

Call to Order: Chairman Baker called the meeting to order. Other in attendance included: Selectboard members Margaret Payne and Robert Manners; Town Administrator, Terry Narkewicz, and Treasurer/Collector Angel Bragdon.

Order of Business:

Memorial Hall Elevator Repair – the elevator failed the State inspection in March of 2022. United Elevator has been waiting on parts for a FS90 Controller Upgrade since July. The estimated cost of repair was \$5,343. In recent weeks, a staff member became trapped in the elevator for over two hours. United Elevator responded, freed the employee and deemed the elevator inoperable. Given the age of the elevator and scarcity of parts, United Elevator recommended that the Town forgo the FS90 Controller Upgrade and proceed with an upgrade to the elevator's control system. The work will include installing a new solid state controller with soft starter, cartop station, floor selecting system, and battery lowering system; installation of new associated hoistway wiring, travel cable, cartop door operator, piston seals, and miscellaneous door equipment as required. Materials would take 12 -14 weeks for delivery, with an estimated installation of 5 weeks. Final State testing is included. Total cost: \$115,890.00

Given the ongoing problems with the elevator and the difficulty in finding replacement parts, Terry recommended that the Selectboard authorize the use of ARPA funds for the repair. Although it is highly unlikely that the elevator would be back in service for annual town meeting, it should be operable by mid-June.

Following a brief discussion, Margaret presented a motion to except the repair proposal from United Elevator in the amount of \$115,890 and to transfer said funds for the repair from the ARPA account. Bob seconded the motion. The motion passed unanimously.

Bourgeois Wrecking & Excavation Inc. RE: Change Order Request – upon completion of the demolition of 375 and 379 Main Street, the contractor, Ray Bourgeois submitted a change order to both Colrain and Shelburne seeking an additional \$5,000 for unforeseen disposal costs. Mr. Bourgeois contends that because 379 Main was not accessible at the mandatory site meeting (due to unsafe conditions) therefore, he did not bid high enough to cover his disposal and trucking costs. Terry did not recommend honoring the change order for the following reasons: the Town budgeted funds based on the actual bid price and does not have contingency funds to cover additional costs, the purpose of the mandatory on-site pre-bid meeting is to allow bidders to view the properties so to estimate their costs accordingly. *Although access to 379 Main was not possible, the invitation to bid was clear that the debris was to be treated as "asbestos-containing waste material" which required the contractor to transport debris to an approved disposal facility* and; Mr. Bourgeois did not make his concerns known until after the project was fully completed. Margaret presented a motion to decline the change order request submitted by Bourgeois Wrecking & Excavation Inc. Bob seconded the motion. The motion passed unanimously.

FY'24 Proposed Wages & Health Insurance Discussion – Collector/Treasurer Angel Bragdon requested that members of the Selectboard revisit the proposed 3.5% salary increase for employees and town officials. While grateful for the increase, she did not believe that the increase was sufficient given the 4% increase in health insurance, and the continually increasing costs of heating, electricity, gas, and food.

After surveying numerous cities and towns, Terry suggested a more meaningful change to the town's health insurance benefit program offering a tiered approach whereby the town would pay 80% of a BCBS HMO plan and 75% of the BCBS Preferred Provider Plan. Angel provided an analysis of cost to the town based on current enrollment. The additional cost, if the town were to vote the changes would be approximately \$15,935.

Following a brief discussion regarding the merit of the suggested changes, Bob presented a motion which included a 4% salary increase for employees/town officials and to place an article on the town meeting warrant asking voters to revise the towns current 75% contribution to health insurance benefits and offer a tiered contribution as follows: 80% HMO Plans and 75% Preferred Provider Plans. Margaret seconded the motion. The motion passed unanimously.

Other Business:

Senior Center Board of Managers – Margaret asked that the Selectboard begin thinking about the process for appointing two representatives to the newly formed West County Senior Services District's Board of Managers. Two individuals must be appointed from each member town. One representative shall be a member of the Council on Aging and the second member can be an individual at large.

Bridge Street Pocket Park Pavilion – Andrew has invited Michael Nobrega from the Franklin County Technical School to attend the Selectboard's February 13th meeting to review some potential designs for the proposed pavilion.

Eversource Streetlight Conversion – Eversource has begun converting the town's high pressure sodium lights to LED lights. The project was requested by the Selectboard in September, 2022 as a means of saving money and reducing the town's carbon footprint. The anticipated savings is estimated to be \$5,041 annually. Eversource began installation two weeks ago and agreed to the following "pilot" areas: 51W LED lights on Main Street and 36W LED lights on Church Street. They will await feedback from the Selectboard and Chief of Police before proceeding any further.

Adjournment – Bob presented a motion to adjourn the meeting at 12:05pm. Margaret seconded the motion. The motion passed unanimously.

Respectfully submitted,

Terry Narkewicz
Town Administrator

