

Town of Colrain  
Select Board/MLP Board Meeting  
Highway Garage  
9 Jacksonville Road  
4:30 PM

**MINUTES OF SELECT BOARD  
August 8, 2023**

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

**Others Present:** Sue Samoriski, Catamount Hill Association; Ellen Weeks, Personnel Committee; Howard Phelps; Jade Mortimer; Marjorie Smith, Administrative Assistant; Kevin Fox, Town Administrator

Chair, Benjamin Eastman called the meeting to order at 4:30 pm.

**Appointments: Sue Samoriski – Various Requests Related to the Catamount Hill Association**

Sue Samoriski discussed four items with the Board. First, invited the Board and residents to the Catamount Hill Association Annual Meeting on 8/12/2023 at 1:00pm located at the Baptist Church in Foundry Village.

Second, Sue asked about the possibility of adding a sign under the Adamsville Rd signs that says, "Formally Smith Rd". The Board suggested rather than a sign under the Adamsville Rd sign, maybe add a historical marker, because it could be confusing for people. The Board will look into the logistics.

Third, Sue informed the Board she has started a new business called Hilltown History, LLC doing historical tours and events in the area. She is looking at having a harp concert honoring the Harp Elm at the North River Cemetery, and she has spoken with Brad Brigham about it. The Board explained that the cemetery is not Town property and to speak to the cemetery association and the police department.

Lastly, Sue is looking for information regarding the possibility of holding an event at the Arthur A. Smith Covered Bridge. Discussion on the current form and policy to use the bridge and that it doesn't specify closing the bridge to traffic as it was written before it was reopened to traffic. Discussion on when she would like to have the event and the Board suggested speaking with the landowners in the area. Sue will revisit the idea this winter.

**New Business: Consider Corrections to Personnel Policies and Procedures Previously Approved (due to items inadvertently omitted)**

Ellen Weeks informed the Board that Paula Harrison discovered a section of the Health Insurance policy was dropped in the revision of the Personnel Policy. It was an oversight and deleted inadvertently.

**MOVED:** Thom Griffin moved to insert into the Personnel Policies that were approved 7/25/2023 section dealing with health insurance under Health Insurance Benefits on page 36 of the Personnel Policies and Procedures and to remove the thumbnail version.

Emily Thurber seconded. **Approved unanimously.**

**Old Business: Town Administrator Succession Process**

The Board discussed the people interested in being on the search committee and the purpose of the committee. This will be an official town committee.

**MOVED:** Thom Griffin moved to form an ad-hoc search committee including an update if needed of the job description of the position of Town Administrator, members to include Thom Griffin, Michael Shuipis, Ellen Weeks, Howard Phelps and Lynn DiTullio to begin searching 9/1/2023.

Emily Thurber seconded. **Approved unanimously.**

**Equipment Operator/Laborer Revised Job Description**

Kevin Fox was not able to meet with Steve Daby regarding revising the job description and advertisement and will need to postpone until the next meeting. Discussion on advertising salary and other advertising options.

**Unanticipated: Approve Select Board Meeting Minutes – 9/8/2014**

**MOVED:** Thom Griffin moved to approve the minutes of 9/8/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 9/22/2014**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board for 9/22/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 9/25/2014**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board for 9/25/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 10/6/2014**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board for 10/6/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 10/15/2014**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board for 10/15/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 10/20/2014**

**MOVED:** Thom Griffin moved to approve the minutes of 10/20/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 11/3/2014**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board dated 11/3/2014.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 2/26/2019**

**MOVED:** Thom Griffin moved to approve the minutes of 2/26/2019.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 3/18/2019**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board dated 3/18/2019.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 5/13/2019**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board dated 5/13/2019.

Emily Thurber seconded. **Approved unanimously.**

**Approve Select Board Meeting Minutes – 7/25/2023**

**MOVED:** Thom Griffin moved to approve the minutes of the Select Board dated 7/25/2023.

Emily Thurber seconded. **Approved unanimously.**

**Jacksonville Rd Update**

Thom Griffin asked about storm damage on Route 112. Kevin informed the Board that there hasn't been a lot more damage on the washout. Kevin also updated the Board that the engineering design, permitting and surveying is currently being done. The grant application for MassWorks was submitted in June and should hear back in October. Also submitted to FEMA as there was a federal disaster declared and could possibly get help that way.

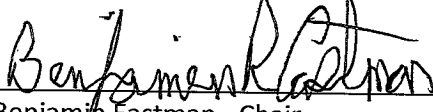
**Town Administrator Updates: None**


**MOVED:** Thom Griffin moved to dissolve the meeting at 5:22 pm.  
Emily Thurber seconded. **Approved unanimously.**

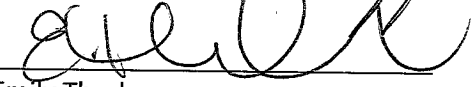
Respectfully submitted,

Marjorie Smith  
Administrative Assistant

Accepted by the Select Board

  
Benjamin Eastman - Chair

  
W. Thomas Griffin

  
Emily Thurber

**Documents:**

Select Board Meeting Notes

Revised Section II Health Insurance of the Personnel Policies and Procedures

Email from Michael Shuipis dated 8/3/2023 re: Town Administrator Succession Process