

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 5, 2018**

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 January 22 and 29, 2018

- *Nelson makes the motion to approve the minutes of January 22, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the minutes of January 29, 2018. Boutwell seconded, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

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.

Walter Ramsey, Town Planner

- **Authorize Agreement for Complete Streets Prioritization Plan with FRCOG in the amount of \$38,000 to be funded entirely by MassDOT Complete Streets grant**
Nelson makes the motion to authorize the signing of the Complete Streets Prioritization Plan with FRCOG in the amount of \$38,000, said funding to be coming from the MassDOT Complete Streets grant. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye
- **Authorize grant application to Department of Conservation and Recreation's Recreational Trails Grant program for the Millers River Paddlers Access and Accessible Riverfront Trail**
Nelson makes the motion to authorize the grant application to the Department of Conservation and Recreation in regards to the Millers River Paddlers Access and Accessible Riverfront Trail that has been presented. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Executive Assistant Business

Discuss if there is a need to meet on Tuesday, February 20, 2018 due to President's Day Holiday

Bogusz asks the Board if they are available on Tuesday, February 20, 2018 if a meeting is necessary as Monday is a holiday. The Board decides that if necessary, they will meet on Tuesday, but if the agenda is light, it will be pushed back until the following week.

Bruce Hunter, FCRHRA

GZA GeoEnvironmental, Inc.; Rutter's Park Design Project, RE: Proposed Project Deadline Extension from February 2, 2018 until February 21, 2018

Nelson makes the motion to extend the Project Deadline from February 2 until February 21, 2018 to GZA GeoEnvironmental, Inc. regarding the Rutter's Park Design Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Public Hearing

FY2018 Montague Community Development Block Grant program (CDBG)

Kuklewicz opens public hearing and reads legal notice into the record.

UPDATE OF 2016 CDBG PROGRAM STATUS - COMPLETION DATE: June 30, 2018

- Avenue A and Peskeomskut Park Pedestrian Lighting Project
 - Bidding and Construction Administration
 - Contracted with Berkshire Design Group, Landscape Architect for Construction Bids Construction
 - Contracted with M.L. Schmitt
 - Project completion: October 2017
 - Additional Funds were available due to project being under budget \$97,755
 - Funded Additional Activities:
 - Avenue A Phase III Streetscape Design Project (\$70,000)
 - One additional Housing Rehabilitation project (\$17,237)

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 5, 2018**

- Additional funds for two social services program (\$10,518)
- Avenue A Phase III Streetscape Design Project
 - Bid Ready Plans and Specifications
 - Contracted with Berkshire Design Group, Inc., Landscape Architect
 - Project included Spinner Park, additional pedestrian lighting and design of streetscape improvement on Avenue A between 1st and 3rd Streets and 7th Street and the War Memorial (both sides of Ave A)
 - Bid Ready Plans, Specifications and Options of Probable Costs for all areas are complete
- Housing Rehabilitation - Target Area 1 (Turners Falls & Montague City TA)
 - The goal for this grant activity was to rehab four housing units
 - The program has completed four units and two more will be completed by June 2018
- Social Services: All programs have concluded
 - Montague Catholic Ministries - Family Literacy Program
 - Goal of 50 adults and children
 - The activity is to provide a literacy program for 75 adults and children with limited English skills
 - Life Path, Inc. - Home Delivered Meals
 - Goal is to serve 135 unduplicated beneficiaries and deliver a total of 18,106 meals/wellness checks over the grant period
 - The goal was exceeded and they served 154 unduplicated beneficiaries and delivered a total of 13,056 meals/wellness checks over the grant period
 - The Brick House - Youth Opportunities for Leadership
 - The goal was to serve 30 youth
 - The program served 28 youth

UPDATE OF FY2017 CDBG STATUS - COMPLETION DATE: December 31, 2018

- Housing Rehabilitation (\$160,000)
 - Town-wide program for housing rehabilitation
 - Currently have four units
 - Several units in the application process
- Public Facilities Design Activity (\$166,400) Bid Ready Plans and Specifications
 - Strathmore Demolition and Abatement Plan
 - Bid Ready Plans and Specifications: \$90,000 plus \$25,000 from Town for abatement design leverage: Total \$115,000
 - Project Status: RFP will be advertised February 2018; responses due March 15, 2018
 - Lake Pleasant/Rutter's Park - Bid Ready Plans and Specifications: \$57,400 plus \$3,690 (force account work) from DPW for project leverage: Total \$61,090
 - Contracted with GZA GeoEnvironmental, Landscape Architect
 - Project budget was reduced to \$53,400
 - Scope item not required after project area was defined by survey
 - Funds have not been reallocated as of this date
 - Project Status: Design is currently 90% complete and will be completed by February 21, 2018
- Social Service Programs (\$98,891) Status as of December 31, 2017
 - All Programs are under contract and are proceeding with their programs
 - Program status will be available in the next quarterly report (April 10, 2018)
 - Life Path - Home Delivered Meals: \$22,000
 - Montague Catholic and Social Ministries - Our Women's Network of Western Mass (OWN Western Mass): \$27,391
 - The Brick House - Youth Opportunity for Leadership: \$22,000
 - Western Massachusetts Training Consortium - Recovery Learning Community: \$27,500

DISCUSSION OF FY2018 CDBG APPLICATION PROCESS

- **FUNDING SOURCE:**

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 5, 2018**

- 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 - Housing Rehabilitation, 4 units
 - Housing rehabilitation funds loaned to owner-occupants will be in the form of a 0% interest Deferred Payment Loan (DPL) whereby 50% of the DPL will be repaid upon the sale or transfer of the property and 1/15th of the remaining 50% of the DPL will be forgiven each full year after the date of closing; after 15 years of compliance, a full 50% of the loan will be forgiven
 - Provide homeowners and owners of rental property an affordable funding mechanism to correct code violations
 - within their homes, bringing the units into compliance with building and/or sanitary codes
 - Housing rehabilitation funds are also available to investor-owners and will be in the form of a full 0% interest DPL.
 - **Public Facilities Construction Activity (\$380,000)**
 - Lake Pleasant – Rutter’s Park Phase One Construction:
 - Bidding and Construction Management: (\$18,300)
 - Construction: (\$361,700)
 - Project will include the larger parcel in the center of Lake Pleasant, which includes a new parking area with a van accessible space, a fenced playground with four new play structures, benches and picnic tables, an accessible path through the projects areas, a 20’ x30’ post and beam pavilion, an open play area and new trees and plantings.
 - **Social Service Programs (\$80,000)**
 - LifePath – Home Delivered Meals: \$20,000
 - Goal to serve 125 elders with home delivered meals
 - Home delivered meals are an ongoing support for some seniors with chronic disabilities or may serve a short-term need for seniors convalescing from an illness or injury. Hospital or nursing facility discharges may happen sooner when home delivered meals are available as part of a discharge plan to support seniors with meals and a daily check in.
 - Montague Catholic and Social Ministries - OWN Western Mass : \$20,000
 - Goal to serve 50 beneficiaries, including adults and children
 - This program will provide early childhood literacy for children of Montague immigrant families. It also provides a family base learning environment.
 - The Brick House – Youth Opportunity for Leadership: \$20,000
 - Goal is to benefit 30 young adults
 - Program will support the continuation of Youth Opportunities for Leadership & Organizing (YOLO), and expand programming for Momentum Arts. YOLO will be attended by at least 20 youth, and Momentum Arts will be attended by at least 20 youth. YOLO’s focus, since 2015, has been on the development of leadership skills and empowerment, anti-bullying training, and social justice education.
 - Western Massachusetts Training Consortium – Recovery Learning Community: \$20,000
 - Goal is to benefit 75 adults
 - Supports offered will be the only supports of this nature in Montague focused on individuals struggling with psychiatric diagnosis, trauma, addiction, and other life challenges that is also accessible to adults of any gender.
 - **TOTAL APPLICATION (\$800,000)**
- **APPLICATION SCHEDULE:**

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 5, 2018**

- CDBG Application due March 2, 2018
- Award date: July 2018

RESIDENTS' COMMENTS and CONCERNS:

Resident: How do you get to \$800,000?

Hunter: There are administrative fees for the staff as well as FRCOG. We're allowed up to 27%.

Nelson makes a motion to accept the FY2018 CDBG application as presented. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

CLOSE MEETING: Hearing closed at 7:37 PM

Nick Waynelovich, Ja'Duke, Inc. Center for Performing Arts and Mark Abramson, Inc.

- **Presentation regarding Ja'Duke, Inc. expansion**
 - Plan to expand preschool and dance school.
 - Plan to begin construction by the spring and be done by July of next year (12-14 month building process)
 - All buildings will be multi-functional
 - Two new preschool classes that will have the ability to expand into four; which will also function as green room
 - Addition is 18,000 square feet
 - Theater has 500-seat capacity
 - Complete stage and full fly system and state-of-the-art sound and lights
 - Goes over proposed site plan (buying two acres, moving current playground because of parking)
 - Proposing 11 full-time positions (six preschool teachers signed by the second year, two more by the third, then a theater director or similar administrator) and a lot of part-time positions
- **Review and Approval of Purchase and Sale for land in the Airport Industrial Park to Ja'Duke, Inc**
 - Review and approval is put on hold until attorneys have finished reviewing it
 - MEDIC is meeting on Thursday to review the Purchase and Sale
 - Ramsey states he has reviewed and does not see any conflicts with the covenants of the park
- **Consider and Execute TIF Agreement with Ja'Duke, Inc.**
 - Ellis states that all in various Executive Sessions have agreed to general framework from the negotiated process
 - Fire Prudential Committee is voting to sign agreement tonight
 - Ellis does not believe there will be any issues with the TF Water District approving this.
 - Construction cost is currently at \$2.2 million
 - Ten-year term on the TIF with a decreasing percentage of reduction in tax
 - *Nelson makes the motion to approve the TIF as has been presented and move it forward to Town Meeting for approval. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Town Administrator's Business

- **ADA Project & Planning Grant Updates**

Ellis: We will be working with Jim Toth and getting assistance from FRCOG on the procurement that will allow us to improve some of the degraded curb cuts. It was beneficial that a lot of the ground work for the engineering for this was just done. In terms of the Planning Grant, the FRCOG will serve as both technical support and hours of capacity to support the self-assessment process and the report development process.
- **FRCOG Executive Council Meeting Report**

Ellis attended the quarterly FRCOG Executive Council meeting last week and reports the following:

 - Almost zero percent increase on FRCOG budget
 - The region is discussing what to do with the FC emergency communication system as it is an aging infrastructure and not one to be invested in. Looking at what the costs will be and what incentives will the State provide for moving towards an 800 megahertz system that would ensure compatibility

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 5, 2018**

throughout the State and would bring us into alignment with Federal norms that are being established. The premise that they are starting with is they could potentially bond the improvements at a rate that would not be greater than the present assessment.

- There is a new incentive called the Housing Choice Initiative Program, which is a State effort to incentivize the production of housing (i.e., extra points for grants in programs such as Complete Streets). We are not sure what kind of incentive, how many grant points would be, and how disadvantaged we would be. Council decided that we need to advocate for a differentiated strategy that acknowledges that not all communities should have the same incentives. There are a number of "best practices" defined, and we meet the minimum 4 out of 11.
- **Topics not anticipated in the 48-hour posting requirements**
 - Ellis states that the Water Pollution Control budget will be challenged next year. We will unlikely be able to maintain our current staffing levels.
 - Thomas Hoad of WPCF gave his notice and his resignation will be accepted next week.
 - Kuklewicz suggests holding exit interviews and getting some input that could help strengthen the departments.
 - Boutwell states that the Solid Waste budget has been accepted as presented.
 - Boutwell states that Cassella Waste Management has bought out Complete Disposal out of Westfield. All the contracts expire on June 30, 2018. They predict a 10% rise in everything right across the board.

Executive Sessions:

Executive Session under G.L. c30A, §21(a)(1) to discuss complaints and potential disciplinary action against a public officer, employee, staff member or individual; votes may be taken

Executive Session under G.L. c30A, §21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel and to conduct contract negotiations with nonunion personnel (Police Chief)

The Chair declares that holding these discussions in open session would be detrimental to the Town's position.

Nelson makes a motion to go into Executive Session under G.L. c30A, §21(a)(1) to discuss complaints and potential disciplinary action against a public officer, employee, staff member or individual; and Executive Session under G.L. c30A, §21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel and to conduct contract negotiations with nonunion personnel; and we will leave Executive Session to return to our regular meeting. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

The next regularly scheduled Selectmen's Meeting will be held on Monday, February 8, 2018 at 7:00 PM at the Montague ToHall, 1 Avenue A, Turners Falls, MA

Documents and Exhibits:

- Minutes of January 22 and 29, 2018
- Agreement for Complete Streets Prioritization Plan with FRCOG in the amount of \$38,000 to be funded entirely by a MassDOT Complete Streets grant
- Grant application to Department of Conservation and Recreation's Recreational Trails Grant program for the Millers River Paddlers Access and Accessible Riverfront Trail
- FY2018 Montague Community Development Block Grant program (CDBG) information
- GZA GeoEnvironmental, Inc.; Rutter's Park Design Project, RE: Proposed Project Deadline Extension from February 2, 2018 until February 21, 2018
- TIF Agreement with Ja'Duke, Inc.