

BOARD OF SELECTMEN MEETING MINUTES

April 7, 2022

Chair Maureen Dwinnell; Selectman Stephen A. Matellian; Selectman Brett A. Simas; Executive Assistant, Sandra Hakala

[Virtual Part 1](#) [Virtual Part 2](#)

- 1
- 2 **Call Meeting to Order**
3 Chair Dwinnell opened the regular meeting at 10:00 am and reviewed the agenda.
- 4
- 5 **Board Discussion Items (no public comment)**
6 The Board discussed the process, and questions and follow up to ask the finalists.
7
- 8 In letters the Selectmen received, there was concern about the makeup of the search
9 committee. Mr. Simas took this opportunity to inform the public of the composition of the
10 search committee: personnel board chair, finance executive, human resources executive, public
11 sector executive, and education executive. Affirming this team has interviewed countless C-
12 levels amongst themselves. The committee is comprised of a group of leaders and community
13 members that are objective and unbiased, and the Selectmen respect that he stated. The
14 technical consultant emphasized they were diligent and thoughtful as well. Mr. Matellian also
15 praised the search committee; he feels that the Board has followed the game plan outlined and
16 respects the work that was already done.
- 17
- 18 **Conduct Interviews with Town Manager Finalists**
19 10:30 Ryan Ferrara
20 11:45 Katelyn O'Brien
21 1:00 Joseph Laydon
- 22
- 23 **Discussion and Vote to Appoint Town Manager**
24 The Board again thanked the Town Manager Search Committee for their due diligence in
25 selecting the three finalists last week. The Board agreed all three candidates were excellent
26 choices, and each presented detailed, thought-out responses based on their knowledge and
27 experiences. The Selectmen unanimously agreed Joseph Laydon was well suited to be the next
28 town manager of Upton.
- 29
- 30 Next steps will involve a full background investigation and the Board will negotiate and draft an
31 employment agreement including terms and conditions with Mr. Laydon. The Board of
32 Selectmen will meet in executive session on April 12th to conduct contract negotiations.
- 33
- 34 **Motion #1:** Motion made by Selectman Simas to extend an offer of employment for the
35 position of town manager to Joseph Laydon pending a successful background check and
36 contract negotiation.
- 37
- 38 Second: Selectman Matellian, Unanimous, Chair Dwinnell

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

40

41 **Discussion on Funding Request for Clean- up Earth Day**

42 **Motion #2:** Motion made by Selectman Matellian to expend up to \$500.00 from the Ella Risteen
43 Beautification Trust Fund for materials on Clean- up Earth Day on April 23.

44

45 Second: Selectman Simas, Unanimous, Chair Dwinnell

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

47

48 **Motion #3:** Motion made by Selectman Matellian to expend \$200.00 from the Ella Risteen
49 Beautification Trust Fund to the Land Stewardship Committee for the purpose of cleaning up
50 and disposing of tires.

51

52 Second: Selectman Simas, Unanimous, Chair Dwinnell

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

54

55 **Adjourn Meeting**

56

57 **Motion #4:** At 2:30 PM Selectman Matellian made motion to adjourn.

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59 Second: Selectman Simas, Unanimous, Chair Dwinnell

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

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62

63 Respectfully submitted,
64 Sandra Hakala, Executive Assistant