

MONTAGUE SELECTBOARD MEETING

1 Avenue A, Turners Falls and VIA ZOOM

Monday, May 5, 2025 AGENDA

Join Zoom Meeting: <https://us02web.zoom.us/j/85063526818>

Meeting ID: 850 6352 6818 Password: 109270 Dial into meeting: +1 646 558 8656

This meeting/hearing of the Selectboard will be held in person at the location provided on this notice.

Members of the public are welcome to attend this meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

Topics may start earlier than specified, unless there is a hearing scheduled

Meeting Being Taped

Votes May Be Taken

1. 6:30PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:30 Approve Minutes: Selectboard Meeting,
3. 6:30 **Public Comment Period:** Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:32 **Execute May 20, 2025 Town Election Warrant, attached hereto**
5. 6:35 **Eileen Seymour, Treasurer**
 - Recommendation to transition from “6 month” to “12 month” trash barrel stickers. No change in fee proposed. To go into effect for calendar year 2026
6. 6:45 **Brian McHugh, Franklin County Regional Housing and Redevelopment Authority**
 - Request an extension to the FY22.23 MONT CDBG Program Housing Rehabilitation Activity.
7. 6:50 **Walter Ramsey, Town Administrator**
 - First Reading of draft Commercial Truck Parking Regulation to be added to the Town of Montague Traffic Rules and Regulations

Montague Selectboard Meeting

May 5, 2025

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8. 7:05

Assistant Town Administrator's Business

- Review and authorize Change Order #2 with Mountain View Landscapes and Lawncare, Inc for removal and replacement of two shade trees in front of 56 Avenue A. Value is \$4,020.39, to be funded by contingency under ARPA allocation
- Updates from Library Building Steering Committee (LBSC)
- Other project updates

9. 7:15

Town Administrator's Business

- Town Meeting preparations
- Topics not anticipated within 48 hour posting requirements

Next Meetings:

- Annual Town Meeting: May 7, 2025 at 6:30PM at Turners Falls High School, 222 Turnpike Road, Montague, MA
- Selectboard Meeting: Monday May 12, 2025 at 6:00PM via ZOOM

**ELECTION WARRANT
TOWN OF MONTAGUE
COMMONWEALTH OF MASSACHUSETTS
MAY 20, 2025**

Franklin, ss.

To either of the constables of the Town of Montague in the County of Franklin,
GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Montague qualified to vote in elections and Town affairs to meet in their respective polling places appointed and designated as follows:

Precinct No. 1, the Montague Center Precinct, the Montague Center Fire Station, 28 Old Sunderland Road, Montague Center; Precinct No. 2, the Millers Falls Precinct, the Franklin County Technical School Gymnasium, 82 Industrial Blvd., Turners Falls; Precinct No. 3, the upper hill section of Turners Falls, the Franklin County Technical School Gymnasium, 82 Industrial Blvd., Turners Falls; Precinct No. 4, the second level of Turners Falls, the Franklin County Technical School Gymnasium, 82 Industrial Blvd., Turners Falls; Precinct No. 5, downtown section of Turners Falls, The Senior Center, 62 Fifth Street, Turners Falls; Precinct No. 6, the South End and Montague City Precinct, the Franklin County Technical School Gymnasium, 82 Industrial Blvd., Turners Falls on **Tuesday, the Twentieth Day of May, in the Year of Our Lord Two Thousand Twenty-Five, from Seven A.M. to Seven P.M.** to bring their votes on one ballot to the Election Officers for:

- One Selectboard Member, for three years
- One Assessor, for three years
- One Board of Health Member, for three years
- Three Public Library Trustees, for three years
- One Montague Housing Authority Member, for five years
- One Parks & Recreation Commissioner, for three years
- One Soldiers' Memorial Trustee (Veteran), for three years
- Seven Town Meeting Members, Precinct 1, for three years
- Seven Town Meeting Members, Precinct 2, for three years
- Seven Town Meeting Members, Precinct 3, for three years
- One Town Meeting Member, Precinct 3, for two years
- Three Town Meeting Members, Precinct 3, for one year
- Seven Town Meeting Members, Precinct 4, for three years
- Four Town Meeting Members, Precinct 4, for two years
- One Town Meeting Member, Precinct 4, for one year
- Seven Town Meeting Members, Precinct 5, for three years
- Three Town Meeting Member, Precinct 5, for two years
- One Town Meeting Member, Precinct 5, for one year
- Seven Town Meeting Members, Precinct 6, for three years
- One Town Meeting Member, Precinct 6, for two years
- One Town Meeting Member, Precinct 6, for one year

Hereof, fail not and make due return of this warrant with your doings thereon to the Town Clerk seven days before said election.

Given under our hands this _____ Day of May in the Year of Our Lord Two Thousand Twenty-Five.

Richard J. Kuklewicz

Matthew Lord

Christopher M. Boutwell

Franklin, ss

Montague, MA, _____, 2025

Pursuant to the within warrant, I have warned the inhabitants of the Town of Montague, by posting attested copies of the same in a conspicuous place in each of the Post Offices, Libraries, and the Town Hall of the Town of Montague at least seven days before said meeting as within directed.

Constable of Montague



Barrel Stickers

From EileenS-Montague Tax Collector <treasurer@montague-ma.gov>

Date Tue 4/8/2025 5:00 PM

To Walter Ramsey <WalterR@montague-ma.gov>

Cc BrandyP - Montague Highway Department <hwyscompliance@montague-ma.gov>; CharleneA-Montague Tax Collector <treasclerk2@montague-ma.gov>

Hi Walter, after speaking with Brandy and Charlene, we would like the board to consider letting us move to annual barrel stickers instead of 2 times per year. I honestly don't know why it has always been every six months, but we think that perhaps once a year might be more efficient and possibly more effective. We would keep the price the same so \$156.00 for the full year, but it would mean the big rush to sell them would only happen once a year in December and eliminate the June rush. We also thought that by doing so, we could put the year that they are good for in larger numbers to make it easier for Casella to determine if they are valid. So maybe in the middle of the sticker, which we could make a little larger it could just say "2026" etc., and it would be much more visible.

If the board agrees, it would be nice to begin communicating to people this June when they are purchasing their 6-month sticker that in 2026 we will be moving to an annual sticker. Obviously, we would replace any that are lost or damaged and we have a new way in my office to track on a spreadsheet who purchases them so it will be easy to look up to see if they actually did buy one.

Please let me know your thoughts and if you agree, I would be happy to bring the proposal to the board.

Thanks, Eileen

Eileen M. Seymour

Treasurer/Tax Collector

Town of Montague

treasurer@montague-ma.gov

413-863-3200 x202

Massachusetts Community Development Block Grant Program
Chapter 3 Grant Management Forms

Budget and Program Revision Form

Community/Grantee: M,ONTAGUE	Original Award: \$ 1,325,682.00
Program Name/Year: CDF-G-2022/2023 Grant #: 00967	Revision #: P-number (program revision) B-number (budget revision) E-number (extensions)
Contract End Date: 06 / 30 / 2025	Date Revision Submitted: 05 / 06 / 25

This request is for the following change(s). Grantee check all "Requested" that apply; DHCD will initial those that are approved in the approved column

Grantee Requested	An X in the left column indicates the item is included by the Grantee, an X in the right hand column indicates DHCD approval of the item when the form is signed.	DHCD Approved
	Budget Amendment to increase the grant award to \$	
	Budget Revision for:	
	• Change in administrative dollars	
	• Transfer of funds from construction to non-construction or vice versa	
	• Cumulative transfers among separately budgeted activities which exceed or are expected to exceed 10% of the approved grant award if the grant award exceeds \$100,000	
X	Program Extension (to increase period of availability of funds/period of performance) to 12 / 31 / 25	
	• This extension will extend period of performance beyond the end of the term of the current grant agreement	
	Program Revision for:	
	• Revision in scope or effectiveness of a project/program design or significant change in the accomplishment of the national objective or beneficiaries to be served.	
	• Changes in key personnel	
	• For non-construction projects, contracting out or subgranting or otherwise obtaining services of a third party to perform activities which are central to the purposes of the award if not specified in the application or grant award	
	• Other, specify	

This request is submitted and all relevant information specified on page 4 is provided in attachments. I understand that this revision or extension requested is not approved unless and until this form is countersigned as "approved" or "approved with revisions" by the Associate Director and returned to me.

	Richard Kuklewicz, Selectboard Chair
Authorized Signature for Grantee:	Date / / Print Name & Title:
Program Rep. initial and date:	Program manager signature and date:
This request # _____ is _____ approved as requested _____ approved with the modifications shown on the _____ denied following pages numbered _____.	
_____	Sandra L. Hawes, Associate Director, DCS
Authorized signature for Mass. CDBG	Print name, title, and date

Town of Montague
Proposed Commercial Truck Parking Rule

In recent years, the Town of Montague has seen an increase in commercial trucks parking on Town of Montague roadways. Larger commercial vehicles such as tractor trailers, box trucks, and trailered vehicles parked on public roadways can cause public safety and neighborhood welfare concerns.

Article V: Stopping, Standing, Parking

Add New Section #11: Commercial Truck Parking to [Town of Montague Traffic Rules and Regulations](#)

A. Parking Restricted.

It shall be unlawful to park a commercial vehicle upon any public way or in a municipal lot in the Town of Montague, for more than one hour after 6:00 p.m. and before 6:00 a.m.

B. Definitions.

As used in this bylaw, the following terms shall have the meanings indicated:

COMMERCIAL VEHICLE

Any vehicle which is used in the commercial transportation of goods, wares, merchandise, materials, or other property, or which has a commercial registration plate, and has one or more of the following characteristics:

- i) Has a carry capacity in excess of two and one-half (2 1/2) tons; or
- ii) Is more than eighteen (18) feet in length (vehicle only w/out trailer) or seven (7) feet in width; or
- iii) Has more than four (4) wheels, or more than two (2) axles, or a trailer; or
- iv) Contains more than four (4) square feet of advertising; or
- v) Is designed to transport more than 16 passengers, including the driver; or
- vi) Which transports hazardous materials and is required to be placard in accordance with 49CFR part 12, subpart F.

C. Exceptions.

This bylaw shall not apply to the temporary parking of any vehicle while actually engaged in snow plowing or the provision of emergency services. This bylaw shall also not bar the overnight parking of any vehicle used in connection with the provision of repairs, maintenance and/or improvements of residences or utilities, provided that the Selectboard shall have authorized permission, for such period as the Selectboard may determine.

D. Violations and penalties.

Every day on which a violation of this bylaw occurs shall be punishable as a separate violation. Each violation shall be punishable by a fine of \$50. At the discretion of the Police Department, any vehicle parked in violation of this bylaw may be towed.

Narrative:

Be aware the mere fact that a vehicle has commercial plates does not automatically make that vehicle in violation of this regulation. For example, a Honda Civic with commercial plates would not be in violation. A dual rear pickup with standard plates would not be in violation.

Violation



Not a violation



**This is a violation due to length
with attached trailer.**





Office of the Selectboard Town of Montague

1 Avenue A (413) 863-3200 Ext. 107
Turners Falls, MA 01376 FAX: (413) 863-3231

MEMORANDUM

Date: May 1, 2025

To: Selectboard

From: Chris Nolan-Zeller, Assistant Town Administrator

Re: Mountain View Landscapes and Lawncare, Inc. – Change Order #2

After the discussion regarding Avenue A shade trees at the Selectboard's 4/14 meeting, at which the Town decided to decline Mountain View Landscapes' "all-or-nothing" offer to remove and replace 14 street trees on the Avenue, Mountain View was asked to provide a proposal that would remove the two trees in front of 56 Avenue A as part of the current phase of Avenue A Streetscape improvements, while leaving the remainder of the trees in place. The two subject trees were deemed to be in the worst condition of the 14 originally proposed by consensus of the Montague Tree Advisory Committee, as well as members of the public in attendance on 4/14. Mountain View respects the Town's desire to protect the other 12 trees, while also acknowledging that their original no-cost offer to remove the trees would have been financially feasible due to the reduced labor costs that would have resulted from not needing to carefully work around mature tree root systems. However, adding two tree replacements to the existing project scope while keeping the other 12 in place will bring an added cost not included in the existing construction contract.

The total value of the estimate provided for this work is \$4,020.39. While this falls well within the project's contingency, it changes the overall value of the contract, which necessitates a change order. Effects on the overall project budget are explained below in *italics*:

Project Expenses:

Construction (original contract with Mountain View)	(\$1,097,980.00)
Construction (Mountain View Change Order #1) (approved 4/28/25)	(\$1,380.35)
Design (contract with Berkshire Design Group)	(\$46,800.00)
<i>Construction (Mountain View Change Order #2)</i>	<i>(\$4,020.39)</i>
TOTAL	(\$1,150,180.74)

Project Revenue Sources:

HUD Community Project Funding	\$975,000.00
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The Town of Montague is an Equal Opportunity Provider & Employer.

ARPA (for design)	\$46,800.00
ARPA (for construction)	\$232,778.00
TOTAL	\$1,254,578.00

Original construction contingency (10%) - \$109,798.00

Remaining contingency after Change Order #1 - \$108,417.65

Remaining contingency after Change Order #2 - \$104,397.26

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Landscapes and Lawncare, Inc.

67 Old James Street, Chicopee, MA 01020 * tel. (413) 536-7555 x 110 * fax. (413) 536-5607

April 30, 2025

To: **Chris Nolan-Zeller**
Attn: **Assistant Town Administrator**
Town of Montague
1 Avenue A
Turners Falls, MA 01376
(413) 863-3200 x109

Re: Avenue A Streetscape Phase IV Continuation Project
Remove two trees from the island and install two new trees in its place.

General Contractor:

		Hrs	Rate	
Labor:	(Operator/ Foreman)	8	\$90.39	\$ 723.12
	(Laborer)	16	\$79.84	\$ 1,277.44
Materials:	trees/planting matl.	2	\$350.00	\$ 700.00
Equipment:	(Crew Truck)	8	\$18.75	\$ 150.00
	(Skid Steer)	2	\$243.00	\$ 486.00
	(Mini Excavator)	4	\$25.00	\$ 100.00
	BREAKER		\$22.00	\$ -
	(Loader)		\$285.00	\$ -
	(Backhoe)		\$645.00	\$ -
	(Dozer)		\$505.00	\$ -
	(Roller)		\$370.00	\$ -
Subtotal GC Labor and Materials				\$ 3,436.56
Overhead and Profit				<u>15%</u> \$ 515.48
				\$ 3,952.04

General Contractor Work Total \$ 3,952.04

Subcontractors:

{Subcontractor Name}	
Subtotal Subcontractors	\$ -
Overhead and Profit	<u>10%</u> \$ -
	\$ -

Subcontractor Work Total \$ -

Sub Total	\$ 3,952.04
1.7% Bonds	\$ 68.35

Estimate Total \$ 4,020.39

Sincerely,

ED DWYER



Office of the Selectboard Town of Montague

1 Avenue A (413) 863-3200 Ext. 107
Turners Falls, MA 01376 FAX: (413) 863-3231

MEMORANDUM

Date: April 30, 2025

To: Selectboard

From: Chris Nolan-Zeller, Assistant Town Administrator

Re: Updates and Timeline for Montague Public Libraries Main Branch Project

Since approval of the Owner's Project Manager (OPM) contract with Downes Construction at the Selectboard's special meeting on 4/22, the Library Building Steering Committee (LBSC) has been moving steadily forward with the Montague Public Libraries Main Branch Project. As the committee prepares to release a Request for Qualifications (RFQ) for architectural/design services this week, I am using this opportunity to provide a succinct update on the project's anticipated timeline.

May 4, 2024	Town Meeting Allocated Grant Match for Feasibility/Design Phase (\$150k)
January 9, 2025	MPLCP Grant Award Announced (\$100k)
February 26, 2025	RFQ for OPM Services Released
April 22, 2025	Contract executed with Downes Construction for OPM Services
May 7, 2025	RFQ for Architectural/Design Services Released
Mid-June 2025	Contract Executed for Architectural/Design Services
July-August 2025	Site Selection, Design Planning & Development
August-October 2025	Schematic Design
November 2025	Cost Estimate and Reconciliation, Committee Review/Approval
December 2025	Final Documents to MBLC
Spring 2026	MBLC Cost Estimates, Construction Grant Awards
May 2026	Town Meeting and Local Election Authorization for Construction

**All steps below are contingent upon approval of the project by a vote of Town Meeting and local ballot question in the May 2026 Annual Town Election.*

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June 2026 – July 2027	Final Design, Preparation of Construction Documents
Summer 2027	Construction Bidding and Contract Execution
Fall 2027 / Spring 2028	Construction Begins
TBD	Completion of Project

The same approximate timeline will apply, regardless of whether the committee, after consultation with the OPM, Architect, and with opportunities for public input, decides whether to move forward with constructing a new facility at 38 Avenue A, or renovating and expanding the existing Carnegie Library.

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