

CHARLEMONT SELECTBOARD
NOTICE OF MEETING
Monday, March 11th, 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: Andrea Santos, Evie Locke, David Kong, Christina Dupree, Sarah Reynolds, Star Atkeson

Appointments:

6:30 pm- Tyler Memorial Library Trustees RE: Librarian Salary

Andrea and Evie presented their case to request a raise for the library director. She has a master's in library sciences, only works 17 hours a week, and makes \$17.00/ hr., less than librarians in surrounding towns. They brought in an analysis of library salaries. As with last year, Val does not feel comfortable giving one person a raise without doing a department wide salary analysis, they just haven't been able to get to it yet. Val suggested holding the line at Town Meeting and having the town vote whether to give her a raise. This would be a "normalization" raise, they would like a \$4. increase per hour.

6:45 pm- David Kong RE: Alcohol Permit for Avery's Store

David Kong would like to have a liquor license. He heard from McCusker's in Shelburne Falls, that once they got a retail liquor license they stopped losing money. Sarah confirmed that there was availability. They went through what he should expect from the process. There may be a step where he has to state that the sale of alcohol will "not be detrimental to school or church." Sarah gave David an application packet.

7: 00 pm – Greg Rowe RE: Converting Beer and Wine to a full pouring license, Class II license at Stagecoach Auto, and ongoing problem with more than two unregistered vehicles.

Greg Rowe questioned why the ConComm has made a watered-down version of the 2018 enforcement order for the 180 8A situation. He said you can't junk cars without a title. He thinks the town is going about it all wrong. Val said that on December 18th the SelectBoard voted on the class II license and gave him a year to work with the planning board to get a site plan review regarding the cars for the repair shop. Greg wants a spreadsheet inventory to be used. He thinks there is a double standard being applied to Dupree and that he is getting special treatment. Bill Harker gave Rowe a history of their efforts to resolve the situation. ConComm is the Board to enforce the order.

Jared said that repair shops were never given a maximum number of cars. They are working on it. It will be stated in the site plan review. If in December there is no site plan, this Select Board will recommend the next Select Board not renew.

Greg would also like to talk about getting a full liquor license, and wonders if they will allow proration of alcohol licenses. Yes, the select Board will look into it, and if they do, they will allow proration for all licenses in town. They wonder if he can have his DUA hearing by April 8th.

Administrator reports:

1)Warrants Articles for town meeting, review list

- Annual audit
- Fire chief/fire district (start discussion re: non-binding resolution, Rowe will do the same)
- Town public safety building committee (Municipal Complex)
- Stabilization and revolving funds (HWY, police, Fire, opioid)
- Town report- ask Town Meeting if okay to stop printing

- Vo-tech late bus (Rowe and Heath, if town willing to pay 1/3)
- School phone system, warrant, and/or put on budget next year as capital items under schools.
- Free Cash
- Recall bylaw
- Planning Board wireless bylaw
- Long Bridge layout, still needs a list

2) Conway School Project update

Three people have agreed to be the core committee to work with the Conway School Project at the Fairgrounds— Mike Hayden, Bonnie Jo Radasch and Lori Shulda-Merrigan. The Conway school would want a maximum of 6 people in the committee.

3) Chapter 90 Apportionment Letter for FY 25

Chpt. 90 allocation is out, Charlemont will receive \$177,452.47. This was not calculated with the new formula; it is down \$400 from last year.

4) Safer Fire Personnel Grant Salary Recommendation/ vote on amount to use in the grant application

Sarah explained that she is applying for the Safer Fire personnel grant with Rowe, as lead applicant. She wanted to confirm the salary amount to put in the application to hire a certified EMT, fire fighter. The grant lasts for 3 years. \$24.00 an hour is average around here and in Vermont.

Valentine Reid made a motion to use \$26.00 an hour as a target salary amount on the SaferGrant. Jared Bellows seconded the motion. All in favor.

Liaison reports:

Agenda items:

1) FY 25 Budget Review

5% Cost of living adjustment was added. 3 accounts were knocked down. A lot had been level funded. Property insurance and health insurance were level funded and can be reduced more. They talked about lessening a few more lines. Sarah will clarify an amount to set aside for Sue Vight's work and will bring a proposal at the next meeting. Smith Vo-tech line transportation went up, they will move \$ from student to transportation line, as end of year transfer. Transfer Station recycling has recovered. Val suggested talking to Jan about lowering the processing fee.

Bill suggested putting black-top down at the transfer station. A cardboard compactor would save money. Sarah thinks she can get a grant to help pay for that. Val said if they were short to pay for that, they could supplement the cost as a capital expense item. Sarah will find a price for one.

They spoke about collapsing line items into fewer categorized lines for Town Meeting. Pensions and insurance could be one line. Val would like to review a list of lines that have been held in the past 5 years.

Bill found it strange that BoH gets a stipend and no other boards do. He would like it to be consistent and would like to show other Board members appreciation.

2) Review Town Insurance Personal Property Amounts for Town Garage, Tractor Shed, Fire Station And Fairgrounds

There is more equipment in the buildings than is listed as insured. Sarah has an inventory from HWY, Police and Fire. She will update the insurance coverage and put in the calendar as an annual inventory to check up on.

- 3) Updated Special Events application and Liability Waiver for rental of Town Property
Sarah has the special event application, the attorney's example of a waiver, he will modify it for Charlemont, an abbreviated application.

One application would be for events like Bone Frog, or Highland Pentathlon, and the other would be for small events at the fairgrounds. The Board thinks that using # of people is a good idea to decide which waiver to use. @20 people and under, notify parks and rec, but not the Select Board.

Bill thinks that Parks and rec can read the waiver and if they have notes they can give feedback.

- 4) Volunteer Opportunities for Town Projects.

Val thinks it would be a cool idea to set up volunteer page for the website, with the waiver of liability form and with all the volunteer opportunities. Perhaps there could be a day of service, a Saturday or Sunday in spring. That has worked in the past with the cemetery. Val will pick a date after the Town Meeting. There is stuff to be done at the fairgrounds and the back wall of the free shed at the transfer station needs to be fixed. The jail could use some slate work on the roof.

Val let everyone know that Marguerite wanted some type of celebration for the 250 anniversary of USA.

Jared heard that people would like to see vacant spots on boards, and who is up for election.

Approve/sign/approve and sign:

- 1) Payroll and Vendor warrants

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

- 2) Minutes from February 12 and 26th

Valentine Reid made a motion to approve the February 12 and 26 Minutes. Jared Bellows seconded the motion. All in favor.

- 3) Seasonal Renewal Certification Form for the Alcoholic Beverages Control Commission

Valentine Reid made a motion, seconded by Jared Bellows to approve and sign the seasonal renewal certification form for the alcoholic beverages control commission. All in favor.

Valentine Reid made a motion to adjourn the meeting @8:22 Jared Bellows seconded it. All in favor.

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.

Documents reviewed in meeting:

Agenda for 3/11/2024 Select Board Meeting

Minutes for 2/26/2024 Select Board Meeting

Draft 2 FY2025 Budget Worksheet

Letter from Maura Healy's office dated Feb 27, 2024 with FY25 Chapter 90 apportionment

Email dated 3/1/2024 from Greg Rowehl requesting agenda slot

List of Town Meeting Items

List of highway Department Contents and Tractor shed contents

Schedule of Locations, special property coverage, auto fleet schedule from MIIA Property and Casualty Group 7/01/2023-7/01/2024 in Charlemont Departments (6 pages)

Alcoholic Beverages control Commission FAQs

Quota of retail alcohol licenses based on population

License to use real Property, example from Jonny Kelley Park, Dennis, MA

Special Event Permit Application

Application for amendment – change of License Classification (Retail alcoholic beverages license application)

Retain liquor license renewal Application Guidelines

Analysis of librarian salaries