

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

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.

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 will be conducted via remote participation to the greatest extent possible. We will strive to provide access to such meetings via a link to call in, or other similar option. In the event we are unable to accommodate the same, despite best efforts, we will post recorded sessions of the meeting as soon as possible following the same.

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

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

Bill Taylor - Solarize Plus

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

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

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

DISCUSSION ITEMS

Discuss Applications to Various Committees

Motion #1: Motion made by Selectman Dwinnell to appoint:

REGISTRAR OF VOTERS

Katherine Robertson – 3-year term

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

Motion #2: Motion made by Selectman Dwinnell to appoint:

LAND STEWARDSHIP COMMITTEE

Marcella Stasa

Alan Rosenfield

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

Motion #3: Motion made by Selectman Dwinnell to appoint:

COUNCIL ON AGING

Lori McGann

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

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

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

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

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

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

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

Motion to Accept Various Grants

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

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

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

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

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

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

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

Motion to Authorize the Town Manager to Execute Extension for Trash Removal - E.L. Harvey & Sons, Inc

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

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

Motion to Approve Disability Commission Grievance Procedure

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

Second: Selectman Matellian, Unanimous, Chairman Simas

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

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

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

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

Motion to Approve T2 Agreement for Community Center Architectural Design

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

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

Motion to Appoint Town Counsel - Mirick, O'Connell, DeMallie & Lougee, LLP

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

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

Motion to Open Warrant for Fall Special Town Meeting and to Close on September 11

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

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

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

Discussion on Town Manager's Performance Evaluation

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

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

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

RECOGNITION

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

TOWN MANAGER'S REPORT

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

ADJOURN MEETING

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

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

Respectfully submitted,

Sandra Hakala, Executive Assistant