

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

September 21, 2020

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The meeting was called to order at 7:00 P.M. by Chair Marguerite Willis. Select Board member Sarah Reynolds also attended the meeting. This meeting was conducted via telephone conference pursuant to the Governor's March 12, 2020 order suspending certain provisions of the Open Meeting Law.

1. Bob Handsaker, Broad Band Committee Chair, stated that Niles Tree Service has ½ million of insurance and asked the Board to vote an exception regarding the required limits. Niles will be trimming trees on Tower Road. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, to reduce Niles insurance limits as requested.
2. Mr. Handsaker reported that EMD Dennis Annear will need the combination to the Town Hall basement bulkhead and is aware of the end of October deadline to install the generator conduit into the cellar.
3. Ms S Reynolds will contact EMD Dennis Annear to obtain an update regarding the status of the generator purchase/installation.
4. The Board was asked if the Special Town Meeting Warrant will include creating an enterprise fund and budget for the MLP. Also asked was if an article to rescind the creation of the Charlemont MLP will be on the Warrant. The Board responded yes to the enterprise fund and budget and no to rescinding the MLP.
5. Mr. Handsaker provided the Board with a general update.
6. Ms Willis stated that she feels the CARES funds for Charlemont should be spent on VOC/Smith transportation. A list of anticipated current and future COVID Town costs should be created.
7. The Board unanimously re-voted, Ms Willis – yes, Ms S Reynolds – yes to approve the Warner Hill Pole petition presented during the hearing on 9-8-20.
8. Jay Healy and Jared Bellows attended the meeting to discuss a Host Community Agreement with the Town for the Hall Tavern Farm property. Mr. Healy proposed 3% of revenue to go to the Town, the business will hire between 0-15 employees. 2.2 acres for cultivation in hoop and green houses are needed to grow 6,000 plants. Ms Willis stated that Town Counsel will need to review the Agreement and Counsel will be asked to create a template for future Agreements.
9. As Jared Bellows is also the Charlemont Chief of Police, he was asked to consult with the Ethics Commission regarding a conflict of interest.
10. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes to send the agreement to Town Counsel for review and ask Counsel to create a template for future agreements.
11. Ms Willis stated that the Library will be closed for a while. Ms S Reynolds will post this to the Town website.
12. Ms Willis reported that VEAC, as it stands now, will have 3 students in a van with split schedules. .VEAC is looking at a mini- bus.

13. The Board regrettably accepted the resignation of Marguerite Rancourt from the Hawlemont School Committee.
14. The Town can apply for a Green Communities Grant for an electric care for the Fire Chief. If the Grant is awarded, a new share Fire Chief agreement with the Town of Rowe will need to be drafted. Possibly a Grant through National Grid for a vehicle charging station can be obtained. Ms S Reynolds will discuss this with Fire Chief Dennis Annear.
15. Ms S Reynolds reported she attended the most recent FRTA meeting. Ridership is down and the FRTA is continuing to operate with grant subsidies.
16. Ms Willis reported that the Shelburne side of the Transfer Station was opening early, thus creating confusion for Charlemont residents. The Charlemont Transfer Station Attendant has resolved this by creating 2 lanes, one for Charlemont residents and one for Shelburne residents.
17. Ms Willis reported that she may have found a new member for the Capital Improvement Committee. The name of the interested party will be forwarded to the Moderator who appoints to this position.
18. The Board reviewed COVID costs that have been entered into the CARES ACT spreadsheet up until August. Ms Willis will draft a memo to all employees asking them to immediately submit any COVID related costs/invoices to Ms S Reynolds.
19. Fire Chief Dennis Annear obtained a grant to purchase 3 sanitizing stations for the Town.
20. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, to hold a Special Election, to fill a vacant Select Board seat, on Saturday November 14th from noon to 4:00 P.M.
21. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, to hold a Special Town Meeting on Saturday, November 14th at 7:00 P.M., Hawlemont Elementary School.
22. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes to hold a Town Meeting info session on Sunday, November 8th at 1:00 P.M., Hawlemont Elementary School.
23. The Board went over the new website. The site will be updated with newer photos, the business directory will be removed, disclaimer language will be added, sign up to automatically receive agendas as they are posted will be added.
24. The Board will be creating the process to update the Town website but for now Ms S Reynolds will be processing the updates.
25. The Board unanimously re-voted, Ms Willis- yes, Ms S Reynolds – yes, the following items from the last meeting: warrants, KP invoice, Dynegy Energy Aggregation letter and updated contract, Property Insurance Renewal forms.
26. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes to approve and sign the FRCOG/FCECS memo regarding radios.
27. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, to approve and sign the CARES ACT reimbursement agreement with the FRCOG.

28. The Board unanimously voted Ms Willis – yes, Ms S Reynolds- yes to hold in person early voting hours and last day to register to vote for the November 3, 2020 election as recommended by the Town Clerk.
29. The Board recognized Fire Chief Dennis Annear for applying and obtaining the grant for sanitizing equipment.
30. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, to approve and sign:
 - Payroll warrants #2109 for \$18,990
 - Vendor warrants #2109 for \$19,289.55, #2110 for \$67,753.63
31. Business being concluded, the meeting was adjourned at 8:50 P.M.

Respectfully transcribed

Kathy A. Reynolds
Executive Secretary

Approved by:
Charlemont Select Board

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

Documents viewed by the Board

Draft Host Community Agreement
Resignation of Marguerite Rancourt
FRCOG/FCECS memo regarding radios
CARES ACT reimbursement agreement with the FRCOG
Warrants