

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
October 5, 2020

Remote Zoom Meeting was opened at 6:30 PM in the Upstairs Meeting Room. Present were Selectpersons Rich Kuklewicz, Michael Nelson, and Chris Boutwell, Town Administrator Steven Ellis, Executive Assistant Wendy Bogusz, Board of Health Chair Al Cummings, Director of Public Health Daniel Wasiuk, Police Chief Chris Williams, Library Director Linda Hickman, FCRHRA Director of Community Development Brian McHugh, and Town Planner Walter Ramsey.

Link to Zoom Meeting: <https://vimeo.com/465225697>

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 Minutes of Selectboard Meeting of September 28, 2020

Boutwell makes the motion to approve the Minutes of the Selectboard Meeting of September 28, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

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

Chris Williams, Police Chief

Request to transfer \$15,000 in \$111F payroll expenses charged to the police budget to the 111F Insurance Reimbursement account, as authorized by Article #8 of the March 7, 2017 Special Town Meeting

Boutwell makes the motion to authorize the transfer of \$15,000 in \$111F payroll expenses charged to the police budget to the 111F Insurance Reimbursement account, as authorized by Article #8 of the March 7, 2017 Special Town Meeting. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Tom Bergeron, DPW Superintendent

Update on Millers Falls Road Embankment Repair

- The project is finished. The embankment is loamed and seeded.
- Rocks have been pushed in front of the driveways for now.
- The DPW will monitor it when it rains to make sure that the stone deflects water.
- A total of 10,551 tons of rock and stone was put over the banking this last month.
- Firstlight was happy with the results. We are still waiting on the opinion of their engineer.
- Bergeron suggested that Firstlight put up a chain link fence and signs to deter dumping.
- Bergeron reports that by doing the repair ourselves, we saved approximately \$250,000.
- If no more engineering has to be done, then there is a balance of \$72,000 that can be put back into the DPW's Chapter 90 fund.

COVID-19 Updates and Action Items

- **Consideration of current liquor license extended outdoor dining policies**
 - *Boutwell makes the motion to extend the temporary All Alcohol Permit for Bread and Water, LLC, DBA The Alvah Stone at 440 Greenfield Road, Montague, with the*

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
October 5, 2020

- expiration date as 60 days after the end of the State of Emergency. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to extend the temporary Farmer/Brewery, Pouring permit for Element Brewing Company at 16 Bridge Street, Millers Falls, with the expiration date as 60 days after the end of the State of Emergency. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Boutwell makes the motion to extend the temporary All Alcohol Permit for Riff's North/Riff's Inc., 166 Avenue A, Turners Falls, with the expiration date for a section on Town property on November 30, 2020 and for private property as 60 days after the end of the State of Emergency. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - *Boutwell makes the motion to extend the temporary All Alcohol Permit for Rocket Science, LLC, DBA The Rendezvous at 78 Third Street, Turners Falls, with the expiration date of November 3, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
 - **Review of Phase III Step II Guidance for Lower Risk Communities**
 - Occupancy limits for performance venues can increase to a 50% capacity, with a maximum of 250 people.
 - Gyms, museums, and libraries can increase their capacity to 50%, with a maximum of 250 people.
 - The maximum for indoor gatherings remains at 25 people.
 - The maximum for outdoor gatherings for private residences remains at 50.
 - Outdoor gatherings at event venues and in public settings has increased to 100 people.
 - It is the Board of Health's recommendation that we follow the State's order.
 - **Review of any Updated State Guidance or Orders**
 - With regard to travel Colorado, New Jersey, and New Mexico were removed from the lower-risk states. District of Columbia has been added to the list of lower-risk states.

Boutwell makes the motion to adjourn the Board of Health. Seconded by Nelson. Boutwell - Aye, Nelson - Aye, Cummings - Aye

Deb Bourbeau, Town Clerk

- **Execute the Center for Tech and Civic Life grant, \$5,000**

Boutwell makes the motion to execute the Center for Tech and Civic Life grant, \$5,000 and to authorize the Chair to sign it. Seconded by Nelson. Boutwell - Aye, Nelson - Aye, Cummings - Aye
- **November 3, 2020 State Election Warrant - To approve and execute attached**

Nelson makes the motion to approve and execute the 2020 State Election Warrant as read into the record. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board

- **Appoint Kate Dempsey Martineau, Branch Library Assistant, NAGE Grade A, Step 2, 16 hrs/wk, \$15.26/hour, effective 10/5/20**

Boutwell makes the motion to appoint Kate Dempsey Martineau, Branch Library Assistant, NAGE Grade A, Step 2, 16 hrs/wk, \$15.26/hour, effective 10/5/20. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
October 5, 2020

- **Appoint Meghan Doyle, Children's Program Assistant, NAGE Grade B, Step 2, 12 hrs/wk, \$17.99/hour, effective 10/7/20**
Boutwell makes the motion to appoint Meghan Doyle, Children's Program Assistant, NAGE Grade B, Step 2, 12 hrs/wk, \$17.99/hour, effective 10/7/20. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Request to increase Library Substitute pay rate from \$13.00/hr. to \$14.00/hr.**
Boutwell makes the motion to increase the Library Substitute pay rate from \$13.00/hr. to \$14.00/hr. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Appoint Ashley Janes, Library Substitute, \$14.00/hr, as needed, effective 10/6/20**
Boutwell makes the motion to appoint Ashley Janes, Library Substitute, \$14.00/hr, as needed, effective 10/6/20. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Appoint Taelour Cornett, Library Substitute, \$14.00/hr, as needed, effective 10/6/20**
Boutwell makes the motion to appoint Taelour Cornett, Library Substitute, \$14.00/hr, as needed, effective 10/6/20. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Resignation of Joanna Mae Boody from Police Advisory Review Board - Community Engagement Group**
Boutwell makes the motion to accept the resignation of Joanna Mae Boody from Police Advisory Review Board - Community Engagement Group. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Recommendation of appointment of Colin Mitchell to Police Advisory Review Board - Community Engagement Group**
Boutwell makes the motion to appoint Colin Mitchell to Police Advisory Review Board - Community Engagement Group. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Brian McHugh, Director of Community Development, FCRHRA

- **Approve payment of \$33,000 to Franklin County CDC for reimbursement of FY19 CDBG microenterprise loans advanced and administrative fees**
Boutwell makes the motion to approve the payment of \$33,000 to Franklin County CDC for reimbursement of FY19 CDBG microenterprise loans advanced and administrative fees. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Spinner Park Update**
 - Eversource has requested that the spare conduit next to the power line under Spinner Park be scoped to make sure it is still in good shape. This was done last Thursday and the conduit is structurally sound.
 - Another spare, which is being redesigned, will be put in the back of the park.
 - Last Thursday, a survey team came in to plot where the lines are so that they can be overlaid on the park plans. This may require moving the statue back a few inches.
 - McHugh states that the park will not be finished this fall.
 - We will be asking the contractor to give us a change order that will include a temporary asphalt sidewalk so that there will be an accessible walkway through the wintertime.
 - Kuklewicz suggests having the DPW do the temporary sidewalk. Ellis will discuss this with Bergeron tomorrow.

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
October 5, 2020

Walter Ramsey, Town Planner

- **Authorize submission of "Subdivision Approval Not Required" Survey of Land for 500 Avenue A to the Planning Board for endorsement along with the recording of said plan. Total lot area to be 0.86 acres**

Boutwell makes the motion to authorize the submission of "Subdivision Approval Not Required" Survey of Land for 500 Avenue A to the Planning Board for endorsement along with the recording of said plan. Total lot area to be 0.86 acres. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **Authorize the release of a Request for Proposals for disposition of property at 500 Avenue A: Former DPW Garage. Discuss proposed minimum sale price \$50,000**

Boutwell makes the motion to authorize the release of a Request for Proposals for disposition of property at 500 Avenue A: Former DPW Garage. Discuss proposed minimum sale price \$50,000. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Town Administrator's Report

- **Consider Addendum to Lease Agreement with Kearsarge Montague BD LLC Related to Additional Burn Dump Cap Construction**

Boutwell makes the motion to approve and sign the Addendum to the Lease Agreement with Kearsarge Montague BD LLC Related to Additional Burn Dump Cap Construction. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **South Street Bridge Replacement Update**

- Ellis reiterates that Mass DOT Transportation Improvement Plan included a project for FY2024 construction that would replace the South Street Bridge. The initial estimated cost was \$2.94 million.
- The engineering team is doing geotechnical work and planning on identifying what the best possible design for the bridge would be.
- We will have a design public hearing about a year from now at the 25% design phase.

- **Fire District Migration to Shelburne Dispatch**

We received a letter from the ambulance service, AMR, accepting the shift of the Fire District Migration to Shelburne Dispatch.

- **Update on Town Meeting Logistics**

- Ellis reviews the floor plan for the Town Meeting.
- There will be approximately 8 feet in between chairs.
- Paul Interland will be coordinating sound.
- T&T Rentals will be providing chairs and tables.
- Set up will occur on Monday.
- Police and DPW staff will be present to facilitate parking.

- **Topics not anticipated in 48 hour posting**

None

Upcoming Meetings:

- Special Town Meeting, **Tuesday, October 13, 2020, 6:30 PM**, Montague DPW Garage, 128 Turners Falls Road, Turners Falls
- Selectboard Meeting, **MONDAY, October 19, 2020, 6:30 PM** via Zoom

Boutwell makes the motion to adjourn the meeting at 8:05 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

SELECTBOARD AND BOARD OF HEALTH MEETING
Due to COVID-19 Public Participation is by Zoom
October 5, 2020

Documents and Exhibits:

- Approve Minutes: Joint Selectboard and Board of Health, September 28, 2020
- Request to transfer \$15,000 in \$111F payroll expenses charged to the police budget to the 111F Insurance Reimbursement account, as authorized by Article #8 of the March 7, 2017 Special Town Meeting
- Execute the Center for Tech and Civic Life grant, \$5,000
- November 3, 2020 State Election Warrant – To approve and execute attached
- Appoint Kate Dempsey Martineau, Branch Library Assistant, NAGE Grade A, Step 2, 16 hrs/wk, \$15.26/hour, effective 10/6/20
- Appoint Meghan Doyle, Children’s Program Assistant, NAGE Grade B, Step 2, 12 hrs/wk, \$17.99/hour, effective 10/7/20
- Request to increase Library substitute pay rate from \$13.00/hr. to \$14.00/hr.
- Appoint Ashley Janes, Library Substitute, \$14.00/hr, as needed, effective 10/6/20
- Appoint Taelour Cornett, Library Substitute, \$14.00/hr, as needed, effective 10/6/20
- Resignation of Joanna Mae Boody from Police Advisory Review Board – Community Engagement Group
- Recommendation of appointment of Colin Mitchell to Police Advisory Review Board – Community Engagement Group
- Approve payment of \$33,000 to Franklin County CDC for reimbursement of FY19 CDBG microenterprise loans advanced and administrative fees
- Authorize submission of “Subdivision Approval Not Required” Survey of Land for 500 Avenue A to the Planning Board for endorsement along with the recording of said plan. Total lot area to be 0.86 acres
- Authorize the release of a Request for Proposals for disposition of property at 500 Avenue A: Former DPW Garage. Discuss proposed minimum sale price \$50,000
- Addendum to Lease Agreement with Kearsarge Montague BD LLC Related to Additional Burn Dump Cap Construction