

Town of Colrain  
Selectboard/MLP Board Meeting  
Selectboard Meeting Room  
Town Offices  
55 Main Road  
4:30 P.M.  
January 24, 2023

**Present** Mike Slowinski, Thom Griffin, Ben Eastman

**Others Present** Donna McNicol, Attorney; Laurie Scarborough, FRCOG; Pat Geary, Mary Beth Chichester, Doug MacLeay; Howard Phelps, Jane E. Johnson, Emily Thurber, Jonathan Lagreze, Russell Coombs, Jr., Patience Lowe, Ben Gervais, Jamie Hall, Chris Larabee, Greenfield Recorder; Chelsea Jordan-Makely, Library Director; Ellen Weeks, Personnel Committee, Anna Lavarreda, Town Clerk; Paula Harrison, Treasurer/Collector; Betsy Shuipis, Administrative Assistant; Kevin Fox, Town Administrator.

Chair Michael Slowinski called the meeting to order at 4:30 p.m.

**Appointments** **Beth Giannini, Transportation Program Manager and Laurie Scarborough, Sr. Transportation Planning Engineer, FRCOG**

Timeline: Once the Town approves a plan and submits it to MassDOT, MassDOT can approve it (with comments). The Town is then eligible for Tier 3, construction and implementation. The Tier 3 application must be submitted to MassDOT by April 1, giving them time to review and adopt it for the Town to be eligible to submit a construction application by the May 1 due date. (There is an October 31 due date, if needed.)

Ms. Scarborough went over the Project Prioritization Plan handout that outlines the project name, description, estimated cost range, funding information.

Chair Slowinski asked if the truck escape ramp was eligible. Ms. Scarborough thought it might be a stretch fit, but she will confirm.

**Chelsea Jordan-Makely, GML Director, re: Feasibility and Technical Assistance Grants Chelsea's recap.** The grant is due February 1.

**MOVED:** Thom Griffin moved to support the proposed application to the Mass Cultural Council. **Ben Eastman seconded. Approved unanimously.**

**New Business** **DLTA Project Request Prioritization**

**MOVED:** Thom Griffin moved to support projects: 1) sewage treatment and/or water operator support for advocacy of technical assistance to move water and sewer projects forward 2) Master Plan assistance for the Planning Board 3) Municipal sharing for public safety with emphasis on ambulance services, EMTs, and fire service sharing. Ben Eastman seconded. **Approved unanimously.**

**Request to Hold Boot Drive, Colrain Firefighters Association**

**MOVED:** Thom Griffin moved to approve the request from the Colrain Firefighters Association to hold a Boot Drive February 26 at the Colrain Central School. Ben Eastman seconded. **Approved unanimously.**

**Letter to the Shelburne Selectboard in Support of Petition Seeking Improvements of Frankton Rd/Rt 112 Intersection**

**MOVED:** Thom Griffin moved to sign the letter of support to the Shelburne Selectboard for a petition seeking improvements of Frankton Rd./Rt 112 intersection. Ben Eastman seconded. **Approved unanimously.**

**Letter to Mass Cultural Council in Support of Shelburne Cultural Facilities Grant Application (Memorial Hall)**

**MOVED:** Thom Griffin moved that the Selectboard send a letter to Mass Cultural Council in support of the Shelburne Memorial Hall Cultural Facilities Grant application. Ben Eastman seconded. **Approved unanimously.**

**Letter from Town Administrator Recommending Transfer to Regular Status (Highway Superintendent)**

**MOVED:** Thom Griffin moved to extend Mr. Daby's probationary period until 2/14/23. Ben Eastman seconded. **Approved unanimously.**  
Ben will send his questions to Steve Daby ahead of the meeting so he can prepare.

**Jacksonville Rd. Damage Update Including Engineering Proposal Review for Input**

The barriers were set up, the portable lights delivery this Friday. Engineering firm proposal was sent yesterday. Mr. MacLeay talked with the engineers: there is no other viable route. Mr. MacLeay recommends that the Selectboard approve the proposal as soon as possible. The Selectboard will review the proposal and re-convene this meeting at 3 pm tomorrow in the town office basement.

**Set Annual Town Meeting Date**

**MOVED:** Ben Eastman moved to have the Annual Town Meeting on June 13, at 5:30 p.m. Thom Griffin seconded. **Approved unanimously.**

**Presentation of Petition from Residents of the Colrain Sewer District Requesting the Colrain Selectboard Call a Meeting of the District (other District issues may be discussed also)**

Town Clerk Anna Lavarreda received a petition to certify the signatures within the Colrain Sewer District. As Clerk Lavarreda explained in a letter to Attorney McNichol, she is the clerk for the Town of Colrain, not the clerk for the sewer district; therefore, she cannot certify residents of the sewer district. Clerk Lavarreda did send a list of active registered voters that she could certify from names on the petition.

Donna MacNicol, Attorney, represents the Colrain Sewer District. She explained the steps taken to call an active meeting of a dormant entity so they can elect officials. With Mr. Geary's affidavit that states he is a resident of High Street, he resides in the district, and to the best of his knowledge all the residents on Church Steet and High Street are residents of the district; the Town Clerk's letter; and the enabling legislation, Attorney MacNicol asks the Selectboard to sign the petition.

The Selectboard will sign 4 copies of the warrant tonight for posting tomorrow. The Town will post the warrant in 2 places, and the sewer district will, too.

The Selectboard confirmed that they will attend a meeting arranged by Attorney MacNicol with DEP and USDA.

**MOVED:** Thom Griffin moved to accept a petition of the Colrain Sewer District to call a meeting of the Colrain Sewer District on February 9, 2023. Ben Eastman seconded.

**Approved unanimously.**

**Old Business Cost of Living Wage Adjustment Recommendation**

The Selectboard has the cost out of all employees with a 3, 4 and 5% COLA. Further review needed and the matter will be discussed at their next meeting.

**Unanticipated Resident Questions regarding the sewer district:**

At the end of the meeting, residents were allowed to ask questions or state their concerns about what will happen and what can be done with the closing of Barnhardt Manufacturing Company.

**MOVED:** Thom Griffin moved to adjourn the meeting until tomorrow at 3 pm in the Town Office basement. Ben Eastman seconded. **Approved unanimously.**

Town Offices  
55 Main Road  
3 pm  
January 25, 2023

**Present** Mike Slowinski, Thom Griffin, Ben Eastman

**Others Present** Howard Phelps; Kevin Fox, Town Administrator; Paula Harrison, Collector/Treasurer

Chair Michael Slowinski called the meeting to order at 3 pm.

**New Business Jacksonville Rd. Damage Update Including Engineering Proposal Review for Input**

Discussion continued regarding the engineering proposal for Jacksonville Road. The Board has concerns regarding the proposed shut down of the road. This would create a hardship in the morning and afternoon for busing to and from Colrain Central School. Kevin will make a note of this so it can be discussed during the negotiation phase.

**MOVED:** Thom Griffin moved to approve the design work as revised with Kevin Fox authorized to sign and to use winter roads funds to pay for the proposal. Ben Eastman seconded. **Approved unanimously.**

**Letter from Town Administrator Recommending Transfer to Regular Status (Highway Superintendent)**

Kevin requested that the Board take an action on the letter he put forth to the Board to transfer Steve Daby to Permanent Employment Status effective January 29, 2023. It was brought to the Board's attention that while an employee is on probationary period, they do not have the ability to use accrued vacation or sick time. Discussion followed.

**MOVED:** Thom Griffin moved to transfer Steve Daby to Permanent Employee Status as of January 29, 2023, Michael Slowinski seconded. **Vote passed:** Thom Griffin, Michael Slowinski – Yea. Ben Eastman – Nay

**Unanticipated**

**Business**

**Halls – Unregistered Vehicle Permit**

Before discussion began, Chair Slowinski recused himself from both discussion and voting.

Kevin asked the Board if they intend to approve the Hall’s Unregistered Vehicle permit for another year or change the length of said permit.

**MOVED:** Thom Griffin moved to extend the Hall’s permit for allowing the keeping of more than one unregistered motor vehicle to February 8, 2024. Ben Eastman seconded.

**Vote passed:** Thom Griffin, Ben Eastman – Yea. Michael Slowinski – recused.

**MOVED:** Thom Griffin moved to dissolve the meeting at 4:30 pm. Ben Eastman seconded. **Approved unanimously.**

Respectfully submitted,

Betsy Shuipis  
Administrative Assistant

Accepted by the Select Board

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Mike Slowinski - Chair

\_\_\_\_\_  
Thom Griffin

\_\_\_\_\_  
Ben Eastman

## Documents

### Select Board Meeting Notes

Email from Beth Giannini dated 12/20/22 to Kevin Fox re: Colrain Complete Streets

Email from Chelsea Jordan-Makely, Library Director, to the Colrain Selectboard re: Griswold Memorial Library building and grounds with Final Design attached

Email from Town Administrator to Boards, Committees, and Departments re: DLTA 2023 Request Form

Memo to Franklin County Town Officials from Linda Dunlavy, FRCOG Executive Director, January 4, 2023, re: District Local Technical Assistance Project Requests

Email from Bobby Slowinski dated January 16, 2023, to the Town Administrator responding to DLTA funding interests

Letter from the Colrain Firefighters' Association, Inc. to the Town Administrator re: Colrain Firefighters' Association boot drive at the Colrain Central School on Sunday, 2/26/23

Colrain Selectboard Solicitation Policy adopted 2/8/22

Email from the Town Administrator to Mark Shippee and Robert Manners re: Frankton Road Intersection Letter of Petition

Letter of support of the Frankton Road Intersection to the Shelburne Selectboard members from the Colrain Selectboard dated 1/24/23

Letter of support from the Colrain Selectboard dated 1/24/23 for the Town of Shelburne's application for a Cultural Facilities Grant for Memorial Hall

Letter from the Town Administrator dated 1/24/23 to the Selectboard re: Steve Daby's Permanent Employment Status

Email from Donna MacNicol to the Town Administrator dated 1/18/23 re: CSD Articles to vote on and Petition of voters To Colrain Selectboard

Proposed COLA FY24 3%, 4%, 5% increases for all employees

Town of Colrain Complete Streets Prioritization Plan Proposed Projects DRAFT