

Finance Committee, Selectboard, and Board of Health Meeting Minutes  
Wednesday, November 20, 2019  
Upstairs Meeting Room, 1 Avenue A, Turners Falls MA

In attendance:

Finance Committee

Jen Audley, Chair  
Christopher Menegoni  
John Hanold  
Shauna Wallace  
Gregory Garrison  
Francia Wisnewski & Fredric Bowman were absent

Selectboard

Christopher Boutwell (Arrived 6:20PM)  
Michael Nelson (Arrived 6:20PM)

Others in Attendance

Steve Ellis – Town Administrator  
Carolyn Olsen – Town Accountant (Left 6:30 PM)  
Al Cummings – Chair Board of Health (Arrived 6:20PM)  
Daniel Wasiuk – Board of Health (Arrived 6:20PM)  
Walter Ramsey – Town Planner (Arrived 6:10 PM)

**The Chair Open the meeting at 6:00PM**

The Chair announced that the meeting was being recorded by MCTV and asked if anyone else was recording the meeting. No one else was recording the meeting. The MCTV recording of the meeting can be found at <https://vimeo.com/374718721>.

**Minutes**

Moved: To approve the minutes of November 6<sup>th</sup> as presented.  
Vote: 5 In Favor    0 Opposed    0 Abstained

**Town Accountant's Report**

Ms. Olsen reported that the Tax recap for 2020 had not yet been approved. There were no other updates provided.

**Town Administrator's Update**

Mr. Ellis updated the committee on the rebid for the Miller's Falls Inflow & Infiltration repair work. Town had received a single rebid for slightly over the approved \$75,000 allocation. Reserve Fund monies will be needed to fully fund the project, including police and railroad detail officers. The bid was approved and awarded by the Selectboard. Construction is due to begin in 10 -14 days from the award.

Mr. Ellis has requested the Selectboard executive assistant's hours be increased from 30 to 35 hours weekly. The executive assistant, Wendy Bogusz, is receptive to the increase. Mr. Ellis

explained that the expanded hours will assist in managing the town's management of human resources requirements and documentation. The Selectboard approves of the increase in hours and additional duties.

#### **Update from Board of Health**

Mr. Wasiuk provided an overview of the Board of Health's responsibilities and current workload delegation. Since adopting the full-time director and full time health clerk the Board of Health is better able to manage its growing responsibility and inspection schedule. Al Cummings, Chair, is still assisting in investigating specific complaints and works about 20 hours a week.

There was a discussion regarding the town nurse position. At this time the Mr. Wasiuk does not see the need for a town nurse. If the town were to consider this position, he stated the position should be per diem for 4-5 hours a week at a rate of \$50.00 per hour.

Mr. Wasiuk stated that current staffing is adequate and that the Board of Health's budget will not expand.

#### **Update from Planning Department**

Mr. Ramsey gave an update on the growth of the planning department and the activities the department is currently managing. The Planning Board has become the town's de facto redevelopment office. The office is currently managing over \$3.5 million in grants and is working on additional grants that could provide hundreds of thousands of dollars for new projects.

Currently Mr. Ramsey is the only full-time position and now has assistance from the town's cultural coordinator for 10 hours a week. Mr. Ramsey is currently putting together a staffing plan. He would like to see the town hire a Conservation Land Use Administrator. This position would assist in scheduling meetings, site plan review and permitting.

Mr. Ellis and Mr. Ramsey stated that Montague's redevelopment activities are improving the reputation of the town within the region. Mr. Ellis believes that if Mr. Ramsey had the time to focus on higher level redevelopment strategies then he could too. Both believe this is critical at this moment in time for the town.

Mr. Nelson said that the Selectboard members separately approve of the department's expansion.

#### **Other discussions**

Future agenda topics and schedules were discussed. Next Meeting will be Dec 4<sup>th</sup> 2019.

Meeting Adjourned 8:00PM

#### **List of Documents and Exhibits:**

Minutes of November 6, 2019