

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

December 7, 2015
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The meeting was called to order at 7:00 P.M. by Chairman Beth Bandy. Selectman Sarah Reynolds and Administrator Peg Dean also attended the meeting. No members were absent.

1. The Board of Selectmen unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to approve an invoice from Kopelman & Paige and a Senior Trash Bag Program Flyer.
2. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to approve and sign the vendor warrant; Selectmen's minutes; Special Town Meeting Warrants; employee holiday cards.
3. As a result of disqualification of both Selectmen due to conflicts of interests, the Board lacked a sufficient number of members necessary to take a valid vote regarding the approval of the payroll warrant. As a last resort, and upon the advice of Town Counsel, the Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to invoke the rule of necessity and approved and signed the payroll warrant.
4. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to acknowledge, EDS Drill After Action Memo; Mass Dept. of Transportation National Bridge Inspection reports; Last Mile broadband access letter from the Town of Colrain to Senator Rosenberg; Mohawk asking for a representative regarding the upcoming collective bargaining negotiations.
5. Ms S Reynolds stated that bills are being submitted to the Accountant but they are not being paid in a timely fashion, resulting in finance charges. Ms S Reynolds is investigating this matter.
6. Ms Bandy stated that MBI will be holding a meeting in Greenfield on December 14th, the same night of the Candidates Night. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to schedule Candidates Night at 7:30 P.M. instead of 7:00 P.M. to give Charlemont attendees of the MBI meeting a chance to return to participate in Candidates Night.
7. The Board reviewed the same questions formed for the last Candidates Night. Several questions were removed from the list. The Executive Secretary will forward the edited list to the Moderator and request the Moderator to control the flow of the conversation during the event. Ms S Reynolds stated the Chief of the Police will be attending.
8. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to repair the heat radiator in the Library and the exhaust pipe in the basement at a cost of up to \$300.00.
9. Ms S Reynolds will contact a contractor for an estimate regarding repair of the handicap access at the Town Hall backdoor.
10. Acting upon the request of National Grid, the Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to hold a pole hearing at 7:15 P.M. during their meeting on December 21, 2015.
11. Ms S Reynolds stated that balances for some accounts listed on the November 30th expense report are incorrect, bills are not being paid in a timely fashion and procedures are not currently being followed. Ms S Reynolds will be contacting the Accountant regarding these concerns.
12. Ms Bandy stated that she has taken a tour of Shelburne Control. Shelburne Control would like a copy of the final Event Application once it has been fully approved by the Board.
13. The Board deferred discussion of the Volunteer Handbook until the December 21st meeting.
14. Discussion of Municipal Space was deferred until the December 21st meeting.
15. The Administrator's Public Hours will be discussed during the December 21st meeting.

16. Promotion of the Planning Board Open House will be placed upon the Town Hall sign on Tuesday, December 15th. This event will also be placed upon the Town website.
17. At 7:30 P.M. the Selectmen met with members of the Broadband Committee, Wired West and Finance Committee members to discuss the MBI December 1 letter and to discuss if the Selectmen should send a response to the letter.
18. Concerns expressed were the timing of the December 1 letter, availability of MBI funding for Charlemont, specific changes to the Wired West operating agreement that MBI states is needed, MBI recommendation for Towns who cannot afford to build their own service.
19. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to write a letter to Eric Nakajima, MBI, asking for a full consultant's report and examples of a regional model that MBI would approve. Ms Bandy will draft a letter, send out to Ms S Reynolds for review and approval. Once approved the Executive Secretary will e-mail the letter to Mr. Nakajima. Hopefully, a response will be received before the December 14th MBI meeting at the FRCOG in Greenfield.
20. Ms Bandy will also contact Senator Benjamin Downing and Senator Rosenberg to express Charlemont's concerns.
21. The Board will discuss selling of Town property (rocks) to Tom Campbell during the December 21st meeting.
22. Administrator Dean reported that the Coordinator in the Town of Heath will be scheduling a 3 Town Landfill meeting to discuss the landfill's testing schedule.
23. Ms S Reynolds requested the Administrator copy the Selectmen in all e-mails that are sent to and from the Town Accountant.
24. The Board unanimously voted, Ms Bandy – yes, Ms S Reynolds – yes, to authorize the Executive Secretary to sign for the Board the Public Service Loan application for their forgiveness program.
25. Business being concluded, the meeting was adjourned at 9:30 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.

Documents reviewed by the Board

Kopelman & Paige invoice
Senior Trash Bag program flyer
Vendor and payroll warrants
Selectmen's minutes
Special Town Meeting warrants

Employee holiday cards
EDS Drill after action memo
MassDOT bridge inspection reports
Last mile broadband access letter from the Town of Colrain
Mohawk's notice and request for collective bargaining representative
Candidate's night questions
Pole hearing request from National Grid
Planning Board open House flyer