Charlemont Selectboard Minutes
Monday, July 13, 2026
6:00 PM – Town Hall and via Telephone Conference

Present:
Jared Bellows, Chair
Wilder Sparks
Kim Blakeslee
Amy Wales
Lynn Hathaway
Jay Healy
Ron Smith (via telephone)
Sarah Reynolds, Town Administrator

The meeting was called to order at 6:00 PM by Chair Jared Bellows.

The Finance Meeting was called to order at the same time by Chair Amy Wales

1. FY26 Budget Transfers – Finance Committee Discussion

The Selectboard met jointly with the Finance Committee to review FY26 budget transfers. The Town Administrator explained the accounts that were over budget and the reasons for the additional expenditures. The overages included three payroll-related items due to the number of payroll weeks in the fiscal year, the technology budget due to an unexpected computer failure, increased electricity costs, and increases in retirement contributions and property insurance, including automobile insurance and building contents coverage.

Funds were transferred from the Reserve Fund and Fire Department budget lines to cover the overages. The Board noted that the total overages were significantly lower than in previous years.

A motion was made by Jared Bellows, seconded by Kim Blakeslee, for the Selectboard to approve the transfers as presented by the Town Accountant. The motion passed unanimously.

A motion was made by Amy Wales, seconded by Jay Healy, for the Finance Committee to approve the transfers as presented. The motion passed unanimously.

2. FY27 Police Chief Hiring Transfer

The Finance Committee approved a $5,000 FY27 budget transfer to fund the Municipal Services hiring process for the Police Chief position.

A motion was made by Amy Wales, seconded by Jay Healy, to approve the transfer. The motion passed.

The Finance Committee then moved their meeting to the library.

3. Tennis Court Project – Planting Proposal

The Town Administrator updated the Board on the Tennis Court Project and presented a planting proposal from Green Space Collaborative.

A motion was made by Kim Blakeslee, seconded by Wilder Sparks, to approve the planting proposal. The motion passed unanimously.

4. State-Owned Land Listening Session

The Town Administrator reported that she will be attending the State-Owned Land Listening Session hosted by FRCOG on July 16th and will provide an update to the Board following the meeting.

5. Legate Hill Bridge Change Order

The Board reviewed a change order from C.D. Davenport for additional work related to the Legate Hill Bridge project.

A motion was made by Jared Bellows, seconded by Kim Blakeslee, to approve the change order. The motion passed unanimously.

6. Police Chief Advertisement Draft

The Board reviewed the draft Police Chief advertisement prepared by Municipal Services. Discussion was held regarding the inclusion of Berkshire East in the advertisement. It was explained that the reference is intended to provide candidates with an understanding that Charlemont has businesses and events that bring large crowds and that the position involves more than typical "rural calls."

A motion was made by Kim Blakeslee, seconded by Wilder Sparks, to approve the advertisement as presented. The motion passed. Jared Bellows abstained.

7. South Heath Road Curb Cut Request

The Board reviewed a curb cut request for South Heath Road.

A motion was made by Jared Bellows, seconded by Kim Blakeslee, to approve the curb cut with the condition that Fire Department signs the document as well. The motion passed unanimously.

8. Approval of Meeting Minutes

A motion was made by Jared Bellows, seconded by Wilder Sparks, to approve the Selectboard minutes from June 22, 2026, and July 6, 2026. The motion passed unanimously.

9. Payroll and Vendor Warrants

A motion was made by Jared Bellows, seconded by Kim Blakeslee, to approve the payroll and vendor warrants. The motion passed unanimously.

10. Shared Fire Chief Services Agreement with Rowe

Under unforeseen business within 24 hours, the Board discussed the shared services agreement with the Town of Rowe for the shared Fire Chief position. The agreement was received earlier that afternoon for review.

A motion was made by Jared Bellows, seconded by Wilder Sparks, to authorize signing the Memorandum of Understanding (MOU) once it is finalized and approved by the Rowe Selectboard. The motion passed unanimously.

11. Adjournment

A motion was made by Jared Bellows, seconded by Kim Blakeslee, to adjourn the meeting at 6:20 PM. The motion passed unanimously.