



## TOWN OF UPTON, MASSACHUSETTS

### Office of the Town Manager

# MEMORANDUM

TO: BOARD OF SELECTMEN  
FROM: JOSEPH LAYDON, TOWN MANAGER  
SUBJECT: TOWN MANAGER REPORT FOR SEPTEMBER 19, 2023  
DATE: SEPTEMBER 19, 2023

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The following is the Town Manager's Report for the September 19, 2023 Board of Selectmen Meeting.

## PROJECT UPDATES

**Fiske Ave Water Main Project** – On Monday, September 18, 2023, work started on the Fiske Ave Water Main Project. The contractor is laying down temporary service before opening the road. DPW Staff prepared a pamphlet that was hand delivered to each household in the project area. The contractor estimated the project will take 120 days to complete but anticipates initial work being done by the winter and loam and seeding being completed in spring 2024.

**Town Website Redesign** – We will be launching the new Town Website the end of next week. Kathleen Bern is working with departments on finishing touches. I would also like to thank staff for maintaining two different pages for the last two months preparing for the switch.

**EEE - West Nile Virus** – The Town's Board of Health has been fielding questions pertaining to EEE and West Nile Virus. The State Department of Public Health has issued High Risk Warning of EEE in the towns of Sutton, Douglas, and Oxford. The Towns of Grafton, Northbridge and Uxbridge have been identified at a Moderate Risk for EEE. While Upton is currently identified as low risk for EEE, Upton is identified as at moderate risk for West Nile Virus. Recognizing mosquitos do not respect town boundaries, the BoH recommends residents take precautions, such as to be aware of peak mosquito hours, use bug repellent, and wear protective clothing.

**Personnel Classification and Compensation Study** – GovHR, the consultant working on the Classification and Compensation Study, has completed interviews and position assessment stage of the project. They are moving into the next phase on data collection from benchmark towns. The study is on schedule with a report and presentation due in November.

**Upton Apartments/ 40B at 45-51 Main Street** –The applicant has filed a Comprehensive Permit Application with the Zoning Board of Appeals for the Upton Apartments 40B. The hearing is scheduled for October 18, 2023, starting at 6:30 PM in the Upton Community Center Great Room.

**Community Center** – Our DPW Director and Building Committee continue to work out issues with the HVAC system and recently met with manufacturing representatives to escalate an issue with an air handling unit. We continue to review a draft plan for the UCC parking lot to add additional handicap spaces and to increase total number of spaces. We also are working to get final Board of Health sign offs for the kitchen.

Thank you.