

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

June 19, 2023
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The meeting was called to order at 6:15 P.M. by Select Board Chair Valentine Reid. Select Board member Jared Bellows and William Harker along with Administrator Sarah Reynolds, also attended the meeting. This meeting was conducted in person and via telephone conference.

1. No one from the Parks and Recreation Commission attended for their 6:30 P.M. appointment. Mr. Reid asked the Executive Secretary to electronically provide himself and Commission member Michael Hayden a copy of the Town Insurance.
2. Administrator reports:
 - Green Communities has funds for air-to-air heat pumps that also cools. A proposal for an electrical upgrade can also be obtained.
 - MassDOT met with Maxymillion Construction who provided an updated bid for the Long Bridge project. Changing the number of shields required for under the bridge brought the bid under \$500,000.
 - The river signs will be put in place this week.
 - The Town will need to fill out a Community Compact Grant in the amount of \$250,000 for the Mohawk and Hawlemont sustainability study.
 - The school speed signs will arrive by the end of June. The access permit has already been obtained.
3. The Board made some verbal edits to the EMD job description. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes to approve the job description once the edits have been made.
4. The Board agreed to have discussions with the employees whose job descriptions have been finished and approved. The Board will hold earlier meetings to finish up the job descriptions that have not been transferred into the new template.
5. Identification cards for town board and committee members may be obtained through the Town Clerk.
6. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to appoint the Officers as submitted by the Police Chief.
7. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to appoint the Election Officers as submitted from the Town Clerk.
8. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to appoint the Ambulance Staff as submitted by the Ambulance Director.
9. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to appoint the Officials to their respective departments as submitted by the Town Clerk, except for Agriculture and Forestry Committee member Eric Dean who verbally resigned during their last meeting.
10. Upon review of a list of vacancies on appointed Boards, Mr. Harker was appointed to the Earth Removal Committee as a member from the Select Board for a 3-year term.

11. EMD Dennis Annear was appointed emergency contact for the Yankee Atomic Board. The Police Chief, Ambulance Director and Interim Fire Chief will be asked to serve as second contacts.
12. The Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to approve/approve and sign:
 - Payroll warrant #2349 for \$10,890.37.
 - Vendor warrant #2349 for \$30,519.50.
 - A response letter to a resident regarding scheduling the Annual Town Meeting.
 - A one-day wine and malt license for Berkshire Brewing Co during the Car Show at the Fairgrounds.
 - A vacation request from the Executive Secretary/Town Clerk.
 - Vadar Systems accounting software 3-year contract.
 - Community Compact Grant documents for the Mohawk and Hawlemont sustainability study.
 - Green Communities reporting agreement with the FRCOG.
 - 5-22-23 Select Board minutes.
 - Bridge Academy Completion documents for Police Chief Pelletier.
13. A Select Board meeting was scheduled for Thursday, June 22, 2023, at 12:30 P.M. to review and sign testimony to the State regarding State Owned Land in Leu of taxes.
14. At 7:57 P.M. the Board unanimously voted, Mr. Reid – yes, Mr. Bellows – yes, Mr. Harker – yes, to enter into executive session under exemption #7, to review confidential information on the Ambulance Billing reports and to sign executive session minutes from May 22, 2023, and June 8, 2023, and not to return to open meeting.

Respectfully submitted:

Approved by:
Charlemont Select Board

Kathy A. Reynolds
Executive Secretary

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

Documents reviewed by the Board.

- EMD job description
- Police appointment list
- Election Officer appointment list
- Ambulance Staff appointment list
- Board/Committee/Commission appointment list
- Appointed Board/Committee Commission vacancies list
- Yankee Atomic Board update
- Vendor and payroll warrants

Letter responding to a resident regarding scheduling Annual Town Meeting
Vacation request
Vadar Systems contract
Community Compact Grant
FRCOG Agreement
5-22-23 Select Board minutes.
Bridge Academy documents