

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

Meeting was opened at 6:45 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 December 11, 2017 if available.

Nelson makes a motion to approve the minutes of December 11 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

Executive Assistant Business

Special Town Meeting Date

Bogusz sent emails to 84 out of the 123 Town Meeting members. The majority (23) would like two meetings, 16 people pick Saturdays, and 6 have no preference. Tentative dates are February 15 at the Shea Theater for the first meeting and March 15 for the second.

To approve Annual Permit applications and Licenses as set forth in the attached documents

Nelson makes the following motions, with the understanding that they all receive the appropriate inspections from the Building and Fire Departments and Board of Health as necessary:

- *Nelson makes the motion to grant the license for an Automatic Amusement device for 2018, ending on December 31st, 2018 to the following businesses: Between the Uprights, Crystal Spring Investments dba Millers Pub, Element Brewing Company, Great Falles Harvest, Hubies Tavern, Millers Falls Rod & Gun, Montague Elks, Mystic Pinball, Pioneer Tavern, Rocket Science dba The Rendezvous, St. Kazimierz Society, St. Stanislaus Society, and Thomas Memorial Golf & Country Club. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the permit request for the following businesses for a Brewery/Winery Pouring Permit through December 31st, 2018: Brick & Feather Brewery, Inc. and Element Brewing Co. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the permit request for a Class II - Used Cars Permit through December 31st, 2018 to Bob's Auto, Koch's Auto Sales, Mark's Auto, Montague Garage, Rau's Sunoco, Semaski General Contractor, and Stone's Equipment Repair. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for a permit for a Class III - Junk Vehicles Permit through December 31st, 2018 to Bob's Auto and Rau's Sunoco. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for permits for All Alcohol Club permits to the following businesses through December 31st, 2018: Millers Falls Rod & Gun, Montague Elks, St. Kazimierz Society, St. Stanislaus Society, and Turners Falls Rod & Gun Club. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for a Common Victualler License through December 31st, 2018 to the following businesses: 2nd Street Baking Company, Argy Pizza dba Turners Falls Pizza House, Arthur Binaco & Merchant dba Five Eyed Fox, Between the Uprights, Black Cow Burger, Bread & Water dba The Alvah Stone, c/o TF F. L. Roberts dba NEC OPCO I, Inc., Country Creemee, Crooked River Corp. dba Food City, Crystal Spring Investments dba Miller's Pub, Great Falles Harvest, Hubies Tavern, Lady Killigrew Café, Inc., Millers Falls Rod & Gun, Montague Elks, Pioneer Tavern, Inc., Riff's, Inc. dba Riff's North, Rocket Science, LLC dba The Rendezvous, Sahirat, LLC dba Carroll's Market, Scotty's, Shady Glen, St. Kazimierz Society, St. Stanislaus Society, Subway, Thomas Memorial Golf & Country Club, and Turners Falls Rod & Gun Club. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the permit request for an Entertainment Permit to the following businesses through December 31st, 2018: Arthur Binaco & Merchant dba The Five Eyed Fox, Between the Uprights, LLC, Black Cow Burger, Bread & Water, LLC dba The Alvah Stone, Crystal Spring Investments, LLC dba Miller's Pub, Element Brewing Co., Great Falles Harvest, Hubies Tavern, Millers Falls Rod & Gun, Montague Book*

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

Mill, Montague Elks, Pioneer Tavern, Inc., Rocket Science, LLC dba The Rendezvous, Shea Theater Arts Center, Inc., St. Kazimierz Society, St. Stanislaus Society, Thomas Memorial Golf & Country Club, and Turners Falls Rod & Gun Club. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- *Nelson makes the motion to approve the permit request to Franklin County Housing Authority for a Lodging House Permit through December 31st, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for an All Alcohol Package Store License to the following businesses through December 31st, 2018: Crestview Liquors, Dennis J. Lynch dba Montague Village Store, Purple Meadow Ventures, Inc., dba Connecticut River Liquor & Wine, and Sahirat, LLC dba Carroll's Market. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the permit request for a Beer & Wine Package Store Permit to Crooked River Corp. dba Food City through December 31st, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for an All Alcohol Restaurant Permit License to the following businesses until December 31st, 2018: Arthur Binaco & Merchant dba Five Eyed Fox, Between the Uprights, LLC, Black Cow Burger, Bread & Water, LLC dba The Alvah Stone, Crystal Spring Investments, LLC dba Miller's Pub, Hubies Tavern, Pioneer Tavern, Inc., Riff's, Inc. dba Riff's North, Rocket Science, LLC dba The Rendezvous, and Thomas Memorial Golf & Country Club. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the request for a Beer & Wine Restaurant Permit to the following businesses: Argy Pizza, Inc. dba Turners Falls Pizza, Great Falles Harvest, Lady Killigrew Café, Inc. dba Lady Killigrew Café, Inc., Shady Glen, Inc., and Shea Theater Arts Center, Inc. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Nelson expressed gratitude to Town Meeting for allowing the Selectboard's Office to purchase new software equipment which simplified the permitting process.

Open Meeting Law - Discussion and possible vote to review and approve response to Open Meeting Law Complaint received on December 6, 2017 relative to the dismissal of litigation in the case of Town v. Solutions Consultant Group, LLC, et al.

Nelson makes the motion to approve the letter that has been drafted by Counsel and send to the appropriate parties clarifying the matter at hand. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Walter Ramsey, Town Planner

Endorsement of 2-018 Community Development Strategy

Nelson makes the motion to endorse the 2018 Community Development Strategy as has been presented by the Town Planner. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Extend Professional services agreement for Suzanne LoManto, Director of RiverCulture through June 30, 2018

Nelson makes the motion to approve and to authorize the Chair to sign the contract between the Town of Montague and Suzanne LoManto for services with the Turners Falls RiverCulture Program through June 30, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Bruce Hunter, FCRHRA

Execute Authorization to Disburse No. 1, Invoice #0748041, Rutter's Park Design Project, Contractor: GZA GeoEnvironmental, Inc., \$5,740

Nelson makes the motion to approve the Disbursement No. 1, Invoice #0748041 to GZA GeoEnvironmental, Inc. in the amount of \$5,740 for Rutter's Park Design work. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

FY2018 Community Development Block Grant Program (CDBG)

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

Public Informational Meeting

Kuklewicz reads the notice the record.

McHugh gave some background on the CDBG Program:

- Funded through the U.S. Department of Housing and Urban Development, an allocation that the States gets on a yearly basis.
- The State holds a competitive application process.
- Projects must meet the national objective of either benefitting low-to-moderate income people, eliminating slum and blight, or responding to catastrophic projects.
- This year, the State's allocation is \$19 million.
- There are five categories: Housing Assistance, Public Facilities, Infrastructure, Public Social Services, and Planning Projects.
- There will be a public hearing at the end January that will be a presentation of the activities that were chosen to move forward.
- The application is due on March 2nd and the Town is eligible for \$800,000.

Presentations of potential activities were made:

Meals on Wheels Program (Jane Severance, Nutrition Program Director at Lifepath)

- Home-delivered meal program
- Serves 30 towns, about 540 meals a day
- The program has been delivering meals in Montague for 43 years, and demand continues to grow as population ages
- In the last survey, 71% said that noontime is the main meal of the day and 28% said there would be a shortage of food in the house without the delivered meals.
- A wellness check is part of the program.
- Of the staff, 24 are paid, 100 are site volunteers total program-wide, 56 are volunteer drivers
- Donation of \$3/meal is requested

Montague Youth Leadership Program (Dana Mengwasser, Executive Director at The Brickhouse)

- Facilitated by Brick House staff as well as experts in the arts, social justice, communication, and wellness programming
- Gives youth the opportunity to step into leadership roles and give input on the programs
- Hoping to serve 30 individuals between the ages of 11 and 18, 84% or more of which are from low-to-moderate income homes
- YOLO Program:
 - Offers youth opportunity to develop leadership skills through providing empowerment-based anti-bullying trainings
 - Wide range of topics including social justice education, job readiness training, healthy relationships, skills development, substance abuse prevention, domestic violent prevention
- Momentum Arts Group:
 - Helps develop creative skills
 - Helps develop entrepreneurship skills

Western Massachusetts Recovery Learning Community (Natan Cohen from Western Massachusetts Training Consortium)

- Community of mutual support and advocacy made up of people who have experienced trauma, psychiatric diagnoses, addictions, homelessness, violence, and a variety of life struggles
- Help each other access resources and advocate for each others' needs
- Offer alternative wellness activities for people who cannot afford them
- Hope to develop some satellite support and activities in places where people cannot reach one of the main centers
- Alternative to Suicide support group is a very popular offering

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

Families Learning Together (Heather Wood and Jimena de Pareja from Montague Catholic Social Ministries)

- Born from a program originally geared towards Spanish-speaking adults; focus shifted to the children of those families
- Parents/Caregivers are required to come to the after-school homework help program to support children and continue to improve their own English skills
- Aim to serve 50 Montague residents
- Tight relationship between school teachers/administrators and the program coordinator (Jimena)
- Self-assessments at end of each trimester

Rutter's Park Improvement Project (Anja Duffy, Landscape Architect from GZA)

- Notable community involvement during five or six community meetings to give input into the design
- Will be getting topographic survey in the next day or two
- Duffy walked through a presentation of the Final Master Plan, pointing out the town green, tree plantings, electric wires, shade trees and ornamental trees, a pavilion, the playground, vehicular gate, picnic tables, grill pits, a flag pole with a patio, accessible parking with bike racks, an evergreen screen with a chain link fence, a timber guard rail, raised garden beds, an informational kiosk, a rain barrel, paved walkways, a paved play area, and a mini orchard.

Avenue A Streetscape Improvements Phase III Project (Carlos Nieto, LA from Berkshire Design Group)

- Nieto walked through a presentation of the current design of Spinner Park, pointing out the new sculpture location, a system of granite walls that provides seating, integrated seating with backs, concrete walkways with brick striping, new planter locations, new lighting, and a new electrical box.
- Nieto walked through a presentation of the streetscape improvements, pointing out new pedestrian lighting, concrete walkways with brick striping, new planters (some with seating), a bench, a featured area in front of Shea Theater, concrete in the alleyway, bump-outs, two crosswalk signs, and new light posts.

Housing Rehabilitation (Brian McHugh from HRA)

- Looking for \$160,000 to address four households
- Program designed to correct code violations and do energy efficiency improvements
- They do all the work write-ups, inspections of houses, product oversight, and bid documents; as well as qualify the contractors and see the projects through to completion
- Fourteen people are on the waiting list

Town Administrator's Business

Designate the Montague Board of Assessors' "Outside Expert Assessor" as a Special Municipal Employee

- *Nelson makes the motion that the Board designate the Montague Board of Assessors' "Outside Expert Assessor" as a Special Municipal Employee in accordance with Massachusetts General Law, Chapter 268a, section 1(n). Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to appoint George E. Sansoucy of 7 Greenleaf Woods Drive, Unit 102, Portsmouth, New Hampshire, as Outside Expert Assessor to the Montague Board of Assessors in connection with the determination of utility asset values. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Authorize Chair to sign document appointing Steven Ellis as Town of Montague "Massachusetts Film Office Liaison"

- *Nelson makes the motion to authorize the Chair to sign the document appointing Steven Ellis as Town of Montague "Massachusetts Film Office Liaison." Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- Kuklewicz suggested also involving Suzanne LoManto in this activity.

Update on Lake Pleasant Bell Tower and Bridge of Names roof and decking

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

Ellis stated that he had received a note from Robert Elk thanking the Town of Montague for the grant to help them rebuild the Bell Tower and make some needed repairs on the Bridge of Names roof and decking. Robert wished to acknowledge the many volunteers and donations raised. A dedication ceremony will tentatively be held this spring.

Execute Agreement with Green Mountain Pipeline Services, \$228,104

Nelson makes the motion to authorize the Chair to sign the Agreement with Green Mountain Pipeline Services in the amount of \$228,104. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Execute determination form allowing KP Law to represent the Town of Montague and the Turners Falls Fire District in the development of a shared TIF agreement with JaDuke, Inc.

Nelson makes the motion to execute the determination form allowing KP Law to represent the Town of Montague and the Turners Falls Fire District in the development of a shared TIF agreement with JaDuke, Inc. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Topics not anticipated in the 48 hour posting requirements

Ellis: The Appellate Tax Board found in favor of the Town of Montague with regard to the dispute between Montague and First Light over the valuation of First Light's assets for FY14.

OTHER

Request from Town of Sunderland to participate in their 300th Anniversary Parade taking place on June 16, 2018

Kuklewicz suggested that more information needs to be obtained, then perhaps a local artist can be asked to help put something together for the event. Singleton suggested contacting the Historical Commission. Ellis will reach out to Ed Gregory.

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 position.
- *Nelson makes the motion to go into 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 will leave Executive Session only to return to open session prior to adjournment of our regular meeting. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Executive Session was held, the Board returned to Open Session at 9:05, and Ellis read a statement to go into the minutes.

Ellis: "On behalf of the Montague Board of Selectmen, I can confirm that the Board convened tonight to hear the findings of an investigative report conducted by APD Management, Inc. relative to the conduct of Montague Police Chief Charles Chip Dodge. Following this presentation, the Board moves the matter forward to a disciplinary hearing in accordance with civil service law."

Nelson makes the motion to adjourn at 9:06. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Documents and Exhibits:

- Selectmen minutes of December 11, 2017
- To approve Annual Permit applications and Licenses as set forth in the attached documents
- Open Meeting Law Complaint received on December 6, 2017 relative to the dismissal of litigation in the case of Town v. Solutions Consultant Group, LLC, et al.
- 2018 Community Development Strategy
- Professional services agreement for Suzanne LoManto, Director of RiverCulture through June 30, 2018
- Disbursement No. 1, Invoice #0748041, Rutter's Park Design Project, Contractor: GZA GeoEnvironmental, Inc., \$5,740
- FY2018 Community Development Block Grant Program (CDBG), Public Informational Meeting

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 18, 2017**

- Designate the Montague Board of Assessors' "Outside Expert Assessor" as a Special Municipal Employee
- Appoint Steven Ellis as Town of Montague "Massachusetts Film Office Liaison"
- Update on Lake Pleasant Bell Tower and Bridge of Names roof and decking
- Agreement with Green Mountain Pipeline Services, \$228,104
- Determination form allowing KP Law to represent the Town of Montague and the Turners Falls Fire District in the development of a shared TIF agreement with JaDuke, Inc.
- Request from Town of Sunderland to participate in their 300th Anniversary Parade taking place on June 16, 2018