

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

May 12, 2014  
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The meeting was convened at 7:05 P.M. by Chairman David Cunningham. Vaughn Tower and Beth Bandy also attended the meeting.

1. The Warrants were signed.
2. It was unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve the 4-28-14 Selectmen's minutes as edited. Once edited, the minutes will be available for signature during the 5-15-14 meeting.
3. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign a letter to the Towns of Heath, Rowe and Hawley regarding the formation of an Ambulance Committee.
4. The letter to Ray Willis regarding the tree in Rice Brook will be held as Mr. Willis is attending the meeting to further discuss this issue.
5. A letter from Bill Coli was received and read. The letter explained what occurred during an ambulance call and included suggestions regarding EMT training. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to forward the letter to the Ambulance Director for review and comment.
6. The Selectmen unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to convene the Annual Town Meeting at 7:30 P.M. and to post the Annual Town Meeting Warrants at the Town Hall and Post Office.
7. Mr. Cunningham will use the emergency call system to inform residents of the Annual Town Meeting and Elections.
8. The Board received a revised quote for the FY 15 Police and Fire accident insurance coverage. The quote has increased due to an increase in the number of employees for the departments. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to accept the quote.
9. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to increase the amount of FY 15 budget request for Line of Duty insurance to \$12,450.
10. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to sign the FY 15 MIA professional liability insurance application.
11. Paul Guertin, Project Developer for CHA, attended the meeting to discuss his ability to find funding to repair roads. Mr. Guertin explained that his company, for a fee, identify road projects in Town then applies for funding through MassDOT. A company brochure was passed out. Mr. Gertin stated that he is highly interested in Zoar Road. Mr. Cunningham suggested a long term repair for South River Road. Mr. Guertin will send a summary letter to the Board and contact the Town in a June.
12. Raymond Willis attended the meeting to discuss progress regarding a tree in Rice Brook and the erosion along the embankment that is cutting into his field. Mr. Cunningham reported that the Conservation Commission reviewed the brook issues. The Conservation Commission, working with DEP, recommends an engineer should be hired for this project. The Board questions if the Town is able to spend public funds to conduct work on private property.
13. Mr. Tower suggested Mr. Willis have a farmer remove the tree and repair the embankment under agriculture.

14. Mr. Willis stated that although he received funds from FEMA to remove the silt from his field left from Irene, he is unable to afford engineering costs.
15. The request to use Main Street Tree funds was tabled until the May 19<sup>th</sup> meeting.
16. Mr. Cunningham reported that he contacted Town Counsel regarding the issuance of a one day permit to sell beer and wine. According to Counsel, there are no laws prohibiting issuing the license and the only stipulation is to purchase the beer and wine from the ABCC approved list of wholesalers. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to issue a 1 day beer and wine sale only license to Wendell Rheinheimer. The permit is from 1:00 P.M. to 10:00 P.M. on the property located at 224 Avery Brook Road and the sale and consumption is confined to the barn and immediate area around the barn. Parking on Avery Brook Road is prohibited, liability insurance is to be issued to property owners Edith Bingham and Philip Bragdon. Alcohol sale and distribution to under aged attendees is illegal. A letter will be drafted reminding Mr. Rheinheimer of the above and copied to the property owners.
17. Mr. Tower reported that he has contacted the District Attorney's office to research training for detectives. Police Officer in Charge Jared Bellows will research a 1 day event for 6<sup>th</sup> graders regarding the heroin epidemic.
18. Dan Girard, Planning Board member, attended the meeting to ask the Board if they are willing to support all or some of the Zoning Bylaws that will be placed onto the Annual Town Meeting Warrant. Mr. Cunningham voiced his support of all the bylaws. Ms Bandy stated that she will speak for the bylaws.
19. A traffic count request from the FRCOG will be forwarded to the Highway Superintendent. Ms Bandy suggested the Economic Roundtable might be interested in this traffic count.
20. The Board received a request for a 1 day wine tasting license from Country Aire Campground. The request stated that the wine tasting will be free to patrons of the campground only and kept on private property. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, a 1 day wine license is not required for this function.
21. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve a bicycle race through Charlemont as requested by Northampton Cycling Club.
22. Fire Department member Shane Furlon accompanied Ron Rondeau to the meeting to request his appointment to the Fire Department. Mr. Rondeau stated that he has a little free time and he wants to be useful where needed. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to appoint Ron Rondeau to the Fire Department. Mr. Rondeau was qualified for office and received copies of the open meeting and ethics laws.
23. The Board deferred discussion of policies and procedures to the June 16<sup>th</sup> meeting.
24. Ms. Bandy reported that she has met with Hawlemont School Committee Chair Ivy Palmer regarding space at the school. Ms. Bandy also spoke with the Librarian and Library Trustees and has found a document that covers the needs of both School and Public libraries. Municipal Space will be placed onto the June 30<sup>th</sup> agenda for discussion.
25. A copy of the DOR Financial Review will be placed into the Finance Committee mailbox. Discussion of the review will be placed onto the agenda for the first Selectmen's meeting in July, 2014.
26. After reviewing a request for a meeting with the Board, the VEAC will be invited to the May 19<sup>th</sup> meeting at 7:15 P.M. for a 15 minute appointment. The VEAC will be asked to forward discussion material before the meeting.
27. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to

- sign the document supporting the Mass in Motion Wellness and Leadership Grant from the FRCOG.
28. The Board received a thank you letter from the Town of Rowe School Committee.
  29. The Board, noting the age and difficulty in finding parts for the copy machine, received and reviewed quotes from Mohawk Office for a new copy machine. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to place replacement of the copy machine under old business of the agenda.
  30. The Board requested the Executive Secretary to invite the new accountant from the FRCOG, Brian Morton, to the May 19<sup>th</sup> meeting at 7:30 P.M. for a meet and greet.
  31. The Board took no action regarding a request from the FRCOG to support bill H3872.
  32. The request for the Towns' OPEB Actuarial Valuation Report from the PERAC will be forwarded to the Accountant.
  33. Upon review of a draft POI room electricity invoice for the additional electricity used during construction of the POI room, the Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to place the invoice on letter head for signature during their meeting on May 19<sup>th</sup>.
  34. The Board received the Annual Town Meeting Warrant Articles opinion from Town Counsel. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to change the wording of the articles as suggested by Counsel.
  35. Mr. Tower asked Mr. Cunningham to have the Highway Superintendent price out the cost to place guardrails by the home of Anne Rancourt on Harris Mountain Road.
  36. Mr. Tower stated that the Buckland Highway Department has a 5 year plan that is updated frequently. The Executive Secretary was requested to obtain a copy of that plan.
  37. Ms Bandy is writing the press release for the Welcome to Charlemont signs. Suggested designs are to be submitted to the Board of Selectmen's office and will be displayed in Town for public input. Installation of the signs is currently scheduled for September, 2014. The actual size of the signs is 4'X4' made out of ¾ inch plywood with two 8' posts.
  38. Ms Bandy understands that Hawlemont School Committee member Eric Dean attend a Park and Recreation Commission meeting to receive permission to build barn at the School and the meeting did not go well. The initial plans showed the barn being built on School property and apparently the plan is now to build the barn on Town property. Ms Bandy will ask the Hawlemont School Committee to hold a meeting during the early evening hours that will accommodate work schedules.
  39. The Town Clerk reported that a class for the new State death electronic reporting procedures will be held on Friday, May 16<sup>th</sup> from 9:00 A.M. to 11:00 A.M. The Town Clerk was granted permission to attend.
  40. The Town Clerk received permission to attend the FRCOG Ethics workshop scheduled for Wednesday, May 21<sup>st</sup> at 7:00 P.M. at the FRCOG building in Greenfield.
  41. Ms Bandy was given the OK to have a community service day at the Town Hall during Memorial Day weekend.
  42. Business being concluded, the meeting was adjourned at 9:45 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 Board

Warrants  
4-18-14 Selectmen's minutes  
Ambulance Committee letter to Heath, Rowe and Hawley  
Letter to Ray Willis regarding Rice Brook  
Ambulance letter from Bill Coli  
Revised insurance quote for the FY 15 Police and Fire coverage  
FY 15 MIIA professional liability insurance application  
CHA brochure  
Request to use Main Street Tree funds  
Request for a 1 day beer and wine sale license  
FRCOG traffic count request  
Request for a 1 day wine tasting license  
Northampton Cycling Club request for approval of a bicycle race  
DOR Financial Review  
VEAC request for a meeting  
Mass in Motion Wellness and Leadership grant support request from the FRCOG  
Copy machine quotes from Mohawk Office  
FRCOG request to support bill H3872  
PERAC request for an OPEB Actuarial Valuation Report  
Warrant article opinion from Town Counsel