

 **COPY**



TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – March 29, 2016 at 6:30pm

Submitted by UCD
Date 4/20/16
Received by SL
Date 4-25-16

Present: Chairman – Frederick C. Swensen, Vice-Chairman – Joseph J. Szafarowicz, Clerk – Cynthia B. Cooper and Member – John P. McGrath. Also present: Town Administrator - Robin L. Craver and Student Selectperson – Bailey Ross. 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 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 Selectmen's Meeting – March 15, 2016. **Motion by Mr. Szafarowicz to approve the minutes of the regular Selectmen's meeting on March 15, 2016, seconded by Mr. McGrath, motion carries unanimously.**

III. Community Relations, Announcements and Open Forum:

- Chairman Swensen read the announcements.
- Curt Meskus, Building Commissioner came forward with an update on the elevator project. The cleaning crew will be here this week and the seniors are supposed to be able to move back into the building on Monday. The major portion of the work is done. Chairman Swensen thanked everyone involved.
- Selectman McGrath asked if there is any new information on Guelphwood Road. Mrs. Craver said there is none at this time but she will try and have information for the Board's next meeting.

IV. Appointments/Resignations:

V. Scheduled Appointments:

6:40pm – Chapter 61 – Nylin. Attached you will find a request from Attorney Nancy Coderre on behalf of Patricia F. Nylin, individually and as executor of the estate of George Kendall Nylin to sell certain property located on Cranberry Meadow Road in Charlton to J. Dubois Contracting, LLC. The parcel to be conveyed is located on the easterly side of Cranberry Meadow Road, being lots 10 and 11 as shown on plan entitled "ANR Plan of Land, site address Cranberry Meadow Rd/North Sturbridge Rd prepared by DC Engineering & Survey Co dated December 28, 2015. Lot 10 contains 2.6709 acres and Lot 11 contains 1.4927 acres. The parcels are assessed as agricultural land. The buyers intended use of the property is for residential construction. As the Board's policy states, this notice was sent to the Board of Assessors, Conservation Commission, Planning Board and Town Counsel for review. All have no objection to the removal of said property and purpose. The Board should now review and decide whether to exercise or assign its right of first refusal. Jason Dubois came forward. Mrs. Cooper

asked if one of these parcels has the oldest cherry tree in town and the answer was no. **Motion by Mr. McGrath to allow lots 10 and 11 on Cranberry Meadow Road to come out of Chapter 61 and we do not exercise our right, seconded by Mr. Szafarowicz, motion carries unanimously.**

6:45pm – Activities Council – update. The Activities Council has asked to be placed on the agenda to provide the board with an update. Barbara Marderosian and Don Konopacki came forward. They provided the board with an update. They are thinking of opening a coffee house in the future. They have a few questions about future investments. They have had some roof damage recently as well and are not sure who is responsible to fix that. Mrs. Craver stated that at this point the Board of Selectmen have said that they need to take care of the building itself. She asked if they had an estimate on the roof which they do not yet. They should provide it to Mrs. Craver who can bring it back to the board. Mr. Konopacki stated that the Cultural Council has facilities grants and the only thing that would qualify would be the main barn because it's historic. Chairman Swensen stated that the Activities Council has done great work keeping up with the building. Mrs. Craver stated that about eight years ago, the schools were talking about making a new school and were looking at that property and giving the town the school that is there now. There is nothing concrete. Mr. Konopacki said that in order to apply for a grant, they need to do a study and match the funds from the state. Mrs. Craver did ask them to get the quote for the roof as soon as possible so she can put in front of the voters at town meeting.

7:00pm – Overlook request for underground propane tank. Attached is a request from Jody Ameden on behalf of the Overlook Communities, Inc. to install a 30,000 gallon underground tank of propane on the property located at 88 Masonic Home Road. The application has been reviewed and approved by Fire Inspector Ceccarelli. As the Board is the issuing authority for this license, he would recommend you approve it. The Chairman should open the discussion by reading the public hearing notice. Chairman Swensen opened the hearing by reading the notice. He declared the hearing open at 6:55pm. Mrs. Craver asked the board if they wished to wait five minutes. Chairman Swensen stated that if anyone came in, they would revisit it. Mr. Ameden came forward and said this is being done based on economics, this would allow them to choose the cheaper option. With no questions, hearing closed at 6:58pm. **Motion by Mr. McGrath to close the public hearing, seconded by Mr. Szafarowicz.** Mrs. Cooper would ask to leave the hearing open until 7:00. Chairman Swensen said that we would hold this until 7:00pm. **Mr. Szafarowicz withdrew his motion. Mr. McGrath withdrew his second.** The gentlemen were asked to come back to the table. **Motion by Mr. McGrath to close the public hearing at 7:05pm, seconded by Mrs. Cooper.** Chairman Swensen asked if anyone was here to speak on this and no one came forward. **Vote on motion: motion carries. Motion by Mr. Szafarowicz to approve the license as requested for the underground storage tank, seconded by Mrs. Cooper, motion carries unanimously.**

7:15pm – Liberty Utilities. Liberty Utilities has requested time to meet with the board regarding a natural gas distribution system in Charlton. Present: James Sweeney, President of Liberty Utilities which is a natural gas distribution company, Mike Petit and Gary Monroe from the corporate office. Mr. Sweeney gave a brief update on Liberty Utilities and who runs it. Liberty Utilities operates in 10 states. They are here to talk about a letter of support that they would like from the Town of Charlton. They are looking into an interconnect so they can provide gas to the local downtown area then out to 20. They have already talked with Sturbridge. Mr. Petit provided the board with packets of information which he reviewed. (attached) He stated that natural gas if available, is safe, reliable, low cost and convenient. Mr. Monroe said that to set it up, they would tap into a pipeline that would come from somewhere nearby. The distribution system would be a plastic system. It is a very safe system. They have compliance requirements for testing and continually monitoring the system. They go through audits and inspections. Chairman Swensen asked him to describe what his building would look like if it was in town. Mr. Sweeney said that would need a gate station and the system. At some point, they would need a garage to store meters and pipes. They would need about an acre. The gentlemen answered questions. They were asked what the typical cost would be for a resident to convert. If the

boiler is not that old and can be converted, it can be done for less than \$1,000. If it needs complete replacement, it would cost about \$4,500 to \$5,500. For the letter of support, they would ask for the acceptance of concept of Liberty Utilities coming into town. No gas would be stored on residents property. The other potential opportunity that Liberty has partnered with, they would like to talk about that at another time as it doesn't include this project. They were asked if they received the letter of support from Sturbridge and they said that it's in process. Mr. Szafarowicz would ask the board to do their own due diligence before a letter of support and bring it to the next meeting. Chairman Swensen asked Mrs. Craver to put it on the agenda for the next meeting and asked each board member to do some research. He asked the gentlemen to come back at the next meeting. Mrs. Craver asked what their time line is. She asked them if they are aware of any grants that would help municipalities to switch over. They are not aware but will research it.

VI. New Business:

1. Surplus Vehicle – Board of Health. Mrs. Craver stated that the Board of Health is recommending the Board of Selectmen declare their 1999 Gray Ford Ranger as a surplus vehicle. **Motion by Mr. McGrath that we declare the Board of Health's 1999 Gray Ford Ranger as surplus, seconded by Mr. Szafarowicz, motion carries unanimously.**

VII. Old Business:

1. ExxonMobil waterline. Mrs. Craver said they were hoping to make an announcement for an agreement. They are close but there are a few agreements and principals to be ironed out. They have gotten to a point that at least they know the waterline is going in. Anyone that has contamination will be hooked up. She is hoping to have a complete release and announcement at the board's next meeting. Arlie Corday from 12 Muggett Hill Road came forward. She asked if the waterline will be going by her house which by the maps, doesn't. Mrs. Craver said yes.
2. Draft ATM Warrant articles. Mrs. Craver stated that they are still in process and she would ask to hold until the next meeting.

VIII Committee Reports:

IX BOS Policy Review:

X. Student Selectperson Report – Ms. Ross reviewed her report.

XI Town Administrator Report: Mrs. Craver reviewed her report. She added that she did receive the road safety audit for Charlton and Oxford. She also contacted Casella regarding the size of the totes that Charlton residents receive. Casella stated that Charlton residents can decide which size they want and the information is on cable and the web. She also asked the Board to relook at the Town becoming a "green" communities act which would allow us to seek grants. Mrs. Craver will review what is needed as it would have to be a town meeting vote.

XII Other Business:

1. Mr. Szafarowicz stated that at the recent MMA meeting in Southbridge, he was speaking with someone who said they allocate money into an OPEB account which means they lose complete use of that money but would look good on financial reports. He asked if Charlton has looked into this. Mrs. Craver said we did put \$500,000 in that account at the last town meeting.

XIII Next Meeting Announcement:

Next Regular Selectmen's Meeting – April 12, 2016

Annual Town Election – May 7, 2016
Annual Town Meeting – May 16, 2016

XIV Adjourn: Motion by Mr. Szafarowicz to enter into executive session at 7:55pm 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 and Chairman Swensen – aye. Chairman Swensen 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.

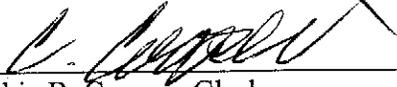
Motion by Mrs. Cooper to adjourn 8:50pm, seconded by Mr. McGrath, motion carries.

Submitted by:
Mary C. Devlin
Administrative Assistant

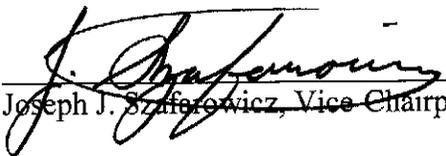
Accepted by:



Frederick C. Swensen, Chairman

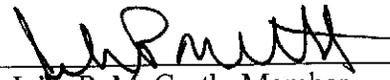


Cynthia B. Cooper, Clerk

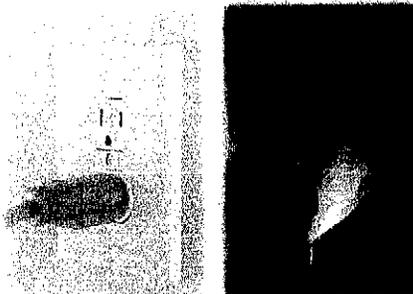


Joseph J. Szafarowicz, Vice Chairperson

David M. Singer, Member (absent)



John P. McGrath, Member



Liberty Utilities (New England Natural Gas Company) Corp.
"Liberty Utilities" Natural Gas Franchise
Charlton

March 29, 2016

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Agenda

- Overview of Liberty Utilities
- Why Natural Gas
- MA Initiatives
- System
- Safety
- Engineering & Operations
- Benefits to community
- Next Steps
- Questions

Algonquin Power & Utilities Corp.

Liberty Utilities

- Over 30 electric, gas & water utility systems
- Operates in 10 states
- Approx. 1200 employees



Algonquin

- 40 contracted renewable and clean energy facilities
- Operates in 7 states and 6 provinces
- 486MW of acquisition and development opportunities
- Approx. 170 employees

Legend

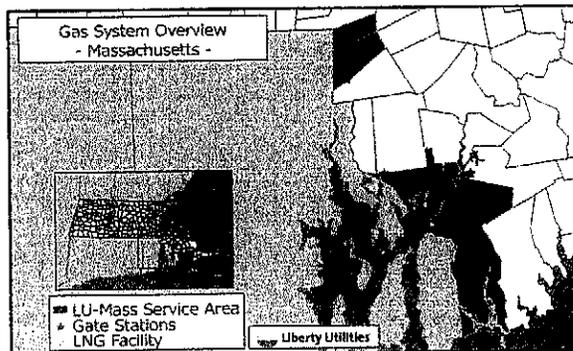
-  States / provinces with power generation or utilities distribution
-  States / provinces with acquisitions or projects in development
-  Generation facility
-  Electric, gas or water utility

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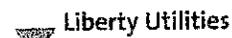


Liberty Utilities MA – New England Natural Gas

- New England Natural Gas - gas utility in southeast MA with 55,000 customers
- Communities served
 - Fall River
 - North Attleboro
 - Plainville
 - Somerset
 - Swansea
 - Westport



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Natural Gas vs Other Fuels

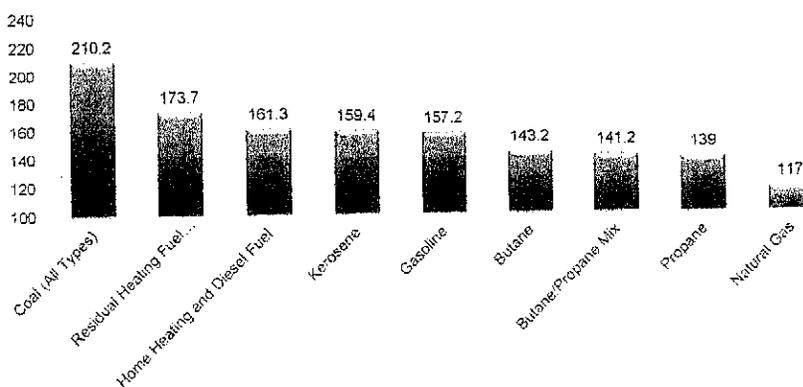
- Using natural gas for heating and manufacturing processes releases less carbon dioxide than other fuels
- Displace usage of oil and propane for home and commercial heating



 Liberty Utilities

Natural Gas vs Other Fuels

Pounds of CO2 Per Million Btu

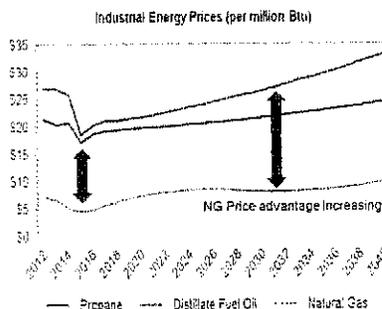


Source: U.S. Energy Information Administration
http://www.eia.gov/environment/emissions/co2_vol_masa.cfm

 Liberty Utilities

Natural Gas vs Other Fuels

- Safe
- Reliable
- Low cost
- Convenient



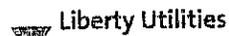
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Liberty Initiatives

- Expand in States where we currently operate
- Identify towns close to the interstate pipeline system not currently receiving natural gas service
- Identify sufficient customer base to support a distribution system

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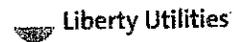
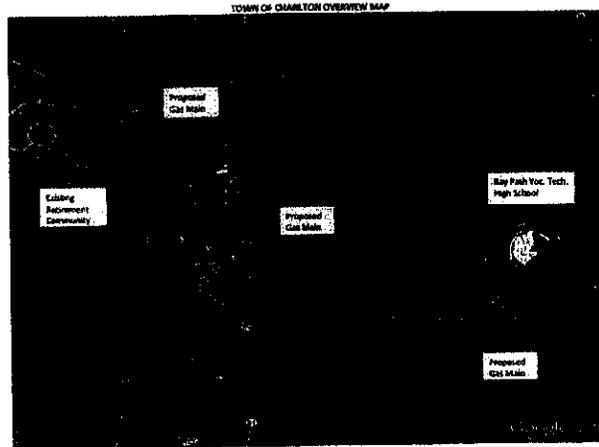


Initial Distribution System

- Preliminary distribution system route along Route 31, Masonic Home Road & Muggett Hill Road
- Liberty initiated field & desktop review of target area which indicates a potentially viable natural gas distribution system in target area
- Expand to other areas of community as economically justified
- Liberty has reviewed potential meter station sites (connection to Tennessee Gas Pipeline)



Initial Distribution System



Safety

- **Compliance with Federal & State Regulations**
 - Liberty Utilities Operation and Maintenance Specifications
- **Operator Qualifications**
 - Contractors & Liberty Employees
- **Public Safety & Public Control**
 - Construction and Repair – public way
 - Training of First Responders on natural gas
- **Emergency Response**
 - Monitoring the gas system
 - Dispatching first responders 24/7



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 Liberty Utilities

Engineering & Operations

- **Engineering Objectives**
 - Building good relationships with state & local municipalities
 - Gas Operations support
- **Construction Practices**
 - Gas line installation requirements
 - Permitting / restoration
- **Operating Specifications**
 - Pipe size & material



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 Liberty Utilities

Benefits to Town / Community

- Energy Choice for town owned facilities, businesses and residents
- Reduced truck traffic related to energy deliveries in distribution service area
- Personal Property taxes on distribution facilities installed
- Increased likelihood of economic development in town due to energy choice
- Rates based upon cost of service & natural gas cost approved by MA DPU
- Environmental benefits of natural gas versus other fossil fuels



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 Liberty Utilities

Next Steps

- Request support from town
- Liberty files for franchise rights with the MA DPU

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 Liberty Utilities

Questions



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**TOWN OF CHARLTON
OFFICE OF THE TOWN ADMINISTRATOR
37 Main Street
Charlton, MA 01507
WWW.TOWNOF CHARLTON.NET**

Phone: (508) 248-2206

Fax: (508) 248-2374

TO: Board of Selectmen

FROM: Robin L. Craver, Town Administrator 

DATE: March 24, 2016

SUBJECT: Town Administrator's Report – for Selectmen's meeting of 3/29/16

Speed limit signs – Route 20 – At the Board's March 15, 2016 meeting, I was asked to remind Mass Highway that speed limit signs were to be placed on Route 20 from Richardson Corner Road and Oxbow Road going west as well as signs from Route 56 coming westbound. Attached is the letter that was sent. I will notify you when I receive confirmation of the placement.

TP
front



TOWN OF CHARLTON
OFFICE OF THE TOWN ADMINISTRATOR
37 Main Street
Charlton, MA 01507
www.townofcharlton.net

Phone (508) 248-2206
Fax (508) 248-2374

Robin L. Craver, Town Administrator
robin.craver@townofcharlton.net

March 22, 2016

Massachusetts Highway Department
403 Belmont St.
Worcester, MA 01604
Attn: Joe Frawley, District 3 Traffic Operations Engineer

RE: Speed limit signs on Route 20 in Charlton, MA

Dear Mr. Frawley,

At the Board of Selectmen's meeting held on Tuesday, March 15, 2016, there was some discussion as to why speed limit signs are not posted on Route 20 from Richardson Corner Road or Oxbow Road going west. There are also no speed limit signs from Route 56 coming westbound.

At the public informational meeting held on November 9, 2015, it was noted that there would be increased enforcement of posted Speed Limit as well as placement of portable speed feedback signs. The road safety audit has the same information.

We would urge you to place these signs as soon as possible to help keep the improvements recently made, as safe as possible for citizens driving in the area.

Thank you and if you could please advise me when this will take place so that I may let the board and residents know, it would be greatly appreciated.

Sincerely,

Robin L. Craver
Town Administrator