

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, August 20, 2018**

Meeting was opened at 6:30 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell, Michael Nelson, and Rich Kuklewicz, and Town Administrator Steven Ellis. Kuklewicz makes introduction and announces meeting is being taped.

Sewer Commissioners

Review and approve WPCF FY19 Budget Adjustments. Discuss expected impact on sewer rates.

- Ellis reviews the Industrial Sewer Revenue Trends, the Traditional WPCF Revenue Trends by Source, the BioSolids Intake Revenue Trends, and the BioSolids Disposal Expense Trends, and concludes that ultimately the process that we were using was found to be less reliable than is required by DEP and less reliable than we are comfortable with. Ultimately we cannot prove to the State's satisfaction that our plant has a consistent biological process that allows us to simply dispose of sludge internally through self-consumption of the sludge.
- We are looking at a 71% increase in sewer rates.
- Macdonald states that we do not have enough room to keep up with the amount of solids that we have coming into the plant.
- Kuklewicz states that when looking for alternatives, we would need to compost in a manner that is acceptable and not create a public nuisance; and that we have to make sure that whatever we invest in is something that is sustainable and makes sense economically.
- Regarding the budget, Macdonald plans to explore as many options as possible, including applying for several grants.

Approve Selectboard Minutes of July 23, 2018

Nelson makes the motion to approve the July 23rd, 2018 minutes. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz – Aye

Approve Selectboard Minutes of August 6, 2018

Not available

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

Bruce Hunter, FCRHRA

Approve Authorization to Disburse No. 3, Invoice #081890152, Strathmore Mill Demolition Design Project, Contractor: Tighe & Bond, \$17,280.00

Nelson makes the motion to approve the authorization to disburse No. 3, which is Invoice #081890152 to Tighe & Bond in the amount of \$17,280.00 in regards to the Strathmore Mill Demo Design Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board

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Appoint Beverly Ketch, DPW Custodian, UE Grade A, Step 3, \$15.25/hr., 40 hrs. a week, effective 9/4/18

Nelson makes the motion to appoint Beverly Ketch, DPW Custodian, UE Grade A, Step 3, \$15.25/hr., 40 hrs. a week, effective 9/4/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Request for Transfer to Greenfield Police Department: Bryce Molnar, Intermittent Reserve Officer

Nelson makes the motion to approve and authorize the Chair to sign the Request for Transfer to the Greenfield Police Department for Bryce Molnar as an Intermittent Reserve Officer. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Resignation of Ivan Ussach from the Battlefield Grant Advisory Committee

Nelson makes the motion to accept with regret the resignation of Ivan Ussach from the Battlefield Grant Advisory Committee. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Appoint Marilyn Stowe Tomb to the Battlefield Grant Advisory Committee

Nelson makes the motion to appoint Marilyn Stowe Tomb to the Battlefield Grant Advisory Committee, starting today through June 30th, 2019. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Resignation of Suzanne Rubinstein from RiverCulture Steering Committee

Nelson makes the motion to accept with regret the resignation of Suzanne Rubinstein from RiverCulture Steering Committee. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Set Date for Town Administrator Evaluations

Ellis suggests tentatively planning for a September 24th meeting for the Town Administrator Evaluations.

Discuss & Approve Montague ADA Transition Plan

Megan Rhodes, FRCOG Senior Transportation and Land Use Planner

Rhodes states that last spring the Town received funding from the Massachusetts Office of Disability to prepare an ADA self-evaluation and transition plan, which is required under the American Disabilities Act. The Town hired the FRCOG to conduct the plan:

Self-Evaluation Plan: The FRCOG evaluated the Town's programs and services including the website, and found that the Town staff is generally knowledgeable in terms of policies of nondiscrimination and effective communication. There are some areas of weaknesses and things that could be improved upon, which are outlined in the evaluation plan. Buildings, sidewalks, and parks were also evaluated and issues that may have barriers to access for people with disabilities are outlined in the plan. The

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Gill-Montague School District Administration Building and the Carnegie Library both pose accessibility problems for people with physical disabilities. Most of the issues in terms of buildings were fairly minor and can be fixed with relatively low cost. The general issue of sidewalks is continual maintenance.

Transition Plan: Recommendations were made on how to fix the issues mentioned in the Self-Evaluation Plan. Issues were prioritized, a time frame was provided as to when they could be implemented, and cost estimates and parties responsible for implementing the changes were provided.

Nelson makes the motion to adopt the Town of Montague ADA Self-Evaluation and Transition Plan drafted June 2018 as amended and presented. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Town Administrator's Business

Execute Letter of Agreement to extend lease of Town property with Gill-Montague Regional School District through January 30, 2019

Nelson makes the motion to execute the Letter of Agreement between the Town of Montague and the Gill-Montague Regional School District to extend our existing lease agreement for properties associated with Sheffield Elementary School District Administrative Headquarters and Hillcrest Elementary School through January 31st, 2019. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz – Aye

Authorize Town Administrator to Execute Agreement for a Gap II Grant for Energy Efficiency and Clean Energy Projects at Drinking Water and Wastewater Facilities between Commonwealth of Mass Department of Environmental Protection and the Town of Montague, Water Pollution Control Facility, not to exceed \$150,000

Kuklewicz makes the motion to approve and authorize the Town Administrator to sign the grant agreement with the Commonwealth of Massachusetts regarding the Water Pollution Control Facility solar array. Boutwell seconded, approved. Kuklewicz - Aye, Boutwell - Aye, Nelson – Abstain

Civil Service Assessment Center Date, October 19, 2018

Ellis states that we have requested through our consultant, Integrity Testing, a Civil Service Assessment Center Date of October 19, 2018. We will not receive confirmation of that date until four weeks before that date.

DPW Facility Progress Report

Ellis: The RFQ for an owner's project manager went out on August 1st. Twelve potential bidders came to a bidders' conference on Wednesday, the 15th. Tomorrow night the committee will meet to talk about the process that will govern the evaluation process. The bids are due on September 6. The next step in the process once the OPM is on board would be the hiring of a designer.

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Update on Shea Theater roof repair

It was discovered that resealing the roof would not be enough; that there would need to be a fastening schedule. A warranty individual said that the ballast would need to be completely unloaded and a number of adjustments would need to be made to the project scope in order to warranty the roof. Those additional tasks would likely push the cost to more than \$50,000 to do the warranty. There is also a possibility that once the ballast is all pulled off, we may discover that the roof may not be warranty-able. Ellis states that we cannot proceed with the current procurement and realize halfway through the project that we don't have enough money. We will try to get a reliable quote for what it would cost to do the entire job. Estimations are between \$150,000 to \$250,000. We may want to pay a roofer to come and build out the specs and the solution and give us a strong guarantee initial quote for a fee.

Kearsarge Ribbon Cutting Date

The Kearsarge Ribbon Cutting date will be on October 1st at 10:00 or 11:00 a.m.

Special Town Meeting date: October 10, 2018

The Special Town Meeting is set for October 10, 2018.

Next Selectboard Meeting Date

The next Selectboard Meeting will be held on August 27 at 7:00 p.m.

Topics not anticipated

None

Joint meeting with Turners Falls Prudential Committee

Executive Session under G.L. c 30A, §21 (a)(3) to discuss potential litigation concerning Southworth Company, votes may be taken

- Zamojski called the meeting of the Turners Falls Prudential Committee to order at 8:23 p.m.
- The Chair states that holding the discussion 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)(3) to discuss potential litigation concerning Southworth Company, votes may be taken. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- Zamojski read aloud the reason for the meeting. *Unanimously approved. Zamojski - Aye, DiPucchio - Aye, Greene - Aye*

Documents and Exhibits:

- Sewer Commissioners; Review and approve WPCF FY19 Budget Adjustments.
- Selectboard Minutes of July 23, 2018
- Authorization to Disburse No. 3, Invoice #081890152, Strathmore Mill Demolition Design Project, Contractor: Tighe & Bond, \$17,280.00
- Appointment Form: Beverly Ketch, DPW Custodian, UE Grade A, Step 3, \$15.25/hr., 40 hrs. week, effective 9/4/18

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- Resignation of Ivan Ussach from the Battlefield Grant Advisory Committee
- Appointment Marilynn Stowe Tomb to the Battlefield Grant Advisory Committee
- Resignation of Suzanne Rubinstein from RiverCulture Steering Committee
- Montague ADA Transition Plan
- Letter of Agreement to extend lease of Town property with Gill-Montague Regional School District through January 31, 2019
- Agreement for a Gap II Grant for Energy Efficiency and Clean Energy Projects at Drinking Water and Wastewater Facilities between Commonwealth of Mass Department of Environmental Protection and The Town of Montague, Water Pollution Control Facility, not to exceed \$150,000
- DPW Facility Progress Report