

MONTAGUE SELECTBOARD MEETING
Town Hall, 1 Avenue A, Turners Falls, MA 01376
Monday, November 15, 2021

Join Zoom Meeting: <https://us02web.zoom.us/j/82401114911>

Meeting ID: 824 0111 4911

Password: 999434

Dial into meeting: **+1 646 558 8656** or **+1 312 626 6799** or **+1 301 715 8592**

This meeting/hearing of the Selectboard will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

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

Meeting Being Taped

Votes May Be Taken

1. 6:30 PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:30 Approve Minutes:
 - Selectboard Meeting October 25 and November 8, 2021 if available
3. 6:31 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:31 COVID Updates
 - Review of COVID Case Counts and Trends
 - Discuss any other needed response to COVID situation
5. 6:40 Bryan Camden
 - Airport Updates
6. 6:50 Suzanne LoManto, RiverCulture
 - Use of Public Property: Spinner Park, It's a Wonderful Night in Turners Falls, December 10, 2021, 6:15 PM – 7:00 PM
 - Update on Holiday Season Business Marketing
7. 6:55 Personnel
 - Cell Phone Stipend Request: \$5.77/week
 - Walter Ramsey, Town Planner
 - John Dempsey, Police Sergeant
 - Discussion of increasing Selectboard Office Capacity
 - Other Expected Staffing Requests for FY23 Budget
8. 7:10 Six Town Regionalization Planning Board
 - Update on Regionalization Study Community Interviews
 - Participation in Regionalization Stakeholder Meetings

MONTAGUE SELECTBOARD MEETING
Town Hall, 1 Avenue A, Turners Falls, MA 01376
Monday, November 15, 2021

9. 7:20 Town Administrator's Business
- Announce Grant from the MA DHCD's Rural and Small Town Grant Program to Support Rehabilitation of the Airport Industrial Park Pump Station, \$169,000
 - Review of Town Administrators FY23 Budget Message
 - Update on CIC Capital Planning Process
 - Topics not anticipated in 48 hour posting
10. 7:30 Executive Session in accordance with G.L. c. 30A, s. 21(a)(2) to conduct negotiations with Police Chief, Chris Williams; votes may be taken
11. 7:45 Executive Session in accordance with G.L. c. 30A, §21(a)(3), to discuss strategy with respect to collective bargaining (NEPBA, U.E and NAGE), votes may be taken

Other:

- Anticipated Next Meeting Date: Monday, November 22, 2021 at 6:30 PM

(6A)



Board of Selectmen Town of Montague

1 Avenue A (413) 863-3200 xt. 108
Turners Falls, MA 01376 FAX: (413) 863-3231

REGISTRATION FOR ASSEMBLY, PUBLIC DEMONSTRATION, OR USE OF PUBLIC PROPERTY (Not for Peskeompskut Park or Montague Center Common)

All information must be complete. This form must be returned to the Board of Selectmen within a minimum of 10 days prior to the assembly.

Name of applicant: Suzanne LoMauto
Address of applicant: 1 Avenue A Turners Falls
Phone # of applicant: 413-835-1390
Name of organization: River Culture
Name of legally responsible person: Town of Montague
Location of assembly: Spinner Park
Date of assembly: Friday, December 10
Time of assembly: Begin: 6:15pm End: 7pm
Number of expected participants: 80

If a procession/parade: PLUS
Route: Sidewalks 3/ Ave A. music

Number of people expected to participate: 2-4
Number of vehicles expected to participate: 0

Subject of demonstration: It's a Wonderful Night in Turners Falls - Santa arrives at 6:30pm / Spinner Park (+) Music for 1 Hour

Attach a copy of your insurance policy or liability binder indicating a minimum policy of \$1 Million Individual/\$3 Million Group.

Signatures:

Police Chief: _____ Date: _____

Comments/Conditions: _____

Board of Selectmen, Chairman: _____ Date: _____

Comments/Conditions: _____



Montague Police Department

180 Turnpike Road
Turners Falls, MA 01376

(413) 863-8911
(413) 863-3210 (fax)



CELL PHONE STIPEND AUTHORIZATION REQUEST

Application Date: 11-8-21

Employee Name: John Dempsey

Department: **Montague Police**

Please estimate work time percentage spent "out of office" weekly/monthly.

50 % (weekly)

50 % (monthly)

Prioritize those situations which are critical to your being reached while out of the office. It will be expected that cell phones are on while away from your office.

A lot of Sensitive information that can't be shared by radio is communicated by cell phone. Cell phones are also necessary so the officer can be reached when there is an emergency taking place or vacant shifts that need to be filled.

Supervisors need to be able to make contact with the officers at all times to discuss cases, investigations and share pertinent information so cell phones are a very important piece of electronic communication equipment for our agency.

Chief of Police [Signature]

Do you currently use a cell phone for work purposes? YES NO

If yes, estimate how many minutes per month? _____

Reserved for use by Board of Selectmen:

Approved by Selectmen:

Effective Date: 11-8-21

Disapproved by Selectmen:

Voted: _____

Signed _____

Current Rate: \$5.77 a week



Commonwealth of Massachusetts

9A

DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

Charles D. Baker, Governor ♦ Karyn E. Polito Lt. Governor ♦ Jennifer D. Maddox, Undersecretary

October 1, 2021

Mr. Richard Kuklewicz
Chair, Select Board, Town of Montague
One Avenue A
Montague, MA 01376

Dear Mr. Kuklewicz:

RE: Montague 968 Application

Thank you for submitting this application to the FY2022 Community One Stop for Growth. The three One Stop partner agencies worked together to carefully review and evaluate all eligible applications and recommended the most ready and highest-impact projects for a grant. Your application was reviewed by the program(s) that could best serve the project's funding needs.

On behalf of the Baker-Polito Administration, I am pleased to inform you that a grant in the amount of **\$169,000.00** from the **Rural and Small Town** grant program has been approved. Congratulations on being one of the successful applicants.

This award is contingent the execution of a grant contract between the Town of Montague and the Department of Housing and Community Development (DHCD) and the satisfaction of its special conditions and requirements. We will send the grant contract to the contact person identified in your application. We will also send grant administration and contract requirement guidance to highlight contractual and regulatory obligations before proceeding with activities authorized for grant funding. If you have any questions, please contact Chris Kluchman, FAICP, Acting Director at Chris.Kluchman@mass.gov, and Filipe Zamborlini, Community Grants Coordinator at Filipe.Zamborlini@mass.gov.

Finally, please note that public announcement of this award is embargoed until the Administration has had the opportunity to formally announce it through a local event and/or media release. Please refrain from sharing or publicizing news about this award outside of your organization until it is officially announced.

Congratulations once again. We look forward to working with you to address the Town of Montague's housing and community development needs.

Sincerely,

Jennifer D. Maddox
Undersecretary, DHCD

9.B



Town Administrator's FY23 Budget Message

From: Steven Ellis, Town Administrator
To: Department Heads
Subject: FY23 Budget Message
Date: November 8, 2021

Dear Colleagues,

Winter is around the corner and so too is Montague's Annual Budget Process! This letter is intended to offer direction relative to departmental operating budget requests. **All departmental budget requests are to be submitted to Carolyn Olsen by 4pm on Monday, December 13.** (You are of course welcome to submit them sooner.) Carolyn distributed budget worksheets in early October. Please let her know if you did not receive yours or have any questions or concerns.

As we look ahead, the FY23 budget process is expected to return to relative normalcy. Unlike a year ago, when the Commonwealth faced great economic uncertainty, **we begin this budget cycle with some assurance that state aid and local receipts will generally fall in line with historical precedents.** There are soft spots in our revenue streams—meals tax revenue being among the most obvious—but those changes were largely programmed into the FY22 budget and therefore should not dramatically impact FY23 planning.

We expect the budget picture to further clarify in the months ahead, as the state begins to signal its intentions relative to Unrestricted General Government Aid, State-owned land PILOT payments, and other budget variables; and as our local receipt data for the current year continue to accrue (we look solid to this point). Some variables, including any contractually negotiated salary changes that will impact payroll likely won't be known until well into or even after the FY23 budget is set.

Preliminary projections suggest that we can responsibly plan to maintain current levels of staff and programs. **Accordingly, department heads may present a level services department budget for FY23 without further review by my office. If, however, you wish to propose a substantive change in your budget plan, it should be brought to me no later than November 19.** Subsequently, proposals may be brought to the Selectboard and Finance Committee for discussion ahead of the regular budget review process, which will begin in January.

As in the past, your submission must be accompanied by a completed budget narrative describing substantive changes from the previous year's submission, sharing notable FY22 accomplishments, highlighting any particularly concerning budget constraints, and updating officials on the status of recent Town Meeting appropriations. The simple form is attached to this email. Departments that have multiple sub-budgets do not need to answer the same questions multiple times or file narratives for lesser sub-budgets for which substantive changes are not proposed - as in the past.

Thank you for the time and attention you put into development of your budgets and narratives. Quality work on the front end will save time through the course of the budget season.

Please feel free to schedule a time to speak with Carolyn or me if you have any technical or other questions about the process, or substantive changes to propose.

Thank you,

A handwritten signature in black ink that reads "Steven Ellis". The signature is written in a cursive style with a large, stylized initial 'S'.

Steven Ellis
Town Administrator