

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
Town of Charlemont
Town Hall meeting room

September 30, 2013
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The meeting was called to order at 7:00 P.M. by Chairman David Cunningham. Vaughn Tower and Beth Bandy also attended the meeting.

1. The warrants were signed.
2. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign the minutes from September 9th and September 23rd.
3. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve for payment a Kopelman & Paige bill.
4. A thank you letter to Marion McCloud for submitting to the Town memorabilia from the 1965 Town Anniversary was reviewed. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign the letter.
5. The Board next reviewed an offer from the FRCOG for Fire Alarm Testing services. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to respond that Charlemont is interest to hear more regarding this service.
6. Scott Stevens from Mass Highway attended the meeting to discuss the possibility of closing Route 2, east of the Village center, and detouring traffic around the construction site over Burrington Road. Highway Superintendent Gordon Hathaway, Police Officer in Charge Jared Bellows, Ambulance Director Dana Johnson and Dan from Northern Construction also attended the meeting. Mr. Stevens explained that as Northern Construction proceeded with the bridge replacement on Route 2, it became evident that closing Route 2 for part of the project is necessary. MassDOT would like to detour the Route 2 traffic over Burrington Road during the closure. Truck traffic will be detoured along Route 8, Route 116, and Route 112.
7. Mr. Cunningham stated that Burrington Road is not built for the amount of traffic that will pass during the shutdown. For the safety of motorist, guardrails should be constructed and an overlay with markings should be in place. Trees will need to be removed in some areas of Burrington Road.
8. The Board voiced concerns regarding school busses, tourism, and the residents living at the construct site and along Burrington Road and the impact of delivery trucks for commercial establishments. Mr. Johnson requested MassHighway notify the local and North Adams Ambulance services several days before the closure.
9. Mr. Stevens stated that the Route 2 closure will not occur until the end of October, beginning of November and Northern Construction will be working extra to keep the closure within 2 weeks.
10. A contingency plan regarding motorist safety would be the State and Local Police to platoon (lead) cars as they are allowed over Burrington Road.
11. MassHighway will be notifying the residents on Burrington Road regarding the closure and additional traffic due to the detour.
12. Mr. Cunningham stated that Burrington Road is to be left in the same condition or better before the detour and would like to meet with MassHighway before Route 2 is closed.
13. A notification informing the general public regarding the possible Route 2 closure will be posted to the Charlemont website.
14. The Board next met with Finance Committee members Toby Gould, Richard Filoramo, and Lawrence Mann in a joint meeting to discuss the Special Town Meeting Warrant articles and the

Fed. Highway account deficit. Treasure Lynn Hathaway and Accountant Jackie Cashin also attended the meeting.

15. Ms Hathaway reported that the FY13 deficit is in the Federal Highway Account for the South River Road project. Although reimbursement requests for the expenses of this project have been submitted, the reimbursement funds have not come to the Town. This deficit must be covered by other funds, or it will be included in the tax rate calculations. Ms Hathaway suggested that the Town cover this deficit during the Special Town Meeting by an article that allows the Town to take funds from stabilization and in the same vote returning the funds to stabilization as they are received. This suggestion has been recommended by the DOR.
16. Mr. Gould read a message from Finance Committee member Amy Wales. The message encouraged the Board to urge the State agencies to release the Federal Highway funds. Using stabilization funds for this deficit would bring stabilization to a dangerously low amount that might be needed in an emergency situation.
17. The Accountant stated that the exact amount of the deficit is \$10, 848.87. It was suggested the Special Town Meeting scheduled for October 21st be pushed back to November 4th with the hopes that FY14 Free Cash will be certified and at least some of the Federal Highway funds owed will have been received.
18. The Finance Committee wondered if the article for a Fire Department chimney cleaner can be expensed out of the Fire Department budget or wait for the FY 15 budget. Mr. Cunningham will consult with the Fire Chief regarding this article.
19. The Selectmen unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to move the Special Town Meeting to November 4th 7:00 P.M. at the Hawlemont Elementary School. Mr. Tower will contact the Police Officer in Charge to see if holding the Town Meeting later will affect repairs to the police cruisers.
20. The Selectmen and Finance Committee received a Reserve Fund Transfer request for \$300 to be taken from the Reserve Fund account and placed into the Library expense account. The Accountant explained that in order for the Library to receive early grants, it must be proved that the Library budget has increase at least 2.5% per year. The FY14 budget was level funded.
21. The Finance Committee unanimously voted, Mr. Filoramo – yes, Mr. Mann – yes, Mr. Gould – yes, to approve of the request to transfer from Reserve Fund to the Library expense account the amount of \$300. The request was signed by the Finance Committee members.
22. The Selectmen unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve of the request to transfer from Reserve Fund to the Library expense account the amount of \$300. The request was signed by the Board of Selectmen.
23. The joint meeting with the Finance Committee was adjourned at 8:05 P.M.
24. The Board received an opinion from Wired West member Bob Handsaker regarding the FRCOG Broadband and IT service offered. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to appoint bob Handsaker as Charlemont’s representative for service.
25. The Board received a petition regarding changing the Town Clerk position to an elected position. Mr. Cunningham will contact Town Counsel regarding the petition. The petition will be addressed at the October 7th meeting.
26. Ms Bandy reported that the date chosen by the Selectmen, Oct. 24th, to meet with the Economic Roundtable will not work. The Board suggested Ms Bandy try for Oct. 20th instead. Ms Bandy also reported that MA Downtown Initiative Technical Assistance Grant application is very

- difficult; probably not something the Town is willing to tackle at this time.
27. The Board acknowledged that an All Board Meeting is scheduled for October 10th at 7:00 P.M. The Board would like the meeting to be held at the Warfield House, with a second choice of the Mohawk Park. A notice of the meeting with a request for agenda items will be sent out to all departments once the venue of the meeting has been confirmed. Agenda items will be accepted up to Monday, October 7th.
 28. The minutes of the All Board Meeting that was held on July 25, 2013 was submitted by Ms Bandy. The Board unanimously approved the minutes. The Executive Secretary will remove the word “draft” from the document heading and send it to the webmaster for posting. Copies of the minutes will be made available for the October 10th meeting.
 29. The Board received a request for funds from the Berkshire East Gift account. The request was from the property owner of 45 Main Street. After reviewing the intended projects listed in the letter, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to grant the request. An award letter will be mailed to the property owner.
 30. The Board received a response to their request for a Financial Management Review from the Department of Revenue. The response grants the request and estimates the review will begin something mid-March, 2014. This response will be shared with all Town Departments and be included on the All Board Agenda for the October 10th meeting.
 31. The Board received a request from the Council on Aging Chair for approval for the FY14 EOE grant. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and the Chair signed the grant.
 32. The Board received a request for a proclamation for the Freedom from Workplace bullies Week. The Board acknowledged this request.
 33. The Board received a request from the Housing Authority to use the reverse 911 system to announce the date and time of the CDBG informational meeting. Mr. Cunningham stated that he will be happy to put out a broadcast telephone message as requested if he is given the information for the broadcast.
 34. Mr. Tower stated that he would like to create a Community dinner fundraiser to assist with the cost of creating Town signs. Mr. Tower suggested that people who are not able to attend the fundraiser can have the meal delivered to their home. Possibly people will be able to donate the food for the meal. Additional discuss of this event was tabled until after the 8:30 P.M. appointment.
 35. At 8:30 P.M. Mr. Cunningham made a motion to enter into executive session pursuant to G.L. c. 30A, s21(a)(1). To discuss a complaint brought against a public officer or employee with the intent on returning to open meeting. This motion was seconded and unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes,
 36. The Board entered their open meeting session at 9:17 P.M.
 37. Ms. Reynolds left for the evening.
 38. The Board continued discussion of a spaghetti dinner fundraiser for a new Town sign. The Board discussed the possibility of asking people to submit ideas for the sign before the dinner, with a vote on the design taking place at that event. Mr. Tower will bring this topic up as an action item at the October 7 Board meeting.
 39. Mr. Tower raised the topic of the 2006 policy regarding the procedure for receiving letters addressed to the Board. This topic will be placed on the October 7 Board meeting agenda as an action item.
 40. Mr. Cunningham stated he will contact the attorney regarding the correct procedure for handling

complaints.

41. Mr. Cunningham reported that an additional application for the transfer station assistant position had been received. The Board agreed to invite this applicant to be interviewed for the position.
42. Regarding an ambulance bill hardship request previously received by the Board, Mr. Tower made a motion, seconded by Mr. Cunningham, that the Board ask Comstar, the ambulance billing company, to offer a \$500 reduction in the bill and then create a two year payment plan for the hardship applicant. This motion passed unanimously.
43. Mr. Tower stated that he had discussed ambulance MOU terms with Dana Johnson. The language regarding hardship applications cannot be changed. Mr. Johnson was happy with the current language regarding ambulance maintenance.
44. Mr. Tower stressed the importance of notifying Burrington Road residents of the Massachusetts DOT's plans to divert traffic onto that road, as discussed earlier in the meeting.
45. Ms. Bandy reported that Gisela Walker has agreed to continue serving as the Charlemont representative to the Franklin Regional Council of Governments' Planning Board.
46. Ms. Bandy asked to have Municipal Space added to the October 7 meeting agenda as an action item.
47. Mr. Tower asked about the status of the paperwork for the new Town sign. This topic will be an action item on the October 7 meeting agenda.
48. Mr. Tower will ask Jerry Gosetti for an update on the 250th Committee's work.
49. Mr. Cunningham reported that the Town Hall fire alarm has gone off several times recently. There appears to be a problem with the alarms, and Mr. Cunningham is working on a solution.
50. Mr. Cunningham stated that he would like to have Ms. Reynolds set up an appointment with Simon Dean to discuss the status of the Town Hall basement with the Board.
51. The meeting adjourned at 9:55pm.

Respectfully submitted

Approve by:
Charlemont Board of Selectmen

Kathy A. Reynolds
Beth Bandy

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

List of documents reviewed by the Board

Warrants
September 9 and September 23 minutes

Kopelman & Paige bill
Thank you letter to Marion McCloud
FRCOG Fire Alarm Testing services notice
Draft Special Town Meeting articles
Reserve Fund Transfer request
E-mailed FRCOG Broadband and IT service opinion
Petition
July 25, 2013 All Board Meeting minutes
Request for funds from the Berkshire East Gift account
DOR Financial Management Review response
COA FY14 EOE grant
Letter of interest for the Assistant Transfer Station position