

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, October 29, 2018**

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

Approve Selectboard Minutes of October 22, 2018

Minutes 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

FY2019 Tax Classification Hearing

To determine the allocation of the F719 tax levy for all classes of property

- Nelson reads aloud the hearing notice and invites Karen Tonelli and Paul Emery from the Board of Assessors to join them.
- Tonelli goes over the FY2019 Tax Classification presentation.
- *Kuklewicz makes the motion to approve the Assessor's recommendation of a 1.3 shift, which would set the tax rate to \$17.39 for residential and \$26.19 for commercial. Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye*
- *Kuklewicz makes the motion to participate in the 25% open case discount for land maintained in its natural condition as recommended by the Board of Assessors. Boutwell seconded, unanimously disapproved. Kuklewicz - Nay, Boutwell - Nay, Nelson - Nay*
- *Kuklewicz makes the motion to participate in the residential exemption option. Boutwell seconded, unanimously disapproved. Kuklewicz - Nay, Boutwell - Nay, Nelson - Nay*
- *Kuklewicz makes the motion to participate in the small commercial exemption. Boutwell seconded, unanimously disapproved. Kuklewicz - Nay, Boutwell - Nay, Nelson - Nay*

Eileen Seymour

Interest Rate for Overdue Sewer Bills

Boutwell makes a motion to reduce the Interest Rate for Overdue Sewer Bills for FY19 to 7%. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye

Suzanne LoManto, RiverCulture Cultural Coordinator

RiverCulture Update: July - October, 2018

Tabled until next week

Walter Ramsey, Town Planner

- **Execute META-7 grant contract for \$12,500 for High Efficiency Building Design peer review support services for the planned Montague Public Works Facility**
Kuklewicz makes the motion to execute META-7 grant contract for \$12,500 for High Efficiency Building Design peer review support services for the planned Montague Public Works Facility. Boutwell seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye
- **Announce Recreational Trails Grant in the amount of \$17,900 to construct Millers River Paddlers Access and an accessible riverfront trail off Newton Street in Millers Falls**
Ramsey states that the Town has received a Recreational Trails Grant in the amount of \$17,900 to construct Millers River Paddlers Access and an accessible riverfront trail off Newton Street in Millers Falls.
- **Downtown overnight winter parking report and proposal**
 - The Planning Board proposes a pilot plan to allow on-street parking overnight throughout the year in a specific area (along L Street from 7th to 5th Street on the south side, as well as on the north side of Prospect Street from L Street to Central Street). This would add 26 spaces to the parking supply. A permit would be required.
 - Boutwell reads aloud specific sections in the most recent up-to-date traffic regulations and suggested amendments.

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- *Boutwell makes the motion to adopt a revised Section 10 of the traffic regulations. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye*
 - *Boutwell makes the motion to adopt traffic regulation Section 10A which allows parking by permit in marked areas. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye*
 - *Kuklewicz suggests accepting applications until November 15, then giving the permits by lottery.*
 - *Boutwell makes the motion as amended to establish an Annual Winter Season Overnight Parking Permit Fee of \$25. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye*
- **Request from Kearsarge Solar LLC for Montague to enter a Host Customer Agreement for solar net metering for planned 1.4 MW DC solar facility at 131 Turnpike Road (Assessors Map 14, Lots 214 & 131)**
Tabled until the next meeting pending a review from Town Counsel

**Michael Brown, Superintendent, Turners Falls Water Department
Shutting off water at Southworth Mill Complex**

Brown reports that Southworth has a 3,000-gallon-a-day leak. With no heat in the buildings, the sprinkler systems will freeze. On November 19th the valve on 5th and Canal Street will be shut down, which would shut off the water at Southworth Mill Complex. Swift River Hydro is trying to come up with some ideas to cool their turbines.

Cynthia Oldham, Cultural Council Secretary

Disclosure by Non-Elected Municipal Employee of Financial Interest and Determination by Appointing Authority as required by G.L. c. 268A, §19

Kuklewicz makes the motion that Cynthia Oldham will not participate in the review of her request for a program grant, nor the review of the merit of the resulting product if she is awarded the grant. Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye

Brian McHugh, FCRH&RA

Authorization to Disburse No. 4, Invoice #101890038, Town of Montague FY17 - Strathmore Mill Demolition Design Project Contractor: Tighe & Bond, \$10,750.00

Boutwell makes the motion to authorize the disbursement of No. 4, Invoice #101890038, Town of Montague FY17 - Strathmore Mill Demolition Design Project to Tighe & Bond, from the FY17 CDBG Grant of \$10,720.00 and from the Town of Montague the final \$30.00, for a grant total of \$10,750.00. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye

Personnel Board

- **Create position of Substitute Library Assistants, \$13.00/hour**
Boutwell makes the motion to authorize the creation of the position of Substitute Library Assistant, not to exceed \$13.00/hour, and it is an unbenefited position. Kuklewicz seconded, unanimously approved. Kuklewicz seconded, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Aye
- **Appoint Judith Ketchum, Substitute Library Assistant, \$13.00/hour, not to exceed 16 hours/week, effective 10/31/18**
Kuklewicz makes the motion to appoint Judith Ketchum, Substitute Library Assistant, not to exceed 16 hours/week at \$13.00/hour at the discretion of the Library Director, effective as of 10/31/18. Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye

Execute Contract for \$315,000 with Construction Monitoring Systems, Inc., of Marlborough, MA for Owners Project Manager services associated with the Public Works Facility Building Project

Kuklewicz makes the motion to execute the Contract with Construction Monitoring Systems, Inc., of Marlborough, MA in the amount of \$315,000 as outlined by Steve Ellis, Town Administrator. Boutwell seconded, unanimously approved. Kuklewicz seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye

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Town Administrator's Business

- **Execute \$1,680 contract with Northeast Roof Consultants, LLC for cost estimation for the Shea Theater and Town Hall Annex and lower roof sections**
Kuklewicz makes the motion to execute a contract with Northeast Roof Consultants LLC of Southbridge for \$1,680 for roof investigation, report, and repair and/or replacement cost estimates for the Shea Theater roof, and the Town Hall Annex and lower roof sections. \$840 to be allocated from Account #001-5-950-5122-018, Special Article #17 of the May 2, 2015 Annual Town Meeting (Repair Shea Roof, balance \$3,690.22). \$840 to be allocated from Account # 225-5-184-5200-000 Community Development Discretionary Unallocated (balance \$55,468.07). Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye
- **Authorize MIIA Grant Submission**
Ellis asks the Board to approve a grant submission to MIIA; we are hoping to receive an award in excess of \$6,000 to cover a range of items including four new manhole cover lifts, a mobile cart for cleaning up refuse and debris at camp sites, and safety gear kits.
- **Inform Board of need to commence collective bargaining**
Ellis reminded the Board of the need to commence collective bargaining. The Board will hold an Executive Session on November 19 to which Tim Zessin from KP Law will be invited.
- **Police Chief Hiring Update**
We have three candidates for the position of Police Chief: Acting Chief Chris Williams, Lieutenant Chris Bonnet, and Sergeant James Deery. We anticipate receiving within two weeks word back from Civil Service with a ranked order list of candidates for the Board to consider.
- **Wood Bank start up Update**
 - Last year the Tree Advisory Committee established the Montague Wood Bank, with the goal of providing emergency firewood at no cost to Montague and Gill residents.
 - Eligibility will be handled by the Council on Aging.
 - They had their first organizing on-site meeting this past weekend, and they will be using student volunteers from the UMass Forestry Program.
 - Because wood needs to season, we expect the wood not to be available until next winter.
 - A grant application has been put in to get a wood-splitter from DCR.
 - The Department of Public Works Transfer Station will be the site from which wood will be dispensed.
 - We have to have airtight liability procedures and waivers in place.
 - Extensive training will be provided by certified trainers.
- **Discuss need to have a meeting week of November 12th**
Kuklewicz makes the motion to cancel the meeting scheduled for November 12, 2018. Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye
- **Topics not anticipated in 48-hour posting**
None

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

- The Vice-Chair states that holding the discussion in open session would be detrimental to the Town's position.
- *Kuklewicz makes the motion to enter into Executive Session under G.L. c 30A, §21 (a)(3) to discuss potential litigation concerning Southworth Company at 9:03 p.m.; votes may be taken. Boutwell seconded, unanimously approved. Kuklewicz - Aye, Boutwell - Aye, Nelson - Aye*

Documents and Exhibits:

- FY2019 Tax Classification Hearing background information
- Execute META-7 grant contract for \$12,500 for High Efficiency Building Design peer review support services for the planned Montague Public Works Facility
- Announce Recreational Trails Grant in the amount of \$17,900 to construct Millers River Paddlers Access and an accessible riverfront trail off Newton Street in Millers Falls
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- Request from Cynthia Oldham, Cultural Council Secretary for Disclosure by Non-Elected Municipal Employee of Financial Interest and Determination by Appointing Authority as required by G.L. c. 268A, §19
- Authorization to Disburse No. 4, Invoice #101890038, Town of Montague FY17 – Strathmore Mill Demolition Design Project, Contractor: Tighe & Bond, \$10,750.00
- Create position of Substitute Library Assistants, \$13.00/hour
- Appointment form: Judith Ketchum, Substitute Library Asst, \$13.00/hr., not to exceed 16 hours/week, effective 10/31/18
- Execute Contract for \$315,000 with Construction Monitoring Systems, Inc. of Marlborough MA for Owners Project Manager services associated with the Public Works Facility Building Project
- Execute \$1680 contract with Northeast Roof Consultants, LLC for cost estimation for the Shea Theater and Town Hall Annex and lower roof sections