

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

**MINUTES OF April 1, 2013**

Present: Mark Thibodeau, Eileen Sauvageau and Duane Scranton

Others Present: Michael Friedlander, Scott Sullivan – Highway Superintendent, Paula Harrison – Office Clerk, Kevin Fox – Town Coordinator.

Meeting was called to order by Chairman Mark Thibodeau at 7:02 PM.

**Approve and sign warrants and minutes from 3-18-13 (regular meeting), 3-18-13 (executive meeting), and 3-25-13**

**MOVED: Eileen Sauvageau moved to approve warrants and the Select board's minutes from 3/18/13 (regular meeting) and Duane Scranton seconded and it was voted unanimously.**

**MOVED: Eileen Sauvageau moved to approve minutes from 3-18-13 (executive minutes) and regular meeting from 3-25-13, Duane Scranton seconded and it was voted unanimously.**

Appointment

**Scott Sullivan – Highway Supt.**

***1. Transfer request***

Scott explained to the board the accounts from which he would like to transfer funds to highway maintenance. Scott would like to take some out of the transfer station account. Scott presented a list of current repairs needed to the highway vehicles now. Scott would like to transfer more than what is needed in order to get through the remainder of the year. Kevin explained that there is a concern about have a special town meeting two weeks before the annual town meeting. Scotts' goal is to develop a realistic budget for next year so this does not happen in the future. There was discussion on when there can be interdepartmental transfers. There was discussion on whether Scott could wait till the annual town meeting. Kevin informs the board that the earliest a special town meeting could be held is April 22, 2013. The board would like to see if any of the other departments need any transfers so they would only have one special. The transfer amount would be about \$20,000. The Select board would like to proceed with setting up a special town meeting. Kevin will get a warrant together for them for next meeting. The Selectmen remind Scott to review his budget so there is only need for one special town meeting. There was discussion on the how much Scott has spent on the electrical upgrade at the town garage and on the future cost of the remaining work. Discussion continued on the possible electrical phase upgrade that may be installed at the highway garage. There is discussion on needing an additional

employee and two seasonal workers. Scott explains the need for these positions. Discussion on winter plowing.

2. Selectmen To consider Declaring Highway Vehicle

Scott asked the board to declare the 550 vehicle surplus

**MOVED: Eileen Sauvageau moved to declared the 550 a surplus vehicle, Duane Scranton seconded.**

Discussion followed on why this vehicle is to be declared surplus. There was concern that this will be placed as surplus and then Scott will ask for a new truck. Further discussion on the development of a plan for future purchases of trucks. Discussion on the price the 550 truck may bring. The Selectmen would like to try to get approximately \$4,000 if possible.

**It was voted unanimously.**

New Business

**Town Coordinator Job Description**

Kevin requested clarification of the Town Coordinator job description and would like to see if the selectmen will approve this clarification. This request is in response to the Franklin Regional Retirement System considering this position at a part-time position. The change would clarify the definition of the work week, which is 35 hours.

**MOVED: Eileen Sauvageau moved to clarify the definition of the Town Coordinator job description to include the phrase “ This is considered a full time salaried position based on a 35 hour work week”, Duane Scranton seconded and it was voted unanimously.**

**General By-law amendment Finance Committee**

Kevin explained the proposed change to the Finance committee by-law. This would go on the annual town warrant. The selectman agree to put on the annual town warrant.

Old Business

**FY 2014 Budget Discussion**

The was discussion on the possibility of getting a fire truck from Leyden. Kevin informed the board that a Leyden Selectmen will be coming to the next meeting to talk to them about this topic. Discussion on the fire coverage in Leyden

**HCOG – Solar Program**

Kevin would like to know if they are interested in the HCOG – Solar Program. This agreement will allow the HCOG to put an article on the annual town warrant. Because the agreement is for 20 years and has to go the annual town meeting. The selectmen agree to put this on the annual town warrant.

Not Anticipated  
At time of Posting

**Election Warrants**

Kevin explained that Robin Hartnett – Town Clerk has prepared the Annual Town Election warrants and Senate Election warrants and would need your approval on these.

**MOVED: Eileen Sauvageau moved to approve the warrant for special primary slated for April 30, 2013, Duane Scranton seconded and it was voted unanimously.**

**MOVED: Eileen Sauvageau moved that we approve the annual town election warrant, Duane Scranton seconded and it was voted unanimously.**

**Updates**

Kevin informs the board that the Smith Bridge lighting project is almost done. And the Fire Truck grant has been approved.

**MOVED: Eileen Sauvageau moved to adjourn the meeting at 8:08 PM. Seconded by Duane Scranton and it was voted unanimously.**

Respectfully submitted,

Accepted by the Board of Selectmen

Paula Harrison  
Office Clerk

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Mark Thibodeau - Chairman

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Eileen Sauvageau

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Duane Scranton

## Documents

- Minutes 3-18-13 and 3-25-13
- Executive minutes 3-18-13
- Town Coordinator – Job Description
- Memo – Tracey Baronas – Year End
- Finance Committee By-Law
- HCOG – Sample warrant article for participation in Hampshire solar
- MOU – Franklin Land Trust – Ivy Palmer’s property