

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
Town of Charlemont

April 9, 2012
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The meeting was convened at at 7:00 P.M. by Chairman Winston Healy. Jean Brisson also attended the meeting.

1. The warrants were signed.
2. The Board reviewed a revised bill for hauling of dumpsters from 394 North Heath Road that indicates the Town's share of the bill is \$322.00. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to approve payment of \$322.00.
3. Ambulance Director Dana Johnson attended the meeting to discuss the FY 2013 Ambulance budget requests.
4. Mr. Johnson reported that as of April 1st, all ambulance billing will be done through the computer. As of April 1st, Ambulance Billing Clerk's duties will be reduced to collecting and maintaining hard copies of the bills. Mr. Johnson stated that the Billing Clerk is paid on an hourly basis at the same rate as an EMT.
5. The Ambulance budget was reviewed line by line.
6. Mr. Johnson reported that there is some confusion regarding setting up an account for payment to the ambulance billing service. The Accountant will be contacted for her recommendation regarding what type of account should be used.
7. Mr. Johnson reported that the new ambulance billing service, Comstar, is working well for the Ambulance Department.
8. The Board reviewed the Tech student budget forecast assumption created by Mr. Healy. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to budget \$140,000 for Tech students based on an assumed student enrollment.
9. The Board reviewed the Tech busing budget forecast assumption created by Mr. Healy. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to budget \$500 for Tech busing as a line item place holder in case the Town is required to provide student busing services.
10. Ms Brisson will work with the FCSWMD on transfer station cost projects. The Board agreed to accept Ms Brisson's budget estimate, once received, without further review.
11. A warrant article for a compactor at the Transfer Station will be placed under action on the April 23rd meeting agenda.
12. Tax Collector hours will be placed under action on the April 23rd meeting agenda.
13. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to budget 0 for the Accountant Supplies line item.
14. The Board unanimously voted, Ms Brisson -yes, Mr. Healy -yes, to budget \$500 for the Care of Cemeteries line item.
15. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to budget 0 for the Fire Department Electricity account.
16. The Board received a letter and draft agreement from the HRA for their regional housing rehabilitation services. A copy of the documents will be sent to Steve Ferguson. A ½ hour meeting with the HRA will be set for April 30th.
17. The Board received the FY 2013 DCS Annual Grant notification. The notification will be sent to the Park & Rec Commission, Planning Board, Conservation Commission, and the Grant Writer.
18. The Board received an inter-municipal agreement between the FRCOG and the Town for public

health services. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to approve the agreement with the Chairman's signature. The agreement will be sent to the Board of Health for their consideration and signature.

19. Mr. Healy submitted a written description for the use of the Berkshire East Gift. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to approve use of the funds as written.
20. The Board received an opinion and edited from sex offender by-law from Town Counsel. Consideration of the by-law will be on the agenda for April 23rd. Ivy Palmer will be sent the opinion and edited by-law.
21. At 8:30 P.M. the Board opened Propane bids received for FY 2013. One bid was received from Osterman Propane. The bid was for a variable rate at the price per metered gallon at the cost of propane delivered from Selkirk, NY, plus a markup of \$.30. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to accept and award the bid to Osterman Propane.
22. The Executive Secretary was requested to calculate the Highway and Fire Departments FY 13 propane budgets by using the current Selkirk propane price, adding a 10% mark up and adding \$.30 to reach an assumed price per gallon.
23. At 8:45 P.M. the Board opened bids for equipment rental, with and without an operator. Two bids were received, one from George Rice and one from Gerry's Home Improvement. Both bids were read aloud. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to send the bids to the Highway Superintendent for his review and recommendation.
24. The Board received an e-mailed recommendation from the FRCOG recommending that the Town level fund the FRCOG Health Services budget line item. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to level fund the line item as recommended.
25. The Board received an e-mail reporting Town property was being removed from 279 Avery Brook Road. Mr. Healy will investigate this report.
26. The board received a notice that the REPC certification expiration date has been extended to 2015. A copy of this notice will be forwarded to the EMD.
27. The Board received a Clean Sweep Collection notice and flier from the FCSWMD. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes, to send the notice to the webmaster to post on the website.
28. The Board noted that the Town Hall has received a certificate of inspection.
29. The Board received a notice of several Broad Band meetings. The notice will be forwarded to Steve Ferguson and Joshua Bellows for their consideration.
30. Mr. Healy reported that the old police cruiser has been left at the Highway Garage for at least 2 years after it was sold. The Board unanimously voted, Ms Brisson – yes, Mr. Healy – yes to deem the cruiser surplus property to be removed and disposed as the Highway Department sees fit.
31. The Board unanimously voted to allow the Executive Secretary to adjust the EMD budget, so as to reflect a total budget of \$3,600.
32. Business being concluded, the meeting was adjourned at 9:10 P.M.

Respectfully submitted

Approved by:
Charlemont Board of Selectmen

Kathy A. Reynolds
Executive Secretary

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

List of documents reviewed by the Selectmen.

Warrants
Bill for hauling dumpsters
Budget assumptions
FY 13 draft budget
HRA draft housing agreement
DCS grant notification
Inter-municipal agreement for health services from the FRCOG
Use of the Berkshire East gift description
Town Counsel opinion and edited sex offender by-law
Propane bid
Equipment rental bids
E-mailed FRCOG Health Service budget line item recommendation from the FRCOG
E-mailed Town property report
REPC certification expiration date notice
Clean Sweep Collection notice
Certificate of inspection for the Town Hall
Broad Band meeting notice