

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

November 8, 2021

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The meeting was called to order at 6:30 P.M. by Select Board Chair Marguerite Willis. Select Board members Dan Girard and William Harker, along with Administrator Sarah Reynolds also attended the meeting. This meeting was conducted via telephone conference and in person pursuant to the Governor's March 12, 2020, and consistent with Gov. Baker's temporary modifications to the Open Meeting Law suspending certain provisions of the Open Meeting Law.

1. The Board met with Douglas Telling, BOH and Mae Tanner at 6:30 P.M. The BOH requested the Board appoint Mae Tanner to the vacant position on the Board of Health. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to appoint Mae Tanner to the Board of Health until the next local election. Ms Tanner was sworn to the position by the Town Clerk.
2. Administrator S Reynolds reported that RKG Associates has sent a scope of work and contract to conduct a Town Plan through the Planning Grant. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes to approve and sign the contract. Ms Willis will give RKG a tour of the Town when they are in the area.
3. Administrator S Reynolds reported that Laurel Lane bridge will be paved on Tuesday and that Virgillio will be finished by the end of the week. The bridge and guardrails will be complete.
4. Administrator S Reynolds reported that the lanes on the West Oxbow bridge are being worked on, the grout is complete, and one lane of the bridge will be open to traffic soon.
5. At 6:45 P.M. Transfer Station Attendant Thorne Palmer and Jan Ameen, Franklin County Solid Waste District, attended the meeting to discuss composting service at the Transfer Station. It was noted that the Town of Shelburne is already composting. Mr. Palmer is concerned with the odor that might attract unwelcome wildlife such as bears. Administrator S Reynolds and Mr. Palmer will work out the logistics of where to place the compost collection shed. Ms Ameen stated that a shed and composting pail may be purchased using RDP funds. Carts (2) will cost \$14.00 each and the Solid Waste District will charge \$125 per month for composting. If the Town applies for a \$700 grant, the back yard composting bins will cost the Town \$25 each. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to begin collecting compost at the Transfer Station with Administrator S Reynolds and Mr. Palmer working on the details.
6. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to approve with the Chair to sign the DEP Certification for the Operation of a Transfer Station that includes composting in the operating permit.
7. Bob Handsaker, Broad Band Committee Chair, attended the meeting to report that things are moving along, and the construction is proceeding. Ninety-nine people

- have been activated with at 61% sign up. A letter addressed to William Ennen, Last Mile Liaison that states Charlemont's make ready is complete was reviewed. This letter formalizes a request for an additional contribution from the Last Mile Contingency Fund and is requesting \$345,785. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes to approve and the Chair to sign the letter
8. As things seem to be moving along, Chair Willis asked Mr. Handsaker if he felt the standing appointment with the Select Board was still necessary. Mr. Handsaker stated that he would like to keep the BOMB meetings scheduled for every 2 weeks and the standing appointment with the Select Board.
 9. Administrator S Reynolds introduced two IT policies for the Board to review. One policy is for 3rd party vendors and the second policy is concerning acceptable use. The Board will place the IT policies onto their next meeting agenda.
 10. Administrator S Reynolds reported that the EPA-Recreation Economy Program overlaps with the Town Planner project and recommended not to pursue this program.
 11. Administrator S Reynolds reported that the newly hired Secretary to the Boards does not want to post nor take minutes of Boards meetings. Administrator S. Reynolds recommended reconvening the Hiring Committee to find a replacement. Mr. Girard recommended applicants read and sign a sheet that states all the duties that are required to be performed. Administrator S Reynolds will find out if the Town can keep only an electronic recording of meetings. The Board will discuss the position and possible purchase of a recording device with the Finance Committee at their next joint meeting.
 12. Administrator S Reynolds reported that Fire Chief Dennis Annear would like to apply for 2 Fire Grants. One would be to replace the 1995 Fire Truck The cost of the new vehicle would be in the \$550,000 range and the Town would be required to fund 5% of the cost, or \$27,750. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to apply for the grant.
 13. The second grant is a Staffing Grant. The Board questioned how many positions this cover would, for how many years, does the Town have accommodations. Mr. Girard will discuss this grant with the Fire Chief and report back to the Board at the next meeting.
 14. Ms Willis reported that the Hawlemont School issues have been evolving for a while. Ms Willis attend the Hawlemont School meeting scheduled for 11/8/21 which was to update parents regarding the school. Ms Willis reported that the School Superintendent Sheryl Stanton feels without the tuition from the Heath students, Hawlemont will be decimated
 15. Suzanne Crawford, Hawlemont School Committee member from Hawley, attended the Select Board meeting and stated that she volunteered during the School Committee meeting in October to complete a report regarding the use of Berkshire Northern or Mohawk District Central offices. Ms Crawford stated that there are a lot of changes happening and she is gravely concerned.

16. Ms Willis stated that the Hawlemont School will be discussed with the Finance Committee during a joint meeting.
17. Ms Willis reported that she, and Board of Health member Douglas Telling, attended the PFAS private wells meeting with Jodi Carter. This is a private well sampling program that evaluates the wells for Per- and Polyfluoroalkyl Substances (PFAS) and the testing is free DEP will be sending out postcards to well owners. If the contaminants are found , remedial work will be at a cost to the homeowners. There is no funding to assist homeowners with the cost.
18. The Board received a notice of an FY22 Mass Works One stop award of \$720,000 for the 8A North Road project.
19. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to remain with the Upper Pioneer Valley Veteran’s Services District for another 3 years.
20. The Board unanimously voted, Ms Willis – yes, Mr. Girard – yes, Mr. Harker – yes, to approve and sign:
 - Payroll warrant #2217 for \$11,525.59, #2216 for \$22,271.29
 - Vendor warrant #2218 for \$39,091.39, #2217 for \$89,582.08
 - 9-27-21, 10-4-21, 10-25-21 Select Board minutes
 - Payment of a KP Law invoice
 - 3 Town Landfill Inspection report by CED
21. The Board discussed the yearly Class II and Class III licenses issued by the Select Board. Discussion was in regard to enforcement authority for each.
22. Resignation of Patricia Harker from the COA. (Mr. Harker recused himself from this vote).
23. Business being concluded, the meeting adjourned at 8:38 P.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.

Documents reviewed by the Board.

Minutes
Warrants
3 Town Landfill inspection report
Resignation letter
Class II and Class III licenses

MassWorks award letter
Upper Pioneer Valley Veterans' Services District Agreement
Letter from Martha Thurber
IT policies
RKG Assoc. scope of work and contract
KP Law invoice
DEP Certification of Operation