

BOARD OF SELECTMEN MEETING MINUTES

July 9, 2019

Town Hall

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

Chairman Matellian opened the meeting at 6:34p.m. and entered into executive session under MGL c.39, S. 23B exception #6 to consider the purchase, exchange, taking, lease, or value of real property if such discussion may have a detrimental effect on the negotiating position of the governmental body (6 Main Street).

Chairman Matellian. re opened the regular meeting at 7:05 p.m. lead the pledge of allegiance and reviewed the agenda.

MINUTES

Motion #1: Motion made by Chairman Matellian to approve the Regular Session Meeting minutes June 18, 2019.

Second: Selectman Dwinnell, Unanimous: Selectman Simas.

DISCUSSION ITEMS

Discuss RFP Committee Appointments

Jennifer Curran, Kelly Pollard and Craig Weinfuss were present to discuss their interest to serve on the RFP committee.

Motion #2: Motion made by Selectman Dwinnell to appoint David Ross (EDC representative) and Katherine Ross (historical commission representative) to the RFP committee.

Second: Selectman Simas, Unanimous: Chairman Matellian.

Motion #3: Motion made by Selectman Simas to appoint Jennifer Curran, Kelly Pollard and Craig Weinfuss (WG members) to the RFP committee.

Second: Selectman Dwinnell, Unanimous: Chairman Matellian.

Motion #4: Motion made by Selectman Simas to appoint Antonio Cassanta (at large member in lieu of PB designee) to the RFP committee and Steve Johnson as an alternate member to the RFP committee.

Second: Selectman Dwinnell, Unanimous: Chairman Matellian.

Motion #5: Motion made by Selectman Simas to appoint Maureen Dwinnell (BoS member) to the RFP committee.

Second: Chairman Matellian, Unanimous: Selectman Dwinnell.

43 **PUBLIC HEARING**

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45 Chairman Matellian opened the Public Hearing at 7:38PM.

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47 The Public Hearing is being held upon the request of Emmanuel Morfys, 1032 Main Street #3
48 Millis, MA, Owner, Main Street Pizza, for the purpose of obtaining a Common Victualler
49 License at 113 Main Street.

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51 **Motion #6:** Motion made by Selectman Simas to approve a Common Victualler License at 113
52 Main Street contingent upon sign offs with code enforcement and board of health.

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54 Second: Selectman Dwinnell, Unanimous: Chairman Matellian

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56 **Discuss Closure of Warren Street**

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58 The Board requested that the schools be notified in advance of the start of school so that buses
59 and residents could adapt to the closure of Warren Street. They also requested a media blitz and
60 signage to inform the public of the impending closure. Construction is anticipated to start
61 October 1.

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63 **Motion #7:** Motion made by Selectman Simas to approve the closure of Warren Street for an
64 indeterminate period of time allowing the new parking plan to be executed.

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66 Second: Selectman Dwinnell, Unanimous: Chairman Matellian

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68 **Motion to Approve Year End Budget Transfers**

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70 The Selectmen reviewed additional year end budget transfer requests.

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72 **Motion #8:** Motion made by Selectman Simas to approve the following year end budget
73 transfers:

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TRANSFER #1	\$2,000	Tax Title Auction	Tax Titles Foreclosure
TRANSFER #2	\$12,000	Insurance	Tax Titles Foreclosure
TRANSFER #3	\$585	Fire/EMS Expense	Fire/EMS Dept - Utilities
TRANSFER #4	\$551	Town Manager Expense	Treasurer Wages

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76 Second: Selectman Dwinnell, Unanimous: Chairman Matellian

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78 **Motion to Approve Bonner Natural Area Conservation**

79 Metacomet Land Trust, Inc., a Massachusetts non-profit organization is seeking for nominal
80 consideration, in perpetuity and exclusively for conservation purposes, the entirety of a 70.15-
81 acre parcel of land owned by Mike Penko.

Motion #9: Motion made by Selectman Dwinnell to approve the Bonner Natural Area Conservation Restriction.

Second: Selectman Simas, Unanimous: Chairman Matellian.

Motion to Approve Various DPW contracts

the scope of services and timeframe for the Water/Wastewater Comprehensive Assessment and the contract for BETA to complete Phase II of the TIP

Motion #10: Motion made by Selectman Simas to approve the Water/Wastewater Comprehensive Assessment Agreement

Second: Selectman Dwinnell, Unanimous: Chairman Matellian.

Motion #11: Motion made by Selectman Simas to approve BETA agreement to complete Phase II of the TIP project.

Second: Selectman Dwinnell, Unanimous: Chairman Matellian.

Motion to Approve Open Space Committee Letter of Support

The Selectmen have authorized Christine Scott, Chairman of the Conservation Commission to apply for the Local Acquisitions for Natural -Diversity grant on behalf of the Town of Upton. The conservation commission is seeking a grant to purchase in part the land owned by Mr. Robertson (\$500K).

Motion #12: Motion made by Selectman Dwinnell to approve the Open Space Committee Letter of Support.

Second: Selectman Simas, Unanimous: Chairman Matellian.

Motion to Approve BOA Supplemental Billing

The Town Manager, Board of Assessors (BOA) and Treasurer/Collector are working on a plan to implement MGL 59 Sec 2(d) which would allow the town to assess a home at the time of occupancy. The Assessor Bill Taylor provided the Selectmen an analysis showing if supplemental billing was active in 2017 and 2018, the town would have received approximately 132K in additional revenue. The BoA recommends to accept the statute.

Motion #13: Motion made by Selectman Dwinnell to accept MGL 59 Sec 2(d) and to rescind the decision by former BOS not to accept.

Second: Selectman Simas, Unanimous: Chairman Matellian.

TOWN MANAGER REPORT

- The DPW released its annual water quality report aka Consumer Confidence Report-2018. This is required for all public drinking water suppliers in MA and can be found on our website as well.
- The Architectural Access Board (AAB) held a “fine” hearing on July1 to determine if the town was in compliance with the order issued in June of 2018 and whether the AAB should impose fines against the town for lack of compliance to such order. The AAB found that the town has complied with the June 2018 order, however now that the Master Plan is complete, they now expect the dock and the fire pit to be remedied. They ruled that there would be a \$1,000 fine imposed if the town did make correct the fire pit and dock by June 30 2020. The dock is no longer in use (therefore compliant) and the town has a contract with CME to design a walkway that will provide proper accessibility to the fire pit, Ramsey building and pavilion. The AAB has requested monthly updates.
- Attended a workshop on District Incentive Financing program to consider in conjunction with the town center project.
- Nexamp is projecting in the Fall 2019 to begin offering the Town utility savings.

The Board targeted the week of July 29th to have the RFP committee, EDC committee and BoS have a working group meeting to refine goals.

LOOK AHEAD TOPICS

Recreation Master Plan Presentation – August 20

Update from the Economic Development Committee – August 20

Ms. Dwinnell asked if the Financial Reserve Policy would be scheduled for discussion. Chairman Matellian believed it was not a valid policy and was not inclined to add it to the agenda for further discussion. Mr. Simas and Ms. Dwinnell would like to add this policy to the agenda to discuss at a future meeting.

ADJOURN MEETING

Motion #14: At 8:39PM Selectman Dwinnell made motion to adjourn.

Second: Selectman Simas, Unanimous: Chairman Matellian

Respectfully submitted,

Sandra Hakala, Executive Assistant