



TOWN OF UPTON, MASSACHUSETTS

Office of the Town Manager

MEMORANDUM

TO: SELECT BOARD
FROM: JOSEPH LAYDON, TOWN MANAGER
SUBJECT: TOWN MANAGER UPDATES FOR FEBRUARY 4, 2025
DATE: FEBRUARY 4, 2025

The following is the Town Manager's Report for the February 4, 2025, Select Board Meeting.

Police Chief – The employment contract with Nicholas Palmieri has been executed. Chief Palmieri will be starting February 10, 2025. An official swearing in ceremony is scheduled for February 27th at 10 am in the Main Hall of Upton Town Hall. Invitations were sent out last week.

DPW Building Committee – ON Thursday, February 6, 2025, the DPW Building Committee will conduct interviews with the top three ranked companies for Owner Project Manager (OPM) Services. Once an OPM is on board, the progress on the project will speed up. It is the Committee's intention to seek construction funds and approval for the project at the Fall 2025 STM.

Town Counsel RFQ – We are making final edits to the RFQ for Town Counsel Services and will review with the Board on February 11th. This would allow for review of responses and scheduling of interviews in late March for appointment in April and provide time for a July 1st transition date.

MBTA Communities – The Town of Upton received notification on January 27, 2025 from the Executive Office of Housing and Livable Communities (EOHLC) that Upton is in interim compliance with G. L. C.40A Section 3A under 760 CMR 72.00 Multifamily Zoning Requirement for MBTA Communities. Upton will remain eligible for state grant programs while the state undertakes efforts to finalize MBTA regulations.

Mendon-Upton Multi-Board Meeting – The Mendon-Upton Regional School District School Committee scheduled a Multi-Board Meeting for Wednesday, February 12, 2025 at 6:00 PM. The purpose of the meeting will be to discuss two capital articles. One article for the replacement of the high school roof, which will be partially funded through the MSBA and the second is an article to fund needed capital needs for the MURSD and HS field replacements.

Fiske Ave Project – DPW Director Westgate informed me that the Fiske Ave Reconstruction project is out to bid. Bids will be due February 27th and we anticipate we will present a contract for the Board to execute for the March 4th meeting. Once a contractor is engaged, a start date will be set, and we can inform the residents on Fiske Ave of the construction schedule.

Milford Street Water and Sewer Extension Project – DPW Director and Consultant engineer conducted a bid opening for the water and sewer extension project last week. The Town received twelve bid responses, and two

responses were within budget. The Town's engineering consultant is evaluating the top two proposals, and we will look at scheduling a meeting for the potential award of a contract.

Holy Angels – Town Staff is meeting with Criterium-Dudka, the firm that conducted the 2019 analysis of Holy Angels to discuss updating the study and to expand the scope to identify what will be needed to make the building habitable and eligible for a certificate of occupancy. Staff anticipates having information to discuss with the Select Board on February 11th as part of a meeting with the proponents of "The Venue."

TIP Enhancement Project/ Commons Master Plan – Staff is meeting with CHA to discuss scheduling a public charette to solicit input from the community. It is anticipated that I will be providing the Board with an update on Feb 11th so that we can decide on dates for holding the charette

Main Street/Rt. 140 TIP Project – MassDOT has received the street light specifications that were approved by the Select Board. MassDOT has stated it had an internal due date of Friday, February 7th for the completion of the 75% design plans. I am awaiting confirmation that the plans are to be completed for the date. I have also reminded MassDOT that the Select Board has requested and expects that there be a public meeting to present the plans to the public.

Thank you.