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TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday, August 10, 2021, 6:30pm
Selectmen's Meeting Room
37 Main St., Charlton MA

and Zoom - <https://us02web.zoom.us/j/87489442885>

Present: Chairman – William Borowski, Vice-Chairman – Patsy Rydlak, Clerk – Barbara Zurawski, Members – David M. Singer and Stephen Koronis and Town Administrator – Andrew Golas.

I. Call to Order:

Chairman Borowski called the meeting to order at 6:30pm with the pledge to the flag. He asked all to remain standing for a moment of silence for Richard (Dick) Vaughan who passed away yesterday. Dick was a member of the Board of Assessors since 2013 and the Cable General Manager since 2014. Also for Robert (Bob) Howard, Sr. who passed away on August 1, 2021. Bob was a member of the Zoning Board of Appeals since 2015 and the town's representative on the WRTA since 2018. Our condolences to their families.

II. Consent Agenda / Warrant Approval as Needed

- a. Minutes of Regular Meeting – July 13, 2021. **Motion by Mr. Koronis to approve the minutes of July 13, 2021, seconded by Ms. Rydlak, motion passes.**
- b. Minutes of Special Meeting – July 29, 2021. **Motion by Mr. Koronis to approve the minutes of July 29, 2021, seconded by Ms. Rydlak, motion passes with Mr. Singer abstaining.**

III. Community Relations, Announcements and Open Forum

- Ms. Zurawski read the announcements.
- Kathleen Walker and Gerry Doble from the Old Home Day Committee came forward. Ms. Walker said they are here to announce the winners for Old Home Day. (see attached) It was also mentioned that the Old Home Day Committee is looking for volunteers.

IV. Appointments/Resignation:

1. Appointment – HR Generalist. Mr. Golas stated that twenty-two applications were received for the HR Generalist position which is a 40 hour exempt position at \$24.20/hr. Five interviews were held with three candidates from Charlton. The recommendation is to appoint Lisa Choiniere (internal candidate) to this position. Her start date would be September 13, 2021 which would allow us time to fill her current position as Administrative Assistant for the Building Inspectional Services. He would recommend the board make the appointment. **So moved by Mr. Singer, seconded by Ms. Rydlak, motion carries.**
2. Appointment – Animal Control Officer/Animal Inspector. Mr. Golas stated that fourteen applications were received for the Animal Control Officer/Animal Inspector position which is a 40 hour position with a weekly salary of \$858.40. Six candidates were chosen for an interview, one declined and two were from Charlton. The recommendation is to appoint Emily Sears to this position and her start date would be August 16, 2021. He would recommend the board make the appointment. **So moved by Mr. Singer, seconded by Ms. Rydlak, motion carries.**

3. Appointment – Custodian of Tax Possession Property. Mr. Golas stated that we will be holding the Charlton Sale/Auction of town property on September 14, 2021. We have asked David J. Coppola, Esq. of Coppola & Coppola, P.C. to assist with the sale. In order for Mr. Coppola to be named Custodian of Tax Possession Property, the Board of Selectmen will need to officially vote to appoint him as such. **Motion by Ms. Rydlak as provided under M.G.L. Chapter 60, Section 77B, we, the Charlton Board of Selectmen hereby move to appoint Attorney David J. Coppola of Coppola & Coppola, P.C., Tax Title Attorney for the Town of Charlton, as Tax Possession Custodian who shall have the care, custody, management and control of all property acquired by foreclosure, deed in-lieu of foreclosure or by treasurer's deed for unpaid taxes, and who shall facilitate the sale of Tax Possession property under M.G.L. Chapter 60, Section 77B, seconded by Mr. Singer, motion passes.**
4. Resignation – Assistant Treasurer. Mr. Golas stated that attached is a letter from Nichole Neill resigning her position as Assistant Treasurer effective August 12, 2021. The board should accept her resignation. It's been a pleasure working with Ms. Neill and he wishes her the best in her future endeavors. A letter thanking her for her service is in your sign folder. **Motion by Mr. Singer to accept her resignation, seconded by Ms. Rydlak, motion passes.**

V. Scheduled Appointments:

6:45pm – Recognition of Service of past Board members. Chairman Borowski asked that this item be put on the agenda as well as inviting past board members Karen Spiewak, John McGrath and Deb Noble to recognize them for their work on the board and for the town. He said they were all great mentors and that the town owes them a thank you for their years of service. He called for a 5 minutes recess.

6:55pm – Pole Hearing – Griffin Road. Mr. Golas stated that attached you will find a request from National Grid and Verizon New England, Inc. seeking to relocate 2 JO Poles on Griffin Road. Also attached is the notice that was sent to the abutters. This request has been forwarded and approved by both the Police Chief and DPW Superintendent. No comments or concerns have been received. Chairman Borowski read the public hearing notice and declared the hearing open. With no questions asked, **motion by Mr. Singer to close the public hearing, seconded by Ms. Rydlak, motion passes.**

Motion by Ms. Rydlak that we approve the request, seconded by Mr. Koronis, motion passes.

7:00pm – Treasurer/Collector – Bonds – South Charlton Dam Improvement and Public Safety Building. Mr. Golas stated that Virginia Porter, Treasurer/Collector has asked for time on the agenda regarding bonds for South Charlton Dam Improvement and Public Safety Building. The Bond Company has provided the attached vote that needs to be made by the Board of Selectmen should you approve. He would recommend the Board vote to dispense of the reading of such vote and make a motion to approve as submitted. The full vote will be attached to the approved minutes. Mr. Golas stated that also present by ZOOM, is David Eisenthal our Financial Advisory from Unibank. Mr. Eisenthal said there is a vote before the board to award and execute \$1,945,000 in general obligation bonds. This bond issue will retire \$2,040,000 in bond anticipation notes that were issued to finance costs of the public safety project and the South Charlton Dam repair. The bonds will be repaid on a level debt service basis over 20 years. The town took bids last Wednesday, August 4th and received four bids. The winning bid came from Fidelity Capital Markets at a true interest cost of 1.738. The town has been affirmed a AA+ by S & P. **Motion by Mr. Singer to dispense of the reading of such vote and to approve as submitted, seconded by Ms. Rydlak, motion passes.**

7:15pm – Keith Cloutier – update on Crumbling Foundation. Mr. Golas stated that Keith Cloutier has asked for time on the board's agenda to provide an update on the Crumbling Foundation caused by pyrrhotite. We have scheduled him for 7:15pm. Keith Cloutier, 39 Buffum Road and Michelle from Massachusetts Citizens against Crumbling Concrete came forward. He said Senator Anne Gobi was out here about a year ago and that's when he realized his house was one of the crumbling concrete. He said one thing he needed to touch upon is that there seems to be this misnomer that this is a Connecticut

issue, it is not just Connecticut. When this came out they were only looking at about 20 miles from Connecticut. Right now the area that we are looking at has been much farther. The time frame for the known source out of Connecticut was from 1985 to 2015. Michelle reviewed a power point. (attached) She asked that the Board support Bill S548 – An Act Relative to Crumbling Concrete Foundations and send the support letter to Becca Rausch and Carolyn Dykema who are the chairs of the committee. Ask them to have a hearing and promptly vote to support the bill. **Motion by Mr. Singer to support, seconded by Ms. Rydlak, motion carries.** Mr. Singer said as this progresses, he would like to ask them to come back and keep the town informed.

7:30pm – Henry Weiland – update on school project – SPARK. Henry Weiland, 47 Bond Road came forward. He is here to talk about the internship he had with the Town of Charlton this summer. He has been working on developing new initiatives to increase public involvement in local government. Henry has been providing this assistance under Harvard University’s SPARK program which affords the opportunity for First Year Students to receive a stipend for pursuing public service projects in their local communities. He is here to update the board on this project. He said this summer he was working on increasing voter participation. He reviewed Charlton’s Voter problem and town meeting. His internship goals were to determine if this is a one-time occurrence or a larger trend. He feels we need to be more informative to the residents. He explored options that would be helpful such as turbovote. Chairman Borowski asked how do you deal with voter apathy so not even people that aren’t necessarily aware of whatever, they don’t want to either. Mr. Weiland said it’s not necessarily about fixing, it’s more about improving what we have. Ms. Rydlak asked if he compared us to other towns and he did. A lot of the towns are at 20. Mr. Singer asked what the cost to the community would be to implement the app. Roger Cloutier from 17 Colburn Road said he went out especially when we vote on money, he went out and asked all of his relatives, family and friends why they don’t go. What he’s getting for feedback is that the meetings run so long and it just drags on and on. He explained that with the automatic counter, it saves a tremendous amount of time. He thinks if we get people to understand that these aren’t the old town meetings. Chairman Borowski said we might want to form a subcommittee with volunteers from the community to come up with formal recommendations and asked for this to be on our September agenda for discussion. Mr. Golas said they have had conversations with Turbovote. The Board thanked Henry and will keep him involved in this.

VI. New Business:

1. Free Cash Prioritization. Chairman Borowski asked for this item to be placed on the agenda. He would like the board to have discussion on what we want free cash spent on. He thinks what the board needs to do is give Mr. Golas direction to work with the Finance Committee to say what are these boards priorities. He has mentioned in the past that he would like to see Police and Fire prioritize for capital investment. He said there is no discussion right now on a public safety building and we need to make those buildings safer. His personal recommendation is that this is one of his priorities. Everything else comes below that unless it’s a justified emergency along with OPEB and putting free cash in. Mr. Singer would like to include Highway.
2. Appointment of Delegates & Alternate to the CMRPC. Mr. Golas stated that each year the board is asked to appoint a Delegate and an Alternate to the CMRPC. CMRPC’s mission is fourfold: (1) addressing growth and development issues that extend beyond community boundaries, (2) maintaining the district’s certification for federal transportation improvement funds, (3) providing technical knowledge and resources to assist local government in addressing specific land use, economic or environmental problems resulting from growth or decline, and (4) building strong working relationships with member communities, state and federal officials as well as the area’s legislative representatives. Delegates and Alternates are a vital link with our Planning Commission that enables them to deliver support services, to compete for discretionary grant funds, to identify community needs in transportation and land use and to foster sub-regional cooperation through

shared services and procurement. Communities with active Delegates and Alternates fare better in receiving a return on our investment than those who fail to communicate local needs or to link up with their programs. The current Board of Selectmen delegate is Patsy Rydlak and the alternate is Bill Borowski. The board should vote for a Delegate member and an alternate member. The Planning Board will appoint their own delegate. Ms. Rydlak said she would still do it. **Motion by Mr. Singer to appoint Ms. Rydlak as the delegate and Ms. Zurawski as the alternate, seconded by Mr. Koronis, motion carries.**

3. Special Town Meeting – Set Date. Mr. Golas stated that we have scheduled the Special Town Meeting for Monday, November 15, 2021. He would ask the Board to approve the date and open the warrant. we have confirmed the date is available with Charlton Middle School as well as the Town Clerk and Moderator. He will provide a calendar for the board's approval at the next meeting. **Motion by Mr. Singer to set the Special Town Meeting for November 15, 2021, seconded by Mr. Koronis, motion carries.**

VII. Old Business:

1. Employee Appreciation Day – Closing of Town Hall. Mr. Golas stated that invitations have been sent to employees for the Employee Appreciation Day – Thank a Town Employee Day. The Board needs to approve the closing of the town hall at 3:00pm on August 17, 2021 to allow the employees to attend. What are the board's wishes? Chairman Borowski said we did receive some feedback that maybe do it on another day and we can look at that next year. **Motion by Ms. Rydlak to close the town hall at 3:00pm, seconded by Mr. Koronis.** Chairman Borowski said for everyone, that this is the Board of Selectmen's decision to allow employees time to enjoy themselves. **Vote on motion: motion carries.**
2. All Boards/Departments/Commissions/Committees meeting. Mr. Golas sated that as directed by the Board, the All Boards/Departments/Commissions/Committees Meeting has been set for Tuesday, September 21, 2021, 6:00pm in the Senior Center. (Invitation attached) It will be taped by our Cable Coordinator and put on Youtube which can be found on the town's website. Selectman Zurawski has asked if we should have refreshments. In the past, we have not had refreshments as there aren't any town funds to pay for this. The Board would have to make that decision and if so choose, decide how to pay for it. Mr. Singer asked doesn't the selectmen have an account to use for it? Mr. Golas will look into it. Ms. Rydlak would like to add the Master Plan.
3. Stafford Street Corridor Study Proposal. Mr. Golas stated that attached is a proposal from Vanasse & Associates, Inc. to review the roadway/intersection geometry and safety along the Stafford Street corridor between and including Route 20 and Center Depot Road. He would recommend the board approve the proposal for an amount not to exceed \$10,000 which will be covered by contract obligations. What are the board's wishes? Chairman Borowski would recommend the board do an actual study where we get actual data, suggestions and long and short term ideas. **Motion by Mr. Singer to approve, seconded by Ms. Zurawski, motion carries.**
4. Town Administrator Goals – Chairman Borowski said in the past we've always done Board of Selectmen goals which he feels should be separate from the Town Administrator. His primary goal was around infrastructure planning. He would recommend one of the goals to be to come up with a list of difficult intersections/roads and develop a proposal both capital funding as well as planning to actually make that work. Ms. Zurawski said that now we are getting all the big investors looking at our town, a person that we hire to work for the town as a solicitor. They will put the businesses the town want to solicit on the map. She said the goal would be to see the pros and cons with actually hiring a person to be accountable. Her next goal would be e-permitting. The overall website needs to be looked at. Her third goal is being more transparent, being out in the community more. Ms. Rydlak would like to continue with transparency. She also thinks our website is not user friendly. If people don't want to walk in here, whatever we can do to make things easier, more user friendly. Mr. Singer

would like to look at the fees under this board's control. He would like to see us look at lowering the fees that this board has oversight for. His next goal would be to have the Town Administrator work with Department Heads to streamline the process when someone comes to the Town Hall because they need a permit, as it is now we make the residents do the running. He said there is no reason the department can't do what they have to do then send it along to the next Department then notify the resident when the paperwork is done. Mr. Koronis has said that Mr. Golas has done a really good job keeping the board up to speed. Chairman Borowski said we can formalize this at the next meeting and a timeline.

5. NEC Development Agreement – pending executive session

VIII. BOS Committee Reports

Mr. Singer said for the public to know, there will not be a sex offender bylaw on town meeting. It is not allowed. **Chairman Borowski recommended disbanding the Sex Offender bylaw committee. So moved by Mr. Singer, seconded by Ms. Rydlak, motion carries.**

IX. BOS Policy Review

X. BOS Goals & Objectives

XI. Town Administrator Report – Mr. Golas reviewed his report.

XII. Other Business (unknown at time of posting): Chairman Borowski said he knows there are people interested in Town Hall Office Hours but it is being put off so we can gather data and will be on the next meeting.

Ms. Rydlak said that her and Ms. Zurawski are working on a float for Old Home Day and would like the board to be there and they will have a town table at Old Home Day and the focus is like the recruitment side.

Chairman Borowski had a close up done of a picture donated by Karen and Joe Spiewak. It's of a gentleman speaking at town meeting and thanked them.

XIII. Next Meeting Announcement:

- BOS Regular Meeting – September 14, 2021, 6:30pm, Selectmen's Meeting Room

XIV. Adjourn/Executive Session - **Motion by Ms. Rydlak to enter into executive session at 8:51pm under M.G.L. c. 30A, Sec 21(a), #3 – to discuss strategy with respect to collective bargaining or litigation (NEC) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and to reconvene to open session if needed and to adjourn, seconded by Mr. Koronis. The Chair so declares. Roll call vote: Mr. Koronis – aye, Mr. Singer – aye, Ms. Zurawski – aye and Ms. Rydlak – aye.**

Chairman Borowski said the board is out of executive session and said they are in negotiations with NEC regarding the LNG proposal and the board is going to take a motion that will impact the town. He said there is a manufacturing exemption which would allow them to pay less in taxes. We are reaching an agreement with them as part of a host agreement that basically says they won't apply for that assuming that a tax agreement, incentive, etc. is reached and that will be negotiated by the Board of Selectmen but will require town meeting approval and explained the motion they are about to hear is to enter into an agreement that basically has those terms. **So moved by Mr. Koronis, seconded by Mr. Singer, motion passes.**

Motion to Mr. Singer to adjourn at 9:07pm, seconded by Ms. Rydlak, motion passes.

Submitted by:
Mary C. Devlin
Administrative Assistant

Accepted by:



William Borowski, Chairman



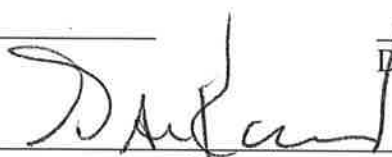
Patsy Rydlak, Vice-Chairman



Barbara Zurawski, Clerk



David M. Singer, Member



Stephen G. Koronis, Member