

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, February 26, 2018**

Meeting was opened at 6:30 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 February 12, 2018

Nelson makes the motion to approve the minutes of February 12, 2018 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.

**Bob McDonald, WPCF Superintendent
Request to Reduce WPCF Septage Rates**

Nelson makes the motion to change the fees to \$80/1,000 gallons for Gill and Montague, and \$90/1,000 gallons for all others. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

FY19 Budget Overview and Discussion

McDonald reviewed the FY19 budget:

- Total Revenue Reduction (\$679,000):
 - Loss of revenue from Southworth Paper (\$200,000)
 - Loss of Biosolids (\$345,000)
 - PY Overestimates of Industrial and Residential Revenues (\$134,000)
- Intend to increase the composting area
- Will be receiving a dumpster that will take our sludge cake (\$150,000 as opposed to \$350,000 for liquid)
- McDonald made reductions in actual operation and maintenance
- Recommending reduction of staff
- Offsets - Budget Changes \$213,115:
 - Main WPCF Budget Decrease \$103,673
 - DPW Sub Budget Increase (\$18,800)
 - Debt Budget Decrease \$87,244
 - Benefits Budget Increase (\$22,002)
 - Reduction in Sp. Art from SUF \$63,000
- Current rate is \$8.00/1,000 gallons and will likely increase \$4.00/1,000 gallons

This will continue to be worked on further, and a sewer rate hearing will be scheduled at a later date.

Tom Bergeron, DPW Superintendent

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

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Nelson makes the motion to approve Change Order #1, DPW Sewer Lining 2017 with Green Mountain Pipeline Services in the amount of \$57,044. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Reimbursement policy for vehicles hit by Town plows**
 - Bergeron: If the Town hits a car, we will go through our insurance company, who is MIIA. The Town does not reimburse individuals until after the bill has been paid.
 - Kuklewicz suggests a reminder be sent out by the Code Red system or a press release at the beginning of the snow season.

Lauren Stafford

Use of Public Property: "Fill the Luminaria" Relay for Life Fundraiser, Avenue A and Seventh Street Intersection, May 19, 2018, 8:00 AM to 1:00 PM

- Nelson abstains from this portion of the meeting.
- *Boutwell makes a motion to allow the Use of Public Property to Lauren Stafford for the VMG Cancer Crushers - Relay for Life Team, intersection of Avenue A and Seventh Street; date of assembly is May 19, 2018 from 8:00 AM to 1:00 PM; it is signed by Police Chief and he mentioned to keep the people out of the road. Kuklewicz seconded, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

Dustin Weigl, MIT

Use of Public Property: Eastern Collegiate Cycling Conference Championship Race; Looped Race (1st Street next to Unity Park, sharp right on 3rd Street, right on L Street, right on 1st Street), April 22, 2018, 6:00 AM to 5:00 PM

- *Nelson makes the motion to approve Use of Public Property request to the Eastern Collegiate Cycling Conference Championship Race for a Looped Race taking place on 1st Street next to Unity Park, taking a right on 3rd Street, a right on L Street, and then a right back onto L Street, on Sunday, April 22, 2018 from 6:00 AM to 5:00 PM. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- Kuklewicz asks that Weigl touch base with the Selectmen after the event to let them know how things went.

Bruce Hunter, FCRHRA

- **Authorization to Disburse No. 3, Invoice #0751665; (FY17) Rutter's Park Design Project, Contractor: GZA GeoEnvironmental, Inc.; \$25,700**

Nelson makes the motion to authorize Disbursement No. 3, Invoice #0751665 for the Rutter's Park Design Project to GZA GeoEnvironmental, Inc. in the amount of \$25,700. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Authorization to Disburse No. FINAL, invoice #1.2017-122-3; (FY16) Avenue A Streetscape Phase III Project, Contractor: Berkshire Design Group, Inc.; \$21,000**

Nelson makes the motion to authorize the FINAL Disbursement to Berkshire Design Group, in the amount of \$21,000, invoice #1.2017-122-3 for the Avenue A

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Streetscape Phase III Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board

Appoint Justin Lawrence, Police Dispatcher, NAGE Grade B, Step 1, \$16.78/hour, 37.69 hours per week, effective 3/1/18

Nelson makes the motion to appoint Justin Lawrence as a Police Dispatcher in the NAGE Grade B, Step 1 union in the amount of \$16.78/hour, 37.69 hours per week, effective 3/1/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz

Sean Mahoney

Proposed Montague Wood Bank

Nelson makes the motion to authorize the Montague Tree Committee to move forward with the Wood Bank Operations Plan as has been presented today. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Ja'Duke Inc.

- **Execute Revised TIF Agreement previously executed on February 5, 2018**
Nelson makes the motion to sign the revised TIF agreement with Ja'Duke as was approved at the Special Town Meeting on February 15th, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye
- **Execute Purchase and Sale for vacant land located on Industrial Boulevard, consisting of 2.098 acres ± (Assessor's Map 17-0-055) \$44,000**
 - Ramsey reports that EDIC supports this sale.
 - *Nelson makes the motion to execute the Purchase and Sale for the vacant land located on Industrial Boulevard, consisting of approximately 2.098 acres in the amount of \$44,000. This lot is known as Assessor's Map 17-0-055. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Town Administrator's Business

- **Execute ADA Sidewalk Improvements Engineering Service Agreement with Jim Toth, not to exceed \$2,500**
Nelson makes the motion to authorize the agreement for engineering services with Jim Toth in the amount of \$2,500 for a Sidewalk Improvement Project downtown. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye
- **Execute the Building Official Certification Committee, New Employee Report Form for Christopher Rice**
Nelson makes the motion to Execute the Building Official Certification Committee, New Employee Report Form for Christopher Rice and send it off to the Commonwealth, and authorize the Chair to sign the form. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Abstain
- **Special Town Meeting Date: March 29, 2018**

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Kuklewicz states that this is the meeting in which discussion of the DPW garage will take place.

- **Topics not anticipated in the 48-hour posting requirements**
None.

OTHER

Resignation of Gary Konvelski from the Planter Committee effective 2/22/18

- *Nelson makes the motion to accept with regret the resignation of Gary Konvelski from the Planter Committee effective 2/22/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- Kuklewicz suggested sending a letter to Gary thanking him for his service.
- Anyone interested in serving on the Planter Committee may contact Bogusz or Ramsey.

The next regularly scheduled Selectmen's Meeting will be held on Monday, March 5, 2018, 7:00 PM at the Montague Town Hall, 1 Avenue A, Turners Falls, MA

Boutwell makes the motion to adjourn the meeting at 7:35 PM. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Documents and Exhibits:

- Change Order #1 DPW Sewer Lining 2017 with Green Mountain Pipeline Services
- Use of Public Property Form, Fill the luminaria, May 19, 2018
- Use of Public Property Form, Easter Collegiate Cycling Conference, April 22, 2018
- Authorization to Disburse #3, Rutters Park Design Project: GZA GeoEnvironmental
- Authorization to Disburse FINAL, Avenue A Streetscape Phase III Project: Berkshire Design Group
- Appointment Form, Justin Lawrence, Police Dispatcher
- Proposal for Montague Wood Bank
- Revised TIF agreement with JaDuke, Inc.
- Building Official Certification Committee, New Employee Report Form for Chris Rice
- Resignation from Gary Konvelski from the Planter Committee