

Town of Colrain  
Select Board/MLP Board Meeting  
Colrain Highway Garage  
9 Jacksonville Road  
4:30PM  
**MINUTES OF SELECT BOARD**  
**June 9, 2026**

**Present:** Chair Catherine Korby, Select Board Member Benjamin Eastman, Select Board Member Emily Thurber

**Absent:** None

**Others Present:** Paula Harrison (Treasurer/Collector); Michael Slowinski (MLP Manager); Wes Ritchie (Co-Founder and Co-CEO, New England Craft Cultivators); Nick Sammarco (KP Law, Town Counsel); Randy Crochier (Health Agent, FRCOG); Shawn Kimberly (Building Inspector); Diana Parsons (Town Administrator); Marjorie Smith (Administrative Assistant)

### **Call to Order**

Chair Catherine Korby called the meeting to order at 4:33 PM. All three Select Board members were present. Chair Korby noted the meeting was being recorded.

### **Review and Approve Job Description and Adopt Assistant Treasurer/Collector Job Description; Review Request for Amendment to Personnel Policy re: Holidays and Address Juneteenth Friday Holiday; Paula Harrison, Treasurer/Collector**

#### **Assistant Treasurer/Collector Job Description**

Treasurer/Collector Paula Harrison presented the job description for the newly approved 12-hour per week, but up to 13-hours per week, Assistant Treasurer/Collector position. The description encompasses all duties a qualified assistant might perform over time.

Select Board Member Emily Thurber moved to accept and approve the job description for Assistant Treasurer/Collector as presented. Chair Korby seconded. **Approved unanimously.**

#### **Amendment to Personnel Policy – Floating Holiday**

Paula Harrison noted that the Highway Department's transition to a four-day workweek results in those employees receiving more holiday hours than other Town employees. To address this inequity, she requested the Board amend the personnel policy's holiday section to add one floating holiday for all eligible employees (those working 20 or more hours per week), excluding the Highway Department which already receives the benefit. The floating holiday would be tracked in payroll, could not be carried over, and would not be paid out upon separation.

Select Board Member Emily Thurber moved to revise the holiday section of the personnel policies to include language presented pertaining to the floating holiday. Chair Korby seconded. **Approved unanimously.**

#### **Juneteenth – Friday Holiday Observance**

Paula Harrison noted that Juneteenth falls on a Friday in 2026. Since the Highway Department and Town Office do not work Fridays, she requested the Board authorize observance of the holiday on Thursday, June 18, for the Highway Department and Town Office. The Library, whose staff does work

Fridays, would observe the holiday on the actual date. Paula indicated she would bring the full holiday schedule to the Board at the beginning of each fiscal year to proactively address similar conflicts.

Chair Korby moved to observe Juneteenth on Thursday for the Highway Department and Town Office. Select Board Member Thurber seconded. **Approved unanimously.**

### **Letter of Complaint – Treasurer/Collector Response**

Paula Harrison noted that the packet included a letter of complaint received by the Board and her written response. No further action was required; the Board found the response thorough and straightforward.

### **Broadband Updates; Michael Slowinski, MLP Manager**

MLP Manager Michael Slowinski reported approximately 660 active subscribers. Winter damage costs came in at approximately \$18,000, including approximately \$3,000 paid to Whip City Fiber to drive the Town's 84.5 miles of road. Approximately 20 lashing repairs were made; no trees were down. Michael noted that new pole replacements have significantly hardened the infrastructure. Pole transfer work on West Leyden Road, Nelson Road, East Colrain Road, and at the intersection of Shelburne Line and West Leyden Road was completed.

Reimbursement from Eversource for pole replacement costs is pending, as the responsible contact is currently abroad. Michael confirmed the MLP has sufficient funds to cover all obligations including Whip City payments, winter repairs, and the upcoming \$153,000 bond payment.

Michael also reported \$6,051.80 collected in accident recovery, \$2,305.82 in arrears collections, and \$1,506.26 collected through payment plans. A process gap involving Board of Health septic permits not being cross-checked against MLP accounts has been identified and closed.

### **Request for New Host Community Agreement (HCA) for NE Craft Cultivators; Wes Ritchie, Co-Founder and Co-CEO, Tree House Craft Cannabis and Matt Allen, VP of Cannabis Operations, New England Craft Cultivators**

Wes Ritchie, appearing remotely, presented a request for a new Host Community Agreement (HCA) for New England Craft Cultivators, operating MA Craft Cultivation in Colrain. The new HCA is required under updated state regulations and also reflects a proposed expansion from cultivation into manufacturing. Town Administrator Diana Parsons confirmed the organization scored 72.5 on the Town's HCA scoring sheet, meeting equity requirements under Cannabis Control Commission regulations. The special permit was recently amended through the Planning Board.

The Board noted the HCA would be approved contingent upon the Chief of Police receiving an updated security plan, which Wes committed to providing within the week. The Board agreed to formally execute the signed HCA at the next meeting once the final draft is confirmed.

Chair Korby moved to accept the new Host Community Agreement for New England Craft Cultivators contingent on the Chief of Police receiving the security plan. Select Board Member Eastman seconded. **Approved unanimously.**

### **Consent Items**

**Approve Minutes – April 21, 2026**

**Warrant AP2646 in the amount of \$20,873.11**

**Warrant AP2647 in the amount of \$72,954.13**

**Warrant AP2648 in the amount of \$21,678.26**

**Warrant PR2623 in the amount of \$29,772.76**

## **Appointments and Resignations**

### **Annual Reappointments – Town Officials, Boards & Committees**

The Board conducted annual reappointments. Town Administrator Diana Parsons noted several changes: Ellen Weeks requested not to be reappointed to the Personnel Committee after more than 20 years of service; and ZBA members Matt and Jim requested to swap their permanent and alternate designations. Jim Slowinski, the electrical inspector, also raised concerns about the reclassification of inspector positions from employees to independent contractors, particularly regarding liability. The Board tabled Jim's reappointment pending a legal opinion from Town Counsel on the proper classification of inspector positions.

**For the Agricultural Commission, Town Administrator Parsons noted the constitution does not reflect staggered terms, and the Board agreed to bring a proposal forward to address that.**

For the Board of Registrars, Town Administrator Parsons identified that terms should expire in March per MGL, and that appointments should reflect party affiliation requirements. Efforts to obtain a recommendation from the local Republican Committee were inconclusive. The Board reappointed Eugenia Shearer and agreed to revisit the remaining structural questions at a future meeting.

The following appointments were approved by the Board:

Select Board Member Thurber moved to appoint Brian Scranton to the Agricultural Commission for a three-year term expiring June 30, 2029. Chair Korby seconded. **Approved unanimously.**

Chair Korby moved to appoint Nina Martin Anzuoni to a three-year term on the Board of Health expiring June 30, 2029. Select Board Member Thurber seconded. **Approved unanimously.**

Select Board Member Thurber moved to reappoint Eugenia Shearer to the Board of Registrars for a term ending March 30, 2029. Chair Korby seconded. **Approved unanimously.**

Chair Korby moved to appoint Shawn Kimberley as Building Inspector for a three-year term expiring June 30, 2029. Select Board Member Thurber seconded. **Approved unanimously.**

Chair Korby moved to appoint Michelle Hillman to the Carl H. Scholarship Committee for a one-year term expiring June 30, 2027. Select Board Member Thurber seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Kathleen Mulligan to the Colrain Cultural Council for a term expiring June 30, 2028. Select Board Member Eastman seconded. **Approved unanimously.**

Chair Korby moved to appoint Benjamin Beas to the Conservation Commission for a three-year term expiring June 30, 2029. Select Board Member Eastman seconded. **Approved unanimously.**

Chair Korby moved to appoint Nina Martin Anzuoni as Emergency Management Director for a one-year term expiring June 30, 2027. Select Board Member Eastman seconded. **Approved unanimously.**

Chair Korby moved to appoint Nick Anzuoni as Emergency Response Coordinator for a one-year term expiring June 30, 2027. Select Board Member Eastman seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Bing Waldsmith to the Energy Committee for a one-year term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

Select Board Member Eastman moved to appoint Peter Brooks and David Greenberg to the Energy Committee for three-year terms expiring June 30, 2029, and Chris Krezmien and Brian Cady for two-year terms expiring June 30, 2028. Chair Korby seconded. **Approved unanimously.**

Chair Korby moved to appoint Ben Eastman to the Franklin County Solid Waste District for a one-year term expiring June 30, 2027. Select Board Member Thurber seconded. **Approved.** (Select Board Member Eastman recused.)

Chair Korby moved to appoint Jonathan Lagreze as the Franklin County Solid Waste District alternate for a one-year term expiring June 30, 2027. Select Board Member Thurber seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Nick Anzuoni as Fire Chief for a one-year term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

Chair Korby moved to reappoint Nick Anzuoni, Gary Ponce, and Kevin Warden to one-year terms on the Fire Station Building Committee expiring June 30, 2027. Select Board Member Eastman seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Katie Korby as the Franklin Regional Council of Governments representative for a one-year term expiring June 30, 2027. Select Board Member Eastman seconded. **Approved.** (Chair Korby recused.)

Chair Korby moved to appoint Diana Parsons as the Franklin Regional Council of Governments alternate for a one-year term expiring June 30, 2027. Select Board Member Eastman seconded. **Approved unanimously.**

Chair Korby moved to appoint Diana Parsons to the Franklin Regional Planning Board for a one-year term expiring June 30, 2027. Select Board Member Thurber seconded. **Approved unanimously.**

Chair Korby moved to appoint Emily Thurber to the Franklin Regional Transit Authority for a one-year term expiring June 30, 2027, contingent on an appointment letter from FRTA. Select Board Member Eastman seconded. **Approved.** (Select Board Member Thurber recused.)

Select Board Member Thurber moved to appoint Tess Siarnaki as Gypsy Moth Superintendent for a one-year term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

The Board noted that Ellen does not wish to be reappointed to the Personnel Committee and that no appointment was made to the Historical Commission at this meeting.

Select Board Member Thurber moved to appoint Chris Lannon as Police Chief for a one-year term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Tarrah Dempsey and Heather Sonn as Police Officers for one-year terms expiring June 30, 2027. Select Board Member Eastman seconded. **Approved unanimously.**

Chair Korby moved to appoint Ben Eastman to the Regional Animal Control Program for a one-year term expiring June 30, 2027. Select Board Member Thurber seconded. **Approved.** (Select Board Member Eastman recused.)

Select Board Member Thurber moved to appoint David Fierro as Town Accountant for a one-year term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

Chair Korby moved to appoint Mark Thibodeau to a three-year term on the Zoning Board of Appeals expiring June 30, 2029. Select Board Member Eastman seconded. **Approved unanimously.**

Select Board Member Eastman moved to designate Matt Lovett as a full member of the Zoning Board of Appeals with a term expiring June 30, 2027. Chair Korby seconded. **Approved unanimously.**

Select Board Member Thurber moved to appoint Jim Ryan as alternate member of the Zoning Board of Appeals with a term expiring June 30, 2028. Select Board Member Eastman seconded. **Approved unanimously.**

## **New Business**

### **Review Newly Adopted Council on Aging Bylaw and Appointment Guidance**

Town Administrator Diana Parsons presented draft guidance for the newly reconstituted Council on Aging (COA), drawn from Mass Council on Aging best practices and state guidance from the Executive Office of Aging and Independence. The document outlined expectations for members including conflict of interest training, CORI compliance, harassment policy acknowledgment, annual MCOA training, procurement law adherence, and a willingness to work with regional partners such as FRTA, Life Path, and the West County Senior Service District.

Substantive public comment was received from current COA members and community members in attendance. Concerns raised included: the requirement that sitting COA members submit letters of interest as a condition of reappointment, which some members viewed as inequitable compared to other Town boards; questions about the conflict of interest disclosure form and its applicability to COA members who participate in their own programming; the Select Board's role in setting a vision for COA operations; and a broader concern from community members that the level of scrutiny applied to the COA was disproportionate relative to other Town boards and committees.

Town Administrator Parsons clarified that the Select Board's role as the appointing authority is to set the vision for services to the Town's approximately 536 older adults, and that the draft guidance reflects state requirements and best practices rather than an attempt to micromanage programming. She acknowledged a need for improved communication and noted that outreach efforts, including grant applications and service expansion discussions, had not always resulted in productive engagement.

The Board agreed to send the draft guidance document to all COA members for review and to continue discussion at a future meeting. The Board also noted that a previously scheduled joint meeting with the COA could not be held due to quorum issues and that an additional meeting may need to be scheduled before the end of June. No COA appointments were made at this meeting. The Board requested that letters of interest be submitted by current and prospective COA members.

### **Review Job Description for Proposed Executive Assistant Position**

This item was tabled.

## **Old Business**

### **Review Special Town Meeting Motions**

Town Administrator Diana Parsons reviewed two articles for the upcoming Special Town Meeting. Article 1 covers the Regional School District annual operating assessment. Diana noted a request from the school district to include a contribution of \$11,692.07 toward replacement of a fire alarm panel at Colrain Central School. MLP Manager Michael Slowinski raised questions about the necessity of the replacement, noting that parts for the existing panel may still be available. The Board agreed to seek clarification before including the amount, and Diana indicated she could push back on the request or bring it as a separate article at a future Special Town Meeting. Article 2 addresses establishment of an Elderly and Disabled Taxation Aid Fund under M.G.L. Chapter 60, Section 3D, which would formalize an existing informal practice of accepting donations to assist low-income elderly and disabled residents with property taxes and establish a Taxation Aid Committee.

## **Review Response from Town Counsel re: Colrain Sewer District Collection System; Address Request by Colrain Health Agent, Randy Crochier (FRCOG)**

This item was tabled. Town Administrator Parsons noted that the response letter from Town Counsel requires revision for historical accuracy and that a stakeholder meeting is being scheduled.

## **Discussion re: Town Administrator Responsibilities and Ongoing Projects**

Town Administrator Diana Parsons reported that she has been working intermittently during medical leave. She confirmed that all deadline-driven items have been completed and that operations are proceeding appropriately. The Board expressed confidence in how responsibilities were being managed.

## **Administrator Updates**

### **Submitted One Stop for Growth Grant for Comprehensive Planning**

Town Administrator Diana Parsons reported that she submitted the One Stop for Growth grant for comprehensive planning, with support letters received from the Planning Board and the Friends of the Local Historic District.

### **Submitted FY27 Service Incentive Grant for Expansion to COA Nutrition Program**

Town Administrator Parsons reported submission of the FY27 Service Incentive Grant, which would expand the current six-month meals program to twelve months. The grant incorporates partnerships with Life Path, Colrain Food For All, and FRTA demand response services. A match was established through documented volunteer hours and in-kind contributions. Award notification is expected within a few weeks, with implementation targeted for end of summer.

### **Update on ADA Project Grant**

Town Administrator Parsons reported that the ADA project grant application could not be submitted this cycle due to the cost of required design work at the Town Office (approximately \$10,000) and insufficient remaining funds in the budget. She recommended possibly addressing this at a future Special Town Meeting to fund the design phase, noting the construction grant is valued at \$250,000. Accessibility improvements at the Highway Garage using Mass in Motion funding were completed during her leave.

## **Public and Board Member Comments (votes will not be taken)**

### **Foundry Village 5K CCS 5th & 6th grade Fundraiser – Sept 2026; Katie**

Chair Katie Korby announced that she will assist in organizing a 5K fundraiser on September 26, 2026 to benefit the Colrain Central School 5th and 6th grade Nature's Classroom trip. The school requested the Board's acknowledgment so that promotion could begin before the end of the school year. Chair Korby also announced that Fix It Day is scheduled for Saturday, with participation from Select Board Member Benjamin Eastman. The Franklin County Solid Waste District has provided grant funding to support the event. Students from the 5th and 6th grade will also run a bake sale at the same event to benefit the Nature's Classroom fund.

## **Requests for Future Agenda Items**

### **Joint Meeting with Colrain Council on Aging, TBD**

The Board agreed that a joint meeting with the COA should be scheduled before the end of June and discussed the possibility of scheduling an additional Select Board meeting if needed.

### **Appointment of Hazard Mitigation Planning Committee**

Town Administrator Diana Parsons noted that the hazard mitigation planning process is anticipated to launch after July 1, 2026. An RFP for a consultant is being developed. Department heads including the Police Chief, Fire Chief, Emergency Management Director, and a Board of Health member are anticipated to serve, along with potential community liaisons from the MVP group. The Board's formal appointment of the committee is planned for an upcoming meeting.

### **Listening Session at Colrain Central School June 23 at 5:00 pm re: CCS closure & MTRSD Consolidation**

The Board confirmed the listening session regarding the proposed Colrain Central School closure and MTRSD consolidation. Town Administrator Parsons recommended holding the session at the Highway Garage to allow for recording and remote participation, with regular Select Board business from 4:00 to 4:30 PM and the listening session from 4:30 to 5:30 PM before proceeding to the Special Town Meeting. The Board agreed to this format and authorized posting on the Town website.

### **Joint Meeting with Library Trustees for Appointment of Member Per C. 41, s11**

Town Administrator Parsons reported that one elected Library Trustee has resigned, triggering a joint appointment process under M.G.L. Chapter 41, Section 11. She recommended posting the vacancy publicly given current interest in the Library Trustees. The Board agreed, and the joint meeting will be scheduled accordingly.

### **Town Administrator Review & FY27 Goals & Objectives**

Town Administrator Parsons noted that the annual Town Administrator review and FY27 goals and objectives discussion is due and will be scheduled after July 1, 2026.

### **Correspondence and Select Board Informational Items (votes will not be taken)**

#### **Concerns from Taxpayer re: Demand Fees & Tax Collector Response**

This item was addressed under the Treasurer/Collector presentation earlier in the meeting.

#### **Email and Letters from MSBA re: Mohawk Trail Regional School District Eligibility Period**

Town Administrator Parsons noted that materials were included in the packet for informational purposes. The Mohawk Trail Regional School District has been accepted into Phase 1 of the MSBA program and must complete certain requirements during its eligibility period. A town meeting vote is anticipated at the next annual town meeting.

#### **Update from Special Legislative Act re Fire & Deputy Fire Chief**

Town Administrator Parsons reported that the Special Legislative Act regarding the Fire Chief and Deputy Fire Chief was in its third hearing as of late April. She committed to following up with the Town's State Senator for a current update.

### **Executive Session**

At 7:20pm, Chair Katie Korby convened Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(3) to discuss strategy with respect to litigation where an open meeting may have a detrimental effect on the litigating position of the public body. Chair Korby declared that the Board does not intend to return to open session following Executive Session.

Select Board Member Thurber moved to enter Executive Session. Select Board Member Eastman seconded.

**Roll call vote:** Catherine Korby— Aye; Benjamin Eastman — Aye; Emily Thurber — Aye.  
**Approved unanimously.**

### **Dissolve Meeting**

Select Board Member Eastman moved to dissolve tonight's meeting. Select Board Member Thurber seconded. **Approved unanimously.**

The meeting was dissolved at 8:04 PM.

**These minutes were created using ClerkMinutes, an AI-powered platform that transcribes meetings, identifies speakers, and generates professional minutes.**

Respectfully submitted,

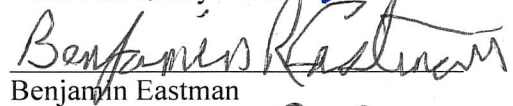


Marjorie Smith  
Administrative Assistant

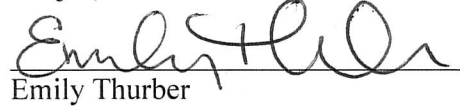
Accepted by the Select Board on 8/11/2024



Catherine Korby - Chair



Benjamin Eastman



Emily Thurber

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

Memo to Select Board from Paula Harrison, Collector/Treasurer, proposing Assistant Collector and Treasurer Position

Draft Assistant Collector and Treasurer Job Description

Wage Survey for other Assistant Collectors/Treasurers in MA

FRCOG Wage and Salary Survey FY2025 specifically Collector of Taxes and Treasurer

Current Holiday Policy in Personnel Policy

Proposed Holiday Policy

Host Community Agreement Evaluation Form for MA Craft Cultivation LLC

Lett and Appendices to Town Administrator from MA Craft Cultivation dated 4/1/2026 re: Host Community Agreement

Draft Select Board Minutes of 4/14/2026

Select Board FY2026 Annual Appointments Spreadsheet

Email dated 6/9/2026 from Ellen Weeks re: Appointment to Personnel Committee

Email dated 6/1/2026 from Jim Ryan re: Appointment to Zoning Board of Appeals

Council on Aging Appointment Guidance

Letter to Select Board from Council on Aging Members dated 5/1/2026 re: COA Appointments

Letter of Interest from Melinda Herzig re: COA Appointment

Letter of Interest from Joel McCloud re: COA Appointment

Letter of Interest from Glenda Wood re: COA Appointment

Letter of Interest from Michael Slowinski re: COA Appointment

Letter of Interest from Doni Beauregard re: COA Appointment

Letter of Interest from John Yannis re: COA Appointment

Confirmation of Submission to the Community One Stop for Growth Grant

Community One Stop for Growth Grant Letter of Support from Friends for the Preservation of the Colrain Historic District

Community One Stop for Growth Grant Letter of Support from the Colrain Planning Board

Community One Stop for Growth Grant Letter of Support from the Colrain Select Board

Certification of Vote by Town Clerk re: Community One Stop for Growth Grant

Confirmation of MCOA Application Submission

MCOA Grant Letter of Support from Colrain Select Board

MCOA Grant Letter of Support from Colrain Food For All

Complaint from Michael Scranton dated 5/22/2026 and Response from Paula Harrison, Collector/Treasurer dated 5/26/2026

Email dated 6/3/2026 from MSBA re: Approval of MTRSD into MSBA Eligibility Period

Bill H.4846 Updated re: Fire Chief and Deputy Chief Continuation of Employment

Letter from Richard Herzig re: Comments from Ben Eastman at 5/26/2026 Select Board Meeting

Council on Aging Activities and Programs

Draft COA Meeting Minutes for 5/18/2026

Thank You Letter from Cyndi Weeks to COA