

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

April 25, 2016
Page 1 of 4

The meeting was convened at 7:00 P.M. by Chairman Beth Bandy. Selectmen Sarah Reynolds and Toby Gould, along with Administrator Peg Dean also attended the meeting. No one was absent.

1. The Board discussed a deficit balance in the Town Counsel expense account, along with a message regarding the deficit from the Accountant. The Executive Secretary will contact Counsel to obtain an estimated additional amount to be invoice through June 30, 2016.
2. Administrator Dean will send out a list of Selectmen's minutes that have not been approved and signed.
3. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to approve the Special Events Rate policy, the vacation and personal time schedule submitted by the Executive Secretary/Town Clerk, the Reverse 911 language for the Mountain Road Bridge closure and detour.
4. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to approve and sign the letter to legislators asking them to review the proposed recreation tax legislation, the Three Town Landfill extra work authorization from CHA, the minutes from the 3-29-16 and 4-4-16 Selectmen's meetings, the payroll and vendor warrants, a letter to Avery's store that requests the 250 Committee charge account be closed, the Tour of the Hill Towns Special Events application sign off, the Franklin County Sheriff's Office Regional Dog Control and Adoption Center FY17 agreement.
5. Administrator Dean was requested to contact the Town of Heath to report that the Three Town Landfill deed restriction is in place and that the Town of Charlemont has notified the landfill's abutters regarding testing of their domestic water.
6. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to acknowledge receipt of the a letter from the FCCIP to a resident regarding the site plan review process for a proposed solar array, the certificate of appointment of the Inspector of Animals from the Department of Agriculture, the Franklin Regional Council of Governments fuel bid response, the Franklin County Cooperative Inspection Program permit summary and letter regarding temporary overnight shelters, the executed MassDOT permit for signs to be placed in the crosswalks along Route 2 in the village, the Brownfields Phase 1 Site Assessment for additional Sherman properties.
7. Administrator Dean will check to ensure the Selectmen have taken all action necessary at this time regarding the Brownfields Phase 1 Site Assessment for the Sherman properties.
8. The Board noted that the Franklin Regional Council of Governments fuel bid documents are usually handled by the Executive Secretary through the Selectmen's office and that participation in the bidding process will incur a fee, even if the Town decides not to move forward with the bids. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, that participation by the Town that includes a cost must be approved by the Board of Selectmen.
9. The number of responses to the Small Town Summit at this time is under 10. A second invitation will be sent out by Administrator Dean. Ms Bandy will contact Representatives Kulick and Mark to extend a personal invitation to the Summit.
10. The Board discussed the Complete Streets Policy and the possibility that the Policy does not need to be voted at Town meeting. The Complete Streets is a will need to be edited to fit

- Charlemont. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to remove the Complete Streets Policy from the Annual Town Meeting Warrant with the possibility of revisiting the Policy in a couple years.
11. The Board discussed the possible need for a continued Annual Town Meeting. The Executive Secretary will contact Hawlemont Elementary School to see if May 31st is available to continue Town Meeting.
 12. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to remove the Annual Town Meeting Warrant article that asks for a Highway tractor and mower.
 13. After much discussion, the amount of \$54,000 will be inserted in the article that asks to fund the Mountain Road bridge repairs.
 14. Town Counsel will be asked to create the language for Recreational Tax article on the Annual Town Meeting Warrant.
 15. The Board unanimously voted, Ms Bandy - yes, Mr. Gould - yes, (Ms S Reynolds recused herself from this vote) to remove the Room Tax article from the Annual Town Meeting Warrant.
 16. The Board of Selectmen unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to close the Annual Town Meeting Warrant and to send the articles to Town Council after 10:00 A.M. on Thursday, April 28, 2016.
 17. The Board viewed sample Annual Town Election ballots for positions without candidates.
 18. Ms Bandy will be sending out the draft Selectmen's Annual Town Report to the Board on Wednesday, April 27th.
 19. Paul Fantucchio was recognized. Mr. Fantucchio stated that his neighbor is under a court order regarding his dogs, which is being violated. Mr. Fantucchio asked the Board to vote to direct the ACO to uphold the court order.
 20. ACO Ed Grinnell was reached by phone who reported that dogs are continually barking, the property has trash and feces. The ACO requested the Board to choose one of two options, bring the dog owner to court or instruct the ACO to take the dogs to the pound and find them a new home. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to direct the ACO to take the animals to the pound.
 21. Transfer Station Attendant Russell Kelly was recognized. Mr. Kelly reported that the Transfer Station has been running well and that he has found someone who will place a container at the Station to collect metals. The container is free, the Town will be paid for the metals collected and there is room at the site for this container. The Board would like to have a contract or agreement regarding this collection of metals. Mr. Kelly was requested to have the vendor send a contract or agreement to the Administrator before the Selectmen make a final decision on collection of metals.
 22. The Board reviewed the current draft of the FY17 budget. The ERC Chair Sarah Reynolds stated that the ERC (Earth Removal Committee) expense account can be reduced to \$500.
 23. The current financial status of the Tech/Voc tuition and transportation expense items were reviewed. The Executive Secretary will verify any additional costs remaining for these expenses.
 24. The Board next discussed a meeting at the Hawlemont Elementary School on May 19th. This is a meeting of the Mohawk's Building, Education, Sustainability and Trust Committee (BEST). Mr. Gould will draft, and Administrator Dean will send out, invitations to the Hawlemont School Committee inviting them to attend the May 19th meeting. During that meeting the Selectmen will be discussing issues the Town is currently facing.
 25. The Board unanimously voted, Ms Bandy - yes, Mr. Gould - yes, (Ms S Reynolds recused

- herself) to approve the one-day liquor license requests from 224 Avery Brook Rd and Berkshire East.
26. The Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to approve and sign an amendment to the Mountain Rd bridge engineering contract.
 27. The Board discussed the Selectmen's meeting that was held the morning of April 25th with Bob Dean regarding the Massworks program. Per Mr. Dean, the Massworks program makes sense for the Tower Road bridge and one Route 8A bridge. Mr. Dean also suggested the Town contact two US Senators' to investigate FEMA regarding how the Town Road bridge happened.
 28. The Board deferred reviewing the Executive Secretary/Town Clerk and Town Administrators job responsibilities until a later date.
 29. The Board agreed that they are unavailable for the May 12th Housing & Redevelopment Authority (HRA) information session regarding Community Block Grants. Administrator Dean will contact the HRA expressing the Board's regrets and to request the information that will be provided during this meeting be forwarded to the Town.
 30. The Highway Superintendent will be asked for his choice of roads for traffic counts whenever the request for traffic counts are sent out be the FRCOG.
 31. Upon review of a request for permission to hold a helmet drive by Mohawk Youth Football on May 28th along Main Street, the Board agreed that although they support Mohawk Youth Football, the Town does not hold jurisdiction of Main Street. Permission would need to be obtained from MassDOT. Also, some areas of Main Street can be dangerous at times and that Chief Bellows should be consulted as to the safest area to hold a helmet drive. The Executive Secretary will relay the Boards decision, suggestion and support.
 32. The Board received notification from National Grid that states pole #25 has been anchored and that pole #40 was rented by West County Physicians who has moved and the light on that pole has been turned off. The Executive Secretary will update the resident of Heath Stage Terrace who has voiced concerns regarding the light on pole #40. Administrator Dean will contact National Grid to find out the yearly cost to have the light on pole #40 turned back on.
 33. Administrator Dean will look into the steps to apply for the FEMA Assistance to Firefighters Grant Program.
 34. Mr. Gould stated that the free Windows 10 software contains a free antivirus defender built in and if the Town computers were to download Windows 10, purchase of antivirus software would not be necessary. Administrator Dean will confirm that the free antivirus software is included by asking Paul Mervine to submit a statement in writing.
 35. At 9:45 P.M. and with business being concluded, the Board unanimously voted, Ms Bandy - yes, Ms S Reynolds - yes, Mr. Gould - yes, to enter into executive session for rule #3 to discuss strategy with respect to litigation of the Charlemont Board of Health vs. Charlotte Dewey and Linda Shimandle.

Respectfully submitted

Kathy A. Reynolds
Executive Secretary

Approved by:
Charlemont Board of Selectmen

This document is to be considered a draft until approve and signed by the Board of Selectmen.

Documents view by the Board

Message regarding the deficit from the Accountant
Special Events Rate policy
Vacation and personal time schedule request from the Executive Secretary/Town Clerk
Reverse 911 language for the Mountain Road Bridge closure and detour.
Letter to legislators asking them to review the proposed recreation tax legislation
Three Town Landfill extra work authorization from CHA
Minutes from the 3-29-16 and 4-4-16 Selectmen's meetings
Payroll and vendor warrants
Letter to Avery's store that requests the 250 Committee charge account be closed
Tour of the Hill Towns Special Events application sign off
Franklin County Sheriff's Office Regional Dog Control and Adoption Center FY17 agreement
Letter from the FCCIP to a resident regarding the site plan review process
Certificate of appointment of the Inspector of Animals from the Department of Agriculture
Franklin Regional Council of Governments fuel bid documents
Franklin County Cooperative Inspection Program permit report
Letter regarding temporary overnight shelters from the Inspection Program
Executed MassDOT permit for signs to be placed in the crosswalks along Route 2 in the village
Brownfields Phase 1 Site Assessment for additional Sherman properties
Draft Town Meeting articles
Sample Annual Town Election ballots
Current draft of the FY17 budget
Tech/Voc tuition and transportation expense accounts
Notice of a meeting of the Mohawk's Building, Education, Sustainability and Trust Committee (BEST).
Amendment to the Mountain Rd bridge engineering contract
One-day liquor license requests from 224 Avery Brook Rd and Berkshire East.
Executive Secretary/Town Clerk and Town Administrators job responsibilities
Notice of a Housing & Redevelopment Authority (HRA) information session
Request for permission to hold a helmet drive by Mohawk Youth Football
National Grid response regarding #25 and pole #40