

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 7, 2015**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons, Chris Boutwell, Mike Nelson, Rich Kuklewicz, Town Administrator, Frank Abbondanzio (absent), Executive Assistant, Wendy Bogusz

Approve minutes of November 23, 2015

Kuklewicz makes the motion to approve the minutes of November 23, 2015. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson - Aye

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

Tanya Campbell, CPA, Melanson Heath, Management Letter for year ended June 30, 2015

T. Campbell: Gives overview of what an audit does and does not do. We can't guarantee every dollar spent or all funds received were done in accordance with State and Federal Laws and Regulations or even internal town policies. Our audits are designed under a concept known as materiality. Materiality will vary on the size of the entity. During the Fiscal year 2015 audit the materiality for the Town's general fund, or the town's main operating fund was about \$130,000; it does not mean we do not look at amounts below that figure we certainly do, it just means the auditing standards say we should design our tests to focus on transactions and balances that are at or above that level. During the audit we spend a good deal of our time with the higher risk departments such as the Treasurers Office, Collectors Office, Assessors Office and the Accounting Dept. Further synopsis given of what an audit does and does not do. Explanation given of attached documents: Town of Montague, Massachusetts, Annual Financial Statements for the Year Ended June 30, 2015 and Town of Montague, Massachusetts, Management Letter for the Year Ended June 30, 2015.

Bruce Hunter, FCRHRA

Authorization to Disburse No. 2, Invoice #1.2015-18-3, Avenue A Streetscape Enhancement Project, Phase 1, Contractor: Berkshire Design Group, Inc. \$3,780.00

Kuklewicz makes the motion to approve Authorization to Disburse No. 2, Invoice #1.2015-18-3, Avenue A Streetscape Enhancement Project, Phase 1, Contractor: Berkshire Design Group, Inc. \$3,780.00. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson - Aye

Authorization to Disburse No. 2, Invoice #1.2015-18-3, Avenue A Design Project, Phase 2, Contractor: Berkshire Design Group, Inc. \$3,325.00

Kuklewicz makes the motion to approve Authorization to Disburse No. 2, Invoice #1.2015-18-3, Avenue A Design Project, Phase 2, Contractor: Berkshire Design Group, Inc. \$3,325.00. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson - Aye

Personnel Board appointments

Josh Hoffman, Patrolman to Detective, Grade: Detective, Step 2, \$24.25/hr plus incentive pay, effective 11/30/15

Kuklewicz makes the motion to authorize the change for Joshua Hoffman from Patrolman to Detective, Grade: Detective, Step 2, \$24.25/hr plus incentive pay, effective 11/30/15. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson - Aye

Dennis Dobias, Heavy Equipment Operator to Truck Driver/Laborer, Grade B, Step Off Scale, \$22.60/hr, effective 12/7/15

Kuklewicz makes the motion to change Dennis Dobias as Heavy Equipment Operator to Truck Driver/Laborer, Grade B, Step Off Scale, \$22.60/hr, effective 12/7/15. Seconded by Boutwell approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson - Aye

Robert Brownlee, Truck Driver/Laborer to Heavy Equipment Operator, Grade C, Step 5, \$19.44/hr., effective 12/7/15

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Kuklewicz makes the motion to change Robert Brownlee, Truck Driver/Laborer to Heavy Equipment Operator, Grade C, Step 5, \$19.44/hr., effective 12/7/15. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – Aye

Josh Bassett, Truck Driver Laborer to Heavy Equipment Operator, Grade C, Step 1, \$17.61/hr, effective 12/7/15

Kuklewicz makes the motion to change Josh Bassett, Truck Driver Laborer to Heavy Equipment Operator, Grade C, Step 1, \$17.61/hr, effective 12/7/15. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – Aye

Town Administrators Report

Request from The Rendezvous to remain open until 2:00 AM on New Year's Eve, January 1, 2016

Kuklewicz makes the motion to allow any on premise establishment that has a license to sell alcohol in the Town of Montague to stay open an extra hour on New Year's Eve January 1, 2016 until 2:00 AM provided they provide notification to the Selectboards office no later than 4:00 PM on December 21, 2015. Seconded by Nelson, approved. Kuklewicz – Aye, Nelson – Aye, Boutwell – Abstain.

Topics not anticipated in the 48 hour posting requirements.

Nelson: On Thursday at 2:30 PM there will be a meeting with the Racial Coalition for Justice, the meeting will be posted in case other Selectmen can attend.

Executive Session as authorized pursuant to M.G.L. c.30A §21 (a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. Specifically, the Board will discuss an employee's physical condition. Votes may be taken

Nelson declares holding this executive session in open session will be detrimental to the public good

Kuklewicz makes the motion to go into Executive Session at 7:33 for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. Specifically, the Board will discuss an employee's physical condition. Votes may be taken, under to M.G.L. c.30A §21 (a)(1). Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – Aye

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

Nelson declares holding this executive session in open session will be detrimental to the public good

Kuklewicz makes the motion to go into Executive Session at 7:33 under G.L. c 30A, §21 (a)(3) to discuss strategy with respect to Collective Bargaining involving town unions (TOMEA, UE, IBPO) Votes may be taken. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – Aye

Kuklewicz makes the motion to adjourn the meeting at 9:04 PM. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – Aye