

**BOARD OF
SELECTMEN
MEETING
MINUTES**

October 6, 2020

Virtual Meeting

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

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

26 REVIEW MEETING AGENDA

28 DISCUSSION ITEMS

30 Review and Motion to Accept EDC Charge

31 Proposed EDC Charge

32 1) The EDC shall work to encourage economic development in all of the Town's business and
33 commercial/industrial districts with a particular focus on attracting and retaining businesses
34 consistent with the latest Economic Plan (currently 2020) and the 2019 Town Center Visioning
35 exercise.

36 2) The EDC shall work to ensure that the Town Center Vision accepted at the May 2019 Town
37 Meeting is enacted properly throughout the Upton Center Business District (UCBD) established
38 at the November 2019 Town Meeting and any potential subsequent updates approved by
39 future

40 Town Meetings.
41 3) The EDC shall work to develop, maintain, and enhance the “Doing Business in and with
42 Upton”
43 process, by maintaining open communication with local business leaders, local officials, and
44 residents to best understand the needs of all parties.
45 4) The EDC shall be proactive in identifying new opportunities and trends that may benefit the
46 town and that are consistent with the Town’s latest Economic Plan (currently 2020).

47
48 **Motion #1:** Motion made by Selectman Dwinnell to accept the EDC charge as presented.

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

52
53 **Review EDC Volunteer Applications and Motion to Appoint EDC Members**

54 There are 3 open slots on the committee, four volunteer applications were submitted. Mr.
55 Matellian suggested asking all candidates a few general questions. David Brooks, Katherine
56 Worsham, Craig Weinfuss and Michelle Antinarelli shared their thoughts.

57
58 Mr. Matellian nominated Michele Antinarelli, Katherine Worsham, and Craig Weinfuss

59
60 Mr. Simas nominated Katherine Worsham, David Brooks and Craig Weinfuss.

61
62 **Motion #2:** Motion made by Selectman Dwinnell to appoint David Brooks to the EDC.
63 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

64
65 **Motion #3:** Motion made by Selectman Dwinnell to appoint Craig Weinfuss to the EDC.
66 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

67
68 **Motion #4:** Motion made by Selectman Dwinnell to appoint Kathrine Worsham to the EDC.
69 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

70
71 Chairman Simas thanked the applicants and extended his appreciation of their time, effort, and
72 energy that is put in on various boards and committees for the town and energy going forward.

73
74 **Review and approve Election Warrant**

75
76 **Motion #5:** Motion made by Selectman Dwinnell approve the election warrant as presented.

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

80
81 **Review STM Warrant**

82 Article 1 - Originally the article was intended to target three parcels. Currently the parcel

83 The EDC is going to amend is the Thompson Parking lot, which is located across Grove Street,
84 from the Ristein building. This parcel was originally included in the RFP for downtown
85 redevelopment. The P&S has since expired, and Mr. Thomson has received another offer for
86 that parcel of land. The EDC feels that it's prudent for the town to continue down the path to
87 look to acquire that piece of land and to keep it either or at least in the short term, under the
88 town's control potentially long-term and is recommending that this be article one on the
89 warrant and ideally, include any remediation that might need to be done. The option to
90 purchase this property expired on September 3 for \$150,000.

91
92 Chairman Simas agreed with the EDC that this small parcel is critical to that development and is
93 worth putting on the warrant to allow town meeting to decide. Ms. Dwinnell echoed those
94 thoughts and agreed it is very critical to the EDC and the downtown vision and would fully
95 support putting this on the special town meeting warrant with the estimated cost of any
96 remediation that has to go with it.

97
98 Mr. Matellian felt there's more good reasons not to pursue it than are good reasons to pursue
99 it. Previous discussion on the warrant that this particular warrant was going to be just
100 housekeeping; seeing an economic slowdown right now or economic decline and taking
101 property of the tax rolls he would be not in favor of pursuing this.

102
103 Mr. Simas viewed this as a long term, strategic investment, looking out, over the next 50 years,
104 the amount of money we're asking to spend upfront on, getting a development like this done,
105 even if it takes several years, to get the development done, because of an economic downturn.

106
107 Article 2 - If the warrant was strictly administrative, this wouldn't be put it on the warrant, but if
108 items that aren't administrative are included and the quorum is not lowered \$19,000 out of an
109 undesignated reserve account from CPA and coming with the recommendation CPC will be
110 included

111
112 ***Motion #6:*** Motion made by Selectman Dwinnell to expend from the board of selectmen
113 expense line item to hire an engineering firm (EA) to conduct an analysis and then provide a
114 summary report, the current condition of the property and its potential uses.

115
116 Second: Chairman Simas, Majority Action
117 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, nay

118
119 Article 3 - Article three is the article to provide the benefits to the Fire Union as agreed upon in
120 the collective bargaining agreement.

121
122 *Discuss with Town Moderator to consider lowering Town Meeting quorum Vote*
123 Chairman Simas stated with something like Article 1 on the warrant, he would not be in favor of
124 changing or lowering the quorum. A conversation to review safe options in holding the town
125 meeting will be done offline with the moderator.

127 File and Accept Grants

128 Center for Tech and Civic Life

129 The town clerk submitted the grant application and was awarded the \$5000 to acquire voting
130 booths to use at the Presidential.

131
132 **MIIA Wellness Grant**

133 This grant is being orchestrated by Sandy to enhance a healthy workplace to acquire fitness
134 equipment.

135
136 **EOPSS- Body Worn Camera Program**

137 This grant will be submitted by Chief Bradley to the Executive Office of Public Safety. This is a
138 a \$33,000 grant application to enhance our existing body cam infrastructure.

139
140 **Motion #7:** Motion made by Selectman Dwinnell accept the Center for Tech and Civic Life grant
141 for \$5000.

142

143 Second: Selectman Matellian, Unanimous, Chairman Simas

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

145

146 Review the BOS Priority Listing

147

148 Mr. Brindisi updated the Board. Ms. Dwinnell would like to focus on the FY 22 budget process
149 next therefore November or early December will be targeted for a budget planning session.
150 Town Hall Use policy, Town Meeting Planning and Tye & Bond reporting were also mentioned.

151

INVITED GUESTS

152 DPW Feasibility Committee Presentation

153 Rick Maguire, Chair presented the Committee's final recommendation of a proposed
154 \$15,000,000 renovated Public Works Facility. During his presentation he outlined the
155 Committee's process and then "value engineering" workshop that was completed. The facility
156 includes a new wash bay, dedicated maintenance area, upgraded space for personnel, and
157 expanded covered storage for equipment. The BOS thanked the Committee for all their hard
158 work over the past 180 months and will take this information as they review the many capital
159 needs of the town.

160

TOWN MANAGER'S REPORT

161

- 162 • A ceremony for the police officers that had been appointed and promoted over the last
163 six months is being planned. This week two new officers have been appointed, Mr.
164 Brown and Mr. Valdivieso.
- 165 • The Social Services coordinator Jessica Mauro tendered her resignation and will be
166 leaving. She has done a great job, supporting the COA and supporting the residents.
- 167 • Permit Pro the online permitting software program was launched and is expected to go
168 public on October 13.

171 • Town Clerk's office is extremely busy, early voting will begin on October 17th and go to
172 till the 30th.

173 • Currently the Town has an AA plus rating. The intention is to try to continue to maintain
174 that AA plus rating while seeking to refinance the town hall debt at the end of this
175 month. In addition, if favorable rates are received a discussion will ensue for refinancing
176 the fire truck.

177 • The water main project and Fowler Street Bridge, is projected to save over the next 10
178 years, or \$500,000, between CPC, the General Fund, and Enterprise Accounts.

179 • Heading towards the end an aggressive pavement management season, approximately
180 5.6 miles of roadway was paved.

181
182 **NEW BUSINESS**

183
184 **ADJOURN MEETING**

185 ***Motion #8:*** At 9:52pm Selectman Dwinnell made motion to adjourn.

186
187 Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, aye

188
189 Respectfully submitted,

190
191 Sandra Hakala, Executive Assistant