

 **COPY**



TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – September 15, 2015 at 6:30pm

Submitted by MEJ
Date 9/30/15
Received by KL
Date 9-30-15

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 6:30pm 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 Regular Meeting – September 1, 2015. **Motion by Mr. Szafarowicz to accept the September 1, 2015 meeting minutes, seconded by Mr. McGrath, motion carries.**

II. Community Relations, Announcements and Open Forum:

- Chairman Swensen read the announcements.
- Mr. Szafarowicz has a message from the Board of Registrars who will be celebrating National Voter Registration Day next Tuesday, September 22, 2015. If interested, they will be in the local history room at the library from 11am 7pm. Contact Josh Evans for more info 774-230-9999.

IV. Appointments/Resignations:

V. Scheduled Appointments:

6:4pm – Motorsports Zoning. Mrs. Craver stated that at the board's last meeting, Russ Jennings came forward to ask the board to consider setting up a committee to establish someplace in zoning for Motorsports so that it does not wind up directly in someone's back yard. It was recommended at the time to have him speak with the Planning Board. Persons opposed to the Motorsports were present at the Selectmen's meeting as well. Mr. Jennings had asked if any of them would be interested. At that time, there was no response. Since then, she has spoken with Mr. Charette who has provided the attached letter to the Board. Mr. Charette stated that he has consulted with several of his associates and they would like to provide the board with the following response: First – they feel this is not a committee in the proper definition of the word, rather it fits better as a task force. It has a more ad-hoc or temporary life span that is goal oriented and specific in timeline. This group should have clearly defined tasks or goals set forth at the outset. Mr. Charette states that those he has spoken with do not feel it is best to have this task force overseen by the Planning Board or the Town Planner. They feel that since this idea was proposed at a Selectmen's meeting, it should be sanctioned by the Selectmen with the Board of Selectmen and Town Administrator acting as Moderator. He also states that the Planning Board and the Town Planner serve the community in a better capacity by remaining apart

from this task force. Should this committee decide to look at any bylaw revision, amendment or update, it allows the planning board to remain impartial. What is the board's wishes? Mr. McGrath stated that he spoke with the Town Planner who said they gave Mr. Jennings and those in attendance a few ideas. They suggested having it as a petition. Russ Jennings came forward. Mr. McGrath stated that he informed those interested that to keep in mind that Sunset City is grandfathered. Mrs. Craver put this on the agenda for discussion of Mr. Charette's recommendations. Mr. Singer will still work with Mr. Jennings on his idea.

VI. New Business:

1. Special Permit – Stealth Telecommunications Tower. Mrs. Craver stated that we have received a copy of a site plan application submitted to the Planning Board by Duval & Klasnik LLC on behalf of Bell Atlantic Mobil to construct a 150 foot stealth pinetree style wireless cell tower on property owned by Hylka Construction Company, Inc. located southerly off of Potter Village Road just before the Charlton/Oxford town line. (Assessors Map 85, Block B, Parcels 4 & 9). Said property is zoned Agricultural. The Board is asked to review and provide comments, if any, no later than Wednesday, September 30th. No comments.
2. Site Plan Application – SunConnect Solar Array. Mrs. Craver stated that we have received a copy of a site plan application submitted to the Planning Board by Bertin Engineering on behalf of SunConnect to develop a 1.3 Megawatt commercial ground mounted solar array on approximately 5.9 acres of an 87.4 acre site located at Old Worcester Road (Charlton Orchards property) (Assessors Map 36, Block C, Parcel 10) Said property is zoned Agricultural. The Board is asked to review and provide comments, if any, no later than Wednesday, September 30th. Mr. Singer would like to make sure there is proper screening from the residents.
3. Trick or Treating – recommended date and time. Mrs. Craver stated that it's that time of year when the Board is asked to set the date and time for Trick or Treating. Chief Pervier recommends that we celebrate Trick or Treating in the Town of Charlton on Saturday, October 31, 2015 from 5:30pm – 7:30pm. She would recommend the Board approve the date and time provided. **Motion by Mr. McGrath to proclaim Saturday, October 31, 2015, Trick or Treating in Charlton from 5:30pm to 7:30pm, seconded by Mr. Szafarowicz, motion carries unanimously.**

VII. Old Business:

1. Review of Appointments – Police and Fire Chiefs. Mrs. Craver stated that in reviewing appointments, we have found that the Police and Fire Chiefs do not need to be re-appointed. The Police Chief falls under M.G.L. Chapter 31, Civil Service, where he is bound by the civil service law and rules, therefore is not required to be re-appointed. The Fire Chief falls under M.G.L. Chapter 48, section 42 whereas the chief shall be appointed by the Selectmen. He shall have full and absolute authority in the administration of the department, shall make all rules and regulations for its operation, shall report to the selectmen from time to time as they may require and shall annually report to the town the condition of the department with his recommendations thereon. The chief of a fire department shall act as forest warden. These appointments are made only once whereas they become full time employees of the Town. If the Board has no objections, we will remove the Police Chief, Fire Chief and Forest Warden from the re-appointment list. **Motion by Mr. Szafarowicz to remove the Police Chief, Fire Chief and Forest Warden from the re-appointment list, seconded by Mrs. Cooper, motion carries unanimously.**
2. Town Common Trees. Mrs. Craver stated that last year, the Board voted to replace the bole spruces that were removed with the same tree. The nursery installed 2 trees that were crooked so we had them removed and have been waiting for new trees. The nursery did not get blue spruces this year that were in the 8-10 foot range which is what we ordered. Thus, you have a choice. You can plant two - 5-6 foot blue spruces or choose a fir that is 10 feet. Please see the attached

pictures. Mr. Singer asked if we could get them for next year? Chairman Swensen asked if we could try another nursery. Mrs. Craver will check with other nurseries. The Board would like to stick with the blue spruce.

3. STM – October 20, 2015

- a. BOS considers Draft STM Warrant requests
- b. BOS closes the STM Warrant
- c. BOS considers Capital Requests and forwards recommendations to FinCom

Mrs. Craver reviewed the Board's goals and objectives first. (attached). She also reviewed the new goals the board approved.

Mrs. Craver stated that as you know, the Special Town Meeting calendar was approved at your meeting on August 18, 2015. Tonight you are scheduled to:

- Consider Draft STM Warrant Requests
- Close the STM Warrant
- Consider Capital Requests and forward recommendations to the Finance Committee.

To date, the following warrant articles are anticipated (not in any particular order):

1. Inter/Intra Departmental Transfers and/or Appropriations for FY2015 Budget
2. Appropriation of Funds for Unpaid Bills of a Prior Year
3. Capital and Related Items (Draft- All Requests; Free Cash still unknown at this time)

Department	Project/Item Requested	Draft FY2016
Fire	Replace Car 1	\$52,228
	Replace Turnout Gear	\$77,157
Highway	6-8 Cubic Yard Dump Truck with separate sander	\$135,000
Police	Cruiser Replacement (2)	\$90,000
Technology	Computer Network/Replacement	\$25,000
Cemetery	Replace 2003 John Deer z-turn mower	\$12,000
	Cab enclosure with heat for 2012 John Deere Tractor	\$5,500
Town Hall	Lower level hall ceilings	\$7,500
Conservation	South Charlton Res Dam Repair	\$70,000
Totals		\$474,385

Chairman Swensen stated that a year or two ago, it was approved to refurbish a police cruiser and he would like to hear from the Chief how that went.

4. Landfill Cap- unexpended balance \$114,805 and Prindle Pond \$124,686 = total \$239,491 (fund archival storage, AC for Assessors wing).
5. Transfers To and From Stabilization Fund
 - a. \$80,000 from Millennium
 - b. Free Cash-
6. Petition (rezoning parcel B15 from BEP to IG)

7. Municipal Gas Tax ?? BOA voted to support BOS in proposing a new local option- Town of Lee (limited to Roads, Bridges, Equipment) Mr. Szafarowicz recommended using the funds for police and fire emergency. Mr. Singer stated that they should have numbers so that people know what we are looking at. Mrs. Craver is looking into getting the numbers. She recommends to keep it on at this time until we get the numbers to review.
 8. Waiting to hear if Personnel Board wants to propose article. (i.e. revise jury duty)
 9. Village District Expansion- Zoning (Planning Board)
 10. Vehicle Garage Structure in AG – Zoning (Planning Board)
 11. Limit Senior Tax- COA/Norman Dugas- refer to Cosgrove
 12. Land Donation- 5,000 sf off Nugget Drive
 13. Water User Lien- Delinquents regarding Southbridge System
 14. Police Details – placeholder
 15. Zoning Change – Map 37 – parcels A2 and A3 – Business to Agricultural.
 16. South Charlton Reservoir Dam repair/betterment. Mr. Szafarowicz left the table for this discussion. Lisa Westwell, a member of the Lakes & Ponds Committee came forward. She said that the South Charlton Reservoir Committee is seeking to be pro-active. Mrs. Westwell asked what the special legislation meant to include all dams. It was stated that they would all be betterments. Mr. Szafarowicz returned to the table.
 17. Cable enterprise funds. Mrs. Craver will be having more conversations with DOR and Attorney Cosgrove.
 18. OPEB Trust Fund
- You have also been requested to restore the Town Planner to 40 hours. The Finance Committee is scheduled to meet next week, Wednesday, September 23 where they will review the financial requests. Since you are scheduled to close the warrant tonight, I request that you include the list of draft warrant articles/placeholders pending confirmation of all needed language and review by the Finance Committee.
- Motion by Mr. Szafarowicz to close the warrant and approve Articles 1 – 18 as provided, seconded by Mrs. Cooper, motion carries unanimously.**

VIII Committee Reports:

IX BOS Policy Review:

- **Use of Town Sand** – Mrs. Craver stated that at the Board’s last meeting, staff was asked to update the board on the policies left for each selectmen to review. As we are adding more policies to the BOS Policy Book, policy numbers are changing. We would ask that when the board makes a motion to approve a change, to just use the title of that policy and not the number provided. Selectman Szafarowicz has reviewed the policy on “Use of Town Sand/Salt” and has no comments or changes.

Use of Town Sand/Salt

Any Town resident may take up to two (2) five (5) gallon pails of Salt/Sand mix from the designated area outside the building at the salt shed on Old Town Rd. The area will be set up so that the only access to the Salt/Sand pile will be by walking to it. No pick up trucks will be able to back up to the pile.

Bay Path School will be allowed to fill their sander truck as needed for school use only as they reciprocate to us by use of student help on projects around town.

There will not be any sand/salt taken by individuals for commercial use nor will any sand/salt be loaded into the back of pick up trucks other than the two pails. Chairman Swensen recommended asking the Highway to post a sign stating only 2 buckets. No action needed.

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

XII Other Business: (unknown at time of posting)

XIII Next Meeting Announcement:

* BOS Special Meeting – September 22, 2015 at 6:00pm

* Regular Selectmen's Meeting – September 29, 2015

XIV Adjourn/Executive Session:

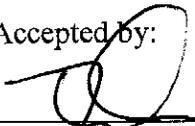
Motion by Mr. Szafarowicz to enter into executive session at 7:31 pm under M.G.L. c. 30A, sec. 21, #1 – to discuss the reputation, character, physical condition or mental health, rather than professional competence of an individual or discuss the discipline or dismissal of, or complaints or charges against 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 the purpose of the executive session is to discuss water contamination mitigation and strategy regarding Millennium contract and 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. Szafarowicz to adjourn at 8:50pm, seconded by Mr. McGrath, motion carries.

Submitted by:

Mary C. Devlin
Administrative Assistant

Accepted by:



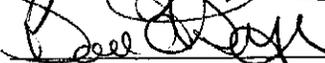
Frederick C. Swensen, Chairman



Cynthia B. Cooper, Clerk



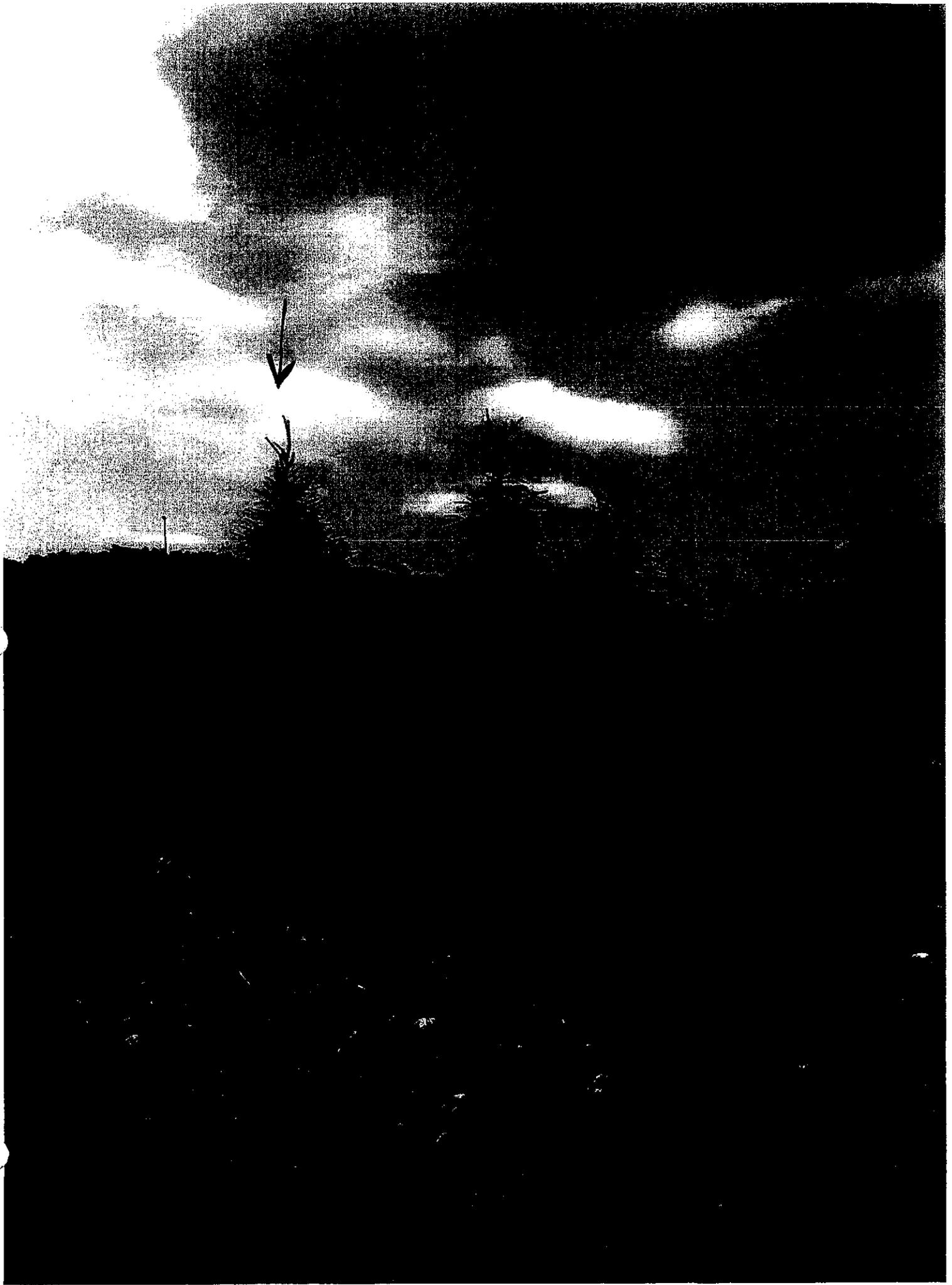
Joseph J. Szafarowicz, Vice-Chairperson



David M. Singer, Member



John P. McGrath, Member



Picea Abies 8'
\$260.00





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MEMORANDUM

TO: Board of Selectmen
FROM: Robin L. Craver, Town Administrator
DATE: September 9, 2015
SUBJECT: Special Town Meeting – October 20, 2015

As you know, the Special Town Meeting calendar was approved at your meeting on August 18, 2015.

Tonight you are scheduled to:

- Consider Draft STM Warrant Requests
- Close the STM Warrant
- Consider Capital Requests and forward recommendations to the Finance Committee.

To date, the following warrant articles are anticipated (not in any particular order):

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5. Transfers To and From Stabilization Fund
 - a. \$80,000 from Millennium
 - b. Free Cash-
6. Petition (rezoning parcel B15 from BEP to IG)
7. Municipal Gas Tax ?? BOA voted to support BOS in proposing a new local option- Town of Lee (limited to Roads, Bridges, Equipment)
8. Waiting to hear if Personnel Board wants to propose article. (i.e. revise jury duty)
9. Village District Expansion- Zoning (Planning Board)
10. Vehicle Garage Structure in AG – Zoning (Planning Board)
11. Limit Senior Tax- COA/Norman Dugas- refer to Cosgrove
12. Land Donation- 5,000 sf off Nugget Drive
13. Water User Lien- Delinquents regarding Southbridge System
14. Police Details – placeholder
15. Zoning Change –Map 37 parcels A2 and A3- Business to Agricultural
16. South Charlton Reservoir Dam repair/betterment
17. Cable Enterprise Fund
18. Transfer to OPEB (other Post-employment benefits)

You have also been requested to restore the Town Planner to 40 hours.

The Finance Committee is scheduled to meet next week, Wednesday, September 23 where they will review the financial requests. Since you are scheduled to close the warrant tonight, I request that you include the list of draft warrant articles/placeholders above pending confirmation of all needed language and review by the Finance Committee.

Also we received the notification of Free Cash approval. The amounts include:

General Fund \$966,815
Water \$2,841
Sewer \$ 993,894
Prindle Dam \$ 88,263

The major contributions to free cash include \$327,824 of department turn back, nearly \$530,000 from underestimated revenues (a motor vehicle tax accounting of one year to this year), collected past due police details (\$20,000) and winter storm reimbursement (\$95,000). I will be recommending that we allocate funds from free cash toward capital and stabilization fund restoration.

There is also an additional levy capacity due to motor vehicle and new growth additional funds higher over our FY16 estimates. As one of your goals is funding the unfunded liability for post-employment benefits, I will be recommending to the Finance Committee that we put the excess capacity into the OPEB Trust Fund. This extra should not be incorporated into the budget until we confirm that the funds will be consistent.

ARTICLE 6**AUTHORIZE SELECTMEN, FOR AND ON BEHALF OF THE TOWN, TO REPAIR TOWN-OWNED SOUTH CHARLTON RESERVOIR DAM, TO ASSESS BETTERMENTS, ETC. AND TO APPROPRIATE FUNDS FOR SAME**

To see if the Town will vote, pursuant to Chapter 20 of the Acts of 2010 ("the Act") and any other applicable, legal authority: (a) to authorize the board of selectmen, for and on behalf of the town, subject to appropriation and on such terms as it determines to be in the town's best interests, to repair, reconstruct, maintain and make such improvements to South Charlton Reservoir Dam, which is owned by the Town, as the board deems necessary or advisable, to acquire by gift, purchase, eminent domain or otherwise, any interest, if any, needed in real property appurtenant thereto for those purposes; (b) to authorize said board to accept, and to expend, upon approval of the board of selectmen without further appropriation, grants or gifts, if any, for such purposes in accordance with G.L. c. 44, sec. 53A; (c) to raise by taxation, borrow or transfer and appropriate a sum for such purposes, to be used in conjunction with such other funds, if any, as may be available for same, including any funds from grants or gifts; (d) to approve such board's assessment and apportionment of betterments, in such amounts and on such other terms as it determines, upon properties benefitting from the foregoing, to pay for any or all costs of, or relating to, same, including, without limiting the foregoing, costs of interest, construction, reconstruction, alteration, repair, maintenance, remediation, remodeling, testing, labor, materials, engineering, architectural, financial, appraising, surveying, inspection, feasibility, acquisition, title and attorney fees, labor and materials, liability and other insurance, all in accordance with the Act and with G.L. c. 80 except as otherwise provided by the Act, and with the benefit of all procedures and remedies provided in the Act, G.L. c. 80 and any other general laws of the Commonwealth concerning betterments and taxation, and user and other fees and special assessments to fund same; (e) to authorize such board, as allowed by G.L. c. 80, sec. 12 if town meeting so approves, to defer recording the required information for betterments until the project is completed, assessments made and bills issued, such bills only to issue for those properties where the assessment has not been paid in full within the 30 days period for payment without incurring interest; (f) to approve, as permitted by G.L. c. 80, sec. 13, a rate equal to 2% above the rate of interest chargeable to the town on any borrowing for the betterment project to which the assessments relate, from the thirtieth day after assessments have been committed to the collector, as opposed to the otherwise applicable rate of 5% per annum; (g) upon recommendation of the board of selectmen, as authorized by G.L. c. 44, sec. 53F ½, to establish the South Charlton Reservoir Dam Enterprise Fund into which all receipts, revenues and funds from any source, including betterments and interest, received in connection with the dam and appurtenant real estate would be deposited and used for expenses and capital expenditures for the dam; (h) to determine, if by law a town meeting must do so, the assessment method(s) and percentage costs to be assessed for the purposes set forth above; and (i) to authorize said board to enter into contracts and other agreements and take such other actions as may be necessary or advisable to effectuate the aforementioned purposes; or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion __: That the sum of \$ __,000 is hereby appropriated to pay costs of repairing, reconstructing, improving and maintaining the dam at South Charlton Reservoir and the other purposes set forth in the article, including the payment of all testing, studies, engineering, design and legal costs associated therewith, and any other costs incidental and related thereto; that to meet this appropriation, the Selectmen are authorized to accept and expend any grants or donations, and the Treasurer, with the approval of the Selectmen, is authorized to borrow \$ _____ under and pursuant to Chapter 20 of the Acts of 2010 ("Chapter 20") and/or pursuant to any other enabling authority, and to issue general obligation bonds or notes of the Town therefor; that upon recommendation of the board of selectmen the town establish the South Charlton Reservoir Dam Enterprise Fund and that all receipts, revenues and funds from any source, including the aforementioned funds and all sums from betterments and interest, received in connection with the dam, and appurtenant real estate if any, be deposited in such Fund and used for expenses and capital expenditures for the dam; further, that the Selectmen are authorized to assess betterments to pay the costs of all or any portion of this project upon properties benefiting from the acquisition, ownership, repair, maintenance, improvement of or other work on the South Charlton Reservoir dam, in such amounts as the Selectmen shall determine to be in the best interests of the Town; and that the article in all other respects be accepted as printed.

	Charlton BOS Goals - FY16	Timeline	Responsible Party	Next Steps w/ Dates
1	All boards meeting:	2 meetings	BOS	Complete (March and Oct)
2	Continue Water discussion and planning; work with the Water/Sewer Commission, DEP, Exxon and Southbridge	ongoing	BOS/TA	Final negotiations w/ Exxon; build water infrastructure
3	The BOS to meet quarterly with EDC.	11/10/15; 2/9/16; 5/17/16; 8/9/16	TA to set up	sent request to EDC chair 9/14/15
4	Review Wages- suggested increases from wage study	March/April - FY17 Budget	BOS/TA	May ATM approved new CP;
5	Morale- Selectmen to hold an Employee Appreciation Lunch	Tuesday, Nov 17	BOS/TA	Early Nov- pizza party
6	TA to present draft Budget to BOS with recommendations, Include review of revenue options		TA	
7	Continue discussion on the siting and construction of a Fire Station.	February	BOS/TA	
8	Review Town owned land	Sept/Oct	BOS	tasked TA to sell land; voted list; Treasurer working to orchestrate
9	Review BOS policies	Feb finish	BOS	
10	Discuss Fay Mt Farm APR -complete	Feb	BOS/TA	
11	BOS to develop policy on inventory of Town owned equipment.	Feb	John McGrath	
12	Consider establishment of Capital Account for used equipment at Town Meeting.	review for STM	BOS	
13	Consider "Branding" of Town Letter head, fonts, etc.	Spring	Joe and David	
14	Investigate pro's and con's of Regional Dispatch	ongoing		apply for grant to study
15	Continue to monitor police details			
16	Smooth transition for retiring Town Account- begin recruitment process	October STM	TA	
17	Community Compact	Fall	TA	
	Financial Policies			
	Comprehensive Water Resource Management			
	Sustainable Development and Land Protection- Open Space & CPA			
16	Review the Town Website	Fall	Joe	

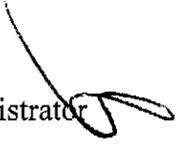
Charlton BOS Goals - FY15	Timeline	Responsible Party	Next Steps w/ Dates
1 ADA Improvements -Install the elevator at town hall	Fund and Procure	Town Administrator	Funded thru grant and town revenues. Bid out Spring; awarded contract in June; construction begun.
2 All boards meeting:	2 meetings	BOS	Complete (March and Sept)
A. Discuss how to improve communication	ongoing	BOS/TA	
B. Discuss potential Gov't study committee to review parts of Charlton's operations, invite State Officials to a meeting to review options and ideas. I.e., signing warrants, etc.	FY15	BOS	Warrant articles on 2 town meeting; voted to approve; appointed members; 1st meeting 9/15/15
C. Customer service ideas	ongoing	BOS/TA	
3 Changing order of dates for Town Meeting v Election	Discussed at BOS meeting	BOS	Decided to leave as is at this time; refer to Gov Study Committee
4 Continue Water discussion and planning; work with the Water/Sewer Commission, DEP, Exxon and Southbridge	ongoing	BOS/TA	completed IMA w/ TOS; Final negotiations w/ Exxon
5 The BOS to meet quarterly with EDC.	has not happened	BOS	one meeting
6 Ask Personnel Board to review Pay and Classification study and make recommendations to the BOS by February.	complete	BOS/TA	May ATM approved new CP; no adjustments have been given
7 Morale- Selectmen to hold an Employee Appreciation Day; ask TA to send notices to BOS when "events" happening with employees; selectmen try to attend.	ongoing	BOS/TA	BOS-no appreciation day; TA office has been notifying re b-day parties, etc.; employee health program- Biggest Loser & 2 Yoga classes
8 TA to present draft Budget to BOS with recommendations, Include review of revenue options	complete	TA	Presented and approved

9	Continue discussion on the siting and construction of a Fire Station.	ongoing	BOS/TA	no advances
10	Continue work on PILOT payments program	abandoned	BOS	
11	Review Town owned land	ongoing	BOS	tasked TA to sell land; voted list; Treasurer working to orchestrate
12	Review BOS policies	ongoing	BOS	nearly complete
13	BOS to review their portion of Master Plan by April 2015	complete	BOS	Selectman Cooper reviewed and presented an opinion
14	Discuss Fay Mt Farm APR and land lease issue in September	ongoing	BOS/TA	Evicted Tenant; appro \$ for hay; working w/ FMFC; new contract with 2 farmers for hay and farmer's market
15	BOS to develop policy on inventory of Town owned equipment.			
16	Consider establishment of Capital Account for used equipment at Town Meeting.	did not pursue during budget time		
17	Discuss TA contract	renewed for 3 yrs		complete
18	Consider "Branding" of Town Letter head, fonts, etc.			
19	Investigate pro's and con's of Regional Dispatch	ongoing		met with southbridge, Oxford, Strubridge. They are interested. No grants available. Waiting

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TO: Board of Selectmen

FROM: Robin L. Craver, Town Administrator 

DATE: September 9, 2015

SUBJECT: Town Administrator's Report – for Selectmen's meeting of 9/15/15

Stormwater Funding Workshop- I attended a workshop on financing stormwater Sept 3rd. at the Worcester DEP office. The presenter, Keith Readling shared his experience helping towns across the country fund stormwater programs. As you know, we expect the MS4 Permit to be released by the EPA by the end of the year and are working to be in a position to be compliant.

Fay Mt Farm- Contracts have been approved by the Conservation Commission for two farmers to operate Fay Mt Farm. As you know, the previous owner vacated and we have been negotiating new contracts for management. One farmer will maintain 22 acres on land as hay and a few fruit trees. The other farmer will assume control of the barn and develop a Farmer's Market. Both contracts are for 2 years. I have left a message for Michelle Padula from the Department of Agriculture and will schedule a walk thru when she returns from vacation.

Ethics Training- Our office has reached out to the Ethics Division to see if we can host a regional training. It's been several years since we had one. (2008) The date the training will be held is Tuesday, November 17, 2015, 5:00 – 6:30pm for employees and 6:30pm – 8:00pm for all boards/committees/commissions/departments.

Regional Dispatch – The 911 Commission will release the grant availability on their website in the month of Sept. as soon as the Board approves. Applications for the Development Grant will be due in November and awards will be made by Jan. 1st. The grant will be good for 18 months. Sometime in the spring of 2016 they will announce the availability of construction grants which would be our next step after completion of the feasibility study. We think the construction grant announcement will be made in January of 2016 with apps due shortly after and awards in April for availability on/about July 1st 2016. I will let you know if the Towns of Southbridge, Sturbridge, and Oxford are still interested in participating in the study.

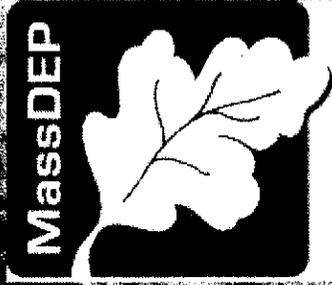
Reverse 911/ Mass Alerts – We are looking into promoting the State's MassAlerts system to assist us in reaching out to the residents since the Reverse 911 system's contract has ended.

Retirement – Lastly, I regret to inform you that our Town Accountant Joan Walker has determined that she will be retiring in March of 2016. This position is important to the financial health of the Town's financial system. It will be imperative to hire a qualified person and get them trained on our system. I plan to propose funding for transitional time.

~~ Free Workshop ~~

Funding Your Stormwater Program

The Central Massachusetts Regional Stormwater Coalition (CMRSWC) invites you to learn about funding stormwater management programs with Keith Reading from Raftelis Financial Consultants, a national leader in this type of planning. Keith will share his experience helping towns across the country start this often-difficult discussion.



September 3, 2015 | 9:00** AM to 1:00 PM

MassDEP | Central Regional Office | 8 New Bond Street | Worcester, MA

Please RSVP by visiting: www.surveymonkey.com/r/CW86YWD

More info at: www.centralmastormwater.org/pages/CRSC_Municipal/Funding

***CMRSWC Members: join us at 8:00 AM to evaluate on our current tasks and planned FY2016 activities.*

Craver, Robin

From: Giannotti, David (ETH) <david.giannotti@state.ma.us>
Sent: Wednesday, September 09, 2015 12:19 PM
To: Craver, Robin
Subject: Conflict of Interest Law monthly seminars- State Ethics Commission

To: Municipal Executives and Municipal Counsel:

The State Ethics Commission conducts monthly seminars on the conflict of interest law at the Commission office. These seminars present an opportunity for agencies to have new hires, or public employees who were not able to attend seminars conducted at agency offices, to receive important conflict of interest law training on the restrictions imposed under General Laws chapter 268A.

Seminars are normally held the 4th Thursday of the month at 10:00 a.m. at the Commission office, unless otherwise indicated. The Commission is located on the sixth floor of the McCormack State Office Building at One Ashburton Place, room 619, Boston. Seminars have been scheduled for the following dates:

**Thursday,
September 24,
2015**
**Thursday,
October 22,
2015**
**Thursday,
December 3,
2015**

Space is limited. To attend a seminar at the Commission office, please call 617-371-9500 to register.

For agencies and employees located outside the Boston area, **the Commission is now offering the opportunity to attend a seminar via webinar.** To attend a seminar via webinar, please contact the Commission at 617-371-9500 to register and receive sign-in information.

If your agency hasn't hosted a seminar in a while, please consider scheduling one at your agency offices. Contact me at 617-371-9505 or at David.Giannotti@state.ma.us for more information or to schedule a seminar. Additional information can be found on the Commission's website, www.mass.gov/ethics.

If someone has a disability and requires an accommodation in order to fully participate in the seminar, please contact me by telephone or email. Please provide as much notice as possible when requesting a disability accommodation. If the person no longer requires the accommodation after it has been arranged, contact me to cancel the request as soon as possible, since the Commission will incur expenses for failure to cancel the accommodation in a timely manner.

Thank you,



David Giannotti
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