

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

**MINUTES OF SELECT BOARD  
October 8, 2024**

**Present** Emily Thurber, Chair; Benjamin Eastman; Katie Korby

**Others Present:** Tim Slowinski, Wiring Inspector; Marjorie Smith, Administrative Assistant; Diana Parsons, Town Administrator

Chair Emily Thurber called the meeting to order at 4:30 pm.

**Consent Items:**

Meeting Minutes of September 10, 2024

Warrant AP2514 in the amount of \$20,243.97

Warrant PR2506 in the amount of \$22,935.31

Warrant AP2515 in the amount of \$16,780.91

**MOVED:** Emily Thurber moved to approve the minutes of the Select Board for September 10, 2024, as written.

Ben Eastman seconded. **Approved unanimously.**

**MOVED:** Emily Thurber moved to approve warrant AP2514 in the amount of \$20,243.97, Warrant PR2506 in the amount of \$22,935.31 and Warrant AP2515 in the amount of \$16,780.91.

Ben Eastman seconded. **Approved unanimously.**

**Appointments and Resignations:**

**Request for Appointment to Board of Registrars – Joseph Slowinski**

Joe Slowinski did not attend the meeting, and the Board decided to discuss his appointment at the next meeting.

**New Business:**

**Request for Fee Schedule Increase from Electrical/Wiring Inspector, James Slowinski**

Jim Slowinski explained that he is the cheapest inspector in the area and would like to increase some of the fees to \$50.

Diana further explained she is going to look at the Building Inspector fees as well. The Board agreed the increases seemed reasonable.

**MOVED:** Emily Thurber moved to approve the fee schedule increase from the electrical/wiring inspector as written effective 10/15/2024.

Ben Eastman seconded. **Approved unanimously.**

**Northern Tier Passenger Rail Study – Vote Letter of Support**

Diana Parsons explained that the Northern Tier Passenger Rail Study group has a link for towns to go to and sign up to support the study.

**MOVED:** Emily Thurber moved to show our support for the Northern Tier Passenger Rail Study and have Diana click on the link to sign us up.

Ben Eastman seconded. **Approved unanimously.**

**Old Business:**

**Update re: Jacksonville Road Slope Stabilization Project, Road Closure Announcement & Potential Change Orders**

Diana Parsons updated the Board that last week the contractor ran into obstacles when stabilizing the bank. When the project was conceived they did one boring and not in the vicinity of the obstacle. The contractors had to shut down last week and were on site on Monday to come up with a solution and are looking to use trench boxes, which will go under the road to hold up the road. BSC and GTR engineers felt that ET&L designers should engineer the design and then the Town would approve it. Diana will be expecting the design by the end of the week, which could potentially need a change order. Also, to put in the trench boxes, will need to close the road and they are contemplating an overnight closure. Discussion on communicating with the community and public safety regarding an overnight closure.

Ben Eastman questioned who approved the one boring. Diana explained that everything she had seen points back to the budget and Kevin's name kept coming up. Further, ET&L knew the risk and proposed a lump sum bid.

**Request from Deerfield River Wild and Scenic River Study Committee for Appointment of Colrain Representative – Bill Dornbusch will take appointment on behalf of Con Com**

Diana Parsons explained that the Deerfield River Wild and Scenic River Study Committee reached out that they have a meeting in October and would like a representative from Colrain on the committee. Bill Dornbusch, Conservation Commission member, is willing to sit on the committee.

**MOVED:** Emily Thurber moved to appoint Bill Dornbusch to the Deerfield River Wild and Scenic River Study Committee.

Ben Eastman seconded. **Approved unanimously.**

**Review Traffic Management Plan for Two Roads Film, LLC, Production Company for October 25 and 29, 2024**

Diana Parsons updated the Board that Chief Lannon approved the 10/25 and 10/29 dates and proposed a traffic management plan. All members were satisfied with the plan.

**Update Date for Colrain Firefighters Association Boot Drive from Oct 27 to Oct 20, with a November 3 rain date (due to conflict with CCS Trunk or Treat)**

No discussion.

**Administrator Updates:**

**Announcement of Regional Opioid Settlement Project Kick-Off**

Diana Parsons updated the Board that a proposal was presented to show the Board what the money from the Regional Opioid Settlement they voted on was being used for.

**Update COA Foot Clinic Location for November and December**

Diana Parsons updated the Board that she attended the last COA meeting and has had a conversation with Nina Martin-Anzuoni and the Regional Health Agent about what the Board of Health is looking for in terms of the foot clinic and CDC requirements. The CDC has minimum requirements and Nina agreed that if the CDC guidelines are met, the BOH would be good with the foot clinic. Diana further explained that she will be looking to possibly use the downstairs space at the Town Office space rather than the Fire Station if there are no issues with no bathroom and water being available on that floor. The only issue could be ADA compliance. Diana recommended letting the COA use the downstairs at the Town Office in the short term.

Diana also reached out to Hilma Sumner, Heath Town Administrator, and the potential of using the Heath facility for COA activities and in the future could have another joint meeting with the Heath Select Board.

Further, Diana received a more detailed email from Julie at the Shelburne Senior Center with a list of Colrain residents using the Senior Center. Emily Thurber suggested inviting someone from the Senior Center to come to a future Board meeting.

#### **Green Communities Weatherization Project at Fire Station – Notice to Proceed Issued**

Diana Parsons updated the Board that CET will be covering the increase in the cost to do the weatherization because the quote was from six years ago. Diana signed the notice to proceed and communicated with the Fire Department.

#### **Permit Pro Updates Affecting Building/Electrical/Wiring Permits Issued**

Diana Parsons informed the Board that the Town Office received calls/visits that building permits had been issued, however the applications were old, and it turned out there was a problem with permit applications not being fully issued in the system. This caused the assessing program to not be fully up to date. Diana further explained that we're going to get training for all the departments on using the system.

#### **Grant for Acid Spill**

Diana received communication from DEP regarding the grant announcement for the acid spill settlement money and there are a few eligible applicants for rehab and mitigation for the river. There is \$237,000 available for the grant and the Deerfield Watershed requested some to go to Lower Reservoir Dam removal. Trout Unlimited and other groups questioned using the money to remove the dam by the mill. The application is due 11/15. Discussion on possibility of removing the dam by the mill and including feasibility study in the grant application. Discussion on the Lower Reservoir Dam and the removal project, the grant, and survey of the property. Diana will reach out to Lewis Barnhardt.

#### **Public and Board Member Comments:**

##### **Jane Johnson – Jacksonville Slope Failure**

Jane Johnson questioned whether there will be a detour when the road is closed overnight. Diana Parsons answered that a detour was planned out. Jane commented on the traffic pattern when it's a holiday weekend and a lot of traveler's drive at night. Emily Thurber also questioned large trucks using the detour and Diana will look into that and update the Board when she receives the information.

##### **Jade Mortimer**

Jade Mortimer asked the following questions of the Board:

- What are the warrants and where to find the information? Emily Thurber answered that the warrant is all the bills for the week and all in Paula's office. Jade suggested the Board explain what is being signed and introduce and explain why someone is here. Jade further commented that it is hard to stay quiet and wait until the end to ask for clarification on a topic.
  - o Emily Thurber commented that the Board wants to hear from residents and was not necessarily on board with holding public comment at first, however, has made her more comfortable during the meeting because they're not getting off track.
  - o Ben Eastman commented that he went to a class, and it was recommended to keep public comment to a minimum or not allow it at all
  - o Diana Parsons commented that you can also get put on the agenda when there's an issue. MGL states that the Select Board meeting is for the Board to do their business, and the public has the right to watch, but not the right to participate unless the chair allows it.
- Could any of the money from the settlement be used on the drains at the end of Griswoldville St, because the drains are not draining property or for the canal? Diana Parsons answered the project

- would be more than just removing the dam and could include the canal as it can be a liability when the dam isn't being utilized. Discussion about the shed next to the dam that houses the gate controls.
- Status update on the survey about the wood bank? Diana Parsons explained we are working on a survey and how to get it out to people and possibly doing a regional initiative with Woodlands Partnership
  - Transfer station? Diana Parsons scheduled a meeting at the transfer station regarding a list of suggested changes from John Tynan, one of the Transfer Station attendants.
  - Jade also shared her appreciation for the Board and the work that they do

#### **Diana Parsons - FRTA**

Diana Parsons and Emily Thurber discussed Emily's appointment as FRTA representative and attending a meeting

#### **Requests for Future Agenda Items:**

##### **Special Town Meeting**

Diana Parsons is looking at one for the spring.

##### **Bylaws**

Diana Parsons wants to put specific bylaws (Unregistered Vehicles, Finance Committee, Town Meeting votes that should be bylaws) on the agenda in November.

##### **Emily Thurber – Intersection Discussion with Police Dept**

Emily Thurber explained that an Annual Town Meeting vote wanted the Board to meet with the Police Department about the safety of the intersection in the center of Town. Discussion on the study that was done.

##### **Emily Thurber – Foundry Acres**

Emily Thurber explained that she was approached by residents in Foundry Acres and the roads in that area don't receive the same service as the rest of town for plowing, however, Foundry Acres is no longer an association. Diana Parsons will follow up on the status of roads.

Discussion on town meeting and election dates, and how the Board can and can't communicate outside of a meeting.

##### **Joint Meeting with Heath Select Board to Receive 2D8T Update (District Consolidation), 10/22/24 at 4:30 pm**

No discussion.

#### **Correspondence and Select Board Informational Items:**

##### **Colrain Firefighters Association (CFA) Fall Pancake Breakfast & Auction, at Colrain Central School, October 12, 7 am-11 am**

No discussion.

##### **CFA Boot Drive, in front of Colrain Central School, October 20, 2024, Rain date on November 3, 2024**

No discussion.

##### **Crafts of Colrain Open Studio Tour, November 9-10, 2024, 10 am-4 pm**

No discussion.

**Executive Session:**

None

**Dissolve Meeting:**

**MOVED:** Ben Eastman moved to dissolve the meeting at 6:04pm.  
Katie Korby seconded. **Approved unanimously.**

Respectfully submitted,



Marjorie Smith  
Administrative Assistant

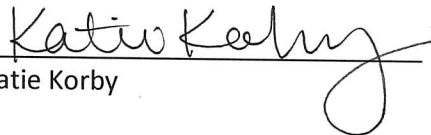
Accepted by the Select Board on 11/26/2024



Emily Thurber - Chair



Benjamin Eastman



Katie Korby

**Documents Distributed to the Select Board Before the Meeting in a Packet or at the Meeting:**

Emails between Joe Slowinski to Diana Parsons, Town Administrator, dated 9/25/2024, 9/11/2024, 9/10/2024, 9/4/2024 re: Board of Registrars Appointment

Electrical/Wiring Inspector Fee Schedule dated 1/1/2020

Proposed Electrical/Wiring Fee Schedule dated 10/15/2024

Email from Elizabeth Giannini, FRCOG, dated 10/3/2024 re: Northern Tier Passenger Rail Study Letter of Support

Northern Tier Passenger Rail Study Online Form Letter of Support

Traffic Management Plan for Two Roads Film, LLC for 10/25 and 10/29/2024 prepared by Chief Lannon

Email from Phoebe Walker, FRCOG, to Diana Parsons, Town Administrator, dated 10/3/2024 re: CPHS Regional Opioid Settlement Project

CPHS Regional Opioid Settlement Projects Presentation dated 10/3/2024

Contract between CET and Town of Colrain re: Work to be completed at the Fire Station

Eversource Energy Efficiency Incentive Offer for the Town of Colrain Fire Department dated 9/5/2024