

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

1 **Call Meeting to Order**

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

3

4 **Public Comment (any topic)**

5 None

6 **Approval of Meeting Minutes**

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

9

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

12

13 **Guest Presentations**

14 [149 Main LIP Application](#)

15 **Motion #2:** Motion made by Selectman Simas

16

17 VOTED:

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

23 This vote is conditional based upon there being no change in the number and distribution of
24 Affordable Units (4-One Bedroom Units, 5-Two Bedroom Units, and 2-Three Bedroom Units). As
25 required in the Comprehensive Permit granted by the Zoning Board of Appeals on August 20,
26 2018, “The Project shall include eleven (11) affordable units available to low and moderate
27 income households whose annual income may not exceed 80% of Area Median Income,
28 adjusted for household size, as determined by the United States Department of Housing and
29 Urban Development (“Affordable Units”) which shall permanently remain affordable so long as
30 the Project is not in compliance with the Town’s Zoning Bylaw and for the longest period
31 allowed by law, so the Affordable Units shall continue to serve the public purposes for which
32 this Comprehensive Permit was authorized under G.L. c.40B §§20-23.

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

35

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

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

39 **Motion to Approve One Day Liquor License Requests**

40

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

43

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

46

47 **Motion to Approve Street Sign Request**

48

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

51

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

54

55 **Motion to Approve Tri-Valley Frontrunners Road Race**

56

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

59

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

62

63 **Motion to Execute Blackstone Partnership for Public Health IMA-BOH**

64

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

67

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

70

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

73

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

76

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

79

80 **Motion to Execute Maplewood Cemetery Deed**

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

82
83 Second: Selectman Matellian, Unanimous, Chair Dwinnell
84 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

85
86 **Discussion on Various Appointments**

87 **Technology Committee Member**

88
89 **Motion #9:** Motion made by Selectman Matellian to appoint David Lane to the Technology
90 Committee.

91
92 Second: Selectman Simas, Unanimous, Chair Dwinnell
93 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

94
95 **Affordable Housing Member**

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

98
99 Second: Selectman Matellian, Unanimous, Chair Dwinnell
100 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

101
102 **Town Manager Search Committee Member**

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

106
107 Mr. Simas nominated Scott van Raalten to be appointed as the as the personnel board
108 representative. Mr. Matellian asked that Marcia Kasilowski be considered as the personnel
109 board. Ms. Kasilowski clarified she was not seeking to be the personnel board representative,
110 and supported Mr. van Raalten, but was asked to apply as a resident at large.

111
112 **Motion #11:** Motion made by Selectman Simas to appoint Scott van Raalten to the TM Search
113 Committee as the personnel board representative.

114
115 Second: Selectman Matellian, Unanimous, Chair Dwinnell
116 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

117
118 Chair Dwinnell asked the other board members to each select four applicants:

120 <u>Matellian</u>	120 <u>Simas</u>	120 <u>Dwinnell</u>
121 Marcia Kasilowski	121 Dave Ross	121 Robert Fleming
122 Laura Hebb	122 Robert Fleming	122 Dave Ross
123 Jim Bergstrom	123 Megan Ronzio	123 Christina Zdanis
124 Robert Fleming	124 Christina Zdanis	124 Donna Desjardin

125 The board proceeded to nominate and appoint Mr. Fleming, having been selected by all.
126
127 **Motion #12:** Motion made by Selectman Simas to appoint Robert Fleming to the TM Search
128 Committee.
129
130 Second: Selectman Matellian, Unanimous, Chair Dwinnell
131 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
132
133 Mr. Simas initiated commentary on his selection of candidates, Mr. Matellian and Ms. Dwinnell
134 followed suit. Mr. Simas asked for consideration of those applicants with two votes.
135
136 Mr. Simas nominated Mr. Ross emphasizing his past experience as a selectman and planning
137 board member in Grafton, and current chair of the EDC.
138
139 **Motion #13:** Motion made by Selectman Simas to appoint Dave Ross to the TM Search
140 Committee.
141
142 Second: Chair Dwinnell, Majority Action of the board.
143 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, nay
144
145 Mr. Simas commented that Christina Zdanis' was a C level human resource professional and will
146 add value to the committee with her HR expertise.
147
148 **Motion #14:** Motion made by Selectman Simas to appoint Christina Zdanis to the TM Search
149 Committee.
150
151 Second: Selectman Matellian, Unanimous, Chair Dwinnell
152 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
153
154 The board reviewed the remaining applicants. Mr. Matellian suggested Laura Hebb having
155 always lived in Upton and owning her own business would give a historical perspective. Mr.
156 Simas recommended Megan Ronzio, given her professional experience with DESE, aligns with
157 the boards desire to have many factions represented, specifically the school districts
158 perspective. Ms. Dwinnell supported Ms. Ronzio.
159
160 **Motion #15:** Motion made by Selectman Simas to appoint Megan Ronzio to the TM Search
161 Committee.
162
163 Second: Selectman Matellian, Unanimous, Chair Dwinnell
164 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
165

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 Second: Chair Dwinnell, Majority Action of the board.

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

172 **Discuss Board of Selectmen's Budget Review**

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

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

175 **Town Manager Report/Updates**

176

- 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

177 **Adjourn Meeting**

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

179 Second: Selectman Simas, Unanimous, Chair Dwinnell

180

181 Respectfully submitted,

182 Sandra Hakala, Executive Assistant