

MONTAGUE SELECTBOARD MEETING
1 Avenue A, 2nd Floor Meeting Room, Turners Falls, MA and VIA ZOOM
Monday, December 5, 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; Assistant Town Administrator Walter Ramsey; DPW Superintendent Tom Bergeron; Assistant Town Planner Suzanne LoManto; FCRHA Director of Community Development Brian McHugh; and Council on Aging Director Roberta Potter.

Selectboard Chair opens the meeting at 6:30 AM, including announcing that the meeting is being recorded and roll call taken

Approve minutes of November 14, 21, and 28, 2022 if available

- *Boutwell makes the motion to approve the minutes of November 14, 2022 as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- November 21 and 28 minutes approval postponed until next time

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

E. Cunha expresses dismay that trash that is being thrown everywhere. She requests that the trash barrels be left downtown through the winter. Bergeron states this can be done, but if a lot of household trash ends up in them, there would need to be another discussion. A petition with several signatures was provided. M. McNamera asks for more barrels.

Tom Bergeron, DPW Superintendent

DPW Reserve Fund Transfer Request for Town Hall Boilers, \$40,000

Boutwell makes the motion to approve the DPW Reserve Fund Transfer Request for Town Hall Boilers, \$40,000. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Sandy Lane Paving Status

Bergeron states that the manholes and catch basins are raised and they will remain that way for winter. Bergeron will ask the company if they can drop one of the manholes to improve drainage. The base is there.

Personnel Board

Appoint Maureen Pollock, Planner & Conservation Agent, NAGE Grade G, Step 8, 35 hrs., effective January 3, 2023

Boutwell makes the motion to finalize the hiring of Maureen Pollock, Planner & Conservation Agent, NAGE Grade G, Step 8, 35 hrs., effective January 3, 2023. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Discuss Town Administrator's contract and evaluation process

Postponed for now

Rustic Romance, 26 East Main St., Millers Falls

1 Day Beer & Wine License, Sip N' Shop, February 10, 2023

Boutwell makes the motion to authorize the 1 Day Beer & Wine License, Sip N' Shop, February 10, 2023 for Rustic Romance, 26 East Main St., Millers Falls. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Mark Wisnewski, Rendezvous

Request to stay open until 2:00 AM on New Year's Eve

Boutwell makes the motion to authorize any establishment that requests to extend their hours until 2:00 AM on New Year's Eve to request so in writing through the Executive Assistant by noon on December 28. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

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Suzanne LoManto, Assistant Town Planner

Use of Public Property: Spinner Park, It's a Wonderful Night in Turners Falls, 12/9/22, 6:15 PM to 7:15 PM
Boutwell makes the motion to approve the request by Suzanne LoManto, Assistant Town Planner for the Use of Public Property: Spinner Park, It's a Wonderful Night in Turners Falls, 12/9/22, 6:15 PM to 7:15 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Community Development Block Grant (CDBG) Program Informational Meeting to discuss and solicit public input to the FY2022, 2023 Massachusetts CDBG application

- McHugh reports that we are going to try to apply for the maximum of the CDBG this year.
- McHugh summarizes what we use the CDBG funds for (housing assistance, public facilities, infrastructure projects, social services, and planning projects).
- This year there is going to be a six-month gap in funding for the social service agencies.
- Discussion ensues about bridging the six-month gap.
- McHugh shares that some of the programs that may be included in this year's application are the Hillcrest neighborhood playground, Phase 2 of Rutter's Park (including a basketball court), and a housing rehab program.

Brian McHugh, Director, FCRHRA

- **Authorize Payment #4 to Berkshire Design Group for Design Services on FY20 MONT CDBG Hillcrest Neighborhood Playground Design Project, \$774.90**
Boutwell makes the motion to authorize Payment #4 to Berkshire Design Group for Design Services on FY20 MONT CDBG Hillcrest Neighborhood Playground Design Project, \$774.90. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Authorize Payment #4 to Berkshire Design Group for Construction Administration on FY21 MONT CDBG Avenue A Streetscape Phase III Continuation Project, \$836.00**
Boutwell makes the motion to authorize Payment #4 to Berkshire Design Group for Construction Administration on FY21 MONT CDBG Avenue A Streetscape Phase III Continuation Project, \$836.00. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Rachel Stoler, FRCOG

- **Presentation on Mass in Motion funding for Montague age-friendly work**
 - Carol Foot explains that with Mass in Motion, "we want to consider making changes in housing, outdoor spaces and buildings, transportation, communication and information, civic participation and appointment, respect and social inclusion, health services, community supports, and social participation."
 - Stoler states that Mass in Motion is a statewide movement that focuses on healthy eating and active living. Franklin County has been involved in this initiative for ten years and has focused on supporting complete streets work, supporting farm to institution work, and encouraging age-friendly work. Last year Mass in Motion issued a new RFP so we are not going to be guaranteed the funding anymore. We invited towns to participate specifically for support directly to their own plans. Eleven municipalities in Franklin County have signed on. We got the funding, and we are in the position to work directly with 11 towns to support their own age-friendly planning.
 - Foot covers highlights on Montague-specific data from the regional assessment of the age-friendly program.
 - Stoler states that the funding will allow each town to form a small working group. Each group will look in more detail at the data. In addition, each group is required to send a couple of representatives to a health equity training in February. The work groups will meet through June to discuss issues and come up with a plan.
 - The Town is asked to form a working group of 6-7 older adults.
 - Foot states that the Franklin County age-friendly program is also convening four regional work groups.
 - Kuklewicz asks Potter to help find candidates for the Montague work group.
 - Ellis suggests involving the new Town Planner as she has experience with Amherst's involvement in Mass in Motion.

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- **Execute MOU with FRCOG for Mass in Motion Age Friendly Planning**
Boutwell makes the motion to execute the MOU with FRCOG for Mass in Motion Age Friendly Planning, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Wendy Bogusz, Executive Assistant
Holiday Meeting Schedule

The Board agrees to the following schedule, with starting times according to the fullness of the agendas:

- December 12 (Zoom)
- December 19 (Zoom)
- January 9 (In-Person/ZOOM)
- January 23 (Zoom)
- January (Zoom)

Walter Ramsey, Assistant Town Administrator

- **Execute grant timeline extension from 3/1/2023 to 3/1/2024 for the Montague City Road Flooding Relief Project: Mass Emergency Management Agency (MEMA) grant #PDMC 19-03**
Boutwell makes the motion to execute a grant timeline extension from 3/1/2023 to 3/1/2024 for the Montague City Road Flooding Relief Project: Mass Emergency Management Agency (MEMA) grant #PDMC 19-03, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Topics not anticipated in the 48-hour posting**
None

Preparation for FY23 Tax Classification Hearing on December 7, 2022

- Ellis gives a FY2023 Tax Classification Presentation (Total Taxable Value, Tax Levy, Average Single Family Tax Bill, Ten-Year Historical Average Single Family Bill, Tax Shift Options, Open Space Discount, Residential Exemption, Small Commercial Exemption, and Notification of Excess Levy Capacity).
- Kuklewicz reiterates that we are approaching the end of an agreement with Firstlight, who are our largest single property taxpayer.
- The Selectboard will be meeting with the Board of Assessors on Wednesday.

Town Administrator's Business

- **Consider Intermunicipal agreement with Greenfield for Health Agent Support**
Boutwell makes the motion to approve the Intermunicipal agreement with Greenfield for Health Agent Support as discussed with the minor changes, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Hear interest in establishing hearing officer for building and fire code violations (stipend)**
Ellis states that for some time, the Building Inspector has lacked some of the basic enforcement tools to gain compliance with building code violations. Establishing a hearing officer for building and fire code violations may be the solution. Our Building Inspector and the Turners Falls Fire Chief are arranging to attend a future meeting regarding this issue.
- **Topics not anticipated in the 48-hour posting/Liquor License**
Ellis states that we received word that the liquor license requested through special legislation for El Nopolito Restaurant has made it through, and the restaurant will be reopening.

Boutwell makes the motion to adjourn the meeting at 8:17 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye