

**SPECIAL TOWN MEETING
TOWN OF MONTAGUE
COMMONWEALTH OF MASSACHUSETTS
OCTOBER 13, 2022**

MOTIONS and BACKGROUND

Articles 1-4 are requested in order to enact the bargaining agreements between the Town and the three unions that represent the majority of its workforce. These three-year agreements will replace agreements that expired on June 30, 2022 and are retroactive to July 1, 2022.

ARTICLE 1. Police Contract

Moved: That the Town vote to appropriate the sum of \$37,940 for the purpose of funding the implementation of a collective bargaining agreement with the New England Police Benevolent Association for Fiscal Year 2023, with increases to be paid retroactively to July 1, 2022, said sum to be raised from Taxation.

BACKGROUND INFORMATION: Approval of this appropriation is needed to settle the collective bargaining agreement with the New England Police Benevolent Association, which covers the patrolmen, detectives, sergeants, and staff sergeant. The approved agreement would be for the period of July 1, 2022 through June 30, 2025. The new agreement includes general wage increases of 3.0% for FY23, 2.5% for FY24 and 2.5% for FY25, a \$200 increase in the annual uniform allowance, increases (25 cents per hour) to shift differentials and putting administrative staff on a 40 hour per week M-F schedule rather than the typical 4 days on 2 days off schedule. The amount requested reflects offsetting savings from temporary vacancies. Once approved, payments would be made to employees retroactive to July 1, 2022.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 2: NAGE Contract

Moved: That the Town vote to appropriate the sum of \$34,834 for the purpose of funding the implementation of a collective bargaining agreement with the National Association of Government Employees for Fiscal Year 2023, with increases to be paid retroactively to July 1, 2022, with \$34,142 to be raised from Taxation and \$692 to be raised from Sewer User Fees.

BACKGROUND INFORMATION: Approval of this appropriation is needed to settle the collective bargaining agreement with the National Association of Government Employees, which covers most employees not in police or public works unions. The approved agreement would be for the period of July 1, 2022 through June 30, 2025. The new agreement includes general wage increases of 3.0% for FY23, 2.5% for FY24 and 2.5% for FY25, longevity increases, a 25 cents per hour increase in dispatch shift

differential, a temporary wage increase for dispatchers while training new dispatchers, a second week of vacation for new employees, and re-numbering existing steps from 2-11 to 1-10 (this re-numbering is itself cost-neutral). The amount requested reflects offsetting savings from temporary vacancies. Once approved, payments would be made to employees retroactive to July 1, 2022.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 3. DPW/CWF Contract

Moved: That the Town vote to appropriate the sum of \$19,732 for the purpose of funding the implementation of a collective bargaining agreement with the United Electrical, Radio and Machine Workers of America, Local 274 for Fiscal Year 2023, with increases to be paid retroactively to July 1, 2022, with \$17,831 to be raised from Taxation and \$1,901 to be raised from Sewer User Fees.

BACKGROUND INFORMATION: Approval of this appropriation is needed to settle the collective bargaining agreement with the United Electrical, Radio and Machine Workers of America, Local 274, which covers most employees in our public works and clean operations. The approved agreement would be for the period of July 1, 2022 through June 30, 2025. The new agreement includes general wage increases of 3.0% for FY23, 2.5% for FY24 and 2.5% for FY25, and adjustments to weekend call-in pay, longevity, and work uniform allowances. It also includes the deletion of the existing Step 1 and addition of Step 11, which will subsequently be re-numbered 1-10. This change was previously granted to NAGE and NEPBA in their FY20-22 contracts. The amount requested reflects offsetting savings from temporary vacancies. Once approved, payments would be made to employees retroactive to July 1, 2022.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 4. New DPW Position

Moved: That the Town vote to amend the Classification Plan to add the position of DPW Lead Operator at Grade E.

BACKGROUND INFORMATION: This article requests a new position be created, to be filled by a current DPW employee (this will not increase total staff). It would provide a lead person among the current Heavy Equipment Operators group. Approval of this position is needed to fulfill the new collective bargaining agreement.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 5-7. Provide NAGE COLA to Non-Union Employees.

BACKGROUND INFORMATION: It has been the Town’s practice to provide full-time elected officials and other non-union employees the same wage increases provided to members of the National Association of Government Employees. Because salaries of elected officials and wage ranges of other non-union employees are set by Town Meeting, a Town Meeting vote is needed to adjust these wages to reflect the increases granted to NAGE employees. The requested changes for FY23 are a 3.0% wage increase, and re-numbering steps from 2-11 to 1-10 (this re-numbering is itself cost-neutral). The amount requested reflects offsetting savings from temporary vacancies. Articles 5 and 6 set these salaries and Article 7 appropriates the funding.

(Selectboard Request)
 Selectboard Recommends 3-0
 Finance Committee Recommends 6-0

ARTICLE 5. Amend Schedule I Wages for Elected Officials

Moved: That the Town vote to amend the vote taken pursuant to Article 7 of the May 7, 2022 Annual Town Meeting by increasing the annual salary of the Treasurer/Tax Collector to \$75,009 and increasing the annual salary of the Town Clerk to \$78,423.

**SCHEDULE I
 Elected Officials**

<u>TITLE</u>	<u>FY23 CURRENT</u>	<u>FY23 REQUESTED</u>
TREASURER/COLLECTOR	72,824*	75,009**
*Grade G -old Step 9		
**Grade G – new Step 8		
TOWN CLERK	76,139***	78,423****
***Grade G – old Step 11		
****Grade G - new Step 10		

(Selectboard Request)

ARTICLE 6. Amend Schedule II Wages for Appointed Officials

Moved: That the Town vote to amend the vote taken pursuant to Article 8 of the May 7, 2022 Annual Town Meeting by changing the wage ranges for the following Non-Union employees as shown.

**SCHEDULE II
 Appointed Officials**

<u>SALARIED</u>	<u>Grade</u>	<u>Current FY2023</u>		<u>Requested FY2023</u>	
		<u>Start</u>	<u>End</u>	<u>Start</u>	<u>End</u>
TOWN ADMINISTRATOR	J	95,616	117,673	98,484	121,203
ASSISTANT TOWN ADM	I	86,924	106,976	89,532	110,185

**SCHEDULE II
Appointed Officials**

	<u>Grade</u>	<u>Current FY2023</u>		<u>Requested FY2023</u>	
		Start	End	Start	End
<u>SALARIED</u>					
TOWN ACCOUNTANT	G	62,170	76,139	64,035	78,423
CHIEF OF POLICE	I	86,924	106,976	89,532	110,185
DPW SUPERINTENDENT	H	79,000	97,250	81,393	100,168
DIRECTOR OF HEALTH	G	62,170	76,139	64,035	78,423
LIBRARY DIRECTOR	G	62,170	76,139	64,035	78,423
MCWF SUPERINTENDENT	H	79,000	97,250	81,393	100,168
<u>HOURLY</u>					
EXECUTIVE ASSISTANT	E	23.11	28.44	23.80	29.29
POLICE LIEUTENANT	G+8.5%	37.85	41.99	38.98	43.25
POLICE CUSTODIAN	A	15.49	19.06	15.95	19.63

Informational Only: Fiscal Year 2023 budgeted wages

TOWN ADMINISTRATOR	121,203	DPW SUPERINTENDENT	100,168
ASSISTANT TOWN ADM	89,532	DIRECTOR OF HEALTH	73,538
TOWN ACCOUNTANT	78,423	LIBRARY DIRECTOR	76,510
CHIEF OF POLICE*	128,996	MCWF SUPERINTENDENT	92,089
POLICE LIEUTENANT	43.25	POLICE CUSTODIAN	18.78
EXECUTIVE ASSISTANT	29.29		

*includes add'l 20% educational incentive pay for Police Chief

ARTICLE 7. Fund Articles 5 and 6

Moved: That the Town vote to appropriate the sum of \$22,318 for the purpose of funding a Wage Adjustment for the pay schedule for elected officials shown on Schedule I for Fiscal Year 2023 as set forth under Article 5 of this warrant and non-union employees shown on Schedule II for Fiscal Year 2023 as set forth under Article 6 of this Warrant, with increases to be paid retroactively to July 1, 2022, with \$19,636 to be raised from Taxation and \$2,682 to be raised from Sewer User Fees.

ARTICLE 8. Remove Balance of MEDIC Stipend

Moved: That the Town vote to reduce the FY2023 MEDIC Budget by \$3,077.

BACKGROUND INFORMATION: The Town Planner had been receiving a stipend for assisting the MEDIC. This task is now part of the Assistant Town Administrator's job duties, so we are requesting to reduce the Planning budget by the pro-rated amount of the stipend for 10/3/22-6/30/23. This stipend will no longer appear in the Annual Town Budget.

(Selectboard Request)

Selectboard Recommends 3-0

Finance Committee Recommends 6-0

ARTICLE 9. Increase FY23 Budget for Electricity Rate Increase

Moved: That the Town vote to appropriate the sum of \$22,100 for the purpose of increasing the FY2023 budgets for the following departments to accommodate expected increases in electricity costs, said sum to be raised from Taxation.

190 Public Building Utilities	18,000
610 Libraries	4,000
693 Memorials	100

BACKGROUND INFORMATION: The Town recently rebid electricity rates and agreed to a new 3-year contract. The competitive procurement attracted bids from six major suppliers, but the low bid was a rate increase of 78% for the supply cost. While some department budgets are able to absorb this and do not require a change in budget authority, some cannot. These additional appropriations are expected to be sufficient to cover the increased costs through the end of FY2023.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 10. Sealer of Weights Budget

Moved: That the Town vote to appropriate the sum of \$4,432 for the purpose of increasing the Sealer of Weights FY2023 budget, said sum to be raised from Taxation.

BACKGROUND INFORMATION: The Town contracts with the MA Division of Standards (DOS) for weights and measures services. The Sealer of Weights and Measures enforces the Massachusetts General laws related to accuracy and integrity of scales and measuring devices used in commerce. The Town recovers this cost through fees to businesses that operate such devices. The Town has contracted with the State since FY2003 at a cost of \$2,750 per year. The State recently notified the Town that they would be increasing the cost to \$7,182 for Calendar Year 2023 and payment will be required in FY2023.

ARTICLE 11. Prior Year Bills

Moved: That the Town vote to appropriate the sum of \$3,684 for the purpose of paying prior year bills of the Clean Water Facility operating budget, said sum to be raised from Sewer User Fees.

BACKGROUND INFORMATION: There were two bills submitted by vendors to the Clean Water Facility that were not received in time for payment in Fiscal Year 2022. The Town is obligated to pay these bills.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 12. PEG Cable

Moved: That the Town vote to appropriate the sum of \$12,500 for the purpose of purchasing and installing cable related equipment for MCTV and anything incidental or related thereto said sum to be raised from PEG Access Funds.

BACKGROUND INFORMATION: The Town’s cable contract provides for a payment of \$12,500 to be paid to the Town for capital/equipment expenses of MCTV. Because the money is paid directly to the Town, the Town is required to annually appropriate this amount in order to pass it through to MCTV for its intended use.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 13. Additional Funds for Hillcrest Flooring

Moved: That the Town vote to appropriate the sum of \$56,000 for the purpose of designing and constructing improvements to floors in the Hillcrest Elementary School and any related improvements, including any and all incidental and related costs, said sum to be raised from the GMRSD Stabilization Fund.

BACKGROUND INFORMATION: The Town approved an appropriation of \$295,000 for this project at the March 2022 STM. The project is intended to remediate and abate any compromised asbestos containing tile in the elementary school building. The appropriation was intended to cover the cost of full removal and installation of new epoxy floors in common areas and selected high-traffic spaces, and to provide flexibility to property carpet and encapsulate any classrooms as issues may arise over time.

The project was competitively bid in Spring 2022 and the main traffic areas (12,150 ft²) were replaced in summer 2022, but project costs escalated when it was learned that the subfloor would have to be removed before laying down the new floor as it would not adhere to the surface left following abatement. With the added cost of the subfloor removal and leveling work required, the project went over budget. The GMRSD is requesting funds to cover that overage in the amount of \$13,890. It also requests additional funds in the amount of \$41,561.84 to provide for carpeting as was originally intended.

Classroom tile conditions are closely monitored and carpeting should be installed in any classroom with evidence of breakage as the school year progresses. Next summer it is expected that all classrooms will be carpeted to prevent breakage of tiles. Note that two classrooms with issues were previously abated in 2021.

The cost breakdown for the total project is:

Asbestos Project Design & Project management	\$9,250
Abatement	\$89,000
Floor replacement	\$122,000
Subfloor removal/leveling work	\$85,900
Additional Cove Base	\$940
FRCOG Bidding assistance	\$1,000
Advertisement	\$800
Carpeting:	
\$3,397.14 per room x 9=	\$30,574
& \$3,300 x 3 =	\$9,900
Contingency	<u>\$1,088</u>
Total Costs	\$350,452

Allocation of \$295,000 approved in Fall 2022 - Additional Request of \$56,000 including contingency. Note that the current balance of the GMRSD Stabilization Fund is \$143,700.

(GMRSD Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 14. Colle Roof Design

Moved: That the Town vote to appropriate the sum of \$22,000 for the purpose of designing and constructing the replacement of the Colle Building roof and any related improvements, including any and all incidental and related costs, said sum to be raised from Colle Receipts Reserved for Appropriation.

BACKGROUND INFORMATION: This request would fund design, procurement, and construction oversight services for replacement of the roof at the town-owned Colle Building (85 Avenue A, Turners Falls). This project would be designed as a combined project with the previously funded Shea Theater lower roof replacement project. Each project will pay for itself as they have different sources, with Colle building work funded through the Colle Reserve Fund, which is supported through building lease revenue and has a balance of \$423,190.

This roof dates to circa 2002 and is near the end of its useful life. DPW staff recently repaired one leak that was attributable to deteriorated flashing and seams that are common to the breadth of the roof. A professional assessment concurred and expanded on this opinion, recommending replacement, with repair possible to stave off only for a brief period of time. Replacement of the roof membrane is the best long term solution and will allow the Town to install proper insulation and address any issues that may be present with the roof deck.

This article is submitted with the expectation that a follow up article will be submitted for the winter STM, with the design generating an updated opinion of probable cost for the project (January 2021 estimate was \$114,000 - \$130,000). This would position the Town to bid and implement the Colle and Shea roof replacement projects together in the spring of 2023. This approach would reduce design and construction costs.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 15. Burn Dump Design Costs

Moved: That the Town vote to appropriate the sum of \$12,000 for the purpose of funding professional engineering services associated with the closure of the Burn Dump Landfill on Sandy Lane and anything incidental or related thereto, said sum to be funded from Taxation.

BACKGROUND INFORMATION: MA Department of Environmental Protection is requiring the Town to address storm water control related issues related to its former burn dump, which was closed in the 1990's and capped in Fall 2021. Final closure certifications cannot be obtained until these issues are addressed to DEP's satisfaction.

Per the Town's lease agreement with Kearsarge Energy, the Town is responsible for engineering-related expenses and Kearsarge is responsible for construction expenses. Construction is expected in Fall 2022 or Spring 2023. Design has begun in order to remain compliant with DEP timelines. After exhausting existing appropriations, \$11,975.45 will be required to complete the modified design and cover construction administration as presented in the 1/13/22 scope proposal from the project engineer GZA.

Notably, in exchange for solar development rights, Kearsarge Energy has to-date invested over \$2.5M+ to cap the former burn dump to DEP standards. This represents a significant capital cost avoidance for the town, which has invested a total of \$324,000 for engineering and construction administration. The project has been hailed as a model public-private partnership by MassDEP and the EPA.

(Town Planner Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 16. Opioid Settlement Stabilization Fund

Moved: That the Town vote to establish a special purpose Opioid Settlement Stabilization Fund in accordance with MGL Chapter 40 Section 5B and dedicate 100% of the opioid settlement revenues to the Opioid Settlement Stabilization Fund, effective for the fiscal year beginning on July 1, 2023.

BACKGROUND INFORMATION: The Town has begun receiving what will be annual payments from the state's opioid settlement. Settlement payments to Montague will total \$61,272, to be paid in installments from 2022 - 2038. Initially, 2022 payments were expected to total \$6,890, but recent developments suggest the payment schedule may be accelerated to some extent.

Due to the difficulty of tracking and making proper appropriations if the revenue remains in the General Fund, the Town proposes to create a new special purpose stabilization fund and allocate all opioid settlement revenues to that new fund. A separate handout describes the purposes to which these monies can be applied. The Board of Health is currently contemplating how best to target these funds, which would require future appropriation by Town Meeting.

(Selectboard Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0

ARTICLE 17. CIC Bylaw Revision

Moved: That the Town vote to amend Section 6 of Article II of the Town of Montague General Bylaws, relating to the Capital Improvements Committee, with the deletions as shown in ~~strikeout~~ and additions shown **bold** below.

Section 6: Capital Improvements Committee: There shall be a Capital Improvements Committee consisting of ~~one member appointed by and from the Planning Board, and four additional~~ **five** members to be appointed by the Moderator, with powers and duties to include (a) to conduct an annual review of the capital improvements program of the Town as well as proposals for the construction of municipal buildings and acquisition of property, (b) to make recommendations to the Town Meeting regarding the above, and (c) to prepare an annual report. **The terms of the existing members of the Capital Improvements Committee shall terminate on June 30, 2023 and the Moderator shall appoint five individuals to fill those positions for staggered terms beginning on July 1, 2023 as follows: two members for initial three year terms, two members for initial two year terms, and one member for an initial one year term; with all subsequent terms to be three years in length.**

BACKGROUND INFORMATION: This article eliminates a provision in the current bylaw that requires one of its members to be appointed by and of the Planning Board in favor of having all five members appointed by the Moderator. Both the Capital Improvements Committee (CIC) and Planning Board recommend this change. Additionally, the original bylaw did not specify the term to be served by members. To maintain continuity among its members, the CIC requests that the bylaw also reflect a set of five, staggered, three-year terms.

(Capital Improvements Committee Request)
Selectboard Recommends 3-0
Finance Committee Recommends 6-0