

# MONTAGUE SELECTBOARD MEETING

via ZOOM

Monday, June 13, 2022

Meeting was opened at 6:30 PM. Present were Selectboard members Rich Kuklewicz, Chris Boutwell, and Matt Lord; Executive Assistant Wendy Bogusz, Police Chief Chris Williams, Assistant Town Planner Suzanne LoManto, WPCF Superintendent Chelsey Little, Town Planner Walter Ramsey, FCRHRA Director of Community Development Brian McHugh, and Airport Manger Bryan Camden.

MCTV VIMEO link: <https://vimeo.com/720287241>

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

## Approve minutes of May 11 and June 6, 2022

*Boutwell makes the motion to approve the minutes of May 11 and June 6, 2022 as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## 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

## COVID Updates

### Review of COVID case counts and trends

Kuklewicz goes over the most recent case counts.

## Tyler Finnegan, Republic Services

### Company Response to Recent Trash Collection Problems

Finnegan reviews the remediation plan to address the trash collection problems:

- A supervisor will be out tomorrow to pick up any trash that hasn't been picked up.
- They are actively recruiting drivers for the area.
- They are working on improving communication with the drivers so they can get the word out ASAP that there is going to be a delay.
- They are almost ready to launch an app that would benefit to allow communication with the residents.
- Finnegan will address why no one is answering when the dispatch number is called.
- An order for new trucks has been made, but it will take 8-12 months to get them into the yard.
- They are currently taking drivers and trucks from different hauling divisions and bringing them in to have back-ups.

## Chris Williams, Police Chief

### Execute Agreement with BadgeQuest to conduct a Police Sergeant Assessment Center

*Boutwell makes the motion to execute and sign the Agreement with BadgeQuest to conduct a Police Sergeant Assessment Center. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Suzanne LoManto, Assistant Town Planner

### Use of Public Property: Spinner Park on July 2, 2022, 4:00 - 4:45 PM

*Boutwell makes the motion to approve the Use of Public Property: Spinner Park on July 2, 2022, 4:00 - 4:45 PM; and to authorize the Chair to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

### Entertainment Permit: "Toy Piano Duet", July 2, 2022, 4:00 - 4:45 PM

*Boutwell makes the motion to approve the Entertainment Permit: "Toy Piano Duet", July 2, 2022, 4:00 - 4:45 PM; and to authorize the Chair to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

### Use of Peskeompskut Park: Fairy House Day, August 28, 2022, 12:00 PM - 7:00 PM

*Boutwell makes the motion to approve and the Use of Peskeompskut Park: Fairy House Day, August 28, 2022, 12:00 PM - 7:00 PM; and to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

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## Ann Fisk, Montague Mug Race

**Use of Public Property: Montague Center Common and Montague Streets, August 20, 2022, 7:00 AM to 7:00 PM**

*Boutwell makes the motion to approve the Use of Public Property: Montague Center Common and Montague Streets, August 20, 2022, 7:00 AM to 7:00 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Chelsey Little, WPCF Superintendent

### • **FY2022 2nd Half Sewer Abatements**

- *Boutwell makes the motion to approve the abatement for 104 Fourth Street, Turners Falls. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the abatement for 8 George Ave, Turners Falls. Seconded by Lord, unanimously unapproved. Boutwell - No, Lord - No, Kuklewicz - No*
- *Boutwell makes the motion to approve the abatement for 200 Avenue A, Turners Falls. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the abatement for 382 Turnpike Rd, Turners Falls. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the abatement for 3 Greenfield Road, Montague. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the abatement for 811 Fairway Ave, Tuners Falls. Seconded by Lord, unanimously unapproved. Boutwell - No, Lord - No, Kuklewicz - No*
- *Boutwell makes the motion to approve the abatement for 390 Turners Falls Road, Montague. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the abatement for 5 Maple St., Turners Falls, MA. Seconded by Lord, unanimously unapproved. Boutwell - No, Lord - No, Kuklewicz - No*

### • **Request to Change Facility Name**

*This topic will be included on a future agenda to allow for feedback from the public.*

### • **Personnel Board: WPCF Lab Manager Job Description and Hiring**

*Boutwell makes the motion to approve WPCF Lab Manager Job Description as edited, and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

### • **Clothing Allowance (under Town Administrator's Business)**

*Boutwell makes the motion to authorize the Clothing Allowance for the WPCF Superintendent in the amount of \$350 for clothing and \$250 for boots. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Mike Kane, Eversource

### **Update on Double Utility Poles in Montague**

Anna Raby from Eversource reports that 123 poles have been pulled and a contractor will be removing 14 more within the next couple of weeks. There are 63 poles that other companies are required to transfer.

## Walter Ramsey, Town Planner

### • **Update re: Refocusing of Fifth Street Pedestrian Bridge Project**

- *A contract amendment request has been submitted to our State Funding Agency for Housing and Economic Development to remove the Fifth Street Pedestrian Bridge Project.*
- *The bridge has been ordered. The contractor has prepaid for 80% of the prefabricated bridge structure.*
- *The cost to complete the bridge is about \$40,000, which would include delivery.*
- *The underground utilities and stormwater are all installed.*
- *The area is being prepped for its subbase pavement course, which is scheduled for around July 7.*
- *The granite curbing for this project is backordered.*
- *DPW is coordinating with the contractor to do the top coat for the entire length of Canal Street (likely later this summer)*
- *New guard rails will be installed along the canal alleyway*

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- The intersection design is being tweaked with regard to the pedestrian bridge approach and the abutments
- The contractor is not interested in pursuing the additional sidewalk work at this time. Ramsey is urging them to subcontract this work.
- Ramsey will reach out to MassDOT to see if they know of any Town that would like the bridge.
- **Execute Land Development Agreement and Deed Relating to the Sale of 500 Avenue A to Nova Real Estate, LLC**
  - *Boutwell make the motion to execute the Land Development Agreement regarding the Sale of 500 Avenue A to Nova Real Estate, LLC as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
  - *Boutwell makes the motion to execute the Deed Relating to the Sale of 500 Avenue A to Nova Real Estate, LLC as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Authorize Professional Services Agreement with Thomas Douglas Architects in the amount of \$28,500 for the Town Hall Basement and Annex Reuse Feasibility Assessment. To be funded by a REDO grant from the Western MA EDC.**

*Boutwell makes the motion to authorize the Professional Services Agreement with Thomas Douglas Architects in the amount of \$28,500 for the Town Hall Basement and Annex Reuse Feasibility Assessment, to be funded by a REDO grant from the Western MA EDC; and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Brian McHugh, FCRHRA

- **CDF-G-220-Montague-0086**
  - **Authorization to disburse payment #6 in the amount of \$3,940 to Berkshire Design for Avenue A Streetscape Phase III Construction Administration Fees**

*Boutwell makes the motion to approve Disbursement #6 to Berkshire Design for Invoice 2021-187-3 and invoice 2021-187-6 in the amount of \$3,940. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Discussion for reallocating uncommitted FY20 CDBG Funds**
  - There is \$106,909 leftover from the sidewalk project.
  - McHugh explains that if we are to use that money towards another construction activity, a public hearing would not be required. If the money is used towards a purpose other than construction, we would need to go through a public hearing process.
  - Steve Ellis would like to use some of that money for design work on Avenue A.
  - HUD would prefer us to use the funds for another activity in the grant.
  - There is a drastic need for these funds in the Housing Rehab Program.
  - This topic will be revisited in two weeks.

## Jeff Singleton, FRTA Advisory Board

### FRTA Advisory Board Bylaw Proposal

Postponed until a future meeting

## Personnel Board

- **Job Descriptions:**
  - **Assistant Town Administrator**

Postponed until a future meeting
  - **Administrative Assistant**

Postponed until a future meeting
- **Appoint Hiring Committee for Assistant Town Administrator's Position**

*Boutwell makes the motion to appoint a Hiring Committee for the Assistant Town Administrator's Position; the committee would consist of Steve Ellis, Wendy Bogusz, Tom Bergeron, Chelsey Little, Bill Ketchen, Greg Garrison, and Kimberly Williams. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Montague Asset Management Project

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- **Execute Grant Agreement with the Mass. Clean Water Trust for Asset Management Project (#CWSRF-7015) Grant (CWA-22-04), \$150,000**  
*Boutwell makes the motion to execute the Grant Agreement with the Mass. Clean Water Trust for Asset Management Project (#CWSRF-7015) Grant (CWA-22-04), \$150,000; and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Execute PRA Description Transmittal Form, PRA No.: CWA-22-04**  
*Boutwell makes the motion to execute the PRA Description Transmittal Form, PRA No.: CWA-22-04, and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Administrative Assistant's Business

### Update on Santo Taco Hearing with ABCC

Santo Taco would like to bring their cart to other events, but they need to have a fixed place for the license. They are discussing building something off the end that doesn't move and storing alcohol in their unity trailer. Once they make a decision, they will come back before the Board, then get re-sent to Boston.

### CD Development Discretionary: Use of \$20,000 for Town Hall Basement Renovation

*Boutwell makes the motion to authorize the transfer request from CD Development Discretionary: Use of \$20,000 for Town Hall Basement Renovation, and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Airport End of Year Transfers:

- **\$32,789.00 from Airport Long Term Principal to Airport Operational Budget, Building & Grounds Maintenance**  
*Boutwell makes the motion to approve the request for the transfer of \$32,789.00 from Airport Long Term Principal (Account 600-5-710-5901) to Airport Operational Budget, Building & Grounds Maintenance (Account 600-5-482-5241); and to authorize the Chair to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **\$1,770.45 from Airport Long Term Interest to Airport Operational Budget, Electricity**  
*Boutwell makes the motion to approve the request for the transfer of \$1,770.45 from Airport Long Term Interest (Account 600-5-710-5901) to Airport Operational Budget, Electricity (Account #600-482-5211); and to authorize the Chair to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## Town Administrator's Business

- **Request for Clothing Allowance for WPCF Superintendent**  
See above under "Chelsey Little, WPCF Superintendent"
- **Notice of Sewer Manhole Night Flow Observations in Turners Falls and Millers Falls**  
Little reports that Wright-Pierce and the Montague DPW staff are going to be in the Turners Falls and Millers Falls areas performing sewer night flow isolations from 10:00 PM on June 14 through 6:00 AM on June 15, then again from 10:00 PM on June 15 through 6:00 AM on June 16. More information can be accessed on the Town website.
- **FERC Relicensing Update and Consideration of Special Counsel (\$2,500)**  
*Boutwell makes the motion to authorize the Town Administrator to enter into agreement with FRCOG for consultation on FERC Relicensing. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Plan for Improved Hybrid Meeting Capacity**  
Kuklewicz states that hybrid meetings are going to be allowed to continue. Ellis, Bogusz, and Carolyn Olsen are working with our IT consultants to try to allow hybrid meetings to be held upstairs and the annex meeting room.
- **Topics not anticipated in the 48 hour posting/General Pierce Bridge**  
Kuklewicz reads aloud a letter from the Mass Highway Administration to Senator Comerford and Representative Blais, which states that MassDOT has evaluated the General Pierce Bridge and are going to make the repairs on a quicker schedule than anticipated.

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**Executive Session under G.L. c.30A, §21(a)(3) to discuss strategy with respect to Collective Bargaining (NAGE, UE, and NEPBA), Votes may be taken**

- The Chair deems that holding this discussion in regular session would be detrimental to the Town's position.
- *Boutwell makes the motion to go into Executive Session under G.L. c.30A, §21(a)(3) to discuss strategy with respect to Collective Bargaining (NAGE, UE, and NEPBA), Votes may be taken.*

**OTHER:**

**Next Meeting:** Selectboard, Monday, June 27, 2022 at 6:30 via ZOOM