

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

August 10, 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, Broad Band Committee Chair, requested the Board to appoint Valentine Reid to the Committee. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to appoint Mr. Reid as requested.
2. Mr. Handsaker reported that Heath Stage Terrace and Warner Hill Road are progressing, and that WG&E will be requesting all signatures on contracts, moving forward, be through Doc-U-Sign.
3. Ms S Reynolds reported that she has reminded the EMD/Fire Chief Dennis Annear to reach out to the Broad Band Committee regarding the installation of the generator at the Town Hall.
4. Byron Gilchrest, Developer; Ron Brenson of Brenson & Bloom; Jeff Blake, Town Counsel; Doug Telling, Board of Health; Bob Nelson and Bill Harker, Planning Board; Lynn Hathaway, Tax Collector/Treasurer and Bill Coli, Historical Commission attended the meeting to discuss the Charlemont Inn. Mr. Gilchrest explained that he became the receiver to the Charlemont Inn so the building can be restored. Since he has found the title is flawed, he has pulled out of being the receiver. Mr. Gilchrest would like to bring the property up to date and create 17 Section 8 Elderly housing units. For this to happen, the Town will need to gain possession of the property and Mr. Gilchrest will then buy the Inn from the Town. Due to the owners of the Inn declaring bankruptcy, the Town is unable to collect previous year taxes, but the owners need to keep the current taxes paid. As this is not being done, the Town can request a relief from stay from the Court as the terms of the bankruptcy are in violation. Only after a relief from stay is declared then the Town can take the property for back taxes owed. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to direct Town Counsel to take what action necessary to move forward with the Town taking possession of the property.
5. As the Town did not appropriate funds to purchase trash bags in FY 21, the Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to purchase bags and charge the cost out of the Transfer Station budget.
6. Mr. Healy stated that most Towns create a Committee to assist with the search and hiring of a Town Administrator. Mr. Healy stated he has not received a job description and suggested the current salary range might be adequate for a 30-hour position. Mr. Healy stated that the Select Board needs to discuss what the Town needs are regarding Town employees.

7. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to form an Administrator Search Committee to research and report back to the Select Board their findings regarding the Town needs, job description and feasibility for an Administrator.
8. The Town of Buckland Administrator requested a letter of support from South River Road residents to be included in Buckland’s MassWorks Grant application. Ms S Reynolds will work with the Highway Superintendent to find out what residents will be affected by this project.
9. Brookfield Power is trying to get State Police coverage to assist with river patrols.
10. It was reported that the Highway Department has received no parking signs to post along Zoar Road. The signs will give the police the authority to enforce parking and will enable illegally parked vehicles to be towed. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to post a notice in the local paper; Town Counsel will write the legal notice for the paper.
11. A river meeting will be scheduled at the Fairgrounds sometime in September.
12. The Town Clerk informed the Select Board that over 300 absentee ballot requests have been received for the September 1<sup>st</sup> election. New and conflicting instructions regarding the processing of the absentee ballots are received almost daily. New software and computer from the State has just arrived. This is very time consuming.
13. Ms Willis would like the Town opening telephone message to state that the Town Hall offices are closed on Fridays.
14. School assessments are higher than the amounts voted at the Town meeting. The Select Board and Finance Committee will need to hold a meeting to discuss the assessments.
15. Ms Willis stated that the Board of Health has sent a letter to a village resident asking the resident to reduce the animal noises coming from the property. The Board of Health is asking the Select Board to issue a noise violation to the property owners. It was noted that it is the Police who issues such violations.
16. Ms Willis reported on the number of Ambulance calls so far this year. The number of calls has increased significantly since last year.
17. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to expend the first-year cost of the new website from Stabilization.
18. The Board received a Special Event application for the 2020 Bone Frog New England event that is to be held on September 19<sup>th</sup> at Berkshire East Ski Resort. Ms S Reynolds recommended approving the application with the stipulation that Bone Frog work with the Health Agent Randy Crochier to meet COVID regulations and State Guidelines and the Board will need to receive written approval from the Health agent and the State before the event can happen. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to approve the application with the stipulations recommended by Ms S Reynolds.
19. Upon a request from the Local Cultural Council, the Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to appoint Anne Otto to the Local Council.

20. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to schedule their future meetings on the following dates: August 24, September 8, September 21, October 5, and October 19.
21. The Board, upon the recommendation of the Town Clerk, unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, to change the voting location for the September 1<sup>st</sup> election to 200 Warfield Road, in the pavilion, pending approval from the Elections Division.
22. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Mr. Healy – yes, the following representatives to the following positions: Ms S Reynolds to the FRTA; Ms Willis to the FRCOG Planning Board and Council of Governments; Douglas Telling (with Robert Lingle as alternative) to the FRCOG Public Health oversight Board. Ms Willis is checking with Dana Johnson to see if he will serve on the Regional Emergency Planning Committee.
23. 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

Town of Buckland request for a letter of support  
School assessments  
Special Event Application  
Local Culture Council request for appointment

