

**SELECTMEN'S MEETING MINUTES  
UPSTAIRS MEETING ROOM  
1 AVENUE A, TURNERS FALLS, MA  
WEDNESDAY, DECEMBER 10, 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, Recorder,*

**Approve minutes of November 19, 26 and December 3, 2012 if available**

Minutes not available

**Sally Pick, Solarize Montague Final Results**

Pick: 42 people signed up for the Solarize program and that got us into a Tier 4 pricing which was a 10% discount on the original price. Average size system was 4 kw. 37 households have contracted for solar PV and over 200 people had site visits. We will have 162 kw total that will be installed in Montague. Currently we have 7 systems that have been installed, 3 are making power from the sun, others are going through the permitting process and another 4 systems are in the process of getting installed. Thanks to all the people that made this possible, MCTV, Pat Allen, Town Staff, Mass Clean Energy Center, list given of the other groups, people who helped out.

Pat Allen thanks Sally for her enthusiasm and expertise

Boutwell asks if this will be offered again next year, but Pick responds she's not sure depends on the State

**Personnel Board**

**111F Update for Richard Suchaneck**

*Allen makes the motion to continue the 111F status for Sgt. Richard Suchaneck until March 4, 2013. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

**Comp time limits for dispatch and Airport Manager (Carolyn Olsen, Town Accountant)**

**Airport Manager**

Abbondanzio: We have comp time policy for exempt people who are department heads and we have a ceiling up to 75 hours that you can accrue before you start losing comp time. One of the questions is that if policy should apply to the Airport Manager and if there is an existing agreement in place with the Airport Commission; I'm not aware of an agreement that allowed accruals beyond 75 hours.

Longo: I'm not aware of that, if it did, it was before my time here. I was under the impression there was some sort of limit, and I try not to accumulate to many hours.

Abbondanzio: When the comp time policy was implemented, allowances were made to recognize the fact that people had extra hours and were given a time period to get the hours down before they lost them.

*Allen makes the motion to treat the airport manager as an exempt position therefore subject to the Town's Comp time policy. Seconded by Fairbrother, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

*Allen makes the motion in respect to the current Airport Managers accrued comp time that we work with him to get the balance down to the maximum 75 hours allowed before June 30, 2013. Seconded by Fairbrother, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

Fairbrother brings up the discussion about paying people for the hours worked rather than people accruing comp time.

**Dispatch**

Abbondanzio: Talking with labor council, because dispatch is subject to the TOMEA contract they are not exempt from the Fair Labor Standards Act and as long as they can pay time and a half over 40 hours then it is just a question of budgeting the money. If it requires the extra hours, then they should be paid for the hours and they should be treated like anyone would be under the Fair Labor Standards Act.

Olsen: Right now there is nothing in the contract

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Dodge: When I became aware of this I asked our Dispatch Supervisor Marsha where we were at with our dispatchers time. The reason we are where we are is because we had a dispatcher leave in April, we didn't fill the spot until September 9, the dispatch budget was limited to begin with and in order to fill our 7 shifts a week, we didn't have the money to do it, so we started offering comp time and people started taking it. When I asked the supervisor what she thought would be an agreeable number with them, she said she would like to see 200 hours, however, if that wasn't acceptable 150 hours would be fine. I don't anticipate, but I can't guarantee that these numbers will continue to grow. Only reason we are there is due to long term vacancy that we had. Right now paying our dispatchers for what they have accrued would put the dispatch budget in a bad position. I would love to pay them for their time, that would be the best answer.

Olsen thinks the payout figure would be between \$2,000 and \$2,500.

Fairbrother: For right now dispatch comp time is unlimited

**Payroll and Bills in Accountant's Absence (Carolyn Olsen, Town Accountant)**

Olsen: I no longer have a back up person for bills or payroll. It would be a really good idea if the Town had someone that knows how to do that stuff, if I am sick or go on vacation.

Discussion held about options given by Carolyn

Abbondanzio thinks Doug would be the best temporary solution and thinks he should be contacted

Olsen thinks we need to come up with another option in case Doug gets a part time job. Someone in house has expressed an interest in this. There is no extra money in my budget. We have part time clerical, I have no money in my budget. If you go with an in-house staff person, who is part time I would assume I could pay them their current rate for the extra hours that they work out of my budget once I get it.

Consensus is to start in house and go from there

**Tom Bergeron, DPW Superintendent, Votes may be taken**

**Request to continue with 4 day work week in the DPW for winter months**

Bergeron: Guys like working 4 day weeks and talked to Gill and Northfield whose DPW work 4 day weeks and they actually see a decrease in overtime. Would like to try it, will keep good notes and see where it goes. If it gets way out of hand and is not working, we will revisit it. If the Library needs us, they will be told to call the police and they will contact Dick.

*Allen makes the motion to allow the DPW Superintendent to have a 4 day work week for the DPW during the winter months, similar to the past with the understanding that they are available by telephone in case a Town Department needs help, though the end of March, 2013. Seconded by Fairbrother, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

Fairbrother asks that Tom, or someone he assigns go look at the status of Dry Hill Road between Wendell Road and the cemetery, through the Senn property. Accessibility has been raised. Tom will go check on this.

**Frank Abbondanzio, Town Administrator, votes may be taken**

**Request to appropriate \$1000 from Community Development Discretionary Account for the purpose of a DPW program and siting study**

**Request to appropriate \$7500 from Community Development Discretionary Account for the purpose of a RiverCulture Match**

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Abbondanzio: Trying to switch over from calendar year to fiscal year, so there is a 6 month grant period that runs from January 1 through June 30, and it will bring everything back onto a fiscal year; after this it will be for a full year. This is for the new grant that is being submitted.

*Allen makes the motion to utilize \$1,000 for the DPW Building Feasibility Study shortfall and \$7,500 for the RiverCulture match for 6 months of 2013 coming out of the Community Development Discretionary Fund Account, leaving a balance in the account of \$47,274.30. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

**Sign letter to Mark Prince requesting Chris Boutwell be Gill and Montague's Representative for the District's collective bargaining with its several units.**

*Allen makes the motion to authorize the Chair, Chris Boutwell to sign the letter to Mark Prince, Interim Superintendent of the GMRSD requesting Chris Boutwell be the representative for Montague and Gill during the Districts collective bargaining with its several units. Seconded by Fairbrother, approved. Allen – Aye, Fairbrother – Aye, Boutwell - Abstain*

**Update on American Battlefield Protection Program (ABPP) 2013 Battlefield Grant Application Application due on 1/17/13.**

Abbondanzio: You have a copy of a draft of the new grant application that was prepared by Paul Robinson for the Battlefield Grant. We will be working to finish it and come back to the Board next Monday for a signature on the application. The Application is due into the National Park Service on January 17, 2013, awards will be made in July; a lot of letters of support are needed prior to the application going in. We will be looking for the Selectboard to endorse letters that would go out to the Town of Gill, Northfield and Greenfield asking for their support towards the application and looking for Legislators for their support and at the same time the Native Americans will be taking the matter back to various tribes looking for tribal support for the application. Paul Robinson had preliminary discussions with the National Park Service about this grant and they are enthusiastic about it and are looking forward to seeing something come in. When the grant gets funded it will be implemented over a 16 month period. Will schedule meeting in January, application and letters of support will be sent to national parks service. A 15% administrative fee can be put in the grant to pay for time Walter puts into it. We will hire a consultant to review the proposals. You are probably looking at two full weeks of Town man hours over that 16 month period. No Town match required

Ramsey: Battlefield mapping is the first step towards getting towards Heritage Tourism which is the goal we want to get to. I would remind the Board of the 2004 accord that was signed on the Reconciliation Day and there are three key themes on this project that really hits on all three of those. There are documents backing why we are doing this and why Montague is taking the leadership role.

J. Reynolds: Besides a history lesson, where will the information be stored, and what is the timeline on the Town knowing what is happening?

Abbondanzio: It will be announced in July, and it plays out for 16 months where consultants do their research and information is gathered and reports are issued; we're talking a couple years out before we have the actual results. It has to be information that is readily available to the public through internet, libraries, etc. but more importantly it has to be information that gets factored into our proposals for development relating to the Native American Cultural Center concept.

Allen: I think we are prepared to move somewhere with it, that could become very significant in the area and give us a good symbiotic relationship with Historic Deerfield and others that have actually studied the colonial heritage more and make it a complete package of information.

**Other**

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Tomorrow we have the briefing here at town hall for the Commercial Homesteading Program in Millers Falls then a site visit following that

**Registration for Assembly, Public Demonstration, or use of Public Property: Annual Sawmill River 10K Run on January 1, 2013**

*Allen makes the motion to grant the request for assembly, public demonstration, use of public property for the annual sawmill river 10K run on January 1, 2013 to begin at 7:00 AM and end at 2:00 PM as specified on the permit, approved by Chief of Police. Seconded by Fairbrother, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*

**Other**

Allen congratulates David Detmold as he retired as editor from the Montague Reporter.

Executive Session, under G.L. c.30A, §21(a)(3) to discuss strategy with respect to Litigation, Erving – Montague Sewer Agreement, to be discussed on January 7, 2013. Meeting with Erving Selectboard will be held on January 15, 2013.

*Allen makes the motion to adjourn the meeting at 8:15 PM. Seconded by Boutwell, approved unanimously. Allen – Aye, Boutwell – Aye, Fairbrother - Aye*