

**SELECTBOARD AND BOARD OF HEALTH MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, June 23, 2020**

Remote Zoom Meeting was opened at 6:30 PM in the Upstairs Meeting Room. Present were Selectpersons Rich Kuklewicz, Chris Boutwell, and Michael Nelson, Town Administrator Steven Ellis, Executive Assistant Wendy Bogusz, Board of Health Chair Al Cummings, Town Clerk Deb Bourbeau, Finance Committee Chair Jen Audley, Town Planner Walter Ramsey, and Fire Chief John Zellman.

Link to Zoom Meeting: <https://vimeo.com/432178174>

Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken.

Board of Health Chair opens the meeting, roll call taken.

Approve Joint Selectboard, Board of Health and Finance Committee Minutes: 06/15/20

Approval postponed until next week as amendments need to be 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

Reorganization of the Boards - Election of Chair, Vice Chair, and Clerk

- *Nelson makes the motion to keep the Board of Health structured as currently is: Chair Al Cummings, Vice Chair Michael Nelson, and Clerk Chris Boutwell. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Cummings - Aye*
- *Nelson makes the motion to keep the Selectboard structured as currently is: Chair Rich Kuklewicz, Vice Chair Michael Nelson, and Clerk Chris Boutwell. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Annual Town Election results (not on agenda)

- Bourbeau reports that the Annual Town Election had a higher turnout than usual.
- Winners of the elections include the following: Michael Nelson to the Selectboard, Paul Emery as Assessor, Michael Nelson on the Board of Health, David Harmon to the Public Library Trustees, Paula Girard to the Montague Housing Authority, Dennis Grader to Parks and Recreation, Chris Boutwell to the non-veteran position for the Soldier's Memorial, and Cassie Damkoehler and Carleigh Dlugosz to the school committee.
- Bourbeau is still working on the rest of the election results.
- Bourbeau and Nelson commend Ashley Arthur for running an excellent campaign for the Selectboard seat.
- Kuklewicz and Bourbeau thank everyone who was involved in the Annual Town Election.

Joint Pole Location Hearing

Install one joint owned midspan pole for a new fuses 22' north east of the centerline of Millers Falls Road and 312' south east of the centerline of George Ave

- Ellis and Bogusz verify that abutters were notified of the project.
- *Boutwell makes the motion to authorize the installation of the one joint owned midspan pole for a new fuses 22' north east of the centerline of Millers Falls Road and 312' south east of the centerline of George Ave. Seconded by Nelson, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

Walter Ramsey, Town Planner

Ramsey discusses three sidewalk gap projects: Keith Street (connect from Scotty's to Davis Street into the Hillcrest Elementary rear entrance), Montague Street (connect Dell to Turnpike Road), and Turnpike Road (connect from Park Villa Apartments until 83 Turnpike Road).

- **Authorize FY21 Complete Streets Grant Application requesting \$390,284 for walkability improvements at Keith Street, Montague Street and Turnpike Road**

Boutwell makes the motion to authorize FY21 Complete Streets Grant Application requesting \$390,284 for walkability improvements at Keith Street, Montague Street and Turnpike Road. Seconded by Nelson, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

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- **Authorize amendment to current engineering services contract with McMahon Associates to allow for geotechnical analysis of alternative 5th Street pedestrian bridge location. \$16,000 to be expended from MassWorks grant for the Canal District Gateway Improvement Project**
Boutwell makes the motion to authorize amendment to current engineering services contract with McMahon Associates to allow for geotechnical analysis of alternative 5th Street pedestrian bridge location. \$16,000 to be expended from MassWorks grant for the Canal District Gateway Improvement Project. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

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

- The budget was presented and the prognosis is good.
- The Region Transit System received some CARES Act funding.
- Singleton will share the information on the assessment for Montague when he gets it. He guesses it is around \$80,000.
- There were minor cuts in all the routes as ridership is down.
- With regard to the new car facility on Sandy Lane, FRTA is in negotiations with the company they hired to provide a change order that will decrease the project cost to \$10 million approximately half of original project cost. Singleton feels the GMTA needs to meet in the near future and say we need another update in September. What are we talking about in terms of being able to move out of the GMTA building as it could be a year and a half.

**Wendy Bogusz, Executive Assistant
Selectboard Technology Support (Tablets)**

- Bogusz states there is a sale at BJ's for tablets and asks the Board if they would be interested in purchasing some for use during the meetings.
- Discussion:
 - Ellis feels that these tablets would be appropriate for access to documents (i.e., meeting material) and keeping them separate from information in personal computers.
 - Kuklewicz states that it would help decrease the cost of printing the material for the meetings.
 - Nelson states he prefers to use his laptop.
 - Audley asks what the process would be for the Town to consider acquiring tablets for member of other committees to use.
 - Ellis suggests having a discussion with Carolyn Olsen about the IT Discretionary Fund balance.
 - Kuklewicz feels that ipads and Excel "are not the most friendly together."
 - Boutwell suggests testing them out and seeing how they work before making a large purchase.
 - Ellis will look at DLS's Community Compact IT grants to see if this is fundable.
 - Ellis reports there also will be new community grant programs to support IT.
 - Kuklewicz is more comfortable using a small laptop.
 - Ellis states that ipads are great for zoom meetings, but are not very good for accessing and scrolling through documents or working on Excel spreadsheets.
 - Kuklewicz suggests looking into chromebooks or googlebots.
 - Ellis will discuss chromebooks with Tina Mahaney at Gill-Montague.
- The decision is postponed until more research is done.

COVID-19 Updates and Action Items

- **Review of any Updated State Guidance or Orders**
 - Phase 2, part 2 has been extended for another week, which means Phase 3 will be starting on July 6
 - There now is restaurant service with limitations, as well as a number of close-contact, personal services (nail salons, massage, tanning, skin care, tattoos, and electrolysis studios).
 - Retail dressing rooms can be open by appointment only.
 - They have increased capacity at which offices can function from 25% to 50% of their pre-existing capacity
 - The number allowed for social gatherings has been increased from 10 to 12.
- **Review of Council on Aging Operations and Plans**

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- Council on Aging continues to do everything possible for seniors in their community (telephone contacts; three food distribution services; volunteer grocery shopping; book, puzzle, and craft supply delivery; information and referrals regarding Medicare, social security, fuel assistance, wood bank access, transportation, veterinary services, census completion, durable medical equipment loans, veteran services, technical support, etc.).
- Council on Aging is also working with CISA to set up and administer a summer senior farm share program with the Red Fire Farm in Montague.
- We do not anticipate that the senior center will be opening in the near future due to a number of COVID-19 restrictions, but people are strongly encouraged to obtain more information about services via the Gill-Montague Council on Aging website (gillmontaguecouncilonaging.org). They can also be contacted by telephone (413-863-9357) or by email coa@montague-ma.gov.
- **Update on 6/25 Town Hall Reopening to Public Access**
 - Opening to managed public entry is scheduled for June 25.
 - The daily schedule involves concentrating visits between 10:30 am - 12:30 pm, and then from 3:30 - 5:30 pm. This will allow for sanitizing high-touch common areas at the start and midpoint of each day.
 - All staff have been briefed on the plans and are undergoing training.
 - The DPW is continuing to install barriers.
 - All of the public service counters have stands for plexiglass barriers.
 - Each department will only have one patron in the building at a time.
 - Appointments are encouraged; walk-ins are accepted as long as there is no other patron in the department.
 - People will be entering through the back lot and will be greeted by a screener who will ask them a set of questions and take their temperature.
 - Everyone entering the building needs to wear a mask.
- **Discuss need for continued joint meetings**
 - Kuklewicz suggests that if joint meetings continue, the COVID issues should be placed early in the agenda.
 - Chief Zellman feels that joint meetings are necessary for updates and to be able to continue educating the public.
 - Zoom meetings will continue for a few more weeks.

Town Administrator's Report

- **Capital Projects Update**
 - The DPW facility will likely be done near the end of August or early September. A full budget presentation and some visual updates will be given next week.
 - Construction is commencing at Skinner Park as of this week.
 - Work on the fuel vault removal project at the Water Pollution Control Facility will begin around July 6 and will be completed within a month.
 - The Town Hall front awning is being tied together and has new lights. The lower skirt restoration work has been completed and will be installed in the near future.
 - Three bids were received for the General Pierce Bridge. The low bid was in the range of \$13.8 million, just for construction. Ellis has asked DOT for an estimation of other costs.
- **Topics not anticipated in 48 hour posting**
 - **Policing Practices**

In response to a question by Deborah Huisman regarding policing practices, Ellis states that Paula Green of the Karuna Center for Peace, who is a facilitator of processes, will be providing training to Town staff to make sure we are well prepared for community engagement process focused on listening and productive engagement. She will also be sharing some best practices which Ellis will bring forward at the next Selectboard meeting to bring those practices allowing the Board to consider and discuss the focus, process and the people because a number of people have expressed interest. We are doing outreach to some people who may be closely connected with communities that may not be as aware of the opportunities they contribute through a committee. Ellis expects we will begin with a short set of goals working to

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accomplish some concrete things and engage our community in a meaningful way. The conversation is one that could very well be expansive and very long term.

○ **Personnel/DPW**

Boutwell makes the motion to offer employment to Lance Hansen, Truck/Driver/Laborer, UE Grade C, Step 2, wage rate \$19.45/hour, pending any medical issues. Seconded by Nelson, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz – Aye

○ **Missing Stop Signs at Bike Path**

Boutwell states that he received a complaint that several stop signs on the bike path are missing and recently an individual with a motorized bike who was driving very quickly and cutting people off nearly hit someone else. Wendy will reach out to Tom to see status of stop signs and see if new ones can be put in place.

Meetings are adjourned:

- *Boutwell makes the motion to adjourn the Board of Health meeting at 8:03 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*
- *Nelson makes the motion to adjourn the Selectboard meeting at 8:03 PM. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*