

EDC Meeting Minute – 11/20/25 meeting

Meeting called to order at 19:00

Present: Michael Antonellis – Town Planner, Julie Joncas, Laurie Woodin, Marie Kitchen, Russ Berger

Absent: Eugene(Gene) Bernat, Pierre Cote, Craig Weinfuss

1. Approval of Meeting Minutes from previous meeting: *Motion to approve the minutes from October 30th by J. Joncas. M. Kitchen second. The motion passed unanimously by members present.*
2. Planner's Report- M. Antonellis distributed his report. R. Berger asked about the source of funding to improve the Town Common. M. Antonellis answered some clarifying questions on timelines of several town projects. *Motion to approve by J. Joncas. L. Woodin second. The motion passed unanimously by members present.*
3. EDC Focus Projects for FY24:
 - a. Public Parking Vision – M. Antonellis gave an update on quotes he has received including one from Allen Engineering who has previously prepared plans at the site. Funding sources were discussed. *Motion to support awarding Allen Engineering with the project by J. Joncas. L. Woodin second. The motion passed unanimously by members present.*
 - b. West Upton Center Vision – Nothing to share besides what was included in the Planner's Report.
 - c. Infrastructure Analysis – The town has a contract with Stantec Engineering who will provide an infrastructure analysis to aid in the creation of new development.
 - d. Design Guidelines – M. Antonellis submitted an expression of interest for a grant program to provide funding for design guidelines.
 - e. Discussion on adding other projects / Town Mixer Planning – Julie Joncas – Permitting/approval requirements were discussed as well as possible locations and the format of a mixer.
4. Upton Center Visioning Project: Dodson and Flinker asked for guidance on which of the proposed visioning options they should be planning for. The committee will have to eventually choose one of the Upton Center building and parking configurations that BSC prepared.
5. Other topics – Future website changes were discussed including the addition of a new business requirements checklist. L. Woodin suggested looking into getting public transit access in Upton as well as exploring more affordable housing options for young people. The density regulations of Hopkinton Rd/High St/Hartford Ave N. were discussed as well.

6. Audience Participation –
7. Next meeting scheduled for December 18th.

Motion to adjourn meeting – unanimously approved

Meeting adjourned at 20:42.