



TOWN OF CHARLTON
Minutes of Special Selectmen's Roundtable Meeting
Monday – April 14, 2014 @ 6:30pm

Submitted by MCT
Date 9/9/14
Received by KL
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 **COPY**

In attendance:

Board of Selectmen members: Frederick C. Swensen, Kathleen Walker, Joseph J. Szafarowicz and Town Administrator – Robin L. Craver.

Finance Committee members: Frank Morrill, Dan Prouty, Doug Stepien and Peter Cooper, Sr.

Planning Board and EDC Members: John McGrath, Mike Lally, Rich Cayer and Jay Detarando.

Also in attendance: Deb Ceccarini, Curt Meskus, Todd Girard and guest Rosemary Scrivens from the Mass Office of Business Development.

Present in the audience: Cindy Cooper and Karen Spiewak.

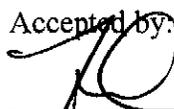
1. Open Meeting. Chairman Swensen opened the meeting and stated one of the discussions tonight is regarding the 43D & ED Tools. Mrs. Craver was able to contact a woman who will join us tonight that knows more about the process.
2. Peter Cooper, Sr. asked the Town Accountant to find out what the town spends in engineering fees and it's been in the \$70,000 range and this year was about \$40,000. He asked if what we are paying, is it worth for the town to have their own engineer? Would it benefit the town? Ms. Walker stated that we did have an engineer quite a few years ago and we decided to go without one. She suggested looking into the reasons why? Mr. McGrath stated that's like a revolving account. The town pays it but we get it back from the developer. Discussion of the process took place.
3. Rosemary Scrivens, the Central Regional Director for Mass Office of Business Development explained the process on the 43D permitting. The requirements that a community has if you want to designate a certain area or areas, you need to get some things in place. There needs to be a single point of contact, all of the requirements of each permit needs to be available, there has to be a procedure established for identifying all the requirements for the permit which she stated sounds like we do already. She stated that there is another benefit if the community were to apply for a mass works infrastructure grant having priority development sites and if it was for one of these PDS's that gives you a right. The deadline is early September. She stated that there's at least 22 communities that have a priority development site. Mr. Cooper asked if the town got into this and decided ten years later to get out, can we? Ms. Scrivens stated that she thinks that the town could. Mrs. Craver stated that at this point, we have a placeholder on the warrant but we don't have a site so unless someone can come up with a site in three days, it seems like we should take this item off. Mr. Prouty said he would like to offer a site, 230 acres on industrial land. Mrs. Craver asked if this is something that they would like to do and Mr. McGrath stated that the Planning Board has been working with Claire O'Neil from the MOBD. Mrs. Craver stated that this question is pending on 43D for the warrant which has to be reviewed by the Selectmen tomorrow night. Is it recommended to put a warrant article together with Mr. Prouty's property? Ms. Scrivens stated that you need to be able to submit a map with the application. It was discussed to do it by parcel. Mr. Detarando stated that unless there's an opposition for a good reason not to do this, the EDC would support this. Mrs. Craver will get this ready. Ms. Scrivens stated that the town can collect special fees from developers as part of this program. There is a best practice permitting guide available online to expedite the process called "Best Practices Model for Streamlined Permitting Guide. Ms. Scrivens reviewed other tools that may be helpful. She also mentioned the TIF. She mentioned that Charlton used it previously. Mr. McGrath said that we have done this five times and none were successful. Ms. Ceccarini stated that the last time she spoke with someone regarding our tax rate, they asked why we even offer that? Mr. Detarando stated that if we had water/sewer in the right places, we wouldn't need a TIF. TIF's in other

towns were discussed. Ms. Scrivens asked if the Town had an inventory of all these sites in Charlton and it would be good to send it to her. Mr. McGrath stated that it's an MOBD. Ms. Scrivens asked for an update. Ms. Scrivens left the meeting at 7:15pm. Chairman Swensen stated that there were a few more items on the agenda and it is getting late but he would like to talk about creating a link between EDC & BOS. His thought is just communication between the Selectmen's Office, EDC and Planning. Mr. Detarando feels that we are all here to accomplish the same goal. Mr. Morrill feels that we don't have everyone we need at the table and we need them to make this work. Mr. Detarando feels that there's not one system in this town that can't be improved so let's go with that. He feels communication got away from all of us. Chairman Swensen asked if we should have a contact person. Mr. Szafarowicz stated that one item for the 43D permitting is to have one contact person and we should focus on that. Mr. McGrath feels that not all projects need everyone in the room. It should be done on a case by case basis.

4. Other Business – unknown at time of posting. Mr. Prouty feels the tech committee will be very helpful. The zoning bylaws need some work.
5. Meeting adjourned at 7:40pm.

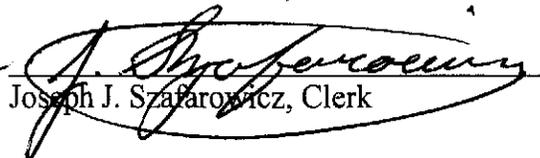
Submitted by:
Mary C. Devlin
Administrative Assistant

Accepted by:



Frederick C. Swensen, Chairman

David M. Singer, Vice-Chairperson (absent)



Joseph J. Szafarowicz, Clerk

Kathleen W. Walker, Member

Brent Sellew, Member (absent)