

**SELECTMEN'S MEETING  
UPSTAIRS MEETING ROOM  
1 AVENUE A, TURNERS FALLS, MA  
MONDAY, February 13, 2017**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell, Michael Nelson, Rich Kuklewicz, Town Administrator Steven Ellis, and Executive Assistant Wendy Bogusz. Kuklewicz makes introduction and announces meeting is being taped.

**Approve Selectmen minutes of February 6, 2017**

*Nelson makes the motion to approve the minutes of February 6, 2017. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - 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

**Bruce Hunter, FCRHRA**

**FY 2017 CDBG Public Hearing**

Nelson reads the legal notice into the record.

**Open Grant: UPDATE of FY 2015 CDBG PROGRAM STATUS - GRANT EXTENSION TO JUNE 30, 2017**

- Lake Pleasant - Rutter's Park Masterplan: The project was contracted with GZA for Masterplan Process. The project is complete.
- Housing Rehabilitation - Target Area 2 (Lake Pleasant TA):
  - Goal: five units
  - Two units are completed, two are under construction, and three are out to bid, for a total of seven
  - Six units are being processed, inspected, and prioritized for HR funds
  - Anticipated completion date: June 2017
- Social Services:
  - Montague Catholic Social Ministries - The Family Literacy Program serviced 44 adults and children, and they exceeded their grant goals
  - Life Path, Inc. - Home Delivered Meals. A total of 20,216 meals were served to Montague residents, exceeding their grant goals

**Open Grant: UPDATE of FY 2016 CDBG PROGRAM STATUS - awarded in August, COMPLETION DATE: DECEMBER 31, 2018**

- Avenue A and Peskeompskut Park Pedestrian Lighting Project:
  - Contracted to Berkshire Design Group, Landscape Architect for Bidding and Construction Administration
  - Construction bids are due this week, Wednesday at 3 o'clock.
  - At a site briefing last week, four firms walked the site and were very interested in the project
  - Anticipated project completion date: September 2017
  - Met with the abutters, taken comments into consideration, and told them they'd be kept up to date on when the project would go forward
- Housing Rehabilitation - Target Area 1 (Turners Falls & Montague City TA):
  - Five applications are in process
  - The goal for the grant is to rehab four housing units
  - The program is underway and all residents on the waiting list are in the application/inspection process
- Social Services:
  - Montague Catholic Social Ministries - Family Literacy Program: The goal of this activity is to provide a literacy program for 35 adults and children with limited English skills. A representative shared that the community has expressed an interest in a place where children could do their homework on-line. The facility center has been made wireless so parents are coming with their children and are being coached by the lead facilitator, who lives here in Turners Falls, works at the schools, and has all the software that the school has given.
  - LifePath, Inc. - Home-Delivered Meals: The goal of this activity is to serve 135 unduplicated beneficiaries for a total of 18,106 meals and wellness checks. A representative shared that the wellness check and receipt of meals has been shown to reduce isolation, decrease depression, and reduced anxiety. The feeling is that the Meals on Wheels Program is a critical piece in order to keep people living in the community in the least restrictive setting, that if some folks weren't able to receive the meals, they might otherwise be in nursing homes or other much more costly environments.

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- The Brick House - Youth Opportunities for Leadership Program: The goal of this activity is to serve 30 Montague youth between the ages of 13 and 24. The Youth Programs Manager shared that there are two separate groups. The first one, for youth ages 13 to 18, is a program learning about social justice and healthy decision-making, which is going to use popular media to educate around different oppression-based issues with the hopes of reducing bullying and relationship violence, while also providing information about healthy decision-making and job readiness for young people. The other program, Living Skills, for youth ages 18-24, is going to provide a series of workshops with an educational component around job readiness including resume and interview practice support; sexual health, relationship health, and domestic violence prevention; and general living skills for the transition into adulthood such as how to shop for groceries, how to access and cook healthy foods, and how to budget.

**FUNDING SOURCE:**

- Federal funds: HUD
- National Objectives: Benefit Low to Moderate income residents and Eliminate Slum and Blight
- CDBG Program is administered by Department of Housing and Community Development

**PROPOSED ACTIVITIES:**

- **Housing Rehabilitation (\$160,000):**
  - Town-wide
  - Currently eight people on the waiting list
  - Can serve four with limited funding this year
- **Design Activities (\$166,400):**
  - Strathmore Demolition and Abatement Plan - Bid Ready Plans and Specifications: \$90,000 plus \$17,000 from Town for abatement design leverage: Total \$109,000
    - For demolition of about half of the Strathmore complex
    - Funding for the design, not for the demolition
    - Ramsey received an estimate at about \$115,000 to do the upfront engineering and permitting as well from the Community Development Project that was the Turners Falls Slum and Blight Designation District
    - The idea is that once designed and permitted, the Town would then be able to attract funding for the actual demolition, potentially through Massworks or potentially the Block Grant Program itself
  - Lake Pleasant - Rutter's Park - Bid Ready Plans and Specifications: \$57,400 plus \$3,690 (force work account) from DPW for project leverage: Total \$61,090
- **Social Service Programs (\$98,891):**
  - Lifepath - Meals on Wheels Program: \$22,000
  - The Brickhouse - Youth Opportunity for Leadership: \$22,000
  - Montague Catholic Social Ministries: \$27,391
    - Transitioned from Families Learning Together to Our Women's Network of Western Massachusetts
    - Peer-to-peer support cooperative
    - Women who have professional abilities and work experiences, wisdom, insight, and vision provide resource development, skills-sharing, and connection-building within a thriving social model for a productive and creative work space which will accommodate fluctuating periods of wellness
  - Western Mass Training Consortium - Recovery Learning Community: \$27,500
    - Office will be opening in Turners Falls
    - Peer-to-peer support and advocacy organization
    - Space to hold open hours where folks can come in, have coffee, have access to computers, and get support for a broad range of experiences such as trauma, addictions, psychiatric diagnoses, homelessness, violence, and oppression
    - Offering alternative wellness practices (yoga, mindfulness classes, etc.)
    - Connect folks to resources that exist in the area through the RLC and other organizations
    - One-on-one advocacy with folks going to meetings, appointments, court, housing offices, etc.

**TOTAL APPLICATION (\$533,737)**

**APPLICATION SCHEDULE:** CDBG Application due March 10, 2017; Award date: July 2017; process start by September.

*Nelson makes the motion to approve the F72017 CDBG Grant Application as presented. Seconded by Boutwell, approved unanimously. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

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**Walter Ramsey, Town Planner and David Brule, Battlefield Grant Advisory Committee Chairman**

**Recommendation to award contract for professional consultant services for Principal Investigator for the 1676 Battle of Great Falls Site Identification and Evaluation Project (Phase II) for \$56,000, to be funded in full by a grant from the National Park Service Battlefield Protection Program**

Ramsey: The Battlefield Advisory Committee in the Town of Montague has awarded a second phase from the National Parks Service Battlefield Protection Program to study the Battle at Great Falls. The first phase was doing an inventory of all the historical records as well as an account from various Native American tribes of their oral histories. The second phase is the archeology phase, which is where we go on the field and verify what happened by seeing what's in the ground. The Town issued a procurement process for a principal investigator, the archeology team that is going to be doing the work. We sent it out to about 15 different firms in the area, and we only got one response back. The proposal, which is a good one, is from the Mashantucket Pequot Museum and Research Center. They did the first phase of the project, so they already had a lot of knowledge. The Park Service doesn't like to see just one application submitted, so we had to justify this decision to them. They went through their own bidding process, then basically gave their blessing for the Town to proceed with the Mashantucket Pequot Museum And Research Center. The copy of the contract is the same one we used last time, just with the scope of work updated. The Battlefield Committee met and made a recommendation formally to this Board to proceed with the Mashantucket Pequot Museum Research Center.

Discussion:

- National Parks Service takes control of artifacts that are found that are distinctly related to a battle with the caveat being that they tend to hold them until they can put them back in a certified museum archival place as close to the site as possible. They specified that they're looking for metallic objects.
- With regard to other sites that might be more sensitive or sacred, if human remains turn up, everything shuts down and appointees from the Massachusetts Historical Commission come out with tribal people and they make a determination as to what will happen with the remains. In the 70's, a local historian, Dr. Peter Thomas, he found 9,000 years' worth of material and artifacts that were accumulated in a particular spot at Riverside. They were located, identified, and covered back up.
- Investigations are only done on properties where the owners have given explicit permission via our forms.
- Metal detectors will be used, and if something is detected, a flower-pot-hole-sized plug is used. Unless there's been extensive construction and deposits of construction debris, a lot of the artifacts are within the first 12 inches.
- An ad hoc group called the 1620/2020 Committee has been formed to participate in the 400th anniversary of the pilgrims arriving. One of the members of the Battlefield Advisory Board, who is a Wampanoag, says that the Chairperson of the Statewide Commission is interested in coming out to see what we're doing. They want to have a statewide historic trail itinerary set up, and Turners Falls/Montague would be one of those destinations.

*Nelson makes the motion to award the contract for professional consultant services as the Principal Investigator for the 1676 Battle of Great Falls (Wissantinnewag-Peskeompskut) Site Identification and Evaluation Project, also known as Phase II, in the amount of \$56,000 to the Mashantucket Pequot Museum and Research Center. Boutwell seconded, unanimously approved. Nelson - Aye. Boutwell - Aye, Kuklewicz - Aye.*

**Executive 3 individual memoranda of agreement with the Narragansett Tribal Historic Preservation Office, Wampanoag Tribe of Gay Head Tribal Historic Preservation Office, and the Chaubunagungamaug Nipmuck Tribal Historic Preservation Office regarding compensation for their participation in the second phase of the Battle of Great Falls study, to be funded in full by a grant from the National Park Service Battlefield Protection Program**

*Nelson makes the motion to authorize the Chair to sign the agreement with the Narragansett Tribal Historic Preservation Office, regarding compensation for their participation in the second phase of the Battle of Great Falls study. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

*Nelson makes the motion to authorize the Chair to sign the agreement with the Wampanoag Tribe of Gay Head Tribal Historic Preservation Office, regarding compensation for their participation in the second phase of the Battle of Great Falls study. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

*Nelson makes the motion to authorize the Chair to sign the agreement with the Chaubunagungamaug Nipmuck Tribal Historic Preservation Office, regarding compensation for their participation in the second phase of the Battle of Great Falls study. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

**Chip Dodge, Police Chief**

**Installation of ATM Machine at the Public Safety Complex, 180 Turnpike Road**

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*Nelson makes a motion to authorize the Town Administrator to negotiate a multi-year lease with the Greenfield Savings Bank to allow the installation of a free-standing ATM machine in the front lobby of the public safety complex at 180 Turnpike Road in Turners Falls. This lease will stipulate that GSB agrees to pay all costs of the purchase and installation of said ATM, including the installation of required electrical or service or phone line, as needed and will attend to all required operation and maintenance associated with the ATM. The Town will agree to provide electricity and internet access to support the ATM's operation at no cost to Greenfield Savings Bank. Seconded by Boutwell, approved unanimously. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

**Town Administrator's Report**

**Town Meeting Warrant - To approve and executive draft warrant, March 2, 2017 Special Town Meeting Warrant, attached hereto**

*Nelson makes a motion to approve the following articles on the March 2, 2017 SPECIAL TOWN MEETING Warrant: Franklin, ss. To either of the Constables of the Town of Montague in the County of Franklin:*

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Montague qualified to vote in Town affairs to meet in the Turners Falls High School Theater on Thursday, March 21, 2017, at 7:00 p.m. and to act on the following articles and any motions which may be presented.

**ARTICLE 1.** To see if the Town will vote to receive and act upon the report of the Public Works Facility Planning Committee.

**ARTICLE 2.** To see if the Town will vote to amend the classification plan adding the position of WPCF Chief Operator at Grade F as per the Memorandum of Agreement between the Town of Montague and the Town of Montague Employees Association dated January 9, 2017, or to pass any vote or votes in relation thereto.

**ARTICLE 3.** To see if the Town will vote to amend the classification plan changing the title of WPCF Senior Clerk/Lab Technician to Administrative Assistant/Lab Technician at Grade D as per the Memorandum of Agreement between the Town of Montague and the Town of Montague Employees Association dated January 9, 2017, or to pass any vote or votes in relation thereto.

**ARTICLE 4.** To see if the Town will vote to amend the classification plan to modify the duties of the WPCF Operator/Laborer at Grade B as per the Memorandum of Agreement between the Town of Montague and the United Electrical, Radio and Machine Workers of America, Local 274 dated December 20, 2016, or to pass any vote or votes in relation thereto.

**ARTICLE 5.** To see if the Town will vote to amend the classification plan to change the title of WPCF Operator to Wastewater Technician at Grade D as per the Memorandum of Agreement between the Town of Montague and the United Electrical, Radio and Machine Workers of America, Local 274 dated December 20, 2016, or to pass any vote or votes in relation thereto.

**ARTICLE 6.** To see if the Town will vote to amend the classification plan to add the position of WPCF Lead Mechanic at Grade E as per the Memorandum of Agreement between the Town of Montague and the United Electrical, Radio and Machine Workers of America, Local 274 dated December 20, 2016, or to pass any vote or votes in relation thereto.

**ARTICLE 7.** To see if the Town will vote to amend the classification plan to add the position of WPCF Lead Operator at Grade E as per the Memorandum of Agreement between the Town of Montague and the United Electrical, Radio and Machine Workers of America, Local 274 dated December 20, 2016, or to pass any vote or votes in relation thereto.

**ARTICLE 8.** To see if the Town will vote to accept the last paragraph of MGL Chapter 41, Section 111F, which allows the town to establish a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred by a police officer during the performance of his/her duties, appropriate monies into the fund or deposit funds received from insurance proceeds or restitution, and to pay expenses incurred under Section 111F without appropriation with the approval of the Board of Selectmen, or to pass any vote or votes in relation thereto.

**ARTICLE 9.** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$3,000 or any other amount for the purpose of increasing the amount appropriated under Article 11 of the May 7, 2016 Annual Town Meeting, which appropriation was for the Town's share of the Airport Improvement Project 3-25-0032-19 or pass any vote or votes in relation thereto.

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**ARTICLE 10.** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide any sum or sums of money for the purpose of stabilizing the Strathmore Paper Mill Buildings, including but not limited to the expenditure of funds for roof and sprinkler repair, debris removal, securing the buildings and any other related costs or to pass any vote or votes in relation thereto.

Given under our hands this 13th of February in the Year of Our Lord Two Thousand and Seventeen.

*Seconded by Boutwell, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye.*

**Town Administrator Procurement Training**

Ellis: As the Chief Procurement Officer, it is critically important that I have the full range of training associated with procurement that's required. There's a formal training process and three major chunks of training that I need to have under my belt: Public Contracting Overview, Supplies and Services Contracting, and Design and Construction Contracting. I could get two of these trainings in during this fiscal year at Gateway Regional School in Huntington. We had available room in our budget for professional services under the Board of Selectmen's line. We'll be using that money to pay for my attendance at the Public Contracting Overview on March 1st, 2nd, and 3rd; and the Design and Construction Contracting, which is March 15th through March 17th. These two events will keep me out of the office for six days during the month of March. The last day of each is a Friday, which means I'll only miss two days a week in the office. We'll get to Supplies and Services Contracting in probably September.

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

Ellis: The Chair of our Broadband Committee attended a meeting at UMass last week, where they received the Comcast maps for addressing that increment of town residents who are not presently served, and his initial read of the maps is that they do represent some real progress. There will be a meeting on Monday, February 27th from 5:30 to 7:00. They will review Comcast maps, answer questions and document concerns that the public may have, and review MLP status and list options for the Selectboard meeting. I believe Kevin will be on our agenda for the 27th. The committee wants the public to know about that meeting, to encourage them to attend on the 27th, and it looks like at last we at least may have some forward progress of some sort.

Kuklewicz: It would be great if maybe in the press there was a little note about it.

**OTHER**

- Chief Dodge thanked the Town of Montague Highway Department for the incredible job they did during the last storm.
- Nelson commended Steve Ellis on the great job he's been doing as Town Administrator.

The next regularly scheduled Selectmen's Meeting will be held on Monday, February 27, 2017 at 7:00 p.m. at the Montague Town Hall, 1 Avenue A, Turners Falls, MA.

*Nelson makes the motion to adjourn. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye.*

**List of Documents and Exhibits:**

- FY2017 CDBG Public Hearing Information
- Contract for professional consultant services for Principal Investigator for the 1976 Battle of Great Falls Site Identification and Evaluation Project (Phase II) for \$56,000
- 3 individual memoranda of agreement with the Narragansett Tribal Historic Preservation Office, Wampanoag Tribe of Gay Head Tribal Historic Preservation Office, and the Chaubunagungamaug Nipmuck Tribal Historic Preservation Office
- Information regarding ATM Machine at the Public Safety Complex, 180 Turnpike Road
- March 2, 2017 Special Town Meeting Warrant