

**SELECTMEN, FINANCE COMMITTEE AND
BOARD OF HEALTH MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, June 15, 2020**

PRESENT via Zoom: Selectboard: Chair Rich Kuklewicz, Vice-Chair Michael Nelson, Clerk Chris Boutwell; Town Administrator Steven Ellis; Executive Assistant Wendy Bogusz; Board of Health: Chair Al Cummings (*plus Chris Boutwell and Michael Nelson*), Director of Public Health Dan Wasiuk; Finance Committee: Chair Jen Audley, John Hanold, Fred Bowman, Chris Menegoni
FCRHRA Director of Community Development Brian McHugh; Parks and Recreation Director Jon Dobosz; Police Chief Christopher Williams

Link to Zoom Meeting: <https://vimeo.com/436071273>

Meetings are opened:

- Selectboard Chair opens the meeting at 6:30 PM, including announcing that the meeting is being recorded and roll call taken.
- Board of Health Chair opens the meeting, roll call taken.
- Montague Finance Committee Chair opens the meeting, roll call taken.

Approve Joint Selectboard, Board of Health, and Finance Committee Minutes: 6/8/20

- *Boutwell makes the motion to approve the Selectboard, Board of Health, and Finance Committee Minutes of June 8, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the Selectboard, Board of Health, and Finance Committee Minutes of June 8, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*
- Approval by the Finance Committee will take place at a future meeting after amendments are made.

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

Request for Transfer from the Reserve Fund

- **Transfer \$2,100 to IT Misc Expenses, #001-5-155-5580-000, present balance \$1,770.48 (Most of this is due to additional needs resulting from COVID-19)**
 - *Boutwell makes the motion to approve the transfer of \$2,100 to IT Misc Expenses, #001-5-155-5580-000, present balance \$1,770.48 (Most of this is due to additional needs resulting from COVID-19). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Hanold makes the motion to approve the transfer of \$2,100 to IT Misc Expenses, #001-5-155-5580-000, present balance \$1,770.48 (Most of this is due to additional needs resulting from COVID-19). Seconded by Bowman, unanimously approved. Hanold - Aye, Bowman - Aye, Menegoni - Aye, Audley - Aye*
- **Transfer \$9,500 to IT Consultant, #001-5-155-5247-000, present balance \$9,000.00 (Additional IT work outside of the scope of the contract to set up employees with remote access to their computers so they can work from home due to COVID-19)**
 - *Boutwell makes the motion to approve the transfer of \$9,500 to IT Consultant, #001-5-155-5247-000, present balance \$9,000.00 (Additional IT work outside of the scope of the contract to set up employees with remote access to their computers so they can work from home due to COVID-19). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Hanold makes the motion to approve the transfer of \$9,500 to IT Consultant, #001-5-155-5247-000, present balance \$9,000.00 (Additional IT work outside of the scope of the contract to set up employees with remote access to their computers so they can work from home due to COVID-19). Seconded by Menegoni, unanimously approved. Bowman - Aye, Hanold - Aye, Menegoni - Aye, Audley - Aye*

Chelsey Little, WPCF Superintendent

Execute agreement in the amount of \$55,450 with Associated Building Wreckers, Inc. of Springfield MA for WPCF fuel oil tank and vault removal

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*Boutwell makes the motion to execute the agreement in the amount of \$55,450 with Associated Building Wreckers, Inc. of Springfield MA for WPCF fuel oil tank and vault removal. Seconded by Nelson, unanimously approved.
Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

Brian McHugh, FCRHRA

- **Execute letter to Mark Southard, DHCD requesting program extension to September 30, 2020 for the CDF-G-2018-Montague-00831 CDBG Program**
Boutwell makes the motion to authorize the Chair to sign the letter to Mark Southard, DHCD requesting program extension to September 30, 2020 for the CDF-G-2018-Montague-00831 CDBG Program. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Execute Budget and Program Revision Form for the CDF-G-2019-Montague-00831 CDBG Program**
Boutwell makes the motion to authorize the Chair to sign the Budget and Program Revision Form for the CDF-G-2019-Montague-00831 CDBG Program. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

**Jeff Singleton, FRTA Representative
FRTA Annual Meeting Notice**

- A virtual meeting for FRTA will take place this Thursday.
- The main agenda items include reviewing the following: the annual budget, some technical and bureaucratic issues, outside reviews of the policies from technical assistance, and other updates.
- Singleton intends to bring up at the meeting what the FRTA's response will be to the incident a couple of weeks ago involving a bus driver.

COVID-19 Updates and Action Items

- **Review of any Updated State Guidance or Orders**
 - The Governor's Office has made a statement that testing will be instituted more due to large gatherings.
 - Information can be obtained from the Massachusetts Public Health website.
 - Links to all of the sites have been posted on the Town of Montague's Facebook page. One of those sites is Franklin Medical Center in Greenfield. Appointments are required.
 - Audley states that the pop-up testing specifically for people who have attended large gatherings will take place on June 17 and June 18 at Baystate Franklin. Appointments are required. A referral from a doctor is not necessary for these two days.
 - Audley states that anyone who wants to get tested without having a doctor's referral can make an appointment to go the Community Health Center of Franklin County in Orange on any Friday.
- **Receive Update on first week of outdoor café dining service**
 - Ellis reports that several requests were approved for the outdoor license amendments last week, but there have been no additional requests since then.
 - Wasiuk was engaged with a number of vendors. He states it is a challenge for many to get up to speed due to the constraints with labor. Many locations still have abbreviated hours. Those who will be implementing outdoor seating have fulfilled most of the parameters and are still working on a few.
 - Regarding indoor seating, Wasiuk sees an 80% compliance at this point due to the challenges that these restaurants are facing with staffing and space constraints.
 - Wasiuk commends everyone for doing their part.
- **Review Town Reopening Plan**
 - Ellis reviews the Plan for Re-Opening of Montague Town Hall and other facilities, including State Mandatory Safety Standards, Schedule for Re-Opening, Managed Public Entry, Staffing of our Operations, Town Hall: Public Entry/Cleaning Protocol, Other Requirements, and Additional Considerations.
 - *Boutwell makes the motion to approve the Town Reopening Plan as presented by the Town Administrator.
Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Review plan to Re-Open Parks and Rec and other outdoor facilities**

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- Dobosz reviews the Memo regarding the Revised Plan to Re-Open Town Outdoor Recreation Facilities, including Cleaning of Play Area Surfaces (Procedure and Materials, Frequency, and Staffing) and Re-Opening of Other Outdoor Facilities (Unity Park Basketball Court and sand volleyball court).
- Dobosz reports that residents using the skate park seem to be adhering to the guidelines.
- Dobosz will discuss the cost of cleaning staff with Ellis and Olsen.
- *Boutwell makes the motion to endorse the plan for Reopening of Montague Parks beginning on June 16th as presented by the Director of Parks & Recreation; specific re-opening dates of each park are at the discretion of the Director of Parks & Recreation. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- Ellis emphasizes the importance of the community's commitment to doing their part in keeping the structures clean.
- Audley emphasizes the importance of posting educational information for the public.
- Nelson suggests touching base with the school district regarding their cleaning protocol for their playground structures.

Submission of 1/12th Budget to DLS as Contingency Measures

Discussion not necessary as this topic was covered at the Town Meeting.

Discussion of Black Lives Matter Rallies

- A very successful Black Lives Matter Rally was held in downtown Turners Falls yesterday.
- Chief Williams reports that there were absolutely no issues and thanks the organizers for being so professional.
- Questions are asked regarding why the two major bridges to Turners were blocked. Chief Williams explains the need to keep the public safe.
- Ellis explains that there was a lot of uncertainty because the event was unplanned and unpermitted. The only concern was making sure that it was a smooth event that allowed people an opportunity to safely express their viewpoints.
- Elliot Ezcurra wonders if there is a way to undergo a permitting process for these kinds of events without necessitating police presence.
- Kuklewicz explains that our bylaws require any large gathering to have a permit. Police presence is required when roads need to be controlled.
- Audley states she wished the Selectboard had attended the rally. Kuklewicz responds that he chose not to go as he felt that it may be detrimental to have a Town official to be there.
- Audley asks the members if they have read the letter that was taped on the Town Hall door (the same letter that they received at Town Meeting). Kuklewicz responds that he has not had a chance to read it.
- Ashley Arthur wonders if it would be possible in the future for people who do not want police presence to hire private security. She also wonders why shutting down streets was necessary as opposed to having the police re-route traffic.
- Chief Williams states that we have a Town bylaw that says only police officers and firefighters are allowed to shut down roads and direct traffic.

Working Group for Montague Police Department policies (not on agenda)

- Kuklewicz reads aloud comments he had made at Town Meeting regarding Montague Police Department policies and changes.
- *Boutwell makes the motion to form a working group designed to review Montague Police Department policies in open discussions around the Town of Montague policing. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- Anyone interested in being in the group may contact the Executive Assistant at Town Hall.
- Ellis states he is open to suggestions on how to facilitate this process.
- Kuklewicz reads aloud the letter he received at Town Meeting.

Town Administrator's Report

- **If necessary, discuss consideration of reducing Town Meeting quorum**

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Discussion not necessary

- **Topics not anticipated in 48 hour posting**
None

Meetings are adjourned:

- *Boutwell makes the motion to adjourn the Board of Health meeting at 8:26 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- *Bowman makes the motion to adjourn the Finance Committee meeting at 8:26 PM. Seconded by Hanold, unanimously approved. Bowman - Aye, Hanold - Aye, Audley - Aye*
- *Nelson makes the motion to adjourn the Selectboard meeting at 8:26 PM. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*