Town of Colrain

Select Board Meeting

55 Main Road/Town Office Building

6:00 P.M.

MINUTES OF NOVEMBER 24, 2020

**Present** Mark Thibodeau, Joe Kurland, Mike Slowinski

**Others Present** Michael Shuipis, MLP Co-Manager; Belden Merims, Historical Commission; Megan McDonough, Moderator; Elizabeth Erickson and Peter Brooks, Energy Committee; Chris Lannon, Police Chief; Scott Sullivan, Highway Superintendent; Betsy Shuipis, Administrative Asst.; Kevin Fox, Town Administrator

 Meeting was called to order remotely by Mark Thibodeau, Chair, at 6 p.m.

**Appointments Belden Merims, Colrain Historical Society – Request for Waiver of Permit Fees Re: Pitt House**

The Select Board members agreed that this waiver is for the Stacy Barn project only. The Historical Society would need to request a waiver for any future projects.

**MOVED:** Mike Slowinskimoved to waive fees for the restoration of the Stacy Barn at the Pitt House. Joe Kurland seconded. Roll call: **all ayes.**

**Michael Shuipis, MLP Co-Manager – Request to Utilize Blackboard Connect Notification System for Broadband Sign Up**

After January 1, 2021, would the Select Board be amenable to the use of the Blackboard Connect Notification system for Colrain Broadband marketing?

**MOVED:** Joe Kurland moved to approve the request of a one-time use to utilize the Blackboard Connect Notification System for Colrain Broadband sign up.

Mike Slowinski seconded. Roll call: **all ayes.**

**Kevin advised Michael to contact Kevin French for information on using the system.**

**Colrain Energy Committee – Green Communities Grant**

Elizabeth Erikson is asking to extend the deadline because Chris Kilfoyle is unable to complete the proposal by January 31st, but can do so by mid-February.

**The Select Board agreed to extend the deadline, which is somewhat fluid considering Covid-19 complications, until mid-February.**

On November 20th, Kevin Fox, Scott Sullivan, Shawn Kimberly, Mike Slowinski, and Dan Hall, Western Regional Director of MassDOT, met to discuss the closed landfill behind the Town Offices as a possible site for a solar array. The well in front of the fire station that serves the both Town offices and the fire station complicates this site. The capped landfill might be an easier project.

In February, Kris will be available to help with the technical aspects of the IFP, while Kevin can deal with the use permit, and, with FRCOG’s help, have this project under construction in 2021.

**Kevin will communicate periodic updates to the Select Board and Energy Committee when project milestones have been achieved.**

New Business **Resolution Adopting the Town of Colrain 2020 Hazard Mitigation Plan**

**MOVED:** Mike Slowinski moved to adopt the Town of Colrain 2020 Hazard Mitigation Plan. Joe Kurland seconded. Roll call: **all ayes**.

 **Requests to Declare a 1998 New Holland Tractor as Surplus for the Purpose of Disposal via Auction**

**MOVED:** Joe Kurland moved to declare the 1998 New Holland Tractor as Surplus for the Purpose of Disposal via Auction. Mike Slowinski seconded. Roll call: **all ayes**.

 **Review and Possible Adoption of Board of Health Recommended Guidance for Holding In Person Meetings of Public Bodies as well as Review and Adoption of Protocol for Use of the Colrain Central School for Meetings of Public Bodies**

Kevin is asking for approval of the School Use Proposal. The Board of Health guidelines have some ambiguities, such as what constitutes a “compelling reasons to meet in person” and how to enforce it. It was agreed that there should be very few reasons to have an in-person meeting.

 **With the Select Board’s approval, Kevin will send out an email to all Board/Committee chairs letting them know that the school is available and that they must submit a request to the Select Board well in advance of the meeting date for permission to use the Colrain Center School. Kevin will first send a draft email for the board members to review.**

 **MOVED:** Mike Slowinskimoved to adopt the protocols for the use of the Colrain Central School for meetings of public bodies. Joe Kurland seconded. Roll call: **all ayes.**

**Proposed STM Warrant**

Megan McDonough, Town Moderator, has concerns about meeting indoors safely.

Kevin has worked with the school district’s meeting protocol (included in the packet) that calls for social distancing, ample time to arrange cleaning of the room before and after a meeting, all attendees will sign in to provide contact information for tracing, mandatory disinfecting hands going in and out, and wearing a mask. Regarding air circulation, the Colrain Central School has been certified as meeting or exceeding requirements for Covid-19. Doors can also be open during the meeting. The meeting will have good air ventilation, be of short duration with few attendees, and follow the school’s protocol mentioned above.

 Megan will research drive-in meetings for future town meetings.

**MOVED:** Joe Kurlandmoved to approve the Special Town Meeting warrant for FY2121 at the Colrain Center School at 6 p.m. on Thursday, December 17, 2020.

Mike Slowinski seconded. Roll call: **all ayes.**

Unanticipated **Select Board Meeting Minutes of 10/27/20 and 11/10/20.**

Business **MOVED:** Joe Kurland moved to approve the minutes of 10/27/20

 Mike Slowinski seconded. Roll call: **all ayes**.

 **MOVED:** Joe Kurland moved to approve the minutes of 11/10/20. Roll call: Joe Kurland – aye; Mike Slowinski – aye. Mark Thibodeau was absent for the meeting.

Town Coordinator

Updates **Updates:**

* The epoxy flooring project at the Fire Department will begin November 30.
* The new laptops should be delivered in two weeks.
* The Treasurer and Town Accountant will attend the next meeting to give you a report on revenue and budget actual from FY20 and FY21 to date.
* Met with Northeast IT for the annual review. Kevin will send the report to the Board members electronically.
* Office renovations on the north side are completed.

**MOVED:** Joe Kurland moved to close the meeting at 7:14 p.m. Mike Slowinski seconded. All ayes.

Respectfully submitted, Accepted by the Select Board

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Betsy Shuipis Mark Thibodeau - Chair

Administrative Assistant

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Joe Kurland

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mike Slowinski

Documents

Select Board Meeting Notes

Request from the Colrain Historical Society Board of Directors (Belden Merims, Chairman, Board of Directors), for an exemption from permit fees.

Email dated November 10, 2020

from Elizabeth Erickson to the Select Board and the Town Administrator re: extension of the January 30, 2021 deadline given to the Energy Committee to secure Chris Kilfoyle’s ability to provide a scope of work for the solar project.

A proposed letter from the Colrain Energy Committee to Chris Kilfoyle outlining the work needed.

Email dated November 17, 2020 from Kimberly Noake MacPhee to the Town Administrator re: Colrain APA HMP resolution.

A Resolution Adopting the Town of Colrain Hazard Mitigation Plan

Email dated November 13, 2020 from Randy Crochier, Board of Health, to the Town Administrator re: Meeting Guidance during Covid-19.

Email dated November 16, 2020 from the Town Administrator to Sheryl Stanton, Superintendent of Schools, regarding protocol for school building use.

Special Town Meeting Warrant FY21 Notice, Colrain Central School, 6 p.m., on Thursday, December 17, 2020.

Email from the Fire Chief to the Town Administrator request for transfer of $4,848 from the stabilization fund.

Email from the Police Chief to the Town Administrator request for a special Town Meeting re: new radio system with spreadsheet attached.

Colrain Board of Health Recommended Guidelines for Public Meetings dated November 13, 2020.