

CHARLEMONT SELECTBOARD
NOTICE OF MEETING
Monday, February 26th, 2024, 6:00 pm
Via Conference call and in person, Town Hall Meeting Room

Members in attendance: Jared Bellows, Valentine Reid, Bill Harker

Others in Attendance: Sarah Reynolds, Star Atkeson, Lori Shulda-Merrigan, Bonnie Jo Radasch

Appointments:

6:45 pm: Tyler Memorial Library Trustees – RE Librarian Salary this appointment will happen at the next meeting.

Administrator reports:

1) Request for funding for Porta Potties at Shunpike update from donation requests

None of the businesses asked wanted to donate money toward the portapotties. Last meeting it was voted to agree to pay for them (\$1,567 per season —May to last week of Sept.) and then to seek donations or take out of rec grant or find some funding.

2) Community One Stop Grant Submittals- Bridge and Road options

The Zoar Rd Bridge is ready for work. It was quoted to cost \$410,000. It needs concrete work, some steel work and patchwork. Sarah would also like to submit for a grant for Shared Streets. There is one form that you fill out with your expression of interest on the Community One Stop site.

3) Mohawk and Hawlemont Phone System request for town meeting

\$2996. The State requires Mohawk to have an E911 phone system update, it should go on a Town Meeting warrant as one time warrant article or a capital planning request. Late bus for Rowe, Health and Charlemont updates.

This needs to be brought back to Town Meeting, it was just renegotiated, and a new letter was sent. It costs \$6,667 for Charlemont's third of the bussing cost. As it is over \$5,000, it may need to go before capital planning.

Liaison reports:

1) Ambulance Mutual Aid Letter. Charlemont acts as the backup to the backup (Shelburne Falls cover for Hawley.) Jared doesn't feel a need to write a letter especially as the towns are working on a permanent agreement.

2) Abandoned and Derelict Property Committee update.

Val went to the Wednesday meeting for abandoned and derelict properties. They will talk about at-risk properties, as well, to keep people in their homes. The new committee is updating the inventory on the spreadsheet from the last go around. They will have a list in one month and decide on a few properties to take action on. Sarah will send the list to the other SB members.

Agenda items:

1) Missing Selectboard Budget items,

a) cost of living adjustment discussion

Sarah gave the Board a chart of all the salaries adjusted by 3-6%. Val led the SB on an audit of all underspent line items in the budget and was able to shave off @\$30,000. He used this to help justify giving town employees a 5% cost of living adjustment. Last year they were unable to get close to 8.5% cost of living adjustment, giving 3%. Bill Harker hoped for less but said he would agree to the 5%.

Val revisited the subject of revolving funds and possibly introducing a bylaw. Jared said he had proposed it many times. Having it as a bylaw would be new. There are spending limits on revolving funds but not where the money comes from. Val found examples, Bill and Jared said he should bring it before voters and see what they say. Jared had tried with stabilization and thinks that maybe revolving could work. They could commit a percentage of an overall budget into revolving, that carries over. Buckland does it. Val would like to put it on the FinComm agenda.

b) highway mechanic proposal

Bill knows of a mechanic who wants to be in Buckland and would be okay with 25 an hour. Sarah said other towns use operator mechanics. She suggests that next time there needs to be a hire they hire a operator mechanic. In the last 3 years, Sarah said the budget showed that they hadn't spent enough to warrant paying for an additional salary and parts. The Board discussed the position. They would need tools to work on air brakes. They would need to know whether PT or FT. Bill said the mechanic was willing to plow. Sarah said they would have to advertise the position and get references. Some feel for the price it would be better to wait or go on TM floor and ask for a 5th employee. A full-time position would raise HWY salary line by \$52,000. They thought of splitting the position with another town. Val is concerned with an extra employee becoming a lay off risk. If Hawley or Rowe needed a mechanic for 10 hours, they could split the cost it could work out. Val thinks it's something to look at next year with a solid proposal.

c) and presentation for FY 25 Budget

Town Hall oil will come down \$1000, insurance will come down 15,000, executive secretary will come down 14,000, Town Administration expenses down 1000, and technology expenses can come down by 500.

2) Zoning Bylaw revisions for cell tower bylaw from planning board review and vote to approve.

Jared Bellows made a motion to approve the Planning Board's request to bring the bylaw update to Town meeting. Bill Harker seconded it, All in favor.

3) Upper Pioneer Valley Veterans Service District, Review agreement and Vote on continuing membership

Valentine Reid motioned to approve the agreement. Bill Harker seconded. All in Favor

4) Annual Town Report Selectboard Submittal

Val as chair, will write the report in time for next meeting.

5) Request for Bid, response from the Conway School of Landscaping, and any other bid proposals received for the Fairgrounds and Hawlemont School. Discuss and vote (School deadline is the 28th of February)

- The Board explained the scope of the project to Bonnie Jo and Lori. Bonnie Jo wondered about ongoing work projects. Perhaps they should wait on installing new fencing until they know the final design. The design will be ready by this June. All the money from the rec grant needs to be spent by June 2026. The ideas from the 3 concepts produced by the school will be prioritized with help from the community.
- Lori would love to save the grandstands and have them look nicer (even if they will not function as grandstands because of current code restrictions.)
- Val let them know that Conway would like to work with a dedicated group of residents.
- They would like the fairgrounds to be used and were reminded about the non-indemnification waiver of liability. If there is a small event which is free and doesn't serve alcohol, people can congregate without having 1 mil. In liability insurance. Val would like to put it on the next agenda.

Valentine Reid motioned to accept the Conway School Proposal. Jared Bellows seconded it. All in Favor.

6) Town board resignation letter received, add to annual election positions.

Bill Harker submitted a resignation letter in time for someone to take papers for the position. Val and Jared are sorry to see him go. **Valentine Reid made a motion to accept Bill Harker's resignation effective April 30th. Jared Bellows seconded, All in favor.**

Valentine Reid made a motion to add the term to the Annual election. Jared Bellows seconded, All in favor.

Approve/sign/approve and sign:

1) Payroll and Vendor warrants

Valentine Reid made a motion to sign the payroll and vendor warrants. Jared Bellows seconded, All in favor.

2) Minutes from January 29th and February 12 and 20th

Valentine Reid made a motion to approve the January 29th and February 20th Meeting Minutes

3) Warrant for Presidential Primary Voting at Hawlemont March 5th.

The warrant was signed. It will need to be posted by the constable (Bill Harker) in the Post office and in the Town Hall Hallway

- Unforeseen invoice KPLaw for 1,838.38

Valentine Reid made a motion to approve and sign the KP Law invoice. Jared Bellows seconded it, All in Favor.

Valentine Reid exited the public meeting at 8:36 to enter executive session.

Enter into executive session for reason # 7. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements- approval of executive session minutes.

* To the extent known at the time of posting Posted: 0

Documents reviewed in meeting:

Agenda for 2/26/2024 Select Board Meeting

Minutes for 1/29/2024 and 2/20/2024 Select Board Meetings

Letter Select Board dated 2/21/2024 from Susie Zavotka, Rowe School Chair Committee re: Late bus

Draft 1 FY 2025 Budget Worksheet w allocation chart

Chart with salaries and cost of living increases from 3-6 %

Charts regarding the cost of the E911 phone system capital debt apportionment

Form for the PB From the SelectBoard regarding the receipt and resubmittal of zoning bylaw revisions.

Planning Board submittal: February 26, 2024 re: Proposed revisions to the Charlemont Zoning Bylaw For the Annual Town Meeting on May 28, 2024

A copy of the revised Section 44 of The Charlemont Zoning Bylaw

Warrant for Presidential Primary Voting at Hawlemont March 5th

Department of veteran's Services letter to Mayor Wedegartner dated Jan 7, 2022

Payroll Warrants 2431, 2432, Vendor warrants 2433, 2434

Invoice from KP Law