



TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
June 19, 2007

Submitted by _____

Date _____

Received by _____

Date _____

Present: Chairman – Peter J. Boria, Vice-Chairman – Scott D. Brown, Clerk – Kathleen W. Walker and Member John R. Bacon. Absent: Member Frederick C. Swensen. Also present, Town Administrator - Robin L. Craver.

NOTE: Some matters may have been taken out of agenda order but were typed up in agenda order for ease of locating information when necessary.

I. Call to Order:

Chairman Boria called the meeting to order at 6:30pm with the pledge to the flag.

II. Consent Agenda:

- Chairman Boria read the agenda.
- Minutes of Selectmen's Regular Meeting – no minutes presented.

III. Community Relations, Announcements and Open Forum:

- Chairman Boria read the announcements.
- Recycling Committee contest awards. Linda Davis explained that there was a poster contest titled "Recycling in Charlton" held at the middle school. Grand Prize winner is Callie Mulcahy. Two runners up are Amoricka Dittrich and Morgan Bermingham. Awards and Certificates were presented.

IV. Appointments/Resignations:

1. Re-appointment for terms that expire on June 30, 2007. Chairman Boria read the list. (see attached) **Motion by Mr. Brown to appoint the list as read, seconded by Mr. Bacon, motion carries.**
2. Last opening on the Highway Barn Building Committee. Anthony Polletta has requested to be appointed to this committee. **Motion by Mr. Bacon to appoint Anthony Polletta to the Highway Barn Building Committee, seconded by Mr. Brown, motion carries.**

V. Scheduled Appointments:

6:45pm – Town Treasurer, Keith Arsenault noted that bids for the Water connection project borrowing were received. The lowest bid was from the Bank of Western Massachusetts and he would recommend the Board award the bid to this bank. **Motion by Mr. Brown to approve the bid received from the Bank of Western MA for the borrowing of the \$150,000 for the water connection project, seconded by Ms. Walker, motion carries.**

7:00pm – Public Hearing for Reynolds Road. Chairman Boria read the notice of Public Hearing. (see attached) Chairman Boria opened the hearing. Mrs. Craver noted that approval has been given by both the Chief of Police and the Highway Superintendent. **Motion by Mr. Brown to close the public hearing, seconded by Ms. Walker, motion carries. Motion by Ms. Walker to approve the pole location as requested, seconded by Mr. Brown, motion carries.**

VI. Old Business:

1. Fire Department Union Agreement for 24/7 coverage. Mrs. Craver noted that the Board was given a revised contract for the Fire Department for 24/7 coverage. She has worked with Chief Cloutier and the Union and feel they have come up with the best deal for the town. **Motion by Mr. Bacon to accept the changes as presented, seconded by Mr. Brown, motion carries.**

VII. New Business:

1. Wire Inspector charges and fees. Mrs. Craver stated that what is being brought forth would be a change to increase the fees and correct an administrative problem. She would recommend the Board approve the attached fee structure. **Motion by Mr. Brown to approve \$2,000 for Selectmen contract obligations for the open jobs that existed as of the time the Wiring Inspector was appointed, seconded by Mr. Bacon, motion carries.** The consensus of the Board is to have the Town Administrator work with the Wiring Inspector to tighten up the areas needed and bring back to the next meeting.
2. Board of Selectmen Goals – Chairman Boria would like to have a meeting to sit down and discuss goals for the upcoming year. Workshop meeting to be held on July 24, 2007 at 6:30pm. The Board should each come with five goals to discuss.
3. Board of Selectmen meeting schedule for July 2007. The Board discussed skipping the meeting of July 3, 2007 and having the next regular meeting on July 17, 2007. **Motion by Ms. Walker to skip the meeting of July 3, 2007, seconded by Mr. Brown, motion carries.**
4. Inter-Department Transfers. Mrs. Craver noted that there are two requests. One is from the Highway Superintendent to transfer from Department Salaries to Highway Expense to pay for Road Center Lines in the amount of \$5,000.00. One is from the Water/Sewer Commission to transfer from Water Loan Admin Fees to the Water engineering Expense for services by the contract operator related to the marking of water lines in the amount of \$218.60. There is also a request for a reserve fund transfer in the amount of \$6,600 to pay Massachusetts Electric Bills through June 30, 2007. **Motion by Ms. Walker to approve the two Inter-Departmental requests and the Reserve Fund Transfer request, seconded by Mr. Brown, motion carries.**
5. Department Assistant request for the Highway Department. Mrs. Craver noted that the Highway Superintendent has requested a full time Department Assistant due to the duties increasing due to the determent to his responsibilities in the field. Mrs. Craver is looking for approval from the Board that this position is needed to start the process of compiling a job description, pay, etc. **Motion by Mr. Brown to support the conceptualization of an Administrative Assistant for the Highway Department, seconded by Mr. Bacon.** Mr. Brown would like to note for the minutes that the expectations are to come back with job description duties, what the funding source will be and what the impact of taking these duties from the Building Department Assistant would be. **Vote taken: Mr. Bacon, Mr. Brown and Chairman Boria –aye, Ms. Walker – abstain.**

IX. Town Administrator Report (see attached)

X. Other Business

1. Chief Pervier noted that Brandon M. Starkus, a resident of Charlton has been accepted into the accelerated full time police academy due to his education level and passing of the Law Enforcement Certificate Program Entrance Exam. Mr. Starkus is asking the Board of Selectmen to sponsor him for the academy at no cost to the town. **Motion by Mr. Bacon to approve Brandon Starkus to go to the academy and the town be the sponsor, seconded by Mr. Brown, motion carries.**
2. Town Administrator Review. The overall result was very good by the Board. **Motion by Mr. Brown to approve the increase due to the Town Administrator based on the overall result of the review, seconded by Mr. Bacon, motion carries.**

3. Mrs. Craver noted that the Board has information in their boxes regarding an employee in the probationary period and a letter from the Department Head requesting to release this employee at this time and allow for re-advertising the position. **Motion by Mr. Brown to approve the request, seconded by Ms. Walker, motion carries.**
4. Ms. Walker provided the Board with an update to Water. She attended the Water/Sewer Commission meeting last night and they have decided to go ahead and get the connection from Southbridge. They will also be having their meetings here at the Town Hall so they can be televised. They have also asked to have their agenda be put on the website and possibly cable.
5. Mr. Bacon noted that he had to go down to Haggerty Road this afternoon. There is a ledge that sticks straight out into the road and he would ask the Highway Superintendent to look at it and take care of it if possible.

XI. Adjourn/Executive Session: **Motion by Mr. Brown to go into executive session at 7:44pm under M.G.L. Chapter 39, sec. 23 B, #3 – To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government’s bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel, seconded by Ms. Walker. Roll call vote taken: Ms. Walker – aye, Mr. Bacon – aye, Mr. Brown – aye and Chairman Boria – aye.** Chairman Boria noted that the Board would reconvene to open session for the purpose of adjourning.

XII. Next Meeting Announcement:

- Regular Selectmen’s Meeting –July 17, 2007

Respectfully submitted by:
 Mary C. Devlin
 Administrative Assistant

Accepted by:

 Peter J. Boria, Chairperson

 Scott D. Brown, Vice-Chairman

 Kathleen W. Walker, Clerk

 John R. Bacon, Member

 Frederick C. Swensen, Member (absent)