

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

**MINUTES OF SELECT BOARD
September 26, 2023**

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

Others Present: David Greenberg; Jonathan Lagreze; Ron Vight; Kevin Worden I; Jane Johnson; Steve Daby, Highway Superintendent; Ellen Weeks, Personnel Committee; Marjorie Smith, Administrative Assistant; Kevin Fox, Town Administrator

Chair, Ben Eastman called the meeting to order at 4:34 pm.

Appointments: David Greenberg - Request that Select Board Establish a "CPA Exploratory" Committee

David Greenberg informed the Board that there have been about five people talking about the CPA (Community Preservation Act) for the last six months and have spoken to various people and boards in town that are in favor. The CPA is a small tax (surcharge), but there are several exemptions residents can apply for. There is a state-wide CPA committee that will help with the process; however, the town needs to form an official committee before they will provide assistance.

MOVED: Thom Griffin moved to form an exploratory committee to look into the CPA (Community Preservation Act) for the Town.

Emily Thurber seconded. **Approved unanimously.**

Steve Daby – Highway Superintendent Update

Steve Daby gave an update regarding not sending the weekly progress reports and that he will work on being more timely with them. The decision was made to have the report submitted for each Select Board meeting.

Discussion on use of millings and that the crew has still been working on storm damage repairs including replacing culverts. Steve informed the Board that not only is the department down an employee, this summer they have each taken vacation time and there was some medical time taken, so they have been more short-staffed than normal. Steve further informed the Board that road-side mowing happens when they can and get at least one pass on each side of the roads. It has been difficult due to other road repairs with all the rain and not having the staffing.

Discussion on potholes on Heath Rd and at the Fire Station/Town Hall parking lots.

There have still been no applicants for the Highway Laborer/Operator position. Steve has been inquiring with various contractors as a possibility for the winter. Discussion on possible incentive options. Discussion on the sidewalks and it is unlikely they will be cleared this winter as the department is short-staffed.

New Business: Personnel Policies and Procedures Revision- Employee Leave, Section 1. - Vacation

Kevin informed the Board of a conflict in the formula of how vacation time is accrued for new employees in the revised Personnel Policies and the change to be made to correct the formula.

MOVED: Thom Griffin moved to adopt the revised employee leave policy as presented on September 26, 2023.

Emily Thurber seconded. **Approved unanimously.**

Request by Library Board of Trustees for Select Board Appointee to the "Cornerstone for Colrain" Library Building and Grounds Improvement Committee

Kevin reminded the Board that \$35,000 was appropriated for a feasibility study for the library at the Annual Town Meeting. The Library Trustees are looking to form a building committee named Cornerstone for Colrain and would like a member of the Select Board to sit on the committee. Ben volunteered to be on the committee.

MOVED: Thom Griffin moved to appoint Ben Eastman as selectmen's representative to the Cornerstone for Colrain Committee.

Emily Thurber seconded. **Approved unanimously.**

Old Business: None

Unanticipated: Approve Select Board Meeting Minutes – 9/12/2023

MOVED: Thom Griffin moved to approve the minutes of the Select Board meeting for 9/12/2023. Emily Thurber seconded. **Approved unanimously.**

Ron Vight – Trailer on Call Rd

Ron questioned the trailer parked across from the blue pump house on Call Rd and if the Board has any information on it. Kevin informed the Board that he notified the Board of Health, Building Inspector, and Health Agent informing them of the trailer. He also notified the Fire Chief and Police Chief in case of emergency.

Jonathan Lagreze – Transfer Station

Jonathan informed the Board that he promised Emily and Ben an analysis of the Transfer Station (TS) budget and has not received an answer to a couple questions and would like to know why. The members of the Board were under the impression that Jonathan received all the information he requested and Kevin agreed he provided all the information. Further discussion ensued regarding Transfer Station costs and recycling.

Town Administrator Updates:

Complete Streets Update

Kevin is getting ready to submit the application, which FRCOG worked with him on, for the Complete Streets Tier 3 funding. The priority list was approved by MassDOT and the next step is to apply for funding. The project will be for improvements to the parking lot next to the Highway Garage, including lighting.

Electric Bill Aggregation Program

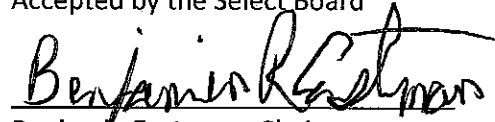
Kevin reminded the Board that the Town is enrolled in an Aggregation Program, which is open to all residents. The current price through the supplier Dynergy is \$0.09345, which is good until January 2024. The new pricing for two years is \$0.1459, which begins January 1, 2024. Residents were automatically enrolled when the program started unless they opted out. Residents can opt-in or opt-out at any time.

MOVED: Thom Griffin moved to dissolve the meeting at 5:52 pm.
Emily Thurber seconded. **Approved unanimously.**

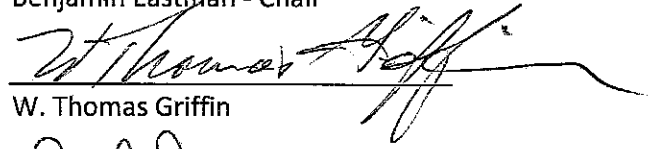
Respectfully submitted,

Marjorie Smith
Administrative Assistant

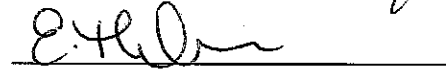
Accepted by the Select Board



Benjamin Eastman - Chair



W. Thomas Griffin



Emily Thurber

Documents:

Select Board Meeting Notes

Email Correspondence dated 9/18/2023 between David Greenburg and Kevin Fox requesting Appointment with Select Board re: Creating CPA Exploratory Committee

Colrain CPA Handout

Division of Local Services Informational Guideline Release No. 19-14 dated Dec. 2019 – Community Preservation Fund

Current and Revised Excerpt from Personnel Policies re: Vacation Leave

Email Correspondence dated 9/20/2023 between Chelsea Jordan-Makely and Kevin Fox re: Select Board Appointee to the "Cornerstone for Colrain" Library Building and Grounds Improvement Committee

Article #25 from the FY2024 Annual Town Meeting Warrant as Voted