

MINUTES OF THE ALL BOARD MEETING
Town of Charlemont
Monday, September 22, 2014
Hawlemont Elementary School

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The meeting was called to order at 7:10 P.M. and attendees (see sign in sheet) were welcomed by Selectboard Chair Vaughn Tower.

1. Jerry Gosetti, 25 Committee, conducted a presentation regarding the activities and upcoming events for the 250th anniversary of the Town's incorporation. Mr. Gosetti explained the premise of the yellow round signs located though out Town, displayed photos of the 250's float that participated in the Franklin County Fair parade, informed the audience of the town wide aerial photo that will take place on October 19th at the Fairgrounds, presented a list of events to occur, stated that a 16 page pullout will be in the Recorder newspaper that will list the celebration events and displayed a "Welcome of Charlemont 250th Anniversary banner that will be on display.
2. Mr. Tower reported that security issues have been brought u at the Town Hall such as missing items, doors left open and unsecure among others. Police Officer in Charge Bellows is conducting an investigation regarding the issues and urged anyone who notices anything amiss at the Town Hall to report it to Sargent Bellows. No personal records/information has been reported missing.
3. Mr. Tower stated that the Municipal Space Committee created a report regarding municipal space needs and the Selectmen are working on space issued. Cubicles will be installed in the meeting room to accommodate, temporarily some offices. The Tyler Memorial Library and Hawlemont Elementary School are available for meetings. Concern was expressed regarding the need for some Boards to access their files during meetings. Mr. Tower stated that smaller meetings will still be able to be held in the meeting room. Ms Bandy stated that offices and departments will be inconvenienced for approximately 6 months. Librarian Andrea Bernard stated that the Town is welcome to use the Library when meeting space is needed. The Library receives credit when it is used for Community meeting space.
4. Ms Bandy reported that the Selectmen reviewed the Corner Store but purchasing the prosperity does not seem feasible for the Towns space needs. The Selectmen have also met with the emergency services regarding their space needs. The meeting was reminded that the Highway, Ambulance, Police, Fire and Hawlemont School are all located in the floodplain. Emergency situations were discussed. The Park and Recreation Commission is spearheading an emergency office at the Fairgrounds should it be needed.
5. Ms Bandy reported that the Selectmen have created a schedule of steps that will be taken to hire a Town Administrator. A job description and job posting have also been created and are posted on the Town website. The application deadline is October 9th. The next step is to create a hiring Committee. Ms Bandy reported that the Selectmen are working on streamlining the application process for use of services for public events.
6. Mr. Tower stated that the Town does not have any tools of measurement within departments and without measurement the Town cannot manage. The silo of communication is getting better but the Town is not communicating well. Michael Walsh, EMD, stated that he feels the Town needs more face to face communication and trust. Sarah Reynolds, Assessor and Park & Rec. Commissioner, stated that the departmental liaisons are not checking in with the departments. As an example, the All Board Meeting scheduled for Monday evenings cannot be attended by

the Assessor's, the meeting dates must be changed. The meetings should be mindful of all and not some.

7. Robert Lingle, Board of Health Chair, reported that the DEP is in the process of creating laws that will give local Boards of Health more autonomy regarding public wells and sewers. Any well or sewer issues should be submitted to the Board of Health. A flu clinic and emergency dispensing drill will occur on November 1, 2014. Volunteers are need. Attendees were reminded of the public nurse that is available on the 2nd Tuesday's of the month at the Council on Aging.
8. Douglas Telling, Board of Health, reported that the Health District, through a grant, is offering a full day of choke and serve safe and allergen training at half the cost. This training will be hosted by Berkshire Pizzeria in Charlemont. On line permitting has gone reasonably well. The Park and Recreation Commission would like to view or receive a report regarding permits granted to vendors using the fairgrounds.
9. Michael Walsh, EMD, reported that he is reviewing the revised Hazmat plan and is currently participating in emergency exercises. Ebola has been researched and will be forwarding his research to the Board of Health. The flu clinic will be placed onto the Town website. The EMD operation center is currently run out of a small area in the library. The Academy at Charlemont school security has been reviewed and he is working on railroad hazmat. A document regarding use of Constables is being created with the assistance of the Police Officer in Charge. Mr. Walsh is meeting with UMass regarding flood control mitigation.
10. Sarah Reynolds, Park and Recreation Commission, reported that the Commission is working on the kiosk at the foot of Park Street and creating an office with a land line telephone in the exhibit hall. The Commission is researching the installation of an ice skating rink under the pavilion at the Fairgrounds. The track on the Fairgrounds will be kept packed for winter use.
11. Dan Girard, Planning Board, reported that the Earth Removal and Medical Marijuana bylaws had been approved by the Attorney General. The old drive in property has been sold to Rae Construction, the company vehicles and additional buildings will go on the tax rolls. The old box company property on Avery Brook Road might be sold or used for emergency services.
12. Michael Kane, Planning Board, stated that the Town owned old box shop property, located on Avery Brook Road, is an eyesore and should be cleaned up or sold. Mr. Kane stated that as a Planning Board member, it is difficult to tell people what to do with their property when the Town allows its own property to be in such a state.
13. Business being concluded, the meeting was adjourned at 9:10 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.
No documents were viewed by the Board. Sign in sheet attached.