

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

MINUTES OF JUNE 4, 2012

- Present: Mark Thibodeau, Duane Scranton, and Eileen Sauvageau.
- Others Present: Kate Amaral, Shelburne Falls and West County Independent; Jack Cavolick, Colrain Dog Officer; Scott Sullivan, Colrain Highway Superintendent; Tracey Baronas, Town Accountant; and Kevin Fox, Colrain Town Coordinator.
- 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 05/21/12. Seconded by Duane Scranton. Passed unanimously.**
- Emergency Mgmt. Update: Emergency Management Director (EMD) Position
Scott Sullivan, Colrain Emergency Manager, discussed the challenges of being both the EMD and Highway Superintendent, especially when disasters such as Tropical Storm Irene occur. He has spoken with current Animal Inspector and Dog Officer Jack Cavolick regarding his interest in the position. Jack attended a recent quarterly meeting of emergency managers of the Vermont Yankee/Entergy Emergency Planning Zone area in order to get an idea of the expectations. Mr. Cavolick expressed his interest in the position and explained that his time in the military has helped him to be very organized. Mr. Sullivan indicated that he would be available to help in the transition.
- MOVED: Eileen Sauvageau moved to appoint Jack Cavolick as Colrain's Emergency Management Director effective 7/1/12. Seconded by Duane Scranton. Passed unanimously.**
- New Business: Sale of Surplus Property
The Board reviewed the low bid for the Tenco dump body, recently listed on Municibid. Low bidder was Jeffrey Dunn of Quincy MA at \$235.00.
- MOVED: Eileen Sauvageau moved to award the bid for the Tenco dump body to Jeffrey Dunn for \$235.00. Seconded by Duane Scranton. Passed unanimously.**
- Franklin Regional Council of Governments (FRCOG) Fuel Bid Awards
Based on the low bids received by the FRCOG for both #2 heating oil and diesel for the fiscal year beginning July 1, 2012, the following motion was made:
- MOVED: Eileen Sauvageau moved to award the bid for #2 heating oil in the amount of \$3.35 per gallon and diesel at \$3.55 per gallon to Dennis K. Burke. Seconded by Duane Scranton. Passed unanimously.**
- These amounts were well below what was budgeted and voted at the annual town meeting on May 8th, 2012. The Board discussed options for the surplus, the largest of which exists in the Gas, Diesel and Oil line at approximately \$30,000. The matter was tabled and will be revisited prior to setting the tax rate.

Declaration of Surplus Property

The Board discussed the merits of keeping the Impala, currently used by the police department, and transferring it over to the highway department. Based on the anticipated amount of repairs, it was decided to declare it surplus and list it on Municibid, an online government auction site.

MOVED: Eileen Sauvageau moved to declare the Impala as surplus and list it on Municibid. Seconded by Duane Scranton. Passed unanimously.

Soccer League Update

The local soccer league notified the Board that their games would begin on 7/7/12 at the North River Park location. No action necessary.

Franklin County Solid Waste Management District (FCSWMD) Contract

The Board reviewed correspondence from the FCSWMD regarding bids being awarded for hauling and disposal services at the transfer station. Low bidder for recycling and trash removal was Waste Management and low bidder for bulky waste was Complete Disposal.

MOVED: Eileen Sauvageau moved to award bids to Waste Management for recycling and trash hauling, and to Complete Disposal for bulky waste. Seconded by Duane Scranton. Passed unanimously.

The contract was signed.

Franklin County Regional Housing and Redevelopment Authority (FCRHRA) Septic

The Board reviewed a proposed agreement between the Town and the FCRHRA for the administration of septic repair loans with regard to available grant funds for residential septic repairs. This would cover administration only and cost no more than \$800.00 per application. Funds are available from an old grant program.

MOVED: Eileen Sauvageau moved to enter into an agreement for administrative services from the FCRHRA for the septic management program. Seconded by Duane Scranton. Passed unanimously.

Old Business:

Franklin County Regional Housing and Redevelopment Authority (FCRHRA) Housing Rehab.

Town Coordinator Kevin Fox reported that he had spoken with Brian McHugh at the FCRHRA regarding the closeout letter to a particular applicant for residential rehabilitation funding. Mr. McHugh will review his file to ensure a letter was sent to the resident, and also to see if there are any other programs available for that project. No further action necessary.

Shared Animal Control Officer

The Board revisited the idea of appointing Ed Grinnell from Shelburne as the assistant dog warden to ensure coverage during absences of Colrain's dog officer. A similar discussion is being held in Buckland and Shelburne.

MOVED: Eileen Sauvageau moved to appoint Ed Grinnell as Assistant Dog Warden. Seconded by Duane Scranton. Passed unanimously.

Office Updates:

Office Clerk Position

Town Coordinator Kevin Fox stated that interviews for the posted position of Office Clerk will be held on 6/14 beginning at 5:30 PM.

Year End Transfers/M.G.L. Chapter 44, Section 33B

The Board was asked to consider giving approval for three interdepartmental transfers:

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| Police Protection to Police Training | \$148.94 to cover a clerical error |
| Fire Protection to Firehouse Maint. | \$500.00 to cover a known shortage |
| Fire Protection to Fire Pumper Maint. | \$1500.00 to cover unanticipated gas expenses and computer repairs. |

MOVED: Eileen Sauvageau moved to approve the above transfers. Seconded by Duane Scranton. Passed unanimously.

These cannot be completed under the law until the finance committee holds a duly convened meeting to consider them.

There was general discussion also about a recent opportunity to upgrade the office copier configuration utilizing a special on the state bid. Currently there is minimal capability to scan and send items, and the fax machine in the office is ancient. A cost savings would be that individual workstations could be networked to a newer copier and less individual inks and toners would be purchased. No action was taken but further information will be gathered.

The payroll and vendor warrants were signed.

MOVED: Eileen Sauvageau moved to dissolve at 8:25 PM. Seconded by Duane Scranton. Passed unanimously.

Respectfully submitted,

Tracey L. Baronas
Town Accountant