

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

November 30, 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 and Elizabeth VanInderstine 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. Broadband Committee member Bob Handsaker attended the meeting. Mr. Handsaker reported that the Committee did not get the CCIT grant; a guy wire will be placed on the telephone pole next to the Town Hall driveway; the Park and Recreation Commission will be contacted for approval for a staging area; WG & E will be installing the equipment racks in the Municipal POI room on December 7th; the Committee will be sending out questionnaires to all municipal departments to find out what connections are needed; Danek will be replacing the walkway to the Town Hall that was disturbed during the installation of the conduit.
2. Emily Boss from the Franklin Land Trust attended the meeting to discuss the Warner Hill Wildlife Corridor Conservation Restriction. The landowners are willing to move forward with the restriction and the Trust is asking the Town to hold the restrictions of the properties that still have mining rights held by other than the landowner. Ms Willis stated that she feels the Town should not get involved with the properties with mineral rights attached unless there is legal language in the restriction that will protect the Town from these rights. Ms Boss will research the proper legal language and report back to the Town.
3. Christopher Curtiss from the Deerfield River Watershed Association attended the meeting to ask the Board to support the National Wild & Scenic River Designation of the Deerfield River. This designation will not impact property owners nor business operations that use the river. The designation is not a control but a tool to protect the free flow of the river and the only restriction will be that no new Federal Dams can be built within the designated areas. The designation may also open up other types of grants that may assist the Town with the use of the river. The Board unanimously voted, Ms Willis – yes, Ms S Reynolds – yes, Ms VanInderstine – yes to support the designation and craft a letter of their support.
4. Ms S Reynolds reported that no Select Board member attended the Hawlemont Regional Elementary School District meeting that was scheduled for November 28th. Ms Willis advised the Board that she notified the Charlemont School Committee Representatives to the Hawlemont School Committee that she would not be attending and also forwarded Town Counsel's opinion on that meeting.
5. Ms Willis reported that the repair to the trash container at the Transfer Station has been completed and will be expended out of the DEP Grant funds.
6. Ms Willis reported that the DOR has corrected zip code errors and Charlemont will be receiving their allotted Room Excise Tax.

7. Ms S Reynolds reported that the hole in long bridge has been repaired. In speaking with the Governor's office regarding further repairs, the Governor thought putting the bridge repairs into the TIP schedule would help the Town with the costs, but the repairs would not be scheduled until 2026. It was agreed to keep searching for grants to pay for the repairs sooner than 2026. The old engineering study for this bridge will be brought up to current cost estimates.
8. Ms S Reynolds reported that the North Heath Road MassWorks grant did not go through. The Town will try again next year.
9. Ms S Reynolds reported that a temporary bridge was to be installed on East Oxbow Road right next to the bridge that will be repaired. Unfortunately, the temporary bridge can not be installed so the bridge will need to be closed during the summer construction. The Select Board, with the MassDOT engineer, will need to hold a meeting with the residents that use that bridge to inform them of this matter. Scheduling this meeting and notifying residents will be placed onto the January agenda for further planning.
10. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Ms VanInderstine – yes, to approve, with the Chair to sign for the Board, a letter to the Hawley Select Board and Finance Committee regarding payment for ambulance services to the Town of Hawley.
11. A letter from the Select Board is needed to file for the Rec Tax with the legislators. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Ms VanInderstine – yes, Ms Willis will write the needed letter and sign for the Board.
12. Ms VanInderstine was notified of an annual MMA virtual meeting in January that she may wish to attend.
13. The Board decided not to participate in the Local Rapid Assistance Program this year.
14. Max Haskell was recognized for volunteering to mow the Village Cemetery throughout the summer.
15. It was noted that Charlie Ricko resigned from the Conservation Commission.
16. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Ms VanInderstine – yes, to approve/approve and sign:
 - Payroll warrants #2120 for \$24,454.94; #2119 for \$23,281.54
 - Vendor warrants #2121 for \$128,372.69; #2120 for \$10,548.73
17. The Board unanimously voted, Ms S Reynolds – yes, Ms Willis – yes, Ms VanInderstine – yes, to purchase 8, \$25.00 holiday gift certificates for employees.
18. The Board unanimously voted, Ms Willis – yes, Ms VanInderstine – yes, that the Executive Secretary/Town Clerk should use her 40-hour job description, minus the contact with Town Counsel, beginning this week.
19. Ms Willis – yes, Ms VanInderstine – yes, voted to approve full time benefits for the Executive Secretary/Town Clerk while working full time.
20. Ms S Reynolds stated that she recuses herself from the Executive Secretary Town Clerk job and benefit vote as she intends to resign her position as a Select Board

- member immediately after the meeting with the intent to apply for the Administrator position.
21. Ms Willis stated that the Town will not be holding a Special Election to fill the vacant Select Board seat.
 22. Ms Willis stated that the Town has received an application for the Administrator position but will respond that the Town will not be advertising for this position and advised Ms S Reynolds to give her notice with her current employer effective January 1st, The Town intends to hire Ms S Reynolds for the Administrator position. This statement is based upon information received from the Ethics Commission and Town Counsel.
 23. Ms Willis and Ms VanIderstine will be provided with the ethics conflict of interest appearance of favoritism forms.
 24. Ms VanIderstine will be posting items to the Town website.
 25. The Administrator laptop will be kept in the Town Hall locked drawer.
 26. Ms Willis stated that she will be liaison to the departments that Ms S Reynolds covered.
 27. Business being concluded, the open meeting was adjourned at 9:15 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

Warner Hill Wildlife Corridor Conservation Restriction information
National Wild & Scenic River Designation of the Deerfield River information
Letter to the Town of Hawley
Local Rapid Assistance Program information
Warrants

