

BOARD OF SELECTMEN MEETING MINUTES

July 13, 2021

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

CALL MEETING TO ORDER

6:00 PM Executive Session under MGL c. 30A, sec. 21 exceptions #2: to conduct strategy sessions in preparation for contract negotiations with non-union personnel (town manager).

Public Comment

None

Guest Presentations

Cemetery Commissioners Update

Ed Phillips relayed to the Board the Commissioner's engagement with Maplewood cemetery officials and BVT administration and outlining the benefits of both parties should the town acquire the property as detailed in his letter.

The Commission received a formal letter from the Trustees of the Maplewood Cemetery Association requesting the Commission take over the operations and management of the Maplewood Cemetery and accept the property as a gift last fall. Maplewood Trustees stated they would transfer approximately 20 acres of land to the town, which would also include a chapel, tool house, and gazebo. Furthermore, a nearly eight-year-old John Deere tractor would be provided, as well as any remaining funds in the Association's checking and savings account.

The Commission assesses there are an estimated 916 graves available (458 two grave lots) in the central portion of the property, 1,374 (687 two grave lots) in the lower field to the south of the central cemetery, and 1,120 graves (560 two grave lots) north of the central cemetery

DPW Director Dennis Westgate attended the Selectmen's meeting to provide information on the costs needed. The Maplewood Cemetery acquisition would need to be approved through a town meeting vote.

Community Center Update- Jim Brochu

Mr. Brochu provided the following progress report and schedule.

- Developed mitigation plan and received approval by Conservation Commission on 6/23/21. Waiting to receive final Order of Conditions to include in bid documents.
- Have responded to Planning Board peer review comments from Stantec. Final hearing scheduled for 7/27/21.
- Received comments from Mass DOT regarding curb cut permits on 6/25/21. T2 to provide response.

Bid documents

- 90% Construction Documents currently under constructability review.
- Bidding will be electronic through web-based host.

Schedule (updated):

- 7/1/21 – 90% Construction Documents drawings and specs issued by T2 for constructability review
- 7/14/21 – Vertex to obtain prevailing wages from MA DSL
- 7/29/21 - Return comments/changes to T2
- 8/12/21 - T2 and Consultants incorporate Vertex comments/changes and complete drawings and specs. Forward to bid host.
- 8/12/21 – Vertex to post to Central Register. Town to issue newspaper ad, website, and COMMBUYS
- 8/18/21 - Bid start date. Bid docs available to bidders. Electronic bidding.
- 8/25/21 – Bidders site walk through/briefing session
- 9/8/21 - FSB due
- 9/22/21 - GC Bid due
- 9/27/21 – Review bid and recommend award to THBC
- 9/27/21 – THBC meeting. Vote for award recommendation to BOS
- 9/28/21 – BOS approval of award
- 10/1/21 – Award contract to low responsible bidder.
- 10/13/21 – Preconstruction meeting
- 10/25/21 – Close playground. Remove play structures to secure temporary storage location
- 11/1/21 – GC mob to site
- 11/1/22 – Substantial completion (13 months from award)
- 12/1/22 – Final completion (14 months from award)

Discuss One day Liquor License Applications

Motion #1: Motion made by Selectman Simas to approve one day liquor licenses to Rushford and Son at the VFW 15 Milford Street on July 27 (rain date 8-3).

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Motion #2: Motion made by Selectman Matellian to approve one day liquor licenses to Rushford and Son at the VFW 15 Milford Street on August 31 (rain date 9-7).

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion #3: Motion made by Selectman Simas to approve one day liquor licenses to Rushford and Son at the Kiwanis Beach July -21,28, August 4, 11 (or corresponding rain date).

Second: Chairman Dwinnell, Majority Action of the Board.

Brett Simas, aye, Maureen Dwinnell, aye, Steve Matellian, nay

Mr. Matellian is opposed to alcohol on town owned property.

Motion to Appoint Members to Various Boards and Committees

Mosquito Control Board

Motion #4: Motion made by Selectman Matellian to appoint Alyssa Bernat and Gavin Jones to the Mosquito Control Board

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion #5: Motion made by Selectman Matellian to appoint Christine Scott to the Mosquito Control Board

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion #6: Motion made by Selectman Matellian to appoint Marcella Stassa (Sustainable Upton) to the Mosquito Control Board

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Open Space Committee

Motion #7: Motion made by Selectman Matellian to re appoint Alan Miano and Todd Dodd to the Open Space Committee.

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion to Authorize Town Manager to Execute Extension Agreement with E.L. Harvey & Sons, Inc.

Motion #8: Motion made by Selectman Simas to Authorize Town Manager to Execute Extension Agreement with E.L. Harvey & Sons, Inc.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Motion to Approve Intermunicipal Agreement with the Town of Northbridge for Public Health Shared Services

Motion #9: Motion made by Selectman Simas to approve the Intermunicipal Agreement with the Town of Northbridge for Public Health Shared Services as submitted.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Motion to Approve Year end Transfers

Motion #10: Motion made by Selectman Matellian to approve the Year end Transfers as submitted.

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion to Approve Tri Valley Frontrunners Road Race

Motion #11: Motion made by Selectman Matellian to Approve Tri Valley Frontrunners Road Race.

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion to Execute Glen Avenue/ Hartford Avenue Sewer Easement

Motion #12: Motion made by Selectman Simas to Execute Glen Avenue/ Hartford Avenue Sewer Easement.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Motion to Accept Deed and Related Easements for Azalea Lane

Motion #13: Motion made by Selectman Matellian to Accept Deed and Related Easements for Azalea Lane contingent upon clear title.

Second: Selectman Simas, Unanimous, Chairman Dwinnell

Motion to Accept Deed for Williams Street

Motion #14: Motion made by Selectman Simas to Accept Deed for Williams Street.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Mr. Matellian asked for an inventory of open space parcel be provided to the Board.

Forest Heights Update

The Town Manager updated the Board on his conversation with Mike Penko and Bill Taylor and other member of the Conservation Commission on the historical data that was provided to the Town.

Motion to Open Warrant August 1 and Close September 10

Motion #15: Motion made by Selectman Simas to Open Warrant August 1 and Close September 10.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

[Discuss Summer Schedule](#)

The Board will meet next on August 3 & 31 and September 14 & 28 and then return to their regular schedule.

Certificate of Announcement pursuant to 301 CMR 51.08(2) DCR #P-000963

DCR #P-000963, Town of Upton

I, Maureen Dwinnell, Chair of the Board of Selectmen of the Town of Upton, Massachusetts, do hereby certify that on, July 13, 2021, it was announced at a public meeting of the Board of Selectmen that:

The Department of Conservation and Recreation may acquire an interest in parcels of land located in Upton as shown on the attached locus map marked as "Exhibit A" for conservation and/or recreation purposes.

Adjourn Meeting

Motion #16: At 9:31PM Selectman Simas made motion to adjourn.

Second: Selectman Matellian, Unanimous, Chairman Dwinnell

Respectfully submitted,
Sandra Hakala, Executive Assistant