

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

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

Approve Selectboard of Minutes of September 24, 2018

Nelson makes the motion to approve the Selectboard Minutes of September 24, 2018. 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

Kuklewicz expresses concern that as the days get shorter, turning off the street lights on Avenue A may become a safety issue, especially at the intersections. Ellis states we are working with the Water Department to address this issue.

Personnel Board

- **Appoint William Stratford, DPW Foreman, NAGE, Grade F, Step 2, 40 hours/week, \$56,229, effective 10/9/18**

Nelson makes the motion to appoint William Stratford as the DPW Foreman in the NAGE Union, Grade F, Step 2, 40 hours/week, \$56,229 per year, effective 10/9/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Cell Phone Stipend for William Stratford, \$5.77/week, effective 10/9/18**

Nelson makes the motion to approve the Cell Phone Stipend for William Stratford, \$5.77/week, effective 10/9/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Appoint Danielle Marie, Per-diem Dispatcher, \$19.00/hour, effective 10/1/18**

Nelson makes the motion to appoint Danielle Marie as a Per-diem Dispatcher, \$19.00/hour, effective 10/1/18. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Appoint Sean Mahoney, Tree Advisory Committee, 1 year term until 6/30/19, effective 10/1/18**

Nelson makes the motion to appoint Sean Mahoney to the Tree Advisory Committee for one year, with the term starting today, 10/1/18 and going until 6/30/19. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Montague Center Resident Concerns

Pedestrian and bike safety in Montague Center

- Ramsey gives a briefing regarding the Town's participation in the Complete Streets Program:
 - The Town applied for funding from the State for \$400,000 worth of improvements, about \$175,000 of which would be directed towards Main Street in Montague Center. We hope to hear back in three months.
 - The project would involve replacing the sidewalks between the library area and the bridge over the Sawmill River, putting concrete curbing along the sidewalks, adding crosswalks around Court Square and School Street, extending the sidewalk a few hundred feet, and putting up a radar speed feedback sign at the post office crossing.
 - We are able to add a little more to the grant, which would enable us to improve the sidewalk where the bus stop is, add concrete where there are some missing pieces, and put proper signage up at the crosswalk.
 - The Montague Center project is our number one priority.
 - We hope to begin design work in February or March of 2019 and do construction in the summer of 2019.
 - There will be opportunity for public comment and feedback on the design.
- In response to a question by Kuklewicz regarding what could be done about the growth under the sidewalks, Bergeron states he will send the flail mower over tomorrow to clean up the sidewalks as well as cut the brush hanging over the guard rail.
- Hannah Fuller-Boswell presents some photographs showing areas of concern and makes some suggestions of how to remedy the problems.

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- John R. expresses concern about heavy snow that lands on the sidewalk when the street is plowed and asks that the Town shovel or plow that snow so the residents don't have to walk in the street.
- Ariel Elan suggests that the Town lift the heavy snow and put it in the common.
- Emily Monosson suggests that we take up a fund to buy delineators, which can be taken down before winter to avoid their getting knocked down by the snow plows.
- Dianna Allen states that drivers treat Main Street as a speedway. She suggests putting temporary stop signs on either side of School Street at the base of Court Square.
- A woman in the audience suggests narrow, durable pedestrian posts and removable speed bumps.
- Bergeron agrees to put out orange cones for now and will put up at least one fluorescent green sign on the corner.
- Kuklewicz suggests doing something that would discourage trucks from going through the center of Town.

Discussion of Avenue A Parking Signs

- Nelson reiterates his concern regarding the dated signage on Avenue A, particularly the one-hour parking signs.
- Acting Police Chief Williams states that with the exception of the 15-minute parking sign in front of Subway, none of the signs are being enforced.
- More parking spots are needed on Thursday, Friday, and Saturday nights.
- Ramsey feels that there should be two-hour parking all the way down Avenue A.
- *Nelson makes the motion to remove the one-hour parking signs on Avenue A, but leave the posts. This issue will be revisited on November 26 or until an issue emerges. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Walter Ramsey, Town Planner

- **Consider Petition by the Montague Planning Board to repeal the existing Zoning Bylaws and Map and substitute them with new Zoning Bylaws and Map, as presented in the draft 9/26/18**
 - Ramsey reviews changes in the proposal since the last time it was presented to the Selectboard.
 - *Nelson makes the motion to acknowledge receipt of the Zoning Amendment Petition from the Montague Planning Board to repeal the existing Zoning Bylaws and Map and to substitute them with the new Zoning Bylaws and Map, as presented in the bylaw draft dated 9/26/2018 and the draft map dated 9/13/2018, and to refer the proposed amendments to the Planning Board for review and public hearing. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
 - The formal hearing for the zoning changes will take place on Tuesday, November 27, at 7:00 PM.
 - Outreach to the public will continue. Ramsey has sent informational packets to Town Meeting members.
 - *Nelson makes the motion to authorize the Town Administrator to have Town Counsel review the Zoning Bylaws and Map draft. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- **Update on the Turners Falls Opportunity Zone**

Ramsey states that the State is compiling an information sheet of all the Opportunity Zones throughout the Commonwealth. We have prepared a basic information sheet and sent it back to the State.

Executive Assistant Update

- **Execute November 6, 2018 State Election Warrant**
 - Nelson reads aloud a summarized version of the Warrant for the State Election.
 - *Nelson makes the motion sign and execute the Warrant for the State Election which will be held on November 6, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- **Selectboard meeting week of Columbus Day**

There will be no meeting next week.

Town Administrator's Business

- **Notice of appointment made by Town Clerk: Kathern Pierce, Assistant Town Clerk, NAGE, Grace C, Step 10, \$22.66/hr effective 11/1/18**

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Ellis notifies the Selectboard of the Town Clerk's personal choice for Assistant Town Clerk. The Board agrees that Kathern Pierce is an excellent choice.

- **Notice of Pre-Disaster Mitigation Competitive PDMC 17-13 Mtg Hazard Mitigation Planning Grant, \$7,500**

Nelson makes the motion to authorize the Chair to sign the Hazard Mitigation Plan Agreement with the Commonwealth of Massachusetts. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Update on Police Chief Hiring Process**

We are following the new procedures in the civil service process and are working with our contracted agency to assist in publicity and implementation of the process. The last day for our four sergeants and lieutenant to sign up for the assessment center is October 9. If at least four of them choose to sign up, the exam date would be on October 19. If not, then it is open to patrolmen and detectives in the force and a new exam date would need to be pursued.

- **Update on an Owner's Project Manager (OPM) Procurement Process for the Public Works Facility Building Project**

Ellis provides the Board with a document that the Building Committee has accepted as a basis for the process of hiring an Owner's Project Manager for the Public Works Facility Building Project. The Building Committee will meet tomorrow night to discuss three candidates who have been selected for consideration. The plan is to have a recommendation for the Selectboard at the October 15 meeting.

- **Southworth Update**

No action has been taken in response to the court-ordered boarding and securing of the Southworth facility. Ellis will be speaking to Chief Zellman regarding the next step.

- **Response to Lawrence Mutual Aid Request**

The Town's Building, Health, and Fire Departments have all agreed to offer aid to the Town of Lawrence regarding their request for aid with inspections after the explosions that occurred on September 13.

Topics not anticipated in 48-hour posting

- **Use of Public Property/Harmony Masonic Lodge's Annual 5K Charity Foot Race/Banner Erection**

- *Nelson makes the motion to approve the Use of Public Property to the Harmony Masonic Lodge for their Annual 5K Charity Foot Race on Saturday, October 6, from 9:30 to 11:00 AM. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

- *Nelson makes the motion to permit Harmony Masonic Lodge to erect a banner at the corner of Masonic Ave from October 5 to 20 advertising their Annual Open House on Saturday, October 20. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

- *Kuklewicz asks the Town Administrator to instruct the Executive Assistant to inform the lodge that a late submission will not be accepted next year.*

- **Kearsarge Ribbon-Cutting**

Ellis thanks the Selectboard and members of the Energy Committee for attending the Kearsarge Ribbon-Cutting.

Nelson makes the motion to adjourn at 9:00 PM. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Documents and Exhibits:

- Appointment: William Stratford, DPW Foreman, NAGE, Grade F, Step 2, 40 hours/week, \$56,229/yr, effective 10/09/18
- Cell Phone Stipend for William Stratford, \$5.77/week, effective 10/9/18
- Appointment: Danielle Marie, Per-diem Dispatcher, 19.00/hr. effective 10/1/18
- Appointment: Sean Mahoney, Tree Advisory Committee, 1 year term until 6/30/19, effective 10/1/18
- Consider Petition by the Montague Planning Board to repeal the existing Zoning Bylaws and Map and substitute them with new Zoning Bylaws and Map, as presented in the draft 9/26/18
- Update on the Turners Falls Opportunity Zone
- Execute November 6, 2018 State Election Warrant attached herewith

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- Notice of Pre-Disaster Mitigation Competitive PDMC 17-13Mtg Hazard Mitigation Planning Grant, \$7,500