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Submitted by MCD
Date 5/28/15
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Date 5-28-15

TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – May 12, 2015 at 6:30pm

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

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 Szafarowicz called the meeting to order with the pledge to the flag.
2. Chairman Szafarowicz 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 Special Meeting – Millennium Committee – March 31, 2015. **Motion by Mr. McGrath to approve the Millennium Committee meeting minutes of March 31, 2015, seconded by Mrs. Cooper, motion passes. Roll call vote: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**
2. Minutes of Regular Meeting – April 14, 2015. **Motion by Mr. McGrath to approve the meeting minutes of April 14, 2015, seconded by Mrs. Cooper.** Chairman Szafarowicz stated that Mr. Swensen is on the phone by remote participation and all votes have to be done by roll call vote. He referred back to the minutes of March 31, 2015 for roll call vote. **Roll call vote taken for April 14, 2015 minutes: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**
3. Minutes of Regular Meeting – April 28, 2015. **Motion by Mr. McGrath to approve the meeting minutes for April 28, 2015, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

III. Community Relations, Announcements and Open Forum:

- Chairman Szafarowicz read the announcements.
- Chief Pervier came forward and said they are involved in a grant for seatbelt safety which runs now through Memorial Day. It's a \$2,500 grant.

IV. Appointments/Resignations:

V. Scheduled Appointments:

VI. New Business:

1. Highway Materials Bid – recommendations for award. Mrs. Craver stated that the Highway bids were received and opened on April 23, 2015 at 2:00p.m. After review of the bids, Highway Superintendent Foskett is recommending the awards as follows:

Item 1: Bituminous Concrete, Type I in place at \$64.94 per ton to Mass Broken Stone, 332 Sawyer Hill Road, P.O. Box 276, Berlin, MA 01503. Last year's bid was awarded to JSL Asphalt, Inc. at \$67.00 per ton. **Motion by Mr. McGrath to accept Mass Broken Stone for Bituminous Concrete, Type I in place at \$64.94 per ton, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

Item 2: Full-Depth Pavement Reclamation and the application of 1.0 gallons of Liquid Calcium Chloride per square yard at a cost of \$1.549 per square yard to Murray Paving and Reclamation, Inc., 55 Whitney St., Holliston, MA 01746. Last year's bid was awarded to Murray Paving and Reclamation at \$1.588 per square yard. **Motion by Mr. McGrath to accept the Full-Depth Pavement Reclamation and the application of 1.0 gallons of Liquid Calcium Chloride per square yard at a cost of \$1.549 per square yard to Murray Paving and Reclamation, Inc., seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

Item 3: Stone Seal at \$2.14 square yard, Double Stone Seal at \$4.05 square yard and Asphalt Rubber at \$3.19 square yard to All States Asphalt, Inc., P.O. Box 91, Sunderland, MA 01375. Last year's bid was awarded to All States Asphalt, Inc. for Stone Seal @ \$2.12/SY, Double Stone Seal @ \$4.00/SY and Asphalt –Rubber Surface Treatment @ \$3.10/SY. **Motion by Mr. McGrath to accept the bid for Stone Seal at \$2.14 square yard, Double Stone Seal at \$4.05 square yard and Asphalt Rubber at \$3.19 square yard to All States Asphalt, Inc., seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

2. Site Plan Application – Miniature Golf Course. Mrs. Craver stated that the Planning Board has provided you with a copy of a site plan application submitted by Bertin Engineering on behalf of Mr. Bryan Remick for site plan approval to construct an 18 hole miniature golf course on an approximately two-acre parcel located at 360 Worcester Road, the former Red Motel site on Route 20. (Assessors Map 40, Block B, Parcel 24). Said property is zoned partly Community Business and partly Agricultural. The Board is asked to review and provide comments, if any, to the Planning Board no later than Wednesday, May 27, 2015. No comments for the Planning Board.
3. Request to declare Cruiser #56 as a surplus vehicle. Mrs. Craver stated that attached is a request from Chief Pervier asking the Board to declare Cruiser #56 as a surplus vehicle. Cruiser #56 has been taken out of service and the registration transferred to Cruiser #21 which is a 2015 Ford Explorer, SUV that was recently purchased from M.H.Q. of Marlborough, MA. Cruiser #56 is a 2005 Ford Crown Victoria which has 147,404 miles. Mrs. Craver would recommend the Board declare Cruiser #56 as a surplus vehicle. **Motion by Mr. McGrath to declare Cruiser #56 as surplus and dispose of at auction, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**
4. Request to increase Cruiser Fee for paid police details. Mrs. Craver stated that attached is a request from Chief Pervier asking the board to vote to increase the Cruiser Fee for paid police details from 10% (\$4.40 per hour) to 25% (\$11.00 per hour) to cover the increased cost of supplying police cruisers to private utility companies, businesses and vendors. Chief Pervier has discussed this with the Finance Committee who voted to support his request in an effort to ensure that the Town of Charlton does not incur any of the costs associated with providing cruisers for private paid police details. He further states as a reminder that cruiser fees are not incurred when a police cruiser is utilized for a police detail that is requested by the Town of Charlton, The Dudley/Charlton Regional School District, the Southern Worcester County Regional Vocational District (Bay Path) and the Commonwealth of Massachusetts. If the Board votes to approve the request, Chief Pervier will direct his Administrative Assistant and staff to begin charging the new fee as of Monday, May 18, 2015 which will be calculated in combination with the four and eight

hour minimum assessments that are levied as per the current practice. Chief Pervier stated that the cost is going up and the town should not be responsible for the increase. He did a survey through the Chief's Association and the rates are between \$10 and \$12. He said the town would be made whole for the vehicle out there. **Motion by Mr. McGrath to approve Chief Pervier's request to increase the Cruiser Fee for Police Details from \$4.40 per hour to \$11.00 per hour, seconded by Mrs. Cooper.** Mrs. Cooper asked if the Chief is recommending a percentage or the flat rate. Chief Pervier stated that he is recommending the percentage because it works with their software program. **Mr. McGrath restated his motion to approve Chief Pervier's request to increase the cruiser fee from 10% to 25%, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

5. 2015 Scholarship awards. Mrs. Craver stated that the scholarships awarded by the Board of Selectmen are Jessie Smith, Nehemiah Stone, and Edwin Phillips Cooking Scholarship. The Colby Scholarship recipient is chosen by the Colby family members. Two scholarship applications have been received. One for the Nehemiah B. Stone Scholarship and one for the Edwin Phillips Cooking Fund. Information on the scholarships is attached. Each application is numbered so that as in the past, when the motion is made to award the scholarship, the students name is not revealed. The motion should be made to include the number of the applicant. This year we would like to ask the Board to award the scholarships at \$1,000.00 each. The award is based on the interest earned for each scholarship. These scholarships will be awarded to the students at their graduation ceremony. Once awarded, the students will be provided with a letter noting the award and that the award will be given to their school upon receipt of their first semester report card. Motion by Mr. McGrath that the Board of Selectmen award the 2015 Scholarships as follows: **Applicant #1 for the Nehemiah B. Stone Scholarship in the amount of \$1,000.00 and Applicant #2 for the Edwin Phillips Cooking fund in the amount of \$1,000.00, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

VII. Old Business:

1. Inter Municipal Agreement – Southbridge. Mrs. Craver stated that this is to provide a recap of the negotiations with the Town of Southbridge for an additional 500,000 gpd of public water. As you know, this has been a long time coming. When she first started here, public water was the main goal of the Board of Selectmen. You began working closely with the Water/Sewer Commission in an effort to bring ExxonMobil, the responsible party named by DEP, to the table to mitigate contamination from the MassPike rest areas and LaMountain Gas Station. In order for that to be successful, Charlton had to guarantee to Exxon there would be an adequate water supply before they would agree to install additional water lines. Charlton installed its own water line in 2001 in the amount of \$4.6 million with the intent to purchase water from the Town of Oxford. Due to political, as well as new DEP regulations regarding watersheds, approval was not given for water from Oxford. An agreement was made for an inter-connection between the Southbridge System and dry Charlton pipes in the summer of 2007. Sandra Dam was the Chair of the Water Sewer Commission when we successfully negotiated \$500,000 from Exxon to make an interconnection with the Southbridge system as well as negotiating the first Southbridge IMA for 100,000 gpd. Our LSP, Gary Magnuson from CMG, was instrumental in working with us to tabulate the damage done to Charlton. DEP's Mark Baldi has been a champion for Charlton with Exxon for funding to clean up the damage and provide public water. When the interconnection construction was complete, then Water/Sewer Commission Chairman Cheryl McKissick received the approval from DEP for the new Public Water System & Related Interconnection Improvements in a letter dated September 21, 2007. In November 2007, the Board of Selectmen and Water/Sewer Commission sent a letter to the towns of Oxford, Leicester, East Brookfield, Sturbridge and Southbridge asking

if they had an interest in supplying public water to Charlton. We participated in the Regional Leicester Water Study conducted by CMRPC. A Water Search Committee, Ad hoc committee of the W/S Commission, was formed and reported back that Southbridge was the most advantageous opportunity to pursue. They also met with the DEP regarding the possibility of developing a town water source at Buffumville Dam. John McGrath, Kathleen Walker, Rob Lemansky, Gabe Berthiaume, Mike Lally and Peter Vigeant were part of that Committee. After discussions with Southbridge officials, we received a letter dated July 1, 2008 from Acting Town Manager Karen Harnois stating that it was the intent of the Town of Southbridge and its agents to work in conjunction with Charlton to pursue the possibility of expanding the water service and revising the existing inter-municipal agreement. She stated in a show of good faith, Southbridge would underwrite \$4,500 in engineering and modeling costs to include Charlton and to ascertain the impacts on the Southbridge system. Later that year, working with Town Manager Chris Clark, we created a revised IMA that provided Charlton the ability to connect a portion of Charlton's dry line to the Southbridge Water System, namely Northside Road and North Main Street, later adding new infrastructure on Main Street. The Board of Selectmen and Water/Sewer Commission requested meetings with the Southbridge Town Council and Interim Town Manager Kevin Paicos facilitated bringing representatives from the Council to Charlton. After three meetings, an IMA was agreed to. Charlton received a signed IMA from Southbridge April 2015 and the Board of Selectmen and Water /Sewer Commission met to review. It was approved that evening. This permanent agreement for 500,000 gpd provides the Town of Charlton the ability to now work with DEP and Exxon to install new infrastructure to an area widely considered vulnerable to a migrating gasoline plume. In partnership, I believe we can now work to provide clean public water to Charlton residents who have or are facing potential well contamination. We thank the Town of Southbridge for their persistent friendship to help supply public water to contaminated homes in Charlton. The new IMA provides a win-win for both towns. Southbridge will, by selling more water, be able to further stabilize their rate as well as spread costs over a larger number of users, thus giving much needed relief to its ratepayers. Being a regional venture, DEP will be more willing to expand the water withdrawal permit. Southbridge has also been able to divest itself of maintenance for aging infrastructure that is located in Charlton. For Charlton, it now owns the entire water system within its boundaries and has the choice of continuing as a Southbridge maintained customer or to become a consecutive water system. Charlton shall receive capital funds for the last 5 years' worth of capital that was due to its system. Going forward, based on the percentage of water sold to Charlton, we will receive retained earnings for maintenance of the Charlton System. There will also be monies held within the TOS maintenance budget for the Charlton System. Besides the people I've already mentioned and the current members of the Board of Selectmen and Water Commission, there have been many people who have assisted us in the search for water and negotiations including Senator Stephen Brewer, Representative Peter Durant, Marty Suuberg (then Worcester DEP Director- now DEP Commissioner), Marielle Stone, Ed Moore – CEO of Harrington Hospital, John Lafleche- Bay Path Reg High School, past members of the Board of Selectmen (Jack Bacon, Scott Brown), past members of the W/S Commission (John Elliott, James McIntire), Steve Wandland- W/S Administrator, Chris McClure from McClure Engineering- he provided endless maps, calculations and engineering, Frank Morrill- Chairman of the Finance Committee, Joan Walker (for endless accounting of the water debt and accounts), Special Council Greg McGregor, Keith Arsenault- Treasurer- managing the debt and Masonic Health Systems Board of Directors for being a partner in assisting us in maintaining water quality. A special thanks to Heather Blakeley, who began as the engineer for Charlton and helped negotiate the first IMA for the interconnection and then later as the Southbridge DPW Director negotiating the permanent IMA with Kevin Paicos. Lastly, it would not be a true recap of the process without a special thanks to Rob Lemansky. He was relentless in

moving this process forward and never stopped believing there was a way to make this happen. Thank you Rob! She apologized if she's left anyone out. There were many persons who contributed to today's achievement. It's a good day, and we have begun the final negotiations with Exxon. The next step is to get an agreement with them to fund the infrastructure that will protect our schools who are in the direct line of the plume. We are making progress and hopefully, will have an agreement before the summer is finished. The Board said they could not come to this point without Mrs. Craver and thanked her. Mr. Swensen agreed and commended Mrs. Craver for all her work with this.

2. Annual Town Meeting – update/budget. Mrs. Craver stated that as you know, this is your last meeting before the pre-meeting the night of the Annual Town Meeting. She has attached a warrant with motions and a balanced budget for FY16. This budget is the result of working with the Superintendent and School Business manager to find an acceptable halfway point for funding. The School Committee has not voted to approve the cuts they are recommending nor have you approved these cuts yet. Tonight she is recommending the budget total of \$24,497,865. We were able to add funding to the DCRSD request by reducing several accounts including reducing funding from the police department's dispatcher funding. If you approve the budget, she will present it to the Finance Committee and ask them to also approve, then we will begin to print the booklets for Annual Town Meeting. Regarding the main budget, Article 6, she recommends that if the Board approves of the budget as presented, you vote to support the motion pending the final budget number from the Finance Committee. Therefore, if they request any small modification, she can make that adjustment. The Finance Committee always welcomes your attendance at that meeting. She does not expect any changes at this time. Within the warrant, you have the Water and Sewer Department budgets to approve (Articles 7 & 8). She has attached the draft Town meeting booklet that will be presented to the FinCom for the board's review. The Town Moderator, Peter Cooper will be adding an explanation sheet again this year. It is informative of the process for residents. We are also trying to set up the warrant and motions to be read on Cable TV. Mr. McGrath reiterated his feelings regarding the separation of the Town Planner and EDC Director. **Motion by Mr. McGrath to approve the Fiscal Year 2016 budget as written, seconded by Mrs. Cooper.** Clarification on the motion is that this is for Articles 6,7 and 8 with the caveat if there are minor changes through the Finance Committee. **Mr. McGrath restated his motion which is to approve Articles 6,7 & 8 for the Fiscal Year 2016 budget with the caveat if there are some minor changes that have to be done by the Finance Committee, we approve it, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.**

VIII. Committee Reports:

IX. BOS Policy Review:

X. Student Selectperson Report: Ms. Sprague reviewed her report.

XI. Town Administrator Report: Mrs. Craver reviewed her report.

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

1. Mrs. Craver stated that Curtis Meskus – Building Commissioner and herself held interviews on May 5th and May 7th with seven applicants for the position of custodian. While all are qualified for this position, they are recommending the appointment of Robert F. Durward, 3 Kayla Lane, Dudley MA to fill this position. This is being brought to you tonight under other business as we were waiting to complete the reference checks which we have. She would ask the Board to

approve the appointment of Robert F. Durward to the position of Town Hall Custodian pending a successful CORI check and successful negotiations. The wage ranges from \$14.00 to \$18.00/hr depending on qualifications. **Motion by Mr. McGrath with the recommendation of Mr. Meskus and the Town Administrator we appoint Mr. Robert Durward of Kayla Lane, Dudley MA to fill the Building Custodian position pending a successful CORI check and negotiations, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye.** Chairman Szafarowicz thanked both Mrs. Craver and Mr. Meskus for their work on this.

XIII. Next Meeting Announcement:

- * Annual Town Meeting – Monday – May 18, 2015 – 7pm – Charlton Middle School
- * Next Regular Selectmen’s Meeting – May 26, 2015

XIV. Adjourn/Executive Session:

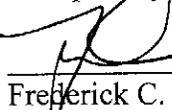
Motion by Mr. McGrath to enter into executive Session at 7:35pm under M.G.L. c. 30A, Sec. 21, #1 – to discuss the reputation, character, physical condition or mental health, rather than professional competence of an individual or discuss the discipline or dismissal of, or complaints or charges against a public officer, employee, staff member or individual, #3 – to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and #6 – to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, seconded by Mrs. Cooper. Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye, Mr. McGrath – aye and Chairman Szafarowicz – aye. The Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and that the board will reconvene to open session for the purpose of adjourning.

Motion by Mr. McGrath to adjourn at 8:46pm, seconded by Mr. Swensen, unanimous.

Submitted by:

Mary C. Devlin
Administrative Assistant

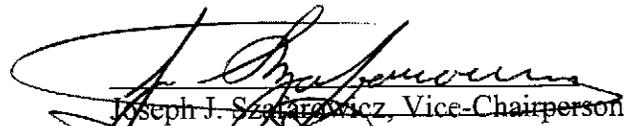
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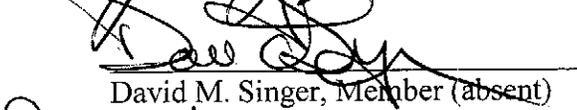
Frederick C. Swensen, Chairman



Cynthia B. Cooper, Clerk



Joseph J. Szafarowicz, Vice-Chairperson



David M. Singer, Member (absent)



John P. McGrath, Member

TOWN OF CHARLTON
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TO: Board of Selectmen

FROM: Robin L. Craver, Town Administrator 

DATE: May 11, 2015

SUBJECT: Town Administrator's Report – for Selectmen's meeting of 5/12/15

Earth Day Appreciation of our Partners – This year marks the 45th anniversary of the first Earth Day celebration – a day that many consider the birth of the modern environmental movement. More than 20 million people participated in that 1970 celebration and those efforts eventually lead to the formation of the U.S. Environmental Protection Agency and the passage of the Clean Air, Clean Water and Endangered Species Acts a few years later. Martin Suuberg from Mass DEP was appointed as Commissioner of the Massachusetts Department of Environmental Protection in January. Please see the attached letter he wrote to the National League of Cities in support of municipalities.

Charlton Zip Trip – I have been notified by Fox 25 Boston that Charlton has been selected as one of the places they will visit on June 5, 2015 (rain or shine) during the 2015 Zip Trip Season. They will be arriving between 3:30am – 4:00am to start setting up for the 5:00am start time and will depart by 11:30am. I am working the details out and will have more information to follow.

Charlton Orchards Group, LLC – We have received a notice of intent to Convert 6 acres of Land to Other Use from Charlton Orchards Group, LLC. We have forwarded this to town counsel to review for completeness of the application.

Veteran's District – We have been approached by two more towns interested in joining out regional veteran's district. We plan to meet later this week or next to plan the particulars.

Senior Expo – I attended the Senior Expo Luncheon last week in Southbridge. What a great way to honor and provide resources to our seniors. I'd like to take a moment and thank Elaine Kingston, Deb Ciesluk, Cathy Kuel and Chief Pervier for their years' service to help make this event happen.

Masonic Health System – I attended the Board of Directors meeting Friday, May 1st to discuss tying to public water. They are fully supportive of assisting enhance the water quality by hooking up to the planned school loop as long as it does not cost them anything. We are pleased to have their commitment.



An Earth Day Appreciation of Our Partners

Today marks the 45th anniversary of the first Earth Day celebration – a day that many consider the birth of the modern environmental movement. More than 20 million people participated in that 1970 celebration and those efforts eventually lead to the formation of the U.S. Environmental Protection Agency and the passage of the Clean Air, Clean Water and Endangered Species Acts a few years later.

In 1975, the General Court created the Massachusetts Department of Environmental Quality Engineering – the precursor of today's Department of Environmental Protection (MassDEP) – and built upon a healthy state, community and citizen partnership that still protects our natural resources and the public health.

Over the last 40 years, the state-municipal-citizen partnership has been a key component of our statewide efforts to ensure clean air and water for our citizens, safe management and recycling of solid and hazardous wastes, timely cleanup of hazardous waste sites and spills and the preservation of wetlands and coastal resources.

Massachusetts and MassDEP are leaders in many environmental protection efforts, but we would not be able to claim that mantle without the help and cooperation of our partners. And I would especially like to highlight the important work of local officials, frequently volunteers, at the local conservation commission, board of health, drinking water board or sewer commission levels.

Local governments really are on the front lines when it comes to environmental protection and the safety of the public health. Local residents may not even think of their municipal officials or the kind of work that they do as important for the environment, but it is quietly happening every day.

For instance, municipalities are often responsible for the public water supply, providing clean and safe drinking water to citizens and operating drinking water treatment facilities. This involves compliance with state and federal safe drinking water standards. There are currently 1,725 public water systems statewide, with 313 water systems providing water to residences and businesses in cities and towns, and another 159 systems that supply well water to individual schools, town buildings and businesses.

Communities often operate sewer systems and wastewater treatment facilities, making sure that wastewater discharges operate in compliance with our laws.

Conservation commissions are responsible for implementing the Wetlands Protection Act. Commissioners make decisions based on consistency with the Act and our wetlands protection regulations, ensuring that development does not come at the expense of our precious natural resources.

Local officials also partner with MassDEP and the Commonwealth to provide comprehensive recycling programs, clean up and redevelop Brownfields and contaminated land, oversee septic systems, handle nuisance issues, such as noise, odor and dust, dredge municipal harbors and navigational channels, build and repair sewer and drinking water facilities through low-interest loan programs, help reduce energy use in public facilities, and provide expertise in addressing emergency situations during toxic spills or environmental disasters.

The partnership list is long and extensive and these programs and others like them are critical to maintaining a clean environment and the high quality of life expected by every resident in the Commonwealth. I want to thank local officials for their important work in making our shared mission a reality.

I look forward to building on our many years of collaboration, strengthening those community partnerships and promoting increased understanding about how we can work together to ensure continued protection of the environment and the public health.

About the Author: *Martin Suuberg was appointed Commissioner of the Massachusetts Department of Environmental Protection (MassDEP) in January by Governor Charlie Baker.*



From: "Sullivan, Amy (CMG-Boston)" <Amy.Sullivan@coxinc.com>
Date: May 8, 2015 at 11:48:53 AM EDT
To: "robin.craver@townofcharlton.net" <robin.craver@townofcharlton.net>
Subject: FOX25 Zip Trip to Charlton
Good Morning!

I am writing to let you know that we have selected Charlton as one of the places to visit during the 2015 Zip Trip Season!

What is a ZIP TRIP?

Every Friday from the end of May to the end of August the FOX25 Morning News takes our show on the road to a different "zip code" in the area, and we highlight unique things about the town/city that make it a great place to visit. During our live broadcast, from 6am - 10am, in addition to the daily news, traffic and weather, we highlight some of the history, different people, teams, restaurants and unique shops in your town.

What do we need from you?

Our first step is to identify a centrally located live location, where people from the town can come out to watch. The spot should have ample parking and have restrooms accessible! We typically broadcast from a town common or park – we need an area that is approximately half the size of a football field and of course the more scenic the location the better visual for TV. We will need to park two of our live trucks near the live location and we'll also have several cars to transport talent, crew and equipment (cameras, chairs, lights & audio equipment). We also have sponsors that come and set up small tents and information tables (including Dunkin Donuts, Mazda, DCU, and others).

CHARLTON ZIP TRIP DETAILS:

DATE: JUNE 5, 2015 (RAIN OR SHINE)

SHOW: FOX 25 MORNING NEWS (4:00AM - 10AM) – LIVE ZIP TRIP START 5:00AM

ARRIVAL TIME: WE ARRIVE BETWEEN 3:30AM – 4:00AM TO START SETTING UP FOR THE 5:00AM START

DEPARTURE TIME: WE START BREAKING DOWN AFTER WE END THE SHOW AT 10AM AND WILL BE GONE BY 11:30AM

ON AIR GUESTS: WE RESEARCH, TAKE IDEAS SUBMITTED FROM OUR WEBSITE, AND OF COURSE WELCOME YOUR SUGGESTIONS -- THEN WE EXTEND INVITATIONS TO PEOPLE FROM THE TOWN TO PARTICIPATE IN THE LIVE BROADCAST - INCLUDING RESTAURANTS, SHOPS, ETC. WE CALL AND CONFIRM ALL ON AIR GUESTS IN ADVANCE OF THE BROADCAST, AS WE NEED TO MAKE TIME IN OUR SHOW RUNDOWN TO KEEP EVERYTHING RUNNING SMOOTHLY AND ON TIME.

WHO CAN ATTEND: ANYONE WHO WOULD LIKE TO COME AND WATCH THE LIVE BROADCAST FROM THE SIDELINES IS WELCOME. IT'S A GREAT CHANCE FOR PEOPLE TO MEET THE ANCHORS, WATCH A LIVE BROADCAST AND SEE THE BEHIND THE SCENES ACTION!

We look forward to Zip Tripping to Charlton!

Best,
Amy

Amy A. Sullivan
Business Development Manager
WFXT • FOX25 • Boston
25 FOX Drive
Dedham, MA 02026
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@amysullivan

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TOWN CLERK
MAY 11 2015
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CHARLTON MASS

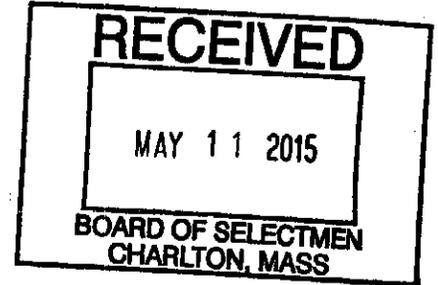
DONALD C. COURNOYER, JR.

PHONE (508) 764-3201
FAX (508) 765-5518
CELL (508) 868-7943

May 11, 2015

VIA HAND DELIVERY

Charlton Board of Selectman
c/o Charlton Town Clerk
37 Main Street
Charlton, MA 01507



Re: Notice of Intent to Convert Land to Other Use

Dear Board of Selectman:

Please be advised that I represent Charlton Orchards Group, LLC. Please note my contact information at the top of this letter.

On behalf of my client, please allow this letter to serve as a Notice of Intent to Convert for other use and to remove the Assessment and Taxation of Agricultural and Horticultural Land (M.G.L.A. 61A) of 6 acres of my property located at 44 Old Worcester Road, Charlton, MA 01507, which has a Parcel ID N. of 36-C-10. I wish to make specifically clear that all 6 acres are to be converted. The separation of said land is more specifically illustrated on the map drawn at the scale of the assessors map, attached hereto as **Exhibit "A"**.

The aforementioned portion of my client's land will be leased to SunConnect Corporation for purposes of solar development. Therefore, the subject land may no longer be valued, assessed and taxed under the provisions of Chapter 61A, and the liability for conveyance or roll-back taxes should govern such land in accordance with the Assessment and Taxation Laws of Massachusetts.

Furthermore, the remaining land (i.e. NOT the 6 acres) continues to qualify under the usage, minimum acreage and other provisions thereof. Consequently, such separation shall not impair the right of the remainder of such land to continuance of valuation, assessment and taxation pursuant to Massachusetts General Laws Annotated, Chapter 61A Section 17.

Charlton Board of Selectman
May 11, 2015
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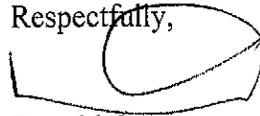
Wherefore, on behalf of my client, the landowner of the aforementioned property, I respectfully give notice of its intent to convert said portion of Assessment and Taxation of Agricultural Land (61A) from same.

I would like to advise you of the correct address and telephone number of the LLC. It is:

Charlton Orchards Group, LLC
Nathan R. Benjamin, Jr., Managing Member
44 Old Worcester Road
Charlton, MA 01507
(508) 248-7820

Thank you in advance for your consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Donald Cournoyer, Jr.", enclosed within a hand-drawn rectangular box.

Donald Cournoyer, Jr., Attorney for
Nathan R. Benjamin, Jr.
Managing Member
Charlton Orchards Group, LLC