

BOARD OF SELECTMEN MEETING MINUTES

October 18, 2022

Chair Brett Simas; Select member Stephen A. Matellian; Select member Maureen Dwinnell; Town Manager Joseph Laydon; Executive Assistant Sandra Hakala.

1 **CALL MEETING TO ORDER**

2 Chair Simas opened the regular meeting at 7:00 PM and lead the pledge of allegiance.

4 **DEPARTMENT/BOARD UPDATES AND REQUESTS Maureen**

5 **Special Municipal Employee Designation- Board of Assessors**

6 Massachusetts General Laws Section 20(a) limits employees of a municipality to also hold a
7 public office without being designated as a Special Municipal Employee. Since the
8 designation is for a position and not a person, it is recommended that the Board of Selectmen
9 designate the Board of Assessors as special municipal employees. This designation allows
10 William Taylor and any other Board of Assessor who may take another position with the Town,
11 to continue to serve on the Board.

12
13 **Maureen Dwinnell MOVED** that the Board vote to authorize the Town Manager to sign the
14 Disclosure by Municipal Employee of Financial Interest in a Municipal Contract as required by G.
15 L. c. 268A, § 20(d) by designating members of the Board of Assessors as Special Municipal
16 Employees and to allow William Taylor, an existing employee, to take a second position
17 with the Town on the Board of Assessors.

18 **Second: Select member Matellian, Unanimous, Chair Simas.**

20 **TOWN MANAGER REPORT/ UPDATES**

- 21 • Recreation Department is coordinating a Halloween Decoration Contest. Deadline has
22 been extended to October 26th to submit addresses. People interested in either can
23 visit the Town Recreation Page or email recreation@uptonma.gov.
- 24 • Early voting starts Saturday and will continue the following week during normal business
25 hours at town hall. Election is November 8th at the Nipmuc High School.
- 26 • 1500 ballots have been mailed out.
- 27 • Today was Paul Dell Aquila's last day, was meeting to review projects and coordinate
28 continuance of operations. CMRPC will be assisting the office for the next couple of
29 months.
- 30 • Tax bills are due November 1.
- 31 • Continuing to work to fill key positions in Land Use and Inspectional Services
- 32 • Elder and Social Services are working to assist residents fill out applications for fuel
33 assistance. NGrid also has a program to assist vulnerable populations with electric bills.
34 Residents should contact the Special Services Coordinator for more information.
- 35 • The Warrant has been posted for the November 1st Special Town Meeting.

37 • The Housing Production Plan Steering Committee, working with CMRPC, has an
38 approved a community survey which will be distributed later this week. The survey will
39 run through the middle of November.

40

41 **PUBLIC INPUT/BOARD MEMBERS' UPDATES**

42 None

43

44 **APPOINTMENTS/RESIGNATIONS**

45 **Appointment - Cemetery Commission**

46 Discussion is continued from October 4, 2022. The Selectboard reviewed an application for
47 consideration for appointment from Alfred Palladini. The now vacated three-year term and was
48 set to expire with the 2024 Annual Town Election. The candidate will be appointed to the
49 vacant seat, the term will run through the 2023
50 Annual Town Election and the seat will be placed on the 2023 Annual Town Election Ballot
51 for a one (1) year of term.

52

53 **Maureen Dwinnell MOVED** to nominate Alfred Palladini for appointment to the Cemetery
54 Commission.

55 **Second: Select member Matellian, Unanimous, Chair Simas.**

56

57 **Steve Matellian MOVED** that the Board of Selectmen and the remaining members of the
58 Cemetery Commission vote, pursuant to MGL C.41, §11, to appoint Alfred Palladini to fill a
59 vacancy for a term expiring May 2023.

60

61 **Ms. Dwinnell aye, Mr. Matellian aye, Mr. Simas aye, Mr. Pray aye, Mr. Fowler aye.**

62

63 **Appointment – Board of Assessors**

64 An application for consideration for appointment was received from Valerie Leonardo. There
65 are currently two vacancies on the Board of Assessors. One seat is set to expire with the 2023
66 Annual Town Election and the second seat is set to expire with the 2024 Election. Should the
67 candidates be appointed to the vacant seat, the term will run through the 2023 Annual Town
68 Election. Both vacant seats and the seat will be placed on the 2023 Annual Town Election Ballot
69 for a one (1) year term and a three (3) year of term.

70

71 **Maureen Dwinnell MOVED** that the Board of Selectmen and the remaining member of the
72 Board of Assessors vote, pursuant to MGL C.41, §11, to appoint Valerie Leonardo to fill a
73 vacancy for a term expiring May 2023.

74 **Second: Select member Matellian, Unanimous, Chair Simas.**

76 **Maureen Dwinnell MOVED** that the Board vote to authorize the Town Manager to sign the
77 Disclosure by Municipal Employee of Financial Interest in a Municipal Contract as required by G.
78 L. c. 268A, § 20(d) to allow Valerie Leonardo, an existing employee, to take a second position
79 with the Town on the Board of Assessors.

80 **Second: Select member Matellian, Unanimous, Chair Simas.**

81

82 **JOINT MEETING WITH TRUST FUND COMMISION**

83 The Trust Fund Commissioners discussed the various trust funds, including the “bundled” trusts
84 for which there are no copies of the donations, and how they should be administered. No
85 records in town hall provide this information. The commissioners requested Town Counsel’s
86 assistance on how to deal with these trusts where there is no documentation. They will
87 continue to review how to improve coordination on the accrual and accounting of funds.

88

89 **BOARD OF SELECTMEN DISCUSSION**

90 **Road Race Application - Nipmuc 5K Road Race**

91 The Board reviewed the Road Race Application for the Nipmuc 5K Road Race that is scheduled
92 for Sunday, November 6, 2022. Nipmuc High School Students are seeking the approval for this
93 second consecutive road race.

94

95 **Steve Matellian MOVED** that the Select Board vote to approve the road race application for
96 Nipmuc 5K Road
97 Race to be held on Sunday, November 6, 2022, at 10:00 am.

98 **Second: Select member Dwinnell, Unanimous, Select member Matellian.**

99

100 **MINUTES**

101 **Maureen Dwinnell MOVED** that the Board of Selectmen vote to approve the meeting minutes
102 of October 4th, 10th, and August 16th Executive Session Minutes.

103 **Second: Select member Matellian, Unanimous, Chair Simas.**

104

105 **EXECUTIVE SESSION**

106 **Steve Matellian MOVED** MGL c.214, S. 1B and MGL c. 4, S. 7, Clause 220 26c to discuss financial
107 assistance to residents in need.

108 **Ms. Dwinnell aye, Mr. Matellian aye, Mr. Simas aye**

109

110 **ADJOURNMENT**

111 **Maureen Dwinnell MOVED** to adjourn the meeting of October 4, 2022, at 9:51 PM.

112 **Second: Select member Matellian, Unanimous, Chair Simas.**

113

114 Respectfully submitted,

115 Sandra Hakala, Executive Assistant