

MINUTES OF THE WEEKLY SELECTMEN'S MEETING

Town of Charlemont

May 5, 2009

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

1. The warrants were signed.
2. The minutes were approved and signed.
3. The Board was informed that the yearly fire alarm system testing will take place on Tuesday, May 12th. Access to all rooms in the Town hall will be needed. Mr. Healy will send a note to the Board of Assessors stating the Selectmen's office will need a key to their office solely for situations such as testing/inspections, etc.
4. The Executive Secretary will contact Tom Scanlon, auditor, with several dates to choose from to discuss the draft audit management letter. The dates are June 2, 16, and 23.
5. The Board received contracts for FEMA/MEMA reimbursement of costs related to the December 2008 ice storm. Multiple forms were signed by the Chair. It was voted to list all Board members as authorized signatories.
6. The Board received an estimate of \$112,000 for removal and replacement of the shingles on the Town Hall. As this estimate is quite a bit more than anticipated, repair, instead of replace, options were discussed. The Board unanimously voted to consult with several local contractors, and Joe Mattei, concerning the possibility of repairing the roof. A lift will be rented for the contractors to view the roof as well. Repairs to the soffits will also be discussed. Ms Brisson will coordinate the meeting and lift rental.
7. The Finance Committee came to the meeting with several requests. As the Highway Superintendent breaks out departmental usage for fuels delivered to the tanks at the Highway Garage, the Finance Committee would like the Super to keep track of each department's usage on a spreadsheet. The Board unanimously voted to request the Super to create such spreadsheet.
8. The Board unanimously voted to request the Police Department to create the same type of spreadsheet for fuel used by the Police Department.
9. The Finance Committee requested that the Board direct the Accountant to apply for reimbursement for state taxes paid by the Town for fuel. The Board unanimously voted to direct the Accountant to apply for fuel tax reimbursement. Mr. Healy will send out a directive for the Board.
10. The Finance Committee informed the Board that they are not ready to support any raises at this time.
11. The Finance Committee minutes for Saturday, April 18 were discussed. The Finance Committee will be amending their minutes.
12. The Board and Finance Committee reviewed current actual receipts.

13. On the request of the Finance Committee, the Board voted to ask the voters to borrow to purchase a new ambulance instead of raising the cost on the tax rate. The article will be edited as such.
14. Carry forward accounts were discussed. The Finance Committee researched the legality of carrying forward amounts left in accounts at year end. If the amounts were not originally voted as warrant articles, the amounts left in accounts can not be carried forward and are to be closed out to the General Fund. Several budget line items will need to be corrected. The Finance Committee will contact the Boards related to the accounts and make the appropriate adjustments.
15. The Board reviewed Counsel's opinion/edits for the Annual Town Meeting Warrant articles. All articles that Counsel suggested be edited have been changed.
16. The Board received a request from the FRTA for a Town volunteer to represent disabled commuters. This request was forwarded to the Town FRTA representative.
17. The Board unanimously voted to deem as "spoilage" the wood/timber left on the Fairgrounds from the tree clearing several years ago. The Board also voted to allow the Highway Superintendent to use his best judgment to dispose of the spoilage before YDD as he sees fit.
18. Ms Brisson will be scheduling a meet the candidates' night, hopefully the week of May 18th. Mr. Healy recused himself from this issue.
19. Ms Brisson presented a proposal to use a current Town employee to fill the Accountant's position starting July 1st on a trial basis for one year. After reviewing the proposal, Mr. Healy commended Ms Brisson on the excellence and thoughtfulness of the proposal. Mr. Healy also stated that he is 100% behind the proposal. After some discussion, Ms Brisson made a motion to follow through with the proposal with the Board being in full support. The motion was unanimously voted.
20. Mr. Healy will contact either Tracy Baronas or Joyce Muka to have the FY09 books closed.
21. The board discussed increasing the FY 2010 accountant's expense budget to \$2,000.
22. The Board received an e-mail from the Planning Board requesting an additional Town Hall key. Ms Brisson made a motion confirming the previous vote of the Board to give only one key per Board. Ms Brisson and Mr. Fantucchio voted yes, Mr. Healy voted nay. Motion passed.
23. The Planning Board also requested permission to use the BOH computer located in the meeting room. The Board unanimously voted to allow the BOH computer to be used by other Town Boards, contingent upon discussion with the BOH.

24. Ms Brisson informed the Board that the Parks & Recreation Commission unanimously voted not to allow a beer tent on the Fairgrounds during this year YDD.
25. The Executive Secretary will contact the Town of Heath to request a copy of the Municipal Enforcement bylaw.
26. Business being concluded, the meeting was adjourned at 10:15 P.M.

Respectfully submitted

Approved by:
Charlemont Board of Selectmen

Kathy A. Reynolds
Executive Secretary

This document is to be considered a draft until approved and signed by the Board of Selectmen.