

Montague SELECTBOARD MEETING

Town Hall

1 Avenue A

Turners Falls, MA 01376

Monday, July 12, 2021

Meeting was opened at 6:30 PM. Present were Selectpersons Rich Kuklewicz, Chris Boutwell, and Michael Nelson (joined at 7:06 PM), Town Administrator Steve Ellis, Executive Assistant Wendy Bogusz, Police Chief Chris Williams, Town Planner Walter Ramsey, Parks and Recreation Director Jon Dobosz, WPCF Superintendent Chelsey Little, and Finance Committee Chair Jen Audley.

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

Approve Minutes:

Joint Selectboard and Board of Health Meeting: June 28, 2021

Postponed until next meeting

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

None

Residents of County Club Lane

Reduce Speed to 15 mph on Country Club Lane

Boutwell makes the motion to install a temporary speed sign on Country Club Lane for the summer; if the data shows that people are exceeding the speed limits, the Board will ask Chief Williams to look into a permanent sign. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Personnel Board

- **New Hire: Appoint Brandy Patch, DPW Office Manager, Grade E, Step 6, NAGE Union, \$25.51/hr., effective 8/2/21**
Boutwell makes the motion to appoint Brandy Patch, DPW Office Manager, Grade E, Step 6, NAGE Union, \$25.51/hr., effective 8/2/21. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye
- **Status Change: Appoint James Deery, Staff Sergeant, Grade SS, Step 5, NEPBA Union, \$39.35/hr., effective 7/1/21**
Boutwell makes the motion to appoint James Deery, Staff Sergeant, Grade SS, Step 5, NEPBA Union, \$39.35/hr., effective 7/1/21. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye
- **Status Change: Appoint Peter Lapachinski, Sergeant, Grade S, Step 5, NEPBA Union, \$35.43/hr., effective 7/1/21**
Boutwell makes the motion to appoint Peter Lapachinski, Sergeant, Grade S, Step 5, NEPBA Union, \$35.43/hr., effective 7/1/21. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye
- **New Hire: Debra Kern, Library Substitute, \$14.00/hr., effective 7/15/21**
Boutwell makes the motion to hire Debra Kern, Library Substitute, \$14.00/hr., effective 7/15/21. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye
- **Town Administrator proposal to enhance Town administrative management, community and economic development, and infrastructure maintenance capacity (addressed after Nelson joined the meeting)**
 - Ellis summarizes the reasons for his proposal of creating additional executive-level capacity in the Selectboard Office:
 - We have experienced a renaissance because of the energy we have focused on redeveloping.
 - The State has increasingly rewarded communities that invest in planning, grant-making, and project implementation.
 - We need to continually invest in our capacity so we can generate more benefit for the community.
 - An Assistant Town Administrator focused on community and economic development, facilities maintenance management and improvement, and on infrastructure maintenance management and improvement would aid in our being able to put in the necessary hundreds of hours to accomplish

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other complex Town objectives (i.e., attracting outside revenue that does not affect our Town's tax base).

- The Town Administrator's role would have a much stronger emphasis and ability to attend to the ongoing details of financial management, human resources management, and information technology.
- Discussion:
 - Nelson feels that we need to build our capacity in the economic development capacity. He believes we continuously miss out on money because we don't have the time or capability to pursue it, and that the amount of money that this new position would cost would pay tenfold in return on investments.
 - Kuklewicz feels that we should also consider a shared position that would help our Executive Assistant.
 - Boutwell feels that things are getting more complicated, especially the technology piece.
 - Audley supports this proposal. She feels it is important to recognize that improvements to the Town's infrastructure and capital assessments will increase the kind of revenue that we use to pay for staff. She feels that the Town needs to invest some of our revenue in people who will make projects come to fruition.

Christopher Menegoni, Great Falls Harvest

- **License for Extended Use of Public Property for Outdoor Retail and Dining, 50 Third Street, 8/1/21 to 11/30/21**
Boutwell makes the motion to approve the Extended Use of Public Property for Outdoor Retail and Dining, 50 Third Street, 8/1/21 to 11/30/21 as discussed. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye
- **Use of Public Property and Tables and Chairs, Great Falls Market, 109 Avenue A, Turners Falls**
Postponed until the next meeting

Larissa Knox: Montague Elks

Application for a one-day liquor associated with a Car Show. Montague Elks Lodge, 1 Elk Ave., Turners Fall, 8/8/21, 12:00 PM - 3:00 PM. (Rain Date 8/15/21)

Boutwell makes the motion to approve the application for a one-day liquor associated with a Car Show. Montague Elks Lodge, 1 Elk Ave., Turners Fall, 8/8/21, 12:00 PM - 3:00 PM. (Rain Date 8/15/21). Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Ann Fisk, 1st Congregational Church of Montague

Event Application: Montague Town Common, Montague. Montague Mug Race, 8/21/21, 7:00 AM - 1:00 PM

Boutwell makes the motion to approve the Event Application: Montague Town Common, Montague. Montague Mug Race, 8/21/21, 7:00 AM - 1:00 PM. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Cassandra Holden, Laudable Productions

- **Update on parking and event management plan**
 - Holden summarizes the parking plan for the Barbes Festival.
 - Chief Williams clarifies that Center Street will be closed down between house numbers 21 and 25.
 - Holden would like to do a property walk before submitting a final capacity number.
 - Kuklewicz wants to make sure that The Town Planner and the TF Water District Superintendent walk the area together to determine an acceptable number.
- **Review of event capacity figure**
The event capacity figure is estimated at 3,000.
- **Finalize Event Permit specifications**
Boutwell makes the motion to approve the permit application for 27 Center Street for Barbes in the Woods on August 21, 2021 from noon until 11:00 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

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WRSI 40th Birthday Party at Unity Park

- **Mark Lattanzi - Update on Free Concert to be held 8/1/21, 1:00 PM - 8:00 PM**
 - Paper work has been submitted.
 - Alcohol permits will be done through the BBC.
 - The stage sound is set up.
 - A contract with a medical service provider is pending.
 - Chief Williams has officers lined up for the event.
 - The event hours of operation will be from 2:00 PM to 7:00 PM.
 - Parking is covered via street parking and Turners Falls lots. LoManto will create a parking map to put on the website.
- **Linda Tardif - Application for a one-day liquor license at Unity Park, Shea Theater Arts Center, 8/1/21, 12:00 PM - 7:00 PM**
Withdrawn
- **Gary Bogoff - Application for a one-day liquor license at Unity Park, Berkshire Brewing Company, 8/1/21, 12:00 PM - 7:00 PM**
Boutwell makes the motion to approve the application for a one-day liquor license at Unity Park, Berkshire Brewing Company, 8/1/21, 12:00 PM - 7:00 PM. Seconded by Nelson, approved. Boutwell - Aye, Nelson - Abstain, Kuklewicz - Aye

Notice of Grant Award, Walter Ramsey

Mass DOT Shared Streets Shared Street + Spaces Grant Award, \$127,000, for sidewalk/pedestrian safety improvements on 2nd and 3rd Streets near Unity Park

Ramsey reports that the Town received a grant to improve pedestrian access to Unity Park. Improvements include fixing the sidewalk gap in front of 151 3rd Street and making a permanent change to concrete sidewalks, extending the curb at the 2nd Street entrance, putting in a crosswalk between the ballfield and the skate park, and adding picnic tables and bike racks.

Procurement/Contract Awards

- **Issue notice to proceed and execute contract with Baltazar Contractors, Inc., for the construction of sidewalks on Keith, Montague, and Turnpike Rd. for total amount of \$394,965 (Base bid plus Alt 1) using a FY20 Complete Streets Grant**
Boutwell makes the motion to authorize the Chair to sign the contract with Baltazar Contractors, Inc., for the construction of sidewalks on Keith, Montague, and Turnpike Rd. for total amount of \$394,965 (Base bid plus Alt 1) using a FY20 Complete Streets Grant. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Execute agreement for engineering service with Wright-Pierce Engineering for the Development of an Updated Combined Sewer Overflow (CSO) Long-Term Control Plan (LTCP) to address Combined Stormwater Overflow (CSO), \$49,000**
 - **Source of funding - American Rescue Act Coronavirus State and Local Fiscal Recovery Funds (ARPA/CSLFRF) grant**
Boutwell makes the motion to execute the agreement for engineering service with Wright-Pierce Engineering for the Development of an Updated Combined Sewer Overflow (CSO) Long-Term Control Plan (LTCP) to address Combined Stormwater Overflow (CSO), \$49,000 funded by the American Rescue Act Coronavirus State and Local Fiscal Recovery Funds (ARPA/CSLFRF) grant, and authorize the Chair to sign the document. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Execute Agreement with Samantha Couture of Reading for Town-wide Preservation Assessment, MA; \$30,000**
Boutwell makes the motion to execute the Agreement with Samantha Couture of Reading for Town-wide Preservation Assessment, MA; \$30,000. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

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- **Extend UMass Collins Center contract for Financial Policy Development through 12/31/21**

Boutwell makes the motion to extend the UMass Collins Center contract for Financial Policy Development through 12/31/21. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Town Administrator's Report

- **COVID Case Count Update**

There has only been one active case in the past week.

- **Republic Services efforts to remedy recent issues with curbside trash and recycling**

The DPW and Republic Services have instituted some changes to remedy the problems with curbside trash and recycling, including over-recruiting drivers and receiving daily reports if there is an issue, which would allow us to better communicate with the public.

- **Health Department Grant Submittal: DPH Local Support for COVID-19 Contract Tracing. Regional application with Greenfield, Deerfield, Sunderland**

We have through a partnership with Greenfield, Deerfield, and Sunderland filed a grant request for support from the DPH for contract tracing. We will likely hear later this summer if we are eligible.

- **Chestnut Hill Loop Bridge replacement project: mobilization begins week of July 19, construction beginning the week of July 26**

- Equipment will be on-site on July 19.
- Direct abutters were notified.
- The Planning Department will make sure others in the area who may be affected are notified.

- **Council on Aging roof construction is commencing this week**

- Tear-down on the ADA access ramp roof has begun.
- We may be using some of the funds for other parts of the building.

- **Topics not anticipated in 48 hours posting**

- **Montague Community Band**

Bogusz states that the Montague Community Band would like to add a meeting to August 2 at Peskeompskut Park as they had a conflict on July 4th. The Selectboard has no issues with this.

- **Railroad Salvage Project**

In response to a question by Kuklewicz, Ellis states that the company has indicated an intention to fill and level the site in areas where water from the canal had entered into the facility. We expect to see a post-removal action report which will offer an analysis of any remaining issues with the site.

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