

Town of Colrain  
Select Board/MLP Board Meeting  
Town Offices  
55 Main Road  
4:00 PM

**MINUTES OF SELECT BOARD  
June 13, 2023**

**Present:** Benjamin Eastman, Chair; W. Thomas Griffin; Emily Thurber

**Others Present:** Steve Daby; Highway Superintendent; Doug Macleay; Howard Phelps; Marjorie Smith, Administrative Assistant; Kevin Fox, Town Administrator

Chair, Ben Eastman called the meeting to order at 3:59 pm.

**Appointments: None**

**New Business: Approve Agreement for Professional Engineering Services Between the Town of Colrain and BSC Group**

Kevin Fox explained that the agreement is for the permitting and surveying work on the Jacksonville Rd. washout project.

**MOVED:** Thom Griffin moved to sign the Agreement for Professional Engineering Services Between the Town of Colrain and BSC Group for Professional Services contingent upon the approval of the Chapter 90 Request.

Emily Thurber seconded. **Approved unanimously.**

**Chapter 90 Project Requests**

Two Chapter 90 Requests were reviewed. The first was for the permitting and surveying work for the Jacksonville Rd washout totaling \$70,000. The second request is for temporary traffic lights on Jacksonville Rd. totaling \$30,000.

**MOVED:** Thom Griffin moved to approve the Chapter 90 Request was for the permitting and surveying work for the Jacksonville Rd prepared by Highway Superintendent Steve Daby.

Emily Thurber seconded. **Approved unanimously.**

**MOVED:** Thom Griffin moved to approve the Chapter 90 request for the temporary traffic lights on Jacksonville Rd.

Emily Thurber seconded. **Approved unanimously.**

**Approve Selectboard Meeting Minutes – 5/23/2023; 12/6/2022; 10/5/2022 (Executive Session); 9/12/2022 (Executive Session)**

**MOVED:** Thom Griffin moved to approve the minutes of 5/23/2023.

Emily Thurber seconded. **Approved unanimously.**

**MOVED:** Thom Griffin moved to approve the minutes of 12/6/2022.

Emily Thurber seconded. **Approved unanimously.**

**MOVED:** Thom Griffin moved to approve the Executive Session minutes of 10/5/2022.

Emily Thurber seconded. **Approved unanimously.**

**MOVED:** Thom Griffin moved to approve the Executive Session minutes 9/12/2022.

Emily Thurber seconded. **Approved unanimously.**

**Old Business: None**

**Unanticipated:**

Ben Eastman asked how the other members of the Select Board would feel about inviting other board members and department members to a meeting to check in and have conversations about what is going on, how things are going, any needs of the department/board, just a general check in. The other members agreed this would be a good idea. Thom Griffin asked about who would organize getting the other boards to the meetings. Ben suggested we request their attendance. Emily Thurber attended a training last Friday regarding how to get other boards involved in meetings and have conversations with those people about their needs. Ben will work on getting a list of the department heads to Kevin and he will weave them into future Select Board meeting agendas.

Ben asked Steve Daby if he had talked with the other highway guys regarding hiring high school students. Steve has, and the concern is who will be watching the students and it will take one of them away from the crew that could be operating machinery. Steve’s point of view is there are projects that high schoolers could do; however the details would need to be hammered out. Emily suggested sending the students in different directions.

**Town Administrator Updates:**

It has been three weeks since posting for the Highway Laborer position and Kevin hasn’t received any applications or inquiries.

**MOVED:** Thom Griffin moved to dissolve the meeting at 4:14 pm.  
Emily Thurber seconded. **Approved unanimously.**

Respectfully submitted,

Marjorie Smith  
Administrative Assistant

Accepted by the Select Board

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Benjamin Eastman - Chair

\_\_\_\_\_  
W. Thomas Griffin

\_\_\_\_\_  
Emily Thurber

**Documents:**

Select Board Meeting Notes

Agreement for Professional Engineering Services Between the Town of Colrain and BSC Group for Professional Services

Chapter 90 Project Request Application – Rte. 112 Temporary Traffic Control

Chapter 90 Project Request Application – Rte. 112 Environmental Permitting