

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

MINUTES OF July 29, 2013

Present: Mark Thibodeau, Eileen Sauvageau, Jack Cavolick

Others Present: MJ Adams – FCRHRA, Leah Coburn – Tax Collector, Scott Sullivan – Highway Superintendent, Nick Anzuoni – Fire Chief, Nina Martin-Anzuoni and Joe Kurland – School Committee, Joan McQuade – Historic Commission, Phil Sherburne – Historic Society, Paula Harrison – Office Clerk, Kevin Fox – Town Coordinator.

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

Minutes July 15, 2013

MOVED: Jack Cavolick moved to accept minutes of July 15, 2013 as written, Mark Thibodeau seconded and it was voted unanimously.

Adjourn the Select board Meeting at 7:05PM

Public Hearing – Proposed program amendment to the FY12 Erving, Colrain, Deerfield and Gill Massachusetts Community Development Block Grant

Eileen Sauvageau opened the public hearing at 7:05PM.

MJ Adams from Franklin Regional Housing and Redevelopment Authority explained that they were here to ask for an amendment to the Block grant. Andrea passed around an attendance sheet for the public hearing. Andrea gave an overview of the grant. Of the \$600,000 committed in this grant approximately 64% of these funds have been used. \$71,600 was allocated for Colrain. The goal was to assist 2 units in Colrain and we have aided 4 units and have exceeded Colrain's allocated amount. We are finding out the about 1/3 of the Meals on Wheels Program is needed in Colrain. We are looking to transfer approximately \$120,000 from meals on wheels to housing development. There was discussion on what outreach programs are available to inform the elders in our community. Discussion on what would happen if there was an increase demand for the Meals on Wheels Program and how that would be accommodated.

MJ explained that there are two other public hearings for this request and after that they will be coming back to the community to ask for a vote.

Eileen Sauvageau closed hearing at 7:20 pm.

Eileen Sauvageau reopened Board meeting at 7:20pm

Nina Martin-Anzuoni/Joe Kurland (School Committee) Discussion RE: Assessment Issue

Nina explained the state minimum contribution has come in. Joe gave the board the background on how this change in assessment had come about and how the state calculates the minimal towns contribution. Joe explained what would have to be done with the budget in order to adjust the assessment. The school district has prepared a worksheet which shows the assessment change for the district. Further discussion on what to do regarding the towns assessments. Kevin informed that board that the Town of Colrain would not have to have a town meeting to approve the change in assessment because it is a decrease. There was discussion on what action other towns in the district are taking due to the change in assessments. Discussion on what was done in the past regarding assessment and that excess transportation money had previously been reimbursed to the towns. The School Committee informed the Board of current changes which are being implemented at the school.

MOVED: Mark Thibodeau moved to ask the School Committee to re-certify the FY14 assessments, Jack Cavolick seconded and it was voted unanimously.

The Board would like the School Committee to come in on a quarterly basis for updates.. Kevin will set up appointments with the committee. Joe informed the board that their next discussion on the School Committees agenda will be declining enrollment. Discussion on the possible solutions to declining enrollment in the Mohawk district and the progress of the Long Range Committee's progress.

Joe asked that Select board to look at the need for broadband throughout the town. It would allow residents to work from home and potentially aide in the growth of the town. Kevin informed the Select Board and School Committee members that MBI will be having a forum at the Buckland Town Hall on August 6th. Joe would like the selectmen to look at making the town a more desirable place to live.

Scott Sullivan/Nick Anzuoni – Tree Inventory/Removal Plan

Scott and Nick reviewed the list of recommended trees to be cut down with the Select board. Nick informed the board that 99% of the trees on this list are currently dead. Discussion on what should be budgeted for tree removal in town. Scott gave the Board some background on past tree removal costs. There was discussion on putting a plan in place in order to take care of the trees on a yearly basis. The board does not want the highway department doing the tree removal. Scott will talk to Western Mass Electric Company's arborist and use his current budget to begin taking some trees down. Scott will plan to put a line item for tree removal in FY15 budget.

Eric Weiss (HCOG) and Nextal Representative – Net Metering Agreement Proposal

Kevin informed the board that Eric has cancelled and will reschedule at a future time.

Joan McQuade/Phil Sherburne Memorial Hall-Historic Commission/Society Items for Removal List/Plan

Kevin informed the board that the Society has presented a letter describing the removal, storage and sale of items from Memorial Hall. Discussion on a stove in Memorial Hall. Phil said the Society is not interested in the stove.

MOVED: Mark Thibodeau moved to declare old gas stove in Memorial Hall as surplus property, Eileen Sauvageau seconded and it was voted unanimously.

Discussion on how the items will be removed from Memorial Hall and by whom. Kevin informed the Board that the doors and hardware have already been removed. The backdrops are down and have been spread out for viewing. Jack asked if the town has any exposure as a town for the liability that would cover injuries for the society volunteers who would be retrieving these items. Kevin informs the board that the town has insurance and liability on town owned buildings, so we would be covered.

MOVED: Jack Cavolick moved to accept the Historical Society proposal to remove items and place in their auction or in their collection, Mark Thibodeau seconded and it was voted unanimously.

New Business

Award Bid – Highway Garage Window Replacement

Scott informed the Board that the bid did not come in under budget. He explained how the proposal was obtained. The bids, using prevailing wage, schedule came in approximately \$2,000 higher than projected. Kevin informed the board that Scott has contacted 7 to 8 contractors and one responded, Keiter Builders and they have all their paperwork in order.

MOVED: Jack Cavolick moved to accept the bid from Keiter Builders for \$13,689.65 to replace the windows in the town garage, Mark Thibodeau seconded and it was voted unanimously.

Old Business

Audit Finding Corrective Action Plans

Kevin informed the Board that he has written up management responses to the recent audit. The Board reviewed the management responses.

MOVED: Mark Thibodeau moved to accept the management response for 2012-1 and 2012-2, Jack Cavolick seconded and it was voted unanimously.

Kevin informed the board that he met with Tracey and Leah to proposed a cash reconciliation plan. The Board agreed to accept this plan.

MOVED: Jack Cavolick moved to accept the cash reconciliation form and to incorporate this into our daily operations, Mark Thibodeau seconded and it was voted unanimously.

Discussion on the findings of the audit report and what happened to lead to the cash reconciliation discrepancy. Leah commented that if there is something to be learned from this it is to fill open positions quickly so the current employees are not spread thin.

There was discussion regarding the tax title process from the audit report. This will be on the agenda for the next meeting.

Not Antipated

Fire Department request to use Memorial Hall for Training

Nick Anzuoni – Fire Chief asked the Board if the department could use Memorial Hall for training exercises before it is demolish. Discussion regarding proposed training.

MOVED: Jack Cavolick moved to allow the Fire Department to conduct training exercises in Memeorial Hall before demolition, Mark Thibodeau seconded and it was voted unanimously.

MOVED: Mark Thibodeau moved to dissolve the meeting at 9:23 PM. seconded by Jack Cavolick and it was voted unanimously.

Respectfully submitted,

Accepted by the Board of Selectmen

Paula Harrison
Office Clerk

Eileen Sauvageau - Chairman

Mark Thibodeau

Jack Cavolick

Documents

- Minutes 7-15-13
- Agenda for CDBG Program Amendment
- E-mail and attachment regarding FY12 CDBG public hearing
- MTRSD – FY14 Assessments
- FY14 – ATM warrant article for HCOG net metering agreement
- Letter from Colrain Historical Society – regarding items in Memorial Hall
- Proposal for Window replacement at Town Garage – Keiter Builders
- Management response as result of Audit report
- Proposed Cash Reconciliation Process