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TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – June 24, 2014 at 6:30pm

Present: Chairman – Frederick C. Swensen, Vice-Chairman – Joseph J. Szafarowicz, Clerk – Cynthia B. Cooper and Member – David M. Singer. Absent: Member - John P. McGrath and 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 – June 10, 2014. **Motion by Mr. Szafarowicz to accept the June 10, 2014 minutes, seconded by Mr. Singer, motion carries.**

II. Community Relations, Announcements and Open Forum:

- Chairman Swensen read the announcements.
- Stefan Sage from Lincoln Point Road came forward. He has some questions regarding what's going to happen when the town hall closes on Fridays. He asked for a brief discussion of what led to that discussion. Chairman Swensen stated that a brief explanation was when they were going over the budget process this year on how to save money, they read and heard some other towns that had done this and had a substantial enough savings that it warranted the discussion which led to the vote being taken. Mr. Sage said he used the information he had and went to someone else and asked what the realistic savings would be by doing this and by doing the calculations in his head, he stated that the town might save 5 to 10% of the cost. Mr. Sage asked how the savings are going to be measured, are you going to look at a month to month and compare to last year? Mr. Szafarowicz stated that in talking with Kara Hmielowski in the Selectmen's Office, she's keeping close tabs on the amount of kilowatts, the amount of gallons of oil used and the cost associated with that on a monthly basis. Mr. Sage was concerned when he heard what the amount of savings was, he is concerned of the impact on the staff in the building may not be worth the change. Chairman Swensen appreciates his input and stated that what has been done is that they have met with the staff and have made every accommodation that they could for the minimal impact it would have on them. The thought was to keep all employees whole without the loss of hours and a possible savings by closing the Town Hall on Fridays.
- Curt Meskus came forward and said he just wanted to show the project guide that was designed from an effort that came out of some discussions with the EDC. It's a beginner's guide for what goes on in a project from the start. Mr. Singer thanked Mr. Meskus for this.
- Darlene Emco-Rollins, Executive Director for the food pantry has been doing this job for over 22 years and no one said anything to her about closing for the weekends. She heard it from Elaine

Materas. She asked how it would affect the 250 families that she services in Charlton. Chairman Swensen stated that obviously it would impact them. He said that when the Town Administrator comes back next week, we'll need to sit down and review all this. He also stated that they don't want to impact the work she does for the community.

- Chief Pervier came forward and stated that there are a couple of other events that also use the building on the weekends such as Old Home Day like the alumni that meet on Sunday for dinner. Chairman Swensen thanked Chief Pervier for bringing this up.

IV. Appointments/Resignations:

1. Appointment to Old Home Day Committee. Chairman Swensen stated that attached is a talent bank form from Jennie Frisella of 88 Masonic Home Road for appointment to the Old Home Day Committee. It is recommended to make the appointment. **Motion by Mr. Singer to appoint Jennie Frisella of Masonic Home Road to the Old Home Day Committee, motion carries unanimously.**
2. Appointment to Economic Development Commission. Chairman Swensen stated that during the process of staff contacting those whose re-appointments will expire on June 30, 2014, we were notified that Keith Cloutier who is a current member on the EDC is willing to step down due to scheduling issues. Peter Boria has expressed an interest in being appointed to the Economic Development Commission and the Commission agrees. It is recommended that the Board appoint Peter Boria to the Economic Development Commission effective July 1, 2014 for a three year term. The other members on the Economic Development Commission would like to be re-appointed. It is recommended the Board make the appointments as follows:

Rich Cayer	three year term	new expiration date 6/30/17
Alycia Dzik	three year term	new expiration date 6/30/17
Anthony Detarando	three year term	new expiration date 6/30/17
Sabrina Webb – alternate	one year term	new expiration date 6/30/15
Mike Lally	three year term	new expiration date 6/30/17
Bill Fontaine	three year term	new expiration date 6/30/17
Mike Jacobs	three year term	new expiration date 6/30/17

Motion by Mr. Singer to appoint Peter Boria to the Economic Development Commission for a three year term beginning July 1, 2014, seconded by Mr. Szafarowicz, motion carries. Mr. Singer would ask to hold on the re-appointments until our next meeting so that he can speak with the Town Administrator when she comes back and made a motion to do so, seconded by Chairman Swensen. Chairman Swensen stated the only thing he would make Mr. Singer aware of is that those terms will expire and we are not meeting until after that. **Mr. Singer withdrew his motion and Chairman Swensen withdrew his second. Motion by Mr. Singer to extend the existing terms for four weeks, seconded by Mr. Szafarowicz, motion carries unanimously.**

3. Re-appointment to CMRPC. Chairman Swensen stated that at the Board's last meeting during the discussion of re-appointments, a question was asked about the members appointed to the CMRPC. Three members, 2 are appointed by the Board of Selectmen and one by the Planning Board are all members of the Planning Board. The question asked was, are they violating the open meeting law by attending these meetings? In researching this and speaking with Town Planner Alan Gordon, the answer is no. A quorum of any local Mass. town or city Board attending a CMRPC meeting does not violate the Open Meeting Law. A local town or city Board in Mass. needs to post only if they are holding a meeting within their own community on one or more items for which they are deliberating within their area of local work responsibility or jurisdiction. A quorum of any local board attending a CMRPC regional planning meeting does not fall under the open meeting law quorum regulation, as the attending members are present only to discuss, learn, gather information, etc. on the regional agency's topics of regional, non-local discussion and as such are not

deliberating on local Planning Board jurisdictional responsibility items. Therefore, it is recommended the Board make the following re-appointments to the Central Mass Regional Planning Commission:

Jean Vincent	one year term	new expiration date 6/30/15
Alycia Dzik, Alternate	one year term	new expiration date 6/30/15

Motion by Mr. Singer to make those re-appointments, seconded by Mrs. Cooper, motion carries.

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. (attached) **Motion by Mr. Szafarowicz to appoint the list as provided on the memorandum, seconded by Mr. Singer, motion carries unanimously.**

V. Scheduled Appointments:

6:45pm – Golden Age Club. Elaine Materas and Clarence Bachand came forward. The Golden Age Club is a group of senior citizens that have been fundraising for the Senior Center for over 20 years. They are happy to help and work hard to raise money for things that the COA would otherwise have to ask the town to fund. Their Christmas Fair is held on the first Saturday in December and with the change in hours for the Town Hall becoming effective July 1st that the town hall will be closed on Fridays and re-open on Monday's, they are asking the Board for permission to open the center on a Saturday each year for the Christmas Fair. Mr. Singer would suggest to have this go to the Town Administrator and have her compile a list with recommendations and bring them all to a future agenda for a vote. Mr. Szafarowicz stated that we could create a policy on exceptions for closing the town hall on those three days. It was recommended to have Chairman Swensen and Finance Chairman Frank Morrill sit down with the Town Administrator.

VI. New Business:

1. Site plan application – Borrego Solar Systems – Oxford Road. Chairman Swensen stated that the Planning Board will be holding a public hearing at their July 9, 2014 meeting on the application submitted by Borrego Solar Systems for approval to install and operate a 1.1 Megawatt commercial ground mounted solar array and associated utility connection on approximately 5.3 acres of a 21.6 acre site located northerly off of Oxford Road (Assessors Map 54, Block A, Parcel 3). Said property is zoned Agricultural (A). The Board is asked to review the application and provide comments, if any no later than Thursday, July 3, 2014. *Mr. Singer asked if there would be any visibility from that massive solar farm from the school parking lot, that section of Oxford Road and all those houses that are right there.*
2. Site plan application – Borrego Solar Systems – Berry Corner Road. Chairman Swensen stated that the Planning Board will be holding a public hearing at their July 9, 2014 meeting on the application submitted by Borrego Solar Systems for approval to install and operate a 1.1 Megawatt commercial ground mounted solar array and associated utility connection on approximately 4.7 acres of an 11-acre site located northerly off of Berry Corner Road (Assessors Map 44, Block A, Parcel 2). Said property is zoned Agricultural (A). The Board is asked to review the application and provide comments, if any no later than Thursday, July 3, 2014. *Mr. Singer asked the same question for the residents of Carpenter Hill and Berry Corner Road, will they have the visibility of that solar farm from their back yards?*

VII. Old Business: None

VIII. Committee Reports

IX. BOS Policy Review:

X. Town Administrator Report: No report

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

1. Request to use Animal Shelter for Yard Sale by FOCAS. Chairman Swensen stated that attached is a request from the Friends of Charlton Animal Shelter (FOCAS) to hold a yard sale at the Charlton Animal Shelter on Saturday, August 2, 2014 from 7am – 4pm as part of the CHPT's Community Yard Sale. The items being solicited by FOCAS and all proceeds will benefit FOCAS. There are no town owned items going up for sale. This is coming before the Board for approval as it's a town owned building. Lisa Westwell came forward to answer any questions the board may have. **Motion by Mr. Szafarowicz to approve the request, seconded by Mr. Singer, motion carries unanimously.**

XII. Next Meeting Announcement:

- Next Regular Selectmen's Meeting – July 8, 2014

XIII. Adjourn/Executive Session:

Motion by Mr. Singer to adjourn at 7:17pm, seconded by Mrs. Cooper, motion carries unanimously.

Submitted by:
Mary C. Devlin
Administrative Assistant

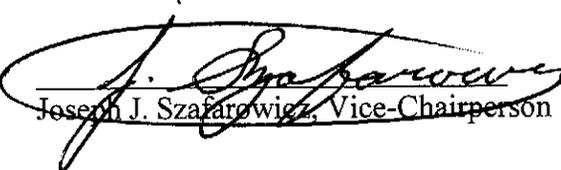
Accepted by:



Frederick C. Swensen, Chairman

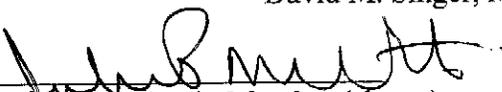


Cynthia B. Cooper, Clerk



Joseph J. Szafarowicz, Vice-Chairperson

David M. Singer, Member



John P. McGrath, Member (absent)

**To: Charlton Board of Selectmen
From: Golden Age Club @ Charlton Senior Center
Date: June 11, 2014
Re: Opening the Senior Center for Christmas Fair**

The Golden Age Club is a group of senior citizens that has been fundraising for the Senior Center for over 20 years. We are happy to help and work hard to raise money for things that the COA would otherwise have to ask the town to fund.

We have a couple fundraisers each year, one being an annual Christmas Fair held on the first Saturday in December.

Here's what the Golden Age Club paid for in 2013 to present:

<input type="checkbox"/> Kitchen supplies (mixer).....	\$599
<input type="checkbox"/> Kitchen supplies (knobs for stove).....	\$182
<input type="checkbox"/> Kitchen supplies (various).....	\$61
<input type="checkbox"/> Supplies (tablecloths)	\$40
<input type="checkbox"/> Stove/oven parts & repair.....	\$970
<input type="checkbox"/> Repairs to freezer	\$230
<input type="checkbox"/> New Chest freezer	\$470
<input type="checkbox"/> Entertainment (x4).....	\$750
<input type="checkbox"/> Monthly Birthday cake.....	\$810
<input type="checkbox"/> Cd player.....	\$82
<input type="checkbox"/> Special Events.....	\$610
<input type="checkbox"/> Sewing Group fabric.....	\$80
	<hr/>
	\$4,884

We respectfully ask that we are allowed to open the center on a Saturday for our annual Christmas Fair each year.