

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, November 20, 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 November 13, 2017

Nelson makes the motion to approve the minutes of November 13, 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.

Personnel Board

Appoint Dave Adams, DPW Truck Driver/Laborer, UE Grade B, Step 2, \$17.20/hr, 40 hrs/week, effective 11/27/17

Nelson makes the motion to appoint Dave Adams to the position of DPW Truck Driver/Laborer, UE Grade B, Step 2, \$17.20/hr, 40 hrs/week, effective 11/27/17 with full seniority and rights, deemed to pass probationary period, and with sick time restored to his previous balance of 40 hours. Seniority will revert to the original date of hire adjusted for his absence except that his seniority for purposes of layoffs will be November 27, 2017. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Tom Bergeron, DPW Superintendent

Request increase in his uniform allowance to \$350 (Same as UE contract)

Nelson makes the motion to provide the DPW Superintendent a uniform allowance in the amount of \$350 which is the same as the UE contract per fiscal year. (Tom to remind the Board of this every three years, when the contract changes). Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Recommendation to Award Sanitary Sewer Rehabilitation: Turners Falls - Montague City Road & Upper Turnpike Interceptors, Contract No: DPW Sewer Lining 2017 (Article 30) to Green Mountain Pipeline Services, Total Bid: \$228,104.00.

Nelson makes the motion to award the Sanitary Sewer Rehabilitation Project to Green Mountain Pipeline Services in the amount of \$228,104.00. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Walter Ramsey, Town Planner

Execute Change Order for Shea Theater Ductwork Replacement Project with B2Q engineers in the amount of \$2,500

Ramsey gave an update:

- Project is wrapping up. All of the ductwork has been installed. The system is operating back at its normal operation. The building has been conditioned and ventilated.
- B2Q Associates will calculate what our energy savings are.
- There is a minor change in the project regarding sealing the duct seams and weather-proofing them, using metallic tape.
- They will be there through Wednesday, doing a final system air balancing and a final walkthrough.
- We expect to get about \$2,000 in rebates.

Nelson makes the motion to authorize the Change Order request for the Shea Theater Ductwork Replacement Project with B2Q engineers in the amount of \$2,500. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Bruce Hunter, FCRHRA

**FY16 Montague CDBG - Avenue A and Peskeompskut Park Lighting Project
Certificate of Final Completion**

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Nelson makes the motion to authorize the Chair to sign the Certificate of Final Completion for the Avenue A and Peskeompskut Park Lighting Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Final Pay Request #3 for M. L. Schmitt for \$21,231.97

Nelson makes the motion to authorize the Chair to sign the Final Pay Request #3 for M. L. Schmitt for \$21,231.97 for the Avenue A and Peskeompskut Park Lighting Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

**Jeff Singleton, FRTA Alternate Rep
Request proposed FRTA bylaw change**

Singleton presented and read aloud a draft of a proposed bylaw change in response to the process of making route changes without a public hearing. The FRTA Advisory Board shall not approve route changes that have not been proposed at least thirty days in advance of the board meeting at which the board considers the changes. The specific route changes being voted on by the board shall be subjected to public discussion through public hearings. The route changes shall also be presented to the governing bodies of affected towns at least thirty days in advance of the advisory board vote. This bylaw may be temporarily suspended in response to emergency conditions.

Kuklewicz stated that he would like to hear what the Rules Committee has to say and see if they have any suggestions on time frames; then this issue can be revisited.

**Town Administrator's Report
Planning for retirement of the Town Building Inspector**

Discussion:

- Jensen would like to retire sometime between February 2 and April 1.
- Among Jensen's goals are finishing the archiving and seeing Strathmore "buttoned up."
- A transition would involve a two-week overlap with the new Inspector having access to Jensen.
- An appropriation at Special Town Meeting would allow approximately 35 hours of Jensen's time.
- Ellis estimates the two-week overlap plan would be somewhere between \$9,000 and \$12,000 in costs.
- One of the challenges would be finding someone who would not only do the inspections, but also would cover the other assigned duties that have fallen into Jensen's realm.
- Montague is one of the few towns in Franklin County that has urban, manufacturing, and residential interests.
- Ellis will put together a screening committee, which will include Jensen, Ramsey, Karen Casey (office clerk), Ernie Brown (ZBA Chair), Bill Doyle (property owner and builder), Josh Lively (builder and member of Capital Improvements Committee), and Tom Wyman (alternate electrical inspector).
- Preliminary target dates include advertising before December 1st, asking people to respond by December 12th, and offering the position in early January.

Topics not anticipated in the 48 hour posting requirements

Ellis mentioned that the boarding process at the Strathmore has slowed down due to the contractor's illness. The board wasn't pre-sprayed, which may be an issue as applying latex paint at appropriate operating temperatures is crucial. If the contractor is unable apply the paint before the spring, there may have to be an arrangement where they receive partial payment.

Upcoming Events

- There will be an informational meeting for the remainder of the Phase 3 Lighting and Streetscape Design on November 30th at 5:30 at the Town Hall.
- There will be an informational meeting for the Rutter's Park Design Project on November 30th at 6:30 at the Montague City Complex.
- **Effective December 4, 2017 Thursday recycling and trash collection day will be changed to Friday 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, and Madison Avenue.

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

Nelson makes the motion to adjourn the meeting at 7:55 PM. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Documents and Exhibits:

- Minutes of November 13, 2017
- Appointment form for Dave Adams
- Authorization form to increase Tom Bergeron uniform allowance
- Change order for Shea Theater Ductwork Replacement Project with B2Q
- FY16 Montague CDBT Avenue A and Peskeompskut Park Lighting Project, Certificate of Final Completion and Final Pay Request from M.L. Schmitt
- Suggested FRTA Bylaw Change from Jeff Singleton