

MONTAGUE SELECTBOARD MEETING

VIA COOM

Monday, October 17, 2022 at 6:30 PM

Meeting was opened at 6:30 PM. Present were Selectboard members Rich Kuklewicz, Chris Boutwell, and Matt Lord; Town Administrator Steve Ellis; Executive Assistant Wendy Bogusz; Town Clerk Deb Bourbeau; Assistant Town Administrator Walter Ramsey; DPW Superintendent Tom Bergeron; Clean Water Facility Superintendent Chelsey Little; and FCRHRA Director of Community Development, Brian McHugh.

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

Approve Minutes of October 4, 2022 (if available)

Postponed for now

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

Eversource Petition for Solely and Wire Locations Hearing

Install (2) fully owned poles on Billings Road and Relocate (2) existing poles on N. Leverett Road

- David Short, property owner on Billings Road, shares that the Eversource Arborist says Eversource wants to take out a number of trees. The property owners are in agreement.
- *Boutwell makes the motion to approve the request from Eversource to install (2) fully owned poles on Billings Road and Relocate (2) existing poles on N. Leverett Road. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Eversource Petition for Solely Owned Pole and Wire Locations Hearing

Install one (1) solely owned pole, #139/5-1. The new pole is to be located on the western side of the road on one hundred five (105) feet southwesterly from existing pole #139/5, (2 M Street, Turners Falls)

- Boutwell states that there are double poles in Town that are not in the map that Eversource provided and cable vision wires are still attached to the old poles.
- Kuklewicz and Boutwell state that they have complained numerous times about the redundant poles.
- Austin Harpin from Eversource states that he will speak with the Scheduling Department tomorrow and will get the Selectboard an updated list on where each of the poles stands.
- Dusty Morgan from Eversource states he understands the Town's struggles regarding double poles, and he will get in touch with Anna Rabbi who handles third-party issues.
- *Boutwell makes the motion to install one pole on the western side of the road on one hundred five (105) feet southwesterly from existing pole #139/5, (2 M Street, Turners Falls). Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Deb Bourbeau, Town Clerk

Execute November 8, 2022 State Election Warrant

- Lord reads aloud the November 8, 2022 State Election Warrant into the record.
- *Lord makes the motion to execute the November 8, 2022 State Election Warrant as read. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*

Discussion regarding the new Vote Act that makes the Selectboard the sole authority to assign police officers to preside over the polling places on election day

Boutwell makes the motion to assign authority to designate and assign police officers to preside over polling places to the Chief of Police as required in conjunction with the Town Clerk. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Announcements (not on agenda)

- Early voting in-person will start this Saturday, October 22, in the Annex Conference Room. This will continue for two weeks during regular business hours (no Friday). There will be two Saturdays where the room will be open from 8:00 to 2:00. Pre-registration is not necessary.
- All the applications for vote-by-mail ballot have been mailed out.

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Tom Bergeron, DPW Superintendent

Change to Transfer Station Hours

Boutwell makes the motion to change the Transfer Station hours to Wednesdays 7:00 AM to 1:00 PM and Saturdays 7:00 AM to 2:30 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Change in mattress and box spring charge from \$20 to \$35

Boutwell makes the motion to increase the mattress and box spring charge from \$20 to \$35. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Request to declare John Deere slicer/seeder as surplus property

Boutwell makes the motion to approve the request to declare John Deere slicer/seeder as surplus property, to be auctioned at a minimum price of \$4,000. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Discuss new Sewer Robotic Camera

Bergeron shows a video filmed by the Sewer Robotic Camera which shows several things, (i.e., what a clean versus a dirty sewer line looks like, whether a pipe is made of concrete or asbestos, and whether a pipe has been lined).

Chelsey Little, Clean Water Facility Superintendent

Correct in Town & Town of Gill Septage Charge from \$80/1,000 gallons to \$95/1,000 gallons. (Previously voted 9/19/22)

Boutwell makes the motion to accept and approve the corrected charges for Septage and Sewage in the Town, with the change being Septage at \$95/1,000 for the Town of Montague and the Town of Gill, and out-of-town at \$110/1,000 gallons. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Personnel Board

Appoint Michael Babineau, Wastewater Technician, U.E. Grade D, Step 2, 40 hours/week, effective 10/24/22

Boutwell makes the motion to appoint Michael Babineau, Wastewater Technician, U.E. Grade D, Step 2, \$22.16/hr, 40 hours/week, effective 10/24/22. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Execute \$35,000 agreement with MA EOA&F to support a Wage and Classification Study/Plan in FY24

Boutwell makes the motion to execute the \$35,000 agreement with MA EOA&F to support a Wage and Classification Study/Plan in FY24, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Brian McHugh, Director of Community Development, FCRHRA

Recommendation to award the FY21 CDBG Avenue A Streetscape Improvements Projects to H.M. Nunes Construction, Base Bid \$318,190, Additional Alternate Bid \$4,800

Boutwell makes the motion to award the FY21 CDBG Avenue A Streetscape Improvements Projects to H.M. Nunes Construction, Base Bid \$318,190, Additional Alternate Bid \$4,800. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Later in the meeting, Ellis reports that McHugh texted him stating that Nunes is now considering the possibility of doing all of the sidewalk work on the project this fall and delaying work on the planters until next spring.

Sally Pick, Montague Energy Committee

- **Discuss next steps on the UMass Clean Energy Extension Community Planning for Solar Project**
- **Establish 7 member ad hoc Solar Planning Committee**
 - In response to a question by Pick, Ellis recommends that the committee, once appointed, can appoint a Chair who can be delegated specific activities including liaisioning.
 - Kuklewicz encourages folks who are interested in being the committee to let Bogusz know.
 - Pick says that she has four people "firmed up" to be in the committee.
 - In response to a question by Pick, Kuklewicz states that the committee can have more than five.

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- Ellis emphasizes that the members should be willing to commit in order to make sure there won't be any issues having a quorum.
- Kuklewicz states that interested individuals should send a note to Bogusz so that we have something on file.
- Pick will notify Bogusz when she has the names of the interested individuals.

ARPA Spending Plan

Summary of Present Commitments (Steve)

Ellis reviews the Summary of Present Commitments, pointing out that two additional expenses should have been deducted from our total funds remaining (\$20,000 for lights and \$10,000 for signage related to the winter parking program). This would leave a little over \$1 million available for spending.

Discuss Capital Project Requests and Vetting Process

- Ramsey lists the project requests by different departments:
- The Libraries would like a feasibility study for a new library.
- The DPW and the Airport would like guard rail improvements and roadway improvements along Industrial Boulevard.
- The DPW would like to replace the Town Hall Parking Lot.
- The Town Accountant would like storage at the Town Hall Annex.
- The Town Clerk would like fire and water-proof records storage cabinets.
- The Parks and Recreation Director would like improvements to the Montague Center Park (part of a match).
- Ramsey states that we have enough ARPA funds for all of these projects, but it would not leave us with much extra.
- Ramsey suggests we run these proposals through the Capital Improvements Committee.
- Ellis states that not all of the projects need to be funded with ARPA funds.
- Boutwell and Lord agree that the Capital Improvements is the committee to go to for recommendations.
- Pick suggested adding solar installation at the DPW Building onto the list.
- *Boutwell makes the motion to forward the proposals for discussion to Capital Improvements. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Walter Ramsey, Assistant Town Administrator

Farren Property Updates

- Trinity Health reaffirmed that their intention is to demolish the hospital and gift up to 10 acres to the Town.
- Trinity will reimburse the Town up to \$100,000 in expenses toward the Site Redevelopment Study.
- They have hired a contractor and a project manager and have submitted their demolition permits to the Town Building Department.
- This will begin in November and is a 10- to 12-month process, a significant amount of which will be in asbestos abatement.
- Because of a new bylaw, the Historical Commission has to schedule a public hearing, which they have 45 days to do.
- Opportunities were identified for preservation of ancillary structures.
- The Historical Commission provided a list of things they want to see preserved on the site.
- Kuklewicz suggests saving a few pallets full of brick.

Comprehensive Plan Status Update

- We received funding from the Municipal Vulnerabilities Program to complete the Comprehensive Plan.
- We are on track to complete the second phase by June 30, 2024.
- The scope of work totals \$80,000.
- This phase (Phase II) involves developing the seven or so chapters that go into a master plan.
- We will be doing some community engagement sessions with the public this winter.

Montague City Road Flooding Relief Project Update

- We had a bid opening on Thursday and are in the process of vetting the bids.
- We should be able to offer the contract with a fairly strong contingency of \$65,000 (20% of construction costs).
- We are working on permitting with the Army Corps of Engineers and DEP.

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Execute Professional Services Agreement with FRCOG for Phase II of the 5 Villages One Future Comprehensive Plan (\$80,000 funded by a FY23 MVP Action Grant)

Boutwell makes the motion to executive the Professional Services Agreement with FRCOG for Phase II of the 5 Villages One Future Comprehensive Plan Study as discussed, and authorize the Chair to sign it. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Lord - Aye

Misty Jacques, The Pumpkin Patch

Use of Public Property: G St. - I St., 10th - 13th Trick of Treat, Live Music & Art, 10/31/22 4:00 PM - 9:00 PM

Boutwell makes the motion to approve the Use of Public Property: G St. - I St., 10th - 13th Trick of Treat, Live Music & Art, 10/31/22 4:00 PM - 9:00 PM, pending insurance. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Request to place sign: Bridges onto Patch, Avenue A, Bridge to Turners Falls from 10/17/22 to 11/1/22

Boutwell approves the request to place a sign: Bridges onto Patch, Avenue A, Bridge to Turners Falls from 10/17/22 to 11/1/22. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Executive Assistant Report

Use of Public Property: Rag Shag Parade, 10/31/22, 5:00 PM to 7:00 PM, Aubuchon Parking Lot - Down Avenue A to the Great Falls Discovery Center Parking Lot

Kuklewicz makes the motion to approve the Use of Public Property: Rag Shag Parade, 10/31/22, 5:00 PM to 7:00 PM, Aubuchon Parking Lot - Down Avenue A to the Great Falls Discovery Center Parking Lot. Seconded by Lord, approved. Kuklewicz - Aye, Lord - Aye, Boutwell - Abstain

Selectboard Meeting on 10/31/22 (Halloween)

The Selectboard agrees not to have a meeting on Halloween. If the agenda load gets large enough, a meeting on Tuesday will be held.

Schedule Meeting with 6 Town Regionalization Committee

In order to accommodate a meeting with the 6 Town Regionalization Committee, the Selectboard Meeting will start at 6:00 PM on November 7, 2022.

Town Administrator's Business

FY23 MIIA Grant Request

Boutwell makes the motion to authorize the Town Administrator to submit the FY23 MIIA Grant application for improvements to the Transfer Station and equipment for the Clean Water Facility. Seconded by Lord, approved. Kuklewicz - Aye, Lord - Aye, Boutwell - Abstain

Notice of Open Meeting Public Records and Conflict of Interest Law training for Municipal Officials, November 17, 2022

There will be an Open Meeting Public Records and Conflict of Interest Law training session for Municipal Officials on November 17, 2022 for the purpose of avoiding unnecessary errors. There will be two separate sessions, one for staff and one via zoom for board and committee members. Quorums are not necessary.

Hiring Committee Updates

- The Planner Hiring Committee has had two meetings. Applications have come in and vetting will begin next week.
- The Health Director Hiring Committee has had one meeting. All of the advertising is now in place, and applications are due on November 3rd.
- We suspect that we will likely be hiring at the start of the new year.

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Other (not on agenda)

Ellis and Bogusz have been reviewing candidates and will begin interviews for the Administrative Assistant position for the Selectboard.

Town Meeting Follow-up

- Ellis thanks everyone who attended at the Special Town Meeting last Thursday.
- Ellis thanks the Gill-Montague School District for ensuring comfort and safety at the indoor meeting.

Topics not anticipated in the 48 hour posting

None

Executive Sessions:

Executive Session in accordance with G.L., c. 30A, §21(a)(6), to consider the possible purchase, exchange, taking, lease or value of real property - FirstLight Power, votes may be taken

Executive Session: To discuss strategy with respect to potential litigation where an open meeting may have a detrimental effect on the bargaining or litigating position of the Town, pursuant to G.L. c. 30A, Section 21(a)(3)

- The Chair deems that holding either of these discussions in open session would be detrimental to the Town's position.
- *Boutwell makes the motion to go into Executive Session. Seconded by Lord, approved. Kuklewicz - Aye, Lord - Aye, Boutwell - Abstain*