bristol Plymouth in May, capturing our first-ever state vocational championship. "It was awesome!" said head coach Andrew Barksdale. "It gave us confidence going into the district tournament, and it was so great to see how excited everyone was after we won." The excitement was felt among the coaching staff as well. Three of the four coaches are alumni of our lacrosse program.

Super Bowl State Champions Honored at State House

Our Varsity Football Super Bowl Champions achieved school and state history by winning the 2018 MIAA Division 7 Championship game on December 1st at Gillette Stadium. Our Beavers beat St. Mary's of Lynn 17-0. It was a win for the record books with BVT being the first vocational school in Massachusetts to win a state championship. Wearing smiles and shiny new rings, the team and coaches were honored at the State House on April 23rd. Go BEAVERS!

Outstanding Vocational Technical Student of 2019

This award is presented each year by the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Vocational Association (MVA) to one student from each vocational technical high school in Massachusetts. The award recognizes students who have made significant contributions to their local school district and to the statewide vocational education system. Recipients must have excellent attendance, a minimum of a 3.5 GPA and vocational-related work experience. The students must demonstrate leadership qualities, technical competence, involvement in the community and extracurricular activities. Zachary Rivernider, a senior in Electronics & Engineering Technology is the 2019 recipient. He ranked 5th in his class of 301 students.

#61 Best High School in Massachusetts

BVT ranked #61 on U.S. News & World Report's 2019 Best High Schools list in Massachusetts and #1,290 nationally. Our overall score was 92.52 out of 100. Last year, we ranked #78 in the state and 1,877 nationally. To learn more, visit: www.valleytech.k12.ma.us/besthighschool

Innovative Successful Practices Project

AASA, The School Superintendents Association named Blackstone Valley Vocational Regional School District as one of the country's "Most Innovative School Districts" for implementing innovative approaches to expand and support student learning and achievement.

The Successful Practices Network and AASA conducted a yearlong study of innovative best practices in public K-12 school systems across the United States. From that study, 25 national Innovative Successful Practices systems were identified based on their ability to demonstrate rapid improvement in student learning and preparedness through innovative organizational and instructional practices.

By invitation only, BVT was asked to host an on-site visit. We supplied detailed best practices data to be analyzed and made students, staff, administrators, and community members available for interviews as part of the process. The Successful Practices Network and AASA developed a case study, titled Achieving the Unthinkable, based on their research, which can be found at:

www.valleytech.k12.ma.us/innovativesuccessfulpracticesproject

Community Projects

Our students participate in community projects each year, which give District residents a tangible return on their investment while providing our students with invaluable real-world, hands-on experience. Whether it's reconstructing a playground, creating a sign for your business, or remodeling a public building or local landmark, we believe giving back is a great opportunity to bring about change and make a positive impact

within the communities that support our students. BVT's work on capital improvement projects throughout our 13-town District is a welcome source of financial relief for local budgets by using internal talent and resources. We're proud to provide further savings for District residents, by inviting our stakeholders to enjoy discounted services in our student-run restaurant, salon, and design and print center.

In FY19, a total of 418 projects and services resulted in significant savings for our District:

Direct Savings to Towns:	\$197,700
In-school Projects, Installations, and Repairs:	<u>\$192,500</u>
Total savings to taxpayers:	\$390,200

A few of the FY19 community projects include:

New Roof for Hopedale Town Park's Message Kiosk

When the Hopedale Town Park needed a new roof for its damaged kiosk, they reached out to BVT and our talented students. Construction Technology Instructor, Michael Swanick led a team of students through the renovation and restoration process. Students removed the damaged roof, rebuilt the new roof and then fit it to the existing structure, matching what was already there, provided a hands-on learning opportunity for our students to complete structural and historic repairs on a roof. With signage displayed outside, this beautiful new message center kiosk roof will help protect printed signs from the elements.

Gathering in Style at Birmingham Court

Birmingham Court in Milford has a large multipurpose gathering room, built in the early 70s complete with floor to ceiling wood paneling and plaster issues. Wanting a more modern look, there were several options to consider. Opting for a fresh coat of paint, Benjamin Moore Paints, located across the street from their building, worked with BVT to provide materials needed for this project. Painting & Design Technology Instructor, George Creely and Construction Technology Instructor,

Michael Swanick led a team of students to remove the dated paneling, patch and repaint the interior walls, match up the electrical boxes and complete minor modifications for electrical. Thanks to this partnership, Birmingham Court now has a modern new room where the community can gather in style.

Bathroom Makeover at Miscoe Hill Middle School

When the Miscoe Hill Middle School in Mendon established a School Beautification Committee to address projects on their grounds, the outcome included a new partnership with BVT. Students in Construction Technology, Electrical, and Plumbing teamed up for this makeover. The bathroom was in poor condition and desperately in need of a renovation. Due to the heights of the existing fixtures, building code, and compliance issues of today, as well as the abuse it has taken over the years, the entire bathroom had to be re-done. This project included a full demolition and reconstruction, which included moving 30-year-old pipes so new pipes could fit into the existing space. This provided a challenge when working with new materials, and applications, but our students rose to the occasion. From new sheetrock and plaster, to closing up the walls, the bathroom makeover is complete. Knowing the importance of school pride, our students were glad to be involved in this project, helping make another school beautiful.

Return on Investment

BVT Budget Leverages Federal and State Funding to Enhance a Positive Learning Environment

Our School Committee developed the District's FY19 budget in a manner that adheres to strict state requirements while also responding to the challenges set forth by the State's Executive Office of Labor and Workforce Development, and the needs of local business and industry. Administration works in partnership with the Central Workforce Investment Board and other stakeholders to identify and respond to specific industries experiencing worker shortages and skills gaps. Despite a very modest increase in State Aid, the District leveraged grant and

other private funding opportunities to hold the operating budget to a 4.74% increase. As the State continues to raise the minimum contributions of our member towns (5.04% for FY19), the School Committee once again authorized the use of \$250,000 in available reserve funds to help offset the impact.

Administration, faculty, and students continually search out ways to improve processes, curtail energy consumption, and reduce waste in a manner that preserves the delivery of a quality education. We strive for teacher excellence through targeted professional development opportunities and stress the importance of a healthy lifestyle (students and staff alike) to promote a positive learning environment.

The District's FY19 operating budget of \$23,802,023 was funded primarily by \$9,036,498 in Chapter 70 & 71 State Aid and \$14,359,525 in Member Assessments. As a dedicated partner of our District towns, we remain committed to further assisting their fiscal management, austerity, and planning by presenting a single, consolidated annual request. Valley Tech operates within the dollars requested regardless of any unforeseen variables within anticipated revenue streams.

Grants: Complementing Community Support

BVT continues to aggressively pursue non-taxpayer resources available through public and private grants or donations to support enhanced learning, programs, and services for students. In FY19, local assessments were complemented by more than \$1.0 million in grants, private sector support, and efficiencies.

BVT furthered its commitment to bringing advanced equipment and curriculum to students with the receipt of MA Skills Capital Grants of \$234,149 for Advanced Manufacturing and \$125,000 for our Diesel Engine Technician Pathway. The Skills Capital Grant program of the Baker-Polito Administration provides direct investments in the most up-to-date training equipment designed to address skills gaps in critical

industries throughout Massachusetts. For example, the Advanced Manufacturing grant was used to purchase state-of-the-art equipment that provides training for the new adult evening school program students as well as our day manufacturing students. Given the shortage of skilled workers in the advanced manufacturing field, access to this equipment will help ensure our learners are developing the necessary skills to compete for employment or post-secondary opportunities in this field.

The Diesel Engine grant allowed us to expand our existing automotive technology curriculum through the introduction of a new Diesel Mechanic Technician course. The new equipment and facility upgrades provide student access to the necessary machinery and tools required to master basic diesel machine maintenance and service, hydraulics, diagnostics, and large wheel/tire maintenance training.

In addition to grants, BVT saved on capital expenses throughout FY19 by accepting donations of equipment and funding from businesses and industry partners. Automotive Technology received one such gift when MassBay Community College generously donated a 2012 Chevrolet Camaro Convertible and a 2014 Cadillac SRX4. Donations like these yield significant cost savings for BVT and provide valuable hands-on experience for our students. To assist in maintaining one of our student transportation vans used for community projects and educational field trips, Homefield Credit Union was added to the list of area banks who provide generous annual financial support.

Class of 2019: Upton

NHS: National Honor Society

NTHS: National Technical Honor Society

Jordyn Isaac Amero, Plumbing; Michael Robert Arduino, Electrical; Anthony James Bonina, Plumbing; Adele Ireland Brochu, Construction Technology (NHS/NTHS); Luke Gian Austin Carey, Drafting & Design Technology; Ryan Thomas Stouppe Conrad, Health Services (NHS/NTHS); Joseph Nicholas Flanagan, III, Drafting & Design Technology; Andrew Leo

Floyd, Electronics & Engineering Technology (NHS); Maia Kim Giglio, Information Technology; Olivia Onevai Harris, Business & Entrepreneurship (NHS/NTHS); Penelope Bernadette Hebert, Painting and Design Technology; Katie Marie Houskeeper, Electronics & Engineering Technology (NHS); Mackenzie Elizabeth LeClaire, Multimedia Communications (NHS/NTHS); Zachary Raymond Leveille, Electronics & Engineering Technology; Aidan Joseph Luetkemeyer, Automotive Technology; Maxwell Maurice Lynnworth, Multimedia Communications; Maria Ann Maloney, Culinary Arts; Jacob Ryan Martin, Automotive Technology; Logan Sawyer May, Advanced Manufacturing & Fabrication; Patrick Brian Ober, Electronics & Engineering Technology (NHS/NTHS); Kairat Patrick O'Toole, Drafting & Design Technology; Logan Walter Quinn, Advanced Manufacturing & Fabrication; Julia Rose Sexton, Culinary Arts (NHS/NTHS); Adam John Shobe, Heating, Ventilation, Air Conditioning and Refrigeration; Nicholas David Uhlman, Automotive Technology; and Madison Ann Woloski, Electrical (NHS/NTHS).

Our School Committee

The Blackstone Valley Tech School Committee is comprised of 13 dedicated individuals, elected district-wide, with representation from each of our member towns. With many years of experience in fields ranging from business and industry to law and education, they provide invaluable expertise in overseeing operations and setting District policy.

Chairman: Joseph M. Hall – Bellingham

Vice Chairman: Gerald M. Finn – Millville

Assistant Treasurer: Chester P. Hanratty, Jr. – Millbury

Secretary: Anthony M. Yitts – Grafton

Joseph A. Broderick – Blackstone

John C. Lavin, III – Douglas

Mitchell A. Intinarelli – Hopedale

Dennis P. Braun – Mendon

Paul J. Braza – Milford
Jeff T. Koopman – Northbridge
Julie H. Mitchell – Sutton
David R. Bartlett – Upton
James H. Ebbeling – Uxbridge

Superintendent-Director: Dr. Michael F. Fitzpatrick
Assistant Superintendent-Director/Principal: Anthony E. Steele, II
Assistant Superintendent for Finance and Operations: Kurtis W. Johnson
District Treasurer: Barbara A. Auger

In Remembrance:

Arthur E. Morin, Jr. (February 5, 1949 - January 10, 2019)

The District School Committee was saddened to learn of the passing of longtime Milford representative, Arthur E. Morin, Jr. in January. "Artie" served faithfully on the Committee for 23 years until stepping down in 2017. He will be missed.

MENDON-UPTON REGIONAL SCHOOL DISTRICT

Superintendent's Annual Report 2019

Dr. Joseph P. Maruszczak

We empower all learners to *thrive*.

Those six simple but powerful words are the mission statement of the Mendon-Upton Regional School District. Thus, all of the decisions that are made concerning our many fine programs and services are with this end in mind. Due to our communities' ongoing support, the state of the Regional School District remains strong. Our recent accomplishments include:

- The MURSD was named as a *Green Ribbon District* by the U.S. Department of Education. We were one of six districts nationwide that was honored for leadership in reducing environmental impact and costs, improving the health and wellness of students and staff, and delivering effective environmental and sustainability education.
- The district was also included on the 9th Annual *AP District Honor Roll* by the College Board. This distinction is based on the results of Advanced Placement (AP) test results over a three-year period, from 2017 to 2019. The designation is given to schools who have increased participation/access to rigorous AP coursework and also improved AP performance. In 2019, 364 AP tests were administered to 180 Nipmuc students, and 73% received qualified scores (3 or higher).
- The district's Performing and Visual Arts Programs in the schools remain remarkably strong! Each year, the work of between 50-60 MURSD students is recognized in the annual *Art in the Valley* exhibition. Thirty-eight students across all grade levels had their juried works exhibited at the State Transportation Building in

Boston during Youth Art Month in February and March of this year.

- At Miscoe Hill, over 70% of our students are involved in at least one performing arts group (band, chorus, or drama). During this current school year alone, 22 Mendon-Upton students were named as Central Massachusetts District Performers for their excellence in chorus, band, or jazz. A remarkable feat!
- Our district emphasis on social-emotional learning continues on a daily basis, as the district remains be a founding member of the *Excellence in Social Emotional Learning (ExSEL) Network*, a statewide network of 19 public school districts that share current research and best practices in improving social-emotional competencies for all students. As a result of this partnerships, our elementary and middle schools are implementing a PBIS (Positive Behavioral Interventions & Support) Program to promote the explicit teaching of behavioral expectations and rewarding students for following them.
- In the last year the district has received over \$140,000 in competitive grant funding to create innovative programming for students at Miscoe Hill Middle School in creating a MakerSpace known as the *Inspired Innovation Center*. This laboratory space has been designed to teach students the design process, as they can use both traditional tools and emergent technology to create new STEM-related products that spark creativity and imagination. Together with a curriculum from the nationally-renowned *Project Lead the Way*, we will be expanding this programming into the upper elementary grades for 2020-21 and beyond.
- Our unprecedeted participation and success in both middle school and high school athletics continues. At present there are 25 interscholastic sports at the high school and 13 sports available

to student athletes at the middle school. There are also two co-op opportunities (boys hockey and boys and girls swimming) at the high school level. Significantly, there is an increase in participation (up 26% in the past two years) and also success as measured by countless post-season tournament appearances and league championships. Most important is the athletic program's focus in promoting greater connections between the school and community, providing leadership opportunities for student athletics, and creating the "whole" athlete.

In addition to our students achieving at very high levels, the district's work continues to be guided by a robust strategic plan, entitled *Inspire* (available at www.mursdinspires.org). The parents, students, community members, and educators that came together to craft a dynamic vision that will sustain our district over the next five years. The team was faced with this simple fact: we are living in a world of constant change and the reality is that we are preparing a generation of students for jobs that may not exist today. Thus, there was strong consensus to focus on school structures and practices centered around five core beliefs about learning. We believe that learning happens most *powerfully* and *deeply*:

- When we establish relationships that create a safe, inclusive, and supportive environment
- When we are active, creative, purposeful, and reflective
- When we nurture curiosity, discover interests, and pursue passions
- When we engage in authentic experiences and create products that have meaning and relevance beyond the classroom
- Through meaningful collaboration among students, educators, families, and the larger community

Our plan contains strategic objectives and initiatives that are focused around these five non-negotiable conditions for learning. Also prominent in *Inspire* the MURSD has created a *Portrait of a Graduate* profile to answer this question: ***What are the skills necessary for success for all students in this rapidly changing, increasingly diverse, and interconnected world?*** The *Portrait of a Graduate* competencies move MURSD students and staff members to look beyond the high-stakes testing environment and help our students develop skills, so they can be successful in the world and in the workforce of the future. These competencies include skills such as effective communication, the ability to collaborate, mindfulness, problem-solving, and global awareness. The intent is to create a tangible set of outcomes that all stakeholders can expect to see in our graduates. Alignment of this vision to resources, time, and professional practices will be necessary so all students may have opportunities to develop each aspect of the portrait to their fullest potential.

The FY2021 MURSD budget proposal represents a significant request to the taxpayers of Mendon and Upton. To be sure, our district is once again at a key inflection point. There are two possible paths moving forward: one of sustained growth and fulfillment of our vision, and the other of regression. Grateful for the significant investment that the communities of Mendon and Upton make in the public education of our children, the district has made tremendous strides in providing an outstanding education to the community's children, and if we are to continue this progress, ongoing financial support will be required. I thank you for the investment in our most valuable commodity, our children. In return, the 308 professional and support staff members of the MURSD are committed to producing outstanding returns on that investment, namely so every learner in our communities may *thrive*.

Cordially,

Dr. Joseph P. Maruszczak
Superintendent of Schools

Assistant Superintendent of Schools
Dr. Maureen Cohen

Curriculum Office

The Curriculum Office is responsible for coordinating the following activities:

- Professional development opportunities for the district
- Curriculum review, revision, and alignment to the Massachusetts Curriculum frameworks
- Ongoing development and articulation of curriculum, both vertically and horizontally
- State and Federal Entitlement Grants and Competitive Grants
- Mentoring and New Teacher Induction Program
- Support, resources and professional development for the new Educator Evaluation System
- Evaluation and recommendations of instructional materials, methods, and programs to support curriculum
- Analysis of student performance using multiple data sources
- Adhering to and implementing Department of Elementary and Secondary Education mandates

Grants

In 2019, the district was successful in receiving numerous entitlement grants. The Curriculum Office is responsible for the writing and management of many of the district grants. For example, in total, the district was able to receive over \$210,000 in grant money. We have seen a decline over the past few years in the amount of funding provided by

the federal government through entitlement grants. Below is a listing of some of the entitlement grants received:

- Title I Grant: targeted assistance to students in reading, writing, and mathematics to students through Title I tutors at Memorial Elementary School, and Miscoe Hill Middle School
- Title IIA Grant: teacher quality/mentoring program and professional development
- Title IV Grant: exploration of modern learning pathways and social emotional learning supports

In the area of competitive grants, our Director of Technology Integration also secured a highly competitive ASA grant to create the Inspired Innovation Center at the Miscoe Hill Middle School for \$99,000 and a \$1,700 MassCUE grant for a weather balloon project at Miscoe. We also secured a civics grant for social studies curriculum work for \$5,000.

Curriculum Review and Revision Process

The Curriculum Review Process, launched in 2019, is a process for the systematic ongoing evaluation of curriculum, instruction, and assessment across all content areas. High-quality standards-aligned curriculum is essential to supporting the teaching and learning process. Our district believes that exemplary teaching and high-quality curriculum equip our students with the skills to create solutions for a rapidly changing, technologically rich, and diverse world. Participating in curriculum review provides the opportunity for careful evaluation of our current practice in order to maintain high academic standards and educational opportunities for all students, to align to local, state, and national frameworks, and to remain current with the best instructional practices. With the release of new social studies standards and civics legislation in 2018, a social studies curriculum review team completed a self-study of the strengths and needs in social studies.

To view our currently published district curriculum maps go to the following link: <https://mursd-public.rubiconatlas.org/Atlas/Public/View/>

To view our curriculum review process and posted reports go to:
<https://mursdcurriculum.weebly.com/curriculum-review-materials.html>

Professional Development

The Mendon-Upton Regional School District is dedicated to helping its educators improve their practice through participation in high quality professional development. High quality professional development is a set of coherent learning experiences that is systematic, purposeful, and structured over a sustained period of time, with the goal of improving teacher practice and student outcomes. Through our district strategic planning, we prioritize our professional development to support our district initiatives. In 2019, our professional development focused on Project-Based Learning, Social-Emotional Learning, and Innovative Practices.

Professional Development Days

The following is a highlight of the key objectives for our professional development days in 2019:

January 18, 2019: Project-Based Learning, ALICE Protocol safety training, Interdisciplinary Unit Design, World Language Proficiency Assessments, Co-Teaching.

March 8, 2019: The Inspired Learning Convention with numerous sessions focused on deep inquiry, student agency, authentic learning, purposeful use of technology, and flexible learning design.

May 10, 2019: Project-Based Learning, Teaching Civics, Scratching the Surface of Student Behavior, Understanding and Responding to Students with Emotional and Behavioral Challenges

August 26, 2019: PowerSchool Training, Mindfulness Strategies, Students with Anxiety

October 11, 2019: Teacher Directed Professional Development Day with sessions on topics, such as: Mental Health First Aid Training, CPI Restraint Training, PowerSchool, DESMOS for math teachers, Portrait of a Learner, RTI process, curriculum development, student led conferences, mindfulness, and makerspaces.

Book Studies and #InspiredLearning Digital Conversations

In 2019 numerous faculty members, administrators and staff participated in the following book studies aligned to our district themes of social-emotional learning and project-based teaching:

Onward: Cultivating Resilience in Educators, Mindfulness for Teachers, No Such Thing as a Bad Kid, Project-Based Teaching, Mindful by Design, What if?

We also continued our *#InspiredLearning* online digital conversations with numerous authors including:

Elliot Washor, *Leaving to Learn*

Jal Mehta, *In Search of Deeper Learning*

Mike Caufield, *Web Literacy for Student Fact-Checkers*

Julie Coiro, *From Curiosity to Deep Learning*

Joshua Eyler, *How Humans Learn*

Louisa Rosenheck, *Resonant Games*

Sean Michael Morris and Jesse Stommel, *An Urgency of Teachers*

You can find these by listening to our The Inspired Learning Author Podcast Series in Apple Podcasts or viewing them under the Blog tab where you will find the #Inspired Learning Author Series on our Curriculum Website: www.mursdcurriculum.weebly.com

Professional Development Affiliations. The district maintains support of professional development for our faculty and staff not only within the district, but also through a variety of regional options. Our teachers are constantly seeking to update their skills and content knowledge with outside professional development as well. Many external organizations provide opportunities for professional growth. The staff is encouraged to attend seminars and workshops that address district goals and/or areas of certification. Ongoing support for conference attendance, study group

activities, and partial tuition reimbursement for graduate courses are some of the strategies used to support our staff. To view our district professional development website go to: www.mursdpd.weebly.com

Blackstone Valley Curriculum Consortium. A vital group that our district is an active member of is the Blackstone Valley Curriculum Consortium (BVCC). The BVCC consists of eleven local districts (Bellingham, Blackstone Valley Technical High School, Blackstone-Millville, Grafton, Hopedale, Milford, Millbury, Northbridge, Sutton, and Uxbridge). All of the BVCC directors and assistant superintendents work together to plan shared professional development for our specialists (P.E./Health, Art, Music and Technology), as well as other specialty areas such as Nurses, O.T., P.T., Guidance, World Language and the Speech and Language staff. Furthermore, the BVCC provides professional development workshops and courses at no cost to member districts. More information can be found at: www.blackstonevalleycc.weebly.com

Local Staff Development Opportunities. Another collaborative our district belongs to is the Local Staff Development Opportunities Organization (LSDO). LSDO is a collaborative group of educational administrators from Bellingham, Blackstone-Millville, Foxboro, Franklin, Mansfield, Mendon-Upton, Milford, Millis, Norfolk, North Attleboro, Norton, Plainville, Uxbridge, and Wrentham who work together to effectively offer high quality, content-related professional development programs to their respective faculties. All LSDO courses are developed through a comprehensive multi-district needs assessment, which targets topics the teachers have requested. LSDO offerings on common professional development days in 2018 included sessions for school nurses, music, and world language. More information on the LSDO offerings can be found at: www.localstaffdevelopment.weebly.com

The Inspired Learning Convention. In 2019, the district launched its second annual Inspired Learning Convention. The purpose of the Inspired Learning Convention is to share inspiring project plans and facilitate

conversations on how they can be implemented in different school contexts. This day-long PD event is geared toward educators interested in bringing relevant, authentic learning experiences that learners will remember throughout their lifetime back to their classrooms and school communities.

Summer Professional Development

In the Summer of 2019, 25 teachers participated in summer curriculum work in development of revised courses and collaborative units. More than 40 teachers participated in three days of district sponsored Project-Based Learning Workshops, as well as comprehensive Mental Health First Aid Training.

Respectfully submitted,

Dr. Maureen Cohen, Assistant Superintendent

Administrator's Report

Director of Student Support Services

The Student Support Services Department of the Mendon-Upton Regional School District is responsible for the special education services for eligible students ages three through twenty-one. Mendon-Upton school faculty and administration adamantly adhere to including students with disabilities in the general education classrooms and follow the mission to create a classroom environment that respects all ability levels and learning styles.

The Mendon-Upton Regional School District acknowledges the significance of meaningful inclusion and instructional excellence. To this end, in all four of our district school buildings, the general education teachers, special education teachers, and paraeducators are working collaboratively in the planning, teaching, and assessing students' progress in the general education curriculum. Co-teaching classrooms feature a general education teacher and a special education teacher sharing

instructional responsibility for all students and work as equal partners in a single classroom.

Educating students in the least restrictive environment is mandated by state and federal standards and recognized as best practice by the district. Due to unique and varied learning profiles some students need more supportive programs and more intense instruction in order to make effective progress academically, socially, and behaviorally. In addition to a comprehensive inclusion model, the district has various educational opportunities in all four buildings that can support the diverse education needs of the student body.

The Mendon-Upton Regional School District offers an Integrated Pre-Kindergarten Program that provides a structured learning environment for children both with and without disabilities. Our integrated pre-kindergarten follows the Tools for the Mind curriculum combining activities specifically designed to promote self-regulation and with research-based academic activity content. Children with disabilities are provided additional support and specialized instruction as directed by their Individualized Education Programs. These services are not only provided by the pre-kindergarten staff, but also the speech/language therapist, occupational therapist, and physical therapist as needed in an integrated service-learning approach. The district works collaboratively with early intervention programs to ensure eligible students are ready to receive specialized instruction and/or related services starting on their third birthday.

The elementary and secondary levels support the STAR Program (Success Through Alternative Resources). The curriculum practiced in the STAR classrooms is primarily based on the principles of Applied Behavioral Analysis that features teaching methods including: task analyzed instruction, discrete trial training, fluency-based instruction, incidental teaching methods, and behavior reduction strategies. The STAR program offers behavioral interventions, student specific inclusion opportunities,

parent support, as well as consultative support to general education teachers.

Students also receive support in a small group setting at the elementary and middle school levels using explicit instruction within a teaching/learning framework that isolates and directly teaches to the individualized student's needs (i.e. reading, written, spoken language, and/or math skills) consistently across the instruction. In this smaller setting, information is presented in a highly structured, organized manner, using oral and visual methods to support both written and spoken language comprehension emphasizing key concepts and main ideas.

New this year to the Miscoe Hill Middle School is the Bridge Program. Bridge provides clinical support, family support, academic and care coordination services to students who are transitioning back to a full schedule after missing extensive amounts of learning due to serious mental health, medical, or social/emotional challenges. Program staff strive to coordinate resources within Miscoe Hill and the wider community, and partner effectively with families, to help each participating student finish the school year ready for successful promotion to the next grade level with their peers.

Nipmuc Regional High School is the home of the Vista Program. The Vista curriculum is provided in a small group setting, but allows for opportunities for inclusion as well as outside activities within the community. Academically, reading, written language, mathematics, social studies and science are the core, base curricula within the academic day. A life skills component related to current events, health, nutrition, safety, money handling skills, and community involvement, including travel within the area, is also part of this comprehensive curriculum.

A Transition Program is offered for students with disabilities from the ages of 18 through 21. The Transition Program curriculum covers a wide

range of functional skills that students will need to lead independent and productive adult lives. Core elements of the program integrate specific academic, social, communication, self-determination, and activities of daily living skills into learning environments that include the school setting, the community, home, and vocational training sites. The Transition Program is the bridge from school services to adult services.

The Mendon-Upton Regional School District's Special Education Parent Advisory Committee (SEPAC) meets regularly across the context of the school year. SEPAC meetings provide a forum for parents to share relevant information and create a network of support. SEPAC contact information and meeting schedule can be found on the district's website.

The mission of the Mendon-Upton Regional School District, in partnership with our communities, is to deliver a progressive, modern learning educational experience focused on the unique needs of each child, providing them a competitive advantage in the 21st century. The Student Support Services department affirms this commitment and uses this goal as a benchmark when developing and maintaining programs worthy of distinction. These programs, described in the aforementioned paragraphs, provide all students with an education that promotes intellectual rigor, responsible citizenship, and lifelong learning.

Respectfully Submitted,
Dennis Todd, Director of Student Support Services

Administrator's Report
Nipmuc Regional High School

Nipmuc Regional High School is excited to share an update on the work, progress, and learning of our school community throughout 2019. Included below are some of the highlights from the year.

Class of 2019: On June 1, Nipmuc hosted its 59th annual commencement as 154 students received their diplomas. Approximately, 91% of graduates matriculated at colleges and universities, 3% went onto employment, 3% embarked on career education, 2% took a gap year, and 1% went into the military. In recognition of their achievement, students in the class of 2019 earned \$89,112 from local scholarships and earned \$5.3 million from the colleges and universities they will attend.

Continued Excellence and Achievement: Nipmuc's students succeeded on the redesigned Massachusetts Comprehensive Assessment System (MCAS). Nipmuc made "substantial progress toward targets" with 77% of students meeting or achieving expectations in English Language Arts testing and 75% of students meeting or achieving expectations in mathematics, both 16% higher than the Massachusetts average. In addition, 90% of students earned proficient or advanced scores in science which is also 16% higher than the state average. Nipmuc's Advanced Placement (AP) program administered 364 tests across 15 courses; 73% of students received qualifying scores, earning credits for college courses while still in high school. Nipmuc also received notification of being awarded the College Board's AP Computer Science Female Diversity Award. Nipmuc's world language department celebrated the recognition of twenty students, four with distinction, as recipients of the Seal of Biliteracy. In recognition of the school's standardized testing achievement and the quality of preparation for success in college, *U.S. News and World Report* ranked Nipmuc in the top 10% of our nation's high schools.

Empowering Student Voice: Nipmuc continued its work to empower student voice and engage in collaborative leadership through a variety of forums. Food for Thought Lunches provided over 150 students and 39 educators with the chance to participate in action-oriented conversation about the goals of the school. Lead Learner Workshops at Nipmuc continued into their third year, providing an opportunity for all members of the school community to lend their voice to the leadership of the

school. Twenty-four educators participated in the Shadow a Student Challenge in which they were paired with a student volunteer and become a student for the day, gaining insight on life as a student. In addition, at the beginning of the 2019-2020 school year Nipmuc launched “Lunch and Learns”. These informal workshops allow students to share their interests, skills, and talents with the larger school community, celebrating the school’s culture of learning.

Inspired Learning Days: In 2019, Nipmuc hosted two Inspired Learning Days (ILDs). Inspired Learning Days are full-day learning events that are co-constructed with students and provide opportunities to practice skills needed for success in careers and the community. The 2019 Inspired Learning Days helped students and teachers to explore the district’s strategic plan by connecting all of the workshops to the themes of “Empowering All Learners to Thrive” and “The Community as Our Classroom”.

Portrait of a Learner Scholars Program: Nipmuc explored the skills needed for success in the world beyond our classrooms by creating the Nipmuc Portrait of a Learner Scholars Program. This program highlighted the unique talents and interests of Nipmuc’s students by creating digital profiles that capture the students’ stories and show exploration of the Portrait of a Learner.

Innovative Practices: In recognition of the school’s work as a state and national leader in reimagining school to meet the needs of the modern world, Nipmuc was featured in a nationally recognized podcast *Modern Learners* in an interview entitled “Creating a New Story of Learning”. Additionally, highlights of the district’s innovative programs were published in *School Administrator*, the national publication of school superintendents, in the article “Stretching the Concept of What’s Possible”.

Innovative Conceptual Engineering Design (ICED) EPIC Challenge: The ICED EPIC Challenge is a program hosted by Nipmuc teacher James Gorman, offering students the chance to collaborate with peers and professionals as they explore engineering concepts. The program is designed by former astronaut Dr. Charles Camarda who partnered with Nipmuc to design engineering challenges that ask students to design innovative solutions to practical challenges related to space travel and exploration. Through the program, Nipmuc students traveled to Finland and the Kennedy Space Center during 2019. In addition, the ICED EPIC Challenge hosted a three-day convention at Nipmuc, providing keynotes and workshops from astronauts, STEM industry leaders, and distinguished educators.

Warrior Athletics: Nipmuc's athletic program experienced a great deal of success in 2019. The 2019 athletic season was highlighted by the members of our co-op boys ice hockey team winning the Division 3A state championship. Nipmuc earned recognition on the MIAA Sportsmanship Honor Roll for the sixth consecutive year. The school also established its first unified sports team, offering student-athletes of differing abilities the chance to work together as teammates, enjoy the opportunity to compete, and to represent the Nipmuc community.

We encourage you to stay connected to Nipmuc's journey by viewing The Nipmuc Roadmap, a digital timeline that captures, shares, and celebrates our journey to reimagine school. You can access *The Nipmuc Roadmap* at <http://bit.ly/nipmucroadmap>.

Respectfully submitted,

John Clements and Mary Anne Moran, Co-Principals

Administrator's Report
Miscoe Hill School

The Miscoe Hill Middle School staff, students, families and community members have embraced the mission of the District Strategic Plan: *Empowering all learners to thrive*. The developmental needs of students in early adolescence are unique and require a unique skill set of the adults who support their learning. For students to grow and thrive requires expertise in supporting the many physical, mental, emotional and social changes that occur between the ages of ten and fourteen. This is the focus of the Miscoe Hill Middle School.

During the 2018-19 school year, educators analyzed the skills identified in the district's Portrait of a Learner competencies. Several Miscoe students participated in workshops offered to this end at Nipmuc. These students subsequently facilitated Miscoe faculty meetings, leading the adults in unpacking the skills of the competencies and guiding discussion as to how proficiency in these skills could be exemplified at each middle school grade level. We are excited for this process to be implemented with our students in the coming school year.

Safety is always a priority in our schools. The addition of fifty-six security cameras at Miscoe has allowed for increased ability to monitor activity both within the school as well as on school grounds. Our school resource officer was able to assist the district in adopting the use of Rave Panic Button, which, as identified on the app website, is an *app that clearly communicates an emergency to 9-1-1, on-site personnel, and first responders. Rave Panic Button shortens response times and improves safety for all those in the immediate area*. Additionally, our school resource officer supported Miscoe in procuring the Raptor Visitor Management System, a school security system that allows visitors to sign in with a valid license and, as identified on the website, *screens for sex offenders, alerts staff of custody violations, and provides reporting for all visitors*. Lastly, staff were provided training on the ALICE response to a violent intruder, and parent information nights were hosted to support understanding of this response and how it would be rolled out with students.

In terms of curriculum and instruction, Miscoe staff were involved in several opportunities for creating new or updating existing curricula. After participating in professional development to learn the skills of developing Project Based Learning, many staff members revised units to reflect the importance of student choice and voice as well as to increase opportunities for higher order thinking through open ended questions or avenues for exploration. The end result of one such collaborative effort is the planning of an interactive trail on the Miscoe campus that will allow for intercurricular learning opportunities. After reviewing student performance data and current research on ability grouping, the decision was made to remove ability grouped classes from the Miscoe schedule, with the exception of both a pre-algebra and algebra offering in grade eight. This effort creates more equitable access to curriculum and instruction and allows for differentiation based on progress monitoring rather than placement. Another significant change is that all Miscoe students now take both physical education and wellness every year.

Lastly, our social studies department worked to revise curriculum maps to reflect the emphasis on Civics evident in the revised Massachusetts Frameworks and to create vertical alignment in the standards. Miscoe staff is excited to continue to explore opportunities to increase rigor and opportunities to develop 21st century skills.

Our Positive Behavior Intervention and Support Committee (PBIS) unveiled our matrix of behavioral expectations. Students are engaged in examining one area of the school or campus and identifying the behaviors in this area that lead to a positive school culture and climate. The decision was made to start with hallways, and the effects were immediate. The remaining areas of the school, grounds, and buses will be addressed in the coming year. Student engagement in the process has been a driver in student ownership of meeting these expectations.

In relation to the work of the PBIS committee, social emotional learning (SEL) has come to the forefront at Miscoe. A cohort of educators

attended trainings or train-the-trainer models of professional development. This group will form a building based SEL committee to determine the competencies that will be explicitly taught and assessed. The social emotional needs of educators will also be a focus of this work. In an effort to address existing needs, our school counselors partnered with a local service so that therapy dogs can be present for students to access several times a month. We hope to increase availability of the dogs over time, as the results of this practice are positive and immediately apparent.

Another factor with immediate positive impact is the newly formed *We Care Miscoe* Committee. The members and volunteers are led by parents Diane Duncan and Lisa Loo. The mission of this group is to improve the aesthetics and functionality of the spaces at Miscoe and instilling a sense of pride and ownership. Students have worked alongside staff, families, and corporate volunteers to revitalize the landscape, give bathrooms make overs, and refresh the paint on doors and signage. Our locker rooms and lobby have received face lifts, making for a much stronger impression on visitors to our school. Our school community is awed by this committee's efforts and so grateful for this support.

One last item to note is the achievement of one of our teachers. Mrs. Alice Gentili, our grades five and six art teacher, was recognized by NAEA as the National Middle Level Art Educator of 2019. Mrs. Gentili is an Apple Teacher, a Google Certified Educator and Lifelong Maker, using iPads in the art classroom to design for 3D printing, and for digital art, media art, and Google Classroom. In 2013, she authored and completed the Every Day Drawing Challenge to create 365 paintings on the iPad. She is currently focused on developing project-based middle level STEAM curriculum for the Maker Centered Classroom. Mrs. Gentili is the recipient of several grants for art education and technology. As an art teacher at Miscoe for the past twenty-one years, she has impacted hundreds of students' learning, creativity and growth. We are fortunate to have her as a member of our esteemed faculty.

Respectfully submitted,
Jennifer Mannion, Principal

Administrator's Report
Memorial Elementary School

Memorial School's Mission Statement is, "In partnership with families and the community, Memorial School empowers our students to become active learners and to be socially responsible in an ever-changing world."

Memorial School's goals for the 2019-2020 school year reflect our commitment to providing students with meaningful and rigorous learning opportunities by increasing our capacity regarding the beliefs, cultures, and context of modern learning. In addition, we strive to support the social emotional and behavioral health of all students through a tiered approach to social emotional learning. We understand that in order to support our students, the staff needs to practice mindfulness and self-care. This year, the Memorial School staff have adopted personal goals, with action steps to support their understanding of modern learning and the promotion of social emotional learning and wellness. Teachers have participated in a book study addressing resilience titled Onward Cultivating Emotional Resilience in Educators by Elena Aguilar. They began the school year by choosing from several workshops including the following "Moving from Survival Mode to Learning Mode", "Compassion Fatigue", "Top 25 Stress Busters", and "Mindfulness in Schools". Teachers also accessed professional development opportunities in the area of project based learning and have begun to implement a number of strategies to promote real-world connections and to encourage students to share their work with authentic audiences. Second graders learned about life in Africa and raised funds to purchase animals through Heifer International for an African village, in an effort to improve their quality of life. In partnership with the Crayola Color Cycle program, third graders made a public service announcement about the recycling of markers, shared it with the school community and collected 7081 markers

throughout the year to recycle, rather than add to landfills. Teachers at all grade levels have also explored “Genius Hour”, providing students with agency to determine what they want to learn about, how they choose to explore the subject, and share the information they learned. We have participated in the district’s design challenges which have included “The Marshmallow Challenge” and “Project Wilbur: The Fourth Little Pig”. This year, students had the opportunity to choose their own learning adventure through the district-wide Inspired Learning Days. After sharing what they were interested in learning about and/or experiencing, staff members volunteered to run multi-age workshops addressing a variety of topics including: origami, animals, Upton history, athletes, Brain Gym, crafting with puffy paint, coding with Spheros mini robots, dance, how instruments work, karate, and more.

At Memorial School we view teaching and learning from a holistic perspective, understanding that social, emotional, and behavioral skills are essential components in education. Students participate in bi-weekly KCC (Kindness, Caring Club) lessons with the Specialist Team. They also receive Second Step lessons in their classrooms and through KCC. Second Step is a program which promotes conflict resolution, perspective taking, and effective communication through a variety of activities, including role playing. This year we have continued with the implementation of RISE, based on Positive Behavior Intervention and Supports (PBIS). RISE is an acronym for RESPECT, INCLUSIVITY, SAFETY, and EMPATHY. Through monthly assemblies, classroom incentives, and school wide supports, students are explicitly taught the different behavioral expectations in a variety of school settings. Students can earn and collect “brag tags” for demonstrating “RISE” behaviors each month. In addition, students and staff have been trained in Zones of Regulation and are able to use the vocabulary to describe how they are feeling, as well as identify strategies to assist in the reduction of anxiety, stress, etc. With the support from the Memorial School PTO, teachers have had the opportunity to create sensory baskets and create break areas within the classrooms for students to utilize when they feel they need to regulate. Students also

have the opportunity to use flexible seating throughout the building to best meet their working preferences.

Technology integration is an important element in all areas of our curriculum. Students and staff utilize desktops, laptops, document cameras and iPads to conduct research, communicate with others around the country and throughout the world, share their learning through presentations and blogs, as well as design and create their own videos and books. This year, students have begun creating digital portfolios, which they shared with parents during spring conferences. Every classroom is also equipped with an interactive whiteboard to promote greater engagement through the use of online features with our literacy, math, and science programs. Programs such as Razz Kids, Extra Math and IXL allow students to practice their literacy and math skills from home. Teachers at Memorial Elementary School strive to remain current in the area of technology integration and share their strategies with colleagues through “Lunch and Learns”, as well as by offering workshops before and after school.

In addition to taking pride in the exceptional work that they have done in the classroom, the students had the opportunity to display their work with the specialists at the Memorial Elementary School Specialists’ Night. The evening consists of family music lessons, digital portfolios, artwork which was showcased throughout the building, poetry and fairy tales written by the students, as well as dance routines/exercises and maker-space activities.

Memorial Elementary School has been recognized as an International Spanish Academy. The International Spanish Academy Program was established by the Ministry, through the Education Office of the Embassy of Spain to promote the development of quality Spanish-English bilingual education programs that promote high academic standards, as well as provide students with the values of multicultural education. This year, two visiting teachers from Spain have joined the staff at Memorial

School. Students have had the opportunity to communicate with a classroom in Spain through Skype. They also used technology to develop a virtual tour of our school as they expanded their use of Spanish and 21st Century communication skills. Currently, Memorial School houses Spanish immersion classes for kindergarten through fourth grade.

As a result of the coordinated efforts of our reading specialist and tutors, Memorial School continues to conduct universal screenings at all grade levels in the area of reading and mathematics. Through our Response to Intervention (RtI) program, we are able to provide intensive remediation with letter recognition, letter/sound correspondence, decoding, blending, fluency, and reading comprehension as part of our regular education support system. Tutoring is also provided through regular education in the area of mathematics. Students are provided with small group instruction to receive remediation in specific skill areas, as well as the mastery of math fact fluency. Ongoing progress monitoring allows us to identify areas of concerns quickly and document student growth for more personalized interventions. At Memorial School we provide special education services in the least restrictive learning environment. There are inclusion classrooms at the first through fourth grade levels in which a general education teacher and a special education teacher co-teach, meeting the needs of students on individual education plans. This also allows for incidental inclusion in small group activities to provide differentiated instruction.

Memorial Elementary School is fortunate to have committed groups of community members working in partnership with our school toward a common vision, and with a commitment to education, to ensure that all students are successful. The Memorial Elementary School Council and Memorial Elementary School Parent Teacher Organization are critical members of the school community. In addition, MUEF (Mendon Upton Education Foundation) has funded grants for innovative programs. They supported Cubelets, Blue Bots, Spanish immersion exchange and Google Expedition to promote innovative instruction. The Upton Fire

Department visits students at Memorial School bi-monthly to teach fire safety. We continue to work closely with both the Upton Fire Department and Upton Police Department to review and revise safety protocols.

To meet the needs of our families, the Before and After School Program continues to offer childcare at Memorial Elementary School. Parents are able to access care from 7:00 a.m. until 6:00 p.m. This program also offers an exciting variety of activities through their Summer Fun Program. Students are also invited to participate in a number of enrichment activities, which are offered before and after the typical school day. The enrichment activities are taught by Memorial Elementary School teachers and include titles such as Silly Sports, Basketball, Legos, Running Club, Music with Computers, Science Club, Art Club, and CrossFit for Kids, Fun with Bugs, Spanish, and Crazy Crafts.

In addition to the excellent instruction that takes place at Memorial Elementary School, the school community has come together to support others through their participation in a number of charitable opportunities. Students and staff raised twenty-three thousand, seven hundred dollars (\$23,700) for the American Heart Association through the *Jump Rope for Heart* program. Together the students and staff at Memorial Elementary School raised one thousand three dollars (\$1,003.00) for the United Parish Food Pantry of Upton through our Kindness and Caring in our Community Project. We have collaborated with Alternatives Unlimited of Whitinsville. They visit once a week to update our Principal's Pride bulletin board. The Memorial Elementary School staff participated in the *Giving Tree* program, providing support to families in need during the holiday season. Working with St. Gabriel's Church, we distributed groceries and gifts for Thanksgiving, Christmas, and Easter. To support our students during the summer months, "Beyond Bundles" were shared with several families. In partnership with the Bloomer Girls, students wrote holiday letters and drew pictures for Upton service members stationed in the states and overseas. Students participated in a school-wide walk in support of the Juvenile Diabetes

Research Foundation, raising one thousand, two hundred, and seventy-five dollars.

The staff of Memorial Elementary School believes in supporting family friendly activities to promote a strong home-school partnership. Families were invited to participate in numerous activities, including the kindergarten playdate prior to the beginning of the new school year. First graders shared their discoveries at a Science Fair, as well as their Hundred Day Museum. The Science Matters play with second graders was a big success. The Fourth Grade Chorus performed at a Worcester Railers game. Third grade students learned about town government during their annual field trip to the town hall. They also participated in a mock town meeting. We enjoyed welcoming community members to our Veterans Day Concert and shared holiday cheer with our Community Caroling. In addition, first graders hosted an Author's Tea in which they shared books they had written. Local senior citizens were invited to the Caring Breakfast enjoying songs, poetry and special gifts from our first-grade students.

Respectfully submitted,
Mrs. Debra Swain, Principal
Memorial Elementary School

Administrator's Report
H. P. Clough Elementary School

The Henry P. Clough Elementary School's Mission Statement is: "We, at the Henry P. Clough Elementary School are committed to working collaboratively with students, parents and the community to create a trusting and caring environment where excellence is achieved through high quality, research based instruction that is focused on the unique needs of each child. Exemplary teaching and a high-quality curriculum equip our students with the skills to create solutions for a rapidly changing, technologically rich, and culturally diverse world."

The faculty at Clough has fully embraced the Superintendent's challenge to re-think instruction and to focus on students and their learning interests first. All grade level teachers have been using aspects of the "Maker" movement to enhance education. One example is when every single Clough student Pre-K through grade 4 took part in the district-wide Maker Ed Marshmallow Challenge. Another example of this is the eight-week maker-ed workshops offered to our fourth graders. Clough specialists, along with the fourth-grade teachers, surveyed the students to better understand their learning interests. Eight makerspace themes were designed around the identified student interests. The themes included coding, cooking, fashion design, sports, robotics/Legos, 3D art, game making and video production. Each student chose a theme and was assigned to a teacher/facilitator who would act as a mentor over the eight-week learning adventure. In the end, birdhouses were made, new sports invented, fudge was perfected, and games, videos and robots were developed. Most importantly, the children learned skills that they will continue to fine tune throughout their lives. They learned how to plan a major project, how to seek advice from experts, how to troubleshoot when things go wrong, how to collaborate and communicate and how to hustle to meet deadlines. As educators, we are confident that these types of learning experiences will prepare our students for the challenges they will face in an ever-changing, high-tech, global economy.

At the H. P. Clough Elementary School, technology plays a vital role in the delivery of education to our students be it woven into the daily classroom curriculum, weekly technology-based classes with our technology specialist, or offered as an enrichment class such as Robotics. Students have daily exposure to the use of iPads, laptops, and desktop computers to explore a variety of applications such as Type to Learn, Internet Research projects that incorporate the Microsoft suite; Paint, Excel, Word, and PowerPoint. Students K - 4 are also taught an in-depth unit revolving around Internet Safety and an understanding of their digital footprint. Computer programming or coding is also being taught to

students K-4. A very important skill for our students to be exposed to in order to prepare them for the IT market which is growing more rapidly year after year. All classrooms are also outfitted with interactive SMART boards, which support and enhance each of the curriculum areas, literacy, math, science and social studies. We are most fortunate that our dedicated, tech-driven staff is provided with many on and off-site professional development opportunities, which regularly exposed them to new ways to use purposeful technology in each of their educational settings. These new tools, applications and technology-infused methods of teaching, enhance student learning and effectively enrich the lives of each and every child's learning experience.

Clough incorporates a full inclusion model with special education teachers, a reading specialist, and RtI (Response to Intervention) support staff working directly in the classrooms to help support students. RtI is a general education multi-tiered approach designed to maximize student achievement, address the needs of struggling learners, and to reduce behavior problems. With RtI, staff identifies students at risk and those students, who are ready to be challenged, monitor student progress, provide evidence-based interventions and adjust the intensity and nature of those interventions depending on a student's responsiveness, and identify students with learning disabilities or other disabilities.

The School Counseling Program offers both individual and small group counseling sessions for our students. Small counseling groups give students a chance to belong, a chance to express themselves, and a chance to benefit from the support of group members while learning essential social/emotional skills. Throughout the year, the school counselor organizes programs to help Clough families in financial need. In collaboration with St. Gabriel the Archangel Church, we have provided families with holiday meals and grocery store gift cards for Easter, Thanksgiving, and Christmas; a summer lunch program for kids. The Mendon-Upton Knights of Columbus provided winter coats for students in need. Clough staff sponsored the annual Giving Tree in order

to provide holiday gifts for Clough families. Clough PTO and the school counselor have coordinated ways to assist students experiencing financial hardship through the Good Neighbor Program. In an effort to promote conflict resolution and prevent bullying, we utilize the Second Step Social-Emotional Learning Curriculum at all grade levels. The Second Step Program is a research-based curriculum that integrates academics with social and emotional learning. Students in pre-kindergarten through grade 4 learn and practice vital social skills, such as empathy, emotion management, problem solving, and cooperation. These essential life skills help students in the classroom, on the playground, and at home. An at-home parent component is also incorporated. To ensure that students experience a more humanistic learning environment in which they are responsible for their actions, respect all individuals, and establish positive relationships outside of their school community, we have "KCR Time" (Kind, Caring and Respect) embedded into our specialists' curriculum. Our school focuses on three main character traits throughout the school day: being Kind, Caring, and Respectful. Every week the students have "KCR" time with the specialists and school counselor. Our dynamic KCR program offers students the opportunity to learn about the above three-character traits plus many others such as teamwork and sportsmanship through a variety of projects, role-playing, videos, group discussions, literature, hands-on activities, and guest speakers from the community. KCR is a great way for our students to come together and grow as a school, and as individuals. As part of this initiative, students participate in many community-based projects such as a Caring Breakfast for Senior Citizens, Pen Pal Program with Mendon Senior Citizens, collections for the local food pantry, and monthly school-wide walks as fundraisers for various charities. We also incorporate the Principal's Principle every day into our morning announcements. This offers a concise communication resource that creates a character driven focus for the entire day. It has made it possible for all staff and students to learn a specific character word each week and allow everyone to have discussions and mini lessons around this topic. The Principal's Principle along with our KCR program sets consistent and high expectations for

student behavior. We continue to work with Nipmuc students in the DECA Program, School Council, and National Honor Society by helping them with their service projects.

The H. P. Clough Elementary School community is most fortunate to have the support of our PTO. They are an outstanding group of parents that continuously work to support our staff and students. They provide wonderful cultural and fine arts programs, social activities that are important for developing the social culture as well as making important purchases to support the students and staff. They sponsored their Annual Golf Tournament in September, which was once again a huge success. PTO also brought back the Holiday Shoppe in December and utilized volunteers from the Mendon Senior Center to help with the students. Veterans were honored at Clough's annual Memorial Day Concert. Specialist night was held in April for all students and their parents. This was an opportunity for students to showcase what they do in art, music, technology, library and physical education classes.

Our school garden flourished this year and produced over 135 pounds of vegetables and herbs that were used in our cafeteria. Students are responsible to plant, take care of, and pick the vegetables. The garden even inspired students to attend before school to learn about growing, maintaining and harvesting fresh vegetables. With help of local families, the garden was watered, weeded and harvested throughout the summer. Vegetables that were harvested in the summer were donated to the Mendon Senior Center. Our Tower Garden continues to grow herbs and different varieties of lettuces and spinach for our salad bar. Our Fuel Up to Play 60 program continues to grow and be successful. Monthly school wide walks occur to support fund like the Hurricane Relief Fund and to promote physical fitness as well as allow our Student Ambassadors to take on the leadership role of leading the walk. Morning enrichment classes are offered during the week to promote the importance of exercise and breakfast.

H. P. Clough Elementary School continues to be recognized by the Spanish Ministry of Education for our academic excellence in language education. We were also selected for membership in ISA (International Spanish Academy) to promote high academic standards, as well as to provide students with the values of multicultural education.

The H. P. Clough Elementary School, in conjunction with Charles River Bank, offers our Clough students the opportunity to learn the principles of saving through our school-banking program. First Grade Students visited the Taft Library and received their very own Library card. The children in our school are indeed fortunate to have the support from Mendon Fireman, Jim Huth, and Mendon Police Officer, Eddie Pokornicki, who come into our school regularly and work with the students during KCR time. Additionally, we would like to thank all the members of the Mendon Fire Department who assist us in our fire drills.

H.P. Clough Elementary School is grateful to have the continuous support from parents, community members, and the school committee. The success of our students is a direct result of this strong partnership. We are thankful for the ongoing opportunity to work with both communities towards a common goal: to assist each student to reach his or her highest potential. With this continued involvement and support, we will continue to enhance our reputation for excellence.

Respectfully submitted,
Janice Gallagher, Principal

Administrator's Report
Director of Technology Operations

In 2019, we continued to upgrade and maintain our existing fleet of computers and instructional hardware to keep up with the state mandated programs and services. The district continued the 1:1 learning

initiative at the middle school and the high school, serving students in grades 5-12.

The district will evaluate its investment in instructional technology replacing aging out-of-date projectors, smartboards, and sound hardware to pair with our existing fleet of Apple laptops, tablets, and other mobile devices. We successfully updated our existing fleet of teacher Apple devices to the newest operating systems and applications available. We updated our inventory of student Apple iPads over the summer to the newest operating systems. We continue to expand and further our investment in Google products for classroom communications, operations, and management.

The Director of Technology Integration coordinated and provided regular technology professional development to staff throughout the year, and coordinated several student projects around the district. We also have made significant time and program investments in the areas of science and technology at all levels adding programs to give students more access and exposure to technology in their classrooms and after school. The addition of the Inspired Innovation Center at Miscoe Hill has been well received, and it will be a model for other schools in our district.

The district made advancements in following the current MURSD Technology Plan adopted in 2016. The district is eligible for state and federal grant funding opportunities in the 2019-2020 school year.

Respectfully Submitted,

Joseph S. Leacu,
Director of Technology Operations

Annual Town Report 2018-2019

DISTRICT EMPLOYEE LISTING - YEAR ENDING JUNE 30, 2019

SCHOOL COMMITTEE

<u>SCHOOL COMMITTEE</u>		<u>TERM EXPIRES:</u>
Dezutter, Phil		2020
Laurence, Kerry		2022
Ludwigson, Vikki	Secretary	2021
Martin, Leigh		2021
Nicholson, Sean	Chairperson	2020
Scally, Dorothy	Vice Chairperson	2022

ADMINISTRATION

Belland, Kimberly A.	Accountant/Human Resources	\$87,000.00
Byer, Jay	Financial Officer	\$105,000.00
	Director	
Choiniere, Kenneth H.	Grounds/Maintenance	\$107,912.00
	Principal, Nipmuc	
Clements, John K.	Regional High School	\$125,121.00
Cohen, Maureen M.	Asst. Superintendent	\$130,000.00
	Principal, H. P. Clough	
Gallagher, Janice E.	Elementary School	\$113,886.00
	Director Informational Technology	
Leacu, Joseph S.		\$88,455.00
	Principal, Miscoe Hill	
Mannion, Jennifer	Middle School	\$117,473.00
Marshall, Paul	Asst. Principal	\$101,107.00
Maruszczak, Joseph P.	Superintendent	\$166,709.00
	Associate Principal,	
Moran, Mary Anne	Nipmuc	\$117,473.00
Mucci, Dianne	Food Service Director	\$62,473.00

	Dir. Instructional	
Quinn, David	Technology	\$99,469.00
	Principal, Memorial	
Swain, Debra E.	Elementary School	\$113,886.00
	Director of Pupil	
Todd, Dennis	Personnel Services	\$110,487.00

TEACHERS/GUIDANCE/NURSES

Abalos	Coyle,	
Deborah	Teacher	\$65,252.00
Ahmed-Jussaume,		
Julie	Teacher	\$41,318.00
Alibozek, Sandra N.	Teacher	\$89,190.00
Allen, Kathleen M.	Guidance Counselor	\$89,190.00
Allen, Patrick J.	Teacher	\$81,747.00
Alsen, Sheila C.	Teacher	\$93,092.00
Amitrano, Lauren M.	Teacher	\$81,747.00
Annunziata, Johanna	Teacher	\$49,384.00
Antonelli, David C.	Teacher	\$89,190.00
Appleby, Stacy L	Teacher	\$84,087.00
Ariel, Veronica C.	Speech Pathologist	\$91,267.00
Arnold, Karen	Media Specialist	\$78,659.00
Aube, Kristen L.	Teacher	\$81,747.00
	Occupational	
Augustino, Gail P.	Therapist	\$31,348.00
Barrows, Mary E.	Teacher	\$84,087.00
Beaudoin, Lori L.	Teacher	\$87,087.00
Beauregard, Victoria	Guidance Counselor	\$93,092.00
Bellefontaine, Tara A.	Nurse	\$81,747.00
Berthao, Kristen	Teacher	\$89,190.00
Bertram, Susan J.	Teacher	\$84,087.00

Bisbee, Bruce R	Teacher	\$75,678.00
Blackburn, Lauren S	Teacher	\$59,074.00
Borgatti, Diane M.	Teacher	\$88,183.00
Boudreau, Devynn	Teacher	\$49,384.00
Brazil-Sheehan, Meagan M.	Teacher	\$84,087.00
Brigham, Marie E.	Teacher	\$89,190.00
Brown, Gail N.	Teacher	\$93,092.00
Brown, Kelly	Teacher	\$60,780.00
Campbell, Kevin M.	Teacher	\$81,747.00
Cardamone, Kathryn	Teacher	\$81,747.00
Carlson, Renee M	Teacher	\$60,780.00
Casey, Linda J.	Physical Therapist	\$46,275.00
Ceruti, Suzanne	Teacher	\$63,515.00
Chapman, Patricia A.	Teacher	\$89,190.00
Charest, James R	Teacher	\$61,844.00
Checkoway, Gail E.	Nurse	\$81,747.00
Clark, Robert E.	Teacher	\$91,267.00
Clarke, Elizabeth S	Teacher	\$53,007.00
Clish, Alison L.	Teacher	\$93,092.00
Cochran, Ronald A.	Teacher	\$89,190.00
Cody, Ryan J.	Teacher	\$75,849.00
Connolly, Kerry P.	Vision Teacher	\$42,263.00
Connolly, Kerry P.	Spec. Ed	\$44,595.00
Cook, Shelley A	Teacher	\$70,768.00
Costello, Ann T.	Teacher	\$81,747.00
Cote, Linda	Teacher	\$81,747.00
Couture, Alyssa	Teacher	\$84,087.00
Crawford, Alyssa A	Teacher	\$91,267.00
Cullen, Alyson	Teacher	\$81,747.00
DellaRovere, Steven	Teacher	\$81,747.00
DeRosa, Denise	Teacher	\$74,361.00

Deschenes, Kathleen	Teacher	\$84,087.00
Devlin Ellis, Kami R.	Teacher	\$93,092.00
Diamond, Efraim R	Teacher	\$51,714.00
Dreher, Katy A	Teacher	\$50,135.00
Dunton, Kati Lyn	Teacher	\$73,694.00
Eagan, Michael A.	Teacher	\$81,747.00
Edwards, Susan N.	Vision Services	\$45,487.00
Ellis, Erin KM	Teacher	\$55,617.00
Evans, Christopher P.	Teacher	\$84,087.00
Evans, Leigh Ann	Teacher	\$68,021.00
Fagan, Kerry A.	Guidance Counselor	\$84,087.00
Farley, Amanda J.	Speech Pathologist	\$91,267.00
Fermin, Miriam M	Teacher	\$59,186.00
Ferrucci, Erika L.	Teacher	\$53,007.00
Field, Jennifer C.	Teacher	\$91,267.00
Fowler, Jessica A.	Teacher	\$84,087.00
Frary, Cathy A.	Teacher	\$84,087.00
Gentili, Alice M.	Teacher	\$93,092.00
Gervais, Beth A.	Teacher	\$84,087.00
Gilchrist, Amy E.	Teacher	\$91,267.00
Glassman, Scott R.	Teacher	\$81,747.00
Gorman, James J	Teacher	\$84,525.00
Grant, Jennifer L.	Teacher	\$66,247.00
Grau De Arcieri, Olgalexandra	Teacher	\$63,515.00
Guertin, Kathy A.	Guidance Counselor	\$93,092.00
Gustavsen, Haley J	Teacher	\$54,313.00
Hack, Catherine A	Teacher	\$57,176.00
Hagen, Leah M	Teacher	\$60,780.00
Hall, Jennifer S.	Teacher	\$81,747.00
Hansen, Jonathan M.	Teacher	\$84,087.00
Hardin, Rebecca A.	Teacher	\$81,747.00

Harding, Simon	Teacher	\$84,087.00
Harp, Carolyn	Teacher	\$23,609.00
Hayes, Daniel P.	Teacher	\$81,747.00
Heath, David L	Teacher	\$66,247.00
Hefez, Meredith J.	Teacher	\$65,252.00
Henderson, Amy E.	Teacher	\$75,849.00
Hendricks, Barbara R.	Teacher	\$65,398.00
Hendricks, Olivia M	Teacher	\$50,619.00
H. , Courtney A.	Teacher	\$81,747.00
Hernandez Perez, Marta	Teacher	\$56,699.00
Herrera Ligero, Elisa	Teacher	\$61,844.00
Hicks, Stefani L.	Guidance Counselor	\$70,768.00
Higggins, Sarah C.	Teacher	\$81,747.00
Holloway, Laurie A.	Teacher	\$84,851.00
Hopkins, Christy	Teacher	\$52,988.00
Horn, Christine K.	Teacher	\$74,195.00
Ishler, Marabeth	Teacher	\$84,087.00
Johnson, Douglas K.	Teacher	\$74,441.00
Jordan, Katie J.	Teacher	\$89,190.00
Joyce, Carla J.	Teacher	\$84,087.00
Kadra, Elizabeth M.	Teacher	\$79,523.00
Kahler, Brittney A.	Teacher	\$69,303.00
Keenan, Jaclyn M.	Teacher	\$81,747.00
Kennedy, Mary Ellen	Teacher	\$77,333.00
King, F. Andrew	Teacher	\$81,747.00
Kinkela, Melisa J.	Teacher	\$89,190.00
Labarre, Ryan G.	Teacher	\$61,790.00
Laflash, Kathleen A.	Teacher	\$89,190.00
Lajoie, Lauren B.	Teacher	\$81,747.00
Lambert, Elizabeth E.	Teacher	\$93,092.00
Langdon, Heather B.	Teacher	\$84,087.00

Leja, Courtney M	Teacher	\$76,607.00
LeMaire, Chelsea	Teacher	\$55,617.00
Leone, Melissa A	Teacher	\$81,747.00
Linder, Denise A	Teacher	\$63,515.00
Lizotte, Janice G.	Teacher	\$81,747.00
Lopes, Kimberly A.	Teacher	\$69,743.00
Lopes, Nancy M.	Teacher	\$91,268.00
MacIsaac, Daniel A.	Teacher	\$89,190.00
MacMurray, Robert T.	Teacher	\$77,325.00
Maglione, Janet R.	Teacher	\$93,092.00
Manser, Caterina A.	Teacher	\$84,525.00
Manzella, Christine D.	Teacher	\$68,545.00
Marques, Heather L.	Teacher	\$81,747.00
McCourt, Heather A.	Teacher	\$81,747.00
McDonald, Michele	Teacher	\$91,267.00
McDowell, Renee	Teacher	\$89,190.00
McInnis, Leslie	Nurse	\$74,195.00
McInnis, William R.	Teacher	\$81,747.00
Merten, Matthew N.	Teacher	\$89,190.00
Messick, Robert S.	Teacher	\$91,267.00
Moloney, Brian J	Teacher	\$66,810.00
Moloney, Tricia	Teacher	\$81,747.00
Monroe, Wanda B.	Teacher	\$89,190.00
Montano, Sarah C	Teacher	\$81,747.00
Monterotti, Lori A.	Teacher	\$69,303.00
Morrison, Wendy H.	Speech Pathologist	\$91,267.00
Naples, Amy B.	Teacher	\$89,190.00
Nieviera, Kathleen	Teacher	\$84,087.00
Oldfield, III, Frederick	Teacher	\$93,092.00
O'Neil, Maureen A.	Teacher	\$81,747.00
Parent, Jennifer L.	Teacher	\$70,768.00
Perras, Gary E.	Teacher	\$91,267.00

Perry, Jessica	Teacher	\$60,780.00
Perry, Kathleen B.	Teacher	\$89,190.00
Pike, Meagan ED	Teacher	\$81,747.00
Pilkington, Rebecca J	Teacher	\$66,247.00
Plante, Lauren	Teacher	\$53,007.00
Pokornicki, Lauren E.	Teacher	\$72,054.00
Pool, Grace G.	Teacher	\$49,048.00
Poxon, Lauren N.	Teacher	\$74,441.00
Presbrey, Karen A.	Teacher	\$93,092.00
Ramsdell, Jennifer	Team Chairperson	\$25,062.00
Ramsey, Leigh Ann	Teacher	\$51,714.00
Raposa, Ann	Teacher	\$89,190.00
Reardon, Kathryn M.	Teacher	\$77,325.00
Reddad, Kelly L	Teacher	\$74,195.00
Rempe Obrador, Kira	Teacher	\$63,515.00
Rhodes, Casey A	Teacher	\$48,197.00
Rhodes, Kathleen A.	Teacher	\$91,267.00
Rogers, Daniel D.	Teacher	\$84,087.00
Rosenau, Brendon T.	Teacher	\$66,247.00
Rutkowski, Andrea L.	Teacher	\$81,747.00
Ryan, Lisa	Nurse	\$81,747.00
Sanford, Amanda A.	Teacher	\$89,190.00
Schmidt, Christopher	Teacher	\$81,747.00
Schwab, Paul F	Teacher	\$89,190.00
Sheehan, Paula R.	Teacher	\$74,195.00
Shilale, Donna M	Teacher	\$27,981.00
Simmonds, Whitney	Teacher	\$66,247.00
Smith, Heather A.	Teacher	\$84,087.00
Soto, Ana M.	Teacher	\$89,190.00
Spindel, Roy R.	Teacher	\$88,183.00
St. Pierre, Lauren	Teacher	\$81,747.00
Stanas, Julie	Teacher	\$74,441.00

Stone, Chelsea M	Teacher	\$55,617.00
Sullivan, Carol E	Teacher	\$57,176.00
Swenson, Kendra	Guidance Counselor	\$66,247.00
Thibault, Kristine L	Teacher	\$81,747.00
Torres Garcia, Kharen	Teacher	\$81,747.00
Towne, Allison J	Guidance Counselor	\$69,743.00
Towsand, Justin P	Teacher	\$57,176.00
Venkataraman, Suzanne	Teacher	\$69,916.00
Ward, Hannah D	Teacher	\$48,197.00
Washburn, Melonie	Teacher	\$81,747.00
Webster, Brenda L.	Teacher	\$84,087.00
Welch, Marney P.	Teacher	\$81,747.00
White, Allison L	Teacher	\$66,776.00
White, Cari A.	Teacher	\$81,747.00
Williams, Culhane	Teacher	\$69,303.00
Willinski, Maria E	Teacher	\$91,267.00
Wilson, Samantha E	Teacher	\$63,515.00

SUPPORT STAFF

Adams, Christine T	Lunch/Recess Aide	\$16.33/hr.
Aldrich, Ann L	Before School Aide	\$12.50/hr.
Angel, Felipe	Network Technician	\$57,131.00
Babinski, Kristin J	Sped. Aide	\$16.14/hr.
Bates, Jessica M	Sped. Aide	\$16.14/hr.
Beatrice, Alycia M	Sped. Aide	\$14.90/hr.
Bently, Nathan	Sped. Aide	\$14.70/hr.
	Administrative	
Black, Elizabeth	Assistant	\$39,625.00
Boczanowski, Carla A	Aide	\$18.70/hr.
Bohan, Carol B.	Nurse Asst.	\$13,902.00

Boudreau-McAlister,		
Stefanie A	ABA Tech.	\$20.44/hr.
Brennick, Melissa	Sped. Aide	\$16.14/hr.
Burns, Kristin A	Aide	\$17.64/hr.
Burroughs, Denise	Sped. Aide	\$14.90/hr.
	Administrative	
Busby, Julia S	Assistant	\$51,542.00
Campbell, Roseann M	Aide	\$17.64/hr.
Campbell, Theresa M	Lunch/Recess Aide	\$12.00/hr.
Cangi, Deborah	Before School Aide	\$12.75/hr.
Chenevert, Paige E	After School Aide	\$12.50/hr.
	Before/After School	
Connors, Theresa M	Aide	\$12.75/hr.
Cudmore, Patricia L	Lunch/Recess Aide	\$12.00/hr.
Culcasi, Jodie	Before School Aide	\$12.75/hr.
Curley, Peter J	Aide	\$18.70/hr.
Curran, Catherine A	ABA Tech.	\$22.89/hr.
	District Data	
Curtis, Bernadette F.	Administrator	\$64,141.00
Davidson, Ann M	After School Aide	\$12.50/hr.
DeLuca, Sherry Lynn	ABA Tech.	\$23.56/hr.
Derocher, Julia	After School Aide	\$12.00/hr.
Dodge, Emily	Network Technician	\$48,000.00
Drainville, Hannah	After School Aide	\$12.00/hr.
Drew, Kaitlyn E	Sped. Aide	\$16.14/hr.
Dumas, Alicia H	Sped. Aide	\$17.64/hr.
Duplessis, Kimberly	Lunch/Recess Aide	\$12.00/hr.
	Administrative	
Farrell, Denise A.	Assistant	\$53,477.00
	Administrative	
Ferris, Jay C.	Assistant	\$51,542.00
Figgins, Nancy	Sped. Aide	\$16.33/hr.

Fior, Cora	ABA Tech.	\$23.90/hr.
Fitts, Emmerson J	After School Aide	\$12.00/hr.
Flanagan, Caitlin	After School Aide	\$12.00/hr.
Gale, Karlyn M.	Library Teaching Asst.	\$32,973.00
Gaskill, Karen M	Aide	\$20.44/hr.
Geromini, Jonathan T	Sped. Aide	\$16.14/hr.
Gibbons, Kristen M	Lunch/Recess Aide	\$12.00/hr.
	Administrative	
Gibson, Carol A.	Assistant	\$52,562.00
Giglio, Hannah	After School Aide	\$12.00/hr.
Gillespie, John	Sped. Aide	\$16.14/hr.
Goddard, Barbara A	Preschool Aide	\$16.33/hr.
Gorman, Susan E	Aide	\$21.83/hr.
Goulet, Kate E	ABA Tech.	\$20.33/hr.
Hebert, Caroline E	After School Aide	\$12.00/hr.
Herd, Jacqueline R	Aide	\$17.64/hr.
Hess, Mary E	ABA Tech.	\$21.83/hr.
Hodgens, Tammy A	Aide	\$18.17/hr.
Houskeeper, Jean R	Nurse Asst.	\$16,970.00
Hurd, Lisa M	ABA Tech.	\$23.56/hr.
Jayes Olaso, Larissa I	Aide	\$16.60/hr.
Jayyosi, Amany	Sped. Aide	\$16.14/hr.
Joanis, Danielle N	Lunch/Recess Aide	\$12.00/hr.
Kelly, Cherilee	Nurse Asst.	\$9,005.00
Kirk, Marissa K	After School Aide	\$12.50/hr.
	Before/After School	
Labonte, Lydia	Aide	\$12.50/hr.
	Before/After School	
Laczka, Lana M.	Program	\$29.03/hr.
Lanctot, Melissa	ABA Tech.	\$20.44/hr.
Laucis, Debra A	Sped. Aide	\$15.16/hr.
Lauze, Rebecca	After School Aide	\$12.00/hr.

Lepe, Olaya	Aide	\$16.33/hr.
	Administrative	
Linehan, Deborah A.	Assistant	\$37,614.00
Lipscomb, Carol L	Aide	\$17.25/hr.
Loeper, David C	Lunch/Recess Aide	\$12.00/hr.
Loeper, Lorraine G	Aide	\$18.70/hr.
Lowther, Kimberly M	Sped. Aide	\$16.77/hr.
Luccini, Christine L	Sped. Aide	\$15.16/hr.
Macdonald, Brooke A	Preschool Aide	\$16.33/hr.
Maisonave, Eneida	Aide	\$14.90/hr.
Maloney, Maria A	After School Aide	\$12.00/hr.
Maloney, Pamela J	ABA Tech.	\$21.83/hr.
	Administrative	
Manzella, Deborah R	Assistant	\$48,568.00
Mateer, Lisa	Aide	\$21.83/hr.
Mccluskey, Heidi E	Aide	\$18.70/hr.
	Administrative	
McDevitt, Cynthia L.	Assistant	\$26,944.00
Mcneill, Jessica R	ABA Tech.	\$20.44/hr.
McQuilkin, Erika K	Aide	\$17.64/hr.
Milton, Lori	ABA Tech.	\$21.83/hr.
Miner, Holly	Aide	\$16.33/hr.
Morais-Peroba,	Administrative	
Raphaela S.	Assistant	\$18,470.00
Motyka, Lisa C	ABA Tech.	\$21.83/hr.
Murphy, Jodi M	Nurse Asst.	\$20,853.00
Murphy, Karen S	Lunch/Recess Aide	\$12.00/hr.
Murphy, Kristen A	ABA Tech.	\$21.83/hr.
Murphy, Michelle K	Lunch/Recess Aide	\$12.00/hr.
Noreau, Catherine A	ABA Tech.	\$21.83/hr.
O'Connell, Ryan T	After School Aide	\$12.00/hr.
Oglesby, Pamela M.	Aide	\$16.60/hr.

O'Neal, Samuel	Network Technician	\$35,000.00
Paiva, Susan J	ABA Tech.	\$22.89/hr.
Partlow, Danielle M	Lunch/Recess Aide	\$12.00/hr.
Pelletier, Jill M	ABA Tech.	\$21.83/hr.
Perkins, Tracee L	Clerical Asst.	\$14,422.00
Petrie, Sandra	ABA Tech.	\$23.56/hr.
	Administrative	
Petti, Laurie A.	Assistant	\$54,443.00
Piche, Sabrina	Before/After School	\$18.31/hr.
Pisano, Kari	Lunch/Recess Aide	\$12.00/hr.
Plumb, Lindsey R	After School Aide	\$12.00/hr.
Porciello, Gabrielle	Lunch/Recess Aide	\$12.00/hr.
Porter, Kathleen A	Sped. Aide	\$15.16/hr.
Prairie, Kayla M	Preschool Aide	\$16.33/hr.
Quimby, Adam	Sped. Aide	\$16.33/hr.
	Before/After School	
Racicot, Ann Marie	Aide	\$13.25/hr.
Rae, Astrid M	Aide	\$16.33/hr.
Rapp, Karen P	Aide	\$16.28/hr.
Reilly, Pamela D	Lunch/Recess Aide	\$12.00/hr.
Renk, Jonathan	After School Aide	\$12.00/hr.
Rhodes, Melissa	Sped. Aide	\$16.33/hr.
	Administrative	
Richardson, Mary E	Assistant	\$14,422.00
Richardson, Mary E	Lunch/Recess Aide	\$12.00/hr.
Robbins, Nancy C.	Nurse Asst.	\$34,755.00
Robbins, Rachel	Sped. Aide	\$14.90/hr.
Rodriguez Serrano, Diana I.	Aide	\$15.16/hr.
	Before/After School	
Rodriguez, Cindy	Aide	\$12.75/hr.
Round, Barbara A.	Preschool Aide	\$16.28/hr.

Russell, Linda J	ABA Tech.	\$21.83/hr.
Sannicandro, Lauren	Admin Asst to Supt	\$63,673.00
Scanlon, Nancy J	ABA Tech.	\$22.23/hr.
Scharnagle, Charles	After School Aide	\$12.00/hr.
Schulte, Anne Marie S	Lunch/Recess Aide	\$12.00/hr.
Sheehan, Michelle R	ABA Tech.	\$21.83/hr.
Shilale, Donna M	Sped. Aide	\$17.64/hr.
Silva, Kimberly	After School Aide	\$12.75/hr.
	Before/After School	
Simoneau, Alison M	Aide	\$12.75/hr.
Siska, Joan E.	A.P.E.	\$28.91/hr.
Smith, Rene D	Aide	\$15.16/hr.
Snook, Kaelie M	Lunch/Recess Aide	\$12.00/hr.
Steiger, Danielle L	ABA Tech.	\$22.89/hr.
Sullivan, Paula J	Sped. Aide	\$14.70/hr.
Taube-Perrotta, David	Network Technician	\$38,109.00
Taylor, Edward R	After School Aide	\$12.00/hr.
Taylor, Kelly S.	Aide	\$15.16/hr.
Taylor, Kelly S.	After School Aide	\$12.00/hr.
Tennyson, Cortney J	Sped. Aide	\$16.14/hr.
Thomas, Laurie	A/P Clerk	\$45,000.00
	Administrative	
Tinio, Angela M	Assistant	\$49,567.00
Trimble, Lara	Library Teaching Asst.	\$32,325.00
Turner, Deborah J	ABA Tech.	\$23.56/hr.
Valk, Veronica	Before/After School	\$12.75/hr.
Vandervalk, Mary A	Aide	\$17.25/hr.
Vaux, Natasha J	Sped. Aide	\$16.60/hr.
	Administrative	
Villemaire, Lori A.	Assistant	\$55,443.00
Webster, Riley Q	After School Aide	\$12.00/hr.
Welch, Erin J	Sped. Aide	\$16.60/hr.

Wilcox, Lorraine R	ABA Tech.	\$22.23/hr.
Williams, Kimberly A	Aide	\$17.25/hr.
	Administrative	
Zinno, Denise L.	Assistant	\$36,970.00

CUSTODIANS

Baker, John C.	Custodian	\$36,691.00
Bergeron, Brett R.	Custodian	\$41,808.00
Burke, Frances J.	Custodian	\$60,029.00
Carlson, Richard P.	Custodian	\$53,747.00
Choiniere, Brad H.	Custodian	\$45,421.00
Coburn, Douglas E.	Custodian	\$49,858.00
Ellis, Gary R.	Custodian	\$44,034.00
Engblom, Gary A.	Custodian	\$36,691.00
Gibson, Robert E	Custodian	\$35,776.00
Hackenson, Bret	Custodian	\$1,848.00
Hackenson, Justin T	Custodian	\$1,980.00
Hackenson, Kevin A.	Custodian	\$48,256.00
Handley, Steven M.	Custodian	\$36,442.00
Jandrow, Ryan J	Custodian	\$37,856.00
King, Mark W.	Custodian	\$50,211.00
MacDonald, Robert	Custodian	\$49,150.00
Masters, Patrick K.	Custodian	\$39,499.00
Nealley, John H. Jr.	Custodian	\$16,432.00
Robinson, Justin J	Custodian	\$28,758.00
Tobin, Jr., William H.	Custodian	\$15,824.00
Triana Alvarado, David	Custodian	\$3,072.00
Wheet, Jeffrey M.	Custodian	\$43,784.00
Willinski, John J.	Custodian	\$51,251.00
Young, Steven W	Custodian	\$35,776.00

CAFETERIA		Per Hour
Armstrong, Laurie J.	Cafeteria	\$17.48
Auty, Maryanne	Cafeteria	\$17.48
Bavosi, Deborah	Cafeteria	\$14.72
Burton, Sherry A.	Cafeteria	\$17.99
Cote, Doreen J.	Cafeteria	\$20.77
Dias, Elaine	Cafeteria	\$14.50
Dixon, Janet R	Cafeteria	\$20.37
Doe, Charlene A.	Cafeteria	\$17.48
Gannon, Nancy E.	Cafeteria	\$17.48
Grady, Rose	Cafeteria	\$16.81
Hadley, Karen A.	Cafeteria	\$20.77
Jionzo, Laura J.	Cafeteria	\$17.48
Johnson, Lucia	Cafeteria	\$19.98
Oberg, Kristen M	Cafeteria	\$16.81
Renk, Julie	Cafeteria	\$16.81
Walsh, Peri	Cafeteria	\$14.72
Walsh, Rebecca	Cafeteria	\$14.72

Haley Gene Alcott	Massachusetts Seal of Biliteracy Merrimack College President's Scholarship Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: Merrimack College</i>
Hannah Marie Anderson	<i>Future Plans: Worcester State University</i>
Osama Sifin Aziz	Spanish Honor Society <i>Future Plans: University of Massachusetts Amherst</i>
Erin Elizabeth Bailey	Business Honor Society Fairfield University Bellarmine Scholarship Homefield Credit Union Scholarship Italian Honor Society John and Abigail Adams Scholar John Gaskill Sportsmanship Award National Honor Society Town of Upton Board of Selectmen Scholarship Upton Men's Club Scholarship <i>Future Plans: Fairfield University</i>
Michelle Amelia Barboza	Italian Honor Society John and Abigail Adams Scholar National Honor Society WPI Presidential Scholarship WPI Global Scholarship <i>Future Plans: Worcester Polytechnic Institute</i>
Abigail Hope Basile	American Legion Post 173 - Upton Scholarship John and Abigail Adams Scholar

	<p>Massachusetts Seal of Biliteracy with Distinction</p> <p>Milford Chamber of Commerce Honors Scholar</p> <p>Spanish Honor Society</p> <p>Spanish Immersion Scholar</p> <p>Telegram & Gazette Student Achiever Award</p> <p>University of Massachusetts Boston</p> <p>Chancellor's Merit Scholarship</p> <p><i>Future Plans: University of Massachusetts Boston</i></p>
Jason James Bates	<i>Future Plans: Employment</i>
Jacob Timothy Beder	<p>Nichols College Faculty Achievement Scholarship</p> <p>Nichols College Early Acceptance Grant</p> <p><i>Future Plans: Nichols College</i></p>
Julia Ann Bernero	<p>John and Abigail Adams Scholar</p> <p>Milford Chamber of Commerce Honors Scholar</p> <p>National Honor Society</p> <p>Nipmuc STEM Scholar</p> <p>Spanish Honor Society</p> <p><i>Future Plans: Pennsylvania State University</i></p>
Nicole Paige Bohan	<p>Class of 2019 Salutatorian</p> <p>John and Abigail Adams Scholar</p> <p>Mendon-Upton Regional Teachers Association Scholarship</p> <p>Milford Chamber of Commerce Honors Scholar</p> <p>National Honor Society</p> <p>Spanish Honor Society</p> <p>Statistics Award</p>

	Waters Corporation Excellence in Science Award <i>Future Plans: Tufts University</i>
Lily Aloysius Bolton	Nipmuc Portrait of a Graduate Fitchburg State University Grant <i>Future Plans: Fitchburg State University</i>
Noah Joseph Breen	<i>Future Plans: Bryant University</i>
Jay Michael Brodeur	<i>Future Plans: Employment</i>
Tyler John Brown	Bryant University Award <i>Future Plans: Bryant University</i>
Jackson Trevor Bukunt	American Legion Post 173 - Upton Scholarship Andrew Sala Memorial Scholarship Mendon Upton Youth Soccer Association Scholarship National Honor Society Nipmuc Athlete of the Year Saint Anselm College Presidential Scholarship Saint Anselm College Athletic Scholarship <i>Future Plans: Saint Anselm College</i>
Christopher Drew Burroughs	Endicott College Presidential Scholarship Endicott College Match Grant <i>Future Plans: Endicott College</i>
Trevor Allan Byrne	<i>Future Plans: Quinsigamond Community College</i>
Blake Joseph Cannistraro	Curry College Scholarship <i>Future Plans: Curry College</i>

Hunter Cass Carey	<i>Future Plans: Quinsigamond Community College</i>
Timothy Paul Carey	John and Abigail Adams Scholar John Pond Memorial Scholarship <i>Future Plans: Bentley University</i>
Devyn Michael Carr	University of Massachusetts Dartmouth Grant <i>Future Plans: University of Massachusetts Dartmouth</i>
David Donald Chapman II	<i>Future Plans: Employment</i>
Madison Elizabeth Chase	Dean Bank Scholarship National Honor Society Spanish Honor Society <i>Future Plans: University of New Hampshire</i>
Thomas Chase Chesters	Business Honor Society Salve Regina University McAuley Scholarship Spanish Honor Society <i>Future Plans: Salve Regina University</i>
Monica Marie Cilley	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: Ithaca College</i>
Bridget Keely Clark	French Honor Society High Point University Scholar High Point University Music Scholarship High Point University Scholarship

Future Plans: High Point University

Ashley Joan Marie Coddington	French Honor Society John and Abigail Adams Scholar University of Massachusetts Dean's Merit Scholarship <i>Future Plans: University of Massachusetts Boston</i>
Daniel Patrick Cook	Massachusetts College of Liberal Arts Presidential Scholarship Massachusetts Seal of Biliteracy Spanish Immersion Scholar <i>Future Plans: Massachusetts College of Liberal Arts</i>
Carolyn Michelle Cote	<i>Future Plans: Gap Year</i>
Thomas Matthew Crocker	Wheaton College New England Scholar Wheaton College Grant <i>Future Plans: Wheaton College</i>
Hayden James Curley	Bryant University Archway Scholarship John and Abigail Adams Scholar John Gaskill Sportsmanship Award Milford Permanent Firefighters Association Scholarship Nucor Foundation Scholarship Spanish Honor Society Warriors Club Scholarship <i>Future Plans: Bryant University</i>
John Robert Dacey	Business Honor Society DAR Good Citizenship Scholarship

	<p>Dean Bank Scholarship John and Abigail Adams Scholar Spanish Honor Society <i>Future Plans: University of Massachusetts Amherst</i></p>
Audra Elisa Dankwardt	<p>John and Abigail Adams Scholar National Honor Society Nipmuc Humanities Scholar Spanish Honor Society Student Council Treasurer <i>Future Plans: University of Massachusetts Amherst</i></p>
Julia Marie Derocher	<p>Italian Honor Society Massachusetts Italian Teachers Association Scholarship Pirandello Lyceum Scholarship Roger Williams Presidential Scholarship <i>Future Plans: Roger Williams University</i></p>
Jackson Tobin DesRoches	<p>Massachusetts Seal of Biliteracy Spanish Immersion Scholar <i>Future Plans: Employment</i></p>
Olivia Ann DiCecco	<p>University of New Hampshire COLA Academic Engagement Award <i>Future Plans: University of New Hampshire</i></p>
Alicia Schiano DiColella	<p>American International College Merit Scholarship American International College Provost Scholarship <i>Future Plans: American International College</i></p>

Adriana Raymond Dirany	Lesley University Dean's Scholarship Lesley University Edith Wolford Scholarship <i>Future Plans: Lesley University</i>
Samantha Kelly Donnell	Italian Honor Society University of Massachusetts Boston Dean's Merit Scholarship <i>Future Plans: University of Massachusetts Boston</i>
Preston John Dougherty	<i>Future Plans: Salem State University</i>
Thomas Andrew Doyle	Broadway Youth Dance Theater Scholarship Deborah Beltramini Memorial Scholarship Italian Honor Society John and Abigail Adams Scholar National Honor Society Pace University Presidential Scholarship Pace University Resident Scholars Award <i>Future Plans: Pace University</i>
Hannah Elizabeth Drainville	Dean Bank Scholarship Salve Regina University Trustee Scholarship Spanish Honor Society <i>Future Plans: Salve Regina University</i>
Emily Hope Drummey	Assumption College Merit Scholarship <i>Future Plans: Assumption College</i>
Erin Kathleen Dugas	Norwich University Dean's Scholarship <i>Future Plans: Norwich University</i>
Willow Mae Dunster	John and Abigail Adams Scholar John Philip Sousa Award

	<p>Milford Chamber of Commerce Honors Scholar National Honor Society Nipmuc Faculty Recognition Award Spanish Honor Society University of Rhode Island Centennial Scholarship Zenie Fund Scholarship <i>Future Plans: University of Rhode Island</i></p>
Madison Elizabeth Duplessis	<p>National Honor Society Salve Regina University Founders Grant <i>Future Plans: Salve Regina University</i></p>
Robin Nicole Dupre	<p>John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar National Honor Society Spanish Honor Society University of Massachusetts Amherst Dean's Award <i>Future Plans: University of Massachusetts Amherst</i></p>
Ragy Ehab Emile	<p>Regis College Anniversary Grant <i>Future Plans: Regis College</i></p>
Michael Scott Evans	<p>Columbia College Dean's Scholarship Columbia Scholar Award John and Abigail Adams Scholar Mendon-Upton Regional Teachers Association Scholarship School Spirit Award <i>Future Plans: Columbia College of Chicago</i></p>

Maria Teresa Facey	<i>Future Plans: Massachusetts Bay Community College</i>
Kerri Christopher Farragher	Curry College Scholarships Milford Federal Bank Scholarship National Honor Society Spanish Honor Society St. Gabriel Catholic Women's Scholarship <i>Future Plans: Curry College</i>
Richard Roland Faubert	<i>Future Plans: Mount Wachusett Community College</i>
Andrew Jonathan Fino	<i>Future Plans: Employment</i>
Shawn Alexander Forget	<i>Future Plans: Virginia Tech University</i>
Savarah Jeanne Gaskill	Dean College Trustees Scholarship Dean Difference Award <i>Future Plans: Dean College</i>
Robert Francis Gately	Class of 2019 Vice President Massachusetts Seal of Biliteracy Spanish Immersion Scholar <i>Future Plans: Military</i>
Isabella Elise Genova	John and Abigail Adams Scholar National Honor Society Spanish Honor Society University of Vermont Trustees Scholarship <i>Future Plans: University of Vermont</i>
David Michael Giglietti	<i>Future Plans: Framingham State University</i>

Natalie Sheila Ginsberg	John and Abigail Adams Scholar Spanish Honor Society University of Vermont Presidential Scholarship UVM Award <i>Future Plans: University of Vermont</i>
Michelle Ann Goddard	French Honor Society John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar MSAA Student Achievement Award National Honor Society Student Council Leadership Award Student Council President <i>Future Plans: Boston College</i>
Jack Robert Grant	<i>Future Plans: Westfield State University</i>
Adam Niro Grenon	Assumption College Dufault Scholarship <i>Future Plans: Assumption College</i>
Megan DeOliveira Hartle	<i>Future Plans: Utah State University</i>
Emily Nichole Hartwig	Business Honor Society Massachusetts Seal of Biliteracy with Distinction National Honor Society Saint John's University St. Vincent De Paul Scholarship Spanish Immersion Scholar <i>Future Plans: Saint John's University</i>
Lucy Katherine Hawkins	Andrew Sala Memorial Scholarship Business Honor Society

	<p>Class of 2019 Secretary John and Abigail Adams Scholar Mass AFL-CIO Henry Hughes Memorial Scholarship Massachusetts Seal of Biliteracy Mendon-Upton Regional Teachers Association Scholarship Michael G. Anderson Scholarship National Honor Society NSDC Award for Academic Growth and Student Leadership in Learning Spanish Honor Society Spanish Immersion Scholar Town of Upton Board of Selectmen Scholarship University of Massachusetts Amherst Dean's Award <i>Future Plans: University of Massachusetts Amherst</i></p>
Zackery Joseph Hebb	<i>Future Plans: Undecided</i>
Colby Martin Hegarty	<p>Spanish Honor Society <i>Future Plans: Northeastern University</i></p>
Jonathan Michael Hilton	<p>Nipmuc Gridiron Club Scholarship Nipmuc Youth Baseball - Christopher DiLorenzo Scholarship University of New Hampshire Academic Engagement Award <i>Future Plans: University of New Hampshire</i></p>
Samuel Lee Hilton	<i>Future Plans: Westfield State University</i>

Chloe Elizabeth Hoff	French Honor Society John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar National Honor Society University of Massachusetts Amherst Dean's Award <i>Future Plans: University of Massachusetts Amherst</i>
Taylor Rae Horton	Merrimack College Dean's Scholarship <i>Future Plans: Merrimack College</i>
Lauren Artena Hunter	Eastern Connecticut State University New England Regional Student Program <i>Future Plans: Eastern Connecticut State University</i>
Michael Joseph Iadarola	<i>Future Plans: Becker College</i>
Andrew Nour Jayyosi	Assumption College Initiative Award Assumption College Athletic Grant <i>Future Plans: Assumption College</i>
Charr Jobe	Elmira College Langdon Award <i>Future Plans: Elmira College</i>
Jennifer Frances Jokela	Italian Honor Society University of New Hampshire COLA Academic Engagement Award <i>Future Plans: University of New Hampshire</i>
Kylie Erin Jordan	French Honor Society John and Abigail Adams Scholar Southern Methodist University Meadows

	Artistic Scholarship Award <i>Future Plans: Southern Methodist University</i>
Julia Gretchen Keville	Emmanuel College Dean's Scholarship Spanish Honor Society <i>Future Plans: Emmanuel College</i>
Samantha Shae Kilcoyne	Class of 2019 Valedictorian Calculus Award Scholar-Athlete Award French Honor Society John and Abigail Adams Scholar Leonard F. Leamy Scholarship Liz Wernig Memorial Scholarship MA Association of School Superintendent's Award Milford Chamber of Commerce Honors Scholar National Honor Society Nipmuc Athlete of the Year Warriors Club Scholarship <i>Future Plans: Williams College</i>
Lillian Cesidia Kimball	Dean College/Hockomock Area YMCA Scholarship Dean College Merit Scholarship <i>Future Plans: Dean College</i>
Zachary Kane Kirby	<i>Future Plans: Air Force</i>
Shay Elizabeth LaBastie	Framingham State University Honors Program Scholarship Massachusetts Seal of Biliteracy Spanish Honor Society Spanish Immersion Scholar

Future Plans: Framingham State University

Cole Henry LaBonne	Assumption College Merit Scholarship <i>Future Plans: Assumption College</i>
Jasmie Alexia Landrin	Howard University 1920 Opportunity Grant French Honor Society <i>Future Plans: Howard University</i>
Anina Beth Lawrence	Berklee College of Music Scholarship French Honor Society Mendon-Upton Music Boosters Senior Music Scholarship National School Choral Award Nipmuc Portrait of a Graduate <i>Future Plans: Berklee College of Music</i>
Nicole Sheridan Lawson	<i>Future Plans: Gap Year</i>
Bridget Irene Lazar	National Honor Society Saint Michael's College Scholarships Spanish Honor Society <i>Future Plans: Saint Michael's College</i>
Taylor Jordan Leach	Colby-Sawyer College Trayne Scholarship Colby-Sawyer Early Action Award Spanish Honor Society <i>Future Plans: Colby-Sawyer College</i>
Audrey Ann Lemieux	John and Abigail Adams Scholar Pace University Incentive Award Pace University Resident Scholar Award <i>Future Plans: Pace University</i>

Bretton Daniel Loftus	Merrimack College Athletic Scholarship <i>Future Plans: Merrimack College</i>
Maggie Shea MacDonald	Dartmouth College Scholarship French Honor Society John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar MSAA Student Achievement Award Murphy Insurance Agency Scholarship National Honor Society <i>Future Plans: Dartmouth College</i>
Grace Antonia Martel	Bridgewater State University Grant Emily Suzanne Irons Memorial Scholarship Spanish Honor Society <i>Future Plans: Bridgewater State University</i>
Gregory Alexander Martinez	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy Milford Chamber of Commerce Honors Scholar Spanish Honor Society <i>Future Plans: Worcester State University</i>
Brendan Michael Mathieson	Boston University CFA Scholarship John and Abigail Adams Scholar Louis Armstrong Award Massachusetts Seal of Biliteracy Mendon-Upton Music Boosters Senior Music Scholarship Milford Chamber of Commerce Honors Scholar Spanish Immersion Scholar <i>Future Plans: Boston University</i>
Patrick Daniel Robert	Bentley University Provost's Scholarship

McEnaney	John and Abigail Adams Scholar National Honor Society Spanish Honor Society Student Council Secretary <i>Future Plans: Bentley University</i>
Christina Elizabeth McGann	<i>Future Plans: Employment</i>
Cory Michael McGreal	<i>Future Plans: Bunker Hill Community College</i>
Annette Nicole Michel	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy with Distinction Milford Chamber of Commerce Honors Scholar Northeastern University Connections Scholarship Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: Northeastern University</i>
Marcia Jean Montgomery	<i>Future Plans: Employment</i>
Angela Rose Morano	Berklee College of Music Merit Scholarship Fred Waring Director's Award for Chorus Italian Honor Society Mendon-Upton Music Boosters Senior Music Scholarship <i>Future Plans: Berklee College of Music</i>
Maximillian Andre Leclaire Moreau	Roger Williams University Dean's Scholarship Roger Williams University Hawks Scholarship <i>Future Plans: Roger Williams University</i>

Graysen Alexander Mortimer	Bryant University Black and Gold Award Business Honor Society Spanish Honor Society <i>Future Plans: Bryant University</i>
Abigail Alexis Murphy	Allan Frederick Rawson Memorial Scholarship Business Honor Society Massachusetts Seal of Biliteracy National Honor Society Spanish Honor Society Spanish Immersion Scholar Stonehill College Presidential Merit Scholarship <i>Future Plans: Stonehill College</i>
Erin Olivia Murphy	Italian Honor Society Worcester State University Grant <i>Future Plans: Worcester State University</i>
Kate Alice Nadolski	Broadway Youth Dance Theater Scholarship Business Honor Society Class of 2019 President Joan M. Scribner Leadership Award John and Abigail Adams Scholar Massachusetts Seal of Biliteracy National Honor Society Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: University of Massachusetts Amherst</i>
Johanna Elizabeth Nilson	Louisiana State University Academic Excellence Grant <i>Future Plans: Louisiana State University</i>

Owen Scott O'Brien	French Honor Society MCPHS Achievement Scholarship MCPHS Housing Grant National Honor Society <i>Future Plans: Massachusetts College of Pharmacy and Health Sciences</i>
Corinne Patricia Osgood	Emmanuel College Dean's Scholarship Massachusetts Seal of Biliteracy Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: Emmanuel College</i>
Emily Anne Overholt	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy with Distinction Milford Chamber of Commerce Honors Scholar Spanish Honor Society Spanish Immersion Scholar <i>Future Plans: Cornell University</i>
John Henry Palinkas	<i>Future Plans: York County Community College</i>
Julia Ann Patzer	Dean College Trustees Scholarship Dean College Difference Award Dean College Legacy Award <i>Future Plans: Dean College</i>
Alexandra Rose Perkins	University of Hartford Founder's Scholarship <i>Future Plans: University of Hartford</i>
Kevin David Perry	<i>Future Plans: Employment</i>
McKenzie Rose	University of Hartford Hartt Academic

Pilkington	Scholarship University of Hartford Performing Arts Scholarship <i>Future Plans: University of Hartford</i>
Natalie Chapin Plourde	John and Abigail Adams Scholar Montserrat College of Art Presidential Scholarship <i>Future Plans: Montserrat College of Art</i>
Katherine Nicole Pollen	John and Abigail Adams Scholar John Pond Memorial Scholarship National Honor Society Spanish Honor Society University of Massachusetts Amherst Dean's Award <i>Future Plans: University of Massachusetts Amherst</i>
Gabrielle Bozena Puchovsky	Business Honor Society French Honor Society John and Abigail Adams Scholar National Honor Society NSDC Award for Academic Growth and Student Leadership in Learning Worcester Polytechnic Institute Presidential Scholarship Worcester Polytechnic Institute Global Scholarship <i>Future Plans: Worcester Polytechnic Institute</i>
Divya Rapur	National Honor Society Spanish Honor Society <i>Future Plans: University of Massachusetts</i>

Amherst

Marie Montgomery Rausch	Chad Ghelli Memorial Scholarship Janet A. Porter Memorial Scholarship (MURTA) Jesse A. Taft Scholarship at UMass-Amherst John and Abigail Adams Scholar Massachusetts Seal of Biliteracy Milford Chamber of Commerce Honors Scholar National Honor Society Nipmuc Faculty Recognition Award Senior Athletic Leadership Award Spanish Honor Society Spanish Immersion Scholar Student Council Leadership Award Student Council Vice President University of Massachusetts Dean's Award William Leaver Leadership in Athletics Scholarship <i>Future Plans: University of Massachusetts Amherst</i>
Ethan James Raye	Business Honor Society Scholar-Athlete Award Class of 2019 Treasurer History Award John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar Spanish Honor Society <i>Future Plans: Boston College</i>
Jonathan Max Renk	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy Spanish Immersion Scholar <i>Future Plans: University of Massachusetts</i>

Amherst

Matthew Douglas Richards	Bentley University Falcon Athletic Scholarship Business Honor Society Dean Bank Scholarship Mendon Lions Club Scholarship Nipmuc Gridiron Club Scholarship Nipmuc Youth Baseball - Christopher DiLorenzo Scholarship Senior Athletic Leadership Award Spanish Honor Society <i>Future Plans: Bentley University</i>
Rebecca Anne Rinoldo	Framingham Firefighters Scholarship French Honor Society University of Maine Flagship Match Scholarship <i>Future Plans: University of Maine</i>
Nayeli Marie Rivera	Italian Honor Society Unibank Scholarship <i>Future Plans: Bridgewater State University</i>
Sofia Maria Robinson	Emmanuel College Dean's Scholarship French Honor Society Nipmuc Portrait of a Graduate <i>Future Plans: Emmanuel College</i>
David Spencer Round	Computer Science Award Janet A. Porter Memorial Scholarship (MURTA) John and Abigail Adams Scholar Spanish Honor Society <i>Future Plans: University of Massachusetts Amherst</i>

Kayla Rose Salgueiro	Business Honor Society Endicott College Health Science Scholarship Jill M. Carboni Memorial Scholarship Milford Rotary Club Scholarship National Honor Society Spanish Honor Society <i>Future Plans: Endicott College</i>
Aaron Faria Schiavo	Southern New Hampshire University Quill Scholarship Southern New Hampshire University Scholarships <i>Future Plans: Southern New Hampshire University</i>
Callie Dawn Schmitt	<i>Future Plans: Bridgewater State University</i>
Shannon Lee Schrafft	Business Honor Society John and Abigail Adams Scholar Massachusetts Elks Scholarship National Honor Society Spanish Honor Society Town of Upton Board of Selectmen Scholarship University of Massachusetts Amherst Flagship Award University of Massachusetts Amherst Academic Grant University of Massachusetts Amherst Grant <i>Future Plans: University of Massachusetts Amherst</i>
Kali Hunter Scirocco	Assumption College Dufault Scholarship Assumption College Athletic Incentive Grant

	Assumption College Grant Career Athlete Award First Unitarian Society of Upton Scholarship Next Step Athletic Scholarship Town of Upton Board of Selectmen Scholarship Upton Bloomer Girls Scholarship Upton Police Union Association Scholarship <i>Future Plans: Assumption College</i>
Kevin Joseph Scott	Spanish Immersion Scholar University of New Hampshire Grant <i>Future Plans: University of New Hampshire</i>
Anna Lee Seaman	Clifford B. Crowe Art Scholarship Framingham State University Honors Program Scholarship French Honor Society John and Abigail Adams Scholar Richard W. Pierce Scholarship <i>Future Plans: Framingham State University</i>
Maya Serafina Simpson	John and Abigail Adams Scholar Massachusetts Seal of Biliteracy Saint Anselm Presidential Scholarship Spanish Honor Society <i>Future Plans: Saint Anselm College</i>
Hanna Grace Snow	John and Abigail Adams Scholar Savannah College of Art and Design Scholarship Spanish Honor Society <i>Future Plans: Savannah College of Art and Design</i>
Michael David	<i>Future Plans: Framingham State University</i>

Sosnovsky

Brenna Louise Stephen	Johnson & Wales Presidential Academic Scholarship Johnson & Wales Quality Award <i>Future Plans: Johnson & Wales University</i>
Sophia Mae Studley	National Honor Society Roger Williams University Dean's Scholarship Roger Williams University Grant Spanish Honor Society <i>Future Plans: Roger Williams University</i>
Cole Thomas Sullivan	John and Abigail Adams Scholar Spanish Honor Society <i>Future Plans: University of Massachusetts Amherst</i>
Lauren Abigail Surbey	Clifford B. Crowe Art Scholarship Emerson College Grant Spanish Honor Society <i>Future Plans: Emerson College</i>
Steven Michael Tarabey	<i>Future Plans: Massachusetts Bay Community College</i>
Jack Thomas Tempesta	Career Athlete Award Chad Ghelli Memorial Scholarship Next Step Athletic Scholarship <i>Future Plans: University of Rhode Island</i>
Deven Michael Thompson-Kindl	<i>Future Plans: Community College</i>

Kassandra Mary Trufant	<i>Future Plans: Quinsigamond Community College</i>
Jordan Elizabeth Utter	Broadway Youth Dance Theater Scholarship Business Honor Society Hall Memorial Scholarship Service Award <i>Future Plans: Framingham State University</i>
Alyssa Judith Vance	John and Abigail Adams Scholar Spanish Honor Society University of Massachusetts Boston Dean's Merit Scholarship <i>Future Plans: University of Massachusetts Boston</i>
Christina Elizabeth Vanslette	Broadway Youth Dance Theater Scholarship John and Abigail Adams Scholar Massachusetts Association of Student Councils Vice President National Honor Society Spanish Honor Society Student Council Award <i>Future Plans: McGill University</i>
Erik Paul Venable	John and Abigail Adams Scholar Milford Chamber of Commerce Honors Scholar <i>Future Plans: University of Massachusetts Amherst</i>
John Frederick Verrone	University of Rhode Island Founder's Grant <i>Future Plans: University of Rhode Island</i>
Kathryn Jeannette Washburn	<i>Future Plans: American University</i>

Clare Helen Webber	<i>Future Plans: University of Massachusetts Dartmouth</i>
Allison Adrianna Weed	French Honor Society John and Abigail Adams Scholar National Honor Society University of New Haven Presidential Scholarship <i>Future Plans: University of New Haven</i>
Jakob Brian Whitney	<i>Future Plans: Employment</i>
Jared Stephen Wilkins	Curry College Scholarship Curry College Grant Wayland Police Officers Association Scholarship <i>Future Plans: Curry College</i>
Kaylee Victoria Williams	Johnna Gould Bradley Memorial Scholarship Nipmuc Gridiron Club Scholarship Nipmuc STEM Scholar Spanish Honor Society University of Massachusetts Boston Dean's Merit Scholarship <i>Future Plans: University of Massachusetts Boston</i>
Ryan Michael Young	<i>Future Plans: Quinsigamond Community College</i>