



TOWN OF UPTON, MASSACHUSETTS

Office of the Town Manager

MEMORANDUM

TO: SELECT BOARD
FROM: JOSEPH LAYDON, TOWN MANAGER
SUBJECT: TOWN MANAGER REPORT FOR MARCH 18, 2025
DATE: MARCH 4, 2025

The following is the Town Manager's Report for the March 18, 2025, Select Board Meeting.

Town Manager

- *DPW Building Project OPM Services* – The DPW Building Committee is meeting on March 19th to vote on which firm to select as OPM.
- *FY 2026 Budget* – Review and evaluation of FY 26 Budget continues with the Finance Committee and Capital Budget Committee scheduling meetings over the next few weeks.
- *May 1, 2025 Annual Town Meeting* – Draft Version 7 has been distributed to the Select Board and Finance Committee. The final warrant is scheduled to be executed at the Board's April 1st meeting.

2025 Regional Bicycle Plan – Attended a Southeast Subregional Bicycle meeting hosted by CMRPC to discuss updating the Region's 2018 Bicycle Plan. From the 2018 plan, three bicycle corridors were identified as a Regional Priority, Major Priority and Minor Priority. Major Priority included the Hartford Ave S/ Hartford Ave N/ High Street/ Hopkinton Road Corridor. Regional Priority included the West Main/ Main Street/Milford Street Corridor from Grafton to Hopedale. Minor Priority included and Mendon Street from Grove Street to Mendon Town Line (see attached excerpt). CMRPC is soliciting input in the drafting of the 2025 Regional Bicycle Plan and residents can provide input by visiting: <https://survey123.arcgis.com/share/a1b84de687854ead882ad57b87d0cb3b>

Town Common Master Planning and Streetscape Design Charette – On Wednesday, March 26th the Town will hold a design charette to solicit input on the development of a master plan for the Town Common, the green space adjacent to Risteen, and on streetscape elements associated with the Rt. 140 TIP Project. Draft materials can be found on the Town's website at https://www.uptonma.gov/DocumentCenter/View/5636/2025-03-11_Upton-workshop-slides. The Charette will be at Upton Town Hall in the Main Hall and start at 6:30 PM.

CPC Action Plan – The Community Preservation Committee has been working with CMRPC to prepare the Community Preservation Plan. Funded with CPA funds back at the 2023 Fall Special Town Meeting, the Plan details the procedures for managing CPA funds, identifying funding priorities, and outlining the application process for eligible projects. The CPC will be scheduling a public hearing in the near future to present the draft plan and to solicit input from the community.

AHT Action Plan – The Affordable Housing Trust has been working with CMRPC to prepare the Affordable Housing Trust Action Plan. Funded with CPA funds back at the 2023 Fall Special Town Meeting, the Plan lays out strategic goals for the Trust to accomplish in the pursuit of affordable housing and specifically lays out a five-year action plan. I will coordinate with Michael Antonellis (Dir of LUIS) about having the AHT present the Plan to the Select Board.

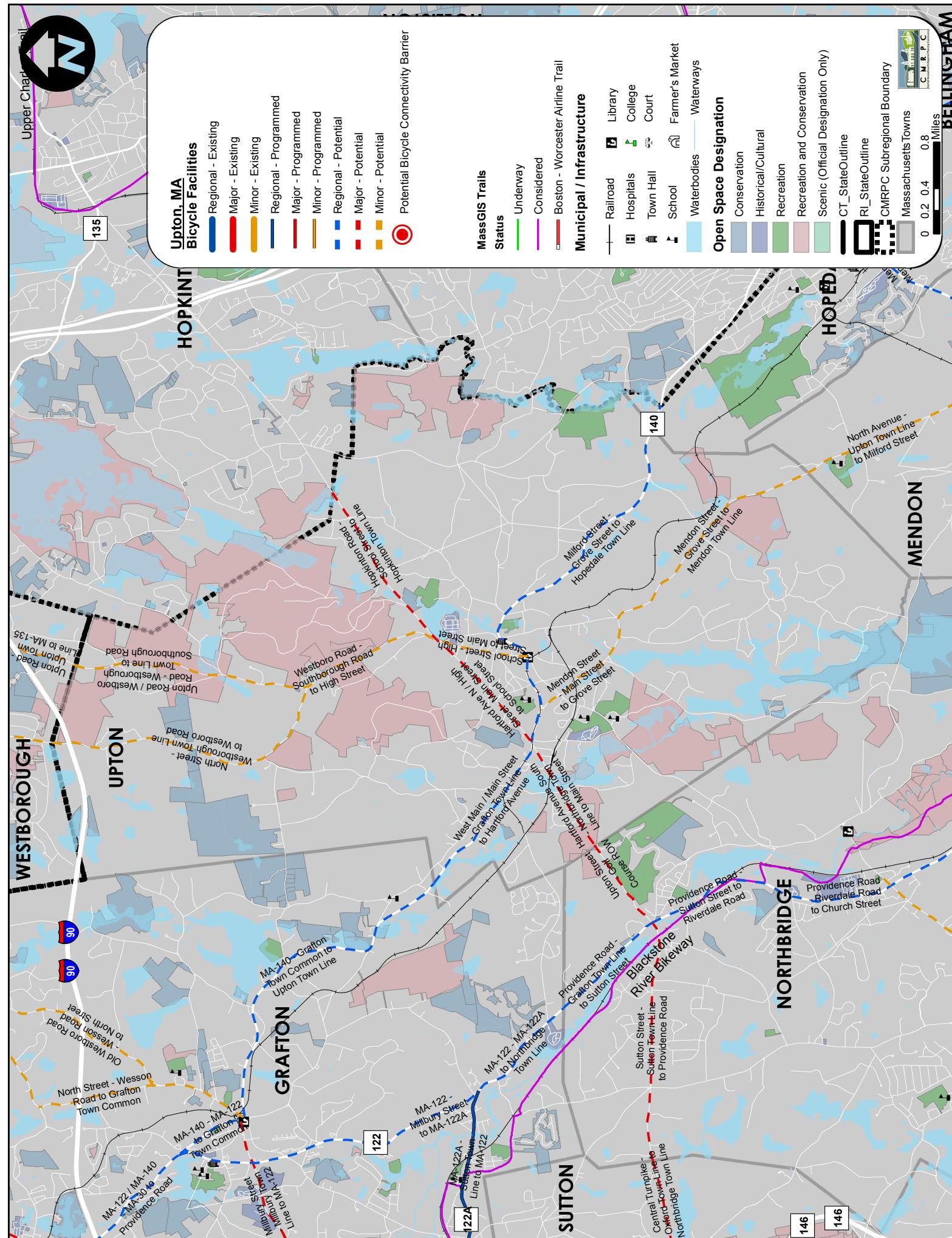
Southeast Subregion – Upton

Priority Recommendations

- Adopt the CMMPO Regional Bicycle Plan. Municipal staff should be aware with the recommendations set forth in this plan. Bicycle network planning should be incorporated into a municipality's planning process, with land use development and future transportation plans reflecting compliance with this plan.
- Work with MassDOT to ensure that arterial and collector streets with excess shoulder width are closely examined to determine how quickly they can be converted into Complete Streets with bicycle facilities in place.
- Work with MassDOT to implement the projects identified in the Town's Tier II Complete Streets Prioritization Plan.
- Work with local, regional, and statewide advocacy groups and other stakeholders to expand public education campaigns that promote the rules of the road so that all transportation system users are aware of their responsibilities. Work to incorporate Safe Routes to School materials and practices into local education systems in order to increase active transportation participation and safety.

UPTON FACILITIES

Existing
0 Miles
Programmed
0 Miles
Potential
16.47 Miles



Upton On-Road Recommendations

Municipality	Facility Name	Location	Miles	Status	Priority
UPTON	Main Street - Hartford Avenue to School Street	Paved Road	0.78	Potential	Regional
UPTON	Main Street - School Street to Grove Street	Paved Road	0.30	Potential	Regional
UPTON	Milford Street - Grove Street to Hopedale Town Line	Paved Road	2.52	Potential	Regional
UPTON	West Main / Main Street - Grafton Town Line to Hartford Avenue	Paved Road	1.55	Potential	Regional
UPTON	Hartford Ave N / High Street - Main Street to School Street	Paved Road	1.23	Potential	Major
UPTON	Hartford Avenue South - Northbridge Town Line to Main Street	Paved Road	1.02	Potential	Major
UPTON	Hopkinton Road - School Street to Hopkinton Town Line	Paved Road	1.58	Potential	Major
UPTON	Mendon Street - Grove Street to Mendon Town Line	Paved Road	2.15	Potential	Minor
UPTON	Mendon Street - Main Street to Grove Street	Paved Road	1.16	Potential	Minor
UPTON	School Street - High Street to Main Street	Paved Road	0.82	Potential	Minor
UPTON	Upton Road / Westboro Road - Westborough Town Line to Southborough Road	Paved Road	1.33	Potential	Minor
UPTON	Westboro Road - Southborough Road to High Street	Paved Road	2.02	Potential	Minor