

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

May 9, 2016
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The meeting was convened at 7:01 P.M. by Chairman Beth Bandy. Selectmen Sarah Reynolds, Toby Gould and Administrator Peg Dean also attended. No one was absent.

1. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to approve the Phase 1 Site Assessment for the northern Sherman properties.
2. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to approve and sign Selectmen's minutes for 4-16-16 (2 sets), 4-22-16, 4-25-16, 4-27-16, 5-2-16 ; payroll warrants; a 1-day beer and wine license for Shana Totino, and the FY 2017 Line of Duty Police and Fire insurance coverage.
3. The Board unanimously voted, Ms Bandy – yes, Mr. Gould – yes, to approve and sign a 1-day beer and wine license for Berkshire East (Ms S Reynolds recused herself from this vote).
4. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to acknowledge the project status report for Fire and Police grant opportunities, a status report for the Special Events applications, the FY2014 CBDG four Town grant report, and the Broadband resolution from the Town of Heath.
5. Ms Bandy will submit the Annual Town Report, Anniversary Edition, to the printers electronically. The Executive Secretary will forward the Sheriff's Department print shop request form to Ms Bandy.
6. The goal of the Board of Selectmen is to be able to sign the Annual Town Meeting Warrants during their meeting on May 14th, if Counsel has returned his opinion and comments.
7. Mr. Gould will be traveling to Boston on Tuesday, May 10th for a meeting with Governor Baker regarding Broadband.
8. At 7:05 P.M., the Board of Selectmen unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to enter into executive session to discuss strategy with respect to litigation in the case of Town Vs Shea Tax Title Boundary dispute, and to exit from executive session to continue their open meeting.
9. The open meeting resumed at 7:37 P.M.
10. Susan Annear, EMT, attended the meeting to discuss the status of the Ambulance Department. Ms Annear stated that she has read on the Town website that 2 groups have been formed regarding the Ambulance Department. Ms Bandy explained that yes, two groups have been formed. One group is writing legislation allowing first responder to be the second person on the ambulance when answering calls. The other group is looking at the weekday and weekend gaps in coverage.
11. Ms Annear stated that the Ambulance people have not seen the recommendation report from the FRCOG regarding the ambulance. Ms Bandy stated that the Ambulance Director has that information and suggested Ms Annear obtain the report from the Ambulance Director.
12. Ms Annear stated that the Ambulance Association had the impression that the additional \$40,000 in the Ambulance Salary for FY 2016 was for coverage, including on call, and not specifically for day time hours. Ms Bandy stated that the purpose of the additional \$40,000 was explained at the last Annual Town Meeting.
13. Ms Annear stated that the Ambulance Plan states a meeting will be held to get new people interested in becoming EMT's and asked if this meeting has been held. Ms Bandy stated that the Ambulance Director was to schedule and hold that meeting.

14. Ms Annear stated that 2 people have volunteered to become EMT's and asked if any agreement, written or otherwise, has occurred regarding a commitment to work for Charlemont for any given time. Such an agreement has not been made.
15. Ms Annear stated that the EMT's were under the impression that the additional \$40,000 salary in the budget was to have EMT's on call during high volume hours. Ms Bandy stated that is not the intention of the funds. Since the \$40,000 has not been used, they will go back to the General Fund at the end of the fiscal year.
16. Ms Annear questioned if the additional \$40,000 is requested in the FY 2017 budget. Because the other budget line items are increasing, the additional amount is not included in the FY 2017 budget as the goal is to keep expenses down. When a solution regarding scheduling is found, a Town Meeting will need to be held to fund the solution. A solution is needed by May of 2017 and the Selectmen has contacted other ambulance services to discuss any potential solutions. Ms Annear suggested the Board contact the Shelburne Ambulance service.
17. Ms Annear questioned if funds coming in from Ambulance calls can be used towards ambulance coverage. March 2016 revenue and expense figures were shared with Ms Annear.
18. Ms Annear reported that the EMT's are frustrated and feel they are not getting support.
19. Another meeting with Ms Annear will be scheduled.
20. Preparations for the pre-town meeting informational meeting will be discussed during the meeting on Saturday, May 14th. The informational meeting should be posted on the Town Hall sign and a robo call will be made by the Administrator, text of the robo call will be pre-approved by the Selectmen.
21. The Board reviewed a purchase order for a container to collect metal at the Transfer Station. The Administrator was requested to draft a contract/agreement with the vendor that included a hold harmless clause. This document will be made available to the Selectmen for their May 23rd meeting.
22. The Vocational Education Advisory Council has requested letters to be drafted supporting legislation to amend Chapter 70 by including sparsity aid. The Administrator was asked to provide the Selectmen with a template for this letter.
23. Purchase of a fuel monitoring system will be contingent upon if the stated price of the system can be held until the end of May, which is when the Town will find out if a grant for this purchased has been awarded.
24. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to approve and sign a transfer request in the amount of \$11,345.32 from the reserve fund to the Town Counsel expense account to cover an overdraft.
25. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to close the last vendor warrant of FY 2016 on July 29, 2016.
26. The Board will discuss how to fund the upgrade of the Town Hall sign during their joint meeting with the Finance Committee on May 14th.
27. Open meeting business being concluded at 8:30 P.M., the Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, Mr. Gould – yes, to enter into executive session under exemption #7, to comply with the Health Insurance Portability and Accountability Act of 1996, with the intent not to return to open meeting.

Respectfully submitted

Kathy A. Reynolds
Executive Secretary

Approved by:
Charlemont Board of Selectmen

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

Documents viewed by the Board

Phase 1 Site Assessment for the northern Sherman properties
4-16-16 (2 sets), 4-22-16, 4-25-16, 4-27-16, 5-2-16 minutes
payroll warrants
1-day beer and wine license for Shana Totino
FY 2017 Line of Duty Police and Fire insurance coverage
1-day beer and wine license for Berkshire East
Project status report for Fire and Police grant opportunities
Status report for the Special Events applications
FY2014 CBDG four Town grant report
Broadband resolution from the Town of Heath
Purchase order for a container to collect metal at the Transfer Station
Transfer request in the amount of \$11,345.32 from the reserve fund

