

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

MINUTES OF March 17, 2014

Present: Eileen Sauvageau, Mark Thibodeau, Jack Cavolick,

Others Present Doug Macleay, Marybeth Chichester, Charles Lappen, Maureen Mullaney – FRCOG, Robert Bent – The Independent, Scott Sullivan – Highway Superintendent, Jason Haskins – Police Chief, Kevin Fox – Town Coordinator, Paula Harrison – Office Clerk.

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

Warrants were reviewed and signed.

Minutes February 24, 2014 and March 3, 2014

The minutes were not ready for this meeting will place on next meeting agenda.

Appointments

FRCOG - TIP

Maureen Mullaney introduced herself to the Board and gave an overview on the process of the TIP program and how projects are prioritized and listed for funding. The regional area we are in general gets \$3.5 to \$4 million dollars per year. She says that the Colrain project is at a cost that can fit into the program within a one year timespan. She discussed with the Board the idea of investing funds into engineering with no guarantee that the TIP money will come through. She does say that this decision is with the Board. But there are two things to keep in mind, first is the fact that you have come this far in this process and have scored very high among the competing projects and she has encouraged the Board to continue because it is such a doable project. She realizes that it is frustrating because this funding is currently four years out. She informed the Board that all the towns which has applied through FRCOG and have completed their engineering have been funded. She reminded the Board that during the last 20 years that they have had towns move forward chipping away at designs and then have been funded. FRCOG feels the Colrain project is a very important regional project. Secondly, FRCOG goes through the list of projects and has always given more weight to a locally initiated projects. During the evaluation of the presented projects Colrain scored very high. Discussion on the timeline of the proposed project and what the design may look like in the center of town. Maureen will try to set up a meeting with DOT to discuss whether they would amend the regulations on bike path lanes and vehicle travel lanes widths. Jack asked on the original proposals there were sidewalks. The FRCOG usually plans projects for four years. The first two years are solid and the next two year could change. She reviewed the current projects that are out there in the county that are comparative

to Colrain's. Maureen explained that project readiness and project costs have a big impact on if a project can be moved up on the list.

Luke Goodridge – Tasgal Property- Right of First Refusal

Kevin explained that Mr. Tasgal has property under chapter 61 and the rollback taxes have been paid. Conservation Commission, Assessors and Planning Board have all recommended the Town waive its right of first refusal. Mr. Goodridge is here tonight to see if the Board has any interest in the property and will waive their right of first refusal. Mr. Goodridge explained where the property is located, New County Road and County Road. Mr. Goodridge explained the circumstances which Mr. Tasgal is selling his house and why it is coming out of 61B.

MOVED: Mark Thibodeau motioned to waive the right of first refusal, Jack Cavolick seconded and it was voted unanimously.

Not Anticipated
At time of posting

Highway Department – Request for additional Employee

Scott asked the Board if they would consider adding a new employee to the Highway Department. The Board, Finance committee and Scott discussed The costs associated with the addition of a new employee. Doug thinks that the department could use another employee but cannot figure out how to pay for it. There was discussion on how adding an additional employee would benefit the town. Historical the Highway Department has had up to 7 employees. There was further discussion on if adding an employee would make the department more efficient. Kevin informed the Board that the current Highway budget includes the addition of an employee There was discussion on the current costs of the Highway Department and a what would be a starting pay for a new employee. Scott would like to trade in a current highway truck and purchase a new truck. Discussion on financial planning for the town Jack suggested taking \$10,000 off the stabilization for the Police and Highway to have \$20,000 to put toward a new employees salary.

MOVED: Jack moved to decrease stabilization by \$10,000 for the new Highway Truck and decrease stabilization for a new cruiser from \$20,000 to \$10,000 and propose to use the \$20,000 toward hiring a full time highway employee and we will asked the town to make up the difference, Mark Thibodeau seconded. Open to discussion

Jack will withdraw the motion and would like to bring this to the Finance/Selectmen meeting next Monday.

There was discussion on the Highway budget and overtime. Scott discussed that the need for a new truck. Jack asked what prevents him from using Chapter 90 money for buying a new truck. Scott explained that you can buy a new truck but not the plows and plow frames with Chapter 90. Scott would get a glider kit before a new employee. Discussion on selling of the old truck and purchasing a glider kit. There was discussion on how Scott is planning on using this years Chapter 90 money. The Board would like to see Scott at the next meeting to discussion this further.

Jason Haskins – Police Department – Update – FY 15 Budget and Accreditation Process

The Board would like to discuss the accreditation process. The Board does not see that this is necessary to continue pursuing for the town. The Board would like to maintain a small town police force, have a part-time Chief and maintain a weak Chief. The Board sees the function of the police in town in emergency situations and traffic violations. The Board does not see expanding the police force in the future. Charles stated if it is known in the drug community that Colrain is not a well policed town it could then be an attractive destination for the drug community. Discussion continued on what other towns have for police force and the pros and cons of a weak vs. a strong chief. Jason informed the Board what the benefits of being an accredited department would be and why he thinks it is important for the Colrain department to work toward this. Jason believes that following the accrediting process is the best practices for running the department. The yearly fee is \$1,150 each year to be in the accreditation program for new policy and procedures. Discussion on the pros of being a member of MassChiefs Association. If accredited the Town would get a discount by MIIA insurance of \$500. Kevin called MIIA about accreditation would decrease the insurance and the agent said that it would not decrease the premium. There was discussion on the State mandated police training. Jason informed the Board that part-time or full-time an officer needs 40 hours of training. Jason explained further. He points out that an officer's status will be pulled if they cannot prove they have had their 40 hours of training per year. Discussion on the Training budget and what makes this part of the budget. Jason explained training standards have changed and due to the fact that training is mandatory the costs constantly increase. Further discussion on training. Jason explained that having a full time chief would allow the town to have a quality department and have a person who would be an instructor to train the rest of the department and surrounding towns departments. Jack asked why some officers in the Colrain department had 0 hours of training and others used 21% and 43% of the training budget. Jason explained that the officers who had 0 hours of training get their training from the other towns they are employed by. Jason gets his officer training through Greenfield and gets his chiefs training through Colrain in order to run the department efficiently. Dawn has received her officer training through Colrain and has qualified for specialty training because she is a female officer. It is her first year as an officer and in your first year as an officer you go through a lot of training. There was further discussion. Charles asked if the officers in Colrain become trainers could they then conduct courses to train other towns for a fee. Jason explained that the town usually trains each other without fees as mutual aid or trade. Jack asked about different association dues. Jason points out that there are six organizations, each of these organizations offers different benefits. He explained further. The Mass Chiefs Association offers department policy, procedures and legal council above and beyond the Town's legal council. Jason would like to point out that having a full town chief would not change the Town's small town character. Jason explained that this town does a lot of calls and the officers should know what they are doing when they go to a call. There was discussion on how to address the issue of training officers and them leaving once they are trained.

New Business

January 2014 Cash Reconciliation

Kevin reviewed the cash reconciliation with the Board and noted that the variance has remained the same.

MOVED: Mark Thibodeau motioned to accept January 2014 cash reconciliation, Jack Cavolick seconded and it was voted unanimously.

Lease Agreement with AT & T – Cell Tower at Transfer Station

Kevin informed the Board that the Town council has ironed out the lease for the cell tower. It has gone to AT & T for review and signatures and what you have is a copy for your review. AT & T will have 3 signed copies for your next meeting. AT & T will be meeting with the Planning Board and if all goes well construction will start in the summer. No Action Taken.

Chapter 90 Reimbursement Request

This is for \$86,298 for the Highway Departments glider kit. Once the request is signed it can be submitted to DOT for reimbursement.

MOVED: Jack Cavolick motioned to accept this Chapter 90 request for the glider kit to be reimbursed for \$86,298, Mark Thibodeau seconded and it was voted unanimously.

IT Proposal Update

Kevin informed the Board that the bids were opened for the IT proposal. They were reviewed and ranked in house. Northeast IT was selected. Kevin would like to get permission from the Board in order to begin negotiating with the company. The Board agreed that Kevin can start negotiations with Northeast IT.

Old Business

Smith Bridge – Opening to Vehicular Traffic Update

Kevin has not heard anything from the MassDOT so he is still waiting for a letter that would tell the town what they would need to do to open the bridge.

CCS Lease

Jason Ferenc is still working on the lease and will submit a draft to the Board in the near future.

Office Clerk/Collector Classification

The Personnel Committee has endorsed combining the Office Clerk/Collector positions to make this to a full-time salaried position.

MOVED: Mark Thibodeau moved to combine the two jobs as a salaried position, Jack Cavolick seconded and it was voted unanimously.

Town Coordinator Position/Contract – Executive Session Possible – “To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel”

Postponed to next meeting.

FY 15 Budget

This was covered in other topics on the agenda.

MOVED: Mark Thibodeau moved to dissolve the meeting at 10:04 PM, Jack Cavolick seconded 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

- MassDOT Intersection Improvement at Main Road, Jacksonville Road, and Greenfield Road
- Letter regarding David Tasgal – 98 New County Road – first right of refusal
- Cell Tower lease agreement with AT & T
- MassDOT Chapter 90 reimbursement Request – Glider Body Kit