

**SELECTBOARD AND BOARD OF HEALTH MEETING  
UPSTAIRS MEETING ROOM  
1 AVENUE A, TURNERS FALLS, MA  
MONDAY, May 18, 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, FCRHRA Director of Community Development Brian McHugh, Town Planner Walter Ramsey, Franklin County CDC Executive Director John Waite, Board of Health Chair Al Cummings, Town Clerk Deb Bourbeau, Director of Public Health Daniel Wasiuk, Finance Committee Chair Jen Audley, Parks and Recreational Director Jon Dobosz, and Fire Chief John Zellman.

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

**Meeting Being Taped**

**Votes May Be Taken**

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

**Public Hearing FY CDBG - Amendment**

**To discuss the reprogramming of approximately \$64,000 of surplus funds from the Town's FY19 Community Development Block Grant**

- McHugh and Ramsey have been working with John Waite and Amy Shapiro from Franklin County CDC and M. J. Adams from the Town of Greenfield with the intention of augmenting an existing four-town loan program for microenterprises.
- The social service agencies in Montague have been offered additional monies to carry out their activities during this period. Three out of four (Montague Social Ministries, The Brick House, and Western Mass. Recovery and Learning Community) said they could use the extra money. Each of the agencies have a cap of \$2,000.
- McHugh defines microenterprise as a business that has five or fewer employees (including the owner) at the time of the application, in which the owner has to earn under 80% of the median income.
- Waite gives some information about the four-town loan program. He states the reprogrammed money would be used for a forgivable loan program in an effort to get some much-needed funding to businesses that have suffered financially during these past two months. Money will be given on a first-come-first-serve basis. Applications can be done on-line.
- Ramsey shares that he has done outreach to about 70 local businesses regarding the public hearing.
- Ellis emphasizes that there are a lot of rules that apply for this pot of money, which McHugh summarizes.
- Nelson and Boutwell express their support for this program.
- Ramsey states that he will be putting up some updated guidance on the Town website tomorrow morning. The application package will hopefully be ready this Thursday, and we will hopefully be taking applications by Tuesday of next week.

**Brian McHugh, FCRHRA**

- **Authorization to Disburse No. 4, Invoice #2019-135-6, Spinner Park Restoration Project, Berkshire design Group, Inc., \$479.60**  
*Boutwell makes the motion to authorize Disbursement No. 4, Invoice #2019-135-6, Spinner Park Restoration Project, Berkshire design Group, Inc., \$479.60. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Vote to submit program amendment and budget revision of the Town's FY19 CDBG to relocate up to \$64,000 of uncommitted funds from the Spinner Park Restoration Project into a Microenterprise Business Loan Program and to provide supplemental funding for the four Social Service Programs funded by the grant**  
*Boutwell makes the motion to request the reprogramming of approximately \$64,000 of surplus funds from the Town's FY19 Community Development Block Grant, in collaboration with CDC to two dedicated purposes, including microenterprise assistance at \$58,000 and social services at \$6,000. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

**Board of Health Joins the Meeting**

Al Cummings, Chair, opens the meeting, roll call taken.

**Approve Joint Selectboard and Board of Health Minutes of May 4 and 11, 2020**

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- *Boutwell makes the motion to approve the Board of Health Minutes of May 4 and 11, 2020 as presented. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*
- *Boutwell makes the motion to approve the Selectboard Minutes of May 4 and 11, 2020 as presented. 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

**Deb Bourbeau**

- **June 22, 2020 Town Election Warrant - To approve and execute attached**
  - Kuklewicz reads aloud the Election Warrant for June 22, 2020
  - *Boutwell makes the motion to approve and execute the June 22, 2020 Town Election Warrant as corrected. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Discuss Town Election Logistics and Safety Protocols**
  - Bourbeau reminds everyone that the Annual Town Election is scheduled for Monday, June 22 and election hours to vote are reduced to noon until 7 PM.
  - There will be in-person voting at all polling locations.
  - Voters are highly encouraged to wear masks and bring their own pens (black or blue) if they choose not to use the supplied pens.
  - Pens will be wiped in between voters.
  - There will be extra masks available.
  - Social distancing will be encouraged.
  - Plexiglass is expected to be used for safety shields.
  - Bourbeau encourages all voters to actually stay safe and vote from home. An absentee ballot application can be obtained on the Town website or by contacting the Town Clerk's office. There will also be some applications in the front vestibule of Town Hall.
  - There are also forms in the vestibule for people who need to register to vote.

**COVID-19 Updates and Action Items**

- **Discussion and response to any new State Guidance or Development**
  - Wasiuk states that he and the Board of Health are in the process of reviewing the strategies by Governor Baker to reopen.
  - Ellis gives a brief overview of the State Guidance as of May 15, 2020, emphasizing that in this phasing, the State's vision is to allow each phase to move forward for approximately three weeks, carefully monitor the public health data, and respond to any negative trends.
  - Nelson feels that there are really no major changes to where we are right now.
  - **Reopening of Town Buildings (Steve)**  
Reopening of Town Buildings will likely occur during Phase 2 and will be done in a manage-accessed manner.
  - **Reopening/Recommencement of Library Services (Linda)**
    - Ellis states that Linda Hickman wants to re-establish as of the 26th services that would allow people to access collections through book drop-off and pick-up. She has a quarantine protocol for the materials to allow for safety.
    - Kuklewicz reads aloud the reopening plan for libraries (8A-2) in the Town of Montague Reopening Plan.
    - Nelson and Boutwell express full support for Hickman's plan.
    - Wasiuk would like more review of the written plan.
    - *Nelson makes the motion to approve the plan that Linda Hickman has presented pending approval of the Director of Public Health, with an implementation date of Tuesday, May 26, 2020. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- **Discussion of Department of Parks and Recreation Closures (not on agenda)**
  - Dobosz reports that he received a text regarding people gathering at the Unity Park basketball court. He recommends closing down the basketball court through Phase 1.

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- Fire Chief Zellman suggests responding to the problem by removing the rims.
- *Boutwell makes the motion to remove the rims at the Unity Park basketball court and to notify Superintendent Bergeron as soon as possible so that this can be taken care of; and to keep the remaining portions of the park closed until the Governor officially enters us into Phase 2 of the phased approach to reopening the State. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Discussion of Town Meeting Logistics and Date**
  - Holding Town Meeting in a gymnasium has been met with negative feedback.
  - Kuklewicz lists the other possibilities (holding the meeting in a tent, holding it outside in the open air, doing it remotely).
  - Nelson still prefers the gymnasium option, but is open to an open-air meeting.
  - Boutwell is okay with either option, but wants to make sure that the sound equipment can handle the outdoor area.
  - Kuklewicz feels that we need to have more than six feet between individuals. If we have approximately 100 attendees, we would need an area the size of approximately a football field.
  - Restroom facilities would need to be available.
  - Nelson suggests advising residents to bring water, sunscreen, an umbrella, a comfortable chair, etc.
  - Kuklewicz suggests that we provide bottled water.
  - Masks could be made available from the Department of Public Health.
  - Ellis states that at this point, there is no remote option yet.
  - Ariel Shira is opposed to an on-line meeting, but feels good about the outdoor option.
  - Ashley Arthur suggests Peskeompskut Park as there are several tents as well as bathroom facilities.
  - Jen Audley emphasizes the need to find out more about attendance as the idea of gathering is formidable to many people. She is concerned that we will not have a quorum and will end up having to send people home.
  - John Hanold feels that logistical problems can be overcome and is in favor of having the meeting in a tent.
  - Chief Zellman feels that having an outdoor meeting is the safest option.
  - *Nelson makes the motion to ask the Town Administrator in collaboration with the Emergency Management Team to determine an appropriate location for an outdoor Town Meeting and report back to the Board on June 1st. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Adjournment of the Board of Health**

*Boutwell makes the motion to adjourn the Board of Health Meeting at 8:25 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*

**Chris Janke, Rendezvous**

**Request to use public parking lot on Third Street for restaurant seating**

- Nelson expresses concern about setting a precedent, but definitely wants to do what can be done to help the local businesses.
- Boutwell expresses concern about what would happen in that location when the Great Falls Harvest wants to use the other end of the parking lot?
- Kuklewicz suggests thinking about this issue in a larger context.
- Ellis agrees that an outdoor café kind of mode will be a matter of business survival. He would like us to think this issue through.
- Kuklewicz asks Bogusz to work with Ellis and Suzanne LoManto to put together an application that lists criteria that would be required.
- The Board decides to have a meeting next Tuesday to address this topic.

**Town Meeting Warrant - To approve and execute the June 13, 2020 Annual Town Meeting Warrant, attached hereto**

Postponed until next week

**Executive Assistant Report**

- **Policies for Tag Sales**

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- The Greenfield Recorder has asked if the Board is allowing tag sales giving the COVID situation.
- The Board feels that they are not ready to make a decision until they receive input from the Director of Public Health.
- Ellis feels that tag sales should fall under the "non-essential business" category and feels that requirements for social distancing are almost entirely unenforceable and unmonitorable.
- **Discussion of Summer Meeting Schedule**  
The Board agrees to continue meetings weekly for now.

**Town Administrator's Report**

- **Authorize professional services contract with GZA for Corrective Action Design Construction Services for the Burn Dump Capping Project. Estimated contract cost \$148,500**  
*Boutwell makes the motion to authorize professional services contract with GZA for Corrective Action Design Construction Services for the Burn Dump Capping Project; estimated contract cost \$148,500. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Endorse Letter of Support for nomination of Mohawk Trail Scenic Byway (Route 2) for federal designation to the national America's Byways Program**  
*Boutwell makes the motion to authorize the Chair to sign the Letter of Support for nomination of Mohawk Trail Scenic Byway (Route 2) for federal designation to the national America's Byways Program. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Capital Projects Update**
  - Spinner Park Restoration is underway.
  - In Montague Center, much of the initial work has already been done on the Complete Streets Grant. Bergeron will be adding new curbing north towards the bridge. A repaving of the area will occur in early June.
  - The Strathmore Mill emergency roof repair project is underway.
  - The Strathmore Mill abatement project is continuing to move forward.
  - We are opening bids on Wednesday for the Water Pollution Controls Facility's oil tank and concrete vault removal project.
  - Regarding the DPW facility, one of the challenges is getting workers onto the job site, which may necessitate the building completion date to be pushed to August.
- **Topics not anticipated in 48 hours posting**  
None

**Upcoming Meetings:**

- Selectboard Meeting on **Tuesday, May 26, 2020** at 6:30 PM via Zoom
- Joint Selectboard and Board of Health Meeting **Monday, June 1, 2020**, 7:00 PM via Zoom

*Nelson makes the motion to adjourn the Selectboard Meeting at 9:12 PM. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*