

BOARD OF SELECTMEN MEETING MINUTES

August 18, 2020

Virtual Meeting

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

CALL MEETING TO ORDER

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings in the Town of Upton are being conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

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As a preliminary matter, this is Brett Simas – Chair, Board of Selectmen. Permit me to confirm that all members and persons anticipated on the agenda are present and can hear me.

- Members, when I call your name, please respond in the affirmative. *Stephen Matellian, aye, Maureen Dwinnell, aye,*
- Staff, when I call your name, please respond in the affirmative. Derek Brindisi, Town Manager aye, Sandra Hakala, Executive Assistant, aye. *State each staff members' name.*
- Anticipated Speakers on the Agenda, please respond in the affirmative. *None*

REVIEW MEETING AGENDA

INVITED GUESTS

EDC & RFP Committee –

The Board of Selectmen previously talked with the RFP Committee about potentially reorganizing and refocusing the committee to more broadly look at the downtown and adjusting their charter. There charge was to identify developers who would like to respond to RFP's related to the revitalization of Upton's downtown. Dave Ross, chair of the RFP Committee suggested working collaboratively with the Economic Development Committee to move this project forward.

The Chair, Gene Bernat of the EDC felt due to the current state of things, it was important to be more strategically sensitive and perform more research before re-releasing the RFP. He agreed with Ross that "there's a lot of opportunity to combine, or recombine the EDC and the RFP

40 committees to re-galvanize the process to get back to the kind of strategic thinking in terms of
41 where do we go from here."

42
43 **Motion #2:** Motion made by Selectman Matellian to dissolve the RFP committee work to
44 combine the two committees
45

46 Second: Selectman Matellian, Unanimous, Chairman Simas
47 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
48

49 [Trust Fund Commissioner Election](#)

50
51 Trust Fund Commission Joint Election
52

53 The Town Clerk is in receipt of a resignation letter from Kenneth Glowacki from the Board of
54 Commissioners of Trust Funds. The procedure for filling this vacancy, under General Laws,
55 Chapter 41, Section 11, is for the remaining members of the Board of Commissioners of Trust
56 Funds to give written notice of the vacancy to the Board of Selectmen, who, with the remaining
57 members of this Board, shall, after one week's notice, fill such vacancy by paper ballot.
58 Notification of these vacancies must be made to the Board of Selectmen within one month;
59 otherwise the Selectmen shall fill such vacancy. The person elected to fill this vacancy will serve
60 until the next Town Election.

61
62 One resident expressed interest in serving on the commission.
63

64 Jim Brochu, Trust Fund Commissioner nominated Deborah Teta.
65

66 Roll Call Vote:
67

68 Chairman Stephen A. Matellian aye; Selectman Brett A. Simas aye; Selectman Maureen
69 Dwinnell aye, Trust Fund Commissioner James Brochu aye, Trust Fund Commissioner Robert
70 Fleming aye.
71

72 Unanimous
73

74 [Library Trustee Election](#)

75 With the Library Trustees present, Sadie Van Buren was elected as the newest member of the
76 Upton Library Board of Trustees.
77

78 Due to a failure to elect at the recent local election the procedure for filling this vacancy, under
79 General Laws, Chapter 41, Section 11, is for the remaining members of the Library Trustees to
80 give written notice of the vacancy to the Board of Selectmen, who, with the remaining
81 members of this Board, shall, after one week's notice, fill such vacancy by paper ballot.
82 Notification of these vacancies must be made to the Board of Selectmen within one month;

83 otherwise the Selectmen shall fill such vacancy. The person elected to fill this vacancy will serve
84 until the next Town Election.

85
86 One resident expressed interest in serving on the commission, Sadie Van Buren.

87
88 Michelle Antinarelli, Library Trustee nominated Sadie Van Buren.

89
90 Roll Call Vote:

91
92 Chairman Stephen A. Matellian aye; Selectman Brett A. Simas aye; Selectman Maureen
93 Dwinnell aye, Library Trustees – Bill Taylor aye, Michelle Antinarelli aye, John Roberson aye,
94 Charlotte Carr aye, Judith Katz aye, Laurie Wodin aye, Debbie Amorelli aye.

95
96 Unanimous

97
98 **DISCUSSION ITEMS**

99 **Review Applications to RFP Committee**

100 Passed over

101
102 **Discuss Town Manager's Proposed Finance Department**

103 The Selectmen held a public hearing to give residents and various boards and committee
104 members the opportunity to weigh in on the Town Manager's Proposed Finance Department.
105 Residents were encouraged to provide either written or verbal testimony prior to the hearing.
106 The Town Manager explained several residents called with questions that were clarified but
107 there were no real concerns voiced. He added that the Finance Committee and Personnel
108 Board held public meetings on the measure and submitted letters of support. Brindisi added
109 the benefits included the ability to position the financial functions of the town towards long
110 term financial planning, cost recovery, improvements in technology, cross training, office
111 support, opening lines of communication amongst the three offices, and identifying possible
112 gaps in performance.

113
114 Selectman Maureen Dwinnell was completely in favor of this agreeing there's a lot of benefits,
115 it opens up the communication to all the departments that have to work together. Selectman
116 Stephen Matellian was not in favor of the reorganization and the new position. "It seems like
117 we're giving an awful lot of authority to our Accountant who is no longer going to be just our
118 accountant," he stated. Matellian didn't feel a town the size of Upton was in need of a Finance
119 Director. Selectman Chair Brett Simas disagreed. "This type of restructuring is less about
120 authority and control, and it's about efficiency and clarity, and having a collaborative group of
121 folks working together towards a common goal."

122 Brindisi said the town was lucky to have Costa in the new Finance Director/ Accountant's
123 position. "He does a phenomenal job".

124
125 **Motion #3:** Motion made by Selectman Dwinnell to accept the reorganization of the Finance
126 Department as proposed by the Town Manager.

127
128 Second: Chairman Simas, Majority Action of the Board
129 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, nay
130
131 [**Motion to Accept FY21 911 Support & Incentive Grant Award Letter and Contract**](#)
132 The Police Department received a Fiscal Year 2021 Support Incentive Grant for the town's 911
133 Regional Communications Center. The grant is funded annually through the State 911
134 Department to each Public Safety Answering Point (911) throughout the state.
135
136 Chief Bradley explained \$210,000 will be used for wage reimbursement and \$12,300 for
137 replacement of two mobile data terminals to be used in two cruisers from the Upton fleet,
138 \$15,700 will be used for Smart 911 software.
139
140 **Motion #2:** Motion made by Selectman Dwinnell to accept the Support Incentive Grant for the
141 town's 911 Regional Communications Center in the amount of amount \$239,000.
142
143 Second: Chairman Simas, Majority Action of the Board.
144 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
145
146 [**Discuss the Town's position to Opt Out from Aerial Spraying**](#)
147 Passed over
148
149 **ADJOURN MEETING**
150 **Motion #4:** At 8:44pm Selectman Dwinnell made motion to adjourn.
151
152 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
153
154 Respectfully submitted,
155
156 Sandra Hakala, Executive Assistant