

**Town of Montague**  
**Capital Improvements Committee Meeting Minutes**  
**Meeting Held Remotely VIA Zoom Conference**  
**July 22, 2020 3pm**

Attendees: Capital Improvements Committee members Josh Lively, Steve Ellis, Fred Bowman, and Greg Garrison. Joined for agenda item IV by WPCF superintendent, Chelsey Little, and Turners Falls Fire Chief, John Zelmann.

Meeting called to order at 3:30pm.

**Meeting Minutes**

Mr. Ellis moves to approve meeting minutes of March 11th with Mr. Garrison seconding. Motion passes 4-0.

Mr. Ellis moves to approve meeting minutes of March 18th with Mr. Garrison seconding. Motion passes 4-0.

Mr. Ellis moves to approve meeting minutes of April 29th with Mr. Garrison seconding. Motion passes 4-0.

**EPA Administrative Order for Hazard Assessment and Conversion of WPCF Chlorine Gas Treatment System**

Item IV was moved up on the agenda to accommodate the presenter's schedule. WPCF superintendent Chelsey Little briefed the committee on an EPA administrative order that requires the Town to conduct an assessment of hazards posed by our current chlorine gas water treatment process, which could potentially present a significant hazard to worker safety and the environment, should the system fail.

She went on to explain that this assessment will need to be followed by a project to convert that system to a safer alternative, with the most cost effective option being a change to sodium hypochlorite. This is, in essence, liquid chlorine, which is far easier to handle in a safe system. In fact, Montague is one of the few plants in the Northeast that continues to use chlorine gas due to safety of handling.

Her request is for support to enter into a \$40,000 contract with Wright-Pierce engineering to conduct the hazard assessment and assist with the initial design of the replacement system, as well as to submit that design and a cost estimate to the USDA for possible financing. The financing could include a grant match in the vicinity of 20-30% of project cost, which is likely to be in the low to mid six figures.

Mr. Lively moves to recommend that a reserve fund transfer of \$40,000 to the WPCF enterprise budget be made in order to secure the proposed contract for engineering and grant development services. Mr. Garrison second. Motion passes 4-0.

**Ongoing Capital Project Updates**

Received brief updates on several ongoing projects including:

- Discussed progress of DPW Facility construction, noting timeline has shifted to likely substantial completion in September 2020.
- Explained that contract for reconstruction of the Council on Aging chimney has been awarded to local mason, Scott Allen. Work is expected to begin in early August.
- Shared progress and challenges with the Spinner Park project, where excavation revealed electrical service lines running under the existing (and planned) hardscape. The utility will likely require some re-routing of these lines at some additional cost. We expect it to remain within available contingency, but this has delayed the project.
- DPW is working with Library Director Linda Hickman to implement the first phase of work on the Montague Center Library moisture remediation project, which will include replacement of basement HVAC ducting that is allowing excessive moisture to enter the distribution system.
- Noted that the Unity Park Fieldhouse roof project was successfully completed well under budget and that we may wish to consider related improvements to venting/insulation to ensure longevity of the roof system. Mr. Lively recommended seeing how the facility fares this coming winter before investing further, as the venting solution that was implemented may prove sufficient to ensure the roof will last over the long term. Mr. Garrison expressed agreement and there was consensus to monitor the situation rather than acting ahead of an apparent need.

### **Review Projects Delayed by COVID-19 Budget Concerns**

Briefly discussed the list of projects that were initially recommended for FY21 funding by the CIC but were delayed in order to preserve free cash to deal with possible budget shortfalls, as well as to shorten the length of the in-person Annual Town Meeting held in June 2020. No specific action or decision taken.

### **Discuss Solar Capping Project at Former Montague Burn Dump**

Item not addressed

### **Revisit of WPCF Chlorine Conversion Project Vote**

Near the end of this meeting, subsequent to the vote previously described under agenda item "IV", the Town Administrator consulted with the Town Accountant, Carolyn Olsen. Ms. Olsen advised that a reserve fund transfer was not required in order to fund the project this early in the budget year. In response, the CIC voted two successive motions.

Mr. Garrison moved to rescind the previous vote to recommend a reserve fund transfer for engineering services and grant development related to the Chlorine Gas conversion. Mr. Bowman seconds. Motion passes 4-0.

Mr. Garrison moved to recommend funding of the proposed contract for engineering services and grant development related to the Chlorine Gas conversion. Mr. Bowman seconds. Motion passes 4-0.

### **Adjournment**

Mr. Garrison moves to adjourn, Mr. Bowman seconds. Passes 4-0