

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

November 16, 2015
Page 1 of 4

The meeting was convened at 7:00 P.M. by Chairman Beth Bandy. Selectman Sarah Reynolds and Administrator Peg Dean were also in attendance. No one was absent.

1. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to approve, accept, appoint and approve and sign: the Administrators attendance at the non-fire officials Fire Code update on 11-24-15 in Stow, MA; a list of obsolete inventory to be sold at auction; the final draft of the complaint policy; payroll warrants; vendor warrants; Selectmen's minutes from the 11-2-15 meeting; the Franklin County Solid Waste Management District DEP grant contract; the Commonwealth of Mass Dept. of Public Utilities Notice of Filing of Public Hearing; a letter from the Charlemont Sewer District notifying the Town of water surfacing from under the South Street; the Dept. of Housing and Community Development's Peer to Peer Technical Assistance Program Grant award of \$1,000; Recycling payment of \$697.55; The 2015 Hazard Mitigation Plan; a letter from Larry and June Krusz thanking the Highway Department for their work on Hawks Road; a summarization of the Emergency Dispensing Site Drill from the EMD; the appointment of Douglas White to the Broadband Committee; the appointment of Kathy Reynolds as the alternate Conservation Commission member to the Earth Removal Committee.
2. The Board discussed Special Town Meeting warrant article # 9 that requests transfers from several Board's accounts to fund Earth Removal Committee expenses. This article may be re-written before the warrant is finalized. Article 9 will be sent to Town Counsel for review.
3. At 7:15 P.M. the Board opened a hearing upon the petition of Verizon to place conduits on Ledge Lane. Paul Davis, representing Verizon, explained that the conduit is being installed on Ledge Lane as one resident does not want to see cable in front of his home. Ms S Reynolds requested Mr. Davis take a message back to Verizon stating that the hearing request states "to install and maintain". It has become evident to the Selectmen that maintenance on Verizon property in Town is not happening and suggested Mr. Davis speak with the Charlemont Tree Warden after the hearing. The hearing was adjourned at 7:20 P.M. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to approve petition # 1A1F9Fm as requested.
4. The Board discussed Special Town Meeting warrant article #8 and directed the Executive Secretary to keep the article on the list but also indicating the article may be removed as Designing of the Village Center can be done my MassDOT.
5. The Board unanimously voted, Ms Bandy –yes, Ms S Reynolds – yes, to send all warrant articles submitted to Town Counsel for review.
6. At 7:30 P.M. the Board opened a hearing upon the petition of Verizon to place wires and poles on Ledge Lane. Paul Davis, representing Verizon, explained that this to provide service the last house located on Ledge Lane. The hearing was adjourned at 7:33 P.M. The Board unanimously voted, Ms Bandy –yes, Ms S Reynolds – yes, to approve petition # 1A1F9FM as requested.
7. The Board discussed water appearing on South Street. Ms S Reynolds reported that the Highway Department states that the water is an ongoing problem, possibly caused by private water lines. This subject will be placed onto the December 7th agenda for further discussion.
8. The Board discussed the COA's recommendation for their new Site Manager. It was questioned if this position is for a hired employee or for contracted service. The Board agreed that additional information is necessary. Ms Bandy will discuss this with the COA Chair.

9. The Board unanimously voted, Ms Bandy –yes, Ms S Reynolds – yes, to allow the COA to hire the Site Manger as recommended, interim, until the hiring process has been completed.
10. EMT Sue Annear was recognized by the Board. Ms Annear explained that she attended the meeting to discuss the EMT’s proposed ambulance coverage schedule. Ms S Reynolds, a First Responder, recused herself from the conversation.
11. Ms Bandy explained that the Board has had several discussions regarding scheduling for the Ambulance Department. When the Selectmen become a full Board, a plan to cover all hours will need to be discussed. Ms Bandy stated that currently there is no funding in place for 24 hours ambulance coverage. The Board of Selectmen and Finance Committee is looking into new income streams that may be used for this purpose. The \$40,000 that was budgeted at the Annual Town Meeting is intended to hire 1 full time person. Ms Bandy stated that she is the interim ambulance liaison until another Selectmen is found and she is willing to attend an ambulance meeting if invited. Ms Annear asked to be cc’d regarding ambulance coverage proposals and feels the ambulance is doing better responding to calls. Ms Bandy stated that the Board will not be discussing ambulance coverage until January of 2016 and will let the Ambulance Director know of the ambulance legislation hearing that is scheduled for Friday, November 20th at 4:00 P.M. in Hudson MA.
12. Ms S Reynolds reported that she spoke with TransCanada regarding their assistance with funding for composting toilets as the Shunpike rest area. A request will need to be re-submitted in February, 2016. Ms S Reynolds will follow up with TransCanada in February and also approach Representative Paul Mark for funding sources as well. Administrator Dean will research grants and Ms Bandy will update Marguerite Rancourt.
13. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to contract with Clark Rowehl as the Town’s financial advisor for Broadband financing.
14. A “Meet the Candidates” night for the special town election will be scheduled for Wednesday, December 14th at the Hawlemont Regional Elementary School, 7:00 P.M. The Executive Secretary will inform the Moderator of this event.
15. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to conduct a robo call on Wednesday, December 9th to inform residents of the Candidates Night event.
16. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to schedule a tax rate hearing on Monday, November 30, 2015 at 7:15 P.M.
17. Ms Bandy reported that she spoke with Superintendent Michael Buoniconti regarding billing administration of the Voke/Tech bus. Superintendent Buoniconti will discuss taking on this administration with the School Committee but believes Central Office will be able to handle distribution of the busing bills. The Executive Secretary was instructed to proceed with the process of paying the busing bills, as proposed by the VEAC, until she receives notice.
18. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to inform MassDOT that the Town prefers paying for the leased bridge on Oxbow Road in yearly installments of \$5,000 each. The Administrator will inform MassDOT of this decision.
19. Ms S Reynolds reported that she has reviewed the list of Town Roads that potentially may be considered to discontinue maintenance. A rough estimate of savings would be \$13,000 per year. The Board discussed the possibility of creating an advisory group for discontinuation of Town Roads. It was agreed that members of this group should consist of the Highway Superintendent, the Highway Liaison, and a representative from the Police, Ambulance and Fire Departments. Ms Bandy will write up the charge for this committee.
20. Ms Bandy reported that she used her executive authority to authorize use the Board of Health

use of Town Council.

The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to grant permission for the Broadband Chair to respond to a solicitation from Sertex Utility Services.

21. Administrator Dean reported that after speaking with the Assessors Secretary and Treasurer/Tax Collector, the Accountant decided to be at the Town Hall on both Wednesdays and Fridays.
22. Ms Bandy will contact the Towns of Hawley and Rowe to inform them of the Ambulance Legislation hearing with Representative Hogan in Hudson, MA at 4:00 P.M. on November 20th.
23. Administrator Dean reported that FRCOG Procurement Officer Andrea Woods has suggested the Town contact an architect to find ways of going about how to conduct the feasibility study for a public safety facility.
24. Executive Secretary reported that she has left a telephone message with Tamarack Property Management to confirm their agreement to mow 4 Town cemeteries.
25. The Board received a returned Wired West mailing with a comment that the resident does not feel Town funds should be used in such a way. Ms Bandy explained that Wired West paid for the mailings and will contact the resident with this explanation.
26. At 8:50 P.M. the Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to enter into executive session under exemption (7) To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements; to sign executive session minutes, and not to come back into open meeting.

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

List of obsolete inventory for auction
Final complaint policy
Payroll warrant
Vendor warrant
11-2-15 Selectmen's minutes
Special Town Meeting warrant articles
FCSWMD DEP grant contract
Commonwealth of Mass Dept. of Public Utilities Notice of Filing of Public Hearing
Charlemont Sewer District notifying the Town of water surfacing from under the South Street
Peer to Peer Technical Assistance Program Grant award of \$1,000
Copy of a Recycling payment of \$697.55
2015 Hazard Mitigation Plan
A letter thanking the Highway Department for their work on Hawks Road
Emergency dispensing Site Drill summary from the EMD

Request to appoint Douglas White to the Broadband Committee
Request to appoint Kathy Reynolds as the alternate Earth Removal Committee member
Verizon petition for a conduit hearing on Ledge Lane
Verizon petition to place wires and poles on Ledge Lane
COA request and recommendation to hire a COA Site Manager
EMT proposed ambulance coverage schedule
Assessors request to hold a tax rate hearing
Tech/Voke busing payment schedule
Request to allow the Broadband Chair to respond to a solicitation
Returned Wired West mailing