

# BOARD OF SELECTMEN MEETING MINUTES

January 7, 2020

Town Hall

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

## CALL MEETING TO ORDER

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

## MINUTES

*Passed over.*

## INVITED GUESTS

### Update from the RFP

Dave Ross, chair of the Request for Proposal (RFP) Committee, specifically the proposed design standards for the Upton Center Business District's revitalization. He explained the designs standards are the look and feel of what the Town want the downtown to be. Without design standards, Ross said it opens up the chance for a property owner or developer to come in and meet the zoning and structural code but construct a building how they want.

The RFP Committee is drafting the design standards and would become a Planning Board regulation. Any time a site plan review is triggered, these design standards would come into effect. Only if someone is going to change the main purpose of the property would the design standards come into play.

Selectman Stephen Matellian questioned if the design standards would be a hinderance for a chain restaurant or store. "It's not a hinderance but they will provide some obstacles," said Ross, explaining a chain like McDonalds would not be able to put up their golden arches, but could instead alter their signage. "We've seen other towns do that."

The Board asked the Planning Board Chair to attend a future meeting to further the discussion.

## DISCUSSION ITEMS

### Motion to Approve Various Appointments - Community Center Steering Committee

**Motion #1:** Motion made by Selectman Dwinnell to appoint David Kennedy to the Community Center Steering Committee.

Second: Selectman Simas, Unanimous, Chairman Matellian.

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42 Discussion and vote on the closure of Warren Street

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44 Upton Board of Selectmen voted unanimously to close a section of Warren St. beginning Friday,  
45 January 24. T Safety officials have encouraged closing it due to the number of safety risks it  
46 poses to pedestrians and drivers for several years. The Department of Public Works will deliver  
47 letters to residents who live in the area regarding the closing and begin using message boards  
48 to notify all residents of the measure. They also agreed with Mr. Westgate's recommendation  
49 to purchase a third light board with Chapter 90 funds.

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51 The DPW will put two sets of Jersey barriers up to close the street: one at the very  
52 end of the Town Hall parking lot, north of the dumpsters, and the other coming down  
53 Warren St. where Nelson St. crosses.

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55 **Motion #2:** Motion made by Selectman Simas to close the section of Warren Street alongside  
56 Town Hall from Nelson Street to Main Street to thru traffic effective January 24, 2020.

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58 Second: Selectman Dwinnell, Unanimous, Chairman Matellian.

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60 Renew Class II Application

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62 **Motion #3:** Motion made by Selectman Simas to renew the Class II license with the  
specification that all conditions are met before the renewal is released.

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64 Second: Selectman Dwinnell, Majority Action of the Board.

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66 Mr. Matellian recused himself from the motion

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68 Accept resignation and advertise vacant committee positions

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70 The Board accepted with regret the resignation of Debbie Amorelli from the Fire Advisory  
71 Committee and the Cultural Council.

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73 Approve Contract Disclosure – M.GL. c 268A sec. 20 (d)

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75 **Motion #4:** Motion made by Selectman Simas to Approve the Contract Disclosure – M.GL. c  
268A sec. 20 (d) submitted by Ms. Dwinnell.

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77 Second: Selectman Matellian, Majority Action of the Board.

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79 Ms. Dwinnell recused herself from the motion

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81 **PUBLIC COMMENT**

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84 **ADJOURN MEETING**

85 **Motion #5:** At 8:30pm Selectman Simas made motion to adjourn.

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87 Second: Selectman Dwinnell, Unanimous: Chairman Matellian

88

89 Respectfully submitted,

90

91 Sandra Hakala

92 Executive Assistant