

BOARD OF SELECTMEN MEETING MINUTES

September 22, 2020

Virtual Meeting

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

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, *State each staff members' name.*
- Anticipated Speakers on the Agenda, please respond in the affirmative. *None*

REVIEW MEETING AGENDA

DISCUSSION ITEMS

Review DPW Feasibility Committee Volunteer Application

Motion #1: Motion made by Selectman Matellian to appoint Jonathan Moen to the DPW Feasibility Committee.

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

Discuss Proposed EDC Composition and Charge

Recently the Selectmen unanimously voted to disband the RFP Committee and believed there may be an opportunity to combine the EDC and RFP Committee. As a result, EDC Chair David

40 Ross discussed the Committee's recommended expansion and charge. Ross stated the EDC is
41 comprised of five members and one alternate. "We felt the best course of action would be to
42 have a seven-member committee with no alternates." An updated draft of the Committee's
43 new charge will be reviewed at the Selectmen's next meeting.

44

45 **Motion #2:** Motion made by Selectman Dwinnell to have a seven-member Economic
46 Development Committee with no alternates.

47

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

50

51 **INVITED GUESTS**

52 7:05 Public Hearing – [Rushford & Sons](#)

53

54 Chairman Simas opened the Public Hearing:
55 Notice is hereby given, under Chapter 138, Section 15A, of the MGLs that a Public Hearing will
56 be held *Virtually on Tuesday, September 22, at 7:05PM on the application of Rushford & Sons
57 Brewhouse, LLC 8 Grove Street, Upton, MA for an On Premises §12 Farmers Series Pouring
58 Permit. The description of the premises is as follows: Single floor 2100 sf. 1500 sf taproom, 600
59 sf brewery/manufacturing area.

60

61 The Chair closed the public hearing.

62

63 **Motion #3:** Motion made by Selectman Matellian to approve the Licensing Authority
64 Certification adding the hours of operation to include Monday, Tuesday, Thursday, Friday, 2-
65 10PM Saturday, 10AM to 10PM, and Sunday 11AM to 5PM.

66

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

69

70 **DISCUSSION ITEMS cont.**

71

72 Execute [IMA with Northbridge – Conservation Agent](#)

73

74 The only difference in this agreement from the previous is the increase in hours (from 11 hours
75 to 15 hours in Upton and eight hours to 15 hours in Northbridge).

76

77 **Motion #4:** Motion made by Selectman Dwinnell approve and execute the IMA with
78 Northbridge – Conservation Agent.

79

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

82

83 [Review STM Draft Warrant](#)

84 The first article on the draft warrant was a request from the Economic Development Committee
85 to acquire a parcel(s) of land located within the Upton Center Business District. Although not
86 specifically mentioned in the article, Town Manager Derek Brindisi explained the parcels
87 included the vacant parking lot across from the Knowlton Risteen building, vacant open space
88 land that runs along the side of Warren St., and land located across from the VFW that connects
89 to Heritage Park.

90
91 Selectman Matellian said the article was "far too ambiguous to even be on a draft warrant.
92 Selectman Simas said the article was put on the draft document just as a placeholder.

93
94 Article 2A is a request for \$19,000 of Community Preservation Act funding to install a water
95 connection from the town's water supply to a community garden on Mechanic St.

96
97 Article 2B is to transfer \$296,575 from CPA funding to meet the eighth-year payment of debt
98 service owed on the Town Hall Renovation bonds. The Town Manager explained this was the
99 only article on the warrant that would require a vote.

100
101 Article 2C is a request to utilize CPA funding to purchase 66 acres of land off of East St. for
102 \$320,000.

103
104 Article 3 is to pay the town's union firefighter's retroactive pay going back to fiscal year 2020
105 and a portion of fiscal year 2021.

106
107 **Discuss Town Meeting Quorum**

108 A town meeting quorum in Upton is 40 voters. The Selectmen discussed the state's latest
109 guidelines passed as a result of the pandemic that allows for a 10 percent quorum, which in
110 Upton's case, would be four voters. The final decision on the town meeting will be made at
111 their October 6 meeting.

112
113 **TOWN MANAGER'S REPORT**

- 114 • Officer Mansfield has been promoted to Sgt and two additional officers are actively
115 onboarding, and a new Paramedic was appointed recently
- 116 • In the process right now on recruiting and interviewing for 2 full-time firefighter
117 paramedics – consider holding October 20th, at 6PM for an opportunity to publicly
118 congratulate them all
- 119 • Boylston has expressed an interest to partner for a town planner position budgeted at
120 40K
- 121 • Fowler bridge should be completed by the end of the week
- 122 • Concern about the new Mendon Street railroad crossing is being addressed by the RR
- 123 • The BoH has received the flu vaccine and hope to have a clinic scheduled at the Senior
124 Center in the next week or so
- 125 • In working with the BoH letters will be issued to let businesses know that the plastic bag
126 in Styrofoam ban will take place January 1

127 • Our Finance department continues to make strong headway as predicted. They are
128 scheduling a refinancing of the town hall debt and right now with the low interest rates,
129 and are projected to refinance and save the town over \$350,000 with a refinancing.
130 • Working again to get an E permitting program with code enforcement to be up and
131 running as quickly as possible. Fire and BoH to follow.
132 • The Disability Commission held a meeting last week, they have completed their first
133 pass for the RFP to bid for a contractor, to help with a transition plan.
134 • The town received a \$20,000 grant through the Municipal Vulnerability Preparedness
135 program, spearheaded by Mike Penko

136
137 **NEW BUSINESS**

138 Fire and EMS Association asked Selectman Matellian to act as a liaison to just ask the BoS at a
139 future meeting to consider allowing them to put up some small Christmas trees, approximately
140 20 trees and then have families actually donate and decorate the trees themselves in the Town
141 Common.

142
143 **ADJOURN MEETING**

144 *Motion #5:* At 8:45pm Selectman Dwinnell made motion to adjourn.

145
146 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

147

148 Respectfully submitted,

149

150 Sandra Hakala, Executive Assistant