



## TOWN OF UPTON, MASSACHUSETTS

### Office of the Town Manager

#### **MEMORANDUM**

TO: SELECT BOARD  
FROM: JOSEPH LAYDON, TOWN MANAGER  
SUBJECT: TOWN MANAGER REPORT FOR FEBRUARY 20, 2024  
DATE: FEBRUARY 20, 2024

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The following is the Town Manager's Report for the February 20, 2024 Select Board Meeting.

#### **PROJECT UPDATES**

**Town Clerk** – Attorney General Office has approved the Fall Special Town Meeting Articles including the change from Board of Selectmen to Select Board. We will be making changes to regulations, policies, the website, and work with Representative Muradian's Office to prepare legislation to amend the various special acts for the Town of Upton that are impacted by the change.

**Fiske Ave Reconstruction Project** – Engineering Services contract has been signed and work on finalizing the design and bid specifications are starting.

**Grove Street Bridge** – The Grove Street Bridge Project is currently before the Conservation Commission for permitting. Engineering consultants are working on Army Corp permitting which is required for the project. Hearing was continued to Feb 28<sup>th</sup>

**Milford Road Water/Sewer Extension Project** – DPW Director and engineering consultant are before the Conservation Commission for permitting of the pump station and hearing was continued to Feb 28<sup>th</sup>.

**Police Department** – Town of Upton received a grant for purchase of defibrillators.

**Technology** – Town of Upton received a cyber security grant for implementing annual phishing and cyber security trainings.

**Recreation** – Interviews for Kids@Play have started and will continue for the next two weeks.

**Personnel Board** – GovHR presented the initial draft of the classification and compensation plan. A second meeting will be scheduled beginning of March for a Personnel Board meeting to discuss compensation goals.

**Planning** – Finalizing the Expression of Interest for the reuse/redevelopment of Holy Angels. EOI will be published Monday, February 26<sup>th</sup>.

**Affordable Housing** – Executed contract with CMRPC for the development of the Affordable Housing Trust Action Plan, funding was approved at the Fall Special Town Meeting. Also working to finalize a RFB for demolition services of 28 Hartford Ave North.

**Conservation** – The Commission is continuing to work with property owners on Dogwood to resolve easement issues.

**Historical Commission** – Commission is meeting on February 28<sup>th</sup> to discuss preservation improvement to Holy Angels including getting samples from the exterior to examine past color schemes to propose for painting the exterior this spring, examining costs for replacing storm windows, and have inquired about having electricity turned on for the building to install lights behind the stain glass windows.

**Upton Apartments/ 40B at 45-51 Main Street** –The ZBA will hold its next public hearing on Wednesday, February 21<sup>st</sup> at the Upton Community Center. Topics will be traffic and civil engineering.

Thank you.