

## Minutes of the Charlemont Selectboard

November 7, 2022

Meeting was held at Town Hall and Via telephone conference

Attending: Dan Girard, Valentine Reid, and Sarah Reynolds in town hall, Bob Handsaker via telephone.

The meeting was called to order at 6:30 pm by Dan Girard

### Administrators report:

- 1) The administrator went over USDA loans and grants she had attended a presentation in which it was explained the USDA had a program very similar to the HRA housing program residents are apart of. The program includes grants at a 1% interest rate. There is Single family housing and repair grant and loan program. This information will be shared in the next newsletter and on the website
- 2) As part of the same presentation, the administrator received information on how bills like the recreation tax get passed. Due to where the Rec tax bill is in the process this time it was reported that it would most likely have to be filed again, which means having it on town meeting list.
- 3) IT policies were then discussed, Valentine Reid has been helping the administrator revise policy templates that were given as part of classes and the new cybersecurity push from the state. The Third-Party policy and the incident policy are completed to the point that the administrator will send them to FRCOG and the insurance company and see if they will consider them adequate for the new standards.
- 4) The EV tour of town brought two sites up for the best location, Hawlemont School by the tennis courts and the fairgrounds by the bathrooms, the administrator will follow up with both the park and recreation commission and the school. Metered parking in front of the school on weekends was also discussed, the administrator will do some research and bring it back to the board.

### Broadband Appointment:

- General status update is that the stragglers are getting completed. The resiliency work is going well, this will increase capacity and save money.
- Financing was done for the short-term note, it has rolled over for a year. The interest rate was 3.93 %, finances are on track so far this year
- Bob Handsaker is working with the planning board on the subdivision control law to make sure broadband is included and that it is the developer's responsibility to extend the network when subdivisions are built. Valentine Reid said this is important as we did not want to sleepwalk into a new digital divide.

### Liaison Reports:

Transportation for VEAC had been increased 32% in our budget, the current bussing projection was not included, administrator to find out bussing cost

The ambulance bill received from Northfield was discussed on a motion by Dan Girard and second by Valentine Reid, the bill will be paid, with a letter included that has clear language about it being a onetime payment. The administrator will write a draft letter with the language the attorney sampled and send it for review prior to the letters signing.

Agenda items:

- 1) Moved item number 2 to number one – discussion about Dan Girard moving and resigning the resignation will be effective the end of December, Due to this and other recent events on a motion by Dan Girard and second by Valentine Reid, the selectboard chair was changed to Valentine Reid
- 2) Discussed a special election for the selectboard positions. 35 days was the time frame for being able to hold an election. With the holidays coming up it was discussed that January 10<sup>th</sup> would be a more convenient time and allow for candidates to pull papers. This will be on the November 21<sup>st</sup> agenda
- 3) The sample letter for the Fire Chief to give out with fireworks permits request was discussed. On a motion by Dan Girard and second by Valentine Reid the letter was approved as the boards policy to pass it out with the request for fireworks permit. If there are still issues around the fireworks in the future, it was brought up that the board would review the Northampton bylaw and re-assess.
- 4) On a motion by Dan Girard and second by Valentine Reid the board accepted the resignation of Gisela Walker from the planning board (full member) and appointed her to the associate position on the planning board
- 5) On a motion by Dan Girard and second by Valentine Reid Eric Dean was appointed to the Agricultural position

Approve/Approve and Sign/ Sign

- 1) On A motion by Dan Girard and second by Valentine Reid the October Warrants were approved
- 2) On a motion by Dan Girard and second by Valentine Reid the minutes from September 22,2022 were approved
- 3) On a motion by Dan Girard and second by Valentine Reid the Chapter 90, small bridge, and Wrap paperwork were approved
- 4) The Small-town Grant paperwork that needed signature (the contract was done as an e-sign) was signed by Dan Girard. Due to the location of the road Valentine Reid has to abstain from signing.
- 5) On a motion by Valentine Reid and second by Dan Girard the KP law invoice was approved for signature.

The board recognized the completion of the MACC training program by Justin Maynard of the Conservation Commission.

The board also extended best wishes to Marguerite Willis for a complete recovery.

On a motion by Dan Girard and second by Valentine Reid the meeting adjourned at 7:29 pm