

**SELECTMEN'S MEETING  
UPSTAIRS MEETING ROOM  
1 AVENUE A, TURNERS FALLS, MA  
MONDAY, December 9, 2019**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell, Michael Nelson, and Rich Kuklewicz, Town Administrator Steven Ellis, and Executive Assistant Wendy Bogusz.

**Call to Order: Chair announces that the meeting is being recorded by MCTV (if applicable) and asks if anyone else is recording the meeting**

**Approve Selectboard Minutes of November 18 and 25, 2019**

- *Nelson makes the motion to approve the Selectboard Minutes of November 18, 2019. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Nelson makes the motion to approve the Selectboard Minutes of November 25, 2019. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - 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

**Turners Falls Rod & Gun Club, 15 Deep Hole Drive, Turners Falls  
Change of Manager and Change of Officers for Annual On Premise, Section 12, All Alcoholic Beverages Liquor License**

*Nelson makes the motion to authorize the Change of Manager for the Turners Falls Rod & Gun Club to Jeff Lapinski, and send this information on to the State for further review. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Personnel Board**

- **Appoint Det. Peter Lapachinski as Acting Sergeant, Grade: Sergeant, Step 3, \$32.29/hr, effective 12/10/19 until return of Staff Sergeant Laster to fulltime duty**  
*Nelson makes the motion to appoint Det. Peter Lapachinski as Acting Sergeant, Grade: Sergeant, Step 3, \$32.29/hr, effective 12/10/19 until return of Staff Sergeant Laster to fulltime duty. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- **Appoint Jeri Moran to Cemetery Commission until June 30, 2020**  
*Nelson makes the motion to appoint Jeri Moran to the Cemetery Commission until June 30, 2020. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Brian McHugh, Franklin County Regional Housing & Redevelopment Authority**

- **Execute a contract between the Town and Berkshire Design Group, Inc. for Bidding & Construction Administration Services for the Spinner Park Restoration Project funded through the FY19 CDBG**

*Nelson makes the motion to approve the contract between the Town and Berkshire Design Group, Inc. for Bidding & Construction Administration Services for the Spinner Park Restoration Project funded through the FY19 CDBG. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Hear Search Committee Recommendation & Consider Candidate for WPCF Superintendent  
Position: Eric Meals**

- *Nelson makes the motion to authorize Town Administrator Steve Ellis and the Selectboard Chair Richard Kuklewicz as well as any other relevant parties to begin negotiations with Eric Meals and to come back to the Board with a recommendation for hiring, pay rate, date, and other pertinent information. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- The appointment will be moved onto next week's agenda.

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**Suzanne LoManto, River Culture**

**Use of Public Property: Spinner Park and Avenue A, It's A Wonderful Night in Turners Falls, December 13, 2019, 6:15 PM – 7:30 PM**

*Nelson makes the motion to approve the request for the use of downtown property for RiverCulture for the Annual Christmas Event on Friday, December 13, 2019 from approximately 6:00 PM – 7:30 PM for various activities along Avenue A, specifically at Spinner Park for music and Santa. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*

**Walter Ramsey, Suzanne LoManto, Members of the Millers Falls Community Improvement Association**

**Millers on the Move**

- LoManto gives a review of the handout “Millers on the Move, Strategic Priorities for Millers Falls Village Center.” SEE: [https://www.montague-ma.gov/files/Millers\\_on\\_the\\_Move.pdf](https://www.montague-ma.gov/files/Millers_on_the_Move.pdf)
- David Brule from the Erving side of Millers Falls, who is active in the development of the Erving Center River Park as well as the Millers River Watershed Council, shares his interest in and view of the riverfront park.
- Linda Hickman shares that she is working on the idea of a historical walking tour as part of the project.
- Jeff Singleton would like to have publicity regarding public transportation to Amherst.
- *Nelson makes the motion to endorse the Millers on the Move Plan. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*

**Walter Ramsey, Town Planner**

- **Approve FY19 Green Communities Annual Report**

*Nelson makes the motion to authorize the Chair to sign the FY19 Green Communities Annual Report. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*

- **Execute contract for design and engineering services for the Canal District Gateway Improvement Project to McMahon Associates for \$180,300 using Mass Executive Office of Housing and Economics Development Grant funding**

- *Nelson makes the motion to authorize the Chair to execute the contract for design and engineering services for the Canal District Gateway Improvement Project to McMahon Associates for \$180,300 using Mass Executive Office of Housing and Economics Development Grant funding. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell – Aye, Kuklewicz – Aye*
- *Nelson makes the motion to authorize the Selectboard to sign the Contract between the Town and McMahon Associates. Seconded by Boutwell, approved unanimously. Nelson - Aye, Boutwell – Aye, Kuklewicz – Aye*

- **8 Canal Road Brownfields Assessment Update**

Ramsey reports that the Phase II Site Assessment is complete. There were two findings: (1) lead in a 3,000 square foot area, and (2) petroleum hydrocarbons in a 1,000 square foot area; neither of which are moving into the river. A Permanent Solution Statement has been filed, which indicates that future development can be done and no ongoing monitoring is required by the Town.

- **Montague City Road Flooding Project – MEMA Hazard Mitigation Plan Grant Application and Match Statement**

- There is an opportunity for the Town to apply for a Hazard Mitigation Grant, due 12/13/19. This grant would cover 75% of the cost of the Montague City Road Flooding Project; it would require a 25% match, which Bergeron and Ellis confirm can be covered with Chapter 90 funding.
- *Nelson makes the motion to allocate \$91,410 which is 25% of the construction costs and to authorize the Chair to send the letter to the MEMA/FEMA in regards to the Hazard Mitigation Plan Grant Application. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz – Aye*

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- **Announce Natural Hazard Mitigation Plan Public Forum**  
Ramsey announces that the Natural Hazard Mitigation Plan Public Forum will be held this Wednesday at 3:30 PM at the Public Safety Complex.

**Executive Assistant Report**

- **Request from The Rendezvous to remain open on New Year's Eve until 2:00 AM**  
*Nelson makes the motion to authorize The Rendezvous, as well as any other businesses with an On-Premise Section 12 All Alcohol or All Beer and Wine Licenses to stay open until 2:00 AM on January 1, 2020 as long as they notify Wendy Bogusz prior to December 30 at 12 noon of their intentions to do so.. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*
- **Snow Agenda**  
In the event of a Selectboard meeting potentially being cancelled due to inclement weather, snow dates for Tuesday will be posted.

**Town Administrator's Report**

- **Award Contract for Fuel Tank Installation Project at WPCF Facility to Boston Green Fuel Company, Inc., \$14,700**
  - *Nelson makes the motion to award the Contract for Fuel Tank Installation Project at WPCF Facility to Boston Green Fuel Company, Inc. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*
  - *Nelson makes the motion to execute the Contract for Fuel Tank Installation Project at WPCF Facility to Boston Green Fuel Company, Inc. in the amount of \$14,700. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*
- **Update on FY21 Budget Process & Revenue Projections**  
Ellis reviews in detail the FY21 Revenue Estimate and Budget Outlook (FY20 Budget, FY21 Revenue and Budget, State Aid, Local Receipts, and Challenges and Opportunities).
- **Personnel Policy Project Update**  
We are working to create a singular Personnel Police Manual. A draft will be brought to the Board for a preliminary endorsement next week.
- **MIIA Grant Award**  
The Town received a \$5,777 grant from MIIA. It will be paying for emergency eye wash stations, medical cabinets, a set of professional safety respirators, hazmat suits, and two lockout tag-out kits.
- **HEALing Communities Study Update**  
The Boston Medical Center will be leading a federally funded \$89 million study in Massachusetts, with the goal of reducing opioid deaths by 40%. We have yet to see the specifics and will be done under Wave II.
- **GMTA Lease Update**  
We will be having a follow up conversation with FRTA. There are a number of factors complicating entrance into a long-term lease maintaining Greenfield facility while waiting on the new building to be built in Montague pending State funding. Ellis expects to have a report after the first of the year.
- **Topics not anticipated in 48 hour posting/Roof Projects**  
In response to a question by Nelson about the roof projects status, Ellis reports that we are awaiting on a gutter to be put up on the parking lot side of the Town building. We are intending to bid out the field house roof project in January. Otherwise, the roof projects are completed.

*Nelson makes the motion to adjourn the meeting at 8:29 PM. Seconded by Boutwell, approved unanimously. Nelson – Aye, Boutwell – Aye, Kuklewicz - Aye*

**Documents and Exhibits:**

- Turners Falls Rod & Gun Club, 15 Deep Hole Drive, Turners Falls, Change of Manager and Change of Officers for Annual On Premise, Section 12, All Alcoholic Beverages Liquor License

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- Millers on the Move handout
- FY19 Green Communities Annual Report
- Contract for design and engineering services for the Canal District Gateway Improvement Project to McMahon Associates for \$180,300 using Mass Executive Office of Housing and Economics Development Grant funding
- 8 Canal Road Brownfields Assessment Update
- Montague City Road Flooding Project – MEMA Hazard Mitigation Plan Grant Application and Match Statement
- Natural Hazard Mitigation Plan Public Forum
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