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TOWN OF CHARLTON

Minutes of Special Selectmen's Meeting
Wednesday, September 30, 2020, 6:30pm

Due to COVID19 – meeting held by ZOOM app, video participation:
<https://us02web.zoom.us/j/84775444074>

Present remotely: Chairman – Karen A. Spiewak, Vice-Chairman – Patsy Rydlak, Clerk – Stephen G. Koronis, Member – David M. Singer and Town Administrator – Andrew Golas. Absent: Member – William Borowski.

Present from the Finance Committee: Henry Camosse, Keith Johnson, John Grondalski and Joseph Spiewak.

1. Call to Order

Chairman Spiewak called the meeting to order at 6:30pm.

Mr. Camosse opened the meeting of the Finance Committee at 6:31pm.

2. Meet with Finance Committee to review and finalize STM October 13, 2020 articles. Chairman Spiewak said we need to review each article. Donna Foglio, Finance Director said she had to add some items to Article 2 and explained what they were. For Article 4 she changed to separate motions per the last discussion of both boards. Article 5 stabilization was changed. Mr. Camosse called for a motion to approve all the motions contained in articles 1 – 5 as presented tonight, so moved by Mr. Grondalski, seconded by Mr. Johnson. Roll call vote: Mr. Grondalski – aye, Mr. Johnson – aye, Mr. Spiewak – aye and Mr. Camosse – aye. **Motion by Mr. Singer to approve the warrant with the motions as presented, seconded by Mr. Koronis. Roll call vote: Mr. Singer – aye, Mr. Koronis – aye, Ms. Rydlak – aye and Chairman Spiewak – aye.** Finance Committee adjourned at 6:45pm.

3. Part Time Human Resource Assistant. Mr. Golas stated that following the Board's last discussion on budgetary concerns related to additional staffing, he met with the Finance Team to discuss other approaches we could take to address the staffing need in the HR Department. Since the Library has seen lower than normal in person patronage due to the Pandemic, we are looking to utilize their non-union staff to help temporarily fill the HR Assistant Position. With the approval of the Board, from October 1 to December 31, Library Confidential Assistant Nicole Messier would allocate 16 hours per week (Monday – Thursday 8:30am to 12:30pm) to assist the HR Office paid from the HR Assistant line item. In December we would reevaluate the staffing of the office and make a determination if permanent part time or full time staffing should be considered within the approved budget. Mr. Singer thanked Mr. Golas for his ideas and for finding a solution for this. Mr. Golas said the Finance Team is a great asset. **Motion by Mr. Singer to take the action as described by Mr. Golas to utilize the Library personnel referenced to assist in the HR Department, seconded by Mr. Koronis.** Ms. Rydlak made the comment that for years we had a TA with a lot less staff and that TA handled the HR. She said it seems like we are growing even though our staff hasn't grown that much. We need to be careful about adding new positions. She is against adding head count but said she would agree to this. Mr. Singer said that the prior TA did do a lot of work outside the scope of the TA. The reason for adding the Director of HR

was to off load that to a more appropriate position where it belongs. **Vote on motion: Ms. Rydlak – aye, Mr. Singer – aye, Mr. Koronis – aye and Chairman Spiewak – aye.** Mr. Singer said there was a question in the chat box to also address the Treasurer/Collector's office at a future meeting. Mr. Golas will have it for the next meeting.

4. 7:00pm – Public Hearing – Chapter 61 removal request – Lots 1, 2, 7 (Boucher Road), Lot 16 (Horne Homestead Rd.) and Parcels 1, 2, 3, 4 and 5 (Worcester Road). Mr. Golas stated that attached is a request from Roy C. Gunter, III, Managing Member for Gunter, LLC to convert the usage to residential for Lots 1, 2, 7 (Boucher Road), Lot 16 (Horne Homestead Road) and Parcels 1, 2, 3, 4, & 5 (Worcester Road), Charlton, MA. The Planning Board, Board of Assessors, Conservation Commission and Water/Sewer Commission have all reviewed the request and have no objection to the Town of Charlton choosing not to exercise their right of first refusal for this request. He would recommend the board approve the request. Chairman Spiewak opened the hearing at 7:02pm and read the public hearing notice. Mr. Singer asked the boards to keep in mind that Boucher Road, we have had a ton of complaints from residents due to the developer and destruction of wetlands. Mr. Koronis said he did attend the Planning Board meeting via ZOOM and the driveways are not going across the wetlands, they are going west instead of onto Boucher Drive. **Motion by Mr. Singer that the town not exercise their right of first refusal for this request, seconded by Ms. Rydlak. Roll call vote: Mr. Koronis – aye, Mr. Singer – aye, Ms. Rydlak – aye and Chairman Spiewak – aye.** Chairman Spiewak closed the public hearing at 7:05pm.

5. Trick or Treat – update. Mr. Golas stated that it's that time of year when the Board is asked to set the date and time for Trick or Treating. Obviously, this year is much different than any other year. Acting Chief Dowd recommends that we celebrate Trick or Treating in the Town of Charlton on Saturday, October 31, 2020 from 5:30pm to 7:30pm. The Board of Health would like to remind Trick or Treaters to follow recommended CDC and DPH Guidelines by:

- Maintaining 6 feet physical distance from anyone not in your household.
- Avoid large groups or clustering at doorsteps.
- Carry hand-sanitizer and wash hands thoroughly before eating anything.
- Do not participate if you are feeling unwell or exhibit any symptoms.

For those handing out treats:

- Wash hands with soap and water for at least 20 seconds before and after preparing treat bags or candy for trick-or-treaters.
- Consider lining up pre-packed treat bags for families to take outside while maintaining social distancing, such as at the end of a driveway or yard.
- Wear a mask and maintain 6 feet physical distance from any trick-or-treaters.

He would recommend the Board approve the date and times provided. **Motion by Mr. Singer to approve the Halloween/Trick or Treating per the conditions that Town Administrator Andrew Golas has specified and he would ask to add the information to our website and for people that don't wish to participate to please include if you are a resident and people are coming to your house, turn their porchlight off and people will know to skip that house, seconded by Ms. Rydlak for discussion.** She asked if we could not put specific hours so we are not consolidating our trick or treaters? Leave it up to the families to decide if they want to go earlier or is that too difficult for the homeowners just because there will be less groupings. Mr. Singer likes that but said we have always followed the recommended guidelines for hours. Mr. Koronis agrees with both. He asked if it could be 6:30 – 8:30pm. **Mr. Singer amended his motion to make trick or treating from 6 – 8pm.** Ms. Rydlak asked if we could do earlier like 5 – 8 so it's spread out. **Mr. Singer amended his motion to make trick or treating hours from 5pm**

– 8pm. Ms. Rydlak amended her second. Mr. Singer asked if there would be any town sponsored events and Mr. Golas said no. Mr. Golas will affirm the hours with the Acting Chief but doesn't see any issues. **Roll call vote: Mr. Koronis – aye, Mr. Singer – aye, Ms. Rydlak – aye and Chairman Spiewak – aye.**

6. Pre-Town Meeting: Tuesday, October 13, 2020, 6:30pm, Shepherd Hill, Town Meeting – 7pm. Mr. Golas said this would be a meeting night for the board and asked if they want to set a date next week to handle any business that might come up so we're not going a full month between regular meetings. The board will meet on October 6, 2020 at 6:30pm viz ZOOM.

7. Other Business (unknown at time of posting)

8. Adjourn – **Motion by Mr. Singer to adjourn at 7:07pm, seconded by Ms. Rydlak. Roll call vote: Ms. Rydlak – aye, Mr. Koronis – aye, Mr. Singer – aye and Chairman Spiewak – aye.**

Submitted by:
Mary C. Devlin
Administrative Assistant

Accepted by:



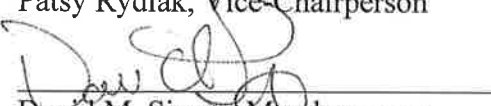
Karen A. Spiewak, Chairman



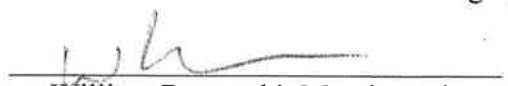
Stephen G. Koronis, Clerk



Patsy Rydlak, Vice-Chairperson



David M. Singer, Member



William Borowski, Member (absent)