

**SELECTMEN'S MEETING  
UPSTAIRS MEETING ROOM  
1 AVENUE A, TURNERS FALLS, MA  
MONDAY, December 5, 2016**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell, Michael Nelson, Rich Kuklewicz, Town Administrator Frank Abbondanzio and Steven Ellis, Executive Assistant Wendy Bogusz.

**Approve Selectmen minutes of November 21, 2016**

*Boutwell makes the motion to approve the minutes of November 21, 2016. Seconded by Kuklewicz approved unanimously. Boutwell – Aye, Kuklewicz – Aye, Nelson – 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

**Montague B.P.O. Elks #2521**

**Change of Manager and Change of Officers for On Premise, Section 12 Liquor License**

*Nelson makes the motion to approve the request to approve the Change of Manager and Change of Officers for the Montague B.P.O. Elks #2521. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Suzanne LoManto, Turners Falls RiverCulture**

**December 9, 2016 “It’s a Wonderful Night in Turners Falls”**

**Use of Public Property: It’s a Wonderful Night in Turners Falls, December 9, 2016, Decorate trees in Spinner Park, tree lighting at 7:00 PM, Use of Spinner Park, 6:00 – 7:15 PM, Street Musicians on Avenue A & Third St, 6:00 PM to 7:30 PM, Install Mailbox for holiday wishes in Spinner Park until 12/28/16 and Light 60 Luminaries on Avenue A & Third Street**

*Nelson makes the motion to approve It’s a Wonderful Night in Turners Falls on December 9, 2016 which includes use of Spinner Park from 6:00 – 7:15 PM, Street Musicians on Avenue A & Third Street from 6:00 PM to 7:30 PM, installing a mail box for holiday wishes in Spinner Park until 12/28/16 and lighting of 60 luminaries on Avenue A and Third Street. Seconded by Boutwell, approved. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

Nelson asked LoManto to check with insurance company to see if candles can be used or if they should be using battery operated candles. If battery operated candles are needed, Nelson has them for Suzanne to use.

**Personnel Board**

**Appoint Thomas Hoad, WPCF Laborer/Operator, 40 hrs/wk, UE Grade B, Step 1, \$16.37/hour, effective December 19, 2016**

*Nelson makes the motion to appoint Thomas Hoad, WPCF Laborer/Operator, 40 hrs/wk, UE Grade B, Step 1, \$16.37/hour, effective December 19, 2016. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Appoint Andrew Keyser, Wastewater Technician, 40 hrs/wk, UE Grade D, Step 1, \$19.39/hour, effective December 12, 2016**

*Nelson makes the motion to appoint Andrew Keyser, Wastewater Technician, 40 hrs/wk, UE Grade D, Step 1, \$19.39/hour, effective December 12, 2016. Seconded by Boutwell approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Extend sick leave for John Little until 12/19/16 (previously 11/30/16)**

*Nelson makes the motion to approve the continuation of John Little’s sick leave until 12/19/16. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Reclassification of WPCF Employees**

Abbondanzio: Recommending evaluations presented by Bob, if approved the information will have to go to the unions for their approval. If approved by the Unions, this will be retroactive to today's date. The need for reclassification and updated job descriptions is due to the treatment process of sludge which requires more skills.

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McDonald plans to start the process again on January 1, 2016 so he can have a full year of data for evaluation

*Nelson makes the motion to endorse the Town Administrators recommendation and move this forward to the unions. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Appoint Raymond Quinones, Transfer Station Attendant, 14 hrs/wk, UE Rate \$12.00/hour, effective December 7, 2016**

*Nelson makes the motion to appoint Raymond Quinones, Transfer Station Attendant, 14 hrs/wk, UE Rate \$12.00/hour, (non-benefited position) effective December 7, 2016. Seconded by Boutwell approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Appoint Joshua Dempsey, DPW Custodian, 40 hrs/wk, UE Grade A, Step 1, \$14.03/hour, effective December 14, 2016**

*Nelson makes the motion to appoint Joshua Dempsey, DPW Custodian, 40 hrs/wk, UE Grade A, Step 1, \$14.03/hour, effective December 14, 2016. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**Appoint Steven Ellis, to GMTA until 6/30/17**

*Nelson makes the motion to appoint Steven Ellis, to GMTA until 6/30/17 (fulfilling Frank Abbondanzio's term). Seconded by Boutwell – Approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz – Aye*

**FY2015 CDBG Informational Meeting  
Master Plan for Rutter's Parks Project**

Jon Dobosz: Here to give update on Rutter Park Master Plan process. Master plan was with CDBG money FY2015 application; the projects master plan committee was established last winter/early spring, has 5 members and they were put in charge of picking a firm to conduct site analysis. Three firms applied to the RFP and the committee picked GZA Environmental in Springfield. Since Spring, we've had 5 public hearings and the attendance has been very strong. Design concepts and park elements were decided through input from those in attendance at the public hearing based on needs assessment.

Anya Duffey: GZA Environmental: Goes over Map showing the Master Plan as it stands now, which is a process of 4 meetings and features all elements that were important to the community. This level of design would allow you to submit the plans to funding agencies.

**Walter Ramsey, Town Planner  
Green Communities FY16 Annual Report**

Ramsey: Part of being part of a Green Community is issuing an Annual Report and we did not do one last year so this is for two years. There are 5 Criteria's that need to be met: **Criteria 1:** Provide as-of right siting for renewable/alternative energy generation, research & development, or manufacturing facilities. Montague has as-of right siting for large scale solar and renewable energy research and development in the industrial district. Renewable energy research and development is allowed by right in the Historic-Industrial District. **Criteria 2:** Adopt an expedited application and permit process for as-of-right energy facilities. Montague has two Chapter 34D expedited permitting sites that would allow energy facilities by right: Strathmore Mill and Sandy Lane Landfill. No projects have been permitted to date, however there is a pending permit application for a 6.4 MW facility at Sandy Lane, expected to be constructed in the next FY. **Criteria 3:** Establish an energy use baseline and develop a plan to reduce energy use by twenty percent within 5 years. Overall Montague's energy use has been reduced by 19% since baseline year FY08. Our buildings have a 17% reduction. Electric use has increased 67% (1,835 MMMtu) at the Water Pollution Control Facility to accommodate a new treatment process to treat out of town sludge for revenue. If we account for that process, the Town has reduced energy use by 26%! Since 2010 the Town has completed 12 Energy Conservation Measures at the Town Hall, Public Safety Complex, Water Pollution Control Facility, Carnegie Library- with projects underway at the Shea Theater and Sheffield School. The 12 complete measures save the town \$36,241 annually. **Criteria 4:** Purchase only fuel-efficient vehicles Since the Town adopted a fuel-efficient vehicle purchasing policy in 2010, the town has replaced 4 (non-exempt) vehicles with fuel efficient vehicles. Note :The majority of Montague's fleet is exempt. **Criteria 5:** Set requirements to minimize life-cycle costs for new construction Montague adopted the Stretch Code in 1/1/2011. Since then 11 new single family homes,

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2 industrial buildings, and one residential retrofit have been built to stretch code. 10 of these projects occurred in FY 16.

*Nelson makes the motion to approve the Green Communities FY16 Annual Report as presented. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz - Aye*

**Town Administrators Report**

**Request to carry over 1 additional week of vacation time (carry over 3 total weeks)**

Abbondanzio: By contract I'm allowed to carry forward two weeks of vacation and one additional week with approval of the Board of Selectmen. I'm asking as this was an unusual year and I didn't have the time to take it. I will still be turning back 4 weeks of vacation time.

*Nelson makes the motion to allow Frank to carry over 1 additional week of vacation time to FY2017 as per his contract. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz - Aye*

**1st Street and Poplar Street Pump State Replacement Project CWSRF No. 3915 Final Change Order with Baltazar Contractors, Inc. \$0, Application for Payment #11, \$88,014.55**

To be put on the Next week's agenda

**Request by The Rendezvous to remain open on New Year's Eve until 2:00 AM**

*Nelson makes the motion to approve the request by the Rendezvous to allow all section 12 establishments to remain open on New Year's Eve until 2:00 AM as long as they put a request in writing by Wednesday December 28, 2016. Seconded by Boutwell approved. Nelson – Aye, Kuklewicz – Aye, Boutwell – Abstain*

**Topics not anticipated in the 48 hour posting requirements**

Steve Ellis thanks everyone for welcoming him to Montague

**Release and approval of Executive Session Minutes from 11/23/16 meeting relative to potential Litigation regarding Millers Falls Road/Industrial Boulevard Sewer Replacement Project; executive session and open session, pursuant to G.L. c. 30A, s. 21(a)(2) expected, votes may be taken**

Kuklewicz declares holding meeting in open session will be detrimental to public good

*Nelson makes the motion to go into executive session to review Executive Session Minutes from 11/23/16 meeting relative to potential Litigation regarding Millers Falls Road/Industrial Boulevard Sewer Replacement Project; pursuant to G.L. c. 30A, s. 21(a)(2), votes may be taken. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Nelson – Aye, Kuklewicz - Aye*

**Executive Session under G.L. c.30A §21 (a)(3) to discuss strategy with respect to Collective bargaining, IBPO, UE votes may be taken**

Kuklewicz declares holding meeting in open session will be detrimental to public good

*Nelson makes the motion to go into Executive Session under G.L. c.30A §21 (a)(3) to discuss strategy with respect to Collective bargaining, IBPO, UE votes may be taken. Seconded by Boutwell, approved. Boutwell- Aye, Nelson – Aye, Kuklewicz – Aye*

**Executive Session under G.L. c 30A, Section 21 (a)(3) to discuss Strategy litigation concerning the Berkshire Gas moratorium DPU docket #16-103, Votes may be taken**

Kuklewicz declares holding meeting in open session will be detrimental to public good

*Nelson makes the motion to go into Executive Session under G.L. c 30A, Section 21 (a)(3) to discuss Strategy litigation concerning the Berkshire Gas moratorium DPU docket #16-103, Votes may be taken. Seconded by Boutwell, approved. Boutwell- Aye, Nelson – Aye, Kuklewicz – Aye*

*Nelson makes the motion at 8:53 PM not to release the minutes of November 23, 2016 at this time as they are part of an ongoing litigation. Seconded by Boutwell approved unanimously. Boutwell- Aye, Nelson – Aye, Kuklewicz - Aye*

*Nelson makes the motion to adjourn the meeting at 8:40 PM. Seconded by Boutwell approved. Boutwell – aye, Nelson – Aye, Kuklewicz - Aye*

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*ES 7:50 PM*

**List of Documents and Exhibits:**

- Selectmen minutes of November 21, 2016
- Montague B.P.O. Elks #2521, Change of Manager and Change of Officers for On Premise, Section 12 Liquor License
- Turners Falls RiverCulture forms for "It's a Wonderful Night in Turners Falls", December 9, 2016: Use of Public Property; Use of Spinner Park, 6:00 – 7:15 PM; Street Musicians on Avenue A & Third St, 6:00 PM to 7:30 PM; Light 60 Luminaries on Avenue A & Third Street; Install Mailbox for holiday wishes in Spinner Park until 12/28; Decorate trees in Spinner Park, tree lighting at 7:00 PM
- Appointment Form: Thomas Hoad, WPCF Laborer/Operator, 40 hrs/wk, UE Grade B, Step 1, \$16.37/hour, effective December 19, 2016
- Appointment Form: Andrew Keyser, Wastewater Technician, 40 hrs/wk, UE Grade D, Step 1, \$19.39/hour, effective December 12, 2016
- Personnel Status Notice to Extend sick leave for John Little until 12/19/16 (previously 11/30/16)
- Appointment Form: Raymond Quinones, Transfer Station Attendant, 14 hrs/wk, UE Rate \$12.00/hour, effective December 7, 2016
- Appointment Form: Joshua Dempsey, DPW Custodian, 40 hrs/wk, UE Grade A, Step 1, \$14.03/hour, effective December 14, 2016
- Appointment Form: Steven Ellis, to GMTA until 6/30/17
- FY2015 CDBG Informational Meeting, Master Plan for Rutter's Parks Project
- Green Communities FY16 Annual Report
- Town Administrators request to carry over 1 additional week of vacation time (carry over 3 total weeks)
- Request by The Rendezvous to remain open on New Year's Eve until 2:00 AM