

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

May 19, 2014  
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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. The warrants were signed.
2. The Annual Town Meeting Warrants (4) were signed.
3. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign the MassDEP Waste Ban compliance form.
4. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve and sign the MBI invoice reimbursing the Town for the additional electricity used during construction of the POI room.
5. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, that the purchase of trees by Melody Welden falls within the guidelines of the Main Street Tree Account and authorized reimbursement for the trees purchased upon submission of Ms Whelden's receipts. A letter will be drafted regarding the Selectmen's vote. Ms Whelden will be invited to the June 16<sup>th</sup> meeting to discuss the possible purchase of a tree to replace the dead tree on the lawn of the Town Hall.
6. Transfer Station Attendants Russell Kelly and Chris Evans will be invited to the June 16<sup>th</sup> meeting to review the DEP Waste Ban Plans.
7. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to advertise for the Towns FY 2015 propane needs. The bids will be opened during the June 16<sup>th</sup> meeting.
8. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to estimate a \$2.00 per gallon cost for FY 2015 propane to budgetary purposes.
9. The Board reviewed a response from the Ambulance Director to a letter of concern regarding ambulance service. The Board unanimously voted, 3. Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to forward the letter and response back to the Ambulance Director indicating the documents are for review by the Ambulance Committee.
10. Each Board member received a follow up letter from Paul Guerin, CHA regarding his meeting with the Board on May 12<sup>th</sup>. The Board unanimously voted, 3. Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to forward a copy of the letter to the Highway Superintendent, asking for his opinion of using this service for the Zoar Road underpass. The Superintendent will be invited to the June 16<sup>th</sup> meeting to provide his input.
11. Charlie Stetson and David Newell, members of the VEAC, attended the meeting to clarify the goals of the Committee for the Towns of Ashfield, Plainfield, Hawley and Charlemont. Mr. Newell explained that the four Towns should work together regarding Vocational/Technical tuition and busing costs. The Committee has been working on including a clause in the Mohawk busing contract that will cover the busing needs of the four Towns for students accepted into the Franklin County Technical School and Smith Vocation School. Bids received by the Mohawk School District were based on a gas adjustment of \$4.25 per gallon. The Committee was successful in modifying the contract to allow the four Towns to supply gas for the Voc/Tech busses from their own pumps, thus reducing the cost of the gas adjustment for a savings of an estimated 25%. The Mohawk busing modification is contingent upon approval

from all four Towns.

12. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to approve the proposal with modifications.
13. Fire Chief Douglas Annear attended the meeting to inform the Board that Trans Canada will be donating a 2007 Tahoe vehicle for the Fire Department. The Fire Chief/Department rigging will be transferred from the old Fire Department vehicle which will be bid out. Chief Annear requested the Board to accept this donation.
14. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to support accepting a 2007 Tahoe vehicle from Trans Canada, replacing the old vehicle.
15. Fire Chief Annear stated that the Bone Frog event proved the Town needs a policy to provide Town services for private events. All departments that attended the Bone Frog received a hourly wage except the Fire Department employees.
16. Chief Annear reported that he has turnout gear that was special ordered that will be put out to bid.
17. Finance Committee member Amy Wales discussed departmental overdrafts.
18. The Board unanimously voted, Mr. Cunningham – yes, Mr. Tower – yes, Ms Bandy – yes, to request \$10,000 from the Reserve Fund to cover Veterans Benefits.
19. Mr. Cunningham recommended the Executive Secretary forward the Transfer Station Attendant training information from the Franklin County Solid Waste District to both Russell Kelly and Chris Evans.
20. Mr. Tower questioned where the Town dog kennels are located and also asked if the Animal Control Officer has a dog in the kennels.
21. Mr. Tower stated that if the 250 Committee holds a raffle, they should have the raffle prize in hand.
22. Mr. Tower suggested the Board create a flow chart regarding due dates and times for Selectmen's duties. Mr. Tower will e-mail a draft chart to the other Board members.
23. Ms Bandy stated that on Sunday, May 25<sup>th</sup>, volunteers will be cleaning up the exterior grounds of the Town Hall.
24. Mr. Cunningham produced a draft handout for Town Meeting that depicted the pros and cons of an elected verses appointed Town Clerk position. The Board discussed wording and edits on the handout. Mr. Cunningham will edit the document as suggested. Once edited the Executive Secretary will create the copies needed for Town Meeting.
25. Ms Bandy suggested creating a handout, possibly copying a section from the DOR Financial Review, for the Town Administrator position. This handout will be ready for the Town Meeting.
26. The Board discussed the Annual Town Meeting Articles and who will be addressing questions for each.
27. Business being concluded, the meeting was adjourned at 9:40 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

Annual Town Meeting Warrants

MassDEP Waste Ban compliance form

MBI invoice

Request to use funds from the Main Street Tree Account

Main Street Tree grant

DEP Waste Ban Plans

Ambulance Director's response to a letter of concern

Meeting follow up letter from Paul Guerin, CHA

Franklin County Solid Waste District Transfer Station Attendant training information

Draft Town Clerk position handout