

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

November 13, 2017
Page 1 of 3

The meeting was convened at 7:00 P.M. by Chair Sarah Reynolds. Board members Bath Bandy and Marguerite Wills, along with Administrator Peg Dean, also attended the meeting. No one was absent.

1. Treasurer Lynn Hathaway attended the meeting to receive and open bids for tax title taking auctioned land. As it was 7:00 P.M., and no bids had been received, the Board decided to wait an extra 5 minutes.
2. Ms Willis explained that she sees no purpose to apply for an ADA Planning Grant at this time. Ms Bandy stated that she supports the application. The Board voted, Ms S Reynolds – yes, Ms Bandy – yes, Ms Willis – nay to apply for the ADA Planning Grant.
3. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to approve: Senior Trash Bag program for 2018; the Assessor's office applying for a Community Compact Cabinet IT grant for GIS mapping; granting employees additional holidays on 11-24-17, 12-26-17 and 1-2-18.
4. Ms Willis reported that the Accountant is asking who is in charge.
5. It was agreed that a tax title taking report can be used for internal purposes but is not a document to be disclosed to the public. Any requests received regarding tax title accounts are to be referred to the Treasurer/Tax Collector.
6. Upon review of two accounts that are being recommended to close out, Treasurer Lynn Hathaway suggested that the funds remaining in the Highway Truck replacement account be returned to stabilization.
7. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to approve and sign: payroll #19 for \$8,204.84; vendor warrant #1815 for \$61,825.15; vendor warrant #1816 for \$11,906.22; vendor warrant #1817 for \$10,862.27; MassDOT pedestrian sign permit work completed form; FY 18 Mass Cultural Council grant contract; a support letter for creating a revised regional elementary school agreement between Charlemont and Hawley to be sent to the Town of Heath.
8. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to appoint William and Norma Coli to the Historical Commission.
9. Ms Bandy reported that she has met with the Town of Heath and they are also in need of an Animal Control Officer. Ms Bandy has discussed the possibility of a Police Officer taking on the role, but no one has stepped forward. Ms Bandy will continue talks with the Town of Heath and continue her efforts to fill this position. Administrator Dean will find out if the Sheriff's Dept. Kennel charges for the shelter to pick up a dog and if the Town is able to use the shelter if there is no ACO.
10. Ms Willis reported that she has communicated with the Accountant and suggested Finance Committee member Amy Wales and the Accountant discuss Town finances as they have the same accounting background. Ms Bandy will provide Ms Wales with the Accountant's contact information. Ms S Reynolds agrees that Ms Wales and the Accountant should be in contact and that she has discussed the accounting process with the Administrator. Ms Willis stated that the Select Board needs to be clear regarding the Department's functions/roles in the accounting process.

11. As no one appeared/submitted bids Treasurer Lynn Hathaway left the meeting at 8:00 P.M.
12. At 8:00 P.M., the Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to enter executive session with the intent on re-entering into open meeting, for reason #7; to comply with the health insurance portability and accountability act of 1996 and to approve and sign the 10-30-17 executive session minutes.
13. The Board entered back into open meeting at 8:20 P.M.
14. The Mass Dept. of Public Utilities Notice of Filing, Public Hearing and Procedural Conference and Request for Comments D.P.U 17-117 document will be send to Robert Malone and Trevor Mackie for comments.
15. It was reported that fire wood gifted to a resident was from the Federated Church.
16. It was reported that the Franklin Regional Transit Authority is planning a Transit Center in the Town of Montague.
17. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to acknowledge: a response from the Attorney General’s office regarding the Town’s correspondence on the Open Meeting Law; Senator Hinds response to the Town’s Open Meeting Law correspondence; Commonwealth’s letter regarding their search for lease space; Mass. Dept. of Public Utilities notice of filing D.P.U. 17-117; Disability Action Network meeting invitation from Stravros; Thank you letter from the current Council on Aging Chair; Thank you card from a resident for fire wood; Franklin Regional Transit Authority meeting packet.
18. A discussion regarding pursuing Housing Rehabilitation funds was tabled until the Board receives the results of the FRCOG windshield survey. Ms Bandy will consult with the Fire Chief regarding the need for these funds and work towards advertising the housing funds that already exist.
19. Ms S Reynolds reported that the North bridge on Route 8A North will require an easement but is found that modifications to the construction design is not necessary for this access.
20. Ms S Reynolds reported that the Highway Department is working on the rails on the South River Road bridge.
21. The Board unanimously voted, Ms S Reynolds – yes, Ms Bandy -yes, Ms Willis – yes, to approve the Maxwell bridges Order of Conditions so it may be filed at the Registry of Deeds.
22. Ms Bandy reported that the edits to the Recreation Tax Legislation has been submitted to Senator Hinds office and it has been sent to Senate Counsel.
23. It was reported that one resident is upset regarding the Ambulance response time and about rumors that have been heard regarding the Ambulance Department.
24. Ms Bandy reported that she attended the Fire Department meeting in the Town of Heath. The Town of Rowe was not in attendance. The Franklin Regional Council of Governments is asking how they may assist the Towns. A follow up meeting will occur soon. Ms S Reynolds will attend the Fire Department meeting on November 14th. It was suggested that the old ambulance vehicle can be used by both ambulance and fire departments as a rolling medical unit for fires and other emergencies. Two firemen have participated in CPR training.
25. Ms S Reynolds reported that during a Shared Police meeting it was discovered that Charlemont has not signed an Emergency Management Agreement through Mutual Aid. Ms S Reynolds suggested that the Town signs this agreement. A Shared Police Services Memorandum of Understand with the Town of Heath will be arriving soon.
26. The subject “Liaison reports – Boards/Commissions/Departments will be added to the Select Board agendas.

27. Ms Bandy will discuss trash bag complaints with the Transfer Station Attendant.
28. Ms S Reynolds will discuss with the Highway Superintendent and Finance Committee account requirements needed for billing of fuels.
29. Ms S Reynolds reported that the Franklin County Technical School students have reviewed the water drainage project at the Town Hall. Some materials for this project will be donated by area businesses.
30. Ms Willis would like to notify all Town Boards that Recreational Marijuana will be a discussion topic on the next all board meeting agenda. Information regarding Recreational Marijuana should be provided to Town Boards.
31. Ms Willis reported that a letter from Norma Stanford regarding his name not appearing on the WWII Memorial on the Town Hall lawn. Mr. Stanford is asking the Town not to take any action.
32. Ms Willis asked for the purpose of the FRCOG Wage and Salary Schedule. Ms Bandy stated that this document is informational for various Town comparison purposes.
33. Business being concluded, the meeting was adjourned at 9:35 P.M.

Respectfully submitted

Approved by:
Charlemont Select Board

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

Senior Trash Bag program for 2018
Request from the Assessor to apply for a Community Compact Cabinet IT grant
Request for granting employees additional holidays
Accounts recommended to close out
Payroll and vendor warrants
MassDOT pedestrian sign permit work completed form
FY 18 Mass Cultural Council grant contract
Support letter for creating a revised Hawlemont Regional Elementary School agreement.
Mass Dept. of Public Utilities Notice of Filing
Letter from the Attorney General's office regarding the Town's correspondence on the Open Meeting Law
Senator Hinds response to the Town's Open Meeting Law correspondence
Commonwealth's letter regarding their search for lease space
Disability Action Network meeting invitation from Stravros
Thank you letter from the current Council on Aging Chair
Thank you card from a resident for fire wood
Franklin Regional Transit Authority meeting packet
Maxwell bridges Order of Conditions

