



Met. 4/20/23  
4.26.23 JSD

TOWN OF CHARLTON  
Minutes of Regular Selectmen's Meeting  
Tuesday, April 11, 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, Member – William Borowski, Town Administrator – Andrew Golas and Student Selectperson – Harry Kennan. Absent: Clerk – Barbara Zurawski and Member – David M. Singer.

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 – March 28, 2023 – 6:30pm. **Motion by Mr. Borowski to approve the March 28, 2023 minutes, seconded by Ms. Rydalk, unanimous.**

III. Community Relations, Announcements and Open Forum

- Selectman Rydlak read the announcements.
- Linda Davis and Kathy Jolicoeur came forward to remind everyone that Earth Day will be celebrated on April 29<sup>th</sup>. Sign up for a road on-line or on the common at 8am. They have gloves and bags. From 11 – 2, they will be having the Earth Fest. Ms. Davis explained what they could put in the dumpster and what couldn't. She thanked the staff at town hall for their help and for the exceptional work the Highway Department does to help them. The Board thanked them for their hard work on this event.
- Rob Lemansky and Matthew Bishop came forward. Mr. Bishop lives on Blood Road. Mr. Lemansky said his family purchased property on Blood Road and subdivided the lots for homes. He said last year the Highway Department did a repair to the cross drain. After they repaired the cross drain and got rid of the old stone culvert and put a pipe in, he said that Conservation made a determination that this needs to be looked at by an engineer to see if the pipe was installed correctly and if it's at the right height. He handed pictures to the board to show what he was referring to. The end result took a normal stream and created a wetland. It has caused the trees to be so impacted that they are dying off. What Conservation wanted to ask is that this be looked at by a professional and they don't have the budget for it. He would recommend the board add to that budget now. Chairman Koronis said didn't Conservation vote on having Highway take a look at it? Mr. Lemansky said they made a determination to have a professional look at this but they don't have the funding for that. He asked the board to address it. Mr. Borowski would recommend having Mr. Golas talk to Conservation and go from there and talk to Highway and figure out what needs to be done.

IV. Appointments/Resignation:

1. Appointment – COA Activities Assistant – Mr. Golas stated that attached is a request from Lynn Dyer, Human Resource Director asking the board to appoint Kathy Gallant to the position of Council on Aging Activities Assistant with a start date of April 18, 2023. This is a 15 hour a week position. He would

recommend the board approve the request. **Motion by Mr. Borowski to make the appointment, seconded by Ms. Rydlak, unanimous.**

2. Resignation – COA Outreach Coordinator – Mr. Golas stated that attached is a letter from Mary Carpenter resigning her position as Council on Aging Outreach Coordinator effective April 6, 2023. She has been offered a position with the Board of Health and has accepted. The Board should accept her resignation. **Motion by Mr. Borowski to accept Ms. Carpenter’s resignation, seconded by Ms. Rydlak, unanimous.**
3. Resignation – Police Dispatcher – Mr. Golas stated that attached is a letter from Dalizbeth Rivera-Szczypien resigning her position as a Police Dispatcher. She has officially decided to continue at the Massachusetts State Police Academy. The Board should accept her resignation. **Motion by Mr. Borowski to accept Ms. Rivera-Szczypien’s resignation, seconded by Ms. Rydlak, unanimous.**

#### V. Scheduled Appointments:

**6:45pm** – Bill Pike regarding Trees at 13 Buffum Road - Mr. Golas stated that Mr. Pike called the office on March 23, 2023 to ask that the town take down five trees that he feels are town trees and they are destroying his wall. The office contacted our Tree Warden who said he did speak with Mr. Pike and that he told him that he could not take the trees down with his budget dollars since that is only for dead and hazard trees and he has determined that they are not dead or hazardous. Normally if there is a dispute over trees and boundaries, the homeowner is responsible for producing a survey to show where the line is. The office contacted Mr. Pike after speaking with the Tree Warden and explained that the trees are on his property and that the Tree Warden has not deemed them dead or hazardous and that no action would be taken by the town. Mr. Pike came forward. He said the trees are blowing out his stone wall and the roots are growing back into his property towards his septic system. He feels they are town trees and are destroying his property. Mr. Golas asked Mr. Pike if he knew where the pins were on his property that are on his deed. Mr. Pike said a tree company came out about 2 months ago and they stuck a bunch of sticks in the ground and he saw some pins that he didn’t know were there. It was suggested that Mr. Pike have a survey done and he said he doesn’t have the money for that. Mr. Borowski said we need to figure out first who owns the trees and if they are town trees, the only time they are taken down is if they are diseased. Mr. Pike said he’s going to put a go fund me page out to raise money to have a survey done to prove the trees belong to the town. Once he proves they belong to the town, what action will be taken? Mr. Borowski said we would have to talk to legal counsel for direction because the Tree Warden said they aren’t diseased. **Mr. Borowski recommended having Mr. Golas reach out to Town Counsel to get his opinion and then let Mr. Pike know and made a motion to do so, seconded by Ms. Rydlak, unanimous.** Mr. Pike stated that just for information, his neighbor next door, the trees have taken up some of her driveway.

#### VI. New Business:

1. Special Alcoholic Beverage License request – The Overlook Comedy Show. Mr. Golas stated that attached is a Special Alcoholic Beverage License application submitted by The Overlook to be used at the Performing Arts Center at 88 Masonic Home Road on Saturday, April 22, 2023 - 6:00pm – 10:00pm for a Comedy Show. The application was 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 License submitted by The Overlook to serve all alcohol from 6:00pm – 10:00pm with the dates on the license to be April 21, 2023 (for alcohol to be delivered), April 22, 2023 (day of the event) and April 23, 2023 (for alcohol to be removed), seconded by Ms. Rydlak, unanimous.**

VII. Old Business:

1. Annual Town Meeting – BOS considers Draft ATM Warrant Articles. Mr. Golas provided a draft warrant to the board with the articles. The only article they are still working on is Article 7 and they are waiting for Bond Counsel to give direction. Mr. Borowski said the board voted to use some money for the Fire Station to have that feasibility study done and we were going to ask town meeting for \$100,000 because we have \$50,000 to use from ARPA however there is a grant earmarked that we could re-purpose and we don't need to ask town meeting to go forward. His preference would be that we strike that from town meeting all together and the board agreed. Mr. Borowski also asked Mr. Golas to check on the Conservation Commission Daniels/Colburn Road revolving account. He doesn't know if we need this anymore. Mr. Golas was looking at the board's next regular meeting and inviting the Finance Committee to discuss the budget.

VIII. BOS Committee Reports

IX. BOS Policy Review

Mr. Golas stated that in discussions with Human Resource Director Lynn Dyer, we are recommending the board redact the following policies from the BOS policy book as they have been included in the employee handbook:

- Confidentiality Agreement Policy
- C.O.R.I. (Criminal Offender Record Information) Policy
- Contributing Sick Leave for Seriously Ill Employees Policy
- Data Security/Electronic Communication Policy
- Professional Conduct Policy
- Safety Policy
- Sexual Harassment Policy
- Vehicle Use Policy
- No Smoking in Public Buildings Policy

**Motion by Mr. Borowski to remove the policies as requested, seconded by Ms. Rydlak, unanimous.**

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

XII. Town Administrator Report – Mr. Golas stated that he was officially appointed as the Central Mass Homeland Security Council Municipal Representative.

XIII. Other Business (unknown at time of posting)

XIV. Next Meeting Announcement:

BOS Regular Meeting – April 25, 2023 – 6:30pm – Meeting Room 1

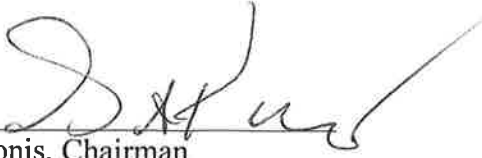
XV. Adjourn – **Motion by Mr. Borowski to adjourn at 7:22pm, seconded by Ms. Rydlak, unanimous.**

Submitted by:

Mary C. Devlin

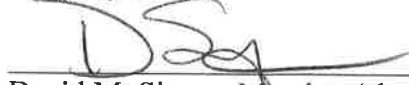
Executive Assistant

Accepted by:



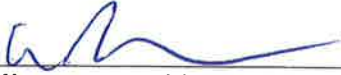
Stephen G. Koronis, Chairman

Patsy Rydlak, Vice-Chairman



David M. Singer, Member (absent)

Barbara Zurawski, Clerk (absent)



William Borowski, Member

## Shepherd Hill - Student Representative Report

Harry Kennan

April 11, 2023

This week is **Spirit Week** at Shepherd Hill! All throughout the week, students will be wearing specific variants of clothing to display their school spirit.

- Monday the 10th was Neon Day.
- Tuesday the 11th is Tropical Day.
- Wednesday the 12th will be Class Color Day.
- Thursday the 13th will be USA Day.
- Friday the 14th will be Maroon and Gold Day.

Concurrently with this meeting, the Shepherd Hill **Winter Percussion and Guard Family Show** is being held today at 6:00 P.M. Members have been working hard all season and are looking forward to an opportunity to show off what they've been working on.

The next meeting of the **Shepherd Hill Model United Nations** will be held tomorrow after school—anyone interested is welcome to attend. The topic will be the Ukrainian Refugee Crisis.

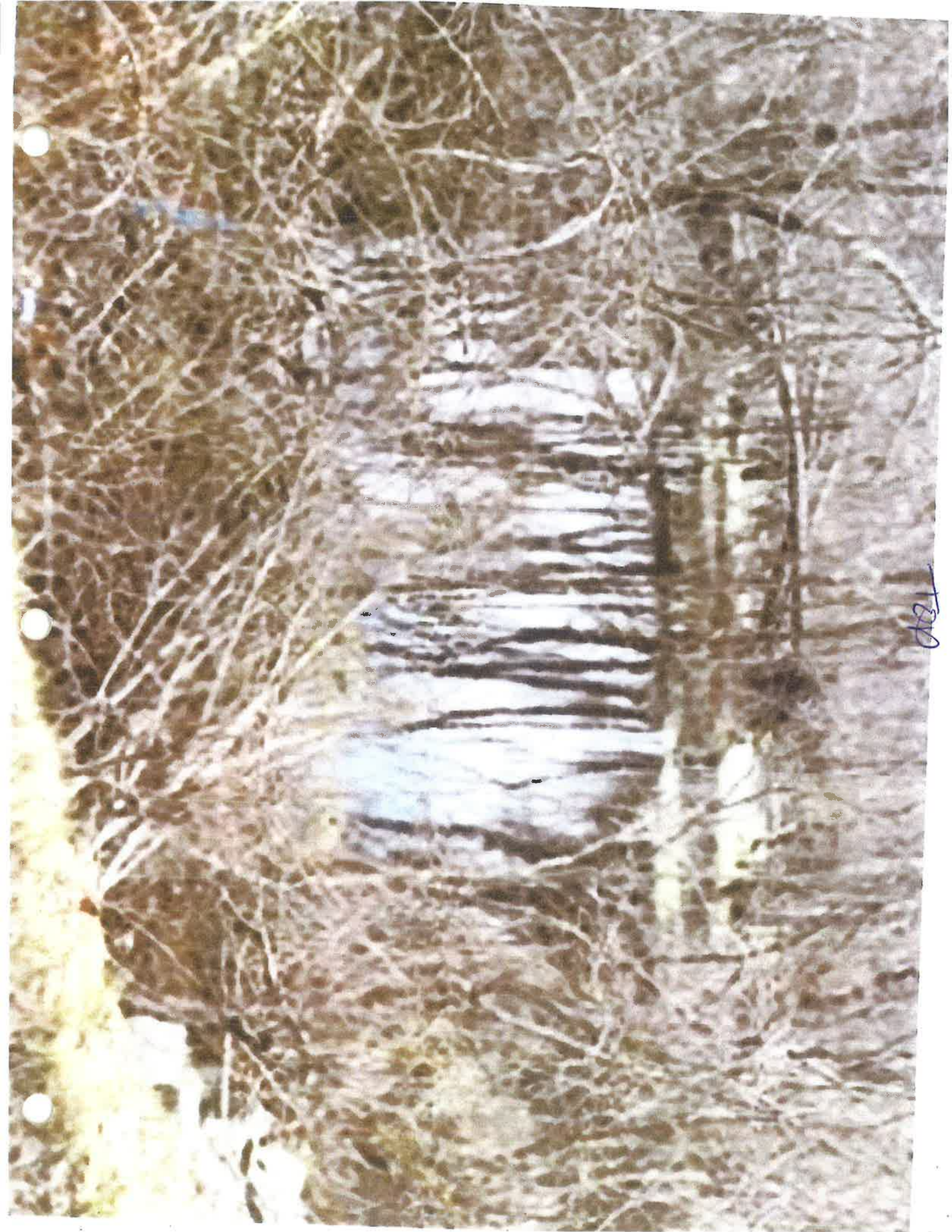
Students participating in the **2023 Global Awareness Trip** to Spain, Portugal, and Gibraltar will be departing this Friday, April 14th, and will return on Monday, April 24th. Students are expected to be in school on Tuesday the 25th.

A group of 15-20 students will be going on a trip to the **Worcester House of Corrections** on Thursday, April 27th, an interesting opportunity for anyone considering a job in law enforcement. There are still spaces available to sign up!



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182