

**MINUTES OF THE SELECTMEN'S MEETING**  
**Town of Charlemont**

July 23, 2012  
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The meeting was convened at 7:05 P.M. by Chairman Jean Brisson. Vaughn Tower and David Cunningham were also in attendance.

1. The warrants were signed.
2. The minutes were approved and signed.
3. A letter to the Rowe Historical Society granting permission to install a sign on Zoar Road was reviewed. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham – yes, to approve and sign the letter.
4. Mr. Tower reported that Dan Girard has stated that he is willing to withdraw his resignation and is will to continue to serve on the Flag Committee.
5. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to re-appoint Dan Girard, Robert Jillson, and Jerry DuPree to the Flag Committee.
6. Ruth Cannavo, “Conservation Commission member, attended the meeting to recommend Thomas Cashin's appointment to the vacant Conservation Commission position. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint Mr. Cashin to the Conservation Commission position that will expire June 30, 2014. Mr. Cashin was immediately qualified for office by the Town Clerk.
7. The Board reviewed the charge for the Flag Committee. After discussion, the Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to edit the charge and remove “ ...at least one of which shall be a Park & Recreation Commission member.”
8. Gery Benedetti, resident of High Street, attended the meeting to discuss his concern regarding parking along High Street. Mr. Benedetti explained that a former apartment resident of 119 Main Street parked his one vehicle, off the street, on High Street. Now that resident has passed, new tenants have moved in and are parking their vehicle withing the right of way, making it impossible to access his driveway. Mr. Benedetti expressed his concern for emergency vehicle accessibility and winter plowing on High Street. Mr. Benedetti shared with the Board pictures.
9. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham – yes, to write a letter to the property owner regarding tenants parking their vehicles in the right of way along High Street. The letter will state that one car, parked well off High Street, will be fine.
10. A copied letter to the Park and Recreation Commission from Jerry Gosetti was received. The letter states that Jerry Gosetti has resigned from the Flag Committee. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham - to accept the resignation.
11. The Board received a copy of the Town bylaw, Chapter III – Miscellaneous Provisions section 7C. Upon review of the bylaw, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Brisson – yes, to rescind their vote of July 9, 2012 as to the appointment of Winston Healy to the Associate Planning Board member position.
12. At 7:30 P.M., Winston Healy, Camille White, and Stephan Kostka attending the meeting to express their willingness to serve on the Cemetery Committee. Bonnie Lee Nugent, current Chair of the Committee attended as well.
13. The Board thanked all the attendees for their willingness to assist by serving on the Committee. The Cemetery charge was distributed.

14. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint Winston Healy, Camille White, and Stephan Kostka to the Cemetery Committee. The Town Clerk immediately qualified the new Committee members for office.
15. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to edit the Cemetery Committee charge to include “Additionally, this Committee shall be empowered to research any funds and financial records that currently exist and report their findings and recommendations to the Board of Selectmen.”.
16. The Board received a request to use vacation time from August 9<sup>th</sup> through August 22<sup>nd</sup> from the Executive Secretary/Town Clerk. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham – yes, to approve the request.
17. The Board received an FY 2011 bill for the Police Department. Since this bill is for a previous fiscal year, approval from a Town Meeting must be received before payment. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to place an article on the next Special Town Meeting warrant to request funds to pay this bill.
18. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign the insurance special property supplement, and statement of values schedule.
19. Ms Brisson reported that while Simon Dean completed some repairs at the Transfer Station he noticed that the entire decking to the recycling bins is in need of some work. Mr. Dean is preparing a quote for the additional work. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to authorize Ms Brisson to accept a quote of up to \$300 for the repairs.
20. Ms Brisson reported that she has been in contact with Transfer Station Attendant Russel Kelly regarding opening the Transfer Station for Friends of the Fairgrounds during YDD. Mr. Kelly is happy to help with the trash disposal.
21. Mr. Tower stated that he feels Mr. Kelly does a “kick butt job” at the Transfer Station.
22. Stephen Ferguson attended the meeting to state he feels the Town should apply for the FY 2013 Community Block Grant and to report that the Town is not able to use Housing funds to pay for audits.
23. Mr. Ferguson also reported that several Towns are applying for a regional Meals on Wheels Grant and he would like to include Charlemont.
24. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Brisson – yes, to move ahead and apply for the FY 2013 Community Block Grant with Stephen Ferguson as the Community block Grant Adhoc Committee.
25. The Board would like to invite Robin Sherman of the Franklin County Housing Authority to the August 6<sup>th</sup> or August 20<sup>th</sup> meeting to field questions as they may arise while the Selectmen decide on the new Housing Agreement.
26. The Friends of the Fairgrounds attended the meeting to submit their YDD insurance information. Ms Brisson submitted copies of all insurance certificates to date along with a summary sheet. Ms Brisson recommended the Board to vote to accept all insurances, as submitted. The Board unanimously voted, Mr. Tower – yes, Mr. Cunningham – yes, Ms Brisson – yes, to accept the insurances as recommended.
27. Ms Brisson recommended the Board vote to accept vendor Stoney Roberts insurance of 2 million with unlimited aggregate. The Board unanimously voted, Mr. Tower – yes, Mr. Cunningham – yes, Ms Brisson – yes, to accept this insurance as recommended.
28. Several insurance certificates that have not been received will be forwarded to the Selectmen's office as they come in.
29. The FOF reported that they have not yet received a letter from the Charlemont Land Trust

permitting cars to park in the field abutting the Fairgrounds. Once the letter is received, the FOF will forward a copy to the Selectmen's office who will then approve issuance of an insurance rider.

30. Ms Brisson stated that she has been a pleasure working with the FOF regarding insurance for this year's YDD event.
31. The Board met with Fire Chief Ken Hall to discuss yearly Fire Department appointments. Chief Hall suggested appointing the Fire Department personnel submitted for six months in order to give the Department time to work out some issues. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint the personnel, as listed, until December 31, 2012.
32. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint Ken Hall Fire Chief and Shane Furlon Assistant Fire Chief until December 31, 2012.
33. Chief Hall discussed creating written job descriptions, codes of conduct, log books to update the Department.
34. It was agreed that language at the Fire Station needs to be brought under control.
35. It was agreed that the Fire Department will bring copies of all paperwork to the Selectmen's office.
36. Assistant Fire Chief stated he does not want to continue being the 911 Coordinator. Carole Hall who was in attendance, expressed her willingness to assist with the position until another Coordinator can be found.
37. Ras Jahn Bullock attended the meeting to submit his insurance certificate for the Reggae Fest that is scheduled for August 4<sup>th</sup>. Mr. Bullock explained that the insurance is not complete and he will have all the information to the Town Office by July 24<sup>th</sup>. Mr. Bullock explained that the event will not have alcohol vendors this year, with 9 vendors in all.
38. Ms Brisson reported that the electronic traffic speed sign is being repaired and will be available for use soon.
39. Ms Brisson reported that the Police Officer in Charge will contact Street Crimes to let them know their FY2011 bill will be paid after the Town holds a Town Meeting sometime this fall.
40. Ms Brisson reported that people are parking along the side of North River Road to access the river for recreation purposes, which is blocking the road for motorists and emergency vehicles. The Police Department would like to install no parking signs along the road. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to place no parking signs along North River Road.
41. Ms Brisson reported that the Police Department is working with Mr. and Mrs. Banks regarding river patrols.
42. Ms Brisson reported that several weeks ago the ABCC Officer issued a letter to Cold River Package Store regarding open containers and loud partying in their parking lot. Since receiving the letter, the owners have posted signs and have installed video monitors. The ABCC Officer is pleased with the store's response.
43. Mr. Tower reported that he feels the letter to Marion Noga regarding cemetery records in her possession should not be sent. The records that Ms Noga holds were created by her mother, Nina, and Ives Russell. Ms Noga is willing to offer the records to the Town, with Mr. Tower to pick them up. The Board will write a thank you letter to Ms Noga.
44. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to pay an invoice from the FCBS for dues.
45. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign a letter to the Rowe Historical Society giving permission to install a sign on

Zoar Road.

46. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign a letter to Marguerite Willis thanking her for obtaining a flag for the Town Hall.
47. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign a letter to Senator Brown thanking him for the flag for the Town Hall.
48. The Board signed the warrants for the 2012 State Primary Elections.
49. The Board reviewed a copied letter to the Librarian from the Custodian regarding closing and securing the windows in the Town Hall.
50. The ADA Community access monitor training was noted.
51. The Board received an e-mailed follow up from the FCRHRA regarding the Rehab Revolving Loan Fund agreements. The Executive Secretary will ask the FCRHRA Director to attend the August 6<sup>th</sup> meeting to discuss the agreements.
52. Mr. Cunningham reported that the Federal Highway funds for Tropical Storm Irene are to be reimbursed to the Town after expending.
53. Mr. Cunningham reported that the Highway Superintendent has hired, through a temp agency, a worker to cover for the Laborer who is out on sick leave
54. Mr. Tower reported that he has started researching the licensing laws for river use.
55. Mr. Tower questioned what the Town is doing with the property's on Avery Brook Road.
56. Ms Brisson reported that she attended the Traffic Calming Meeting with MassDOT . Traffic calming measures include flashing lights at each gateway into the village, removal paddles that will involve installation and removal and installing a new sidewalk on the north side of main street from the Cold River Package Store into the village. MassDOT will install the sidewalk but the Town must agree to maintain it.
57. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to install the sidewalk, with the Town being responsible for its maintenance.
58. Business being concluded, the meeting was adjourned at 10:45 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.

July 23, 2012

**List of documents reviewed by the Board**

Warrants  
Minutes  
Letter granting permission for a sign installation  
Flag Committee Charge  
Copied letter to the Park and Recreation Commission  
Town bylaw, Chapter III-Miscellaneous Provisions, section 7C  
Cemetery Committee Charge  
Request to use vacation time  
FY 2011 bill  
Insurance special property supplement and statement of values schedule  
YDD insurance certificates and information  
Reggae Fest insurance certificates    Draft cemetery records letter  
FCBS dues invoice  
Sing installation permission letter  
Thank you letter to M. Willis  
Thank you letter to Senator Brown  
2012 Primary Election Warrants  
Copied letter to the Librarian from the Custodian  
ADA Community access monitor training notice  
FCRHRA follow up regarding the Rehab Revolving Loan Fund agreement