

 **COPY**



TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – June 10, 2014 at 6:30pm

Submitted by MCD
Date 6/25/14
Received by KL
Date 6-25-14

Present: Chairman – Frederick C. Swensen, Vice-Chairman – Joseph J. Szafarowicz, Clerk – Cynthia B. Cooper and Members – David M. Singer and John P. McGrath. Also in attendance: Student Selectperson – Emily Sprague. Absent: Town Administrator - Robin L. Craver.

NOTE: Some matters may have been taken out of agenda order but were typed up in agenda order for ease of locating information when necessary.

I. Call to Order:

1. Chairman Swensen called the meeting to order with the pledge to the flag.
2. Chairman Swensen reminded everyone to treat each other courteously and be acknowledged by the Chair before speaking. Those in attendance are requested to turn off cell phones or put them on vibrate so as not to disrupt the proceedings and remove hats, if any.

II. Consent Agenda:

1. Minutes of Selectmen's Regular Meeting – May 27, 2014. **Motion by Mr. Szafarowicz to accept the May 27, 2014 meeting minutes, seconded by Mr. McGrath, motion carries unanimously.**

I. Community Relations, Announcements and Open Forum:

- Chairman Swensen read the announcements.
- Chief Pervier came forward and read a few letters of correspondence that he received for calls that were acted on. Chairman Swensen thanked the Chief for reading the letters. It's nice when people recognize our public safety personnel.
- Peter Cooper, Sr. from the Charlton Historical Society came forward. He stated that on July 16th at 7:00pm at the Rider Tavern, they will be having a talk by Don Weinhardt on a new book called Catalog of Early Building Construction. This book has a lot of old houses in it from Charlton. He also said Early Life Magazine will be doing a story on the Rider Tavern on June 20th.

IV. Appointments/Resignations:

1. Resignation – Edward Gauthier – Hazardous Waste Coordinator. Edward Gauthier has resigned his position as Hazardous Waste Coordinator effective immediately due to health reasons. Mr. Gauthier has held this position for many years and has done a great job. The Hazardous Waste Coordinator is under the supervision of the Fire Chief. Chief Cloutier has stated that the duties of this position will be absorbed through the Fire Department. **Motion by Mr. Singer to accept the resignation of Mr. Gauthier and have a certificate made for him, seconded by Mr. Szafarowicz, motion carries unanimously.**
2. Appointment to Boston Post Cane Committee. Cathleen Kuehl of 82 Ramshorn Road is asking to be appointed to the Boston Post Cane Committee to take the place of her husband, Quentin Kuehl who was on the committee since its inception. Mrs. Craver would recommend the appointment. **Motion by Mr. Szafarowicz that we appoint Ms. Kuehl to the Boston Post Cane Committee, seconded by Mr. McGrath, motion carries unanimously.**

3. Appointment to Old Home Day Committee. Paul Courville of 160 Ramshorn Road is seeking appointment to the Old Home Day Committee. The Committee would recommend the appointment. **Motion by Mr. McGrath to appoint Paul Courville to the Old Home Day Committee, seconded by Mrs. Cooper, motion carries unanimously.**
4. Re-appointments for terms expiring June 30, 2014. Attached is a list of re-appointments for terms that will be expiring on June 30, 2014 that are made by the Board each year. Staff has been contacting current members to see if they will be seeking re-appointment. Chairman Swensen read the list. **Motion by Mr. Singer to approve the list as provided, seconded by Mr. McGrath.** Mrs. Cooper is concerned about the CMRPC. The Planning Board has their own appointment and we have two and she is concerned they might violate the open meeting law and would like to address it. **Mr. Singer amended his motion to approve the list as provided except for the CMRPC which we can review at the next meeting. Mr. McGrath amended his second. Motion on amendment: motion carries. Vote on motion: motion carries.**

V. Scheduled Appointments:

VI. New Business:

1. Renewal of the Town Website. Attached is a one year contract renewal for Westwell's Web Works. The contract cost remains the same as this year at \$200.00 per month. Lisa Westwell and her company have served the town well. She is professional and very efficient. As you know, the Town's postings of meetings to meet the requirements of the open meeting law relies on near immediate response when the Town Clerk needs to post to the web. We are fortunate to have the response time we enjoy and owe that to Ms. Westwell. Mrs. Craver would recommend the Board renew the contract for another year ending June 30, 2015. **Motion by Mr. Singer to renew the Westwell's Webworks Contract for another year, seconded by Mr. Szafarowicz.** Mr. Szafarowicz asked what the policy is for any changes to the web? Chairman Swensen stated that any changes could go through the board. Mr. Szafarowicz stated that we should update it and modernize it and make it easier to access. Mrs. Cooper wanted to disclose that Westwell's Webworks does work for two non-profits that she is affiliated with and she will abstain from the vote. **Vote on motion: motion carries with Mrs. Cooper abstaining.**
2. Knights of Columbus – Tootsie Roll Drive. The Knights of Columbus – Charlton Council #11379 is seeking to conduct a "Tootsie Roll Drive" to benefit the Special Needs Children of the town, state and nation. They would like to set up a "Voluntary Toll Road" on Saturday, October 4, 2014 from 8am – 2pm at the corner of Main St. and Masonic Home Road. Any monies gained from this drive go directly to the State Council for these children. This request has been forwarded to Chief Pervier for his recommendation and approval. Chief Pervier is in support of this request contingent upon the following safety precautions:
 - All volunteers must wear bright colored vests (yellow, orange, green or red) while soliciting donations;
 - Orange traffic cones must be set out on Main St. and Masonic Home Rd. for a distance of not less than 50 ft on each respective way prior to reaching the toll station. A minimum of 5 traffic cones on each roadway should be put in place at a distance no greater than 10 ft. apart;
 - Signs warning "Voluntary Toll Ahead" must be erected on both Masonic Home Rd. and Main St. not less than 75 ft. from the toll collection area. Should the Board approve this request, Mrs. Craver would ask that you consider including Chief Pervier's recommendations into the motion. **Motion by Mr. Szafarowicz that we approve this request with Chief Pervier's recommendations, seconded by Mr. McGrath, motion carries unanimously.**

VII. Old Business: None

VIII. Committee Reports

IX. BOS Policy Review:

X. Student Selectperson Report – Emily Sprague reviewed her final report for the year. She thanked the board for the honor of being able to be on the board. Mr. Szafarowicz asked what the policy is if the board wanted to have the Student Selectperson for the summer. Chairman Swensen stated that it can be looked into but it's always been for the school year. The Board presented her with a certificate of achievement and thanked her.

XI. Town Administrator Report: No report

XII. Other Business: (unknown at time of posting)

XIII. Next Meeting Announcement:

- Next Regular Selectmen's Meeting – June 24, 2014

XIV. Adjourn/Executive Session:

Motion by Mr. Szafarowicz to enter into executive session under M.G.L. c. 30a, sec. 21, #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 if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, seconded by Mr. McGrath. The Chair does declare that an open meeting may have a detrimental effect on the bargaining or litigating position and that the board will reconvene for the purpose of adjourning. **Roll call vote taken: Mr. Szafarowicz – aye, Mrs. Cooper – aye, Mr. McGrath – aye, Mr. Singer – aye and Chairman Swensen – aye.**

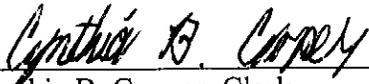
Motion by Mr. Szafarowicz to adjourn at 7:05pm, seconded by Mr. McGrath, motion carries unanimously.

Submitted by:
Mary C. Devlin
Administrative Assistant

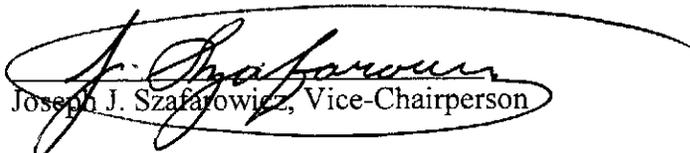
Accepted by



Frederick C. Swensen, Chairman



Cynthia B. Cooper, Clerk



Joseph J. Szafarowicz, Vice-Chairperson

David M. Singer, Member

John P. McGrath, Member