

**MONTAGUE SELECTBOARD MEETING**

**VIA ZOOM**

**Monday, March 10, 2025**

**AGENDA**

**Join Zoom Meeting: <https://us02web.zoom.us/j/81351370607>**

**Meeting ID: 813 5137 0607    Passcode: 798568    Dial into meeting: +1 646 558 8656**

Topics may start earlier than specified, unless there is a hearing scheduled

**Meeting Being Taped**

**Votes May Be Taken**

1. 6:00PM      Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:00          Approve Minutes: Selectboard March 3, 2025, if available
3. 6:00          Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:02          **Chelsey Little, Sewer Commissioner Meeting**
  - CWF Operations Building water usage update
  - Monthly Permit Summary for February 2025
  - Next Sewer Commission meeting to review updates to the Sewer Use Regulation
  - Update on Invitation for Bid regarding sludge cake hauling and disposal services
5. 6:15          **Personnel Board**
  - Personnel Status Change Form: James Ruddock, Incentive pay increase to 20% (\$249.96/week) effective 01/1/2025
  - Sgt. Jacob Dlugosz, end of 111F effective 3/7/2025
6. 6:20          **Assistant Town Administrator's Business**
  - Authorization to apply for Division of Ecological Restoration (DER) Culvert Replacement Municipal Assistance Program for Cranberry Pond Brook Crossing at Meadow Road
  - Other Updates
7. 6:30          **Town Administrator's Business**
  - Execute letter of approval and support to Sheffield Elementary School for a pollinator garden
  - Staff and Board Open Meeting Law Training
  - Topics not anticipated in the 48-hour posting requirements

**Montague Selectboard Meeting**

**March 10, 2025**

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8. 6:45      Executive session in accordance with G.L. c.30A, §21(a)(6) to consider the purchase, exchange, lease or value of real property, 16 and 20 Canal Road in Turners Falls, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

**Next Meetings:**

- Finance Committee and Capital Improvements Committee: Wednesday March 12, 2025, at 6:00PM via ZOOM
- Selectboard, Monday, March 17, 2025, at 6:30PM via ZOOM

**Montague Discharge Summary February 2025**

Parameter	Permit Required Limitation	Result
Flow	1.83 MGD (Average Monthly)	0.511
BOD mg/L	30 mg/L (Average Monthly Max)	33.2
BOD % Removal	>= 85.0% (Average Monthly)	90.4%
TSS mg/L	30 mg/L (Average Monthly Max)	16.9
TSS % Removal	>= 85.0% (Average Monthly)	95.5%
pH Low	6.0 SU (Daily)	6.94
pH High	8.3 SU (Daily)	7.76
<i>E. coli</i> (Daily)	409.0 MPN (Daily Max)	N/A
<i>E. coli</i> (Rolling)	126.0 MPN (Geomean Average)	N/A
Total Chlorine	1.0 mg/L (Daily Max)	N/A
Total Nitrogen	153 lbs/day (Average Monthly Max)	31.1

MGD=Millions of Gallons per Day (standard water/wastewater flow measurement)

BOD=Biochemical Oxygen Demand

TSS= Total Suspended Solids

pH= potential hydrogen (acid/base scale)

SU= Standard Units

mg/L= milligram per liter

MPN= Most Probable Number

lbs=unit of measure for loading calculations

\*Note: Summary subject to change pending final data review and submittal to EPA/DEP

# Town of Montague

## Personnel Status Change Notice

Authorized Signature: \_\_\_\_\_

Employee # 1134**General Information:**Full name of employee: James Ruddock \_\_\_\_\_ Department: PoliceTitle: Patrolman \_\_\_\_\_ Effective date of change: 1/1/25**New Hire:**Permanent: Y N If temporary, estimated length of service: \_\_\_\_\_

Hours per Week: \_\_\_\_\_ Union: \_\_\_\_\_

Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (~~annual~~/ hourly)

Board Authorizing: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

**Grade/Step/COLA Change:**

Union: \_\_\_\_\_

Old Pay: Grade P Step 8 Wage Rate: 33.16 (~~annual~~/hourly)New Pay: Grade P Step 8 Wage Rate: 33.16 (~~annual~~/hourly)Notes: **\*\* 20 Percent (20% for a Bachelor of Science -Criminal Justice Degree)****\$249.96/week \*\*****Termination of Employment:**

Resignation: \_\_\_\_\_ Retirement: \_\_\_\_\_ Involuntary Termination: \_\_\_\_\_

**Other:**

\_\_\_\_\_ Unpaid Leave of Absence Termination Date: \_\_\_\_\_

\_\_\_\_\_ Unpaid Sick Leave Termination Date: \_\_\_\_\_

\_\_\_\_\_ Other/Specify: \_\_\_\_\_

**Copies to:**

\_\_\_\_\_ Employee

\_\_\_\_\_ Treasurer

\_\_\_\_\_ Town Clerk

\_\_\_\_\_ Department

\_\_\_\_\_ Accountant

\_\_\_\_\_ Board of Selectmen

\_\_\_\_\_ Retirement Board

# Southern New Hampshire University

Be it known that the Board of Trustees, by the authority vested in it under the laws of the State of New Hampshire and upon recommendation of the faculty does hereby confer upon

**James Henry Rudbark**

the degree of

**Bachelor of Science  
Criminal Justice**

in recognition of fulfillment of the requirements for that degree with all the Rights, Honors and Privileges pertaining thereto.

Given at Manchester, New Hampshire this first day of January, two thousand and twenty five.



Officer, Board of Trustees



*John Mark Ryan*  
President

# Town of Montague Personnel Status Change Notice

Authorized Signature: \_\_\_\_\_

Employee # 1892**General Information:**Full name of employee: Jacob Dlugosz \_\_\_\_\_ Department: PoliceTitle: SGT Effective date of change: 3/7/25**New Hire:**Permanent:   Y   N If temporary, estimated length of service: \_\_\_\_\_

Hours per Week: \_\_\_\_\_ Union: \_\_\_\_\_

Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (~~annual~~/ hourly)

Board Authorizing: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

**Grade/Step/COLA Change:**

Union: \_\_\_\_\_

Old Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (annual/hourly)

New Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (annual/ hourly)

Notes:

**Termination of Employment:**

Resignation: \_\_\_\_\_ Retirement: \_\_\_\_\_ Involuntary Termination: \_\_\_\_\_

**Other:**       Unpaid Leave of Absence Termination Date: \_\_\_\_\_       Unpaid Sick Leave Termination Date: \_\_\_\_\_  X   Other/Specify: **111F DONE– RETURN TO WORK 3/7/25** \_\_\_\_\_**Copies to:**       Employee       Department       Board of Selectmen       Treasurer       Accountant       Retirement Board       Town Clerk

## Menu



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# Culvert Replacement Municipal Assistance Grant Program

Details on how to apply for grants to replace undersized, perched, and/or degraded culverts located in areas of high ecological value

*The Project Inquiry/Expression of Interest Calls Period is now closed.*

## CONTACTS

### DER Stream Continuity Program

#### Online

[DERCulverts@mass.gov](mailto:DERCulverts@mass.gov) (mailto:DERCulverts@mass.gov)

[River Restoration: Culvert Replacements \(/river-restoration-culvert-replacements\)](#)

## THE DETAILS

### What you need

DER's Culvert Replacement Municipal Assistance Grants and Training Sites Initiative is for Commonwealth of Massachusetts local government units interested in replacing or removing an undersized, perched, and/or degraded culvert located in an area of high ecological value. This funding is to encourage applicants to replace aging culverts with better designed crossings that meet improved structural and environmental design standards and flood resiliency criteria. Only projects that intend to meet the goals of the Massachusetts Stream Crossing Standards are considered for funding. Interested applicants can view the information below for more details and how to apply.



DER is now accepting Project Inquiry/Expression of Interest calls! Please fill out the [Project Inquiry Form](#)

(<https://outlook.office365.com/owa/calendar/DERStreamContinuityProjectInquiriesFY24@massgov.onmicrosoft.com/bookings/>) before January 10th to schedule a call with DER staff about your potential project idea. For more information and to be informed about new or upcoming funding opportunities and announcements, please subscribe to the [Culvert Connections Newsletter](#) (<https://lp.constantcontactpages.com/su/cebEgxf>).

*Please note - This opportunity is currently closed and calls are no longer being scheduled.*

## How to apply

### Online

The Project Inquiry/Expression of Interest is now closed.

## More info

- ☐ Schedule a [Project Inquiry/Expression of Interest](#)  
(<https://outlook.office365.com/owa/calendar/DERStreamContinuityProjectInquiriesFY24@massgov.onmicrosoft.com/bookings/>) call
- ☐ Review [Frequently Asked Questions](#) (/info-details/crma-grant-program-frequently-asked-questions)
- ☐ Check out the [Stream Crossings Handbook](#) (/doc/massachusetts-stream-crossing-handbook/download)
- ☐ Check out the [Stream Crossings Standard \(Summary\)](#) (/doc/stream-crossing-standards/download)
- ☐ [DER's culvert removal and replacement projects map](#) (/info-details/der-culvert-replacement-awards-projects)

## Downloads

### [Field Data Collection & Structure Selection Checklist](#)

(<https://www.mass.gov/doc/field-data-collection-structure-selection-checklist/download>) (English, PDF 1.12 MB)

### [\(ARCHIVED FY24 Version\) Grant Briefing Presentation Slides](#)

(<https://www.mass.gov/doc/archived-fy24-version-grant-briefing-presentation-slides/download>) (English, PDF 4.4 MB)



**mont\_culverts2: 1925o**

Culvert Number	1925o
Date	7/23/2021, 9:53 AM
Size (in)	
Material	Concrete
Appurtence	Headwall Wingwall
Appurtence Material	Concrete
Type of Crossing	Box
Percent Blockage	0
Grade of Culvert	At Grade
Free Fall or Submerged (in)	
Overall Condition	Poor
Notes	End of box completely separated from other box sections. Water flowing through joints. Large flooding from CT River backing up into this outlet. 8 foot span.
Constriction	Severe
Stream Crossing	YES

















**TOWN OF**  
**MONTAGUE**  
**MASSACHUSETTS**

TOWN HALL  
One Avenue A  
Turners Falls, MA  
01376

Selectboard Office  
(413) 863-3200 ext. 108  
WendyB@montague-ma.gov

March 10, 2025

Kerry Heathwaite, Principal  
Billie Gammell, School Nurse  
Sheffield Elementary School  
43 Crocker Avenue  
Turners Falls, MA 01376

The Town of Montague Selectboard approves of and supports your planned pollinator garden at the Sheffield Elementary School. We understand that the pollinator garden will be a resource for teachers, students and the neighborhood.

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Richard Kuklewicz, Chair

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Matthew Lord, Vice Chair

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Christopher Boutwell, Clerk