

Town of Colrain
Select Board/Designer Selection Committee Meeting
55 Main Road/Town Office Building
6:00 P.M.

MINUTES OF October 15, 2013

Present: Eileen Sauvageau, Mark Thibodeau, Jack Cavolick

Others Present: Scott Sullivan – Highway Superintendent, Kevin Fox – Town Coordinator.

Meeting was called to order by Chairman Eileen Sauvageau at 6:00 PM.

Warrants were reviewed and signed by the Board.

New Business **Review/Approve Contract for Grant Writing Services – Breezeway Farm Consulting**

Discussion on the Contract from Breezeway Farm Consulting.

MOVED: Mark Thibodeau moved to approve and sign a contract with Breezeway Farm consulting for CDBG grant writing services for \$3,500, Jack Cavolick seconded and it was voted unanimously.

Review Responses to Requests for Qualifications For Route 112 RE-design

MOVED: Jack Cavolick moved to invite proposing engineering firms for the reconstruction of the Route 112 intersection to interviews on October 28, 2013 (time to be determined), Mark Thibodeau seconded and it was voted unanimously.

Old Business **Lease of Space at Transfer Station for Cell Towner RFP**

Discussion on the terms of the Lease.

MOVED: Jack Cavolick moved to approve the RFP for Cell Tower Lease at the Transfer Station, Mark Thibodeau seconded and it was voted unanimously.

Not Anticipated **Review/Approve MIIA Grant Application**

At time of Posting Kevin explained the details of the MIIA grant application with the Board.

MOVED: Mark Thibodeau moved to approve and sign the MIIA loss prevention grant application, Jack Cavolick seconded and it was voted unanimously.

Letter of Thanks – Colrain Ambulance Association

The Board reviewed a letter of Thanks to the Colrain Ambulance Association for outstanding performance in the past year.

MOVED: Mark Thibodeau moved to approve and sign a letter of thanks to the Colrain Ambulance Association, Jack Cavolick seconded and it was voted unanimously.

Letter to Bond company RE: FY12 Audit Findings

Kevin informed the Board that the Bond company is requesting additional information in order to secure the Collector’s bond. The Board reviewed the letter drafted for the Bond company.

MOVED: Mark Thibodeau moved to approve and sign a letter to the Towns bond company as a condition of securing a bond for the collector, Jack Cavolick seconded and it was voted unanimously.

Not Anticipated

Possible expanding use of the Transfer Station

Discussion regarding expanding the use of the transfer station to other towns. Kevin informed the Board that Jan Ameen from FCSWMD has proposed expanding services. The Board have asked Kevin to research this proposal with Jan Ameen.

Other Business

The Board would like Kevin to invite the Building Inspector and Chairman of the Board of Health to the next Selectmen’s meeting, October 21, 2103 to provide an update on the Bailey Block.

MOVED: Eileen Sauvageau moved to adjourn the meeting at 6:40 PM, Mark Thibodeau seconded and it was voted unanimously.

Respectfully submitted,

Accepted by the Board of Selectmen

Kevin Fox
Town Coordinator

Eileen Sauvageau - Chairman

Mark Thibodeau

Jack Cavolick

Documents

- Proposal for Consulting Services – 2014 CDBG Application
- Request for Proposals/Draft Lease Agreement Telecommunications Facility
- MIIA Grant Program – application for FY 14
- Letter of Thanks to the Colrain Ambulance Association
- Letter to Surety Bond Development Specialist for collector's bond
- Cash Reconciliation Report
- Special Town Meeting Warrant