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Date 11/19/20  
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Date 11-19-20

TOWN OF CHARLTON  
Minutes of Special Selectmen's Meeting  
Tuesday, October 6, 2020, 6:30pm

Due to COVID19 – meeting held by ZOOM app, video participation:

<https://us02web.zoom.us/j/87489442885?pwd=VmhRdzhXdmR3SnN5T0dtRGVzaElidz09>

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

1. Call to Order:

Chairman Spiewak called the meeting to order at 6:30pm. Because the meeting is being held via ZOOM, all votes will be by roll call vote.

- Minutes of Special Meeting – September 16, 2020, 6:00pm  
Minutes of Special Meeting – September 16, 2020, 6:30pm  
Minutes of Special Meeting – September 22, 2020, 6:00pm  
Minutes of Regular Meeting – September 22, 2020, 6:30pm  
Minutes of Special Meeting – September 30, 2020, 6:30pm

**Motion by Mr. Borowski to approve all as written, seconded by Mr. Koronis. Roll call vote: Ms. Rydlak – aye, Mr. Borowski – aye, Mr. Koronis – aye, Mr. Singer – aye except for September 16, 2020 at 6:30pm because he wasn't there and Chairman Spiewak - aye.**

3. Appointment – Building Inspectional Services Administrative Assistant. Mr. Golas stated that as the Board is aware, Nancy Shields will be retiring on October 31, 2020 as the Administrative Assistant for the Building Department. Nineteen applications were received for this position and six were interviewed. Second interviews were held with three of those that were interviewed by Human Resource Director – Lynn Dyer, Building Commissioner – Curt Meskus and Library Director – Cheryl Hansen. They are recommending the Board appoint Lisa Choiniere to this position. This is a 38 hours a week, union position at \$22.31/hr. Mr. Golas would recommend the Board make the appointment. **Motion to approve by Mr. Singer, seconded by Mr. Borowski.** Ms. Rydlak said one of the things she has looked at for a long time, the question is why do we have two administrative assistants under the Board of Selectmen, her question is do we kind of invite one of ours to apply over there or look into the possibility of that before we went ahead? She's curious. Mr. Golas noted that both of those positions are non-union positions that are exempt. This would be a union position which would actually be a lower position. Ms. Rydlak said if we lower the head count and moved over even with the salary we would still be kind of ahead of the game. She's just throwing this out there so it's kind of on record and kind of think about it in the future. Both Mary and Kara are awesome and in her mind she's always thinking about budget and head count. In the future can we see if we can move positions versus instead of kind of laying off people, move positions so we can smooth it over and for the future can we talk about why we have the two positions because she looked at a bunch of other towns and it seems like they only have one and she's curious why we have two. She knows she's not going to be the good guy with that but that's what she was thinking when this position was opened and she honestly didn't even see it kind of advertised and posted, she would have talked about it much sooner but that's just on the record, that's all. Mr. Koronis said as far as adding head count, this is a replacement of an existing position and he's fine with it. **Roll call vote: Ms. Rydlak – aye, Mr. Borowski – aye, Mr. Singer – aye, Mr. Koronis – aye and Chairman Spiewak – aye.**

4. Appointment – Part Time On Call Collection Assistant – Discussion. Mr. Golas stated as noted in the previous discussion regarding restructuring of the Finance Department functions, the various impacts of the COVID-19 pandemic has placed a strain on our ability to provide in person services due to staffing issues. This has been of particular concern with employees balancing child care issues with the demands of keeping the office open to the public. In order to ensure the Collector’s office is able to maintain its regular open public hours, he would recommend the Town retain a Part Time On-Call Collection Assistant to support the office when there are anticipated staffing shortages. The town would seek an individual who has prior experience in municipal tax collections. The position would be funded as an eligible CARES Act expense and only continue until December 30<sup>th</sup>. To date, the office has seen very little interruption thanks to the efforts of the Staff, however, this would provide an additional layer of assurance during this uncertain period. Mr. Singer clarified that this is an on call as needed due to COVID. Mr. Koronis asked if we have people interested in this. Mr. Golas said we haven’t solicited for this yet, he wanted to get the board’s support first. **Motion by Mr. Singer to approve, seconded by Mr. Borowski. Roll call vote: Ms. Rydlak – aye, Mr. Koronis – aye, Mr. Borowski – aye, Mr. Singer – aye and Chairman Spiewak – aye.**

5. Appointment – Non Voting Student Representative. Mr. Golas stated that attached is a letter from William F. Chaplin, Jr., Principal at Shepherd Hill Regional High School asking the Board to accept Grade 12 student, Henry Weiland to be the non-voting student representative for the Town of Charlton for the 2020-2021 school year. He would recommend the board make the appointment. Once the appointment is made, we will notify Mr. Weiland that his first meeting with the board will be on October 27, 2020. **Motion by Mr. Borowski to appoint Mr. Weiland, seconded by Mr. Singer. Roll call vote: Mr. Singer – aye, Ms. Rydlak – aye, Mr. Borowski – aye, Mr. Koronis – aye and Chairman Spiewak – aye.**

6. **Motion by Mr. Borowski to enter into executive session at 6:44pm under M.G.L. c. 30A, Sec. 21(a), #2 – to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel (Finance Director, Fire Chief) and #3 – to discuss strategy with respect to collective bargaining or litigation (Clerical Union Grievance, VGG) 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 for any other business, if needed, and to adjourn, seconded by Mr. Singer. The Chair so declares. Roll call vote: Ms. Rydlak – aye, Mr. Singer – aye, Mr. Koronis – aye, Mr. Borowski – aye, and Chairman Spiewak - aye.**

7. Chairman Spiewak said that the Board of Selectmen are reconvening in open session at 8:42pm to entertain any motions that we might want to do before we adjourn. **Motion by Ms. Rydlak to terminate the VGG Host Agreement, the Development Agreement and any affiliated legal agreements due to breach of contract, seconded by Mr. Koronis. Roll call vote: Mr. Koronis – aye, Mr. Borowski – opposed, Ms. Rydlak – aye and Chairman Spiewak – aye. Motion passes 3 – 1.**

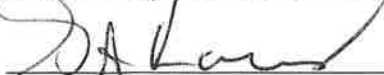
**Motion by Mr. Borowski to adjourn at 8:44pm, seconded by Mr. Koronis. Roll call vote: Mr. Borowski – aye, Mr. Koronis – aye, Ms. Rydlak – aye and Chairman Spiewak – aye.**

Submitted by:  
Mary C. Devlin  
Administrative Assistant


Accepted by:

  
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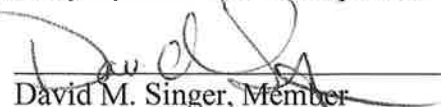
Karen A. Spiewak, Chairman

  
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Stephen G. Koronis, Clerk

  
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Patsy Rydlak, Vice-Chairperson

  
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David M. Singer, Member

  
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William Borowski, Member