

**SELECTMEN'S MEETING MINUTES
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, March 19, 2012**

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Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons, Mark Fairbrother, Chris Boutwell, Patricia Allen; Town Administrator, Frank Abbondanzio; Administrative Secretary, Wendy Bogusz; Chris Curtis, Greenfield Recorder (absent), Janel Knockleby, Montague Reporter

Fairbrother announces meeting is being taped

Approve Minutes of March 12, 2012 if available

Boutwell makes the motion to approve the minutes of March 12, 2012. Seconded by Fairbrother, approved.
Boutwell – Aye, Fairbrother – Aye, Allen – Abstain

BHS Ambulance, Turners Falls Fire Dept., Montague Center Fire Dept., Service Zone Plan,

Bill Travis: I'm here with the two fire districts to present to the Selectboard to submit a letter to the State pertaining to service zone plans. As of 2004 every community in Mass. was to submit a service zone plan to the state describing what happens when someone dials 911 for a medical emergency. What the two fire districts have decided to do because they are so different, their mutual aid and back up is so different and their response times due to geographical distance from where Bay State Health is located. They decided to do two different service zone plans, which they are allowed to do. They have developed a plan, it has been tentatively accepted by the State. All we are looking for is the town to submit a letter to the state stating that we are all set with the service zone plan that each fire district has created and there are no plans to do a separate one. Now that each district has decided to have Bay State Ambulance as service for their districts I thought I would once again present a 3 year agreement between the Town of Montague and Bay State Health Ambulance. Same agreement as what was presented to City of Greenfield, there is no money involved, it's simply a 3 year agreement naming Bay State Health Ambulance as your primary ambulance service with a clause in it if you make a change or want to make a change there is a one year notification or if we want to make a change there is a one year notification. After the 3 year period, it automatically renews for one year.

John Green (MC Fire Chief): Been working on this for quite a while with Bay State and our Prudential Committee is behind us.

Capt. Brunnell (TF Fire Dept): Our Prudential Committee has also approved the zone plan

C. Williams (Police Chief): Okay with it

Travis: The contract between Bay State Health Ambulance and the Town of Montague names a first responder service and that would be the Montague Police Department.

Allen makes the motion to write a letter to the Office of Emergency Medical Services stating the Town of Montague will not be submitting a separate Service Zone Plan but will utilize the plans from the Montague Center Fire District and the Turners Falls Fire District to define the parameters for emergency medical police response. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother – Aye

Fairbrother and Boutwell would like to review the contract from BHS for a couple of weeks. This will be brought back before the Board at a later date.

Reynolds would like to see map and parameters posted on the web site

Sewer Commissioners, Robert Trombley, WPCF Superintendent, Staffing of the WPCF

Trombley: Here to discuss serious issue at the WPCF having to do with staffing. It has nothing to do with current staff as far as personnel not doing jobs or any of that nature, it has to do with our ability to hold the numbers that we need to properly man the facility and operate the facility in a manner that is advantageous to the town. We have lost one of the operators to another local facility and another one of our operators had an interview last week with a facility a bit further away, but the potential is there for the loss of another operator. That would not put the plant in a

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very good position to maintain the current level and operational pace that we have been able to maintain over the years and many things we have tried would have to be put on hold and curtailed for some time. I would really not like to lose the momentum we've had and what we've been able to do to the extent we've been able to save the Town significant money over the last several years. I know the wage and salary survey is in progress and I do appreciate that, but unfortunately the timing is such at this point that if I do lose another operator, even though we are currently interviewing I cannot guarantee consistent operations at the previous level for any length of time without burning out the existing operators and putting them at risk. I'm here to ask for consideration to have a grade change at the Treatment Plant for the operators position in order to try and hold onto this individual and better positioning the Town in the future to continue to hold trained people who have been there for a number of years and know the facility.

Allen asked why grade was being changed and not step. Trombley responds he feels confident this is where they will come out when salary survey is done, not that a hire step wouldn't be beneficial because it would be; was just thinking that with the level of responsibility the existing staff has and they are doing more than the standard operators position in prior years.

Discussion about costs of implementing the request and status of the current budget

Allen feels this needs to wait until the Wage and Classification Study and we will just have to deal with it if we lose someone.

Boutwell concurs with Pat that if we start breaking things down for one department then we're going to have to look at multi departments also.

Fairbrother has felt under seige by all the similar requests from other departments and states that we are not able to do anything on this at this time.

Trombley: Disappointed, but staff will continue to do what they are doing as we have in the past

Shea Theater/Berkshire Brewing, 71 Avenue A, Turners Falls, MA, One Day Liquor License Application, (4/12/12, 6/2/12,7/13/12) Peter Hamlin, Jim Olsen, Gary Bogoff

Hamlin: Kicking off concert series on at the Shea Theater beginning on April 12, with legendary band NRBQ then June 2 and July 13, 2012 but this date may change)

Allen makes the motion to approve the request for a special one day license for the Berkshire Brewing Company with Jason Hunter as the Manager for the concert series at the Shea Theater on Thursday, April 12, 2012 from 7:00 PM to Midnight; second event on Saturday, June 2, 2012 from 7:00 PM to Midnight and third event would be Friday, July 13, 2012 from 7:00 PM to midnight. The police chief has signed off on these and a certificate of liability insurance is attached. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother – Aye

Walter Ramsey, Town Planner and Conservation Agent

Discuss Montague's Application for Solarize Mass Initiative, Chris Mason

Mason: Because Montague is a green community we have the opportunity to apply to take part in this program Solarize Mass and what that is if we are selected by the Massachusetts Clean Energy Center, they would go out for bid to find solar installers that would give us tiered pricing, so the more kilowatts we put in, the lower the price would go for everyone installing it. It would start in April – May and go through September/October. A requirement is to have a municipal representative which Walter Ramsey is willing to do. Then they need a solar coach who would be the point person for doing outreach and Sally Pick is willing to do this and Pat Allen is willing to help. In preparing for this, we put a survey out there a little over a week ago and we had 221 responses in one week and there is a strong interest in this. I think this gives us a strong chance of getting it and we can put together a good proposal. The private resident will be given a butt down price, the best rebate that the solar commonwealth

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program gives, the program will help people identify tax breaks. With these arrays, you will be able to both offset your electricity costs, so instead of paying your electric bill, you'll be getting your solar from your array and you can sell what is known as a solar renewable energy certificate that is valued at a minimum twice the cost of electricity, and you could possibly get 4 times the price of electricity. The installer and the team would have a process that would make it easy for people to aggravate those and get them sold. It makes the payback on the panels much quicker. It's a nice opportunity for people who have a good spot for solar to do it.

Ramsey: Last year the Selectboard applied for this program when it was in the pilot phase and it was by lottery selection and we did not get the lottery. This year it is a competitive process. My job as municipal representative is to be a liaison to the solar coach and also to help in the installer selection process and also look at how we permit PV systems locally. I need to look for opportunities on how to streamline the permitting process.

Mason: Once we have confirmation that we have gotten this we will be putting out more formal information. There will be a requirement for anybody who thinks they have a good roof, they will have to of taken the MassSave Energy Efficiency audit within the last two years, so I strongly encourage that as well.

Boutwell makes the motion that the Board authorize the letter and signing of the Solarization Mass Statement of Commitment of the Town of Montague. Seconded by Fairbrother, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Award Contract for Technical Services for the Cleanup of Strathmore Mill Building 10 Debris

Ramsey: I'm here to ask the Selectboard award the contract to Tighe & Bond for the technical services associated with the cleanup of Strathmore Building 10 as specified in the request for proposals that the Town issued. A group of Town staff has reviewed the request for proposals that came in and Tighe and Bond was selected based on their technical proposal because they are very familiar with the sight, had a good understanding of the project and have worked with the FRCOG Brownfield's program before. Their bid came within the maximum allowable amount. The work is to begin within a couple of weeks and Tighe and Bond is designing the project, developing the invitation for bids, and going into the remediation phase. We are looking at going out to bid for the project in May and the cleanup done by the end of August.

Allen makes the motion to award the Town of Montague's RFP 2012-01 Brownfield's Cleanup Strathmore Mill Building #10 Procurement to Tighe and Bond for a maximum fee of \$35,000 and sign all the appropriate documents. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Frank Abbondanzio, Town Administrators Report

Award Unity Park Phase One Construction Contract, with Bruce Hunter

Abbondanzio: This is Phase One of the Unity Park Improvement Project and we received 8 bids for that project on March 7th. The apparent low bidder at that time was reviewed by both our engineer and town counsel and for a number of reasons that apparent low bid was found to be non responsible. The base bid did not comply with or address the specifications in the proposed playground, playground surfacing, splash pad, sight furnishings, concrete pads and ramp, gravel parking lot curbing, planting and seeding were not included in their base bid. These items instead were included in the bid alternates cost and should not be included in the bid for alternates and such inclusion is not consistent with the bid specifications, thus rendering Morais Concrete Servcie, Inc. non-responsible based on MGL Chapter 30 section 39M (c). Based on advice of Town Counsel and review by the engineer, we did reject that bid and will notify the contractor as such.

Bruce Hunter, FCHRA: I'm the grant administrator for the Fy2012 CDBG Grant for the Town of Montague and work for the FCRHRDA. As Frank said, we received 8 bids, we reviewed the top 3 and with grant and Town funds we have \$631,980. We then looked at composing the rejection of the base bid and looked at what would be feasible to include as an alternate. We have to include the alternates in order 1, 2 then 3. (description of alternates given) With alternates 1 and 2 we were able to include items that were included in Phase II. Two bids are very close, depending on which alternate we take, it depends on which bid was awarded. We felt we could not award any more

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money than we had; we felt we needed some contingencies which this allows us about \$40,000. If we do not spend it in this project when can potentially go out to bid for additional work with a grant amendment if it is not within the scope of the project. We have options with the remaining money; we need to spend that money because that will be grant money because Town money is spent first which is approximately \$77,700 of Town funds and the balance of that is in CDBG Grant funds. We believe that Mass-West Construction with accepting alternate 2 gives us the best project for the dollars that we have. Their credentials and the bid were reviewed by the engineer, so they are now the lowest responsible and eligible bidder. The engineer and the Housing Authority recommend the contract be awarded to Mass-West for \$592,000.00.

Allen makes the motion to award the contract for the Unity Park Phase I Improvements Project to Mass-West Construction, Inc. of 50 West Street, Granby, MA 01033 for a total award of \$592,000 which will include alternates 1 and 2 as well as the base bid. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Hunter: Time frame: We have 9 days from the notice to proceed, the notice to proceed will be issued after the contract is signed by the general contractor. Right now we plan to have the new park open by the end of June. Our one concern is that Morais Concrete Service, Inc. might appeal and Town Counsel said there is a chance. What happens is it goes to the Attorney General, he has to pay \$100 fee, he has to notify the Town he is appealing the Towns decision and there is no time frame on that process that we've found. We are thinking we should know about this within a week or two. I think we should proceed.

Other

The Gill Montague bridge will be closed beginning at 9:00 PM on Tuesday, April 20, 2012 until 5:00 AM on Wednesday, April 21, 2012.

Special Town Meeting Warrant, April 4, 2012 - To approve and execute draft warrant

Allen makes the motion to place ARTICLE 1. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$3,331, or any other amount, for the purpose of paying costs associated with the settlement of the Fiscal Year 2012 collective bargaining agreement with the TOMEA union, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 2. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$1,908, or any other amount, for the purpose of paying wage increases for non-union employees for Fiscal Year 2012 consistent with the new contract for the Town of Montague Employee Association, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 3. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$30,000, or any other amount, for the purpose of paying for a town-wide pay and classification study, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 4. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$20,000, or any other amount, for the purpose of supplementing the Fiscal Year 2012 Reserve Fund appropriation, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 5. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$15,000, or any other amount, for the purpose of

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supplementing the Fiscal Year 2012 Legal Budget appropriation, or to pass any vote or votes in relation thereto; *on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

Allen makes the motion to place ARTICLE 6. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$9,000, or any other amount, for the purpose of preserving town records dating from 1754 to 1925, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 7. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$9,000, or any other amount, for the purpose of supplementing the Fiscal Year 2012 Dispatch Budget appropriation, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 8. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$40,000, or any other amount, for the purpose of supplementing the Fiscal Year 2012 WPCF Budget appropriation, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 9. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$25,000, or any other amount, for the purpose of making repairs to the Montague Center School, including but not limited to removing a fuel tank and extending the water line, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$14,000, or any other amount, for the purpose of purchasing new energy efficient LED lighting for the Shea Theater, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 11. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$12,500, or any other amount, for the purpose providing the town share of a federal grant to provide perimeter fencing at the Turners Falls Municipal Airport, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to place ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$10,000, or any other amount, for the purpose of increasing the Henry Waidlich Conservation Fund, or to pass any vote or votes in relation thereto; on the April 4, 2012 Special town meeting warrant. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye

Allen makes the motion to adjourn the meeting at 8:11 PM. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye