

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

February 13, 2023

Page 1 of 2

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

1. Administrator Sarah Reynolds reported:
  - Waiting for MassDOT to reply regarding swapping out the current speed signs with the signs that are being ordered. To change them out, the brackets would need to be switched. The Board unanimously voted, Mr. Reid – yes. Mr. Bellows – yes, Mr. Harker – yes to order 4 speed signs that also flash slow down.
  - A resident is asking the Select Board if they are willing to write a letter to the Sheriffs Office, asking for office hours in Town that will assist residents with filling out and submitting forms for services. The Board agreed to writing the letter once the resident can find and confirm a place adequate for the office to be held. The Administrator will follow up with the person asking for the letter.
  - A draft letter supporting a train stop in Charlemont was submitted to the Board. The Board reviewed the draft and will send mark ups for the letter to be re-written.
  - A Safer grant was submitted for a fire truck. The Board was asked if another Grant for Fire staffing should be submitted. The Board will discuss this grant with the Fire Chief who will be scheduled for an appointment at the next Board meeting.
  - The Fire Chief is due to retire this year and the Board would like to have him available to show a new Chief the ropes. The Board will speak with the Fire Chief about this and continuing as EMD during the Board meeting on Feb. 27<sup>th</sup> at 6:00 P.M.
  - A speaker for the Town Hall telephone can be purchased for \$10.00 so discussions during meetings will be clearer. The Board agreed to trying the speaker.
  - The West Oxbow Bridge is officially finished and has been given back to the Town.
2. The Board unanimously voted, Mr. Bellows – yes, Mr. Harker – yes, Mr. Reid – yes to approve a one time 5% COLA for Charlemont’s retirees.
3. Suggestions for the One Stop Grant were: repair of South River Road, upgrades to the power infrastructure and municipal building upgrades.

4. The Board discussed updating employee job descriptions. Board members will meet with employees to discuss their current job duties.
5. A business owner attended the meeting to report continuing speeders on Main Street and cracks in the new sidewalk cement. The owner was directed to MassDOT regarding the sidewalk cracks.
6. The Board unanimously voted, Mr. Bellows – yes, Mr. Harker – yes, Mr. Reid – yes, to approve and approve and sign:
  - Vendors warrant 2330 for \$20,361.25 and 2329 for \$95,064.24.
  - Payroll warrant 2331 for \$13,493.30 and 2330 for \$14,570.45.
  - 1-17-23 Select Board minutes.
  - HRA 1 year contract extension
  - KP Law invoice
7. Business being concluded, the meeting was adjourned at 8:10 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:

Weekly warrants  
1-17-23 Board meeting minutes  
HRA contract  
KP Law invoice  
Draft letter re: train stop in Charlemont.