

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
Town of Charlemont
Town Hall Meeting Room

October 21, 2013
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The meeting was convened at 7:00 P.M. by Chairman David Cunningham. Vaughn Tower and Beth Bandy also attended the meeting.

1. Police Officer in Charge Jared Bellows attended the meeting to request the Board appoint Ryan Martin to the Police Department. Ryan Martin attended the meeting as well. Officer Bellows stated that Mr. Martin has attended the Police Academy and if appointed, will train on the force through the winter to prepare for summer patrols. Mr. Martin has already purchased his own police equipment. Mr. Martin stated that he is also on the Charlemont Fire Department and works at the Valley View Farm and at Berkshire East during the winter. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to appoint Ryan Martin to the Charlemont Police Department as a Police Officer.
2. The weekly warrants were signed.
3. 4 Special Town Meeting Warrants were signed.
4. Ms Bandy reported that the Finance Committee has voted not to support any of the Special Town Meeting articles unless Free Cash has been certified.
5. The minutes from the October 7th meeting were signed.
6. The minutes from the November 30th meeting were signed.
7. The Board reviewed a post card from Planning Board Chair Gisela Walker.
8. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve for payment the 2nd Siemens invoice.
9. An invitation to the State House from Representative Paul Mark was read.
10. The Board received and reviewed the 2013 Ambulance Inventory sheets. Departmental inventory sheets will be filed until all have been collected.
11. The Hampshire Electricity summary of changes will be e-mailed to each Selectboard member for their review. Ken Elstein from the HCOG will be invited to a meeting of his convenience to discuss the changes.
12. Ms Bandy will contact other Towns to see if they have supported bill H2374.
13. Marguerite Willis and Dan Girard, Ad Hoc Municipal Space Committee members attended the meeting to review the Committee's charge. Gordon Hathaway also attended the meeting and stated that he is willing to become a member of the Committee. The charge for this Committee was read. The Committee will research possibilities for all Town owned buildings and properties and how they may be utilized. Ms Willis suggested interviewing all parties that may be involved. Mr. Girard suggested creating generic interview questions and asked the Board to notify all departments of possible contact by the Committee. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to appoint Gordon Hathaway to the Ad Hoc Municipal Space Committee. Mr. Hathaway and Mr. Girard were qualified for office.
14. Stephen Ferguson attended the meeting to report on his meeting with Siemens regarding the energy audit. Siemens did report to Mr. Ferguson that several Communities have opted out of their contract, even though they also lost their performance guarantees. The yearly reports are calculated by adding a percentage to the base line figures each year. Mr. Ferguson suggested the Board not continue with the contract and save the Town from the yearly reporting fees.
15. The Siemens contract will be discussed during the Selectmen's meeting scheduled for

November 18th.

16. Mr. Tower stated that the Town is maintaining the fire hydrants and property owners should be notified. Mr. Tower will ask the Fire Department to draft letters to property owners.
17. Mr. Cunningham stated that the Highway Department is aware of a request to fabricate a tool that will open and close the old Town water system. The Highway Department is willing to create this tool.
18. The Board decided that a Community Spaghetti Dinner will occur on November 16th at the Hawlemont cafeteria with seating from 5:00 P.M. to 8:00 P.M. The proceeds from this event to go towards the creating of two new welcome to Charlemont signs. The Board discussed the creation and cost of tickets, materials and supplies needed, advertisement, donations. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to create a Town sign special revenue account.
19. Scott Stevens from Mass Highway and Dan from Northern Construction attended the meeting to follow up on the Route 2 closure. Mr. Stevens stated that the closure will begin on November 4, 2013 and last for not more than 2 weeks. Northern Construction will be working two 10 hour shifts for 7 days a week in order to keep this project on schedule. The detour route for motor vehicles is Burrington Road, with trucks to be detoured to Route 8, Route 116, and Route 112. Guard rails have been installed on Burrington Road and some trees have been cleared for motorist safety. Mass Highway will be patching the tar on Burrington Road in 4 or 5 needed areas. Mr. Stevens stated that residents along Burring Road have not been notified of this detour but businesses in Town have been alerted of the delivery truck detours. Mass Highway has not approached the abutters to the project as of yet. It was strongly suggested that Mass Highway offer the abutters the option of moving to a hotel for the two weeks. The Board stated that they had requested fliers be distributed which has not happened and possibly notifying residents directly across the river from the project. Mass Highway has already spoken with the Schools regarding student busing. Signs regarding the detour will be installed next week and mock ups for the signs were reviewed by the Board. The Board requested the word “closed” be removed from the signs and replaced with “detour” so motorist will not think the town is closed.
20. Mass Highway agreed to change the wording of the signs and to distribute fliers regarding the detour. Mass Highway will also contact the Town Emergency Management Director and North Adams Ambulance Service regarding the detours. Mr. Cunningham will send out a Town wide telephone message alerting residents of the Route 2 closure and detour. Mass Highway will contact the Town if the dates and plans for this closure change.
21. The Board discussed not piling snow on the tennis courts, as requested by the Parks and Recreation Commission, with Highway Superintendent Gordon Hathaway. Mr. Hathaway stated that if this will be a challenge due to the many obstacles at the School. Dump trucks to remove snow will not be available as they will have sanders installed. If a lot of snow is received this winter, the Town will be having a big problem at the School. Mr. Hathaway will notify the Selectmen if plowing becomes an issue.
22. Mr. Hathaway discussed the removal of a tree from Rice Brook and informed the Board that the Highway budget does not have the funds to pay for this project.
23. Simon Dean attended the meeting to update the Board regarding the drywall and insulation removal in the cellar. Mr. Dean reported that mold had penetrated into the insulation so both

- the drywall and insulation has been removed. Mr. Dean stated that he has placed his own dehumidifier in the cellar to test the cellar moisture content. Mr. Dean stated that he constantly found the door between the furnace room and room with the comment floor open which may increase the dampness. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to instructed Mr. Dean to purchase and install an automatic door closure and to continue removal of the drywall and insulation, moving south and along the outside wall, for a maximum of an additional 10 hours.
24. Ms Bandy stated that she hopes to participate and attend the FY 15 Mohawk budget meetings.
 25. The Board discussed the Special Town Meeting Warrant Articles. It was agreed that Mr. Cunningham will field any questions regarding the Fire Department articles and Mr. Tower will field questions regarding the Police and Park and Recreation articles. Ms Bandy will speak to the School stipends article.
 26. Mr. Cunningham stated that the petition article is a non-binding resolution and, if voted at the Special Town Meeting, the Selectmen would need to vote to place an article on the Annual Town Meeting. Mr. Cunningham asked if the Board would like to comment on this article as one unit or as individuals or not speak to this article at all.
 27. Mr. Tower stated that he is not against the article.
 28. Mr. Cunningham stated that he does not see any advantages and does not believe passage of this article will be in the best interest of the Town.
 29. Ms Bandy stated that she has not thought about this article. Ms Bandy agreed that the Board should state the pros and cons regarding elected verses appointed Town Clerk but she is not willing to take a stance during the meeting.
 30. The Board will hold a Selectmen's meeting at 6:00 P.M. on November 4, 2013 at the Hawlemont Elementary School.
 31. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign the Mass Cultural Council contract.
 32. The Board received an update regarding the status of domestic water testing around the Old Burn Dump.
 33. Upon reading that the FY13 #2 fuel vendor is willing to write off all remaining gallons of fuel that was contracted, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to accept this offer and proceed using the new FY14 #2 fuel vendor.
 34. The Board received a letter regarding the confusion with quarterly tax billing. Ms Bandy will follow up with the Tax Collector.
 35. Having already discussed with the Highway Superintendent the Park and Recreation Commission's request not to place or plow snow on the tennis courts, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to write a letter to the Commission in response to their request.
 36. Mr. Tower stated that the Ambulance Director would like to increase the pay of fire fighters that respond to ambulance calls to \$10.50 per hour, the same rate as other ambulance responders. The Ambulance Director has enough funds in the payroll budget to cover this pay increase. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to give permission to the Ambulance Director to increase the fire fighters pay rates.
 37. The Board received and reviewed the 2013 Selectmen's and Town property inventory sheets. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to

- approved and sign the sheets as written.
38. The Board received an invitation to the next Deerfield River Forum meeting.
 39. Mr. Tower questioned of the Town carried short term disability insurance for its employees.
The Town provides health and life insurance.
 40. Mr. Tower reported that the fire hydrant in front of Avery's Store has been freed up and he will be visiting the FRCOG for the old fire hydrant maps.
 41. At 10:10 P.M. Mr. Tower left the meeting.
 42. Mr. Cunningham and Ms Bandy discussed missing e-mail addresses within the group e-mail addresses. Ms Bandy stated that she feels a Town directory should be created and town employees/Board/Commission/Committee members should be offered Town e-mail addresses.
 43. Mr. Cunningham will contact the Towns DOR Representative to discuss the timeline for certification of free cash.
 44. Ms Bandy stated that the next meeting of the Economic Development Roundtable will be on November 17th at 7:00 P.M.
 45. Ms Bandy stated that Finance Committee member Amy Wales and Ms Bandy will be working on a financial policy.
 46. Ms Bandy will draft an Ad Hoc Personnel Policy task force charge.
 47. Business being concluded, the meeting was adjourned at 10:30 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 items reviewed by the Board

Weekly warrants
Special Town Meeting warrants
10-7-13 minutes
9-30-13 minutes
Post card
Siemens invoice
Invitation to the State House

2013 Ambulance inventory
Hampshire Electricity summary of changes
Request to support bill H2374
Ad Hoc Municipal Space Committee charge
Request to fabricate a toll
Detour sign mock up
Park and Recreation Commission request not to pile snow on the tennis courts
FY 15 Mohawk budget meeting notice
Mass Cultural Council contract
Domestic water testing status
E-mail regarding the FY13 #2 remaining fuel
Quarterly tax billing letter
2013 Selectmen and Town property inventory sheets
Invitation to a Deerfield River Forum meeting