

Town of Charlemont
Select Board Meeting Minutes
Monday, June 6, 2016 Goodnow Town Hall, 7:00pm

Attendees: Beth Bandy, Sarah Reynolds, and Toby Gould (Select Board); Jared Bellows (Police Chief)

Ms. Bandy called the meeting to order at 7:00pm.

On a motion by Mr. Gould, seconded by Ms. Reynolds, Ms. Bandy was reappointed to serve as Select Board Chair for the year.

On a motion by Mr. Gould, seconded by Ms. Bandy, the board voted unanimously to approve the following liaison roles for the upcoming year, to ask the Town Administrator to notify all boards and departments, and to post the new liaison roles on the Town website:

Liaison Role	2016-2017 Liaison
Accountant	Toby
Agricultural Commission	Sarah
Ambulance	Toby
Animal Control Officer	Beth
Board of Assessors	Sarah
Board of Health	Beth
Broadband	Toby
Cemetery Committee	Beth
Conservation Commission	Sarah
Emergency Management	Beth
Finance Committee	Toby
Fire Department	Toby
Franklin Co. Solid Waste (alternate)	Toby
FRCOG	Toby
FRCOG Inspection	Sarah
Highway	Sarah
Historical Commission	Sarah
Library	Beth
Park & Rec	Beth
Planning Board	Beth
Police	Toby
Schools	Beth
Select Board Office	Toby
Tax Collector	Sarah
Transfer Station	Toby
Treasurer	Sarah
Tree Warden	Beth
Webmaster	Toby

On a motion by Ms. Bandy, seconded by Ms. Reynolds, the Board unanimously voted to approve Kopelman and Paige invoice 108260, Calendar of Financial events, Hold Harmless Agreement; approve and sign 05-14-16 Joint Budget meeting minutes, payroll, warrants, letter to Pan Am requesting reimbursement for costs related to 05-14-16 train derailment, Executive Office of Public Safety and Security Commonwealth Security Trust Fund grants application for \$20,000 to defray costs for Fire Department's Scott Air Packs, Partial Payment Request #3 to the Federal Emergency Management Agency for Mountain Road bridge construction costs, 1 Day liquor license for Deerfield Fest; and acknowledge Franklin County Solid Waste Management District Executive Director's Report and Program Director's Report, and a letter from Town of Colrain Select Board to Wired West.

On a motion by Ms. Bandy, seconded by Mr. Gould, the Board unanimously voted to request one June bill from the Town attorney, Kopelman and Paige, rather than two.

On a motion by Ms. Reynolds, seconded by Ms. Bandy, the Board voted to accept a donation of a four-drawer lateral file cabinet for the Assessors' office from Toby and Merri Gould.

At 7:15pm, the Board open the one bid received for equipment rentals. On a motion by Ms. Bandy, seconded by Mr. Gould, the Board unanimously voted to send the bid, which was from Danek Construction, to the Highway Superintendent for review.

On a motion by Ms. Bandy, seconded by Ms. Reynolds, the Board unanimously voted to hold a special election dated for a debt exclusion vote and to fill a vacant moderator position on Tuesday, August 23, 2016. All materials for this election will need to be submitted to the Town Clerk by Wednesday, June 15, 2016. Ms. Bandy will notify the Town Clerk.

At 7:25pm, the Board opened propane bids received from George Propane, Sandri, and Mirabito. On a motion by Mr. Gould, seconded by Ms. Bandy, the Board unanimously voted to accept the bid from George Propane at \$1.215/ gallon.

At 7:30pm, the Board met with Police Chief Jared Bellows to follow up on concerns about traffic calming and police presence in the center of town that were raised at Annual Town Meeting. Asked about the possibility of requesting additional State Police coverage on Route 2, Mr. Bellows noted that the State Police have had funding cuts that reduced their total number of officers, so it is unlikely to receive such support. The Board will ask the Town Administrator to seek grant funding for a new radar sign, as the old sign no longer works and would cost approximately \$2500 to replace. At the continuation of Annual Town Meeting on Wednesday, June 8, the Select Board will ask for volunteers to help set out and take in "yield to pedestrians" signs in the crosswalks in the village center each day. According to a permit the Town holds from the Massachusetts Department of Transportation, these signs cannot be left in the road overnight. The Board and Mr. Bellows discussed the cost of adding an 8-hour daytime shifts to provide daily police coverage. Each 8-hour shift would cost approximately \$125 in salary. With wear-and-tear on vehicles and fuel costs added to this amount, the Police Department would need an additional \$50,000 in its annual budget to cover the cost of this expanded service.

The Board then following up on several other issues that were discussed at Annual Town Meeting. Ms. Reynolds will forward road and bridge reports to the Town Administrator for posting on the Town website. Ms. Bandy will send a PDF of the Annual Town report, along with missing department reports, to the Town

Administrator to post on the website, as well. Mr. Gould will ask the Town Accountant for two sets of information: 1) financial details about the Transfer Station that will inform a future Board discussion of Transfer Station bag prices, and 2) details about the apparent over-expenditure of the Ambulance Director's salary line item. Ms. Bandy will set up a meeting for the Select Board with the Franklin Technical School Superintendent to discuss recent tuition bills and the feasibility of Charlemont becoming a member of that school district.

The Board discussed an upcoming meeting Ms. Reynolds and Mr. Gould will attend at the Massachusetts Department of Transportation District 1 office in Lenox. Depending on the outcome of that meeting, the Board may want to follow up with US Senators Elizabeth Warren and Richard Neal regarding bridge funding.

At 8:04pm, the Select Board entered into Executive Session. They exited from that session and returned to open meeting at 9:05pm.

The Board discussed a tree that is falling to Village Cemetery, potentially threatening headstones. The Tree Warden will investigate the location of the tree and who has jurisdiction to remove it.

The Board discussed establishing performance reviews for Town employees.

The Board set priorities for the year ahead. These will be:

- Bridges
- Ambulance Service
- Discontinuing Roads
- Tax Collection and Abandoned Property
- Capital Improvement Planning

The Board discussed summer vacation plans and Board member availability for upcoming meetings.

Following up on the second Small Town Summit, which was hosted by the Select Board on June 2, Ms. Bandy will contact Select Board members from Heath, Hawley, and Rowe to schedule an exploratory meeting about the possibility of sharing some services. The Board will contact relevant department heads for their input prior to this meeting, and will follow up with them after the meeting.

On a motion by Ms. Reynolds, seconded by Ms. Bandy, the Board voted unanimously to postpone discussion of two remaining items on the agenda (regarding a scrap metal container at the Transfer Station and a letter of support for a grant application) until the next regular Select Board meeting.

The meeting adjourned at 10:05pm.

Documents reviewed:

Kopelman and Paige invoice #108260

Calendar of Financial events

Hold Harmless Agreement

05-14-16 Joint Budget meeting minutes

Letter to Pan Am requesting reimbursement for costs related to 05-14-16 train derailment

Executive Office of Public Safety and Security Commonwealth Security Trust Fund grants application
Partial Payment Request #3 to the Federal Emergency Management Agency for Mountain Road bridge

1 Day liquor license for Deerfield Fest

Franklin County Solid Waste Management District Executive Director's Report and

Franklin County Solid Waste Management District Program Director's Report

Letter from Town of Colrain Select Board to Wired West

Letter from Kopelman and Paige dated May 2016 Re: End of Fiscal Year Invoices

Email from Justin Cole Re: Ambulance over expenditures

Email from Jim Perry, "Nowhere safe to go, literally"

04-16-16 and 04-22-16 Select Board Minutes

Liaison roles 2015-2016