

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

June 22, 2020  
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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. 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, Broadband Committee Chair, attended the meeting to provide the Select Board with updates. The RBDG Grant was awarded to Charlemont in the amount to \$36,000. A letter of conditions and acceptance of the Grant must be signed. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, voted to allow Cheryl Handsaker to sign the documents for the Town.
2. The Committee is researching the CDBG Grant for next year.
3. The Committee has been in discussions with the Town of Rowe regarding sharing networks for residents that can only be reached by the other Town. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve using an inter-town fiber agreement for the residents that fall under this category.
4. At 7:15 P.M. the Select Board opened the FY21 Propane bids. The low bidder was Maribito at a fixed rate of \$1.23/gallon. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to award the FY21 Propane bid to Maribito.
5. The Board continued discussion with the Broadband Committee regarding Heath Stage Terrace and how to build the network for the residents on this road. The bid for underground conduit is \$27,000 more than aerial. The Committee recommended that if the Town is not comfortable with the additional cost for underground conduit, maybe the Town can go back to the residents on this road to discuss the aerial option. Broadband stated a commitment of 70% from the Town residents is needed to allow an internet cost of \$79.00/month. Phyllis Herrera has the letter and is concerned that if she commits herself by sign up, what would be her liability if she should have to leave her home/ Ms Herrera would like a clause stated in the letter as to accommodations in such a case. Ms Herrera also would like something stated in the letter as to what services are provided when signing the commitment letter.
6. At 7:30 P.M. the Board opened the FY21 Highway Equipment rental bids. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to defer the bids to the Highway Superintendent for review and recommendation.
7. Discussion with the Broadband Committee continued. The Committee stated that certain sections of Town will be able to sign up for different TV channels. The Town will provide internet at \$79.00 per month and the homeowners will need to research and decide what telephone service and/or TV package to sign up for. The telephone and TV are billed separately from the internet by the vendor they choose, but the service is able to be provided through the internet cables. The Board suggested

- putting costs and owner's responsibilities in the letter. Once the letter is complete, Ms Willis and Ms Herrera will deliver it to resident on Heath Stage Terrace.
8. The Board received a request from the Conservation Commission to obtain permission to hire a wetlands consultant and asks the Board to deem the consultant a special town employee. Mr. Healy questioned why the Commission needs a separate consultant and would like to know more about costs and the reason a consultant needs to be a special town employee.
  9. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, the Town will use Free Telephone Conference Calling with audio minutes storage and not to use Zoom.
  10. Ms Willis reported that the Solid Waste District hired a lawyer to appeal the prevailing wage for hauling costs and charge the Town for the lawyer's fees. The board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, Mr. Healy – yes, not to pay the lawyer fees. Ms Willis will inform the Solid Wasted District of the Board's vote.
  11. Mr. Healy stated he would like some Transfer Station policy changes in the near future. Inappropriate language is being used and the Station is a mess.
  12. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, Mr. Healy – yes to approve and sign the VADAR accounting software contract.
  13. Ms Willis reported that the Planning Board and the ACO are dealing with complaints regarding farm animals being kept on a Main Street property.
  14. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, Mr. Healy – yes to opt into the CDBG Microenterprise Assistance Program.
  15. Ms Willis reported that she has not had any contact with Berkshire East regarding the MassWorks Sewer Grant.
  16. Ms Willis will contact Todd Gerry regarding mowing the Town Hall lawn.
  17. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, Mr. Healy – yes, to hold the Annual Town Meeting on July 26<sup>th</sup> at 1:00 P.M. at the Fairgrounds. This will mean that the FY21 budget to be presented will need to be a 1/12<sup>th</sup> budget.
  18. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis -yes, Mr. Healy – yes, to approve/approve and sign:
    - Vendor and payroll warrants
    - FY21 Police and Fire Insurance proposal
    - FY21 Yearly appointments
    - 1/12 budget proposal to be send to the DOR.
  19. Business being concluded, the meeting was adjourned at 9:10 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

inter-town fiber agreement  
FY 21 Propane bids  
FY21 Highway Equipment bids  
Conservation Commission request for a consultant  
VADAR accounting software contract  
CDBG Microenterprise Assistance Program.  
FY21 1/12<sup>th</sup> budget  
Vendor and payroll warrants  
FY21 Police and Fire Insurance proposal  
FY21 Yearly appointments  
1/12 budget proposal to be send to the DOR.