

**BOARD OF
SELECTMEN
MEETING
MINUTES**

March 24, 2020

Town Hall

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

1 CALL MEETING TO ORDER

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

4
5 Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open
6 Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition
7 on strict limitations on the number of people that may gather in one place, meetings in the
8 Town of Upton are being conducted via remote participation to the greatest extent possible. No
9 in-person attendance of members of the public will be permitted, but every effort will be made
10 to ensure that the public can adequately access the proceedings as provided for in the Order.

11
12 Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open
13 Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition
14 on strict limitations on the number of people that may gather in one place, meetings in the
15 Town of Upton will be conducted via remote participation to the greatest extent possible. We
16 will strive to provide access to such meetings via a link to call in, or other similar option. In the
17 event we are unable to accommodate the same, despite best efforts, we will post recorded
18 sessions of the meeting as soon as possible following the same.

19
20 As a preliminary matter, this is Stephn Matellian – Chair, Board of Selectmen. Permit me to
21 confirm that all members and persons anticipated on the agenda are present and can hear me.

22
23 • Members, when I call your name, please respond in the affirmative. *Brett Simas, yay,*
Maureen Dwinnell, yay,
24 • 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.
25 • Anticipated Speakers on the Agenda, please respond in the affirmative. *None*

26 Introduction to Remote Meeting:

27 Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open
28 Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition
29 on strict limitations on the number of people that may gather in one place, meetings in the
30 Town of Upton are being conducted via remote participation to the greatest extent possible.
31 No in-person attendance of members of the public will be permitted, but every effort will be
32 made to ensure that the public can adequately access the proceedings as provided for in the
33 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

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

REVIEW MEETING AGENDA/APPROVAL OF PREVIOUS MEETING MINUTES

2.1 Regular Session Meeting – March 10

Pass over

INVITED GUESTS

3.1 Finance Committee – MURSD \$1,471,697 operational increase assessment
Finance Committee Chair Paul Flaherty relayed MURSD's major budget drivers that are resulting in their request which includes approximately \$636,000 in increases for wages including steps and lane changes, a \$575,000 increase in health insurance, \$111,000 increase in regular transportation, \$92,000 in special education transportation, \$92,000 in charter school assessments. An additional \$350,000 has already been budgeted into the District's annual contribution from Upton. BVT is requesting an additional \$114,000 mostly for wages and transportation increases. An additional \$57,000 in their contribution would need to be added to the budget.

DISCUSSION ITEMS

Discuss Motion to approve the following ballot question for an override

Motion #1: Motion made by Selectman Simas to approve the following ballot question:

BALLOT QUESTION 1: Shall the Town of Upton be allowed to assess an one million two-hundred twenty-nine thousand one hundred thirty-five dollars (\$1,229,135.00), for the purpose of funding the Town's assessment for the Mendon-Upton Regional School District (one million one hundred seventy-one thousand six hundred ninety-seven dollars (\$1,171,697.00)); and for the purpose of funding the Town's assessment for the Blackstone Valley School District (fifty-seventy

123 thousand four hundred thirty-eight dollars (\$57,438.00), or any other sum, for the fiscal year
124 beginning July 1, 2020

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

127
128 Discussion on delaying Town Meeting and/or Town Election

129 Due to COVID-19 concerns the Board will discuss this item at their next meeting.

130
131 Approve Contract for Owner's Project Manager

132
133 **Motion #2:** Motion made by Selectman Simas to authorize the Town Manager to enter into an
134 agreement with Vertex not to exceed 128K.

135
136 Brett Simas, yay, Maureen Dwinnell, yay, Chairman Matellian, yay.

137
138 Discussion on Funding Request from Disability Commission

139
140 Ms. Dwinnell would like to pursue other funding sources and grant opportunities before
141 utilizing funds from the trust fund

142
143 **Motion #3:** Motion made by Selectman Simas to authorize 30k to be expended from the
144 William Knowlton Trust Fund for a transitional plan.

145
146 Brett Simas, yay, Maureen Dwinnell, nay, Chairman Matellian, yay.

147
148 Motion to Open ATM Warrant 3-24; Close Warrant 3-27

149
150 **Motion #4:** Motion made by Selectman Simas to Open ATM Warrant 3-24; Close Warrant 3-27.

151
152 Brett Simas, yay, Maureen Dwinnell, yay, Chairman Matellian, yay.

153
154 **LOOK AHEAD TOPICS**

155 Town Hall Use Policy

156 Discuss Fire/EMS Advisory Committee

157 Senior Tax Relief Policy

158 Discussion on Balances and Expenditures of Trust Funds

159 Discussion on Land Clearing Controls

160 Men's Club Funding Request for Fireworks Festival - March 24

161 Cemetery Commissioners – April 7

162 Police Sgt Pinning Ceremony - April 7

163 ESGR - April 7

164 Scholarships – April 21

165
166 **ADJOURN MEETING**

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

168

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

170

171 Respectfully submitted,

172

173 Sandra Hakala

174 Executive Assistant