

**MINUTES OF THE WEEKLY SELECTMEN'S MEETING**  
**Town of Charlemont**

July 28, 2009

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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.

1. The warrants were signed.
2. The minutes were approved and signed.
3. The Board unanimously voted to appoint Theodore Willard as Veteran's Representative for Charlemont.
4. The Board unanimously voted to create a petty cash fund of \$200 to be used for certified mail costs associated with the Planning Board's special permit notifications. The funds are to be taken out of the Planning Board expense with the Executive Secretary to administer the petty cash fund. The Board received a letter from the Planning Board approving the creation of the fund.
5. The Board unanimously voted to pay FY 2010 dues for their membership to the Franklin county Selectmen's Association.
6. The Board received an anonymous comment concerning the metal barrel located outside by the back door of the Town Hall. The Board unanimously voted to have the Executive Secretary contact the Highway Department to remove and dispose of the barrel.
7. The Board received a letter from Jonathan Healy resigning from the Agricultural Commission. The Board voted, 2 yeas, 1 nay, to accept the resignation and draft a thank you letter for Mr. Healy's time serving on the Commission.
8. The Board unanimously voted to approve the revised MOU for 911 and dispatch services through the State Police. The MOU was signed.
9. After discussing the current messages on the Town telephone system, it was agreed that Ms Brisson will edit the messages.
10. Upon recommendation of the Conservation Commission, the Board unanimously voted to accept, and signed, the Charlemont Land Preservation Conservation Restriction.
11. The Board received an e-mailed request to amend their June 3<sup>rd</sup> minutes or to write a statement depicting statements made during that meeting. The Board unanimously voted neither to amend the minutes nor to write a statement.
12. Mr. Healy reported that he has received a verbal reason from the Board of Health Chair for contacting Town Counsel without first getting permission from the Selectmen.
13. Bambi Miller, Historical Commission Chair, attended the meeting to request the Board appoint Marguerite Noga to fill a recent vacancy on the Commission. The Board unanimously voted to appoint Ms Noga to the position and thanked her for volunteering
14. Mr. Fantucchio reported that he met with Dan Hall, DEP on July 23, 2009 to discuss the McCloud aerator system maintenance. A quarterly maintenance

- schedule was recommended by Mr. Hall, along with installation of a lock out tag. Dave Gagne, Gagne Pump Co, and Mr. Fantucchio reviewed the system on Monday, July 27, 2009. Mr. Gagne recommends inspecting the water well for any cracks/fractures which may, if found and repaired, lower the costs for providing potable water at the residence. The Board reviewed a quote from Mr. Gagne to: pull the pump the well, video inspect the well, re-install the pump, and provide the Board with a written report of the inspection. The quote is for \$750.00. After discussion, the Board unanimously voted to inspect the well and accept the quote. The Executive Secretary will inform Mr. Gagne of the acceptance and update the Towns of Heath and Hawley.
15. Eric Dean and Ed Root attended the meeting to discuss repairing the Town Hall roof. Pictures of the roof were shown to the Board via a lap top. It was reported that the fascia is not rotted, but water is running through the singles at the edge of the roof, creating large icicles in the winter and running through the brick wall, especially on the east side of the building. The roof can be repaired with the repair holding for at least another 2 years. If the Board chooses to repair the roof, an 80 foot lift will need to be rented and the flashing should be repaired to avoid further deterioration to the bricks. The estimated cost for the repair was stated between \$3,000 and \$6,000. It was generally agreed to proceed with repair to the roof, then the bricks should be re-pointed, and then a new roof. Mr. Dean and Mr. Root will provide a proposal for the project by August 18<sup>th</sup>.
  16. The Board of Assessors sent an offer to purchase updated tax maps. The Board unanimously declined the offer at this time.
  17. The Board reviewed a recommendation to purchase surge protectors for the offices in the Town Hall. It is recommended that a protector that includes ethernet and telephone protection in the \$89.00 range be purchased for the BOS computer. It was also recommended that protectors, with the same inclusion, but in the \$59.00 range, be purchased for the Accountant, Treasurer, and Assessors offices. The recommendation was from Paul Mervine. The Board unanimously voted to purchase the protectors as recommended.
  18. The Board received a memo from Camille White concerning the Town inventory records. Mrs. White requested a minimum dollar amount on town-owned items; items which have a lower value should be bundled. The Board unanimously voted a minimum amount of \$1,000 with items valued at less to be bundled. Mr. Healy will notify Mrs. White of the vote and also draft a memo to Town Departments, to be signed by the Board, requesting they fully cooperate with gathering the inventory information.
  19. The Board received responses to the Town audit from the Treasurer and Tax collector. Audit responses will be placed under Action of the agenda for August 18<sup>th</sup>.
  20. The Mass. Broadband Institute sent a request for support of their efforts to provide Western Mass. with broadband service. Mr. Healy volunteered to draft a letter of support to come from the Board.

21. At 8:25 P.M. the Board voted to enter in to executive session to discuss pending litigation and to return to the regular meeting. The vote went as follows: Mr. Fantucchio – yes, Ms Brisson – yes, Mr. Healy – yes.
22. The regular meeting was re-convened at 8:30 P.M.
23. The Board unanimously voted to create a pamphlet/booklet that states the policies, procedures, and requirements (on the part of the Parks and Recreation Commission, Board of Health, and the Board of Selectmen) to hold public events on Town property. The pamphlet will be created to avoid confusion and frustration of an event coordinator and Town Departments. One representative from each of the above mentioned Boards, along with the Executive Secretary, will work together to create the document.
24. A memo to the Accountant, Treasurer, Assessor's Secretary, Executive Secretary and Librarian will be created reminding them that since the Town Hall is a public building subject to health considerations, pets are not allowed.
25. Business being concluded, the meeting was adjourned at 9:00 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.