

Town of Colrain  
Select Board Meeting  
55 Main Road/Town Office Building  
7:00 P.M.

**MINUTES OF April 28, 2014**

Present: Eileen Sauvageau, Mark Thibodeau, Jack Cavolick,

Others Present Kris Nartowicz – Treasurer, Bob Ramirez, Kevin Fox – Town Coordinator, Paula Harrison – Office Clerk.

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

Warrants were reviewed and signed.

**Minutes April 7, 2014, Executive Session Minutes April 7, 2014 and April 14, 2014**

**MOVED: Mark Thibodeau moved to accept the minutes and executive minutes from April 7, 2014 and April 14, 2014, Jack Cavolick seconded and it was voted unanimously.**

**MOVED: Mark Thibodeau moved to accept the executive session minutes from April 7, 2014, Jack Cavolick seconded and it was voted unanimously.**

Appointments

**Treasurer and Collector – Updates on Tax Collection**

Paula Harrison explained the tax collection process through tax title and property liens with the Board. Kris Nartowicz explained the current properties in foreclosure and the auction process with the Board. Discussion on the current properties in tax title and the results from following through on the takings. Kris informed the Board that the Town has collected approximately \$60,000 on the properties in tax title. Paula informed the Board that property taxes have been caught up for the last three years so now the tax titles can be done on a yearly basis. Kevin informed the Board that they need to assign tax possession custodian.

**MOVED: Mark Thibodeau moved to nominate Kris Nartowicz for Tax Possession Custodian, Jack Cavolick seconded and it was voted unanimously.**

**Jason Haskins – Police Department**

Jason will not be able to attend the meeting this evening.

New Business

**Heath Road Bridge Update**

Kevin informed the Board that he has not heard from Mass DOT and until he hears word regarding the proposal to make the Heath Road Bridge into one lane there is not a lot to report. Bob Ramirez stated that the Mass Highway representatives commented that the town has been lax on the maintenance of its bridges. Kevin informed Bob that during that conversation the Mass Highway reps commented in general how all the towns in Massachusetts did little to no maintenance on their bridges. This was not isolated to Colrain. There was

discussion on the condition of other bridges in Town. Jack asked if the Heath Road Bridge could be opened before the winter? Kevin informed the Board it could be a possibility depending on the cost and engineering process for making it into a one lane bridge. Jack informed Bob that most of the bridges in Town are coming to the end of their lifetime at once. This is happening in every town in the state. Kevin has reviewed the bridge reports and the majority of the bridges in Town are in fair condition. Discussion on the possibility of starting maintenance on those bridges. Bob said the Maxam Road is awful and is concerned about vehicular safety traveling the road. Jack mentioned that one of the concerned is the large trucks that travel the road to get to the Hager's farm. No Action Taken.

#### **February 2014 Cash Reconciliation Approval**

Kevin reviewed the February 2014 cash reconciliation with the Board.

**MOVED: Eileen Savaugau accept the cash reconciliation for February 2014 which has the same variance as the prior month, Mark Thibodeau seconded and it was vote unanimously**

#### **Purchase and Sale Agreement Sterling Truck**

Kevin informed the Board that the Highway Department has received the complete glider kit and per the Town's agreement with Patriot the Town is ready to sell the Sterling truck back for \$1.00.

**MOVED: Jack Cavolick motioned to sign the purchase and sale agreement for the Sterling Truck and sell it back to the company for \$1.00. Mark Thibodeau seconded and it was voted unanimously.**

#### **FY 14 STM/FY 15 ATM Selectmen's Recommendations**

Kevin asked if the Board is ready to do their recommendations for the STM and the ATM. Discussion on the articles of the STM and ATM warrants. The Board would like the Finance Committee to sit up front for the STM and the ATM. Kevin will ask the Finance Committee for their presence at the meeting. There were discussion regarding the school articles. The Board decided not to make any recommendations on either the Special Town Meeting or the Annual Town Meeting warrant articles.

New Business

#### **FY15 Annual Appointment**

Kevin informed the Board that it is time for the annual appointments. Jack will be abstaining from the Animal Control, Board of Health, Emergency Management Director and Regional Dog Program Representative. There was discussion on the responsibility of the tree warden in the town. Kevin informed the Board that the Tree Warden does not have a budget so he is not able to do very much. Kevin informed the Board that in Buckland the Tree Warden has a budget of \$6,000 and this allows the warden to take about 4 trees down per year. Discussion on the FRCOG appointed positions. The Board agreed to appoint Kevin as the Representative to the FRCOG Council. There was discussion on what happens if the Board chooses not to reappoint a person. Kevin informed the Board that then you would have to advertise to hire that position if it is a paid position or find someone to appoint to an open position. If you were not going to reappoint someone then you would have to assign someone to fill in as the interim to that position. Kevin cautioned the Board if a paid position is not appointed then you would have to have someone run that department.

**MOVED: Mark Thibodeau motioned to appoint all position except the Police Chief position., Jack Cavolick seconded. It was voted unanimously. Jack – yea, Mark – Yea, Eileen - Yea**

Mark and Jack comment on the reasons the Police Chief was not reappointed, Not working the hours he was hired, does not act in a professional manner, not responsive to the residents phone calls and generally disappointed in the Chief's performance. Jack referred to a meeting that was scheduled with the Chief on Monday, April 21<sup>st</sup> and it did not take place because the Chief did not come. Kevin offered the option of having the Police Chief come in to a meeting and put him on a probationary status with expectations that need to be met within a specified time frame. If that does not work out then the Board could let him go. Eileen would like to apply a probationary period and set expectations if these are not met then this would be a reason for his dismissal. There was discussion on what other impact this would have on the Police Department. Discussion on why the cruiser was not being used more if the suburban is in such bad shape

**MOVED; Eileen moved to reconsider the nonappointment of the Police Chief, Jack Cavolick seconded it was voted unanimously.**

**MOVED: Mark Thibodeau motioned to appoint all position except the Police Chief position, Jack Cavolick seconded. Jack Cavolick – Yea, Mark Thibodeau – Yea, Eileen Savaugeau - Abstained**

Discussion on who should be appointed as Police Chief in the interim.

**MOVED: Mark Thibodeau moved to appoint Chris Lannon as the Acting Police Chief, Jack Cavolick seconded and it was voted unanimously.**

Kevin will check with the attorney to make sure this was done correctly and see if there are proper ways to proceed forward.

#### **CDBG-DR – Engineering Contract with Weston and Sampson**

Kevin informed the Board that this is a contract for engineering services from Weston & Sampson for an assessment on improvements for the Highway Garage. Mass DOT has approved the Town's application to use Chapter 90 funds to pay for the engineering costs.

**MOVED: Eileen Sauvageau moved to approve the engineering contract with Weston and Sampson contingent upon the approval of the Chapter 90 funds. Mark Thibodeau seconded and it was voted unanimously.**

#### **Small Scale Initiative Grant Program Request for Reimbursement**

Kevin informed the Board that this is a grant program through FCSWMD for reimbursement compost bins. Scott Sullivan – Highway Superintendent has requested compost bins and a compost pail.

**MOVED: Eileen Savaugeau motioned to request reimbursement for \$497.00 from Mass DEP under the Small Scale Program Grant, Mark Thibodeau seconded and it was voted unanimously.**

#### **Chapter 90 project request**

Kevin informed the Board that these Chapter 90 requests are being prepared so if approved at town meeting the paperwork can be sent out as soon as possible. Discussion on the Chapter 90 requests. There was discussion on how Chapter 90 requests work and how long you have to wait to get the reimbursement money.

**MOVED: Eileen Sauvageau moved to put in a project request for \$45,000 for an all season body and \$150,000 for a glider kit contingent upon town meeting approval, Jack Cavolick seconded and it was voted unanimously.**

**Blue Block**

Kevin presented the real estate listing for 3 Main Road and noted the taxes on the property are current. The Board reviewed the listing. Mark asked if the realty company knows the previous zoning has lapsed and is currently rated as a one family. New owners would have to go to the zoning board to request usig as a multifamily.

**USDA Sewer Study – Next Steps**

Kevin inquired if the Board would like to continue this project? There was discussion that the next step would be to pursue available funding and define the scope of services. The Board feels that the scope of service and available funding is to vague at this time and would like to speak to Dan Lawrence from Weston & Sampson one more time before they commit to moving forward. Jack would like to have an engineer here during the daytime in order to go in the field and look at the possible route of the sewer pipe. Kevin explained that all Dan has done is a feasibility study to see if the project is possible. Eileen supports this and thinks it will be good for the future. Kevin will asked Dan to come out one more time to present a final feasibility study.

**TIP – Route 112/Jacksonville Road/Greenfield Road Intersection Engineering – Next Steps**

Jack informed the Board that he measured the width of the sidewalks and bike path on Main Road and determined that it would not impact the current width of the road as is today. Discussion on where the sidewalks would begin and end in this project. The Board would like to define the scope of work to the Verizon building and include a crosswalk to Memorial Park.

**MOVED: Mark Thibodeau moved to adjourn the meeting at 9:29 PM, Jack Cavolick seconded and it was voted unanimously.**

Respectfully submitted,

Accepted by the Board of Selectmen

Paula Harrison  
Office Clerk

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Eileen Sauvageau - Chairman

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Mark Thibodeau

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Jack Cavolick

## Documents

- Annual Town Meeting Warrant FY 15
- FY 15 appointments from the Town Clerk
- Proposal for Engineering Services regarding Town Garage from Weston & Sampson
- Letter – Mass DEP – regarding Small-Scale Initiative grant program (compost bins)
- Chapter 90 funds spreadsheet
- Chapter 90 project request – All Season Body
- Chapter 90 project request – Glider Kit
- 3 Main Road Real Estate listing
- Selectmen's Meeting Minutes April 7, 2014 and Executive Meeting April 7, 2014
- Selectmen/Finance Committee Meeting Minutes April 14, 2014
- Outstanding tax amounts from levy years 12, 13, 14
- Tax Title and Foreclosure information and current documentation
- February 2014 Cash Reconciliation Report
- Letter and agreement from Patriot the use of the Patriot 2006 L7500 Sterling Dump Truck Unit # UW45188