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TOWN CLERK

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CHARLTON MASS

TOWN OF CHARLTON
Minutes of Special Selectmen's Meeting
Goals and Objectives
Wednesday – July 26, 2017
6:00pm – 4 Dresser Hill Rd.

Present: Chairman – Joseph J. Szafarowicz, Vice-Chairman – John P. McGrath, Clerk – Deborah B. Noble and members – David M. Singer and Frederick C. Swensen. Also present: Town Administrator – Robin L. Craver and Jeff Nutting, Facilitator.

1. Chairman Szafarowicz called the meeting to order at 6:00pm and welcomed Jeff Nutting, Facilitator for the Goals & Objectives workshop.
2. Review Goals and Objectives. Mr. Nutting stated that he sent the board a questionnaire to be filled out prior to tonight's meeting. He has compiled the list. The following are the questions and responses that he received.
 1. List three major accomplishments of the Board over the last year.
 - Created HR position and hired Director
 - Restructured Finance Department
 - Hired Interim Police Chief
 - Casella/SDRP negotiation on water line
 - Make changes recommended by Government Study Committee
 - Continue to work on Exxon water loop
 - As I have only been on the Board since May 2017, this is a difficult question to answer. I only know about those accomplishments that are publicized.
 2. How can the Board be more effective?
 - Things are working well
 - Receiving the BOS packets more than 24 hours in advance of meeting would allow the members more time to review the materials and be better prepared for the meetings.
 - Better communication is the key to any group working well together. It's also key when dealing with the public and constituency. I believe we should be more available to meet with the residents in order to achieve productive, effective communication.
 3. List up to five goals that the Board should accomplish over the next 1 year.
 - Hire Police Chief (2)
 - Increase public participation
 - Review License structure, schedule, process, etc.
 - Increase website and social media presence
 - Performance evaluations for Department heads
 - School funding / Prop 2 ½ override
 - Purchase land for Public Safety complex
 - Route 20 / Oxford water line hook up
 - Create a plan to increase diversity on the Board of Selectmen and other boards and commission in town in order to accurately represent the demographic of Charlton.

- Draft a policy that addresses the issue of accountability for those elected and appointed officials who miss more than 50% on regularly scheduled meetings.
 - Schedule regular meetings with members of the state legislature and Congress.
 - Create Selectmen's Citizen Hour at the Town Hall one night a month in order to be more accessible to the public.
 - Work with the Fay Mountain Farm Committee to create a town Farmer's Market once per week from May – October on the Town Green
4. List up to five goals that the Board should accomplish over the next 3-5 years.
- Improve financial stability / balanced budget
 - New Public Safety complex / Progress on New Fire Station
 - Continue positive trend on economic development
 - Regional Dispatch
 - New Town Website
 - Negotiate new Millennium agreement
 - Study the issue of rural poverty in our town and come up with solutions by working collaboratively with other Boards and Commissions to ensure that the needs are being met and efforts aren't being duplicated. There are Charlton residents who are not making ends meet and falling through the cracks.
 - Become active contributors and/or mentors within the schools so that students have a greater understanding of civic involvement and participation and their role in the democratic process.
 - Continue working towards a viable, community acceptable medical marijuana facility in the town.

Discussion by the Board on the following:

- Hold an employee luncheon in September
- Send draft agenda / packet out on Thursday. Mrs. Craver said that all items might not be available at that time. Ms. Noble said she would not hold them accountable but would appreciate what we have.
- Enhance Volunteerism – Mr. Szafarowicz and Ms. Noble to present ideas to the Board in September.
- Review License process, laws, procedures, etc. – Town Administrator will present information for Board discussion in September
- Human Resources – Town Administrator will work with HR Director to compile a list of items that need to be considered by the board including an organizational chart and performance review at a meeting in November
- Long term financial planning for the Schools/General Government. Begin discussions with appropriate parties about financial position of the Town and how to resolve it for next five years.
- Place an Article on the Fall Town Meeting to acquire the land for a public safety complex
- Continue to assist the water/sewer commission as may be required or requested
- Continue work on the Route 20 water line
- Invite Congressman Neil to board meeting sometime in the next six months
- Work to create a farmers market and raise awareness of the Fay Mountain Farm
- Invite Web Master to Board meeting in September to discuss future plans and capabilities
- Begin negotiations with Millennium

- Gather information about how to assist citizens that may be “falling through the cracks”
- Engage in a conversation with the school about opportunities to expand awareness of civic engagement especially at the local level.

3. Other Business – unknown at time of posting

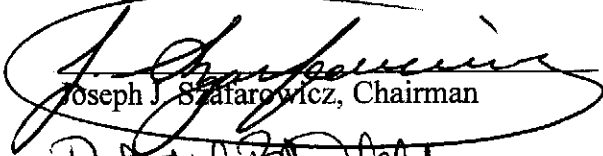
4. Adjourn

Submitted by:

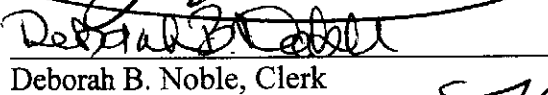
Mary C. Devlin

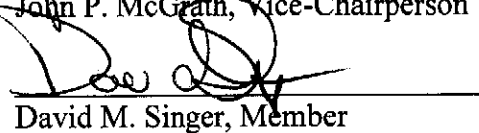
Administrative Assistant

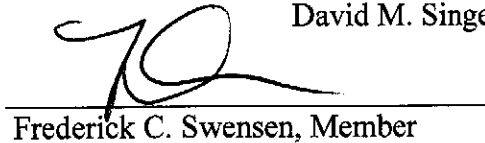
Accepted by:


Joseph J. Szafarowicz, Chairman


John P. McGrath, Vice-Chairperson


Deborah B. Noble, Clerk


David M. Singer, Member


Frederick C. Swensen, Member