

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, May 22, 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 May 16, 2017

Nelson makes a motion to accept the Selectmen minutes of May 16, 2017 as presented. Boutwell seconded, unanimously approved. 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.

Appoint April Reipold to the Montague Historic Commission through June 30, 2017

Nelson makes a motion to appoint April Reipold to the Montague Historic Commission through June 30, 2017. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board with Tom Bergeron, DPW Superintendent

Rate Change:

Raymond Quinones, DPW Transfer Station Attendant, UE Grade A, Step 1, \$14.03/hour, effective 5/22; Old Pay: \$12.00/hr

Nelson makes a motion to change the rate for Raymond Quinones, DPW Transfer Station Attendant in line with the UE Grade A, Step 1 effective May 22nd, 2017, of \$14.03/hour. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Title/Rate Change:

Mark Stevens, DPW Group Leader/Grounds, UE Grade D, Step 7, \$22.49/hour, effective 5/22/17; Old

Title/Rate: Groundskeeper, UE Grade C, Step 10, \$21.89/hour

Nelson makes a motion to change the title and rate of Mark Stevens to a Grade D, Step 7 at \$22.49/hour effective today, May 22nd, 2017 in line with the Town Meeting vote that was taken earlier this month. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye.

Walter Ramsey, Town Planner

Announcement of Cultural District Designation

Ramsey announced that the State Mass. Cultural Council designated Turners Falls a Cultural District. A grant of \$5,000 came with the designation, which will probably go to signage in order to have the cultural district well-marked. In addition, the Governor announced that they are giving an unprecedented level of funding to the Cultural Facilities Funding next year. A press release has been sent out, there is a new Facebook page on the Cultural District, a new cultural newsletter will be going out, there will be a link on the Town website, and the State will be marketing this on the Mass Office and Travel and Tourism website.

Suzanne LoManto, Turners Falls RiverCulture

Use of Public Property: Close Third Street from Avenue A to Canal Street for Rock, Paper, Scissors Event, June 17, 2017, 1:00 PM to 5:00 PM

Nelson makes a motion to approve the Use of Public Property to Turners Falls RiverCulture for the Rock, Paper, Scissors Event on Saturday, June 17th, from 1:00 PM to 5:00 PM, which includes closing Third Street from the Canal Street to the corner of Avenue A and Third Street. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Lew Collins, Between the Uprights, 23 Avenue A, Turners Falls, MA

Execute 2017 License to Use Real Property Café License, 23 - 29 Avenue A, Turners Falls

Nelson makes a motion to execute the 2017 License to Use Real Property Café Licenses between the Town and Between the Uprights Bar, 23 - 29 Avenue A in Turners Falls. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

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Registration for Assembly, Public Demonstration, or Use of Public Property, and One Day Special License:

- *Nelson makes the motion to approve the request for a One-Day Special License to Between the Uprights for the following dates: June 17th, 2017 from 9:00 AM to 1:00 AM; July 22nd, 2017 from 9:00 AM to 1:00 AM; August 26, 2017 from 9:00 AM to 1:00 AM; and November 22nd, 2017 from 3:00 PM to 1:00 AM for the Bar Olympics Event to be held outside of the property. Chief Dodge has signed off on those events, we have the insurance on file, and this is all pending the \$40 permit fee. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the request for a One-Day Special License to Between the Uprights for October 21, 2017, 9:00 AM to 1:00 AM. Kuklewicz seconded, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

**Mark Hankowski, Mystic Pinball, LLC, 104 Avenue A, Turners Falls
Requesting Auto Amusement Devise Licenses for 22 Pinball Machines**

Nelson makes a motion to approve the request to Mark Hankowski of Mystic Pinball, LCC, 104 Avenue A, Turners Falls for a pinball machine permit for up to 22 machines with a license fee of \$500, and that the license fees be reviewed at our next available meeting. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Bruce Hunter, FCRHRA

Change Order #1, Avenue A and Peskeompskut Park Pedestrian Lighting Project, \$18,888.30

Nelson makes a motion to approve Change Order #1 regarding the Avenue A and Peskeompskut Park Pedestrian Lighting Project in regards to ML Schmitt, 371 Taylor Street, Springfield, MA in the amount of \$18,888.30. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Town Administrator's Report

2017 Playful City USA Recognition

Ellis announced that once again, Montague has been designated a 2017 Playful City USA community.

Request from the Episcopal Church of Saint James and Andrew to change the zoning designation for 2 Prospect Street, Turners Falls, Assessors Map 6, Lot 95 from Public-Semi Public to Neighborhood Business for additional neighborhood compatible uses

Nelson makes a motion to move the Request from the Episcopal Church of Saint James and Andrew to change the zoning designation for 2 Prospect Street, Turners Falls, Assessors Map 6, Lot 95 from Public-Semi Public to Neighborhood Business for additional neighborhood compatible uses to the Planning Board for consideration. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Tree Committee Update

- The Tree Advisory Committee has nine members at this time.
- Ellis went on a walking tour of Millers Falls with the committee, specifically focused on the treescape.
- The committee's present agenda includes developing a charter and a set of priorities, including looking at model practices for tree bylaws in communities and to figure out how best to provide technical assistance and support.
- The committee is considering the notion of creating a wood bank, a volunteer-run organization that would create some wood fuel supply that could be available upon request to members of the community.

Board and Committee Email Strategy

Ellis: One of the concerns as public records law becomes more robust is making certain that we're properly protecting all of our Town volunteers who may work on boards and committees, specifically as they may communicate with email. We're working on doing a lot of education to make sure that boards know what the boundaries are and what constitutes violation of an open meeting law in the context of email. Also, for people who may be using their personal or business account, those records potentially could be subpoenaed if there was an issue with a suspected open meeting law violation and there was concern on the Attorney General's part that there wasn't appropriate compliance with provision of records. In meeting with our IT staff and the Town Clerk, we talked about (a) making sure we have full contact with all board members, and (b) communicating very clearly with them that we

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strongly discourage the use of business and/or non-dedicated-purpose personal accounts. We would give them instructions for how to set up an account at no cost to themselves that they can use for their Town business, make sure they have a full knowledge of what the law is and what their vulnerabilities are, and create a full database of what people's preferred emails are. This is a more feasible, cost-efficient plan, and one that supports creating a better Town-wide communication strategy.

Municipal Vulnerability Preparedness Grant Proposal

Ellis: According to the Office of Environmental Affairs, the State has made available technical assistance to support community readiness and resilience to climate-change-related disasters and issues. The technical assistance is intended to be a support for the pursuit of a designation as an MVP (Municipal Vulnerability Preparedness) community, and in the future we anticipate that there may be monies available from the State focused on emergency preparedness that, if it's a grant competition, may only be open to MVP communities or MVP communities may have additional bonus points in the competition. This technical assistance will come in the form of facilitated workshops using a very specific planning process for weighing risks and bringing data into the process. We anticipate is that we will work with the FRCOG as the partner that assists in facilitation and so we collaborated with them in the development of our proposal for this. This will likely have an expedited process as we have a significant head start, having just completed the hazard mitigation and wildfire prevention plans, which were formalized in 2015. We submitted that proposal last Friday and we hope to hear back from that in early July.

Other/Repaving of Route 63

Ellis: The State DOT and will be using some end-of-year monies to do a repaving of Route 63 from Sunderland up to Northfield. They're looking to have this done before the end of June.

MSPCI Program Income Hearing: Spinner Park Master Plan; \$7,500

Ramsey: We have money that's remaining from the contract from the Streetscape Improvement Program that's left over from the Community Development Block Grant Program, and we need to think of a way to reprogram and use these funds. We looked at some of the options, including doing a complete design for streetscape improvements for all of Avenue A as well as expanding the street lights a little bit more. Then Skinner Park was brought to my attention. At a community concert the other day, we realized that the planters are beyond repair, the curb cut is falling apart, and the fencing is falling apart. I'm here to request to allocate \$7,500 from program income funds to do a schematic design of rehabilitation of the park, which will involve creating a new design of the seat walls of the bed, fixing the lighting in the park, fixing the crumbling seat walls and the curb cuts, redoing some of the plantings, and recommending a new fence.

Nelson makes the motion to authorize the Town Administrator and the Town Planner in consultation with the appropriate parties to move forward in identifying a vendor to do a master plan for Skinner Park for up to \$7,500. The source of funds for that will be the Massachusetts Small Cities Program Income line of our budget. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye.

Topics not anticipated in the 48 hour posting requirements

Memorandum of Understanding regarding the Municipal Energy Coordination Services

Nelson makes a motion to approve the Memorandum of Understanding between the Town and the Franklin County Regional Council of Governments regarding the Municipal Energy Coordination Services. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

UPCOMING EVENTS:

Father's Day Fun Fly will be held on Father's Day, June 18 from 10:00 AM to 3:30 PM. Come bring your children, grandchildren, and friends to this great event and try your hand at flying a radio control aircraft. If you're thinking of getting a drone for Father's Day, this is the place to bring it, fly it, and ask questions. Visit their website <http://www.franklinrc.com/>

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.

The Chair has determined that holding such discussion in open session would be detrimental to the Town's position.

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Nelson makes a motion to enter 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. We'll leave Executive Session only to adjourn our regular meeting. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Documents and Exhibits:

Personnel Status Change Form:

- Rate Change: Raymond Quinones, DPW Transfer Station Attendant, UE Grade A, Step 1, \$14.03/hour; effective 5/22/17; Old Pay: \$12.00/hr
- Title/Rate Change: Mark Stevens, DPW Group Leader/Grounds, UE Grade D, Step 7, \$22.49/hour, effective 5/22/17; Old Title/Rate: Groundskeeper, UE Grade C, Step 10, \$21.89/hour
- Use of Public Property: Close Third Street from Avenue A to Canal Street for Rock, Paper, Scissors Event, June 17, 2017, 1:00 PM to 5:00 PM
- Lew Collins, Between the Uprights, 23 Avenue A, Turners Falls, MA, 2017 License to Use Real Property Café License, 23 – 29 Avenue A, Turners Falls
 - Registration for Assembly, Public Demonstration, or Use of Public Property, and One day Special License:
 - 1st Round BTU Bar Olympics, June 17, 2017, 9:00 AM to 1:00 AM
 - 2nd Round BTU Bar Olympics, July 22, 2017, 9:00 AM to 1:00 AM
 - Final Round BTU Bar Olympics, August 26, 2017, 9:00 AM to 1:00 AM
 - Pumpkinfest, October 21, 2017, 9:00 AM to 1:00 AM
 - Thanksgiving Eve, November 22, 2017, 3:00 PM to 1:00 AM
- Mark Hankowski, Mystic Pinball, LLC, 104 Avenue A, Turners Falls, Auto Amusement Devise Licenses for 22 Pinball Machines
- Change Order #1, Avenue A and Peskeomskut Park Pedestrian Lighting Project, \$18,888.30
- Request from The Episcopal Church of Saints James and Andrew to change the zoning designation for 2 Prospect Street, Turners Falls, Assessors Map 6, Lot 95 from Public-Semi Public to Neighborhood Business for additional neighborhood compatible uses
- Municipal Vulnerability Preparedness Grant Proposal
- Appointment Form: April Reipold to the Montague Historical Commission until June 30, 2017