

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

June 25, 2012  
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The meeting was convened at 7:00 P.M. by Chairman Jean Brisson. David Cunningham and Vaughn Tower also attended the meeting.

1. The weekly warrants were signed.
2. The Board discussed creating a Cemetery Committee consisting of 3 to 5 members. Mr. Cunningham reported he has contacted Norma Coli who stated she is not interested in being a Committee member. Mr. Tower reported that he has been in contact with Bonnie Nugent who has indicated she is very interested in being a Committee member. Other suggested Committee members include Joe Gilbert, Stefen Kosta, Erwin Reynolds, Jr. and Marian Noga; Ms Brisson will make contact to ascertain their interest levels. The Executive Secretary was requested to make available to the Board all records for Town cemeteries.
3. Cemetery Committee will be placed under action for the next meeting scheduled on July 9<sup>th</sup>.
4. The Board reviewed FY 2012 information from the Accountant regarding overages in several budgets.
5. Mr. Cunningham reported that the FY 2012 financial books will not be ready for an audit until November. The Executive Secretary was requested to have FY 2012 audit quotes by August, 2012.
6. Julia Aron attended the meeting to sponsor Winston Healy for the open Mohawk School Committee position. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint Mr. Healy to the Mohawk School Committee until the next local elections. Mr. Healy was reminded that he would need to report to the Town Clerk to be sworn in at a later date.
7. The Board received information regarding insurance certificate requirements for volunteers from the Towns insurance representative. The Board unanimously voted, NOT to require certificates of insurance from volunteers performing work on Town property.
8. It was noted that during the meeting on July 9<sup>th</sup>, the Planning Board will be asking the Selectmen to appoint Winston Healy as the Associate Member. The Board agreed that Mr. Healy will not be required to attend that meeting.
9. Evie Locke attended the meeting to request a one day beer permit for the annual Riverfest that is scheduled for June 30<sup>th</sup> at the Fairgrounds. The Board received a letter of permission for alcohol on the Fairgrounds during the Riverfest from the Parks and Recreation Commission. Ms Locke requested the insurance limits for the Riverfest be reduced to 1 and 2 million with liquor liability. Issuance of the insurance certificate is pending the insurance limit requirements. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to grant the one day beer permit with the same conditions as stated on the permit for 2011. The Board voted, Ms Brisson – yes, Mr. Tower – no, Mr. Cunningham – yes, to require insurance liability of 1 and 3 million, with liquor liability. The permit will be available once the insurance certificate has been received.
10. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham – yes, to include under old business of the agenda insurance requirements. Mr. Tower will conduct research on insurance requirements for other local and similar events and venues and report his findings to the remainder of the Board.
11. Robert Handsaker attended the meeting to discuss a survey submitted by Wired West. He

reviewed the questionnaire as completed, and will await the final piece of information needed by the accountant. The Executive Secretary will forward the completed document to Mr. Handsaker.

12. A Town wide internet survey was discussed. Mr. Handsaker was directed to the Economic Roundtable for the most complete and up to date business listing.
13. Ras John attended the meeting to inform the Board that the Reggae Fest trash will be going green with a product called Veg Ware.
14. Ras John stated that the music during the Reggae Fest will be ending 2 hours early (from 11:00 A.M. To 9:00 P.M.) with a presentation from 9:00 P.M. to 11:00 P.M.
15. Ras John will submit his insurance information by July 23<sup>rd</sup>.
16. Phillip Banks provided a copy of a letter to the Planning Board regarding river usage and safety. Mr. Banks also read a new letter regarding his concerns for river users this past weekend. Mr. Banks suggested re-starting the Deerfield River Impact Committee. Ms Brisson stated that if the Committee is re-started, more Town Boards should be involved.
17. Mr. Banks and the Board discussed litter in the river, policing, the idea of exploring a river safety committee and setting up a time in the future for further discussion.
18. The Board received a flu clinic proposal from the FRCOG along with the COA response to the proposal. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to support the continued efforts of the Board of Health and FRCOG in setting up a flu clinic.
19. The Board received a letter from the Hawlemont School Committee informing the Town of their decision not to support a river livery service that operates within the school grounds and ballfields at the Hawlemont Regional Elementary School.
20. The Board received a certificate of insurance for the Ox Draw during Yankee Doodle Days. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham - yes, Mr. Tower – yes, to hold all insurance certificates received for Yankee Doodle Days until the meeting with the Friends of the Fairgrounds appointment on July 9<sup>th</sup>.
21. A notice of a wind energy symposium will be forwarded to the Planning Board.
22. The Board received a request from the Town Clerk to appoint Kathryn Hallenbeck to the Board of Registrars for the remainder of FY 2012. The Board unanimously voted, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, to appoint Ms Hallenbeck as requested. The Board would also request Ms Hallenbeck be brought before the Board for a meet and greet at the next Selectmen's meeting on July 9<sup>th</sup>.
23. Melissa Dekoschak submitted a letter stating the Town sign at the east end of the village has been broken and is laying on the grounds. The Board unanimously, Ms Brisson – yes, Mr. Cunningham – yes, Mr. Tower – yes, voted to ask the Highway Department to restore the sign. The Executive Secretary to contact Ms Dekoschak to thank her for the report and to state that the Town will be repairing the sign.
24. The Charlemont Sewer District submitted a letter requesting the Board waive permit fees to repair the plant after Tropical Storm Irene. The Board will inquire as to their ability to continue to waive fees since the participation within the new permitting process through the FRCOG. The Executive Secretary will contact the FRCOG regarding permit fee waivers and report back to the Board.
25. The Board received a Western Mass Ready Website questionnaire. Mr. Cunningham will forward this questionnaire to the Emergency Management Director.
26. The Board received a letter from the Town Hall Custodian listing potential issues he has noticed in the Town Hall. Ms Brisson will contact and discuss the issues with the Custodian.

27. The Board received a letter from the Transfer Station Attendant that reports some needed repairs at the Transfer Station. The Board unanimously voted, Ms Brisson – yes, Mr. Tower – yes, Mr. Cunningham – yes, to request Simon Dean to review the damage and provide a cost estimate to repair the damage. Ms Brisson will contact Mr. Dean to determine his availability.
28. The Board received billing information for the license fee in the POI license agreement with the Massachusetts Technology Collaborative. The Accountant will be asked to set up an yearly billing plan.
29. Mr. Cunningham reported that the Fairgrounds have been inspected and the conditions on the inspection report will be remedied by Parks and Recreation member Stephen Reynolds.
30. Mr. Cunningham reported that the Highway Department will be assisting the Parks and Recreation Commission with grading the track at the Fairgrounds as time allows. Mr. Cunningham will contact the Park and Recreation Chair to inform him that the back side of the track cannot be graded at this time, due to all tree roots and ruts: it has been recommended that several loads of gravel will be needed to address this problem.
31. Mr. Cunningham reported that the Highway Department will be conducting larger projects after July 1<sup>st</sup>.
32. Mr. Tower reported that he will be meeting with Robert Lingle, BOH Chair, over the weekend regarding the Tower Road trailers complaint letter received during the last meeting.
33. Mr. Tower reported that he is working with the Fire Department regarding interdepartmental issues.
34. Business being concluded, the meeting was adjourned at 10:40 P.M.

Respectfully transcribed

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.

June 25, 2012

**List of documents reviewed by the Board.**

Warrants  
FY 2012 financial information  
Insurance certificate requirements  
Request for a one day beer permit from the Riverfest  
Wired West survey  
Veg Ware product information  
Copied letter to the Planning Board  
Letter of river concerns from Mr. Banks  
COA flu clinic proposal response  
River livery service letter from the Hawlemont School Committee  
Certificate of insurance  
Wind energy symposium notice  
Appointment requesting  
Letter regarding the town village sign  
Waiver of permit fees request from the Charlemont Sewer District  
Western Mass Ready Website questionnaire  
Letter regarding the Town Hall from the custodian  
Letter regarding needed Transfer Station repairs from the attendant  
POI billing information