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TOWN OF CHARLTON
Minutes of Regular Selectmen's Meeting
Tuesday, January 24, 2023, 6:30pm
Selectmen's Meeting Room/Meeting Room 1
Town Hall, 37 Main St., Charlton, MA
ZOOM Webinar: <https://us02web.zoom.us/j/87489442885>;
Passcode: 061416; Phone Access +1-646-558-8656

Present: Chairman – Stephen Koronis, Vice-Chairman – Patsy Rydlak, Clerk – Barbara Zurawski, Members – William Borowski and David M. Singer, Town Administrator – Andrew Golas and Student Selectperson – Harry Kennan.

I. Call to Order:

Chairman Koronis called the meeting to order at 6:30pm with the pledge of allegiance.

II. Consent Agenda / Warrant Approval as Needed

- a. Minutes of Regular Meeting – January 10, 2023 – 6:30pm. **Motion by Mr. Borowski to accept the minutes of January 10, 2023, seconded by Ms. Zurawski, motion passes with Mr. Singer abstaining.**

III. Community Relations, Announcements and Open Forum

- Selectman Zurawski read the announcements.

IV. Appointments/Resignation:

1. Appointment – Full time Police Officer. Mr. Golas stated that 32 applications were received to fill one of the three Full Time Police Officer openings and interviews were offered to 13 applicants. The recommendation to the Board is to appoint Steven Bellerose as a Full Time Police Officer for the Charlton Police Department. Mr. Bellerose has 20 plus years of experience in Massachusetts Policing. He has served as a Patrol Officer, Sergeant and a Lieutenant with the Southbridge Police Department. He has a master's in Criminal Justice with a concentration in Public Administration and looks forward to coming to Charlton and positively engaging with our community. He would recommend the board make the appointment as requested. His start date would be February 5, 2023. The additional two officers will be appointed at a future meeting pending onboarding requirements. **Motion by Mr. Borowski to appoint Officer Bellerose and welcomed him, seconded by Mr. Singer.** Chief Dowd stated that they had to move his start date to February 12, 2023. **Vote on motion: motion carries.**
2. Appointment – Cultural Council. Mr. Golas stated that attached is a talent bank form from William Arsenault seeking to be appointed to the Cultural Council. The Cultural Council is recommending the appointment. The expiration date of appointment would be June 30, 2026. He would recommend the board make the appointment. **Motion by Mr. Borowski to make the appointment, seconded by Ms. Rydlak, unanimous.**
3. Appointment – Economic Development Commission – Business Owner – Non-Resident. Mr. Golas stated that attached is a talent bank form from Karen Dyer seeking to be appointed to the Economic Development Commission as the Business Owner/Non-Resident. He would recommend the board make the appointment. **Motion by Mr. Borowski to make the appointment, seconded by Ms. Rydlak, unanimous.**

4. Resignation – Council on Aging Activity Assistant. Mr. Golas stated that attached is a letter from Laurie Connors resigning as the Council on Aging Activity Assistant effective January 26, 2023. The Board should accept her resignation. **Motion by Mr. Borowski to accept the resignation with regret, seconded by Ms. Rydlak, unanimous.**

V. Scheduled Appointments:

6:45pm – Pole Hearing – Lelandville Rd. Mr. Golas stated that attached you will find a request from Massachusetts Electric, Co., d/b/a National Grid and Verizon New England, Inc. requesting permission to install 2 JO Poles on Lelandville Road. Also attached is the notice that was sent to the abutters. This request has been forwarded and approved by both the Police Chief and DPW Superintendent. No comments or concerns have been received. He would recommend the board approve the request. Mr. Golas stated that National Grid will not be able to be present due to being on storm duty. Chairman Koronis read the public hearing notice and opened the hearing. With no comments, **motion by Mr. Borowski to close the public hearing, seconded by Mr. Singer, unanimous. Motion by Mr. Borowski to approve the pole petition, seconded by Ms. Rydlak, unanimous.**

6:50pm – Request to remove Chapter 61 – Iris Jennings. Mr. Golas stated that attached is a request from Donald J. O’Neil, Counselor at Law on behalf of Iris Jennings to convert, for other use, 8.28 acres of land located on Brookfield Road, Map 15-B-4 and 15-B-4.2. The Planning Board, Board of Assessors, Conservation Commission and Water/Sewer Commission have all reviewed the request and have no objection to the Town of Charlton choosing not to exercise their right of first refusal for this request. He would recommend the board approve the request. Chairman Koronis read the public hearing notice. **Motion by Mr. Borowski to close the public hearing, seconded by Ms. Rydlak, unanimous. Motion by Mr. Borowski that the Board not exercise our right of first refusal for this request, seconded by Ms. Rydlak, unanimous.**

VI. New Business:

1. Selectmen 2022 Annual Report – Review & Approve. Mr. Golas stated that attached is the Board’s 2022 Annual Report for consideration. You are asked to review and approve or make recommended changes. **Motion by Mr. Borowski to approve as written, seconded by Ms. Rydlak.** Chairman Koronis mentioned that he didn’t see anything about Amazon or the EDC in the report. Mr. Golas stated that most of the board’s activity with those were in 2021. **Vote on motion: unanimous.**
2. Special Alcoholic Beverage License – 2 requests – The Overlook. Mr. Golas stated that attached are two Special Alcoholic Beverage License applications submitted by The Overlook to be used at 88 Masonic Home Road on:
January 26, 2023 (8:30am – 10:00am & 4:30pm – 6:00pm) for a Focus Group engagement for Master Planning Initiatives with Community and Business Leaders in Charlton serving Wine and Malt Beverages; and
February 16, 2023 (6:00pm – 10:00pm) for an Awards Dinner to recognize active and retired Fire Fighters & First Responders of Charlton Community serving All Alcohol.
The applications were forwarded to the Police Chief, Building Commissioner and Fire Chief and all have approved. Per the Board’s policy, if the special alcoholic beverage license is approved, the dates on the license should be for the day before the event to allow the alcohol to be delivered, the day of the event and the day after the event to allow any alcohol left over to be picked up. **Motion by Mr. Borowski to approve the Special Alcoholic Beverages Licenses submitted by The Overlook to be used on January 25, 2023 – January 27, 2023 from 8:30am – 10:00am and 4:30pm – 6:00pm to serve Wine and Malt Beverages and February**

15, 2023 – February 17, 2023 from 6:00pm – 10:00pm to serve All Alcohol as noted in the application, seconded by Ms. Rydlak, unanimous.

3. Appoint representative to participate in SWCRVSD (Bay Path) collective bargaining. Mr. Golas stated that we were notified by Kyle Brenner, Superintendent-Director of Bay Path that per M.G.L. and the Department of Elementary and Secondary Education requires that the Town Administrator/or Board Chair of each of the ten district towns participate in a process to choose the representative to represent the towns during the collective bargaining process in the case of a regional school district. He attended a meeting on January 18, 2023 with the other districts and was chosen to be the representative for the towns and accepted. The board is asked to affirm this appointment. **Motion by Mr. Borowski to affirm the appointment, seconded by Ms. Zurawski, unanimous.**

VII. Old Business:

VIII. BOS Committee Reports

IX. BOS Policy Review

Mr. Golas stated enclosed for the board's review are the following policies along with recommended changes to each:

- Applications and Petitions for Public Hearings – **Motion by Mr. Borowski to approve, seconded by Mr. Singer, unanimous.**
- Appointments/Resignations by the Board of Selectmen – **Motion by Mr. Borowski to approve as submitted, seconded by Mr. Singer, unanimous.**
- Authorized Committees to Spend Funds
- Board of Selectmen Meetings
- Buy Recycled Policy

Motion by Mr. Borowski to affirm the Authorized Committees to Spend Funds, Board of Selectmen Meetings and Buy Recycled Policy, seconded by Mr. Singer, unanimous.

X. BOS & TA Goals & Objectives – Mr. Borowski recommended removing this agenda item until needed.

XI. Student Selectperson Report – Mr. Kennan reviewed his report. (attached)

XII. Town Administrator Report – Mr. Golas reviewed his report. (attached)

XIII. Other Business (unknown at time of posting)

XIV. Next Meeting Announcement:

January 25, 2023 – Meet with DCRSD School Committee – Charlton Middle – 7pm- Cancelled until
February 1, 2023
February 28, 2023 – BOS Regular Meeting

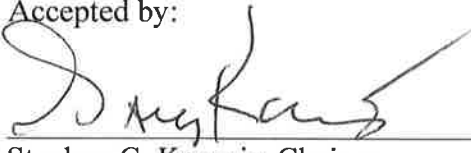
XV. Adjourn/Executive Session – **Motion by Mr. Borowski to enter executive session under M.G.L. c. 30A, Sec. 21(a), #3 – to discuss strategy with respect to collective bargaining or litigation (LNG) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and to reconvene to open session for any other business, if needed, and to adjourn,**

seconded by Mr. Singer. Roll call: Ms. Zurawski – aye, Ms. Rydlak – aye, Mr. Singer – aye, Mr. Borowski – aye and Chairman Koronis – aye.

Motion by Mr. Borowski to adjourn, seconded by Ms. Rydlak, unanimous.

Submitted by:
Mary C. Devlin
Executive Assistant

Accepted by:



Stephen G. Koronis, Chairman



Barbara Zurawski, Clerk



Patsy Rydlak, Vice-Chairman



David M. Singer, Member



William Borowski, Member

Shepherd Hill - Student Representative Report

Harry Kennan

January 24, 2022

Today was the **second day of the second semester** at Shepherd Hill, meaning all assignments attached to the first semester concluded on Friday. Teachers are required to enter in their grades by Wednesday, so anyone with any work left to make up should do so with haste. Grades for the first semester will be posted to the SchoolBrains Parent Portal on Friday, January 28th. The third quarter will extend until Friday, March 31st.

Additionally, Thursday, February 9th will be a **early-release day** exclusively for students in preschool through grade four. Parents with children in those grades should also note that parent-teacher conferences for that age group will be held on that day.

The Super Bowl grinder fundraiser (mentioned in the previous report) for students attending the **2023 Global Awareness Trip** to Spain, Portugal, and Gibraltar is ongoing, with all order forms to be returned by Monday, January 30. Ham, Italian, turkey, and roast beef grinders are all available at \$8.00 each (and I happen to have the order forms on me right now if anyone's interested).

The February **Driver Education Class** at Shepherd Hill still has a few open slots left (*at the time of writing this, they may have been filled by now*) Direct all registration requests or other concerns to the Shepherd Hill Driver's Ed Website or Mr. Scott Provost.

The **2023 Central MA Show Choir Fest** is being hosted by Shepherd Hill Regional High School, and will be held on the first weekend in February (the 3rd and 4th).



Town of Charlton

OFFICE OF THE TOWN ADMINISTRATOR

Andrew M. Golas, Town Administrator

TO: Board of Selectmen
FROM: Andrew Golas, Town Administrator
DATE: January 23, 2023
SUBJECT: Town Administrator's Report – for Selectmen's meeting of 1/24/2023

Business Outreach – Continuing work with the EDC, I am working on paths to continue local business outreach. Last month I met with the Charlton Business Networking Group who meet the 2nd Tuesday Morning each month here at Town Hall. We discussed some ways the group could work with the Town to support the community overall. One point of discussion was around some town branding and signage at the points of entry around Town. Also, last week I was able to meet with Tree House Brewing and their management team to discuss ways the Town could be of better assistance to them and the overall business community. Over the next few months, I will be working with the EDC to present before the Central Mass Realtor's Association and Chamber of South Central Mass on the opportunities here in Charlton for business growth. I would welcome any opportunities available to continue discussion with our local businesses on how we as the town can foster their growth.

Main Street Sidewalk Update – On Wednesday, Randy Benson, Gerry Foskett and I met with representatives from McClure Engineering to review preliminary plans on the "Phase 1" of renovations to the sidewalk network around Main Street. In the coming weeks, we are looking to incorporate some recommended changes and schedule a series of outreach meetings to the property owners who abut the sidewalk network. The goal of the program would be to incorporate and community feedback into the plan and work towards construction during the summer of 2024.

Fire Substation Update – The Fire Substation Committee received three proposals from architects to conduct the feasibility study on the development of a substation in front of the Middle School Campus. They are in the process of reviewing proposals. Once they select a preferred firm, we will begin negotiations for cost based on the scope of work.

SSO Notification – In response to a mandate from MassDEP, we now provide an opt-in community notification program specific to sanitary sewer overflow events. Those who would like to receive these notifications, please visit the link provided on the homepage of the Town website www.townofcharlton.net.

MMA Conference – The Annual MMA Conference was held in person for the first time since January 2020 in Boston from Friday, January 20th to Saturday, January 21st. The theme of this

year's program was "Connect, Engage, Be Inspired". As usual, MMA had a great lineup of workshops and presentations, mostly concurrent but beyond the opening speakers and sessions, I was able to sit in on programs which discussed challenges in developing regionalization programs, projections on state revenues and challenges dealing with unaccepted town roads.

As always, I am appreciative of the Board's support in attending this conference and hope that next year you may also consider attending.

TOWN OF CHARLTON



BOARD OF SELECTMEN

37 Main Street

Charlton, MA 01507

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January 12, 2023

PUBLIC HEARING NOTICE

The Charlton Board of Selectmen will hold a public hearing on Tuesday, **January 24, 2023** at **6:45pm** in the Selectmen's Meeting Room/Meeting Room 1, 37 Main St., Charlton, MA and via ZOOM Webinar: <https://us02web.zoom.us/j/87489442885>;

Passcode: 061416

Phone Access +1-646-558-8656

to act on a request from Massachusetts Electric Company, d/b/a National Grid and Verizon New England, Inc. requesting permission to locate poles, wires and fixtures including the necessary sustaining and protecting fixtures, along and across the following public way:

Lelandville Road – National Grid to install 2 JO Poles on Lelandville Rd. beginning at a point approximately 740 feet northwest of the centerline of the intersection of Potter Village Rd. and continuing approximately 220 feet in a northwest direction. Install new pole #18 with an anchor roughly 110' feet north of existing pole #19 on the same side of the road, then install new pole #17 with an anchor roughly 110' feet north of new pole #18 on the opposite side of the road for a new home being built.

They are also asking for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Anyone wishing to be heard on this matter should appear on the date and time, specified via zoom or submit concerns in writing.



Town of Charlton
OFFICE OF THE
TOWN ADMINISTRATOR

Andrew M. Golas, Town Administrator

PUBLIC HEARING NOTICE

Please be advised that the Board of Selectmen will hold a public hearing on Tuesday, January 24, 2023 at 6:50pm at the Charlton Town Hall, Selectmen's Meeting Room/Meeting Room 1, 37 Main Street, Charlton MA 01507 and via zoom: <https://us02web.zoom.us/j/87489442885>; Passcode: 061416; Phone Access +1-646-558-8656, to act on a request by Attorney Donald J. O'Neil on behalf of Iris A. Jennings, 221 Brookfield Road, Charlton MA who intends to convert, for other use, a portion of vacant land located on Brookfield Road, Charlton MA as shown on Assessors Map Numbers 15-B-4 and 15-B-4.2. The portion to be converted to other use contains 8.28 acres of land as recorded in the Worcester District Registry of Deeds, Plan Book 967, Plan 87.

Anyone interested should appear at the date and time specified, or submit concerns in writing.