

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

October 29, 2018

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The meeting was called to order at 7:00 P.M. by Chair Sarah Reynolds. Select Board member Marguerite Willis also attended the meeting. No one was absent.

1. It was noted that the ad for the sale of surplus equipment is not correct and will need to be re-written and re-advertised. Counsel has been consulted and is recommending the sale be postponed to another date. November 18 at 10:00 A.M. with the inspection to be held on the same day from 9:00 A.M. – 10:00 A.M. has been chosen. The sale will take place at the Highway complex. Chair Sarah Reynolds will sign the titles outside of a meeting.
2. The Broadband Committee came to the meeting to discuss the Comcast agreement and Town Meeting Warrant article. The Broadband Committee questioned the wording in the Broadband article. Ms S Reynolds read the Attorneys comment regarding the wording of the article. The article needs to read “third party” in case another company comes into play. The Select Board noted that it is their intention to go with Comcast. Discussion was held regarding the financing for each option. Handouts for the Town Meeting were requested to be kept to one page.
3. Town Counsel will be writing the Solar Array article for the Special Town Meeting Warrant. The RFP will be sent along to Counsel for reference.
4. Administrator Dean stated that there is a previous year’s bill from the Fire Department that needs to be on the Special Town Meeting warrant.
5. Ms S Reynolds does not have an update from Counsel regarding WiValley using a pole in Charlemont for Hawley’s internet service.
6. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, not to approve the Administrator to attend a Small Town Administrator’s meeting on November 8, 2018.
7. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes to approve and sign:
 - Vendor warrants; #1916 for \$129,738.46 and #1917 for \$8,294.51
8. The Mass. Downtown Initiative Grant application was held.
9. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, to approve and sign the petition to the Department of Public Utilities that will accompany the municipal aggregation filing.
10. A photo found in the Transfer Station free store was given to the Administrator.
11. A letter from the Tyler Memorial Trustees that contains information regarding the oversight of the Library Director was read. Ms Willis stated that the Town is not trying to overstep the Trustees but due to costs, the Town has decided to require all employees pay to be direct deposited. The Administrator was requested to find out what prompted the letter.

12. Ms Willis reported that the Franklin Regional Council of Governments oversees the emergency radio system and their contractor for this position has given notice. The FRCOG has put out an RFP for this part time position.
13. A dog complaint has been submitted by a resident of Hawk Hill Road. Ms Willis suggested the local Police stop at the dog owners house to issue a warning regarding their dog running at large. Ms S Reynolds will discuss this suggestion with the Police Department.
14. The Town of Heath will be contacted to see if they are interested in placing a solar array on the 3 Town Landfill.
15. Ms Willis reported that the Town of Hawley is annoyed that a police report was not taken regarding the 3 town Landfill damage to the gate. The Select Board noted that they have already voted to pay their share of a replacement gate.
16. It was noted that the Town Hall is losing the bottom few steps of the walkway at the front of the building during the Traffic Calming project. The steps that are removed are to be kept by the Town. Ms Willis will be the contact for the stairway project.
17. The Board decided that the Town Clerk will complete the Cybersecurity Training for Town Clerk's and report back after taking the training.
18. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, to approve the Administrator taking the Safeguarding information training offered by the Town insurance. The Administrator will share the training information with the Board.
19. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, to grant employees paid holidays on Friday November 23rd, Monday December 24th and Monday December 31st.
20. Ms Willis will be attending a Table Top exercise on Saturday, November 3rd. The Administrator was granted to attend as well.
21. Business being concluded, the meeting was adjourned at 10:00 P.M.

Respectfully submitted

Kathy A. Reynolds
Executive Secretary

Approved by:
Charlemont Select Board

This document is to be considered a draft until approved and signed by the Board.

Documents reviewed by the Board

Vendor warrants
petition to the Department of Public Utilities
photo found in the Transfer Station
letter from the Tyler Memorial Trustees
dog complaint