

Town of Colrain  
Select Board Meeting  
55 Main Road/Town Office Building  
7:00 P.M.

**MINUTES OF March 3, 2014**

Present: Eileen Sauvageau, Mark Thibodeau, Jack Cavolick,

Others Present Alan Nafis - Weston & Sampson, Paula Harrison – Office Clerk, Kevin Fox – Town Coordinator.

Meeting was called to order by Chairman Eileen Sauvageau at 7:00 PM.

Warrants were reviewed and signed.

**Minutes February 10, 2014**

The Board reviewed the minutes of February 10, 2014 minutes meeting.

**MOVED: Mark Thibodeau moved to approve the minutes from 2/10/14, Jack Cavolick seconded and was voted unanimously.**

Appointments

**Weston and Sampson – Engineering Proposal Route 112/Greenfield Road/Jacksonville Road Re-Design**

Alan from Weston and Sampson is here to answer any questions regarding the engineering proposal from Route 112/Greenfield/Jacksonville Road redesign. Alan explained the cost breakdown of the project and the estimated length of the project. He is looking at a two year timeframe for design. There was discussion of the cost breakdown. Discussion about the placement of the sidewalks and the cost of possible retaining walls and the moving of utility poles. Discussion on why this was proposed. Alan informed the Board that Weston and Sampson will be asking for a waiver for a 5 foot shoulder to have a 2 foot shoulders due to significant impact. There was discussion on the scope of the project, that it should stop at the Colrain Post Office. Discussion on the proposed placement of the sidewalks. Alan informed the Board that this is the preliminary plan and there is a lot more work in the future. There was discussion on how the budget limits were determined. Discussion on the process of the project and how the town and the residents will have input. Kevin informed the Board the project is a intersection and transportation improvement and the sidewalks are incidental to the main project. Kevin informed the Board that the only way the town can pay for this is through Chapter 90 over several years. This project is scheduled for 4 to 5 years in the future. Currently there are no funds allocated for this. Jack asked if the benefits to the community will be worth the cost of \$272,000. The decision could be done by the Selectmen through chapter 90 or go to town meeting to ask to appropriate the money. Mark points out that in order to find out what we can and cannot do the town has to spend 272,000. Kevin would like to contact MassDOT to get their opinion on this project.

Kevin informed the board that the process is long and hard to go through but the Town of Buckland had work done that they would not have in a million years been able to do. There is a lot of time for input into the project during the process.

New Business

**Town Coordinator Position/Contract**

There was discussion on the Town Coordinator Position and a proposed contract. Discussion on the terms of the proposed contract and how this would benefit the Town and the Town Coordinator. Discussion on possible changes to the current position. Discussion on the hours that the town coordinator works on average per week, approximately 36 hours per week. The Board would like Kevin to make a proposal on what he thinks is reasonable and present it at a future meeting. Once the Board has reached a potential agreement with the Town Coordinator they would like to discuss this with the Personnel Committee.

Old Business

**Smith Bridge – Opening to Vehicular Traffic Update**

Kevin sent a letter to Mass DOT regarding opening the Smith Bridge to Vehicular Traffic but he has not had a response from them yet. The DOT will be sending a letter to the town informing the town what they would have to do in order to open the bridge to vehicular traffic. And it will be placed on the agenda for next meeting.

**CCS Lease**

Kevin informed the Board that the revision of the lease is still a work in progress and will remain on old business for next meeting.

**Office Clerk/Collector classification**

Kevin is meeting with Personnel Committee tomorrow night and will put on next agenda.

**FY 15 Budget Update**

The Board discussed the Police Department budget including the training line item and setting up a stabilization line item for the future purchase of new cruiser. There was discussion on the how stabilization funds are used. Jack asked, where did the orders come from for the Colrain Police Department to become accredited? Jack was informed that this was the Chief's vision for the department to move forward in the future. Jack would like to discuss the Police budget with the Finance Committee. Jack would like to have another meeting with Chief Haskins and the Finance Committee in order to discuss the budget further. Kevin will add the Police Department budget to the Finance Committee agenda for next week. The Board would like to set up a meeting with Chief Haskins to discuss what the Board sees as the role of Police Department in the Town of Colrain.

Not Anticipated  
At time of posting

**Contract for the Greenfield Health**

Discussion on the potential costs associated with Greenfield. Jack thinks there will be enough money in the Board of Health budget to cover the potential costs. Mark asked if this is the same at FRCOG. Kevin informed Mark that this is not FRCOG it is actually with the Town of Greenfield.

**MOVED: Jack Cavolick moved to sign the Contract agreement between the Town of Greenfield Health Department and the Town of Colrain Board of Health, Mark Thibodeau seconded and it was voted unanimously.**

**Warrant articles**

Kevin informed Board of the two school articles that will be on the Annual town Meeting Warrant and that these articles require majority approval at ATM Discussion on the projects these articles pertain to at the High School and Colrain Central School. Discussion on what the Town’s share would be on the High School project. Discussion on how the project has developed and that there has been little outreach for these projects. Discussion on the current lease and the possible new lease and that it should contain language for improvement projects that exceed \$5,000. Kevin asked the Board if these articles will be presented as debt exclusions. Debt exclusion can be used for any long term borrowing. The Board agree to continue with these articles as debt exclusions.

**MOVED: Mark Thibodeau moved to dissolve the meeting at 9:17 PM, Jack Cavolick seconded and it was voted unanimously.**

Respectfully submitted,

Accepted by the Board of Selectmen

Paula Harrison  
Office Clerk

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Eileen Sauvageau - Chairman

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Mark Thibodeau

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Jack Cavolick

## Documents

- CCS lease draft
- MassDOT – Highway Division – Scoping Workbook
- Scope of Services for the Intersection Improvements at Main Road, Jacksonville Road and Greenfield Road.
- Letter to Mass DOT to Patricia Leavenworth regarding opening A. Arthur D. Smith Covered Bridge to Vehicular Traffic
- Mohawk Trail School System – Capital Warrant Articles
- Contract Agreement Between the Town of Greenfield Health Department and the Town of Colrain Board of Health
- Select Board Meeting Minutes – February 10, 2014