

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, October 30, 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 October 16, 2017

Nelson makes a motion to approve the minutes of October 16, 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

Singleton asked about a letter from the District Attorney's Office about stating that the Montague Police Department would not be allowed to come back on the Anti-Crime Task Force. Kuklewicz agreed that the Town has sought out clarification. Ellis mentioned that the Town had not engaged in any conversation prior to the vote being taken and so there had been no opportunity for discussion.

**Karen Tonelli, Director of Assessing
FY2018 Tax Classification Hearing**

Tonelli summarized the FY2018 Tax Classification presentation.

Discussion:

- Ellis: The trend has been consistent from year to year. Our residential rate has seen very little change, and we've maintained a very tight band in the commercial industrial rate. Housing values may move over time; it may have a beneficial impact on what rates are.
- Boutwell will not support this as he has been spoken to by some citizens and they want to see cuts.
- Nelson agrees with Boutwell and feels the pain, but agrees with Kuklewicz that the rates are kept at an appropriate rate to allow the Town to move forward.

Nelson makes the motion with reluctance to set the FY18 residential rate to be \$17.09 and the commercial industrial rate to be \$25.92. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Nelson makes the motion to approve the request for open space discount residential exemption and small commercial exemption as requested by the Board of Assessors. Seconded by Boutwell, not approved. Nelson - Nay, Boutwell - Nay, Kuklewicz - Nay

Bruce Hunter, FCRHRA, FY16 Montague - Avenue A and Peskeompskut Park Pedestrian Lighting Project Certificate of Substantial Completion; Pay Requisition #3 from M.L. Schmitt - \$18,477.72; Certificate of Final Completion; Release of Surety; Clean Lien Certificate; Pay Requisition #4 Final from M. L. Schmitt; Release of Retainage

Hunter asked to hold on the Final Pay Requisition and Certificate of Final Completion until next week.

Certificate of Substantial Completion

Nelson makes the motion to issue the Certificate of Substantial Completion for FY16 Montague - Avenue A and Peskeompskut Park Pedestrian Lighting Projects. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Pay Requisition #3 from M. L. Schmitt - \$18,477.72

Nelson makes a motion to approve the payment of Requisition #3 from M. L. Schmitt in the amount of \$18,477.72. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Final Invoice 1-2017-25-6 from Berkshire design Group, Inc., - \$5,625.00

Nelson makes the motion to approve the Final Invoice 1-2017-25-6 from the Berkshire design Group, Inc., in the amount of \$5,625.00. Boutwell seconded, unanimously approved. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

FY16 Montague - Sign Contract for Avenue A Streetscape Phase III Design Project to Berkshire Design Group, Inc., for \$70,000

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Nelson makes the motion to approve the Contract as revised for the Avenue A Streetscape Phase III Design Project to Berkshire Design Group, Inc., in the amount of \$70,000. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Michael Nelson, Great Falls Festival

Review and debriefing of the 2017 event

- Nelson introduced Scott, the entertainment director and a member of the Board of Directors.
- There was a huge turnout and the weather was great.
- The Fire Chief was very happy with things, and Lieutenant Bonnett and Sergeant Williams reported just minor issues and offered suggestions for greater event security. The Board will be meeting with Lt. Bonnett on Friday to work out implementation.
- Nelson will send information to Town Administration if the Board of Selectmen is interested.
- There were a few electrical issues.
- Ellis stated that some parents asked to make sure the focus remained on children and family-friendly events.
- The pumpkin decorating area, run by the Parks and Recreation Department, is very popular and the kids' area drew a larger crowd than usual.
- Ellis wants the public to be aware that this is a self-sustaining event run by 40 volunteers. The Town departments (Fire, Police, DPW) that are involved are being compensated.

October 20, 2018 event permit request

Kuklewicz makes the motion to approve the application for use of Peskeompskut Park and Avenue A for the Great Falls Festival on October 20, 2018. Boutwell seconded, approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Abstain

October 20, 2018 beer and wine permit request

Boutwell makes the motion to approve the one-day beer and wine license as set forth by the Chair. Kuklewicz seconded, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain

Request to hang a sign in Peskeompskut Park October 1 - 18, 2017

Boutwell makes the motion to approve the request to hang a sign in Peskeompskut Park October 1 - 18, 2017. Kuklewicz seconded, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain

Town Administrator's Report

Commendation to all DPW staff for their ongoing responsiveness to weather-related and other emergencies in town, and to Jim Whiteman, Kyle Bessette and Tom Bergeron for their response to weather-related emergencies on October 24th.

- Ellis read aloud a letter of appreciation for the staff's professionalism in response to the emergencies on October 24th.
- *Nelson makes a motion to put this letter of commendation and appreciation in the files of Jim Whiteman, Kyle Bessette, and Tom Bergeron and express Board's gratitude for their tireless work. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Move pursuant to M.G.L. c.32b, s. 21(a) to adopt the provisions of M.G.L. c. 32B s. 21-23 regarding changes to plans offered by Hampshire County Group Insurance Trust

Tim Zessin: This is the first step in the process towards implementing the plan design changes under M.G.L. 32B section 21-23. The next step is for the Board through Steve and myself to notify the unions that the Board will vote on these changes to formally accept them and to formally begin the process of negotiating with the Town's Insurance Advisory Committee (IAC) and the Public Employee Committee (PEC). After the meeting with the IAC, then each union gets to appoint a member of the PEC.

Ellis: The IAC had been dormant in Montague for some time, and so we are reconvening it and are asking each of the interests involved to offer their new candidates to participate in that. Once the Hampshire County Group Insurance Trust gives us a sense of the specifics of the financial impact of these changes for the Town, that is when we will take the second step.

Zessin: After that second adoption step is taken, the Town Administrator will send a more detailed notice to the IAC and PEC explaining what the savings will be for the Town and the employees, as well as an explanation of what the changes are going to be and what the mitigation proposal is.

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Summary of FY18 Community Compact Grant Application

Ellis: The Board of Selectmen on December of 2015 moved to sign the Community Compact with the Governor's Office through the Division of Local Services. At that point, we were allowed to identify two best practices that we would seek to implement against. One of those identified was focused on developing a new open space plan, which the Town has done. The final plan is receiving a final review by the State. The second was in the area of public-private partnership in economic development projects in the blighted area, specifically looking at ways to facilitate reuse and redevelopment in our canal district. Some of the work we did paved the way for that: the RFP for Railroad Salvage and a potential move from the FRHA with the closure of Turners Falls Paper. Past monies were used for an additional study to see whether the 6th Street Bridge could be resurrected as a pedestrian way. We're now appealing to the State to look at getting initial designs for a new pedestrian bridge. Every two years, we're allowed to apply for new projects. One of the two areas of particular concern related to including ADA transition planning. The other was around working to developing employee policies and procedures in a wide range of areas. I would like to see us have a new personnel handbook in the coming year. I think we would benefit from some outside expert support in both of these cases. The Best Practice Program Application is in and submitted. It was reviewed initially and we've got a tentative approval; we're just waiting for a formal letter.

Topics not anticipated in the 48 hours posting requirements

Ellis: The Shea Theater roof started to leak on Tuesday when the torrential rains came. We were already in the process of repairing the lower roof, which we have an appropriation to for. Our intention was to shore up and address any leak areas on the upper roof while dealing completely with the lower roof in the immediate term. The level of disruption left us vulnerable in what proved to be a very rainy week. We're hustling to get the rubber membrane in place on Wednesday. We don't have the time to get the entirety of the upper roof resolved right now, but we did apply for and receive an emergency waiver from the Division of Capital Assets Management. We will be peeling back, repairing, and re-installing the heavy stone ballast that is in many areas. Full roof work will be scheduled in the spring, and we'll have to talk about the appropriation for that at a future time.

OTHER

Registration for Assembly, Public Demonstration, or Use of Public Property: Veteran's Day Ceremony at Veterans Memorial Park, November 11, 2017 from 8:00 AM to Noon

Boutwell makes a motion to approve the Registration for Assembly, Public Demonstration, or Use of Public Property: Veteran's Day Ceremony at Veterans Memorial Park, November 11, 2017 from 8:00 AM to Noon. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye

Registration for Assembly, Public Demonstration, or Use of Public Property: Annual Sawmill River 10K Run, January 1, 2018, Montague Center Village Common & Streets/Roads

Boutwell makes a motion to approve the Registration for Assembly, Public Demonstration, or Use of Public Property: Annual Sawmill River 10K Run, January 1, 2018, Montague Center Village Common & Streets/Roads, from 7:00 AM to 2:00 PM, race time at 8:00 AM. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Upcoming Events

- **Ribbon Cutting Ceremony** for the new bike and pedestrian bridge on Greenfield Road in Montague, Tuesday, November 7th, 10:30 AM to Noon.
- **Effective December 4, 2017 Thursday recycling and trash collection day will be changed for the following streets:** Unity Street from 1st Street to Millers Falls Road, Spring Street, Prospect Street, Central Street, Chestnut Lane, Park Street, Maple Street, Pleasant Street, Chestnut Street, Goddard Avenue, Riverside Drive, Grove Street, Hillside Avenue, Worcester Avenue, Broadview Heights, Wrightson Avenue, Madison Avenue

The next regularly scheduled Selectmen's Meeting will be held on Monday, November 6, 2017 at 7:00 PM at the Montague Town Hall, Upstairs Meeting Room, 1 Avenue A, Turners Falls, MA

Executive Session under G.L. c. 30a, §21 (a)(1) to discuss complaints and potential disciplinary action against a public officer, employee, staff member or individual; votes may be taken

- Chair declares holding such a session in open meeting would be detrimental to the Town's interest

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- *Nelson makes the motion at 8:16 PM to enter Executive Session under G.L. c. 30a, §21 (a)(1) to discuss complaints and potential disciplinary action against a public officer, employee, staff member or individual; votes may be taken. We'll be leaving Executive Session only to adjourn our regular meeting. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Documents and Exhibits:

- Karen Tonelli, Director of Assessing, FY2018 Tax Classification Hearing
- FY16 Montague – Avenue A and Peskeompskut Park Pedestrian Lighting Project, Certificate of Substantial Completion; Pay Requisition #3 from M.L. Schmitt - \$18,477.72; Certificate of Final Completion; Release of Surety; Clean Lien Certificate; Pay Requisition #4 Final from M. L. Schmitt - \$21,231.97; Release of Retainage; Final Invoice 1-2017-25-6 from Berkshire Design Group, Inc. \$5,625.00; FY16 Montague –Sign Contract for Avenue A Streetscape Phase III Design Project; To Berkshire Design Group, Inc. for \$70,000
- Great Falls Festival October 20, 2018 event permit request
- Great Falls Festival October 20, 2018 beer and wine permit request
- Request to hang a sign in Peskeompskut Park October 1 – 18, 2017
- Commendation to all DPW staff for their ongoing responsiveness to weather-related and other emergencies in town, and to Jim Whiteman, Kyle Bessette and Tom Bergeron for their response to weather related emergencies on October 24th.
- Move pursuant to M.G.L. c. 32B, s 21(a) to adopt the provisions of M.G.L. c. 32B s. 21-23 regarding changes to plans offered by Hampshire County Group Insurance Trust
- Summary of FY18 Community Compact Grant Application