

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

September 12, 2022

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The meeting was called to order at 6:30 P.M. by Select Board Chair Daniel Girard. Select Board member Marguerite Willis, and Valentine Reid, along with Administrator Sarah Reynolds, also attended the meeting. This meeting was conducted in person and via telephone conference.

1. Ambulance Director Dana Johnson attended the meeting to discuss the quote for a new ambulance he has received for \$346,685 which will be honored until October 1st. After October 1st, the amount quoted will have \$10,000 added. It was explained that there is an 18-month lead time once the quote is accepted. Director Johnson stated he is satisfied with the specifications of this quote. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, accept the quote and for Mr. Girard to sign the contract between now and the end of November.
2. Administrator S Reynolds reports:
 - Clayton Davenport Trucking got the bid for the 8A North Road project and will start next week. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Valentine – yes, to approve and sign the contract.
 - A public safety map showing where the emergency exits and the river signs will be placed was reviewed.
 - The Berkshire East Sewer project has been completed and passed testing. A Certificate of Compliance is the next step of this project.
 - The Town's insurance and Jan Ameen went to the Transfer Station. The steps to the recycling containers qualify for RDP fund use. RDP funds can also be used for the outside gate if needed. Ms Willis suggested replacing the steps with open metal ones that flip up when not being used.
3. Bob Handsaker, Broad Band Committee Chair attended the meeting to report that the deadline for subsidies has passed but a few stragglers are being allowed to have the subsidies. Going forward, the Committee is discussing providing an incentive of a \$500 subsidy to people who sign up. The Committee is questioning who pays for the cost of a buildout for new roads. The Board suggested the Committee discuss this with the Planning Board.
4. Hawlemont School Committee Chair Ken Bertsch attended the meeting to report the new Business Administrator is working on cleaning up the budget errors. The Hawlemont Capital Committee would like one Select Board member or Finance Committee member to be on the Committee. Ms Willis volunteered for Charlemont. Mr. Girard referred to an article in the Recorder paper that reported \$118,000 overpayment that should be coming back to the taxpayers and not used for other things. The Board asked Mr. Bertsch for the October 1st school

attendance numbers when they are available. Ms Willis stated that she feels the school is setting up an impossible budget next year.

5. Administrator's report (continued):
 - The FRCOG provided funding for 3 police officers to attend the Bridge Academy but only 1 officer attended. The FRCOG is allowing the Town to keep the funds for the next officers.
 - Reported cars parking along both sides of the Town Hall driveway that would prevent any emergency vehicle from accessing the building if there was an emergency. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, to purchase and place signs along the East side of the Town Hall building stating Fire Lane, violators will be towed.
 - The Administrator was requested to look for grants to create two parking areas at the front of the Town Hall for Town Hall parking only.
6. Mr. Girard stated that all employees will be asked to submit their job descriptions that list all the jobs they are currently doing. This is not to change any one's job or hours but to accurately update the descriptions to match what the employees actually do.
7. The Board scheduled an All-Board meeting for October 5th in the Exhibit Hall at the Fairgrounds. Each Board will be allowed 20 minutes to present what their Board.
8. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, to appoint Valentine Reid as the Franklin Regional Planning Board liaison.
9. Ms Willis reported that Charlemont has 7 students attending Franklin County Tech/Smith Vocational.
10. A call for volunteers to serve on the Recall Bylaw Committee will be placed in the monthly newsletter.
11. Mr. Reid explained that he would like to pursue the UMass Amherst Community Planning for Solar study. This is free and discussion will revolve around developing a plan for putting solar in various places in Town, no commitments. The Board unanimously voted Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, to move forward as requested.
12. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, to grant permission for the Town Clerk to contact Town Counsel regarding a request for information.
13. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Reid – yes, to call a Special Town Meeting on October 18th at 6:00 P.M.
14. The Board unanimously voted:
 - Vendor warrant 2308 for \$12,667.86, 2307 for \$275,634.10
 - Payroll warrant 2308 for \$25,257.42, 2307 for \$9,785.84
 - Use of Wetlands Funds by the Conservation Commission for training
 - KP Law invoice
 - Thank you letters to D. Miller and C. Hayden
 - 8-11-22 and 8-29-22 Select Board minutes

15. Business being concluded, the meeting was adjourned at 9:47 P.M.

Respectfully submitted

Approved by:
Charlemont Select Board

Kathy A Reynolds
Executive Secretary

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

Documents viewed by the Board:

- Minutes
- Thank you letters
- KP Law invoice
- Use of Wetlands Funds request
- Payroll and Vendor warrants
- Davenport Trucking Contract