

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

**MINUTES OF MARCH 15, 2012**

- Present: Mark Thibodeau, Eileen Sauvageau and Duane Scranton.
- Others Present: Doug MacLeay, Colrain Finance Committee; Ellen Weeks, Kathy Phelps and Valeda Peters, Colrain Personnel Committee; Kevin Fox, Colrain Town Coordinator; and Tracey Baronas, Town Accountant.
- Call to Order: Chairman Mark Thibodeau called the meeting to order at 7:00 p.m. He announced a tape recorder in use by the Selectboard (the Board).
- Minutes: **MOVED: Eileen Sauvageau moved to approve the minutes of 03/05/12. Seconded by Duane Scranton. Passed unanimously.**
- Budget Discussion: FY13 Budget Deliberations  
Town Coordinator Kevin Fox presented the office budget as well as summary sheets giving an overview of the entire budget for review. The Personnel Committee and Mr. Fox had met last week and talked about recommendations for the office clerk position (26 hours @14.00 per hour) town clerk salary, and town coordinator salary for FY13. Following discussion, the town clerk salary will be level funded for the next year. The Personnel Committee recommended the town coordinator salary be set at \$25.00 per hour for 32 hours. Mr. Fox asked the Board to consider making this a salaried position to allow for flexibility in his schedule. Ellen Weeks reminded the Board that this created some problems in the past when duties had taken the town coordinator away from the office and there was a perception that the Selectboard's office was not staffed as much as some would like. Mr. Fox said he is planning on moving his office upstairs following the annual town meeting and this should hopefully make him more visible to the general public.  
**MOVED: Eileen Sauvageau moved to change the town coordinator position from hourly to salaried effective with the FY13 budget. Seconded by Duane Scranton. Passed unanimously.**
- Old Business: Insurance Request  
Last meeting, the Board discussed correspondence regarding a motor vehicle accident in town that resulted in damage to a tree which may be in the towns' right of way. The town coordinator has contacted the Mike Friedlander, Tree Warden, for a determination as to ownership of the tree. He will keep the Board apprised.
- New Business: Free Cash Certification  
Free Cash has been certified at \$169,811. No action necessary.  
Capital Replacement Plan  
Mr. Fox presented a draft highway capital plan for discussion and review. Following that, it was determined that Highway Superintendent Scott Sullivan should be invited in again to discuss replacement rationale.

MA Department of Environmental Protection 604B Grant Program

Kevin Fox and Joan Rockwell, Planning Board Chair, met with Kimberly McPhee from the Franklin Regional Council of Governments regarding a proposed grant application. This application would assist in identifying priority projects aimed at remediation and mitigation on the North River. There is no local funding requirement for this grant. The FRCOG is seeking letters of support from both the Planning Board and the Selectboard. Correspondence was signed.

Office Updates:

Upcoming Meetings

03/15/12	MTRSD Personnel Sub Committee	5:30 PM Buckland/Shelburne School
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Sign Temporary Borrowing Note

Town Treasurer Leah Coburn requested that the Board sign a request for temporary borrowing from stabilization in the amount of \$350,000. for cash flow purposes.

**MOVED: Eileen Sauvageau moved to sign the internal borrowing request. Seconded by Duane Scranton. Passed unanimously.**

Sign FEMA Correspondence for October Snow Storm Reimbursement

The Board was asked to sign paperwork in order to obtain reimbursement on the October snowstorm, which was declared a federal disaster. The town will receive \$7312.41, which is 75% of covered expenses during that storm.

**MOVED: Eileen Sauvageau moved to sign the FEMA paperwork. Seconded by Duane Scranton. Passed unanimously.**

The payroll and vendor warrants were signed.

**MOVED: Eileen Sauvageau moved to dissolve at 8:47 PM. Seconded by Duane Scranton. Passed unanimously.**

Respectfully submitted,

Tracey L. Baronas  
Town Accountant