

MINUTES OF THE BOARD OF SELECTMEN'S MEETING
Town of Charlemont
Town Hall meeting room

December 2, 2013
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The meeting was convened at 7:00 P.M. by Chairman David Cunningham. Vaughn Tower also attended the meeting. Beth Bandy was absent.

1. The warrants were signed.
2. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign the 11-18-13 Selectmen minutes.
3. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to approve for payment a Kopelman & Paige bill.
4. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to purchase 8 holiday gift certificates from A.L. Avery & Son to be distributed to the following: Town Hall Custodian, Tax Collector/Treasurer, Secretary to the Boards, Executive Secretary/Town Clerk, Highway Superintendent, 3 full time Highway crew.
5. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to distribute holiday cards to employees.
6. The Board received two \$25.00 and one \$10.00 donations towards the Welcome to Charlemont signs. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to thankfully accept the donations that will be deposited into the Town Hall sign gift account.
7. The Board reviewed a letter to Osterman Propane reminding them that they were not awarded the FY2014 propane bid for Charlemont. The letter also acknowledges deliveries made to the Highway Department and Fire Department from Osterman after July 1st and states payment for those deliveries will not occur until an invoice is received reflecting the awarded fixed priced for FY 2014. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign the letter. Copies of the letter to Osterman will be given to both the Fire and Highway Departments.
8. The Board had previously voted to approve of a proposal, sent from the Town of Heath, to maintain and repair the 3 Town Landfill. Unfortunately the proposal was not signed by the Board. The Board signed the proposal.
9. The Board reviewed six 2014 licenses that were ready for signature. It was unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to approve and sign 2014 licenses for:
 - Matt's Automotive – Class II
 - Stage Coach Auto – Class II
 - Frank's Auto Sales – Class III
 - J.A. Sparda Co. – Class III
 - 4 Family – Retail Package Goods
 - Cold River Inc.-Retail Package Goods
10. The Board received a note from the Town Hall Custodian regarding his displeasure with the second bulk head door and its security. The Board requested the Executive Secretary to contact Axia with the Custodian's concerns.
11. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to continue and support the Senior Trash Bag program for the calendar year 2014.
12. Mr. Tower stated that he would like to place on the Town website a notice regarding ideas for the Welcome to Charlemont sign design. Mr. Cunningham volunteered to write the notice and

forward it to the webmaster for posting.

13. The Board received and read information regarding Citizens Against Municipal Aggregation (CAMA).
14. E-mail messages from 2 members of the Cemetery Committee regarding a request for a plot at the Zoar Cemetery were received. The e-mails discussed if any plots are actually available in the Cemetery and if the Town has the authority to sell plots. As there are numerous cemeteries in Charlemont that are not owned by the Town, the Executive Secretary suggested the Board contact Counsel to research what authority, if any, the Town has regarding the abandoned cemeteries, and the process necessary to gain authority. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to give the Cemetery Committee more time to conduct further research and to re-visit the request in the first Selectmen’s meeting in January, 2014.
15. Bob Handsaker attended the meeting to update the Board regarding Wired West. Mr. Handsaker stated that there is a 40 million IT Bond bill available for startup costs but the State feels it is important to see Town participation, in the form of funds. The Board thanked Mr. Handsaker for the update.
16. Amanda Doster from the FCABCI, a branch of the FRCOG, attended the meeting to remind the Board of their services. The FCABCI goals are to reduce substance abuse in teens. Data recently collected shows the FCABCI strategies are successful. Strategies include alcohol compliance checks, purchase surveys and server training. An updated MOU was presented. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to sign the document. Drug substance abuse was discussed. Ms Doster was thanked for attending the meeting.
17. Mr. Cunningham reported that he has been in contact with Town Counsel regarding the Sex Offender Bylaw. Council will review the bylaw and forward his opinion to the Town. Mr. Cunningham will update Ivy Palmer regarding his contact with Counsel.
18. The Board received the 2013 inventory from the COA and Police Department.
19. The FRCOG FCREPC introduction was deferred until the Fire and Police Departments and Emergency Manager has a chance to forward their opinion.
20. The Board next responded to a questionnaire from the Municipal Space Committee.
21. The Board received information regarding the DOER Energy Manager Grant.
22. Letters to residents regarding the fire hydrants was deferred until the December 16th meeting.
23. The Board was informed that the scheduled meeting on January 20, 2014 falls on a holiday. Instead of meeting on January 20th, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to meet on January 13th and January 27th.
24. Response to complaint letters was deferred until the December 16th meeting.
25. Clerk training was deferred until the December 16th meeting.
26. The Board received the draft June 30, 2012 audit report. The report will be placed onto the December 16th meeting agenda.
27. Upon received a resignation letter from Assessor Simon Dean, the Board regretfully voted, Mr. Cunningham – yes, Mr. Tower – yes, to accept the resignation. A thank you letter will be drafted.
28. The Board received two requests from the Board of Assessors. The first request was to schedule a tax classification hearing. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to hold the hearing on Monday, December 9th at 7:00 P.M. The second request was to receive permission to contact Counsel regarding a appellate tax board hearing. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, to grant this request.

29. The Board met with Geoffrey Rogers from the Hampshire COG regarding the Town electricity costs. Mr. Rogers explained that last winter folks on the real time electricity program had marked spikes due to demand were greater than the supply. To correct this problem fixed electricity pricing will be offered soon. The real time program is being phased out. Mr. Rogers stated that the Town will be offered a fixed rate and a new contract.
30. Mr. Tower questioned what the Board is doing with the vote (petition) that occurred at the Special Town Meeting. Mr. Cunningham responded that the Selectmen has not decided to move forward.
31. Mr. Tower reported that the wreath hanging in the Town Hall Meeting Room was created by Police Officer Griswold.
32. Mr. Tower suggested the Park and Recreation Commission hold a holiday bright lights event at the Fairgrounds. This event will require cooperation from other Boards.
33. Mr. Cunningham reported that the FCSWMD FY 2015 assessment will be increasing.
34. 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.

Documents reviewed by the Board

Warrants
11-18-13 minutes
Kopelman & Paige bill
Donations
Letter to Osterman Propane
3 town Landfill maintenance proposal
2014 licenses
Note from the Town Hall Custodian
COA request regarding the Senior Trash Bag Program
CAMA information
Cemetery Committee e-mails
2013 COA and Police inventories
FRCOG FCREPC introduction
Municipal Space questionnaire
DOER Energy Manager Grant information
June 30, 2012 draft audit report
Resignation letter from Simon Dean
Assessor's requests

