

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, January 12, 2015**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons, Mark Fairbrother, Chris Boutwell, Mike Nelson; Town Administrator, Frank Abbondanzio, Executive Assistant, Wendy Bogusz

Nelson makes the motion to appoint Mark Fairbrother as Chair. Seconded by Fairbrother, approved. Nelson – Aye, Fairbrother - Aye

Approve minutes of January 5, 2015

Nelson makes the motion to approve the minutes of January 5, 2015. Seconded by Fairbrother, approved unanimously. Nelson – Aye, Fairbrother – Aye, Boutwell - Abstain

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

None

Chief Chip Dodge, Finalize site location for new animal Kennel

Sheriff Donelan: Thanks Dodge for all his work on this project. Have been looking for locations elsewhere but Chief Dodge kept pulling us back to Montague because he wants it here and he has been a huge supporter of the kennel. We looked at capped landfill and another piece of land next to the landfill. Recollection was there were several concerns about the location being at the capped landfill and the issues we would run into to put a shovel into the ground. We also looked at land next to Safety Complex and it is a very nice piece of land; it is flat and was the preferable site by all.

Dodge: Want to lock this area in so Sheriff can seek grants and donations. This would be the West side of the police Department and the kennel would be located on the back of the property. I don't foresee any problems with the kennel being in this location, also want to be good neighbors.

Ramsey: There is a 25 acre parcel of land owned by the Town, Map 21, Lot 5. Not all 25 acres will be for the facility, it will be subdivided. We need to avoid the area of priority habitat. Walter goes over map and location where the kennel would be located on map. This is good real estate and at the moment we do not have current plans for the area. You will still retain frontage on Turners Falls Road and I recommend you still maintain frontage on Turnpike Road as well. Plot plan has not been developed yet and will determine where the building will be built.

Fairbrother makes the motion the board vote to offer up to 2 acres on 178 Turnpike Road, Map 21, Lot 5 located west of the current Public Safety Complex for the building of a future county wide dog kennel. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Amber Terguatera and Gerald Sykes, III

Use of Peskeompskut Park on April 18, 2015, 5:00 – 6:00 PM for Wedding Ceremony

Nelson makes the motion to approve the use of Peskeompskut Park on April 18, 2015 from 5:00 to 6:00 PM for a wedding ceremony to Amber Terguatera and Gerald Sykes, III, with stipulation they sign hold harmless agreement and pay the \$25.00 permit fee. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Nelson – Aye, Fairbrother - Aye

Douglas Bilodeau, Douglas Auctioneers

Sign Agreement to Purchase Real Estate at Sale by Auction as follows:

Bilodeau: Myself and 3 other auctioneers showed up at Town Hall one hour previous to the sale, a preview of the sale was held, announcements were read and there were 16 registered buyers and attendance by the auctioneers.

Kristie & Joel Tognarelli, 35 Eleventh Street, Turners Falls, \$42,000.00

Fairbrother makes the motion to sign the Purchase Real Estate at Sale by Auction to Kristie & Joel Tognarelli, 35 Eleventh Street, Turners Falls, for \$42,000. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

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Kristie & Joel Tognarelli, 249 Wendell Road, Millers Falls, \$7,350.00

Fairbrother makes the motion to sign the Purchase Real Estate at Sale by Auction to Kristie & Joel Tognarelli, 249 Wendell Road, Millers Falls, for \$7,350. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

William J. Doyle, IV, 257 Wendell Road, Millers Falls, \$6,300.00

Fairbrother makes the motion to sign the Purchase Real Estate at Sale by Auction to William J. Doyle, IV 257 Wendell Road, Millers Falls for \$6,300.00. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

Mountain Research, LLC, Rear Meadow Road, Montague, \$5,775.00

Fairbrother makes the motion to sign the Purchase Real Estate at Sale by Auction to Mountain Research, LLC Rear Meadow Road, Montague Franklin County Registry of Deeds Book 2949. Page 260, Book 1395, Page 151, Map 42, Lot 17 for \$5,775.00. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

Douglas Donnell or nominee, West Chestnut Hill Rd, Montague, \$525.00

Fairbrother makes the motion to sign the Purchase Real Estate at Sale by Auction to Douglas Donnell or nominee, West Chestnut Hill Road, Montague for \$525.00, Map 52, Lot 33. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

Personnel Board

Review of TOMEA Positions and Reclassification Requests: DPW Foreman, Assistant Town Clerk, Building Dept. Administrative Assistant, Planning Clerk Administrative Assistant and Health Department Administrative Assistant

Abbondanzio: When town settled the Collective Bargaining agreement with TOMEA on May 5, 2014 the Town agreed to review grade placement for FY2016 for a number of different positions assuming the individuals would follow the schedule of submitting requests and back up documentation a grade review. The process leading up this review was given. In reviewing the job descriptions, I followed the process that had been established by Stone Consulting which rated the positions on a grade using a 14 point factor rating scale. Most of the positions being reviewed were in Grade B requesting reclassification into Grade C. There was one position in the Highway Department that was going from a Grade E to a Grade F. The Town paid \$17,000 to do this study and I think the consultants did an excellent job. The process was extremely thorough and all employees and their supervisors were given ample opportunity to influence the final form of the job descriptions. I did find an error in the DPW Foreman position in terms of the scope of supervision, the wrong point tally was given which boosted him up to the next grade level. The assistant Town Clerk position was one that consultant identified as on the cusp. I looked at the documentation that was submitted by Deb Bourbeau, Town Clerk to see how that could be justified to be reclassified as a paraprofessional position and I'm recommending that position be reclassified as there was enough information submitted. While I did recommend some changes in the point scoring for the Building Department administrative assistant position, these did not warrant an upgrade to Grade "C". Ms. Casey received higher grades for both the factors "supervision required" and "accountability". I did not make any changes in the scoring or either the planning administrative assistant or health administrative assistant, as I believe they were properly rated by the consultant

D. Jensen asks questions about how Frank graded his department's position

Fairbrother makes the motion the Personnel Board reclassify the DPW Foreman position be upgraded from Level E to Level F. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Fairbrother makes the motion the Personnel Board reclassify the Assistant Town Clerk position from Level B to Level C. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye.

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Fairbrother makes the motion the Building Department Administrative Assistant, Planning Clerk Administrative Assistant and Health Department Administrative Assistant be kept at the current grade level. Seconded by Nelson. Boutwell – Aye, Fairbrother – Aye, Nelson – Abstain (due to there is no perceived conflict with the Board of Health)

Walter Ramsey, Town Planner and Conservation Agent

Resolution to endorse the 2015 Montague Housing Plan update (Plan is available for review at www.montague.net)

Ramsey: Here to ask the Board to endorse 2015 Montague Housing Plan, this has been subject to public review and opportunities for people to way in. The Montague Housing Plan was first updated in 2004

- Key elements: Housing and population characteristics and trends, Housing affordability, Development conditions and constraints, Goals and strategies
- The 2014 update includes modifications to meet state requirements of a Housing Production Plan (HPP)
- HPPs give communities that are under the 10% affordable housing threshold, but are making steady progress in producing affordable housing on an annual basis, more control over Comprehensive Permit applications for a specified period of time.
- Massachusetts General Law Chapter 40B encourages communities to maintain at least 10% of year-round housing stock as affordable
- In towns with less than 10% affordable housing, developers are allowed some zoning relief, through a process known as a Comprehensive Permit, if building at least 20% affordable housing in a development
- Currently Montague is at 9.9% affordable housing (as of April 2013)
- Housing that is affordable to a household earning less than 80% of the Area Median Income (AMI) – roughly 55% of current Montague residents
- Must have a deed restriction to preserve affordability; a fair marketing and tenant selection plan; and an approved subsidy source.

FY2014 Estimated Affordable Housing Prices and Rents for Montague

Household Size	HUD 80% AMI for Franklin County	Bedroom Size	Maximum Sales Price*	Maximum Rents**
5	\$69,050	4	\$207,000	\$1,510
4	\$63,900	3	\$191,000	\$1,398
3	\$57,550	2	\$170,500	\$1,259
2	\$51,150	1	\$150,000	\$1,119
1	\$44,750	1	\$129,500	\$979

Key Findings – Demographics

Montague	2000	2010	Difference	% Change
Residents	8,489	8,437	-52	-1%
Households				
Households	3,616	3,694	78	2%
Households with Children	1,108	941	-167	-15%
Family Households, no children at home	1,132	1,267	135	12%
Non-family household with more than 1 person	294	380	86	29%
Population Age				
Age 19 & Under	2,162	1,804	-358	-17%
Age 40 to 64	2,765	3,231	466	17%
School Enrollment				
PK through 5th Grade	572	398	-174	-30%

- We looked at projections into the future and 2030 doesn't get any better we are looking at a 30% increase in the population that is 65 and older, and only 15% of the population is projected to be 19 and under

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Key Findings – Housing & Affordability: Montague has a diversity of housing types compared to other Franklin County towns

- Challenges include older housing stock and substandard housing
- 16% of residents live below poverty – 23% in Turners Falls, 8% in the rest of Montague
- Poverty in Montague is the most prevalent among single-parent households and children
- Roughly 55% of households are low income, with the youngest and oldest households more likely to be low income

Key Findings – Housing & Affordability

- Homeownership is generally affordable for moderate and some low-income households
- High percentage (9.9%) of subsidized affordable housing compared to other Franklin County towns
- Approximately 31% of homeowners, and 47% of renters, are cost-burdened by housing
- Strong need for accessible, affordable senior housing in town as the population ages. A majority of these new senior housing units should be affordable to low, very low, and extremely low income households
- Need for affordable housing for families with children

Housing Goals

- To maintain and enhance quality of life in the town's residential neighborhoods.
- To encourage a mix of housing types, densities, prices and ownership patterns that serve diverse Montague households while maintaining the community's character.
- To direct growth and development of new housing to areas that have the infrastructure and services to accommodate it, while protecting important agricultural, natural, scenic and historic resources from residential sprawl.

Housing Goals: Mix of Housing Types Desired in the Community

- Support a mix of housing types including single-family, two-family, multi-family, and rental and homeownership units.
- Support redevelopment and adaptive reuse of buildings with a mix of housing, commercial, or industrial uses.
- Provide housing for a diverse population, including students, artists, teachers, single parents, grandparents, young couples, future homeowners, and the town's workforce.
- Emphasis on providing housing for senior residents and housing for families with children.

Housing Goals: Identification of Areas in Town to Target Housing Development and Rehabilitation

- Downtown Turners Falls
- Other Village Centers, Neighborhood Centers, and Village Expanded
- Residential
- Rural Residential
- Woodland, Forestry, Farm

Housing Strategies – General:

- Work with HRA and other developers to create new affordable housing options, including both Ch.40B housing and non-Ch.40B housing
- Encourage a mix of affordable and market rate senior housing
- Continue to promote the rehabilitation of substandard housing, including participation in the Abandoned Housing Initiative
- Make Town-owned land available for affordable housing creation, with a preference for homeownership
- Consider adoption of the Community Preservation Act
- Community outreach and education

Housing Strategies - Zoning

- Allow assisted living facilities by special permit in appropriate areas
- Consider allowing duplexes by right
- Consider allowing conservation subdivision in the rural areas of town to allow for new housing while also protecting large areas of forest or farmland
- Allow accessory apartments by-right within existing single family homes; allow for creation of accessory apartments in garages, barns and other secondary structures by special permit

Housing Strategies – Regional Collaboration

- Participate in trainings and workshops
- Participate in a Franklin County Affordable Housing Task Force, if created

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- Continue to work with the Franklin County Regional Housing and Redevelopment Authority (HRA) on initiatives like the housing rehabilitation program
- Consider further housing authority regionalization

Housing Production Plan Adoption and Approval

- Requires adoption by the Planning Board and Board of Selectmen
- Submit to the Department of Housing and Community Development (DHCD) for review
- 30 day completeness review – DHCD will notify Montague if the plan is deficient in any of the required elements
- 90 day review once plan is confirmed to be complete
- Effective date of plan will be when DHCD approves it
- Substantial amendments should be submitted to DHCD for approval – does not change the effective date of plan

Fairbrother moves that the Board adopt and sign the resolution to endorse the 2015 Montague Housing Plan WHEREAS, Diverse, high quality, affordable housing is important for the health of communities. The Town of Montague is committed to promoting quality housing that is affordable for its residents and to addressing community housing issues; WHEREAS, The Town has developed an update to the 2004 Housing Plan under guidance from a Housing Plan Advisory Committee made up with representatives from the Planning Department, Board of Selectmen, Planning Board, Building Department, Council on Aging, Brick House Community Resource Center, Montague Catholic Social Ministries, and the Franklin County Regional Housing and Redevelopment Authority; WHEREAS, the 2015 Montague Housing Plan constitutes the community's affordable housing plan; WHEREAS, the Board recognizes the following housing goals from the Plan: To maintain and enhance quality of life in the town's residential neighborhoods; To encourage a mix of housing types, densities, prices and ownership patterns that serve diverse Montague households while maintaining the community's character; To direct growth and development of new housing to areas that have the infrastructure and services to accommodate it, while protecting important agricultural, natural, scenic and historic resources from residential sprawl; WHEREAS, the Plan identifies a series of objectives to achieve the aforementioned goals, some of which invite action by various town board and committees including the Board of Selectmen; NOW THEREFORE, be it resolved that the Montague Board of Selectmen hereby endorse the 2015 Montague Housing Plan. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Accept Mashantucket Pequot Museum and Research Center's proposal for the Pre-Inventory Research and Documentation Project for the Battle of Great Falls based upon recommendation from the Battlefield Grant Advisory Board and authorize contract to MPMRC for \$31,500 to be funded by the National Park Service Battlefield Protection Program Grant

Ramsey: What you have before you is a recommendation from the Battlefield Grant Advisory Board, the Board appointed by Selectmen recommending an archeological consulting service to conduct the Battlefield Protection study. The Town issued an RFP in November and two proposals were received, one from the Mashantucket Pequot Museum and Research Center and one from Gray and Pape, Inc. The Proposals were reviewed and scored individually by each of the Town appointed members. The Board met in open session last week to review and discuss the individual scores. Comments re: MPMRC: Willing to research primary sources, Strong research team, Experience with very similar ABPP projects for similar clients (public entities or research institutions). Board members were familiar with and impressed with previous work examples (especially the Nipsachuck project). MPMRC has a positive working relationship with tribal partners, which is very important for this project, Proposal demonstrated a very thorough understanding of the history, above and beyond what was required. Comments re: Gray and Pape: Clear proposal demonstrates great project management, very qualified staff, Secondary sources over primary sources is not preferable, Most ABPP experience is from Civil War Projects, not King Philips War, Proposed expedited timeline may or may not be of advantage to the project

Summary: Both firms that responded have addressed the minimum criteria and the various elements included in the RFP. Both are capable of performing the research, however they vary greatly in terms of direct experience on contact period ABPP projects. When the Board's scores were compiled, MPMRC outscored Gray and Pape on each of the 5 comparative criteria established in the RFP. Price was not a factor in the proposal scoring. Gray and Pape, Inc. quoted a total price of \$29,925 while MPMRC quoted \$31,500. In checking references, MPMRC has completed pre-inventory research and documentation in a manner satisfactory to their clients. Based on a thorough

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review, the Battlefield Study Advisory Board made a 10-0 unanimous recommendation that the Montague Board of Selectmen accept the proposal from Mashantucket Pequot Museum and Research Center for \$31,500 and to enter into a contract with this firm to complete the Pre-Inventory Research and Documentation Project for the Battle of Great Falls.

Fairbrother asks what we get when this is done?

Ramsey: There will be 3 public meetings but in the end you get a technical report that gets filed with the National Park Service, the Town gets a copy and it is a public resource that can go in the library. This will take place over the next year.

Nelson makes the motion to award a contract in the amount of \$31,500 to Mashantucket Pequot Museum and Research Center's for the purposes of Pre-Inventory Research and Documentation Project for the Battle of Great Falls. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Community Development Discretionary Hearing: Shea Theater Expenses, \$5,000.00; Boston Post Cane Project \$ 500.00

Fairbrother makes the motion to set aside from the Community Development Discretionary Fund, \$5,000 for anticipated Shea Theater maintenance expenses. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Fairbrother would rather see a plan and numbers before voting on \$500. The Board will vote the money now with the understanding a project will be presented to them prior to work being done.

Fairbrother makes the motion to set aside from the Community Development Discretionary Fund, \$500 for Boston Post Cane Display Project expenses. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Town Administrators Report, Topics not anticipated in the 48 hour posting requirements

Abbondanzio: Received good news the Governor has released an additional \$100 million in Chapter 90 money statewide and for the Town of Montague that means our amount for FY2015 has been increased from \$499,802 to \$749,703.

Executive Session under G.L. c 30A, Section 21 (a)(3) to discuss strategy with respect to Collective Bargaining involving town unions (UE) Votes may be taken

Fairbrother: Since declaring going into executive session the Chair needs to declare that having this in open session would hurt the Towns position in the bargaining, seeing how this is collective bargaining with the UE and seeing how as of a week ago, both sides have signed a tentative agreement, as far as I can tell reviewing what they have already received I fail to see how this would be detrimental to our bargaining position since they already have it. Thinks we should stay in open session.

The Board will take a 10 minute recess while we wait for the attorney.

Layla Taylor, Sullivan, Hayes & Quinn arrives at 8:45 PM and the board goes back in session

Taylor states that technically we are still in negotiations with the UE, if the Board has questions that you think need to be answered or questions regarding what may or may not have been addressed or the collective bargaining then you can go into executive session to ask. If you don't feel there are those kinds of questions then it is very straight forward and you don't have to go into executive session.

The Board is staying in open session

Fairbrother asked about adding the word annually to new hire vacation days. Taylor explained it is implied, but would have to go back to the union to be added

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Fairbrother makes the motion to approve the tentative agreement between the Town of Montague and UE Local 274 (DPW) subject the appropriation of Town Meeting. Seconded by Nelson, approved unanimously. Boutwell – Aye, Nelson – Aye, Fairbrother – Aye

Fairbrother makes the motion to adjourn the meeting at 8:55 PM. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye