

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

July 24, 2023
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The meeting was called to order at 6:00 P.M. by 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. The Board reviewed the revised job description for the Secretary to the Boards position. The current employee holding that position has reviewed the document and does not have any comments nor changes. The Board found one typo in the document and unanimously voted, Mr. Bellows – yes, Mr. Harker – yes, Mr. Reid – yes, to approve the job description once the typo has been corrected.
2. The Board next reviewed the draft job descriptions for the Town Treasurer and Tax Collector. Several edits were made to the Treasurer description. The document will be edited and brought back to the next meeting for final approval. The job descriptions for the Highway Department will be reviewed and discussed during the next scheduled Select Board meeting.
3. Ashley and Wilder Sparks, Recall Committee members, attended the meeting to discuss the next steps for the Recall Provisions that did not pass at the Annual Town Meeting. The reasoning why the Provision did not pass was discussed, possibly because the Towns people wanted more specific reasons stated or because of the low threshold needed for a recalled. As there are 2 members of the Committee left the Select Board will advertise for additional members. In the meantime, Ashley and Wilder Sparks will continue to work on edits for the Provision.
4. Administrator report:
 - The Cannabis Commission is requiring updates to Municipal Host Community Agreements but has not issued guidance yet. One update will be all information, and permit and agreement applications are to be found on the same page on municipal websites.
 - Representative Natalie Blais has submitted to the Town information regarding the Mohawk Trail State Forest closure to accommodate drilling for a new well. The information was read aloud during the meeting. While the State Forest is closed, other larger maintenance projects will be done. The State Forest is still open for day use. The Administrator as asked to contact Representative Blais to inquire if there is any economic aid for business affected by the closure.
 - Maxymillion was the low bidder for the Long Bridge repairs. The bid was \$469,920. The Board unanimously voted, Mr. Bellows – yes, Mr. Harker – yes, Mr. Reid – yes, to award the bid to the lowest bidder, Maxymillion, and to assign Mr. Harker to sign the contract once it has been finalized.
 - MassDOT is reviewing the Town Meeting vote to turn over ownership of the Long Bridge to the State.

- The 25% review zoom meeting for the Chickley Road Bridge will take place on July 31, 2023, at 2:30 P.M. The review will be conducted by MassDOT.
5. The Board went over a few ideas for use of the \$500,000 Recreation funds. The funds must be spent by the end of 2026. Some ideas are Town's share for solar charges, upgrade the tennis courts, sidewalk along School Street, split rail fence around the Town Hall property, upgrade the Exhibit Hall, Grandstand engineering study, bike track at the Fairgrounds'. Mainly to upgrade existing Town facilities.
 6. Mr. Reid reported that the amount of revenue generated by the Transfer Station is currently less than it was when the Town was using trash bags. The Board discussed raising the price of trash bag stickers and non-residents using the Transfer Station. Mr. Reid will draft a proposal for the next Select Board meeting.
 7. Mr. Reid submitted a draft testimony regarding the Rec Tax legislation that is being reviewed by the Joint Committee on Revenue. One additional sentence will be added to the third paragraph. The Board unanimously voted, Mr. Reid – yes, Mr. Harker – yes, Mr. Bellows – yes to approve and sign the testimony with the additional sentence added.
 8. A meeting of the Board with the Fire Chief, EMD, Ambulance Director, Police Chief and Highway Superintendent was scheduled for Tuesday, August 8, 2023, at 4:00 P.M. at the Fire Station. This meeting is to discuss the July 10, 2023, rainstorm and any succession planning that might be needed for emergencies.
 9. Now that the Town has an Animal Inspector, the Board voted, Mr. Harker – yes, Mr. Bellows – yes, Mr. Reid – yes to add the Animal Inspector position and contact information onto the ACO website page. A town e-mail address will also be assigned to the Animal Inspector.
 10. The Board unanimously voted, Mr. Reid – yes, Mr. Harker – yes, Mr. Bellows – yes to appoint Mr. Bellows as Charlemont's representative to the FRCOG Planning Board and Administrator Sarah Reynolds as alternate.
 11. The Board unanimously voted, Mr. Reid - yes, Mr. Bellows – yes, Mr. Harker – yes to approve/approve and sign.
 - Vendor warrant #2404 for \$28,303.65, #2355 for \$10,027.04, #2423 for \$88,223.49, #2402 for \$5,610.20, #2353 for \$33,375.50, #2354 for \$34,453.31.
 - Payroll warrant #2401 for \$30,657.48, #2352 for \$16,056.11, #2353 for \$26,472.90.
 - Vacation time requested by the Town Administrator.
 - \$2,000 donation for the Fire Department from James Sullivan.
 - One day wine and malt license for Berkshire East
 - Household Hazardous Waste Collection Day MOU with the FCSWMD.
 - 3rd party Transfer Station Inspection MOU with the FCSWMD,
 - Select Board minutes for: 5-8-23, 6-5-23, 6-19-23, 6-22-23, 6-29-23, 7-23, 7-17-23.
 12. Business being concluded, at 8:25 P.M. the Board unanimously voted, Mr. Bellows – yes, Mr. Reid -yes, Mr. Harker – yes to enter into Executive Session to sign the

executive session minutes for: 4-24-23, 5-8-23, 6-5-23, 6-19-23 meetings and not to return to open meeting.

Respectfully transcribed

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

Vendor and payroll warrants
FCSWMD MOU for Household Hazardous Waste Day and 3rd Party Inspections
Donation e-mail
Select Board minutes.
Rec Tax testimony letter
E-mail from Representative Blais regarding the Mohawk Trail State Forest status.
Secretary to the Board, Treasurer and Tax Collector job descriptions