

**SELECTBOARD AND BOARD OF HEALTH MEETING**  
**Due to COVID-19 Public Participation is by Zoom**  
**May 24, 2021**

Remote Zoom Meeting was opened at 6:30 PM. Present were Selectpersons Rich Kuklewicz, Michael Nelson, and Chris Boutwell, Town Administrator Steve Ellis, Board of Health Chair Al Cummings, Director of Public Health Daniel Wasiuk, Town Clerk Deb Bourbeau, Parks and Recreation Director Jon Dobosz, Library Director Linda Hickman, Director of Council on Aging Roberta Potter, RiverCulture Director Suzanne LoManto, and FCRHRA Director of Community Development Brian McHugh.

ZOOM VIDEO LINK: <https://vimeo.com/554982973>

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:**

**Joint Selectboard, Board of Health, and PA Advisory Committees Meeting: May 10, 2021**

Postponed until next week

**Joint Selectboard and PA Advisory Committees Meeting: May 17, 2021**

Postponed until next week

**Public Comment Period: Individuals will be limited to two (2) minutes each and the meeting will strictly adhere to time allotted for public comment**

None

**Personnel Board**

**Execute MOA between Town of Montague and NAGE to amend the responsibilities of the Assistant Town Clerk as presented in the job description (attached in meeting material) and Change from Grade C to Grade D**

*Boutwell makes the motion to endorse and execute the MOA between Town of Montague and NAGE to amend the responsibilities of the Assistant Town Clerk as presented in the job description (attached in meeting material) and Change from Grade C to Grade D. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

**Status Change Form: Kathern Pierce, Assistant Town Clerk, Grade C, Step 11 to Grade D, Step 9**

*Boutwell makes the motion to approve the Status Change Form for the Assistant Town Clerk from Grade C, Step 11 to Grade D, Step 9. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

**COVID-19 Updates and Action Items**

**Update on Montague COVID case counts**

Active cases from May 9 - May 22, 2021 equals 14 cases, and from May 15 - May 22, 2021 equals 6 cases; cumulative cases from October 1, 2020 - May 22, 2021 equals 291 cases; cumulative cases from the March 1, 2020 - May 22, 2021 equals 320. The percentage of individuals Franklin County that are fully vaccinated as of May 20 is 46%; the percentage of individuals in Franklin County who have had at least one dose as of May 20 is 60%.

**Update on Vaccine Clinics**

- The process of registration and pre-registration will transition to walk-ins.
- Many of the larger clinics are coming to an end; smaller clinics are still widely available.
- Information is available on the FRCOG website.
- On June 13 the Johnson and Johnson vaccination will be administered at the Charlemont Fairgrounds; this will be a drive-through clinic.
- Certain companies (i.e., CVS) will begin having walk-in clinics.
- There are around 970 different locations across the Commonwealth where individuals can obtain the vaccination.
- Ellis encourages people to go to [vaxfinder.mass.gov](http://vaxfinder.mass.gov) as well as [franklincountymavaccine.org](http://franklincountymavaccine.org) to find vaccination appointments.

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**Review of Updated State Guidance or Orders**

- Virtually all of the restrictions that have been in place over the course of the last year will be lifted effective May 29.
- The Governor's intention is to end the declared State of Emergency on June 15.

**Implications of new State Guidance in relation to the Town, office procedures, event permitting, etc.**

- Nelson suggests we follow the same State Guidance on a local level (lift restrictions on May 29 and release the State of Emergency on June 15). Boutwell and Cummings agree with Nelson's suggestion.
- Ellis states that the WPCF, DPW, Police Department, and Parks and Recreation Department feel that they are prepared to drop all extraordinary measures to prevent COVID-19, including the mask policies and the policy for allowing entrance into the buildings. Physical barriers through clerks' windows, etc., will be still be in place.

*Nelson makes the motion that the Board of Health end all restrictions regarding COVID-19 in conjunction with and following the State Guidance for the Police Department, Water Pollution Control Facility, Parks and Recreation Department, and the DPW Department as of May 29, 2021. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Cummings - Aye*

*Nelson makes the motion that the Selectboard end all restrictions regarding COVID-19 in conjunction with and following the State Guidance for the Police Department, Water Pollution Control Facility, Parks and Recreation Department, and the DPW Department as of May 29, 2021. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

- Hickman expressed concern regarding children not having been vaccinated. Staff will have been vaccinated by June 12. She would like to implement the following:
  - continue the mask mandate in the three libraries
  - allow browsing at the Millers Falls Library, with a cap
  - keep Montague Center open by appointment
  - keep the Carnegie at the current level until June 15, at which point it will be open two days a week for browsing
  - maintain a cap of a half-hour at a time for computer users and the general public
  - keep public restrooms open by July 1 at the latest
  - rent a large tent to do children's programs

*Nelson makes a motion that the Board of Health approve the Library Director's request in regard to COVID protocol through July 1. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Cummings - Aye*

*Nelson makes a motion that the Selectboard approve the Library Director's request in regard to COVID protocol through July 1. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Kuklewicz - Aye*

- Potter states that the Council on Aging is dispensing with social distancing and the cap for the number of people in the building at any given time. Most of their regular programs should be up and running by mid-June. The plan for meals for seniors is still in the works. Their only requirement is that non-vaccinated individuals must wear masks.

*Nelson makes the motion that the Board of Health relax all requirements for the Council on Aging effective May 29. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Cummings - Aye*

*Nelson makes the motion that the Selectboard relax all requirements for the Council on Aging effective May 29. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Kuklewicz - Aye*

- With regard to Town Hall, Ellis states that:
  - staff feel they can safely work without a mask
  - about half of the staff feels they should wear masks when the public comes in, and that the public should as well

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- staff would like to continue with limited-access hours (10:30-12:30 and 3:30-5:30)

*Nelson makes the motion that the Board of Health approve the following: (1) having the Town Hall open for normal hours effective the first business day after May 29; (2) requiring the public to wear masks until the Board elects otherwise; (3) giving the staff the option to wear masks unless they are working with the public; (4) and enhancing awareness of the need to social distance in the Town Hall building. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Cummings - Aye*

*Nelson makes the motion that the Selectboard approve the following: (1) having the Town Hall open for normal hours effective the first business day after May 29; (2) requiring the public to wear masks until the Board elects otherwise; (3) giving the staff the option to wear masks unless they are working with the public; (4) and enhancing awareness of the need to social distance in the Town Hall building. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell -Aye, Kuklewicz – Aye*

- Ellis reports that the Attorney General's Office has indicated that allowance for Boards to meet remotely without a quorum will expire with the Governor's Declaration of Emergency on June 15th.
- Discussion ensues regarding safely transitioning to in-person meetings, as well as the possibilities of hybrid meetings or alternate meetings (in-person for two weeks, remote for two weeks).
- *Nelson makes a motion to authorize the Town Administrator to reach out to our Legislature and advocate for opportunities regarding remote meetings, as well as advocate for an expansion for outdoor liquor licenses for restaurateurs through November 1st. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Jon Dobosz, Parks and Recreation Director**

**Spring Program Updates**

- Dobosz states that spring programs are approximately half-way through (T-Ball, Rookie Baseball, and Youth Soccer).
- Per the Governor's order, children 18 and under don't need to wear masks while playing.

**Summer Programs**

- **Summer Camp: June 28 - August 13, 9:00 AM to 3:00 PM**
  - **Currently reviewing new guidelines and will coordinate with BOH with regards to mask policy**
    - There will be a full-day camp from 9 am to 3 pm.
    - One of the sites has been moved from Unity Park to Sheffield.
    - Selectboard agrees that Dobosz should continue working with the Board of Health and the Parks and Rec Commission with regard to COVID guidelines.
      - **Special Events - Movies in the Park, Night Skates**  
(See handout from Suzanne LoManto)
      - **Other (not on agenda)**  
The Board would prefer that the playground equipment and port-a-potties continue to be sanitized on a regular basis. Dobosz will double-check the cost (supplies, material, labor). This topic will be discussed at the next meeting.

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

**Suzanne LoManto, RiverCulture Director**

**Event Application for use of Peskeompskut Park: 2021 Turners Falls Summer Park Series, Various Events and Dates: (See handout in Meeting material)**

- LoManto shares that she sent out a survey asking the residents how she should spend the \$7,500 received from the Mass Cultural Council for downtown programming and it was almost unanimous that outdoor entertainment was what residents want.
- She has reached out to cultural producers that she has worked with in the past.
- Fourteen events have been put on a calendar.
- RiverCulture would be a co-sponsor on all of these events.

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- LoManto would be responsible for communicating to the producers and the public what the current COVID restrictions are.
- LoManto would also be responsible for public safety, traffic control, pedestrian safety, noise, trash removal, recycling, emergency planning, etc.
- LoManto plans to have weekly talks with Wasiuk as well as Chief Williams as the events roll out.
- Most of the events will take place at Peskeompskut Park, and LoManto reviews a seating plan which tries to make accommodations for everyone's comfort level.
- *Boutwell makes the motion to accept the Event Application for use of Peskeompskut Park: 2021 Turners Falls Summer Park Series as presented by the RiverCulture Director. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

#### **Michael Nelson, Great Falls Festival, October 23, 2021**

##### **Event Application for use of Peskeompskut Park: 9:00 AM to 12:00 AM**

*Boutwell makes the motion to approve the Use of Peskeompskut Park and Avenue A from 1st Through 7th Street for the Great Falls Festival, October 23, 2021, 9:00 AM to 12:00 AM. Seconded by Kuklewicz, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

##### **Special 1 Day Beer and Wine License: 12:00 PM to 8:00 PM**

*Boutwell makes the motion to approve the Special 1 Day Beer and Wine License for October 23, 2021 from 12:00 PM to 8:00 PM. Seconded by Kuklewicz, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

##### **Application to Place Sign: 10/2/21 to 10/22/21**

*Boutwell makes the motion to approve the application to Place Sign: 10/2/21 to 10/22/21. Seconded by Kuklewicz, approved. Boutwell - Aye, Kuklewicz - Aye, Nelson - Abstain*

- Nelson emphasizes that this event is contingent upon current guidance with regard to COVID restrictions.

#### **Mark Fraser, Mohawk Trail Concerts, Inc.**

##### **Entertainment Permit at Montague Center Ball Field, June 13, 19, & 26, 12:00 PM to 1:30 PM**

*Boutwell makes the motion to approve the Entertainment Permit at Montague Center Ball Field for Mohawk Trails Concerts, Inc., June 13, 19, & 26, 12:00 PM to 1:30 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

#### **Sow Loud, LLC dba Upper Bend, 112 Avenue A, Turners Falls**

##### **License to extended use of Public Property for Outdoor Retail and Dining**

*Boutwell makes the motion to approve the License to extended use of Public Property for Outdoor Retail and Dining for Sow Loud, LLC dba Upper Bend, 112 Avenue A, Turners Falls contingent on receiving final copies of liabilities policies. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

#### **Chelsey Little, WPCF Superintendent**

##### **Sewer Use Abatements FY21**

Deferred until next meeting

#### **Brian McHugh, Director of Community Development, FCRHRA**

##### **Approve pay requisition #3 to Sciaba Construction for the Spinner Park Restoration Project**

*Boutwell makes the motion that the Selectboard approve and sign pay requisition #3 to Sciaba Construction for the Spinner Park Restoration Project. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

##### **Approve pay requisition #13 to Berkshire Design for the Spinner Park Restoration Project.**

*Boutwell makes the motion that the Selectboard approve and sign pay requisition #13 to Berkshire Design for the Spinner Park Restoration Project. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

**Approve contract extension between Town of Montague and Sciaba Construction from 6/1/21 to 6/30/21 for the Spinner Park Restoration Project (See below)**

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**Approve contract extension between Town of Montague and Berkshire Design Group from 6/1/21 to 6/30/21 for the Spinner Park Restoration Project**

*Boutwell makes the motion to approve and have the Chair sign the contract extension between the Town of Montague and Berkshire Design Group and the contract extension between the Town of Montague and Sciaba Construction from 6/1/21 to 6/30/21 for the Spinner Park Restoration Project. Seconded by Nelson, unanimously approved.*

*Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

**Town Administrator's Report**

**Debrief on Annual Town Meeting**

- Ellis states that he has no specific points of conversation for the Board to address with regard to the Annual Town Meeting.
- Nelson states it is important to clarify that it is a priority for the community to continue the conversations regarding the police budget in in-person meetings.
- *Nelson makes a motion to authorize the Town Administrator to write a letter of thanks to the Superintendent and staff at Franklin County Tech for their hospitality for the Town Meeting and other events. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Review TA's TIP Public Input Advocacy Letter**

Ellis reports that there was a public comment event regarding regional- and state-prioritized reliability projects, and presents a formal submission on behalf of the Town to the FRCOG Transportation Planning Engineer relative to those projects.

**Summer Meeting Schedule**

*Nelson makes the motion to set the Summer Meeting Schedule for the Selectboard as follows: June 7, 14, 28; July 12 and 26; and August 9 + 23. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*

**Topics not anticipated in 48 hour posting/Funding for Strathmore Mill**

The Board supports having the Town Administrator pursue potential further State funding for the demolition and revitalization of Strathmore Mill.

*Boutwell makes a motion to adjourn the meeting. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*