

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 led 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.
- 36

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

PUBLIC INPUT/BOARD MEMBERS' UPDATES

None

APPOINTMENTS/RESIGNATIONS

Appointment - Cemetery Commission

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

Maureen Dwinell MOVED to nominate Alfred Palladini for appointment to the Cemetery Commission.

Second: Select member Matellian, Unanimous, Chair Simas.

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

Ms. Dwinell aye, Mr. Matellian aye, Mr. Simas aye, Mr. Pray aye, Mr. Fowler aye.

Appointment – Board of Assessors

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

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

Second: Select member Matellian, Unanimous, Chair Simas.

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

Second: Select member Matellian, Unanimous, Chair Simas.

JOINT MEETING WITH TRUST FUND COMMISISON

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

BOARD OF SELECTMEN DISCUSSION

Road Race Application - Nipmuc 5K Road Race

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

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

Second: Select member Dwinneil, Unanimous, Select member Matellian.

MINUTES

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

Second: Select member Matellian, Unanimous, Chair Simas.

EXECUTIVE SESSION

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

Ms. Dwinneil aye, Mr. Matellian aye, Mr. Simas aye

ADJOURNMENT

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

Second: Select member Matellian, Unanimous, Chair Simas.

Respectfully submitted,

Sandra Hakala, Executive Assistant