

Town of Colrain
Select Board Meeting
55 Main Road/Town Office Building
7:00 P.M.
MINUTES OF October 19, 2015

Present: Mark Thibodeau, Jack Cavolick, Eileen Sauvageau

Others Present Colleen Worden Office Clerk, Kevin Fox – Town Coordinator and Marybeth Chichester

Meeting was called to order by Chairman Eileen Sauvageau at 7:00 PM.

New Business

June and July cash reconciliation

Variances are \$.54 and \$.12. Marybeth Chichester suggested that Board instate a policy to have an audit every three years. Kevin explained that the Town will be required to have an audit when they receive any federal grant money and expects that our next audit will be in 2018.

Moved: Mark Thibodeau moved to sign the contract for Baystate Municipal Accounting Group, Jack Cavolick seconded. Voted unanimously

Town Office Repairs

Jack Cavolick discussed the poor drainage outside the front door of the Town Office. The drainage should be taken care of before the new doors are installed. The Board would like Kevin Fox to move forward with having the front entrance steps and the parking lot stairs repaired. Kevin will also look into the drainage problem we are having and see how that can be remedied.

Town Property Maintenance

Jack Cavolick has a list of town owned property that is in need of maintenance and would like to bring it to the Board attention. The list includes the Griswoldville Memorial Library, back entrance floor, drainage into the cellar, basement windows needing repair and the front sidewalk. Town Office parking lot needing repaving. Kevin will see if Scott Sullivan can get him an estimate.

The Pitt House grounds needs repair where drainage was repaired by the Highway Department. Fire Station- renail and stain outside of the building and repair the wall between the bays and the kitchen.

McCloud Property: Kevin informed the Board that the prisoners will be at the McCloud property tomorrow to clean it up. Kevin has made arrangements with Catamount landscaping to mow the lawn next week.

3 Main Road:

Kevin Fox is hoping for a closing date of June 30, 2015, He also has bid specification for the demolition.

Sale of Surplus Property

The bidding for the international truck closed on Friday. The high bidder was \$29,500.00. Kevin had a reserve of \$ 30,000.00

MOVED: Mark Thibodeau Moved to sell the truck for 29,500.00. Jack seconded. Voted unanimously.

Highway Garage Grant: Kevin informed the Board the request for proposal is due on 6/16 at 2:00 pm.

River Street Project: Kevin informed the Board that there will be a meeting on the project on Friday 6/12.

Not anticipated at time of posting

Accountants Office Space: Police Chief Jason Haskins made a request to the Board asking if it would be possible for him take over the office space once occupied by accountant Tracy Baronas. Jack Cavolick and Mark Thibodeau have no problem with it as long as they move the office door form the Select Board meeting room to the inside wall.

MOVED: Jack Cavolick moved to close the meeting, Mark Thibodeau seconded. Meeting closed at 8:35

Respectfully submitted,

Colleen Worden
Office Clerk

Accepted by the Board of Selectmen

Eileen Sauvageau - Chairman

Mark Thibodeau

Jack Cavolick

Documents

- Baystate Municipal Accounting Group, Inc.
- Town Office Repair List
- Municibid Online Government Auctions of Government Surplus