

**BOARD OF
SELECTMEN
MEETING
MINUTES**

April 15, 2020

Town Hall

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

CALL MEETING TO ORDER

Chairman Matellian opened the meeting at 7:00 p.m. lead the pledge of allegiance and reviewed the agenda.

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 Steven Matellian – 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. *Brett Simas, yay, Maureen Dwinnell, yay,*
- Staff, when I call your name, please respond in the affirmative. *Derek Brindisi, Town Manager yay, Sandra Hakala, Executive Assistant, yay. State each staff members' name.*
- Anticipated Speakers on the Agenda, please respond in the affirmative. *None*

Introduction to Remote Meeting:

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.

39 Good evening. This Open Meeting of Board of Selectmen is being conducted remotely
40 consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State
41 of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

42
43 In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed
44 by the Commonwealth to suspend public gatherings, and as such, the Governor's Order
45 suspends the requirement of the Open Meeting Law to have all meetings in a publicly
46 accessible *physical* location. Further, all members of public bodies are allowed and encouraged
47 to participate remotely.

48
49 The Order, which you can find posted with agenda materials for this meeting allows public
50 bodies to meet entirely remotely so long as reasonable public access is afforded so that the
51 public can follow along with the deliberations of the meeting.

52
53 Ensuring public access does not ensure public participation unless such participation is required
54 by law. This meeting will feature public comment.

55
56 For this meeting, Board of Selectmen is convening by [telephone conference/video conference
57 via GOTOMEETING.com] as posted on the Town's Website identifying how the public may join.

58
59 **For "GOTOMEETINGS.com" Meetings**

60 Please note that this meeting is being recorded, and that some attendees are participating by
61 video conference.

62
63 Accordingly, please be aware that other folks may be able to see you. Anything that you
64 broadcast may be captured by the recording.

64
65 **Meeting Materials**

66 All supporting materials have been provided by email to the members of this body. During the
67 meeting, the 'organizer' will display the documents that are being discussed. The public is
68 encouraged to follow along using the posted agenda unless I/Steve Matellian notes otherwise.

69
70 **Meeting Business Ground Rules**

71 We are now turning to the first item on the agenda. Before we do so, permit me to cover some
72 ground rules for effective and clear conduct of our business and to ensure accurate meeting
73 minutes.

74
75 • I/Steven Matellian the Chair, will introduce each speaker on the agenda. After they
76 conclude their remarks, the Chair will go down the line of Members, inviting each by
77 name to provide any comment, questions, or motions. Please hold until your name is
78 called. Further,

79
80 ○ Please remember to mute your phone or computer when you are not speaking;

81 ○ Please remember to speak clearly and in a way that helps generate accurate
82 minutes

83 ● For any response, please wait until the Chair yields the floor to you, and state your
84 name before speaking.

85 ● If members wish to engage in colloquy with other members, please do so through the
86 Chair, taking care to identify yourself.

87 ● For Items with Public Comment:

88 After members have spoken, the Chair will afford public comment as follows:

89 ○ The Chair will first ask members of the public who wish to speak to identify their
90 names and addresses only;

91 ○ Once the Chair has a list of all public commentators, I will call on each by name
92 and afford 3 minutes for any comments.

93 ● Finally, each vote taken in this meeting will be conducted by roll call vote.

94

DISCUSSION ITEMS

95

Discuss Extending Tax Bill Due Date, Penalties and/or Fees.

96

1. Recommended by the Treasurer/Collector and Town Accountant

100

101 MOVE: That the Board of Selectmen, in accordance with sections 10 (a)(i-iii) of Chapter 53 of the
102 Acts of 2020, extend the due date of REAL ESTATE AND PERSONAL PROPERTY TAX bills under G.L.
103 c. 59, §§ 57 and 57C from May 1, 2020 to a date not later than June 1, 2020.

104

2. Recommended by the Board of Assessors

105

106 MOVE: That the Board of Selectmen, in accordance with sections 10 (a)(iv) of Chapter 53 of the
107 Acts of 2020, to extend the due date of exemption and tax deferral applications from April 1,
108 2020 to June 1, 2020..

109

3. Not Recommended

110

111 MOVE: That the Board of Selectmen, in accordance with section 11 of Chapter 53 of the Acts of
112 2020, waive interest and other penalties for late payment of any Real Estate or excise tax bill
113 with a due date on or after March 10, 2020 where payment is made after its respective due date
114 but before June 30, 2020.

121 **Motion #2:** Motion made by Selectman Simas in accordance with new legislation to postpone
122 and change in the date of the local election and town meeting due to coronavirus concerns and
123 social distancing to a date to be determined.

124

125 Brett Simas, yay, Maureen Dwinnell, yay, Chairman Matellian, yay.

126

127

128 **ADJOURN MEETING**

129 **Motion #5:** At 9:53 pm Selectman Simas made motion to adjourn.

130

131 Brett Simas, yay, Maureen Dwinnell, yay, Chairman Matellian, yay

132

133 Respectfully submitted,

134

135 Sandra Hakala

136 Executive Assistant