

Town of Colrain
Select Board/MLP Board Meeting
Colrain Highway Garage
9 Jacksonville Road
4:30 PM

MINUTES OF SELECT BOARD
June 11, 2024

Present Emily Thurber, Chair; Benjamin Eastman; Katie Korby

Others Present: Tom Scanlon, Scanlon Associates; Elizabeth Erickson, Ad-Hoc Pollinator Planning Committee; Marjorie Smith, Administrative Assistant; Kevin Fox, Town Administrator

Chair Emily Thurber called the meeting to order at 4:30pm.

Appointments:

Tom Scanlon, Scanlon Associates – FY 23 Annual Financial Statement Audit Results

Tom Scanlon gave an overview of the FY2023 audit results, including the four comments and recommendations in the Management Letter: Tax Recapitulation Sheet procedures, Individual Bank Statement Reconciliations, Reconciliation of Broadband Accounts Receivable, and four miscellaneous items. Discussion of the Town's net position. He also commented that the audit went very smoothly and the town is very financially prudent with the number of stabilization accounts and the way free cash is used.

New Business:

Requests to be Appointed to Ad-Hoc Pollinator Planning Committee – Deborah Wheeler, Jenny Van Wyck, Bonnie Sparks, Robbie Murphy, Betsy Browning

MOVED: Ben Eastman moved to appoint Deborah Wheeler, Jenny Van Wyck, Bonnie Sparks, Robbie Murphy and Betsy Browning to the Ad-Hoc Pollinator Garden Committee.
Katie Korby seconded. **Approved unanimously.**

Approve/Sign Town Administrator Contract

Emily explained the only revision was the automatic renewal changed from three years to one year.
MOVED: Ben Eastman moved to approve the employment agreement between the Town of Colrain and Town Administrator Diana Schindler as terms written in contract.
Emily Thurber seconded. **Approved unanimously.**

All three members of the Board signed the contract.

FY2025 Annual Appointments

Administrative Assistant

MOVED: Ben Eastman moved to appoint Marjorie Smith as Town Administrative Assistant for one year.
Emily Thurber seconded. **Approved unanimously.**

Agricultural Commission

MOVED: Ben Eastman moved to appoint Brian Sullivan, Lori Shearer, Scott Roberts, Jill Horton-Lyons and Joe Hillman as members of the Agricultural Commission with Lorena Loubisky as an alternate.
Emily Thurber seconded. **Approved unanimously.**

Board of Registrars

MOVED: Ben Eastman moved to appoint Amy Herzig to the Board of Registrars.
Katie Korby seconded. **Approved unanimously.**

Carl H. Nilman Scholarship Committee

MOVED: Ben Eastman moved to appoint Michelle Hillman to the Carl H. Nilman Scholarship Committee.
Katie Korby seconded. **Approved unanimously.**

Colrain Cultural Council

MOVED: Ben Eastman moved to appoint Donna Cusimano to the Colrain Cultural Council for a three-year term.
Katie Korby seconded. **Approved unanimously.**

Conservation Commission

MOVED: Ben Eastman moved to appoint David Nims, William Dornbush, Marshall Denison to a three-year term on the Conservation Commission.
Emily Thurber seconded. **Approved unanimously.**

Council on Aging

MOVED: Ben Eastman moved to reappoint Elaine Stanley, Betty Johnson, Richard Herzig and Amy Herzig to the Council on Aging.
Emily Thurber seconded. **Approved unanimously.**

Emergency Management Director

MOVED: Ben Eastman moved to appoint James Lyons as Emergency Management Director for a one-year term.
Katie Korby seconded. **Approved unanimously.**

Emergency Response Coordinator

MOVED: Ben Eastman moved to appoint Nicholas Anzuoni as Emergency Response Coordinator for a one-year term.
Emily Thurber seconded. **Approved unanimously.**

Franklin County Solid Waste District Representative

Discussion on Jonathan Lagreze being appointed as the FCSWD Representative. The Board decided to come back to this appointment at the next meeting.

Franklin County Solid Waste District Representative, Alternate

MOVED: Ben Eastman moved to reappoint Mike Slowinski to the Franklin County Solid Waste District Representative, Alternate for a one-year term.
Emily Thurber seconded. **Approved unanimously.**

Fire Chief

MOVED: Ben Eastman moved to appoint Nicholas Anzuoni to a one-year term as Fire Chief.
Katie Korby seconded. **Approved unanimously.**

Fire Station Building Committee

MOVED: Ben Eastman moved to reappoint Nicholas Anzuoni, Douglas MacLeay, Gary Ponce and Kevin Worden II to the Fire Station Building Committee.
Katie Korby seconded. **Approved unanimously.**

Franklin Regional Council of Governments Representative

Discussion on moving appointment to next meeting.

Franklin Regional Council of Governments Representative, Alternate

MOVED: Ben Eastman moved to appoint Katie Korby to the Franklin Regional Council of Governments Representative Alternate.

Emily Thurber seconded. **Approved (2 Yes – 1 Abstain).**

Franklin Regional Planning Board Representative

MOVED: Ben Eastman moved to appoint Marybeth Chichester as the Franklin Regional Planning Board Representative.

Emily Thurber seconded. **Approved unanimously.**

Franklin Regional Transit Authority

MOVED: Ben Eastman moved to appoint Emily Thurber to the Franklin Regional Transit Authority for a one-year term.

Katie Korby seconded. **Approved (2 Yes – 1 Abstain).**

Historical Commission

MOVED: Ben Eastman moved to appoint Mark Scranton, Joan McQuade, and Sarah Davenport for a three-year term to the Historical Commission.

Emily Thurber seconded. **Approved unanimously.**

Personnel Committee

MOVED Ben Eastman moved to reappoint Valeda Peters to a three-year term on the Personnel Committee.

Katie Korby seconded. **Approved unanimously.**

Plumbing Inspector

MOVED: Ben Eastman moved to reappoint Kyle Hartnett as the Plumbing Inspector and Jeffrey Bache as the Alternate Plumbing Inspector.

Emily Thurber seconded. **Approved unanimously.**

Police Chief

MOVED: Ben Eastman moved to appoint Chris Lannon as the Police Chief for a one-year term.

Emily Thurber seconded. **Approved unanimously.**

Police Officer

MOVED: Ben Eastman moved to appoint Heather Sonn and Tarrah Dempsey to a one-year term as Police Officers.

Katie Korby seconded. **Approved unanimously.**

Representative to Regional Animal Control Program

MOVED: Katie Korby moved to appoint to the Representative to the Regional Animal Control Program for a one-year term, appoint Ben Eastman.

Emily Thurber seconded. **Approved (2 Yes – 1 Abstain).**

Town Accountant

MOVED: Ben Eastman moved to appoint David Fierro for a one-year term as the Town Accountant. Emily Thurber seconded. **Approved unanimously.**

Upper Pioneer Valley District Veterans Representative

MOVED: Ben Eastman moved to reappoint Thom Griffin for a one-year term to the Upper Pioneer Valley District Veterans Representative. Emily Thurber seconded. **Approved unanimously.**

Wiring Inspector

MOVED: Ben Eastman moved to reappoint James Slowinski and Clinton Dodge for a one-year term as Wiring Inspectors. Emily Thurber seconded. **Approved unanimously.**

Zoning Board of Appeals

MOVED: Ben Eastman moved to appoint Jim Ryan for a one-year term and Marshall Denison to a three-year term on the Zoning Board of Appeals. Emily Thurber seconded. **Approved unanimously.**

Old Business:

None

Unanticipated:

Matt Shearer – One-Day Liquor License

MOVED: Ben Eastman moved to approve Pine Hill Orchards, Matthew Shearer for a One-Day Liquor License on Saturday 7/20/2024. Emily Thurber seconded. **Approved unanimously.**

All three members of the Board signed the license.

Jade Mortimer – Note of Thanks

Jade thanked everyone for attending to the flags on Colrain Mountain and in the center and thanked Emily for attending the Sewer District's annual meeting.

Town Administrator Updates:

Jacksonville Rd Washout

The final permitting from Army Corp of Engineers has come in. FRCOG will roll out the bid which will be due 7/29. The contract should be awarded 8/14, work can begin after 8/15 with a projected completion date of 11/15/2024.

Transfer Station Update

Discussion on low tonnage. Kevin informed the Board the payroll figures for the attendants will be slightly higher as they both attended an OSHA training last week.

Approve Select Board Meeting Minutes – (5/24/2024 [Executive Session], 5/28/2024, 5/28/2024 [Executive Session])

MOVED: Katie Korby moved to approve the minutes from 5/24, 5/28 and 5/28 of Executive Session. Emily Thurber seconded. **Approved unanimously.**

MOVED: Ben Eastman moved to dissolve the meeting at 5:57pm. Emily Thurber seconded. **Approved unanimously.**

Respectfully submitted,



Marjorie Smith
Administrative Assistant

Accepted by the Select Board on 6/25/24



Emily Thurber - Chair



Benjamin Eastman



Katie Korby

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

Select Board Meeting Notes

Town of Colrain, MA Report on the Examination of Basic Financial Statements for the Year Ended 6/30/2023

Town of Colrain, MA Management Letter for the Year Ended 6/30/2023

Employment Agreement between the Town of Colrain and Town Administrator

FY2025 Select Board Appointment List

One-Day Liquor License Application for Matthew Shearer