

TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday – September 13, 2016

Submitted by MCD
Date 10/3/16
Received by KL
Date 10-3-16

Present: Chairman – Joseph J. Szafarowicz and Members – Frederick C. Swensen and Cynthia B. Cooper.
Also present: Town Administrator - Robin L. Craver. Absent: Vice-Chairman John P. McGrath and Clerk – 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:

Chairman Szafarowicz called the meeting to order at 6:30pm with the pledge to the flag.

II. Consent Agenda:

1. Minutes of Regular Meeting – August 30, 2016. **Motion by Mrs. Cooper to approve the minutes, seconded by Mr. Swensen, motion passes.**

III. Community Relations, Announcements and Open Forum:

- Chairman Szafarowicz read the announcements.
- Jim Falzone from 18 Denfield Rd. came forward with questions about Guelphwood Road closing and was wondering what was going on. Mrs. Craver stated that Mr. Foskett is working on a few items and will be at the next meeting with an update. Mr. Falzone said this has been going on for over a year and the residents are frustrated.

IV. Appointments/Resignations:

1. Appointment of Administrative & Field Assistant for the Conservation & Recreation Commission. Mrs. Craver stated that she and Todd Girard, Conservation Agent held interviews for the position of Administrative Assistant and Field Assistant for Conservation/Recreation. Nine applications were received. Out of the nine, five candidates were interviewed. It is their recommendation that the Board appoint Rose Conway of Charlton, MA to this position. This position is for 15 hours per week at \$19.00 an hour. Mr. Girard introduced Ms. Conway. Mr. Girard looks forward to getting his office up to speed on all the office items. He feels this will be an improved service to the town. **Motion by Mr. Swensen to appoint Rose Conway of Charlton to the Administrative and Field Assistant for the Conservation and Recreation Commission, seconded by Mrs. Cooper, motion passes.**

V. Scheduled Appointments:

6:40pm – Pinning of Assistant Chief Knopf and new employee Ben Ramono. Mrs. Craver stated that we have been asked by Fire Chief Cloutier for time on the agenda for the official pinning of Assistant Chief Knopf and new employee Ben Ramono. Chief Cloutier came forward and stated that we have our new firefighter Ben Ramono who joined the force. Mr. Ramono will be pinned by his mother. Assistant Chief Knopf will be pinned by his son Eddie. The Board congratulated them. Mr. Swensen stated that then Captain Knopf was instrumental in writing the grant that secured the funding for the ladder truck and the SAFER grant. He's been a huge asset to the town and he thanked him for his service. He thanked all the firefighters for their service to the town.

Mrs. Craver stated that Assistant Chief Knopf has already completed the training and commended him for that.

6:45pm – John Lafleche – LEED Silver Award. Mrs. Craver stated that Southern Worcester County Regional Vocational School District Superintendent, John A. Lafleche is here to discuss the letter concerning the LEED Silver award. Mr. Lafleche came forward thanked the board for allowing him to come before them. He stated that the Public Safety personnel and the Building Department were very instrumental in allowing Bay Path to have a very successful building program. Anytime they need Fire, Police or the Building Commissioner, they are always there. He stated that the building project contained many environmental sound practices and Bay Path applied for LEED certification which was also instrumental to allow them to get 1.2 million dollars in funding. He read a letter that stated Bay Path earned a LEED certification as a result of its recent completed addition renovation project. The leadership in energy and environmental design SILVER award recognizes that Bay Path is designed, constructed, operated and maintained for improved environmental and health performance. More than 95% of the building structure was reused. More than 20% is made from recycled product. Energy savings are estimated to be 26.3% better than a comparative baseline code compliance school. There is no doubt that the newly renovated High School is environmental friendly and energy efficient. He presented Chairman Szafarowicz a LEED certificate on behalf of Bay Path to the town. He stated with the addition, their electric bill has not gone up. Chairman Szafarowicz thanked Mr. Lafleche and the school committee for all their work in completing this project. Mr. Swensen congratulated all that were involved in the project. Bay Path is a great asset for the town. Mrs. Craver stated that there was a meeting with the schools regarding the green communities act, it was asked if they wanted to be involved and Bay Path has said they would like to. This would help the town gain the points needed to be part of the Green Communities. Mr. Lafleche stated that they will be having another ribbon ceremony in October in the machine tool technology program. They are adding \$500,000 worth of equipment to that program.

7:00pm – Keith Arsenault – Auction of Town Property. Mrs. Craver stated that Town Treasurer Keith Arsenault is here with Auctioneer, Paul Zekos to explain the upcoming town auction of properties. Attached is the list. Mr. Arsenault came forward with Paul Zekos. Mr. Zekos has represented many communities in Massachusetts quite successfully. He stated that this has been a process for an extended period of time. His company has worked with about 80 communities. After many months of analysis and hard work, he explained the process. When individuals do not pay their taxes, there is a very lengthy process through land court which becomes town owned property. The town has approved to have a public auction. His company will do the marketing and public advertisements. The auction will be held October 6, 2016 at 12 noon here at the town hall. Individuals will need to bring with them a deposit check. No personal or business checks accepted. It's a very straight forward process. There are 15 parcels. He reviewed the properties for auction. Their website is ZGauctions.com to view the properties. Both Mrs. Craver and Mr. Arsenault have worked very hard to make sure this is a transparent process. Mrs. Cooper asked if the minimum bid is available on the website. Mr. Zekos said they are not as that's not appropriate. The people in that room of the time of auction will actually determine the value of the property. Mrs. Craver thanked Mr. Arsenault and Mr. Zekos for the work that they have done on this. Mr. Arsenault thanked other departments for their assistance in this process. Chairman Szafarowicz thanked them both for their work on this as well as the other departments involved. Mrs. Craver reminded the board that she has appointed Keith Arsenault as the Interim Town Collector while the Assistant Town Collector is on leave.

VI. New Business:

1. Special one day license request – Kristy Callahan – wedding. Mrs. Craver stated that attached is a request from Kristy Callahan for a special one day liquor license for Wine and Malt

beverages to be used on Saturday, November 5, 2016 from 3:00pm to 10:00pm at the Joslin Center, 150 Richardson Corner Rd. for her wedding. This request has been approved by the Building Commissioner, Fire Department and Police Department. 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)

She would recommend the Board approve the special license as requested with the dates on the license to be November 4, 2016 – November 6, 2016. **Motion by Mr. Swensen to allow the license as requested, seconded by Mrs. Cooper, motion passes.**

2. Special one day license request - Jessica Murray – wedding. Mrs. Craver stated that attached is a request from Jessica Murray for a special one day liquor license for Wine and Malt beverages to be used on Saturday, October 1, 2016 from 12:30pm to 8:30pm at the Joslin Center, 150 Richardson Corner Rd. for her wedding. This request has been approved by the Building Commissioner, Fire Department and Police Department. 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)

She would recommend the Board approve the special license as requested with the dates on the license to be September 30, 2016 – October 2, 2016. **Motion by Mr. Swensen to allow the license as requested, seconded by Mrs. Cooper, motion passes.**

VII. Old Business:

1. Special Town Meeting. Mrs. Craver stated that tonight the Board is to consider the special town meeting draft warrant and close the special town meeting warrant. The following are the articles to be considered:

1. Appropriation of funds for unpaid bills for a prior fiscal year
2. Inter/intra departmental transfers
3. Capital items and related contracts
4. Transfer to/from Stabilization funds
5. Re-authorization of Capital Debt
6. Amendment to town personnel bylaw classification plan which is adding the human resource director
7. Acceptance of the Stretch Energy Code
8. Land lease for a cell tower at the police station
9. Land transfer for Ash Rd.
10. To rescind the Sexual Offender bylaw
11. Road acceptance – Jennings Road extension
12. Zoning change
13. Zoning change
14. Zoning change

Free cash has not been certified as of yet so she does not have a recommendation for Capital Items. She would ask the board to approve the draft articles and place holders pending the confirmation of all needed language and review by the Finance Committee and Town Counsel as well. Chairman Szafarowicz asked for a place holder for Municipal Gas as discussed at the BOS/EDC meeting. Mrs. Craver will add that above the zoning articles.

Motion by Mr. Swensen to close the warrant, seconded by Mrs. Cooper, motion passes.

Mr. Swensen would propose to change the Fall Special Town Meeting to Fall Semi-Annual as this is part of the process. There is nothing special about it.

VIII. Committee Report

IX. BOS Policy Review

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

XI. Other Business:

X. Adjourn/Executive Session: **Motion by Mrs. Cooper to go into executive session at 7:28pm 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 – Injured on Duty approval if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, seconded by Mr. Swensen.** The Chair does declare that an open meeting may have a detrimental effect on the negotiating position of the public body. **Roll call vote taken: Mrs. Cooper – aye, Mr. Swensen – aye and Chairman Szafarowicz – aye.**

Chairman Szafarowicz stated that the Board would come out of executive session for the sole purpose of adjourning.

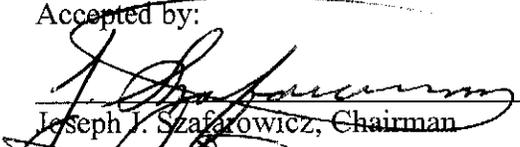
Motion by Mr. Swensen to adjourn at 7:51pm, seconded by Mrs. Cooper, motion carries unanimously.

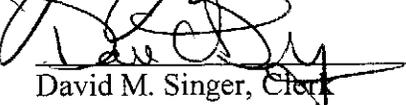
XI. Next Meeting Announcement:

- Next Regular Selectmen's Meeting – September 27, 2016

Submitted by:
Mary C. Devlin
Administrative Assistant

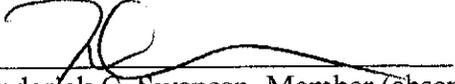
Accepted by:


Joseph J. Szafarowicz, Chairman


David M. Singer, Clerk


John P. McGrath, Vice-Chairperson (absent)


Cynthia B. Cooper, Member


Frederick C. Swensen, Member (absent)

**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: September 7, 2016

SUBJECT: Town Administrator's Report – for Selectmen's meeting of 9/13/16

ABCC Notice of Hearing – We have been notified by the Alcoholic Beverages Control Commission that they will be holding a hearing on Tuesday, November 15, 2016 at 2:30pm at their offices on Shree Somnath, Inc., d/b/a Country Farms for permitting an illegality on the licensed premises, to wit, sale or delivery of an alcoholic beverage to a person under twenty one (21) years of age. The date of violation was Wednesday, May 25, 2016 at approximately 6:15pm.

Thank you letter from Southbridge – Attached is a letter from Ron San Angelo, Town Manager thanking the town for their assistance in fighting fires on Sunday, August 28, 2016. Our Fire Department came to the mutual aid of Southbridge Fire Department for a 6 alarm structure fire on Main Street and later on Benefit Street. Because of all the hard work of all involved, they were able to keep the fires contained to the primary sites with no loss of life involved.

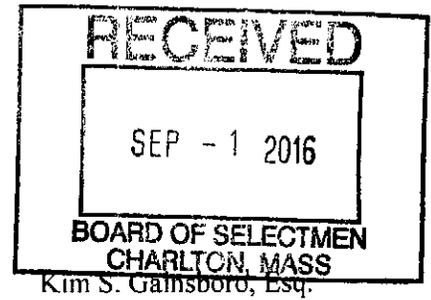
South Charlton Reservoir Association – Attached is a letter from the South Charlton Reservoir Association that they will be initiating a drawdown of South Charlton Reservoir on October 9, 2016. The drawdown will be at a rate of 2-4 inches per day until a level 4-5 feet below spillway is achieved. The water will be maintained at that level until a hard freeze or January 1, 2017 and then returned to its normal level.

Highway update on roads, bridges and Chapter 90 – Highway Superintendent Gerry Foskett will be attending your next meeting on September 27, 2016 to update you on road work, bridges and Chapter 90 monies.

Interim Town Collector – As you know, Town Collector Lucia Blanchette retired and Assistant Town Collector Virginia Porter will be going on maternity leave. I have appointed Town Treasurer Keith Arsenault as the Interim Town Collector until such time that the position of Town Collector is filled.



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114



Deborah B. Goldberg
 Treasurer and Receiver General

Chairman

NOTICE OF HEARING
 COMPLIANCE CHECK

VIA FIRST CLASS MAIL

August 29, 2016

SHREE SOMNATH INC. DBA COUNTRY FARMS
57 NORTH MAIN STREET LOT 2
CHARLTON, MA 01507
LICENSE#: 019000040

You are hereby notified that a hearing will be held by the Alcoholic Beverages Control Commission on:

Tuesday, November 15, 2016 at 2:30 PM

at 239 Causeway Street, 1st floor, Boston, MA to determine whether you have violated certain provisions of Massachusetts General Laws (M.G.L) or Code of Massachusetts Regulations (CMR) as follows:

204 CMR 2.05 (2) Permitting an Illegality on the licensed premises, to wit: c. 138 §34-Sale or Delivery of an Alcoholic Beverage to a person under twenty-one (21) years of age.

Date of Alleged Violation **Wednesday, May 25, 2016 at approximately 06:15 PM**

Hearings are held pursuant to the Informal/Fair Hearing Rules under M.G.L. Ch.138, C. 30A and 801 CMR §§ 1.02 and §1.03. Reports, if any, concerning the violations charged and your license file, may be examined and copied at the Commission's office with advance notice.

NOTE: It is important that licensees and those interested in this matter attend the hearing to present evidence and testimony. The Commission has the authority to suspend, modify, revoke or cancel licenses.

Hearings are audio recorded. Pursuant to M.G.L. C.30A, §11 six (6) written transcripts will be furnished if requested in writing with tender of payment. You may arrange for your own stenographer.

If you have any questions regarding the scheduling of this hearing please contact Patricia Hathaway at (617) 727-3040 x738 or phathaway@tre.state.ma.us.

Kim S. Gainsboro
 Chairman

This document is important and should be translated immediately.
Este documento es importante y debe ser traducido inmediatamente.
Este documento é importante e deve ser traduzido imediatamente.
Ce document est important et devrait être traduit immédiatement.
Questo documento è importante e dovrebbe essere tradotto immediatamente.
Το έγγραφο αυτό είναι σημαντικό και θα πρέπει να μεταφραστούν αμέσως.
这份文件是重要的，应立即进行翻译。

cc: File

Local Licensing Board

Dennis Keefe, Investigator

Joseph DiCiccio, Investigator



Tele: 508-764-5405
Fax: 508-764-5425

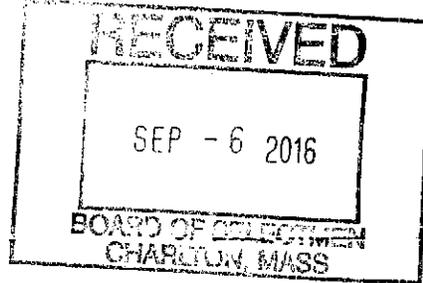
Office of the Town Manager
41 Elm Street

TA Report

TOWN OF SOUTHBRIDGE
SOUTHBRIDGE, MASSACHUSETTS 01550-2638
www.ci.southbridgema.us

144-16

August 30, 2016



Robin Craver, Town Administrator
Town of Charlton
37 Main Street
Charlton, MA 01507

Dear Ms. Craver,

On behalf of the Southbridge Town Council and myself, we would like to express the Town's sincerest gratitude and appreciation to all of those that helped fight the recent fires on Sunday, August 28th. Your Fire Department came to the mutual aid of the Southbridge Fire Department for a 6 alarm structure fire on Main Street and a later fire on Benefit Street. The two combined fires were only extinguished with a lot of hard work and long hours in very extreme temperatures. It is because of the hard work of the professionals involved that they were able to keep these fires contained to the primary sites with no loss of life involved.

Again, thank you to every person involved with this effort that were ready, willing and able to assist the Town of Southbridge in a time of need. You should be very proud of your firefighters for their dedication and commitment to help anyone in need to protect the lives of the citizens.

Sincerely,

Ron San Angelo
Town Manager

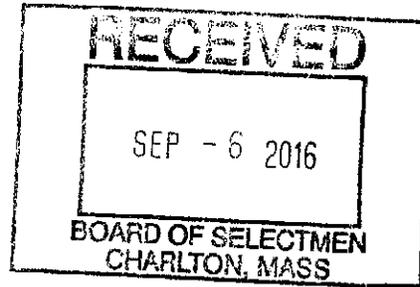
/kf

CC: Town Council

September 1, 2016

Handwritten initials/signature

Town of Charlton
Board of Selectmen
37 Main Street
Charlton, MA 01507



To whom it may concern,

As recommended by our water quality consultant, approved by a vote of the membership of the South Charlton Reservoir Association at their meeting on August 17, 2016, and in compliance with our Order of Conditions (#128-1064), we request initiating a drawdown of South Charlton Reservoir on October 9, 2016.

The drawdown will be at a rate of 2-4 inches per day until a level 4-5 feet below spillway is achieved. The water will be maintained at that level until a hard freeze or January 1, 2017 and then returned to its normal level.

This level of drawdown in the past has not resulted in any residents with shallow wells being without water. The South Charlton Reservoir Association will make arrangements to provide water in the unlikely case that any residents do lose their water as a result of this drawdown.

Please contact me at waraszkievicz@aol.com or (508) 865-8903 if I need to attend any meetings to obtain approval for the drawdown.

Sincerely,

A handwritten signature in black ink, appearing to be "Ziggy Waraszkievicz".

Ziggy Waraszkievicz
South Charlton Reservoir Association

cc: Charlton Conservation Commission

Town of Charlton

Potential parcels for land auction									
map/lot	location	area	assessment	perc	zoning	conservation	comments	perc	test
1	1A-O-2		Quident Road	0.11 acres	\$ 6,000.00	no	no	abutter wants	encroachment from abutter
2	12-B-8:10		City Depot Road	.56 acres	\$ 56,200.00	schedule	yes	failed perc	probable wetland issues
3	19A-B-17 & 18		Highland Avenue	.13, .05 acres	\$56,200 & \$4,500	sewer	yes	sewer available	watch encroachment by abutter
4	20A-A-8		Nuggett Drive	.3 acres	\$ 93,800.00	schedule	yes	failed perc	house removed, town out \$30,000
5	20A-F-5		Roy Rd AKA Brook Terr	.459 acres	\$ 50,000.00	schedule	yes		adjacent to new home
6	21-A-42		A Young Rd	3.670 acres	\$ 89,200.00	schedule	yes	some wet perc passed	next to Robinson's check with Realtor selling Robinson's
7	22A-E-1		Oxbow Road	.67 acres	\$ 52,300.00	no	yes - but	river	not likely able to site house
8	23-A-17:10		Brackett Hill Road	1.04 acres	\$ 74,900.00	no	not likely	wetlands	wetlands/drainage
9	23-B-1:3		Carroll Hill Rd	1.17 acres	\$ 74,400.00	no	NO but	abutter wants	corner lot with slope abutter was interested
11	29-A-4		Sullivan Road	1.85 acres	\$ 67,400.00	no		no frontage	sell to abutter
12	29-A-7		Bond Sawmill Road	14.13 acres	\$ 104,300.00	schedule		abutter wants	check for town road
13	45-A-14:5		No. 10 Schoolhouse Rd.	1.86 acres	\$ 61,500.00	schedule	YES	perc passed	Has been filled
14	78-B-1		Sandersdale Road	13.04 acres	\$ 95,000.00	schedule	YES	perc passed	steep frontage and flat on top
15	85-A-11		Potter Village Rd	5.630 acres	\$ 17,300.00	schedule	combine	adjacent to 85-A-12	combine with parcel below
16	85-A-12		Potter Village Rd	6.050 acre	\$ 117,800.00	schedule	yes	has frontage perc passed	