

MINUTES OF THE WEEKLY SELECTMEN'S MEETING
Town of Charlemont

April 6, 2010

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The meeting was convened at 7:00 P.M. by Chairman Jean Brisson. Also attending the meeting were Paul Fantucchio and Winston Healy. It was announced that the meeting was being tape recorded.

1. The Board unanimously voted to approve and sign the minutes.
2. The Board unanimously voted to approve and sign a letter to the HRA that requests their assistance with the FY 2011 Block Grant application.
3. The Board unanimously voted to sign the Class II permit and application for Matthew Clark, d/b/a Matt's Automotive.
4. The Chairman signed the title transfer of the 1999 Crown Victoria (police cruiser).
5. The Board reviewed an invoice from Smith Vocational Technical School for three quarters of a year's tuition for one student. The Board unanimously voted to pay the invoice.
6. The Board unanimously voted to appoint the following to the Natural Hazard Mitigation Plan update team: Bob Handsaker, Erwin Reynolds, Sr., Gisela Walker, Paul Fantucchio, Jared Bellows, Gordon Hathaway, Ken Hall, and Kathy Reynolds.
7. Discussion of the Charlemont Inn real estate taxes was tabled.
8. Discussion of a Town wide request for information form was tabled.
9. Ambulance fee collection data was tabled.
10. The edited non-criminal dispositional by-law was discussed. The Board unanimously voted to send the by-law to Counsel for review and, if approved, to place it on the Annual Town Meeting Warrant.
11. The Board received a notice stating that the home rule making the Town Clerk position an appointed position has been finalized. Appointment of the Town Clerk will take place after the Annual Town Elections. Ms Brisson is writing the job description. This subject will be placed under action on the April 14th agenda.
12. The Selectmen unanimously voted to expense the new bulletin board out of the Town Hall Repair account.
13. The Selectmen unanimously voted to create a separate cemetery maintenance line item on the FY 2011 budget.
14. The Board unanimously voted to budget \$4,500 for the FY 2011 Three Town Landfill line item.
15. The Board unanimously voted to increase the FY 2011 Health Insurance budget line item request by 5.9%.
16. The Board unanimously voted to increase the FY 2011 Town Insurance budget line item request by 5%.
17. The Board unanimously voted to increase the FY 2011 Workers Comp. budget line item request by 1.22 %

18. FY 2011 employee raises will be determined at a later date.
19. The Executive Secretary was requested to create a spreadsheet depicting employee health insurance costs at the current 15% contribution and at a 20% contribution. This subject will be discussed during the April 13th meeting.
20. The Board discussed the Charlemont Inn's delinquent RE taxes as they pertain to their liquor license. Mr. Fantucchio recused himself from this issue. The Board unanimously voted that Mr. Healy will contact the Inn to request an increase in the amount being paid towards the balance.
21. The Board unanimously voted to adopt a Request for Public Records form to be used town wide and at each department's discretion. The form will be distributed to all departments and placed onto the Town website.
22. Ms Brisson reported that she has discussed with the Ambulance Director the request for ambulance fee collection data from BHA. BHA has not provided the information requested. A note to the Ambulance Director will be sent stating that the Board will be making a decision on ambulance billing services in June. Mr. Johnson will be asked to bring a representative of BHA to that meeting.
23. The Board reviewed a letter of interest for the Emergency Management Director position. Ms Brisson stated that she has also asked Dana Johnson to consider application and he is researching the duties and responsibilities of the position before he makes a decision. The Board agreed that all candidates will be considered before making the appointment.
24. The Board received the IGA from Siemens. An appointment with Tony Walker and Roland Butzke, the representative from Siemens will be scheduled for either April 13 or April 20.
25. The Board will consider signing the EECBG grant after their meeting with Siemens.
26. Mr. Healy presented a draft letter to MassHighway Director Peter Niles that describes the condition of the bridge on Zoar Road and asks for assistance with necessary repairs. The Board edited the letter and unanimously voted to sign the letter at the next meeting. Letters asking for support from the surrounding Towns will also be considered.
27. Mr. Healy presented a draft letter to Berkshire East that requests their assistance with replacing the cairn located on the mountain. Edits to the letter were discussed. The letter will be considered at the next meeting.
28. Mr. Healy announced that the Board of Selectmen has been invited to the Board of Health meeting on Wednesday, April 14th to attend a joint meeting with Town Counsel.
29. Ms Brisson informed the Board that an unemployment claim hearing is scheduled for Tuesday, April 27th at 1:00 P.M. in Greenfield.
30. The Board reviewed an unemployment assessment for two employees. The Board unanimously voted to pay the bill.

31. The Board discussed the Town Clerk position. The three options considered were:
 - a. Re-define a current employee's job and appoint
 - b. Keep the job as it is (working out of the home) and advertise for the position
 - c. Keep the job part time but bring the office into the Town Hall.
32. The Board agreed that they would like to meld the position with a current position and bring the office into the Town Hall. Several melding scenarios were discussed.
33. Ms Brisson will discuss melding the Town Clerk position with current employees
34. Business being concluded, the meeting was adjourned at 9:15 P.M.

Respectfully submitted

Approved by:
Charlemont Board of Selectmen

Kathy A. Reynolds
Executive Secretary