

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 12, 2018**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell and Rich Kuklewicz, Town Administrator Steven Ellis, and Executive Assistant Wendy Bogusz. Michael Nelson joined the meeting at 7:21 PM. Kuklewicz makes introduction and announces meeting is being taped.

Approve Selectmen minutes of February 5, 2018

Boutwell makes a motion to approve the minutes of February 5, 2018 as presented. Kuklewicz seconded, approved. 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

- **Linda Hickman, Library Director**
Appoint Melinda Georgeson, Branch Library Assistant, NAGE Grade A, Step 1, \$14.24/hour effective 2/13/18
Boutwell makes the motion that the Board authorize a new hire for the library, Melinda Georgeson as the Branch Library Assistant effective 2/13/18, 12 hours per week, the union is NAGE, pay is Grade A, Step 1, \$14.24/hour. Kuklewicz seconded. Boutwell - Aye, Kuklewicz - Aye
- **Resignation of Thomas Hoad from the WPCF effective 2/9/18**
Boutwell makes the motion to accept with regret the resignation of Thomas Hoad from the WPCF effective 2/9/18. Kuklewicz seconded. Boutwell - Aye, Kuklewicz - Aye

Tom Bergeron, DPW Superintendent

Change Order #1, DPW Sewer Lining 2017 with Green Mountain Pipeline services, \$57,044

To be put on hold as some further work needs to be looked into.

Discussion regarding possible closing of Center Street Bridge, Montague Center

- Bergeron reports that he received a call last week from Mark Banecheski, who informed him that the bridge has been inspected as part of their program. Two of the stringers are pretty well gone. One option would be to completely close it down; the other option would be to put barriers and stop signs up stating that it is now one lane. It needs to be reduced to 3 tons. Bergeron would like to put some stop signs, barriers, and weight limit signs up for now.
- Years of road salts, weather, and flooding has caused the bridge to deteriorate. It will eventually become unusable and there is nothing that can be done to prevent the erosion.
- Bergeron had asked about the State helping with the bridge; it would be five years before they would even put it on their list of things to do. Closing the bridge would not make a difference in getting help earlier.
- The bridge does not qualify for the fund set aside for small bridges.

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- Signal lights would cost \$8,000. Bergeron said that instead he may put flashing lights on either side.
- Bergeron and Banecheski will talk about a traffic plan.
- Information of the traffic management solution will be posted on the front page of the website once it is ready to be implemented.
- Another option would be getting the bridge on the TIP (Transportation Improvement Program) list as was the case with Greenfield Road, which was a \$5 million project.

Justin Killeen

Notice of Intent pursuant to Chapter 61, a portion of land at 158 Old Sunderland Rod., and Weaver Rd., Montague (Assessors map Parcel ID 51-0-06)

Boutwell makes the motion to execute a waiver of the Right of first Refusal for a portion of land at 158 Old Sunderland Rod. Kuklewicz seconded, approved. Boutwell seconded - Aye, Kuklewicz - Aye.

MSCPI Trust Fund Program Income Hearing - \$15,194.78

- **Montague Senior Center, Improve accessibility to a public building - \$8,000**
Boutwell makes the motion to allocate \$8,000 from the Town's MSCPI account for the purpose of replacing the existing door at the Montague Senior Center with an ADA-compliant automatic door and related electrical work. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **FY18 CDF application for the Housing Rehabilitation Program - \$17,194.78**
Nelson makes the motion to allocate the remaining balance of the Town's MSCPI funds to the Housing and Rehabilitation Program in the amount of \$17,194.78. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Robert Obear

Discuss options on a proposed sidewalk encroachment at 38 East Main Street, Millers Falls

The discussion is postponed as Obear could not be present.

Town Health Insurance

Discussion and vote whether to commence the process to change health insurance benefits under M.G.L. c. 32B, ss. 21-23

- *Nelson makes the motion to move for the Town of Montague through its Board of Selectmen to commence the process to change health insurance benefits under M.G.L. c. 32B, ss. 21-23. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- Ellis: We've already notified the relevant union stewards or presidents, the Retirement Board, and the State Retirement Board of this. Within ten days, we will convene an insurance advisory meeting, and then a public employee committee meeting. There is a mitigation plan and some standards associated with negotiating these kinds of changes.

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Authorize Town Administrator to negotiate an agreement with the PEC, subject to approval by the Board

Nelson makes the motion to authorize the Town Administrator to negotiate an agreement with the PEC, subject to a later approval by the Board. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Town Administrator's Business

- **Execute Agreement for FRCOG Assistance with ADA Sidewalk Construction Project Procurement**

Nelson makes the motion to execute the agreement with the FRCOG regarding the ADA Sidewalk Construction Project. Boutwell seconded, unanimously approved.

Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Execute Agreement with FRCOG for Technical Assistance related to ADA Self-Assessment and Transition Planning**

- *Nelson makes the motion to authorize the Chair to sign the agreement with the FRCOG for Technical Assistance related to ADA Self-Assessment and Transition Planning. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

- Betty Tegal went over her handout regarding the ADA Transition Plan and shared some of her thoughts: access in all Town properties; ADA-accessible bathrooms; accessible parking near the entrance; properly posted HP parking with access lane and signage; ramp at Shea Theater stage; accessible seating in all forums, lecture halls, auditoriums, conference rooms, and meeting halls; cut-outs for wheelchairs; low counters in Town Hall for wheelchair recipients; accessible equipment in playground surfaces; curb cuts and sidewalk repairs; rail signage for all bathroom; modifications for meetings; adaptive equipment; adaptive activities, modifications, and accommodations for recreation activities; electric doors; education and training; and utilization of architectural bylaws.

- **Employee Exit Interview Protocol**

Nelson makes the motion to endorse the process for Employee Exit Interview Protocol. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Turners Falls Power Canal Service Outage September 17 - September 22, 2018**

First Light Utility will be closing down the canal from September 17 to September 22 for the purpose of maintenance.

- **Southworth/Turners Falls Paper Update**

The sale did not go through as intended. The next bankruptcy hearing is on Thursday, 2/15/18. Southworth is planning to auction the building at the end of March.

Topics not anticipated in the 48 hour posting requirements

Demolition Plan for Strathmore Mill

Ellis: We will be releasing an RFP for the design of an abatement and demolition plan for Strathmore Mill, using CDBG monies. It was originally envisioned as selective

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demotion that would focus on the north side of the facility. In viewing the building, and not wanting to pay for a study that might ultimately say "You can do selective demolition, but there is extremely high risk in doing so," we thought it would be important to expand the scope that would include a wider range of demolition (which would avoid Building 9 and Building 11). We are seeking the Board's approval to expand the scope of demolition. This will give us a better opportunity to put us in line if grant money becomes available.

Kuklewicz: Let's give the engineers a chance to look at it all and come back with their thoughts.

Location of Personnel Files

Boutwell: I would like our Town Administrator to look into personnel files that are located throughout town and putting them into one location.

Ellis: We might think through the fact that it may be appropriate for certain files not to be located in this specific location, and that exactly what is where is entirely catalogued. This is part of the broader look of personnel policy.

Executive Sessions

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

Executive Session under G.L. C.30A, §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 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 of individual, votes may be taken; and Executive Session under G.L. C.30A, §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 26, 2018 at 7:00 PM at the Montague Town Hall, 1 Avenue A, Turners Falls, MA

Documents and Exhibits:

- Minutes of February 5, 2018
- Appointment Form for Melinda Georgeson, Branch Library Assistant

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- Change Order #1 DPW Sewer Lining 2017 with Green Mountain Pipeline Services
- Notice of Intent pursuant to Chapter 61, a portion of land at 158 Old Sunderland Road and Weaver Road, Montague
- FY18 CDF Application for the Housing Rehabilitation Program
- Agreement with FRCOG for assistance with ADA Sidewalk Construction Project Procurement
- Agreement with FRCOG for Technical Assistance related to ADA Self-Assessment and Transition Planning
- Letter re: Turners Falls Power Canal Service Outage 9/17 – 9/22