

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

July 18, 2016  
Page 1 of 4

The meeting was convened at 7:00 P.M. by Chairman Beth Bandy. Selectmen Sarah Reynolds and Toby Gould were in attendance. Administrator Peg Dean also attended the meeting. Absent: none.

1. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to approve: an invoice from Town Council; Interagency Flood Risk Management Project (FPMS) FY17 Proposal; a request from the Town Administrator to subscribe to the Recorder newspaper for \$125 per year; the Mass. Municipal Assoc. annual dues; the Franklin County Emergency Communications System assessment to be sent as one bill, budget notices to be e-mailed to the Secretary to the Boards; a scrap metal flyer; scheduling a Town Audit.
2. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to approve and sign: 5-14-16 and 7-5-16 minutes; payroll and vendor warrants; Town Meeting warrants; a letter to the State summarizing the use of Community Compact Cabinet funds; a planning Grant request to Massachusetts Broadband Institute; Massachusetts Interlocal Insurance Agency's list of certificates issued, fleet, statement of values and special property schedules; Massachusetts Department of Environmental Protection Bureau of Waste Prevention Certification for the Operation of the Transfer Station.
3. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to acknowledge: a Franklin County Cooperative Inspection Program report; Letter from Berkshire East to Representative Paul Mark; a copy of an executed facility use form; thank you letters from the Board of Health to Bill Harker and Karen LaClair for their service on the Board of Health; copy of Axia's fee and utilities check paid to the Town ; a letter asking when will the Maxwell Road Bridges be repaired; John Dzuhay sends a natural gas safety device letter; Radiation Control Program Information from the Commonwealth of Mass; Operating procedures for the Emergency Medical Radio system.
4. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to accept the Hawlemont School lending its planter to the Town.
5. The Board discussed the next Vocational Education Advisory Committee meeting. The Administrator will create a memo to be submitted to the Committee, once it has been approved by Chairman Bandy. The memo will include the following: What does the committee see as its purpose; How will the committee be asking for the representing towns' input; What procedures, timeline, and authority would the committee have to carry out its function.
6. Administrator Dean reported that the Franklin County Cooperative Inspection Advisory Board's next meeting is scheduled for July 28th.
7. Administrator Dean reminded the Board of a scheduled joint meeting with the Planning Board on July 21st regarding updates to the Open Space Plan. The Board agreed that they are unable to attend the meeting due to conflicts and suggested the Planning Board obtain a charge for this project. Administrator Dean will relay the Selectmen's regrets.
8. The Board of Selectmen and the Town Clerk agreed that Town Meeting minutes will be posted to the Town website.
9. Attorney Luke Goodridge, representing the Hobbs family, attended the meeting to inform the Board that the Hobbs family is purchasing land at the top of Burnt Hill Road. The Hobbs

family would like to know the status of the road. Attorney Goodridge was provided with copies of Burnt Hill documents found in the Town Meeting books. It was explained that the Town is still searching for records regarding the status of Burnt Hill Road. Attorney Goodridge will be contacted regarding any updates.

10. Tom Campbell attended the meeting to express his opinion regarding a salary increase voted on Town Meeting floor. Mr. Campbell stated that any salary increase should be the result of a performance review. Mr. Campbell questioned if the Board has conducted exit interviews for EMT's who have left the Town. Ms Bandy explained what steps the Board has taken regarding the Ambulance Department.
11. Fired Chief Douglas Annear attended the meeting to introduce Kevin Saklovisk to the Board and to request that Kevin be appointed to the Fire department. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to appoint Kevin Saklovisk to the Fire Department, contingent upon a CORI check.
12. Police Chief Jared Bellows attended the meeting to introduce David Sampson and Jeff Landan to the Board and to request both David and Jeff be appointed to the Police Department. Both David and Jeff are police officers in other Towns and have been CORI checked. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to appoint both David Sampson and Jeff Landan to the Police Department.
13. Mr. Gould stated that the Board needs to come up with the current status regarding the Ambulance Department. The Board will hold a public meeting by October 17th if enough information is gather. The Administrator will contact Representative Paul Mark for a copy of the Ambulance Legislation.
14. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to proceed with design engineering to repair the Legate Hill Road bridge by Gill Engineering.
15. The Administrator will provide the Board with an update regarding the Small Bridge Legislation.
16. The Executive Secretary will contact the Recorder to find any archives regarding Burnt Hill Road.
17. The Board will continue to discuss the criteria for road discontinuances.
18. The Board discussed the status of the collection of delinquent taxes owed. The Tax Collector will be asked for an update on delinquent taxes owed in October.
19. The Board discussed an updated version of the Capital Improvement Plan. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to update the headings on the Plan to show the departments and to approve the Plan once updated.
20. The Plan will be posted onto the Town website once it has been approved by the Attorney General's office.
21. Mr. Gould will draft a letter welcoming new residents.
22. Discussion of Technology was tabled.
23. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to grant permission to the Fire Department to purchase Quicken Deluxe for a maximum cost of \$80.00, to be expensed out of the Technology Account.
24. The Board discussed replacing the Nina Noga Memorial tree, moving the lilac tree and removing the evergreen tree on the Town Hall front lawn. The Executive Secretary will draft a letter to Melody Whelden asking if the Tree account funds can be used for this project. Ms Bandy will research and provide an estimate cost of the project so it might be included in the letter.

25. Ms Bandy reported that Erwin Reynolds, Jr. came to her house to discuss the role of his position as Animal Inspector. The Board agreed that they do not want Mr. Reynolds Jr. to resign as Inspector. Mr. Gould will speak to Mr. Reynolds, Jr. on this issue. Ms Bandy will contact the Department of Agriculture, Animal Health Director Michael Cahill to discuss the duties of the Animal Inspector and sharing of Inspector duties.
26. Business being concluded, the meeting was adjourned at 9:15 P.M.

Respectfully submitted

Approved by:  
Charlemont Board of Selectmen

Kathy A. Reynolds  
Executive Secretary

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

Documents reviewed by the Board

Town Council invoice  
Interagency Flood Risk Management Project FY17 Proposal  
request from the Town Administrator to subscribe to the Recorder newspaper  
Mass. Municipal Assoc. annual dues invoice  
E-mail regarding the Franklin County Emergency Communications System assessment  
scrap metal flyer  
5-14-16 and 7-5-16 minutes  
payroll and vendor warrants  
Town Meeting warrants  
a letter to the State summarizing the use of Community Compact Cabinet fund  
planning Grant request to Massachusetts Broadband Institute  
Massachusetts Interlocal Insurance Agency's list of certificates issued, fleet, statement of values  
and special property schedules  
Massachusetts Department of Environmental Protection Bureau of Waste Prevention  
Certification for the Operation of the Transfer Station  
Franklin County Cooperative Inspection Program report  
Letter from Berkshire East to Representative Paul Mark  
executed facility use form  
thank you letters from the Board of Health to Bill Harker and Karen LaClair  
copy of Axia's fee and utilities check paid to the Town  
letter asking when will the Maxwell Road Bridges be repaired  
John Dzuhay sends a natural gas safety device letter  
Radiation Control Program Information from the Commonwealth of Mass

Operating procedures for the Emergency Medical Radio system procedures for the Emergency Medical Radio system

Letter from Hawlemont regarding lending planters to the Town

Burnt Hill documents

Fire Department request to purchase Quicken software

Resignation letter from Animal Inspector Erwin Reynolds, Jr.