

BOARD OF SELECTMEN MEETING MINUTES

March 1, 2022

Chair Maureen Dwinnell; Selectman Stephen A. Matellian; Selectman Brett A. Simas; Town Manager, Derek S. Brindisi; Executive Assistant, Sandra Hakala

Call Meeting to Order

Chair Dwinnell opened the regular meeting at 7:02 PM and reviewed the agenda.

Public Comment (any topic)

None

Approval of Meeting Minutes

Motion #1: Motion made by Selectman Matellian to approve Meeting Minutes January 18, February 1, February 15.

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

Guest Presentations

149 Main LIP Application

Motion #2: Motion made by Selectman Simas

VOTED:

To provide greater flexibility for 149 Main Street LLC to secure long-term financing for the 149 Main development by having either MassHousing or DHCD serve as the Subsidizing Agency, the Board votes to authorize the Chair to sign the Local Initiative Program (LIP) Application (the "Application") on page 2 of the Application and endorses the submission of the Application to the Massachusetts Department of Housing and Community Development (DHCD).

This vote is conditional based upon there being no change in the number and distribution of Affordable Units (4-One Bedroom Units, 5-Two Bedroom Units, and 2-Three Bedroom Units). As required in the Comprehensive Permit granted by the Zoning Board of Appeals on August 20, 2018, "The Project shall include eleven (11) affordable units available to low and moderate income households whose annual income may not exceed 80% of Area Median Income, adjusted for household size, as determined by the United States Department of Housing and Urban Development ("Affordable Units") which shall permanently remain affordable so long as the Project is not in compliance with the Town's Zoning Bylaw and for the longest period allowed by law, so the Affordable Units shall continue to serve the public purposes for which this Comprehensive Permit was authorized under G.L. c.40B §§20-23.

Additionally, this vote is conditional upon all forty-four (44) units at the 149 Main rental development remaining eligible for listing on the Town's Subsidized Housing Inventory (SHI)

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

Board Discussion Items (no public comment)

Motion to Approve One Day Liquor License Requests

Motion #3: Motion made by Selectman Matellian to approve One Day Liquor Licenses to Rushford and Sons at Kiwanis Beach on June 29, July 6, 13, 20, 27 Aug 3.

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

Motion to Approve Street Sign Request

Motion #4: Motion made by Selectman Simas erect a Tractor/Farm street sign at farm road entrance at the request of Crystal Maloney, Town Line Dairy Farm.

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

Motion to Approve Tri-Valley Frontrunners Road Race

Motion #5: Motion made by Selectman Matellian to approve Tri-Valley Frontrunners Road Race on Saturday, April 2, 2022 - 10:00am - 1:00pm.

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

Motion to Execute Blackstone Partnership for Public Health IMA-BOH

Motion #6: Motion made by Selectman Simas execute the Blackstone Partnership for Public Health IMA-BOH.

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

Motion to Adopt Equal Employment Opportunity and Anti-Discrimination and Harassment (including Sexual Harassment) Policy

Motion #7: Motion made by Selectman Matellian to approve and adopt the Equal Employment Opportunity and Anti-Discrimination and Harassment (including Sexual Harassment) Policy.

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

Motion to Execute Maplewood Cemetery Deed

Motion #8: Motion made by Selectman Simas to Execute Maplewood Cemetery Deed.

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

Discussion on Various Appointments
Technology Committee [Member](#)

Motion #9: Motion made by Selectman Matellian to appoint David Lane to the Technology Committee.

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

Affordable Housing [Member](#)

Motion #10: Motion made by Selectman Simas appoint Tracie Higgins to the affordable housing trust.

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

Town Manager Search Committee Member

At their meeting on February 1, the BoS formulated the TM Search committee, a 5-member committee, one being a personnel board member, to be selected at the March 1 BoS meeting. Also, one additional member as a subject member expert, with no voting rights will be selected.

Mr. Simas nominated Scott van Raalten to be appointed as the as the personnel board representative. Mr. Matellian asked that Marcia Kasilowski be considered as the personnel board. Ms. Kasilowski clarified she was not seeking to be the personnel board representative, and supported Mr. van Raalten, but was asked to apply as a resident at large.

Motion #11: Motion made by Selectman Simas to appoint Scott van Raalten to the TM Search Committee as the personnel board representative.

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

Chair Dwinnell asked the other board members to each select four applicants:

| <u>Matellian</u> | <u>Simas</u> | <u>Dwinnell</u> |
|-------------------|------------------|------------------|
| Marcia Kasilowski | Dave Ross | Robert Fleming |
| Laura Hebb | Robert Fleming | Dave Ross |
| Jim Bergstrom | Megan Ronzio | Christina Zdanis |
| Robert Fleming | Christina Zdanis | Donna Desjardin |

The board proceeded to nominate and appoint Mr. Fleming, having been selected by all.

Motion #12: Motion made by Selectman Simas to appoint Robert Fleming to the TM Search Committee.

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

Mr. Simas initiated commentary on his selection of candidates, Mr. Matellian and Ms. Dwinnell followed suit. Mr. Simas asked for consideration of those applicants with two votes.

Mr. Simas nominated Mr. Ross emphasizing his past experience as a selectman and planning board member in Grafton, and current chair of the EDC.

Motion #13: Motion made by Selectman Simas to appoint Dave Ross to the TM Search Committee.

Second: Chair Dwinnell, Majority Action of the board.
Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, nay

Mr. Simas commented that Christina Zdanis' was a C level human resource professional and will add value to the committee with her HR expertise.

Motion #14: Motion made by Selectman Simas to appoint Christina Zdanis to the TM Search Committee.

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

The board reviewed the remaining applicants. Mr. Matellian suggested Laura Hebb having always lived in Upton and owning her own business would give a historical perspective. Mr. Simas recommended Megan Ronzio, given her professional experience with DESE, aligns with the boards desire to have many factions represented, specifically the school districts perspective. Ms. Dwinnell supported Ms. Ronzio.

Motion #15: Motion made by Selectman Simas to appoint Megan Ronzio to the TM Search Committee.

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

166 **Town Manager Search Committee Technical Consultant**

167 **Motion #16:** Motion made by Selectman Simas to appoint Tim McInerny as technical consultant
168 to the TM Search Committee at the rate of \$75.00 per hour.

169
170 Second: Chair Dwinnell, Majority Action of the board.

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

172
173 **Discuss Board of Selectmen's [Budget Review](#)**

174 *DPW, COA, Code, Town Clerk (includes Dept Cap Requests)*

175
176 Dennis Westgate, Pat Roche, and Kelly McElreath presented their budgets to the board.

177
178 **Town Manager Report/Updates**

- 179
 - Police Lt & Sgt ceremony March 16
 - GURR meetings on going
 - 5 on-call FF/EMT currently onboarding
 - Pot holes are being addressed
 - DPW Supervisor's contract finalized
 - Planning Director has secured a technical assistance grant – façade improvements

185
186 **Adjourn Meeting**

187
188 **Motion #17** At 10:04 PM Selectman Matellian made motion to adjourn.

189 Second: Selectman Simas, Unanimous, Chair Dwinnell

190
191 Respectfully submitted,

192 Sandra Hakala, Executive Assistant