

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
February 1, 2021

Remote Zoom Meeting was opened at 6:30 PM. Present were Selectpersons Rich Kuklewicz, Michael Nelson, and Chris Boutwell, Town Administrator Steve Ellis, Executive Assistant Wendy Bogusz, Board of Health Chair Al Cummings, Director of Public Health Daniel Wasiuk, Library Director Linda Hickman, and FCRHRA Director of Community Development Brian McHugh.

Zoom Video Link: <https://vimeo.com/507777364>

Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken.

Board of Health Vice-Chair opens the meeting, roll call taken.

Approve Minutes:

Joint Selectboard and Board of Health: January 25, 2021

- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health: January 25, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health: January 25, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*

Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment

None

COVID-19 Updates and Action Items

- **Consider reopening Town Offices to the Public**
 - Ellis reviews the government case counts and shares that the EMT believes that given recent data, we can serve the public as well as possible and in a fully safe and reasonable manner.
 - Discussion ensues and the general consensus is that as long as all State-required and recommended guidance and protocols are continuously observed and preventative measures are fully intact, portions of our government can be reopened.
 - *Boutwell makes the motion that the Selectboard authorize the reopening of Town Offices on Tuesday, February 9, 2021 pending a case count of 24 or less. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Boutwell makes the motion that the Board of Health authorize the reopening of Town Offices on Tuesday, February 9, 2021 pending a case count of 24 or less. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings.*
 - Other buildings would be subject to reopening.
 - Hickman shares that the library would be open for appointments, but only having one-day notices would be challenging. She would like to open as soon as possible.
- **Update on Vaccine Distribution Planning**
 - Ellis shares that 100-dose allotments have been made to individual municipalities in Franklin that had applied to be vaccination sites. The Emergency Management Team (EMT) feels that we should move to have them based in Montague as soon as possible. The State has again begun to signal a move toward larger vaccination sites. After a conversation with the FRCOG and other county planning representatives, the EMT senses a potential for a loss of doses if we go it alone and make a small-scale request.

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Wasiuk, Chief Zellman, and Ellis feel that a regional approach might be more beneficial to Montague and to the county at large.

- Tracy Rogers from FRCOG shares that the State Department of Public Health is encouraging larger distribution sites to operate and will be sending more vaccines to the larger centralized sites. Thus we are being encouraged to work together with the regional sites.
 - In response to a question by Kuklewicz, Greenfield Director of Health Jennifer Hoffman states that Greenfield is 100% willing to collaborate with Montague. Their vaccination site is seeing 150 individuals a day and can easily see 250. They did 700 vaccinations in 6 days; she feels they can double that.
 - Montague has an official refrigeration device with a capacity for 800 vaccines.
 - Boutwell is concerned about the elderly who have transportation problems. Rogers suggests contacting FRTA to see if they can help with transportation. In addition, LifePath has a senior driving program.
 - Ellis reinforces that when we get to the point that Montague has doses, we can use the annex and move through two four-hour sessions with confidence.
 - *Boutwell makes the motion that the Selectboard authorize Montague to request through DPH allocation of COVID vaccine for the Town of Montague, and that any such allocation be delivered to the collaborative vaccination site in the City of Greenfield until such time as conditions change. Secoded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Boutwell makes the motion that Board of Health authorize Montague to request through DPH allocation of COVID vaccine for the Town of Montague, and that any such allocation be delivered to the collaborative vaccination site in the City of Greenfield until such time as conditions change. Secoded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*
 - In response to a question by Jeff Singleton, Rogers states that Greenfield will be opening up the Phase 2 clinic next week.
 - Singleton asks if Greenfield can handle the demand. Rogers responds in the affirmative and shares that a big chunk of the seniors will be seen by their primary care physicians. In addition, CVS can see 144 people a day. Lastly, veterans can be seen by the V.A. Greenfield would be able to accommodate the rest.
- **Review of any Updated State Guidance or Orders**
Residents 75 and over should visit the website to schedule an appointment on-line for their vaccination. Due to high demand, they may have to wait before they get an appointment and are encouraged to check the website frequently.
 - **Update on Montague COVID case counts and other summary data**
Active cases from January 17 to January 30, 2021 = 25; Cumulative Cases from October 1, 2020 to January 30, 2021 = 174; total positive cases from March 2, 2020 to January 30, 2021 = 203.

Boutwell makes the motion to adjourn the Board of Health. Secoded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Brian McHugh, FCRH&RA
Execute Contract for FY20 CDBG Award

Boutwell makes the motion to execute the Contract and approve all documents related to the FY2020 CDBG Award, and authorize the Chair and the Selectboard to sign the appropriate

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documents. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

February 25, 2021 Special Town Meeting

- **Letter from Town Moderator, Request for Remote Participation**

Boutwell makes the motion, pursuant to the request by the Town Moderator for remote participation at Town Meeting and in accordance with subsection (a) of Section 8 of Chapter 92 of the Acts of 20202, that the Board vote that the Special Town Meeting scheduled for February 25, 2021 shall be held remotely by means of the Zoom webinar and OTI virtual voting platforms as requested by the Moderator. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **Execute Contract with Option Technologies Inc., Virtual Voting System \$6,330**

Boutwell makes the motion to Execute the Contract with Option Technologies Inc., Virtual Voting System \$6,330. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **STM Planning and practice dates**

The Special Town Meeting practice dates are scheduled for February 18 at 6:30 PM and February 20, 2021 (sometime in the afternoon). Bogusz is going to send emails and written notices to Town Meeting Members, as well as make phone calls to those who do not have email.

- **Special Town Meeting Warrant - To Consider articles, votes may be taken**

Kuklewicz reads aloud and summarizes each article.

FY21 and FY22 Resource Update

- Ellis explains an approach to the current IT situation: Moody would continue remote support through FY21, and a secondary subcontractor would provide the hands-on-the-ground support. Moody has recommended an individual whom Montague has worked with in the past and who is ready to fill the position.
- Horace Moody will give an estimated cost by the end of this week.
- This position would need to be bid, possibly on an annual basis.
- The majority of staff would prefer an in-house IT resource.

Chestnut Hill Loop bridge Replacement Project

- **Review of bid results**

- The winning bid at \$365,788.00 comes from a local company called A.J. Virgilio.
- Stantec is in the process of vetting all of the company's credentials. We should have all the details and assurances by Wednesday.
- We would still have a funding gap in the range of \$30,000. The CIC, the Highway Superintendent, and the Town Planner all feel that we should have a 10% of construction cost contingency built in. They are recommending that we bring the cost of the base bid to \$402,367.00, which would leave the balance required for appropriation at \$77,148.00.
- The alternate in that bid (\$15,095.00), which the Selectboard has the option of awarding or not, would cover the cost of applying an epoxy coating. The CIC, the Highway Superintendent, and the Town Planner recommend that the Board not award the alternate because it would be competing directly with other capital appropriations.
- Ellis reviews the two next closest bids in the event that Virgilio is not interested in honoring their bid.

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- **Consider Award of base bid and alternates to apparent low bidder**
Postponed until next week

Consider Decrease in member size of Police Advisory Community Engagement Committee

- *Boutwell makes the motion to reduce the number of members in the Community Engagement Committee to be six community members and one voting Selectboard representative, and alter the quorum to four members. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye*
- Kuklewicz suggests that the committee send a thank you note to the member who needed to resign.

COA Roof Bidding

- **Projected Bid and Construction Schedule**

We are anticipating putting this project out to bid in the month of February for an early March opening.

- **Execute Procurement Services Contract with FRCOG**

Boutwell makes the motion to execute the Procurement Services Contract with FRCOG. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **Execute Bid Support and Construction Oversight Contract with Chris Sawyer Laucanno**

Boutwell makes the motion to execute the Bid Support and Construction Oversight Contract with Chris Sawyer Laucanno, and authorize the Chair to sign it. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Wendy Bogusz, Execute Assistant

ABCC 2021 Seasonal Population Increase Estimation

Boutwell makes the motion to approve the ABCC 2021 Seasonal Population Increase Estimation. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Town Administrator's Report

- **Receipt of 253 Farmacy CY2020 Impact Fee, \$198,883**

- We have received the first full year of data from Farmacy 253, and the total impact fee that is coming to the community is \$198,883. These monies are going directly into our Cannabis Impact Fee Stabilization Account.
- Ellis recommends establishing a set of priorities for projects (i.e., traffic improvements at the gateway to Industrial Boulevard, training for police and school officials in terms of identification of abuse, and substance abuse reduction programming).
- Kuklewicz suggests creating a small advisory group of two or three individuals for that purpose.

- **FY22 State Budget Updates**

- The State will in FY22 rely heavily on its unexpended reserves to make ends meet at the budget level. They are optimistic that they will see significant growth in State revenues. The House and Senate have not worked to curb the Governor's spending on municipal appropriations. We are looking at a projected 3.5% increase in unrestricted aid, which would bring us to \$1.575 million.

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- The next largest State aid line is State-owned land. We are expecting another \$13,000 in revenue.
- If the Governor's budget were to hold, we would see a total of about \$217,000 additional dollars that would support the Town and school budgets.

- **Opportunity to meet with Representative Blais and Senator Comerford**
The Board would like to invite Representative Blais and Senator Comerford to a Selectboard meeting, which would begin at 6 o'clock.

- **Topics not anticipated in 48 hour posting**
 - **Musica Franklin snow dates**
Boutwell makes the motion to approve Thursday snow dates to Musica Franklin for their event from 02-21-21 to 06-21-21 (or until school reopens). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
 - **Trash Pick-up Delay**
Trash pick-up is delayed by one day for this week.

Boutwell makes the motion to adjourn the meeting at 8:30 PM. Seconded by Nelson, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz - Aye