

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;

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

REVIEW MEETING AGENDA

DISCUSSION ITEMS

[Review and Motion to Accept EDC Charge](#)

Proposed EDC Charge

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

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

Town Meetings.

3) The EDC shall work to develop, maintain, and enhance the “Doing Business in and with Upton”

process, by maintaining open communication with local business leaders, local officials, and residents to best understand the needs of all parties.

4) The EDC shall be proactive in identifying new opportunities and trends that may benefit the town and that are consistent with the Town’s latest Economic Plan (currently 2020).

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

Second: Selectman Matellian, Unanimous, Chairman Simas

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

Review [EDC Volunteer Applications](#) and Motion to Appoint EDC Members

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

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

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

Motion #2: Motion made by Selectman Dwinnell to appoint David Brooks to the EDC.

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

Motion #3: Motion made by Selectman Dwinnell to appoint Craig Weinfuss to the EDC.

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

Motion #4: Motion made by Selectman Dwinnell to appoint Kathrine Worsham to the EDC.

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

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

Review and approve [Election Warrant](#)

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

Second: Selectman Matellian, Unanimous, Chairman Simas

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

Review [STM Warrant](#)

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 Risteen 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
152 ***INVITED GUESTS***

153 *DPW Feasibility Committee Presentation*

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

162
163 ***TOWN MANAGER'S REPORT***

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

- Town Clerk's office is extremely busy, early voting will begin on October 17th and go to till the 30th.
- Currently the Town has an AA plus rating. The intention is to try to continue to maintain that AA plus rating while seeking to refinance the town hall debt at the end of this month. In addition, if favorable rates are received a discussion will ensue for refinancing the fire truck.
- The water main project and Fowler Street Bridge, is projected to save over the next 10 years, or \$500,000, between CPC, the General Fund, and Enterprise Accounts.
- Heading towards the end an aggressive pavement management season, approximately 5.6 miles of roadway was paved.

NEW BUSINESS

ADJOURN MEETING

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

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

Respectfully submitted,

Sandra Hakala, Executive Assistant