

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

January 7, 2019  
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The meeting was called to order at 7:00 P.M. by Chair Sarah Reynolds. Select Board member Marguerite Willis and Jay Healy also attended the meeting. No one was absent.

1. Treasurer Lynn Hathaway attended the meeting to open sealed bids for the 16 South Street Town property. One bid was received in the amount of \$25,010 submitted by Clayton, Paul, Justin and Shannon Herbert. The bid was accepted.
2. Ms Willis reported that she and Mr. Healy will be meeting with the Transfer Station Attendant on January 8<sup>th</sup>. It has been brought forward that the replacement containers at the Transfer Station are old and broken. Ms Willis stated that she has met with the Franklin County Solid Waste Management District and will be providing more information for discussion during the meeting.
3. Ms Willis stated the OPEB fund can be raised by a line item in the budget and at the end of the year the funds can be transferred into a permanent account. Ms Willis is consulting with the Accountant regarding OPEB.
4. Ms Willis reported that the contract with the Accountant has a 90-day renewal clause. The Board should be discussing options, such as having an in-house accounting clerk for warrants and receivables.
5. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to accept and sign the 2019 rate changes for Ambulance services.
6. Mohawk School Committee member Evie Locke attended the meeting to gather support for the Mohawk Superintendent's efforts regarding Chapter 70. Ms Willis stated that she has written a letter of support to Governor Baker. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes to approve and sign the letter.
7. Ms Locke reported that Mohawk is in their budget season and will be reporting on the Mohawk budget soon.
8. Ms Locke requested the Town to include on the Franklin Regional Council of Governments District Local Technical Assistance Projects list Library Collaboration.
9. Mr. Healy reported that he has contact 4 or 5 Town businesses requesting that they attend the All Boards meeting. Mr. Healy would like the businesses to be reminded of the meeting.
10. A meeting with Town rafting businesses to discuss Shun Pike has been set up for February 18<sup>th</sup>.
11. Each Board member will speak with their respective departments of which they are liaison to see what their needs are to comply with the new OSHA regulations. OSHA needs will be added to the January 14<sup>th</sup> agenda.
12. At 7:30 P.M. Chair Sarah Reynolds convened a pole hearing upon the petition of National Grid and Verizon for West Oxbow Road. Broadband Committee

13. member Trevor Mackie wanted to ensure the new poles are 40' and that space on the poles will be allocated for Town/Broadband use. The hearing notice does state 12" will be saved for Municipal use and Mike Tatro, National Grid assured Mr. Mackie that the new poles will be 40'. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve the request.
14. Administrator Dean stated that the Town has owned the copy machine since August and is no longer paying the lease. It was noted that the Town is still carrying insurance on the copier. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes to discontinue insurance for the copy machine.
15. The Board next worked on their FY2020 budget. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to budget: \$20,000 for Town Counsel, \$75,053 for Retirement and to level fund the Town Electricity account. Health Insurance costs will be known in January, Property/Causality costs in February.
16. Ms Willis reported that the Town can save money by scheduling tandem hauling. Mr. Healy suggested setting up a bonus for the Transfer Station Attendants if they meet a set number of tandem hauls.
17. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve and sign:
  - 10-15-18 and 10-29-18 meeting minutes
  - ABCC yearly estimated population form
  - Payroll warrant # 1928 for \$27,441.33
  - Vendor warrants #1925 for \$51,172.83, #1926 for \$14,780.58, #1927 for \$100,281.38, #1925-2 for \$717.36
  - Letters requesting return of prepaid Wired West funds
  - Memorandum of Understanding with the Franklin County Solid Waste District for wood pellet bag recycling
18. Administrator Dean reported that the Town has options to apply for the Green Communities Grant of \$129,074. Mr. Healy stated that he would like to research starting a free fire wood bank in Town. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to apply for a new furnace at the Highway Garage along with new windows and doors. Also approved was new light fixtures in the Town Hall. The Administrator will create a list of other options for the Board review. Green Communities Grant will be placed on the January 14<sup>th</sup> agenda.
19. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve:
  - Payment of a KP Law invoice
  - List of surplus electronic equipment to be discarded
  - Re-voting the 2019 Senior Trash Bag program to bring it in alignment with the Senior Trash Bag Policy of 20 bags per year per senior over 70 years of age

20. Broadband Committee member Trevor Mackie attended the meeting to follow up on the decision to withdraw from Wired West and to request the Board to vote to move forward with Phase III with the WG& E contract. Mr. Mackie reported that the \$900,000 Broadband Grant has a 9 month time table for use.
21. A letter stating the Town voted to withdraw from Wired West during the December 17<sup>th</sup> meeting was approved and signed.
22. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to authorize WG&E to move forward with Phase III of the contract. An e-mail to WG&E stating this vote will be sent by the Executive Secretary.
23. Mr. Mackie stated that the Broadband Committee does not know if CBDG Grant funds can be used for Broadband purposes. The Board directed the Administrator to investigate what the CBDG Grants can be used for and to report back to the Board during the January 14<sup>th</sup> meeting. The Administrator is to work one week to collect this information.
24. The Board recognized the Parks and Recreation Commission for their efforts in repairing the fence at the tennis courts.
25. The Board will be reviewing the Franklin Regional Council of Governments District Local Technical Assistance Projects list during their meeting on January 14<sup>th</sup>. Currently the Executive Secretary is collecting options from other departments.
26. The Board recognized the Town has been awarded a \$1,000,000 MassWorks Grant.
27. Business being concluded, at 8:35 P.M. the Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to adjourn their open meeting and to enter into Executive Session for exemption #1, continued from December 17, 2018 executive session and for reason #3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

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

2019 rate changes for Ambulance services  
Letter to Governor Baker  
Pole hearing petition  
FY2020 budget  
10-15-18 and 10-29-18 meeting minutes  
ABCC yearly estimated population form  
Payroll warrant and Vendor warrants  
Letters to Wired West  
Wood Pellet recycling Memorandum of Understanding  
Letter withdrawing from Wired West  
KP Law invoice  
List of surplus electronic equipment  
2019 Senior Trash Bag program  
MassWorks Grant.award