

**BOARD OF
SELECTMEN
MEETING
MINUTES**

August 4, 2020

Virtual Meeting

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

1 CALL MEETING TO ORDER

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

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10 on strict limitations on the number of people that may gather in one place, meetings in the
11 Town of Upton will be conducted via remote participation to the greatest extent possible. We
12 will strive to provide access to such meetings via a link to call in, or other similar option. In the
13 event we are unable to accommodate the same, despite best efforts, we will post recorded
14 sessions of the meeting as soon as possible following the same.

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

17

- 18 • Members, when I call your name, please respond in the affirmative. *Stephen Matellian, aye, Maureen Dwinnell, aye,*
- 19 • 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.*
- 20 • Anticipated Speakers on the Agenda, please respond in the affirmative. *None*

26 REVIEW MEETING AGENDA

28 INVITED GUESTS

29 *Land Stewardship Committee* – prior to making appointments the BoS discussed what
30 investment would be required from the LSC to clear trails and also ascertained Mr. Rosenfield's
31 perspective on how much of an investment he thinks the Town should make.

32 *Bill Taylor - Solarize Plus*

33 Local volunteers have been working for months with the Massachusetts Clean Energy Center
34 (MassCEC) to launch the Mendon-Upton Solarize Mass Plus program. Solarize Mass Plus is a
35 program of the MassCEC to increase adoption of clean-energy technologies in the
36 Commonwealth. The program is designed to offer affordable, competitive and quality

38 renewable clean-energy options to communities from vetted, selected and dependable
39 installers.

40
41 With MassCEC's help, the local Solarize team selected four installers to provide the following
42 clean-energy technologies – solar PV and battery storage, solar hot water, air-source heat
43 pumps, and ground-source heat pumps. They are also working with the Green Energy
44 Consumer Alliance's Drive Green program to offer electric vehicles.

45
46 **DISCUSSION ITEMS**

47
48 **Discuss Applications to Various Committees**

49 **Motion #1:** Motion made by Selectman Dwinnell to appoint:
50 REGISTRAR OF VOTERS
51 Katherine Robertson – 3-year term

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

55
56 **Motion #2:** Motion made by Selectman Dwinnell to appoint:

57
58 LAND STEWARDSHIP COMMITTEE
59 Marcella Stasa
60 Alan Rosenfield

61
62 Second: Selectman Matellian, Unanimous, Chairman Simas
63 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

64
65 **Motion #3:** Motion made by Selectman Dwinnell to appoint:

66
67 COUNCIL ON AGING
68 Lori McGann

69
70 Second: Selectman Matellian, Unanimous, Chairman Simas
71 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

72
73 **Motion to Approve [Updates to the PP&PM](#)**

74
75 **Motion #4:** Motion made by Selectman Dwinnell to accept the changes as written in Section 6
76 of the PP&PM.

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

80
81 **Motion to Allow [Library Storybook Walk Signage at VFW Playground](#)**

82 **Motion #5:** Motion made by Selectman Matellian to allow signage at the VFW playground.

83

84 Second: Selectman Dwinnell, Unanimous, Chairman Simas

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

86

87 **Motion to Accept Various Grants**

88

89 **Motion #6:** Motion made by Selectman Matellian to file and accept the [Complete Streets Grant](#)

90

91 Second: Selectman Matellian, Unanimous, Chairman Simas

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

93

94 **Motion #7:** Motion made by Selectman Dwinnell to file and accept the [MED Project Grant](#)

95

96 Second: Selectman Matellian, Unanimous, Chairman Simas

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

98

99 **Motion Execute Order of Taking - Upton - Hartford Ave - Phase 2**

100

101 **Motion #8:** Motion made by Selectman Matellian to move that the Board vote to execute the
102 Order of Taking for the Hartford Avenue North/High Street improvements project for the
103 purpose of acquiring the easements set forth in the Order of Taking and shown on the plans
104 entitled "Layout & Easements Plan of Land," dated May 21, 2019, prepared by Lighthouse Land
105 Surveying, LLC, and authorize Town Counsel to record the Order of Taking and plans with the
106 Worcester South Registry of Deeds.

107

108 Second: Selectman Dwinnell, Unanimous, Chairman Simas

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

110

111 **Motion to Authorize the Town Manager to Execute Extension for Trash Removal - E.L.**

112 **[Harvey & Sons, Inc](#)**

113

114 **Motion #9:** Motion made by Selectman Dwinnell to Authorize the Town Manager to Execute
115 Extension for Trash Removal - E.L. Harvey & Sons, Inc

116

117 Second: Selectman Matellian, Unanimous, Chairman Simas

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

119

120 **Motion to Approve [Disability Commission Grievance Procedure](#)**

121

122 **Motion #10:** Motion made by Selectman Dwinnell to approve the Disability Commission
123 Grievance Procedure as presented and written.

124

125 Second: Selectman Matellian, Unanimous, Chairman Simas

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

127

128 [Motion to Execute 2020 State Primary Warrant](#)

129

130 **Motion #11:** Motion made by Selectman Matellian to Execute 2020 State Primary Warrant

131

132 Second: Selectman Dwinnell, Unanimous, Chairman Simas

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

134

135 [Motion to Approve T2 Agreement for Community Center Architectural Design](#)

136

137 **Motion #12:** Motion made by Selectman Matellian to Approve T2 Agreement for Community
138 Center Architectural Design

139

140 Second: Selectman Dwinnell, Unanimous, Chairman Simas

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

142

143 [Motion to Appoint Town Counsel - Mirick, O'Connell, DeMallie & Lougee, LLP](#)

144

145 **Motion #13:** Motion made by Selectman Dwinnell to Appoint Town Counsel - Mirick, O'Connell,
146 DeMallie & Lougee, LLP

147

148 Second: Selectman Matellian, Unanimous, Chairman Simas

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

150

151 [Motion to Open Warrant for Fall Special Town Meeting and to Close on September 11](#)

152

153 The Board will continue to access the need for a STM. There are no urgent capital needs and
154 with the uncertainty of coronavirus not holding a STM would mitigate those concerns.

155

156 **Motion #14:** Motion made by Selectman Dwinnell to Open Warrant for Fall Special Town
157 Meeting and to Close on September 11, 2020.

158

159 Second: Selectman Matellian, Unanimous, Chairman Simas

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

161

162 [Discussion on Town Manager's Performance Evaluation](#)

163

164 Chairman Simas recognized the Town Manager, Derek Brindisi as an exceptional and
165 extraordinary leader of the town of Upton and extremely well versed. Stating he came to Upton
166 with immense municipal experience, giving the town an opportunity to grow, formalize and
167 professionalize many of the practices that we have. Ms. Dwinnell agreed and fines Mr. Brindisi
168 very well versed and very informative. Mr. Matellian thanked the town manager and looks
169 forward to next year.

170 **Motion #15:** Motion made by Selectman Dwinnell based upon the town manager's, FY 20
171 performance to approve the Town manager salary as written and approved at the 2020 Annual
172 Town meeting.

173
174 Second: Selectman Matellian, Unanimous, Chairman Simas
175 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
176

177 **RECOGNITION**

178 The Board remembered Barbara Burke and offered condolences to her family.
179

180 **TOWN MANAGER'S REPORT**

- 181 • A subdivision is being constructed and will have approximately 14 single family homes
182 and as part of that agreement 30 acres open space will be preserved.
- 183 • The TIP project is progressing as planned.
- 184 • Paving will begin according to our pavement management plan sometime next week or
185 two.
- 186 • The Comprehensive Assessment Plan is now complete and will be presented to the
187 Board.
- 188 • Covid - we continue to monitor and update our return to work policies and other
189 policies and procedures we just released the newest travel policy based upon Baker's
190 travel order.
- 191 • UGRR - planning on constructing a building there are all that sort of 25 chemical storage
192 tanks.

193
194 **ADJOURN MEETING**

195 **Motion #16:** At 9:05pm Selectman Dwinnell made motion to adjourn.
196

197 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye
198

199 Respectfully submitted,
200

201 Sandra Hakala, Executive Assistant