

MONTAGUE CAPITAL IMPROVEMENTS COMMITTEE

Meeting Minutes

Wednesday, October 30, 3:30 PM

Montague Town Hall Annex One Avenue A Turners Falls, MA

In Attendance:

CIC Members: Gregory Garrison (GG), Chris Menegoni (CM), Ariel Elan (AE), Lynn Reynolds (LR), Jason Burbank (JB)

Town Staff: Christopher Nolan-Zeller (CNZ)- Assistant Town Administrator

Meeting called to order 3:36PM, GG Presiding

1. Call to Order and Approve any outstanding meeting minutes: 9/25/24

MOTION to approve the minutes of 9/25/24 by GG, CM Seconded. JB-AYE, CM-AYE, GG- AYE, AE-ABSTAIN, LR- AYE. MOTION PASSED

2. Debrief from discussion with Public Works Superintendent Sam Urkiel – Overview of upcoming DPW capital projects

GG provided updates on last week's conversation between himself, JB, CNZ, and new Public Works Superintendent Sam Urkiel, expressing confidence in the DPW leadership's transparency and willingness to take on in-house projects. The committee discussed the upcoming sewer re-lining projects, with the DPW prospectively applying for capital funds to complete necessary work. The amount funded for FY26 will depend on the outcome of conversations with the Finance Committee regarding availability of capital funds.

LR noted that the need for sewer rehabilitation had been underscored by very expensive system failures at the Industrial Park several years prior. CM recalled the importance of factoring in the cost of road repairs after pavement is cut during sewer repairs.

GG noted that the need for various guardrail repairs had also been cited during the discussion. AE asked if the state could provide any assistance for this work. No sources of assistance were identified. The committee suggested that Superintendent Urkiel return with a more definitive request for prioritized guardrail repairs.

3. Status review of ongoing projects (including but not limited to 11th Street Bridge Rehab, CWF Screw Pump Replacement, Town Hall Annex Solar, South Ferry Road Culvert)

CNZ provided updates on various ongoing projects. The South Ferry Rd culvert replacement was wrapping up, with only the only remaining stage of construction being guardrail

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installation. The Carnegie Library basement project encountered an unexpected needed repair that resulted in a change order for approximately \$12,000, which the Selectboard voted to fund through a combination of built-in project contingency and an increase in the project's allocation from ARPA funds. For the 11th Street Bridge, the Selectboard had recently suggested requesting a capital appropriation for the full amount of the project not covered by an existing appropriation, which could free up the funds allocated from ARPA and the Bid Overrun account to be used for other purposes. CM spoke against pursuing this route, citing the need to encumber funds by December 31, and the lack of any alternative bid-ready projects to support before this deadline.

MOTION to recommend against an additional capital request for the 11th Street Bridge repairs, and instead to keep the project funded with assistance from ARPA by GG, CM Seconded. JB-AYE, CM-AYE, GG- AYE, AE-AYE, LR- AYE. MOTION PASSED

CNZ provided a general timeline expected for construction of the Clean Water Facility Screw Pump project.

The Interconnection Service Agreement with Eversource for the Town Hall Annex solar project was finally approved, meaning construction could begin. AE asked what had caused the delays. GG noted that grid capacity was the issue that needed to be addressed by the solar developer, along with transformer voltage and building load management.

4. Review FY26 Capital Planning Cycle Updates; Department Head Correspondence

CNZ explained that capital requests were due the next day, but none had been received yet. Several department heads had discussed proposed projects with intention of submitting a request by the deadline.

5. American Rescue Plan Act (ARPA) Capital Projects a. Update on Unallocated ARPA Balance

After the most recent allocations, the remaining unallocated balance of the Town's ARPA funds was \$1,588.

6. Confirm Schedule for Communication with Finance Committee

Committee agreed to meet with the Finance Committee in January to discuss the slate of capital purchases suggested for FY26.

7. Establish Meeting Schedule for Remainder of Calendar Year

The Committee agreed to meet again on 11/13 to review applications received, then again on 12/11 to review those from the school district. Meetings with individual department heads would commence on an ambitious schedule in January.

8. Topics not anticipated in the 48 hour posting requirements

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None.

9. Establish next meeting date(s)

The next meeting would be in the Town Hall Annex on Wednesday, 11/13 at 3:30 PM.

10. Adjournment

MOTION to close the meeting at 4:41PM by CM, AE Seconded. JB-AYE, CM-AYE, GG-AYE, AE-AYE, LR- AYE. MOTION PASSED

Respectfully Submitted,

Christopher Nolan-Zeller