

**SELECTBOARD AND BOARD OF HEALTH MEETING**  
**Due to COVID-19 Public Participation is by Zoom**  
**June 14, 2021**

Remote Zoom Meeting was opened at 6:30 PM. Present were Selectpersons Rich Kuklewicz, Michael Nelson, and Chris Boutwell, Town Administrator Steve 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, and Town Planner Walter Ramsey.

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 and Board of Health Meeting: June 7, 2021**

- *Boutwell makes the motion that the Selectboard approve the minutes of the Joint Selectboard and Board of Health Meeting of June 7, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion that the Board of Health approve the minutes of the Joint Selectboard and Board of Health Meeting of June 7, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*

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

Ellis explains to meeting attendants the reason for the different configuration (hybrid format of meetings). New microphones will be used to improve sound quality.

**COVID-19 Updates and Action Items**

- **Update on Montague COVID case counts**  
The active cases from June 6 to June 12, 2021 equals 1; active cases from May 30 to June 12, 2021 equals 2; cumulative cases from October 1, 2020 to June 12, 2021 equals 298; and total positive cases since March 1, 2020 to June 12, 2021 equals 327. The percentage of individuals fully vaccinated in Franklin County is 55% as of June 3. Cumulative percentage of individuals with at least one dose in Franklin County is 65% as of June 3.
- **Open Meeting Law Updates and Decisions**
  - **Hybrid Meeting Option**  
Ellis states that the Town has previously adopted the right to do remote meetings where a quorum is present in the room. The Board can delegate to other boards whether having a hybrid option is a requirement. Discussion ensues about the pros and cons of hybrid meetings.
  - **Mask Policy During Public Meetings**  
*Nelson makes the motion that the Board of Health allow individuals to use their own discretion regarding wearing masks, and encourage those who have not been vaccinated to wear masks. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Cummings - Aye*
- **DPH Shared Services Grant Opportunity**  
Ellis states that he and Wasiuk will probably bring up the topic of a Department of Public Health Shared Services Grant Opportunity on the 28th.

**Annie Levine, Great Falls Apple Corps**

**Use of Public Property: Placement of a community fridge, where 109 & 111 Avenue A meet**

- Levine goes over the Great Falls Apple Corps' proposal for the placement of a community fridge.
- Boutwell and Kuklewicz express concern about vandalism.
- Kuklewicz suggests keeping the fridge open only during daylight hours.
- Wasiuk expresses concern about contamination of the food. He asks Levine for a concrete operational plan.
- The Boards ask Levine to do more research before they take action.

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

**Personnel Board**

- **Appoint William Codington, Tree Advisory Committee until June 30, 2022 (Replacing Roberta Potter)**

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*Boutwell makes the motion to appoint William Codington, Tree Advisory Committee until June 30, 2022 (Replacing Roberta Potter). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Appoint Luke Timberlake, Airport Operations Manager, Grade A, Step 6, 19 hours/week, effective 7/1/21**

*Boutwell makes the motion to appoint Luke Timberlake, Airport Operations Manager, Grade A, Step 6, 19 hours/week, effective 7/1/21, with an increase to Step 8 upon receipt of the Airport Manager license. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Appoint Douglas McIntosh, Assessors Tech, Grade B, Step 11, \$22.14/hr, 35 hrs/week, temporary 1 - 2 months, effective June 14, 2021**

*Boutwell makes the motion to appoint Douglas McIntosh, Assessors Tech, Grade B, Step 11, \$22.14/hr, 35 hrs/week, temporary 1 - 2 months, effective June 14, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Approve Cell Phone Stipend Request for Luke Timberlake, \$5.77/week**

*Boutwell makes the motion to approve the Cell Phone Stipend Request for Luke Timberlake, \$5.77/week. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Approve Cell Phone Stipend request for Bill Ketchen, \$5.77/week**

*Boutwell makes the motion to approve the Cell Phone Stipend Request for Bill Ketchen, \$5.77/week. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Review and approve amended Library Director's Job Description**

*Boutwell makes the motion to approve the amended Library Director's Job Description and authorize the Town Administrator to sign it. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Resignation of Melissa Brown, 911 Police Dispatcher effective 5/24/21**

*Boutwell makes the motion to accept the resignation of Melissa Brown, 911 Police Dispatcher effective 5/24/21. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Appoint Robin Wells, 911 Police Dispatcher, NAGE Grade B, Step 2, 37.69 hours/week, effective 7/1/21**

*Boutwell makes the motion to appoint Robin Wells, 911 Police Dispatcher, NAGE Grade B, Step 2, 37.69 hours/week, effective 7/1/21. Seconded by Nelson, approved. Boutwell - Aye, Nelson - Abstain, Kuklewicz - Aye*

- **Chief Williams: Request permission to work 10 more details this year**

*Boutwell makes the motion to give Chief Williams permission to work up to 10 more details this year. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

#### Walter Ramsey, Town Planner

- **Execute Agriculture Preservation Restriction for 35 acres of prime farmland off Old Greenfield and Ferry Road, (Map 39-Lot 37) pursuant to recommendation from the Conservation Commission**

*Boutwell makes the motion to execute the Agriculture Preservation Restriction for 35 acres of prime farmland off Old Greenfield and Ferry Road, (Map 39-Lot 37) pursuant to recommendation from the Conservation Commission. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Execute contract with Weston and Sampson Engineers for 500 Avenue A Phase II Environmental Site Assessment. Contract sum not to exceed \$32,500. Contract to be effective July 1, 2021**

*Boutwell makes the motion to execute the contract with Weston and Sampson Engineers for 500 Avenue A Phase II Environmental Site Assessment; contract sum not to exceed \$32,500; contract to be effective July 1, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Selectboard comments for ZBA Special Permit Hearing #21-03 31 Montague Ave. Town is abutter to proposed residential addition within the zoning setback.**

*Boutwell makes the motion that the Selectboard not object to the proposed addition at 31 Montague Street; however, the Board, through its assent does not expressly authorize any encroachments, permanent or temporary onto municipal property (Map 36 Lot 138A). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Announce new Avenue A Benches and flashing crosswalks signs installed at Unity Park using Mass DOT Shared Streets funding**

*Ramsey states that there are some extra funds leftover from the Mass DOT Shared Streets Grant. This money will be used to install four new benches along Avenue A as well as flashing crosswalks signs at Unity Park.*

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Agreement between the Town and FirstLight MA Hydro LLC related to the exchange and release of easements and construction of a new 5th Street pedestrian bridge  
Deferred until June 28.

#### ARPA State and Local Fiscal Recovery Funds (Steve Ellis)

- **Montague's allocations and allowable uses of American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF). Total funds available are \$2,454,623 (Montague Town allocation = \$859,538; Montague County Reallocation \$1,595,085)**

Ellis clarifies that because we do not have a county government in Franklin County, Montague will receive the direct reallocation of our county funding, which is an additional \$1,595,085. Total funds available are \$2,454,623.

- **Provide the Town Administrator with authorization to file for Montague's first 50% share of available ARPA CSLFRF grant funding, \$1,227,312**

*Boutwell makes the motion to authorize the Town Administrator to file for Montague's first 50% share of available ARPA CSLFRF grant funding in the amount of \$1,227,312. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- **Uses for funding (not on agenda)**

Ellis shares four broad categories that we might use the funding for: (1) continue to respond to the public health emergency with respect to COVID-19, (2) provide premium pay to employees providing essential work during the COVID-19 emergency, (3) provide government services to the extent that there is a reduction in revenue due to COVID-19, and (4) help cover costs of water, sewer, and broadband infrastructure.

#### Town Administrator's Report

- **Update on EPA Removal Action at 11 Power Street (Former site of Railroad Salvage)**

The EPA anticipates that they will be done removing materials from the site and doing any remediative work by the end of July/early August. At that point, they will provide us a report that will detail what they took out as well as any identifiable conditions that may exist there (i.e., any additional testing).

- **Municipal Budget Priorities**

- We received an inquiry from Representative Blais looking to hear our three top municipal budget priorities, specifically thinking about the ARPA and Biden's Administrative American Jobs Plan. Ellis lists the Selectboard's recent priorities: (1) redevelopment of the Canal District to include master planning, stabilization of the Strathmore Mill area, and possibly an acceleration of the 6th Street bridge replacement project; (2) investment in wastewater infrastructure; and (3) bridge projects and improvements in the area of the North Leverett bridge and the Route 47 intersection.
- Ramsey hesitates in advocating for anything that are in the State's transportation improvement plan, which would exempt the acceleration of the 6th Street bridge replacement project as well as the project involving the intersection at Route 63.
- Kuklewicz suggests working on making the Radio Salvage site "less rough." Ellis states that the fact that the Town does not presently own the site may make this project ineligible.

- **Execute MOU with FCSWMD for Hauling Services effective 7/1/21**

*Nelson makes the motion to execute the MOU with FCSWMD for Hauling Services effective 7/1/21. Seconded by Kuklewicz, unanimously approved. Nelson - Aye, Kuklewicz - Aye, Boutwell - Recuse*

- **Upper Pioneer Valley Veterans' Services District and VA Central Western Mass Healthcare System Open House and Official Dedication to introduce a new collaborative initiative designed to allow veterans more access to VA healthcare 6/21/21, 10 AM - 11 AM**

Ellis shares information regarding the Upper Pioneer Valley Veterans' Services District and VA Central Western Mass Healthcare System Open House and Official Dedication to introduce a new collaborative initiative designed to allow veterans more access to VA healthcare.

- **Topics not anticipated in 48 hour posting/Pioneer Valley Brewery**

Ellis reports that the former Chick's Garage is now the Pioneer Valley Brewery. There is currently a proposal to close the pathway adjacent to that property to vehicular traffic for safety purposes.

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