

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

August 30, 2021
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The meeting was called to order at 6:30 P.M. by Select Board Chair Marguerite Willis. Select Board members Dan Girard and William Harker, along with Administrator Sarah Reynolds also attended the meeting. This meeting was conducted via telephone conference pursuant to the Governor's March 12, 2020, and consistent with Gov. Baker's temporary modifications to the Open Meeting Law suspending certain provisions of the Open Meeting Law.

1. Administrator S Reynolds reported that the Town has received 4 applications for the Secretary to the Boards position. 1 applicant withdrew, 2 applicants have been interviewed and a new application was just received and will be invited to an interview by the Sec. to Bds. Search Committee.
2. Administrator S Reynolds reported that the Town has received a \$20,000 Grant through the Woodlands Partnership. The funds will be used for signs along the Deerfield River. The next step is to lay-out the signs.
3. Administrator S Reynolds reported that she is having difficulty obtaining quotes from contractors for the repair of the swap building at the Transfer Station. A promise to provide the Town with a quote has come from JS Rae. The Board urged the Administrator to pursue JS Rae for the repairs.
4. Administrator S Reynolds reported that CARES ACT claims of the FRCOG health bills is on-going, but FEMA is giving her difficulties in claiming the VEAC busing. The Administrator was urged to contact Senator Hinds for assistance.
5. Administrator S Reynolds explained that a state of emergency was declared by Select Board members Mr. Girard and Mr. Harker pre-Tropical Storm Henri. Fortunately, the storm weakened, and the declaration was not used. Mr. Girard and Mr. Harker unanimously voted, to declare the state of emergency is over. Ms Willis abstained from the vote.
6. Administrator S Reynolds reported that Senator Markey and Senator Warren have included the cost of the Long Bridge repair for congressional funding.
7. Administrator S Reynolds reported that she has received feedback from property owners of Mountain View Drive, Cherrie Pearson Lane, and Potter Road Extension regarding their wishes to upgrade the roads (through a MassWorks Grant) to allow for building permits. Mountain View Drive and Potter
8. Road Extension property owners are all in favor of upgrades. A majority of the property owners on Cherrie Pearson Lane are not in favor of upgrading the road.
9. Administrator S Reynolds reported the results of a survey regarding when to hold Town Meeting. Tuesday evening and Saturday afternoon were tied, and the responses indicated they wanted 1 Town Meeting rather than several. The Board agreed to leave the Annual Town Meeting per the Town bylaw, on the fourth Tuesday in May.

10. At 7:00 P.M. Bob Handsaker, Broadband Committee Chair joined the meeting to ask the Select Board to approve a policy on special drop situations. The policy, which was read out loud during the meeting. The policy applies to 2 situations in Town and will keep the costs within a reasonable amount. The Board unanimously voted, Mr. Girard – yes, Mr. Harker – yes, Ms Willis – yes, to approve the policy.
11. Mr. Handsaker reported that the Broadband project is on budget and is moving along as expected.
12. Ms Willis explained that the Select Board will be convening their meetings at 6:30 P.M. and asked if the Broad Band would like their standing appointments to be at 6:30 P.M. Mr. Handsaker would like to keep the standing appointment at 7:00 P.M.
13. The Board next assigned some departments with new liaisons. Mr. Harker will be liaison to: Board of Health, the ZBA and the Planning Board. Mr. Girard will remain liaison to the Fire Department, Ambulance Department, Police Department and Highway Department and added Tree Warden. Ms Willis will remain liaisons for all the other boards/departments.
14. An evaluation document will be sent out to the Board members, along with the Administrator’s observations., The Board will complete the document with their evaluation of the Administrator. The results will be discussed during the September 13th meeting.
15. Mr. Girard reported that he is working with the Ambulance Director regarding attracting people to join the Ambulance Department.
16. The Board next discussed the draft MOU with Berkshire East Ski Resort, LLC regarding Berkshire’s intent on collecting and donating funds to the Town for an on-call EMT program. Ms Willis drafted a new MOU which was read during the meeting. The Board did not have any comments regarding the wording. This document will be sent to the Town Attorney for review and opinion.
17. The Board next discussed the draft Septic Construction and Maintenance Agreement, Sewer Line Easement and Purchase and Sale Agreement drafted by Berkshire East Ski Resort, LLC for the MassWorks Sewer Grant. Several suggested edits were discussed. The documents will be sent to the Town Attorney for review and opinion.
18. Mr. Girard and Mr. Harker unanimously voted to appoint Dennis Annear Fire Chief. Ms Willis abstained from the vote.
19. A letter of resignation from the Fire Department was received. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr Harker – yes, to accept the resignation and to send out a thank you letter.
20. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to approve and sign:
 - Payroll warrant #2207 for \$26,122.22, #2206 for \$30,161.50.
 - Vendor warrant #2009 for \$115,583.17

- Payment of a KP Law invoice
 - MTWP Grant Contract
 - 2020 Census map and a Single Precinct for Charlemont
 - Increasing the Tax Collector Bond to \$100,000 as recommended by the auditor.
21. Administrator Reynolds reported that the West Oxbow Bridge project is delayed due to an abutment issue. Notifications have been sent out to residents and Mohawk School District.
22. A letter praising the Highway Department for their response to Hurricane Henri tree damage was noted.
23. Business being concluded, the meeting was adjourned at 8:00 P.M.

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 Select Board.

Documents viewed by the Board.

Warrants
KP Law invoice
MTWP Grant Contract
Census map
Employee evaluation form
Draft Berkshire East MOU
Draft Berkshire East Septic Construction and Maintenance Agreement
Draft Berkshire East Sewer Line Easement
Draft Berkshire East Purchase and Sale Agreement
Letter of resignation
Letter of praise

