

MINUTES OF THE SELECT BOARD'S MEETING
Town of Charlemont
Goodnow Town Hall

September 11, 2017
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The meeting was convened at 7:00 P.M. by Chair Sarah Reynolds. Select Board members Beth Bandy and Marguerite Willis, along with Administrator Peg Dean, also attended the meeting. No one was absent.

1. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – yes, to approve: payment of a KP Law statement; major events/financial calendar; fuel bills by department; Administrator to attend the Small Town Administrators meeting on 9-21.
2. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – yes, to approve and sign: 8-7-17 and 8-21-17 Select Board minutes; Payroll warrants #1809 and 1810; vendor warrants #1808 and 1809; a 1 day malt and wine license at the Fairgrounds.
3. The Board voted, Ms S Reynolds – yes, and Ms Bandy with Ms Willis abstaining, to approve and sign the Franklin County Solid Waste Management District's MOU to complete a 3rd party inspection for the Transfer Station and to hold a Household Hazardous Waste Collection day on September 23rd.
4. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – yes, to acknowledge receipt of: a KPLaw eUpdate; executed contract for the Municipal Vulnerability Program grant; copied letter to a resident from the Building Commissioner; Hazardous Waste Collection Day and Fall Clean Sweep Bulky Waste Recycling day notices from the Franklin County Solid Waste Management District; Mass. Forest Alliance letter suggesting wood heat for municipal buildings and congratulating Hawlemont for saving money on fuel; notification that CME will be performing design services for the rehabilitation of the Route 2 bridge over the Deerfield; Operational Services Division newsletter; Chapter 90 Mass. Dept. of Transportation reimbursement request confirmation.
5. Ms Willis would like to ask the Police Department for their opinion regarding the Act to Ensure Safe Access to Marijuana and would also like to discuss this act at the All Board Meeting.
6. Ms Willis reported that she will be meeting with the EMD and the Army Corp. of Engineers to discuss the Silver Jacket Plan.
7. Ms Willis stated that the Town needs wood pellet manufacturers and will be discussing this with the Mission Impossible Committee.
8. Police Chief Jared Bellows attended the meeting with Police Officer Jason Pelletier to request Officer Pelletier be promoted to Sargent. Chief Bellows explained that during Officer Pelletier's year with the department, he has taken over the training program and has years of Law Enforcement experience. This promotion will increase the duties of Officer Pelletier but will not increase the Police Salary budget. Officer Pelletier provided the Board with his background. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – yes, to promote Jason Pelletier to the position of Sargent. Sargent Pelletier to the oath of office for his new position by the Town Clerk.
9. Ms Willis stated that she volunteered for the position of representative to the FRTA but after further research she feels she would not be a good candidate for this position and resigned. Ms Bandy stated that she may possibly be able to take the FRTA representative position but will need to conduct additional research before she commits.
10. Ms Bandy reported that she is working with the Town of Heath towards a shared Animal

Control Officer and is researching the possibility of petitioning the Franklin Regional Council of Governments to provide a regional service for Animal Control services.

11. The Board voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – abstained, to appoint Kate Sevens to the Local Cultural Council representing Charlemont.
12. At 7:30 P.M. Fireman Charles Hamel was recognized. Ms. Hamel stated that he is representing the Fire Department and himself. The Fire Department has some issues, resulting in 2 higher ranking officers stepping down, that need to be addressed. Mr. Hamel would like to schedule a meeting where he can be open and not restricted due to the open meeting laws. Mr. Hamel stated that he has discussed his concerns with the Administrator. Ms Willis stated that she held a joint meeting with the Fire and Ambulance Department personnel. The meeting was quite intense and ended very well. During the meeting it was agreed that Ms Willis will help plan joint training sessions. Also observed during that meeting are personnel issues and the fact that the Fire Chief will be stepping down in the future. The feeling that the Select Board does not have the fire department's back was also observed. A meeting with the Fire Chief and Ambulance Director will be scheduled. Mr. Hamell was informed that the Select Board will follow up on his concerns and scheduling the appropriate meetings.
13. Webmaster Cheryl Handsaker was recognized at 7:45 P.M. Ms Handsaker attended the meeting to discuss town issued e-mail addresses and the Town website. Ms Handsaker recommended moving the website to a smaller server. Also suggested was to have each department update their own webpage. The Board was informed that the Administrator has access to and management of all town e-mails. Directions to a link, instead of posting an entire document to the website was suggested. Discussion revolved around who or what positions should be issued a town e-mail address. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – yes, to use a single website client, Ms Handsaker to work with the Administrator, move the website to a second smaller host, and have Committees/Departments/Boards edit their own webpage.
14. Broadband member Trevor Mackie attend the meeting to inform the Board that a Wired West meeting is scheduled for Wednesday, September 13th in Heath to vote on the Wired West Memorandum of Understanding. The MOU language states that if the document is signed, the Town can not talk to any other provider until November 1, 2018. Mr. Mackie suggested the Town vote for the document but not to sign it. The Board agreed.
15. Broadband hut locations were discussed. A spreadsheet of possible locations with their pros and cons was distributed. The Boardband Committee questions if the Town can use volunteer labor for the hut under the Grant. Procurement issues/questions are being researched by the Town of Heath. A meeting on September 22nd, in the Town of Heath is scheduled to learn about the steps that need to take place as the project moves along. Administrator Dean was asked to attend the September 22nd meeting.
16. Ms Bandy reported that she spoke to Roy Schafer regarding creation of an agreement for the Town to use the parking lot behind the Town Hall. Mr. Schaefer suggested the Town draft a contract and submit it to him for review.
17. The Board voted, Ms S Reynolds – abstained, Ms Bandy – yes, Ms Willis – yes, to accept a donation from Berkshire East to be used for Police cruiser equipment.
18. Ms Willis reported that the Accountant, departments and herself had a meeting which was productive. The Accountant stated during that meeting that he does not have a problem with the departments, but more so with the Select Board and Finance Committee, referencing rules and regulations. Financial policies will be discussed during the joint Finance Committee and Select

Board meeting on September 15th. Administrator Dean will send, electronically, examples of financial policies to the Select Board and Finance Committee members.

19. It was reported that a beam will need to be set in place on one of the Route 8A bridge repair sites which will close that section of Route 8A North for part of a day. Notifications of the road closure will go out to the appropriate emergency departments, Town of Heath, and residents.
20. It was reported that the designs for the Maxwell Brook bridges are almost complete.
21. The Board discussed scheduling an executive session on Tuesday, September 19th at 7:00 P.M.
22. Ms Bandy reported that the Senate Counsel is working with the Department of Revenue on the enforcement part of the Recreation Tax Legislation.
23. Ms S Reynolds reported that the Town insurance has offered a settlement with Amy Coates regarding her septic issues. Ms Coates will contact Ms S Reynolds regarding her acceptance of the offer.
24. The Board informed Administrator Dean that the National Grid pricing and incentives to change the lighting in the Town Hall will need to be taken to the Capital Planning Committee for consideration.
25. Ms S Reynolds inquired if the light fixture in the Assessor's office has been repaired. Administrator Dean reported that Palmeri Electric is busy until October. Administrator Dean was advised to keep trying.
26. Business being conclude, the meeting was adjourned at 10:20 P.M.

Respectfully submitted

Kathy A. Reynolds

Approved by:
Charlemont Select Board

This document is to be considered a draft until approved and signed by the Select Board.

Documents viewed by the Board

KP Law statement
major events/financial calendar
fuel bills by department
8-7-17 and 8-21-17 Select Board minutes
Payroll warrants #1809 and 1810
vendor warrants #1808 and 1809
day malt and wine license
Franklin County Solid Waste Management District's MOU to inspection the Transfer Station
Franklin County Solid waste management District's MOU for a Household Hazardous Waste
Collection day
KPLaw eUpdate
Municipal Vulnerability Program grant contract

letter to a resident from the Building Commissioner
Hazardous Waste Collection Day and Fall Clean Sweep Bulky Waste Recycling day notices
Mass. Forest Alliance letter
Notice that CME will be performing design services for the rehabilitation of the Route 2 bridge
Operational Services Division newsletter
Chapter 90 Mass. Dept. of Transportation reimbursement request confirmation
Request to appoint Kate Sevens to the Local Cultural Council
Spreadsheet of possible Broadband hut locations
Donation from Berkshire East
National Grid pricing and incentives to change the lighting in the Town Hall