

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

May 18, 2015
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The meeting was convened at 7:00 P.M. by Chairman Vaughn Tower. Also attending the meeting were Selectmen Beth Bandy and David Cunningham. Administrator Peg Dean was in attendance as well.

1. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to approve and sign: the warrants, 5-4-15 Selectmen’s minutes, 1 day alcohol permits for American Whitewater and Wendell Rheinheimer, 4 Annual Town Meeting Warrants, a thank you letter to Clare Pearson, a letter to Marguerite Morris Willis regarding the LCC, a letter to the LCC regarding submission of an annual report and a willing candidate to fill a vacancy on the Council, the police and fire insurance plan, the Executive Secretary/Town Clerk job description that will go into effect July 1, 2015, the engraving for the bench that will be placed on the lookout at the Bissell Bridge, the Medicare billing certification and delegate forms.
2. The Board received a resignation from the Broadband Committee from Toby Gould. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to regretfully accept the resignation. A letter thanking Mr. Gould for his service will be drafted.
3. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to request a proposal from Carl’s Four Seasons to mow 4 cemeteries in Town for the fiscal year 2016.
4. Toby Gould, Finance Committee member attended the meeting to discuss the April 2015 expense report. Mr. Gould stated that nothing on the report leaps out at him at this time. The Board was advised to review and possibly close out at the end of fiscal year 2015: website design account, ambulance accounts that were voted at the Special Town Meeting, the unemployment insurance account and the public official’s insurance account.
5. The Board decided to write questions for candidates night individually, send them to Administrator Dean, who in turn will send them to the Moderator.
6. Administrator Dean reported that a bridge on the Oxbow Road had a critical defect report from MassDOT. Administrator Dean immediately placed orange cones at each end of the bridge. Unfortunately the cones were found not to be sufficient. Administrator Dean stated that an immediate correction was need so she authorized John Atwater to install wooden rails onto the bridge, which MassDOT has approved.
7. Mr. Tower stated that he has asked for bridges to be repaired with wood for a while but his request has gone unheard. Mr. Tower would like to see the Highway Department repair all bridges in Town as it makes the Town look like it is in “blight”. Mr. Tower made a motion to write a letter to the Highway Department with instructions to repair all guard rails on all bridges in Town with wooden rails using local vendors. Ms Bandy suggested asking the Highway Department as to where bridge rail replacement is listed on the department’s priority list. Administrator Dean will contact the Highway Department for an update.
8. The 250 Committee requested the Board to draft a letter to MassDOT that supports closing the long bridge to traffic for a dinner. Police Officer in Charge Jared Bellows stated that he does not have any issues with closing the bridge and that the traffic will need to be detoured to Tower Road while the bridge is closed. The Executive Secretary was requested to draft a letter to MassDOT that states the Selectmen support closing the long bridge for the dinner. The

Executive Secretary volunteered to assist with the MassDOT application for the bridge closure. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to allow the Executive Secretary to assist with the MassDOT application.

9. Bob Handsaker, Broadband Committee member and Wired West delegate, attended the meeting to update the Board regarding Wired West. Mr. Handsaker stated that since Toby Gould has resigned from the Broadband Committee, he would like to nominate Trevor Mackie to fill the vacant spot. The Board suggested the Committee as a whole should submit the nomination to the Board.
10. Mr. Handsaker informed the attendees that 13 towns have passed the Wired West article and 12 towns have passed the ballot question. The warrant article is authorization to borrow only, it is the Selectmen's final decision to move forward with borrowing. Revenue will not be returned to the towns until the entire network has been built. Financing options were discussed. Attendees discussed questions that may be asked.
11. Charlemont is ½ way to the 40% pre sign up goal. The Town cannot join Wired West if it does not meet the pre-sign up quota of 40%. Ms Bandy suggested the Committee bring slides for the Town Meeting.
12. A robo call will be made on Tuesday, May 19th with a reminder of the Candidates Night, Wired West information meeting on May 20th and the Annual Town Meeting. Future internet needs of the Town were discussed.
13. The Flag Committee and the 250 committee requested permission for police detail along Main Street for the installation of flags and banners. Police Officer in Charge Jared Bellows stated that he is happy to conduct safety detail if it is authorized by the Board. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to authorize the Charlemont Police Department to conduct safety detail for the Flag and 250 Committees during the installation of flags and banners along Main Street.
14. Administrator Dean requested permission to attend the DCR Hazard Mitigation Grant briefing. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to grant the request.
15. Administrator Dean requested approval to approach the Building Inspector to add the Sewer District to building permit sign offs. The Board discussed a potential delay in the permitting process if an additional sign off needed. The Administrator was requested to contact the Sewer District to investigate the turnaround time the District will need to sign off on building permit.
16. The Board took no action regarding sending letters to residents that have debris in their road side ally.
17. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to appoint Jared Bellows as the Charlemont Police Chief.
18. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to accept a river patrol donation of \$1,000 from Crab Apple Whitewater. A letter will be drafted thanking Crab Apple for their donation.
19. A recommendation from the Accountant Search Committee was submitted by Administrator Dean. The Committee recommended Tracey Baronas as the only candidate put forth by the Committee for the Accountant position. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – abstained, to schedule an interview with Ms Baronas at 7:15 P.M. during their June 8th meeting.
20. Administrator Dean introduced Sonny Crawford to the Board for the purpose of thanking Mr.

Crawford in person for his willingness to become an EMT. The Town will be paying for the cost of the training at GCC plus any materials necessary. Mr. Crawford asked if once certified, does he need to commit a certain amount of time to serve the Town. It was suggested that Mr. Crawford contact Ambulance Director Dana Johnson who will be able to answer any questions he might have.

21. The Administrator will send the Cops Grant information to Police Chief J. Bellows.
22. Administrator Dean will proceed with researching a tourism tax in Charlemont with Representative Mark and Senator Downing after Town Meeting.
23. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to grant permission to Administrator Dean and the Secretary to the Boards to attend an Abandoned Property Workshop on June 3, 2015 at the FRCOG in Greenfield.
24. Administrator Dean asked the Board to re-think the Town sign design, possibly intergrading the Town sign with the FRCOG Scenic Byway sign. The Board was not interested in intergrading the Town sign with any other.
25. Administrator Dean stated that there might be sign clutter at the location of the Town sign on the west end of the village. Should the Board choose a new location for this sign? The Board agreed that the Town sign on the west end of the village will be located on the same spot as it was before it was destroyed.
26. At 8:50 P.M., the Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to take a 10 minute recess in the meeting.
27. The regular meeting was re-convened at 8:55 P.M.
28. The Board unanimously voted, Mr. Tower – yes, Ms Bandy – yes, Mr. Cunningham – yes, to enter into at Executive Session at 9:00 P.M. with the purpose not to re-convene in open meeting, under Exemption #1: To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual
29. Administrator Dean and Executive Secretary/Town Clerk were excused from the meeting at 9:00 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.

Documents reviewed by the Board

Warrants
5-4-15 Selectmen's minutes

American White Water and Wendell Rheinheimer 1 day alcohol permits
Annual Town Meeting Warrants
Thank you letter to Clare Pearson
Letter to Marguerite Morris Willis regarding the LLC
Letter to the LLC regarding annual report and candidate
Police Y& Fire insurance plan
Executive Secretary/Town Clerk job description effective July 1, 2015
Medicare billing certification and delegate forms
Broadband Committee resignation
MassDOT bridge report and pictures of corrective action taken.
DCR Hazard Mitigation Grant notice
Police training documents for Jared Bellows
River patrol donation
Accountant Search Committee recommendation
Cops Grant information
Abandoned Property workshop notice