



TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – August 4, 2015 at 6:30pm

Submitted by UCD
Date 8/20/15
Received by KL
Date 8-26-15

Present: Chairman – Frederick C. Swensen, Vice-Chairman – Joseph J. Szafarowicz, Clerk – Cynthia B. Cooper and Members – David M. Singer and John P. McGrath. Also present: 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 at 6:37pm 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 Special Meeting – July 21, 2015 @ 5:30pm. **Motion by Mr. Szafarowicz to accept the July 21st special meeting minutes, seconded by Mr. McGrath, motion carries.**
2. Minutes of Regular Meeting – July 21, 2015 @ 6:30pm. **Motion by Mr. Szafarowicz to accept the July 21st regular meeting minutes, seconded by Mr. McGrath, motion carries.**

III. Community Relations, Announcements and Open Forum:

- Chairman Swensen read the announcements.
- Chief Pervier came forward and wanted to report that he has received several emails regarding several thefts of signs regarding the motorcross. On the record, whether the signs are pro or con, if the police gets information as far as whose doing it, they will be prosecuted. He asked if anyone has information to please contact the police department and speak with the officer on duty.
- Kathleen Walker, Chairman of the Old Home Day Committee came forward along with Jennie Frisella. They thanked the board for the recommendation for a go fund me post. They are receiving funds and the fireworks will be held this year. Ms. Walker announced the award winners for outstanding citizen and community service awards which are: Citizen of the Year – Dr. Robert Hartwig, Parade Marshall – Keith Crusson, CSA Community Service Award – Stefan Sage, Madeline Manfield, Bonnie Seifert and Sandy Bacon. The Community Business Award is going to INCOM, Inc. and the youth awards are going to Jacqueline Lavene and Julie Seifert. She stated that they will be given certificates and would hope the Selectmen will present certificates as well.
- Nathan and Catherine Benjamin from Charlton Orchards came forward. Mr. Benjamin stated that Sunday night, they had their winery burn down and also had some confusion as to the fighting of the fire. He explained when the fire department got there, they asked him what was contained in the winery that might be hazardous to the fireman. He identified everything to the captain. In the Telegram and on Channel 4, it stated that Chief Cloutier stated that there were dangerous items in the building. He said years ago the Fire Department was supposed to supply a siphoned hydrant and never did. He said both he and his mother tried to talk to the Assistant Chief about the water and he rolled up his window and turned his head. He went to the window and as he approached

him, a police officer told him that he had no rights to talk to him. He said to the officer that he has to listen to him. They have access to water. He said that his right arm was grabbed and put behind his back and his father in law had to reconvene. Chairman Swensen stopped Mr. Benjamin and said he would like to have this discussion when the Fire Chief and Police Chief can be present. Mr. Benjamin stated that he told Mrs. Craver he would be here tonight and the Chief has chosen not to attend. He has publicly in the Telegram and Gazette stated that Mr. Benjamin accosted a fireman. Mrs. Benjamin stated that there is one thing that they want from this board. They want the board to investigate or hire a third party investigator to do a thorough investigation of the entire event. It is important that it be done quickly and that training records, maintenance and leadership are fully examined. Chairman Swensen agrees that time is important and will work with the Town Administrator to schedule a time before the next meeting to speak with all parties. Mr. Benjamin stated that the Fire Chief from Sturbridge went to see them today and said that it was unacceptable with the assistance that was called. Chairman Swensen stated again that we will have more discussion when all parties are present. Mr. Benjamin would like the meeting in public forum so people can see it. Chairman Swensen stated that if they want to wait the two weeks, we can hold a time on the next agenda and invite the Fire and Police Chiefs. Mrs. Benjamin wants to know what the board will be doing about the investigation. Mr. McGrath feels really bad about this and hopefully they come back from this. He feels the discussion that needs to take place should not be held in open forum. He said for firefighters fighting a fire, it's a tough job when they go to a fire and they don't go to the place every day. He said things get heated and are said and should not be said. He is not in favor of bringing the Fire Chief in or the Police Chief in for doing their job in the heat of the moment and to the best of their ability and second guessing them after its done. Chairman Swensen thought with the State Fire Marshall reviewing the case, that how it was handled would be included. Mr. Benjamin stated that he spoke with them today and that will not be included. He was instructed to come here and discuss it with the board. He said he was not investigating that. He is investigating the arson on the farm and that's all he is doing. Mr. Singer wants to know the answers to what happened and regardless of what may have happened in the heat of the moment, its not an excuse for incorrect information, if that's what it was. He also feels that in a case like this, the Fire Chief should not have been given an option to not be here. He wants to know if the people we hire in leadership positions are doing what we expect. Chairman Swensen stated that first, if we ask the Chief to be here, he will be here. He understands that. Second, as long as he's been on the board, there has been numerous fires and no one has ever questioned the fire department, ethics, etc. When an incident like this comes up, we all want to know what happened. Mr. Benjamin asked the board to read the comments in the T&G in the paper today. Chairman Swensen stated that as his role as Chair, he will ask the Town Administrator to put this as an agenda item on the next agenda and invite both Chiefs to attend. Mrs. Craver stated that as this is a complaint against an employee, she is reviewing the laws for executive session and it belongs in there. Mr. Szafarowicz stated for the record, that executive session minutes are recorded and typed up so it will eventually become public record once it's sorted out unless its personnel. Chairman Swensen stated that as Mrs. Craver stated, it will have to be held in executive session. Mr. Benjamin asked if the Selectmen can request employees to stop talking to the papers or are they free as employees of the town to speak to the paper and say whatever they want to say without any recourse. Mrs. Craver stated that her understanding was that a reporter called the employee and he responded to what Mr. Benjamin had said about the way it was handled. She said at this point, it is better that no one speak to the press anymore. Chairman Swensen would ask the Benjamin's the same thing. Mr. Benjamin asked for at that meeting, could we have the number of fires that were responded to with lack of water with the inability to control a fire because of lack of water. Mr. Singer asked the Benjamin's if they could provide a list of questions to the board prior to the meeting so we can work on getting the answers. Mrs. Benjamin stated that the Board needs to act

now because two pieces of very important equipment for the fire department were broken down and could not be used. These are safety pieces for the town. Chairman Swensen explained how the town approves what is provided in the budget. Mr. Benjamin added one last thing. He said the State Fire Marshall has determined that it was arson. He would ask if anyone saw anything suspicious between the hours of 8 and 10pm Sunday night to please contact the State Fire Marshall's office. They have placed posters around the farm and there is a \$5,000 reward to identify the arsonist. Mr. McGrath asked if we could have this placed on cable and the website.

IV. Appointments/Resignations:

1. Government Study Committee – appointments from Moderator. Mrs. Craver stated that at the Board's last meeting, appointments were made to the Government Study Committee as follows:
 - three members at large appointed by the Board of Selectmen – Joshua Evans, Karen Spiewak and Steve Coleman
 - one appointee by the Bylaw Committee – Fred Pappalardo
 - one appointee by the Personnel Board – Kathleen WalkerThere are two appointments left by the Moderator to complete this committee. Town Moderator Cooper is recommending the following to be appointed:
Susan Gelb and Jean Vincent. Once the final appointments are done, does the board wish for her to work with the committee to set up the first meeting? **Motion by Mr. McGrath to appoint the Town Moderators choices, Mrs. Susan Gelb and Mrs. Jean Vincent to the Government Study Committee, seconded by Mr. Szafarowicz, motion carries with Mrs. Cooper abstaining.**
Chairman Swensen asked Mrs. Craver to work with them to set the first meeting up.
2. CMRPC – Alternate. Mrs. Craver stated that at the Board's last meeting, you were notified that the CMRPC was looking for an appointment of a delegate by the Board of Selectmen as well as an Alternate delegate. The Planning Board also appoints one of their members as a delegate and they have appointed Patty Rydlak. At that meeting, the Board appointed Terek Mroczkowski to the CMRPC. We have received notice from the Planning Board that Jean Vincent, who has been appointed by the Board in the past is still interested in being appointed. Selectmen Szafarowicz has also stated that he would be interested in being appointed as an alternate. The Delegates and Alternates are a vital link with the Planning Commission that enables the CMRPC to deliver support services, to compete for discretionary grant funds, to identify community needs in transportation and land use and to foster sub-regional cooperation through shared services and procurement. The CMRPC holds four (4) quarterly meetings a year and attendance at these meetings is very important. Out of the three appointed last year by the Board of Selectmen and the Planning Board, only one member attended one meeting. (see attached) How does the Board wish to proceed on the appointment of an Alternate? **Motion by Mr. McGrath to appoint Mr. Szafarowicz to the alternate on CMRPC, seconded by Mr. Singer, motion carries.**

V. Scheduled Appointments:

VI. New Business:

1. Special One Day License Request – Joseph Corazzini. Mrs. Craver stated that attached is a request from Joseph Corazzini for a special liquor license for Wine and Malt beverages to be used on Saturday, September 6, 2015 from 4:00pm – 10:00pm at Camp Joslin main hall. This request has been approved by the Building Commissioner, Fire Department and Police Department. The Fire Department has one stipulation which is “do not block fire lanes or exits” All other requirements within the policy have been met. Per the Board's policy, the license if approved, should be issued for two additional days for the following reasons:
Day 1 – to allow delivery of alcohol to establishment (no sales allowed)

Day 2 – For sale on the approved date and time as listed

Day 3 – To allow for pick-up of any unused alcohol (no sales allowed)

Mrs. Craver would recommend the Board approve the special license as requested with the dates on the license to be September 5, 2015 through September 7, 2015. **Motion by Mr. McGrath to approve the special license for Joseph Corazzinni as requested with the dates to be from September 5th – September 7, 2015, seconded by Mr. Singer, motion carries.**

2. Special One Day License Request – Jennifer Russell. Mrs. Craver stated that attached is a request from Jennifer Russell for a special liquor license for Wine and Malt beverages to be used on Saturday, October 3, 2015 from 3:00pm – 9:00pm at Camp Joslin dining hall. This request has been approved by the Building Commissioner, Fire Department and Police Department. All other requirements within the policy have been met. Per the Board's policy, the license if approved, should be issued for two additional days for the following reasons:

Day 1 – to allow delivery of alcohol to establishment (no sales allowed)

Day 2 – For sale on the approved date and time as listed

Day 3 – To allow for pick-up of any unused alcohol (no sales allowed)

Mrs. Craver would recommend the Board approve the special license as requested with the dates on the license to be October 2, 2015 through October 4, 2015. **Motion by Mr. McGrath that we approve the special license for Jennifer Russell with the dates on the license to be October 2nd through October 4, 2015, seconded by Mr. Singer, motion carries.**

3. Letter from AJC Global Jewish Advocacy – anti-Semitism. Mrs. Craver stated that attached is a letter from AJC Global Jewish Advocacy inviting the Board to join mayors and other top municipal leaders from across New England and around the country in a statement expressing concern over the rise of European anti-Semitism. This national initiative was conceived by Mayor Setti Warren of Newton, MA and AJC's Boston Regional Office where they sought a mechanism to engage U.S. mayors in this important struggle. In early fall, they will publish and publicize the statement and full list of signatories. They will also bring the views of scores of American mayors and the millions of people they represent to the European national leaders, legislators, diplomats and other officials as part of an effort to mobilize increased attention to the critical challenges posed by the growth of anti-Semitic activism and violence. While the Jewish community is the intended target, this kind of vitriol and violence knows no boundaries. It is a virus that not only attacks Jews, but the institutions that safeguard all free people. In recent years, anti-Semitism has emerged with renewed vigor in many parts of the world, most notably in Europe and there is an urgent need to recognize and address this dangerous outbreak. In asking the Board to sign this statement, they are inviting you to affirm the values that guide our democratic way of life and also invite European counterparts to do the same. Their hope is to establish a unified body of opinion that reaches across continents and oceans and makes clear that there is a strong and resolute community of leaders that will firmly reject all manifestations of anti-Semitism and resolutely defend our democratic way of life. They are asking you to join them and sign the attached statement. What is the board's wishes? **Motion by Mr. Singer that we support and sign the statement, seconded by Mr. McGrath.** Mrs. Cooper feels the role of the Board should be to create policies for the town and not to be part of national and international issues. She doesn't think this is something we would be able to have an opinion on officially. Mr. Singer feels that as elected figures in town, we can act on this. This is something that doesn't just effect people in European communities. It happens here. **Vote on motion: 4 ayes, Mrs. Cooper opposed.**

VII. Old Business:

1. Community Sign Board Policy for consideration. Mrs. Craver stated to please find attached a revised Community Sign Policy. Kyle Meskus forwarded a draft and she added language that provides a release for the town in case of lost or stolen signs. She has also adjusted the policy to

address political and candidate signs which are prohibited from placement on the community sign. They will still be able to place signs for up to 21 days before the election and must be removed within 5 days after the election. Installation and removal will be the responsibility of the organization. **Motion by Mr. McGrath to accept the Community Sign Policy with revisions, seconded by Mr. Singer.** Mr. Sage came forward asked whose responsibility is it to remove the signs after the time is up and Chairman Swensen stated that we have a person in charge of that. **Vote on motion: motion carries.** Mrs. Craver thanked Kyle Meskus and Mr. Meskus for their work on this.

2. Utilities Savings for Town Hall and Library – 4 day opening. Mrs. Craver stated that at the Board’s last meeting, she gave the results of the savings for electricity which were over \$5,192.78. Please see attached the usage amount from Peterson Oil for the Town Buildings. As you know, we have been seeking ways to reduce costs and 3 buildings were active in that process. First, the Town Hall reduced its week days from Monday through Friday to Monday thru Thursday in the hopes that there were savings to be had by reducing the heat on Thursday night. Mind you that the hours that the building was still open the same amount of hours, just condensed into 4 days. The savings in heat for the Town Hall is \$3,264.52.

134315 Charlton Town Hall
2014/15 consumption 9,633.3
2013/14 consumption 10,283.7
Adjustment for burst pipe -401
difference from previous yr. -1051.37
Savings @ \$3.1050 per gal \$3,264.52

Second, the library also had heating savings and since the system is more new, I expect the controls are much more efficient. The Library’s savings making the adjustment is \$4,598.81.

134307 library
2014/15 consumption 7173.1
2013/14 consumption 8654.2
difference -1481.1
Savings @ \$3.1050 per gal \$4,598.81

Thus, the heating savings for the town hall and library from FY14 to FY15 is \$7,863.33. The total savings between heat and electricity comes to \$13,056.11 with no reduction in hours open to the public.

Mr. Szafarowicz asked if we could get a copy of the report with the kilowatts and usage used. Mrs. Craver will send it to him. Mr. Sage asked for it as well.

VIII Committee Reports:

IX BOS Policy Review:

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

XII Other Business: (unknown at time of posting)

XIII Next Meeting Announcement:

- * Regular Selectmen’s Meeting – August 18, 2015 – 6:30pm
- * Regular Selectmen’s Meeting – September 1, 2015

XIV Adjourn/Executive Session:

Motion by Mr. Szafarowicz to enter into executive session at 7:35 pm 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 Mr. McGrath. Roll call vote taken: Mr. Szafarowicz – aye, Mrs. Cooper – aye, Mr. McGrath – aye, Mr. Singer – aye and Chairman Swensen – 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 8:08pm, seconded by Mr. Szafarowicz, motion carries.

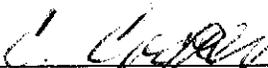
Submitted by:

Mary C. Devlin
Administrative Assistant

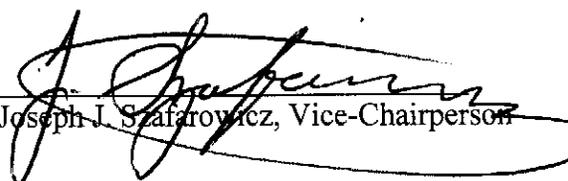
Accepted by:



Frederick C. Swensen, Chairman

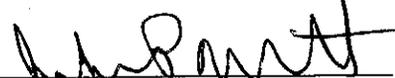


Cynthia B. Cooper, Clerk



Joseph J. Szafarowicz, Vice-Chairperson

David M. Singer, Member



John P. McGrath, Member

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TO: Board of Selectmen

FROM: Robin L. Craver, Town Administrator 

DATE: July 30, 2015

SUBJECT: Town Administrator's Report – for Selectmen's meeting of 8/4/15

Rt 20 Reconstruction: The CMMPO took their final votes and the Charlton/Oxford reconstruction for Rt 20 was included in its long term plan. Chief Pervier attended the meeting for us to answer any questions.

Fay Mt Farm: I have requested the Sherriff's department for assistance thru their community work program to assist us in cleaning up the farm. The FMFC meet last week and agreed to swap hay cutting for plowing the 22 acres for hay.

Everbridge Reverse 911: We had a meeting last week with representatives from Everbridge, our Reverse-911 company. The service contract will expire this month and there is no appropriation to renew. As you know, last year was paid for thru a grant. We will continue to look for a grant or other source, but as it stands, the service will end this month.

Community Compact: I attended a meeting with Deputy Commissioner Sean Cronin regarding the Community Compact. We may be able to get grant funding for some projects the town thinks are high priority. I would suggest looking at Financial Policies, Comprehensive water resource management, and sustainable development and land protection.



Financial Management	Housing / Economic Development	Education	Energy / Environment	Technology	Transportation / Citizen Safety	Regional Cooperation
Budget Document	Preparing for success	Administration and finance	Maximizing energy efficiency and Renewable opportunities	Cyber-security	Complete streets	Explore sharing services/regionalize
Financial policies	Housing	Coordination and collaboration - professional development	Climate Change mitigation and adaptation	Transparency	Safe routes to school	
Long-range planning	Infrastructure	Coordination and collaboration - higher education	Sustainable development and land protection	Business continuity	A safe and mobile future for older drivers	
Capital planning	Competitiveness	Coordination and collaboration - transition	Comprehensive water resource management	Citizen engagement	Sharing best practices	
Review Financial Management Structure	Job creation & retention	Coordination and collaboration - early education	Waste and site cleanup	Data standards	Citizen safety	
Other	Other	Other	Promoting agriculture	Other	Other	
			Other			