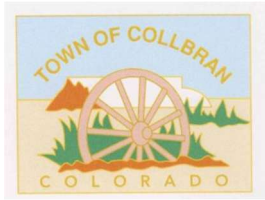


SPECIAL MEETING AGENDA



*for the Board of Trustees
of the Town of Collbran, Colorado
1010 High Street (Collbran Town Hall)
December 23, 2025*

6:30 pm Special Meeting

A live stream of the meeting may be viewed at: <https://us02web.zoom.us/j/84030273459>

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Agenda Adoption

V. New Business

A. EXECUTIVE SESSION: EMPLOYMENT CANDIDATE INTERVIEWS

- i) An executive (closed) session of the Board of Trustees, as authorized by C.R.S. § 24-6-402(4)(f)(1), for the purpose of allowing the Board to interview candidates for the positions of Administrative Assistant and Deputy Town Clerk.

(1) Proposed Motion: “I move that the Board go into an executive session pursuant to C.R.S. § 24-6-402(4)(f)(1), for the purpose of allowing the Board to interview candidates for the positions of Administrative Assistant and Deputy Town Clerk.”

B. HIRING ACTION FOR VACANT POSITIONS

- i) The Board will consider and possibly approve conditional offer(s) of employment for the purpose of hiring persons to fill the positions of Administrative Assistant and/or Deputy Town Clerk; and approval of the terms of employment.

(1) Proposed Motion: “I move that the Town issue a conditional offer of full-time employment to _____ [name] for the position of Administrative Assistant at the rate of \$_____ per hour, subject to verification of the applicant resume, references, and a satisfactory background check.”

(2) Proposed Motion: “I move that the Town issue a conditional offer of part time employment to _____ [name] for the position of Deputy Town Clerk at the rate of \$_____ per hour, subject to verification of the applicant resume, references, and a satisfactory background check.”

OFFICIAL PUBLIC COMMUNICATION
TOWN OF COLLBRAN

C. BROADBAND DARK FIBER LEASE WITH ELITE BROADBAND LLC

- i) The Board will consider and possibly approve Resolution No. 2025-26 A resolution ratifying a dark fiber lease agreement between the Town of Collbran and Elite Broadband, LLC, and authorizing the Mayor to execute same on behalf of the Town.
- (1) Proposed Motion: “I move that the Town approve Resolution No. 2025-____ authorizing the Mayor to execute a dark fiber lease agreement with Elite Broadband, LLC.”

D. PUBLIC COMMENT

- i) All those who wish to speak during public comment must sign up on the sign up sheet provided in the Board Room.
- ii) Please keep comments to 3 minutes or less.
- iii) State your Name and Address.
- iv) Neither the Board nor staff will respond to comments at this time.
- v) The Board may direct staff to look into specific comments to bring as an agenda item at a future meeting.
- vi) The Board reserves the right to clarify information contained in comments that are factually incorrect.
- vii) All emails sent to the Town Clerk for public comment will be forwarded to the Board of Trustees.
- viii) Any member of the public who wishes to have a statement or email read to the Board of Trustees is required to attend the meeting in-person and make those statements to the Board of Trustees directly.

VI. Adjournment