

# BOARD OF SELECTMEN MEETING MINUTES

**April 7, 2022**

Chair Maureen Dwinnell; Selectman Stephen A. Matellian; Selectman Brett A. Simas; Executive Assistant, Sandra Hakala

[Virtual Part 1](#) [Virtual Part 2](#)

## **Call Meeting to Order**

Chair Dwinnell opened the regular meeting at 10:00 am and reviewed the agenda.

## **Board Discussion Items (no public comment)**

The Board discussed the process, and questions and follow up to ask the finalists.

In letters the Selectmen received, there was concern about the makeup of the search committee. Mr. Simas took this opportunity to inform the public of the composition of the search committee: personnel board chair, finance executive, human resources executive, public sector executive, and education executive. Affirming this team has interviewed countless C-levels amongst themselves. The committee is comprised of a group of leaders and community members that are objective and unbiased, and the Selectmen respect that he stated. The technical consultant emphasized they were diligent and thoughtful as well. Mr. Matellian also praised the search committee; he feels that the Board has followed the game plan outlined and respects the work that was already done.

## **Conduct Interviews with Town Manager Finalists**

10:30 Ryan Ferrara

11:45 Katelyn O'Brien

1:00 Joseph Laydon

## **Discussion and Vote to Appoint Town Manager**

The Board again thanked the Town Manager Search Committee for their due diligence in selecting the three finalists last week. The Board agreed all three candidates were excellent choices, and each presented detailed, thought-out responses based on their knowledge and experiences. The Selectmen unanimously agreed Joseph Laydon was well suited to be the next town manager of Upton.

Next steps will involve a full background investigation and the Board will negotiate and draft an employment agreement including terms and conditions with Mr. Laydon. The Board of Selectmen will meet in executive session on April 12<sup>th</sup> to conduct contract negotiations.

**Motion #1:** Motion made by Selectman Simas to extend an offer of employment for the position of town manager to Joseph Laydon pending a successful background check and contract negotiation.

Second: Selectman Matellian, Unanimous, Chair Dwinnell

Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

**Discussion on Funding Request for Clean- up Earth Day**

**Motion #2:** Motion made by Selectman Matellian to expend up to \$500.00 from the Ella Risteen Beautification Trust Fund for materials on Clean- up Earth Day on April 23.

Second: Selectman Simas, Unanimous, Chair Dwinnell  
Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

**Motion #3:** Motion made by Selectman Matellian to expend \$200.00 from the Ella Risteen Beautification Trust Fund to the Land Stewardship Committee for the purpose of cleaning up and disposing of tires.

Second: Selectman Simas, Unanimous, Chair Dwinnell  
Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

**Adjourn Meeting**

**Motion #4:** At 2:30 PM Selectman Matellian made motion to adjourn.

Second: Selectman Simas, Unanimous, Chair Dwinnell  
Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

Respectfully submitted,  
Sandra Hakala, Executive Assistant