

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

April 8, 2019  
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The meeting was called to order at 7:00 P.M. by Chair Sarah Reynolds. Select Board member Marguerite Willis and Jay Healy also attended the meeting.

1. Bob Handsaker, MLP Director, attended the meeting. Mr. Handsaker stated that he will provide the Board with a status update regarding Broadband. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to allow a standing 15-minute appointment at 7:00 P.M. during every regularly scheduled Select Board meeting for Broadband/MLP. It was suggested that the Select Board office be notified if the standing appointment would not be needed.
2. Upon the recommendation of Mr. Healy, the Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to shelf shared Policing services.
3. Ms Willis reported that the State has mislabeled ACH deposits for the second time. It was agreed that the Board will issue a complaint if this reoccurs.
4. Ms Willis suggested the Board draft a letter to the Federal Energy Commission requesting Brookfield Power include in its license to contribute enough funding for construction and maintenance of a restroom facility and trash receptacle at the Mass DOT Shunpike Rest Area. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to draft the letter as recommended.
5. Ms Willis will coordinate a meeting with Senator Hinds and Representative Mark to discuss refiling the Recreation Tax Legislation.
6. Marcia and William Tucci attended the meeting to introduce Erica Travis. The Board was requested to approve and sign a *host* agreement for Erica Travis to manufacture health related cannabis products on location at the Sun and Soil Cannabis Coop located on Mountain Branch Road in Charlemont. An extra building for office and manufacturing will be added to the Coop. The Coop will not be selling the products. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve and sign the Host Agreement with Erica Travis.
7. Ms Willis provided to the Board an excerpt from the Greenfield Recorder regarding an opinion on Commercial Cannabis.
8. The Board took no action regarding the Mohawk Mascot.
9. Ms S Reynolds stated that there are some items in Mad River Solar lease agreement that will need to be changed. Town Council will speak with Mad River directly regarding the changes.
10. Ms S Reynolds reported that the Board is unable to approve the Float then Smoke Special Event Application as submitted due to legal restrictions. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to take no action on the application. The Executive Secretary will draft a response to the applicant with the Chair to sign the response outside a Board meeting.

11. Mr. Healy will contact the Police Department, Ms Willis will contact the EMS and Ms S Reynolds will contact the Fire Department to ensure the budget will reflect the correct FY20 pay increases for those departments.
12. The Board received a letter requesting Tea St. Extension become a private road. The letter is signed by all property owners on that road. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to place an article on the Town Meeting Warrant to discontinue Tea St. Extension if the Highway Superintendent approves.
13. As for the vacant Administrator position: Ms S Reynolds feels the Town needs someone for grants with possibly a clerical person to assist the Town Boards; Ms Willis feels a full time Administrator can not be justified but will agree with a part time grant writer for one year; Mr. Healy feels if the Town does not have an Administrator, even a part time Administrator, the Town will move backwards. Ms S Reynolds will conduct research and receive feedback from Boards and Committees as to their needs and report back to the Select Board.
14. Ms Willis will begin writing the Select Board Annual Town Report.
15. The Board received an offer from the Franklin Regional Council of Governments to assist with the Green Communities processes. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to accept the offer.
16. The Board so noted a Planning Board Special Permit Decision, the Hawlemont FY 2020 assessment and the FY 2020 Veteran’s Services assessment.
17. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to request FRCOG traffic counts for Zoar Road and the area between the Long Bridge and railroad tracks. Counts will be for 2 weeks and will be scheduled for the end of May and in the month of July, 2019.
18. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve and sign:
  - Minutes for the 3-14-19, 3-11-19 and 3-25-19 meetings
  - Payroll warrants #1939 for \$11,337.83, #1938 for \$12,255.90, #1940 for \$13,430.72
  - Vendor warrants #1940 for \$27,670.15, #1939 for \$33,549.06
  - Green Communities Grant documents
  - 4 Family liquor license for change of manager
19. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve for payment an invoice from KP Law.
20. At 8:50 P.M. the Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to enter into executive session for reason #7 to comply with the health insurance portability and accountability act of 1996, and to sign executive session minutes, and to not enter back into open meeting.

Respectfully submitted

Kathy A. Reynolds  
Executive Secretary

Approved by:  
Charlemont Select Board

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

Documents reviewed by the Board

Host Agreement with Erica Travis  
Float then Smoke Special Event Application  
Excerpt from the Greenfield Recorder  
Letter requesting Tea St. Extension become a private road  
FRCOG offer to process Green Communities projects  
Planning Board Special Permit Decision  
Hawlemont FY 2020 assessment  
FY 2020 Veteran's Services assessment  
FRCOG traffic count request form  
3-14-19, 3-11-19 and 3-25-19 minutes  
Payroll and vendor warrants  
Green Communities Grant documents  
4 Family liquor license