

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

March 22, 2021
11:00 A.M. meeting
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The meeting was called to order at 11:00 A.M. by Chair Marguerite Willis. Select Board member Elizabeth VanInderstine and Administrator Sarah Reynolds attended the meeting. This in person meeting was conducted in the Town Hal parking lot to comply with the COVID 19 restrictions.

Karen Rau attended the meeting for an interview for the advertised Minute Taker position.

1. Karen Rau stated that being the Board minute take is something that she would like to do and feels she should be part of various Boards rather than being only an assessor. Ms Rau would also like to be a part of the Town. She has taken minutes in the School System. Her current position conducts classes on line, she is familiar with the various Board members.
2. Ms Willis stated that currently the minute taker position is temporary unless Town Meeting votes additional funding. Ms Rau stated she is usually working during the day but is out at 2:30 P.M. She has also helped with filing for the Boards this past summer.
3. Ms Rau questioned if the position would allow her to work weekends. The Boards computer is available for typing minutes, but the meetings take place during the week.
4. Ms Rau was informed that in the beginning she would be working/reporting to the current Secretary to the Boards closely. The Boards she would be working for are Conservation Commission, Planning Board, Park and Recreation Commission and sometimes Finance Committee and Zoning Board of Appeals
5. Ms Rau was thanked for her interest in the position and for attending the interview. The Administrator will be contacting her with the Select Board decision.
6. Business being concluded, the meeting was adjourned at 11:15 A.M.

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 Select Board. No documents were reviewed by the Board.

