

# MONTAGUE SELECTBOARD MEETING

## VIA ZOOM

Monday, December 19, 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; Building Commissioner Bill Ketchen; and FCRHA Director of Community Development Brian McHugh.

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

**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

### **Approve Selectboard Minutes from December 7 and 12, 2022**

- *Boutwell makes the motion to approve the minutes from December 7, 2022 as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- Approval for minutes of December 12, 2022 postponed

### **Tom Bergeron, DPW Superintendent**

#### **Discussion of Trash Receptacles on Avenue A**

- Bergeron states he can put up to six more trash receptacles on Avenue A. Trash and recyclable containers are about \$1,200-\$1,300 apiece. Trash-only containers are about \$900 apiece. They are not easily movable. We could use more on the Third Street side. Buying these receptacles would require funding.
- Lord states that he does not feel the dual-stream containers are worth it.
- Ariel Elan states that we have a recycling facility for the western part of the State, so dual-stream containers would be very appropriate.
- Ellis states that every single bag of recyclables that we submit can be rejected on the basis of not being clean enough. He encourages simplicity.
- Ramsey states that funding the trash cans could possibly be put in the ARPA proposal as it would fit within the Downtown Recovery proposal.
- Lord is not in favor of using ARPA funds. He would like us to see if we have free cash to spend at Special Town Meeting this winter. If not, we can put it in the budget for next year.

*Boutwell makes the motion to approve the expenditure of up to \$15,000 of ARPA funds to purchase up to 15 trash receptacles for Avenue A. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

#### **Discussion regarding Town Hall Boilers**

- Ramsey states that Jamrog had contacted him, and they will be starting most likely next week on Tuesday. They provided an updated quote to do the changeover while keeping the heat on in Town Hall, which is \$3,865. The total cost would be \$38,650.

*Boutwell makes the motion to approve the added charge of \$3,865 to the Town Hall Boiler project cost for continuing the heat in Town Hall. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

#### **Execute Mass DEP Third Party Transfer Station Inspection Report**

*Boutwell makes the motion to execute the Mass DEP Third Party Transfer Station Inspection Report and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

#### **Discuss Apprenticeship Co-op with Franklin County Technical School and Smith Vocational**

*Boutwell makes the motion to approve the request by the DPW Superintendent for a four-week apprenticeship training program for the student from Smith Vocational. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

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#### Notice regarding the 11th Street Bridge

- Ramsey states that Mass DOT recently did an inspection on the 11th Street Bridge and identified a deficiency that needs to be addressed by the Town. We received a quote from Weston and Sampson Engineers for about \$85,700 for all-in engineering services. The Capital Improvements Committee has been notified.
- In response to a question by Kuklewicz, Ellis states there is a \$23,615 balance left in the engineering line item that had been set up previously. A visual inspection from the engineers would cost about \$10,000. We would anticipate submitting a Special Article request to level it back up to \$25,000 as part of the Annual Town Meeting budget.
- *Boutwell makes the motion to authorize the expenditure for a structural visual inspection of the 11th Street Bridge as presented in the amount of \$10,200. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

#### Personnel Board

##### Appoint Gina McNeely as temporary Health Director, Grade G, Step 10 effective 12/20/2022

*Boutwell makes the motion to appoint Gina McNeely as temporary Health Director, Grade G, Step 10 effective 12/20/2022. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

##### Caitlin Kelley, Montague Library Director

##### Libraries request \$35,250 ARPA funds for Carnegie Feasibility study

*Boutwell makes the motion to approve the request by the Montague Library Director for \$35,250 ARPA funds for Carnegie Feasibility study. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

#### Planning process for public forum to explore opportunities for the Montague Center Library Branch and the second floor of the Montague's Old Town Hall

Kelley states that she, the Library Trustees, Ramsey, and Ellis are planning to have a public forum on Thursday, February 16 to explore opportunities for the Montague Center Library:

- One of the issues they would like to address is how much the Town is willing to invest in that space.
- If the forum is held in the Montague Center Library Branch, residents will have the opportunity to see the branch, including the second floor.
- The forum will be in three parts: (1) review the existing studies of the building by an architectural firm and a structural engineer, (2) give Kate Martineau an opportunity to discuss the work that is currently happening in the library, and (3) discuss the community's ideas for the future, especially the second floor.

#### Hearing: Request to renew liquor license for Hubie's Tavern and Restaurant

*Lord makes the motion to approve the liquor license subject to approval of the pending transfer application and scheduling a hearing on said transfer application at an appropriate time, and also scheduling a hearing on cancellation for the same date provided that the license will not be cancelled if the transfer application is approved. Seconded by Kuklewicz, approved. Lord - Aye, Kuklewicz - Aye, Boutwell - Abstain*

#### Approve 2023 Annual permit Applications and Licenses as set forth in the attached listing

*Lord makes the motion to approve the following licenses for 2023:*

- **Liquor Licenses and Beverage Liquor Licenses:** *Brewery/Winery Pouring Permit for Seating under 50 at the cost of \$110 each for Brick & Feather Brewery, Inc., Element Brewing Company dba Element Brewing Co. LLC, and Pioneer Valley Brewery, LLC; Club, All Alcohol permits at \$725 each for Millers Falls Rod & Gun Club Inc., Montague Bpo Elks Lodge 2521, St. Kazimierz Society dba St. Kazimierz Society, St. Stanislaus B and M Society, Inc., and Turners Falls Rod & Gun Club, Inc.; General On Premises - Wines & Malt at \$580 each for Sow Loud, LLC dba The Upper Bend and Shea Theater Arts Center Inc.; Package Store, All Alcohol at \$975 each for Bryan Call dba Crestview Liquors, Slow Village Ahead dba Montague Village Store, Purple Meadow Ventures, Inc. dba Connecticut River Liquor & Wine, and OM Shiv Shambhu, Inc. dba Carrolls Market; Package Store, Wines and Malt Beverages at \$550 each for Crooked River Corp. dba Food City and Pub General; Restaurant, All Alcohol at \$1,050 each for Arthur Binaco & Merchant dba Five Eyed Fox, Between the Uprights, LLC dba Between the Uprights at 2nd St., Crystal Spring Investments, LLC dba Millers Pub, Pamela Tierney dba Black Cow Burger, Hole Pie, Inc. dba Pie Hole, Rocket Science, LLC dba The Rendezvous, Secondhand Smoke, Inc. dba North Village Smokehouse, Thomas Memorial Golf & Country Club,*

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and Watershed Restaurant KKC dba Watershed Restaurant; Restaurant, Wines and Malt at \$580 each for CVB Harvest LLC dba Great Falls Harvest, Lady Killigrew Café, Inc. dba Lady Killigrew Café, Inc., and Shady Glen, Inc. dba Shady Glen

- **Miscellaneous Licenses (with Liquor Licenses):** Automatic Amusement at \$45 each for Between the Uprights, LLC dba Between the Uprights at 2nd St., Millers Pub, Rocket Science, LLC dba The Rendezvous, Millers Falls Rod & Gun Club Inc., Montague B.P.O. elks #2521, St. Kazimierz Society, St. Stanislaus B and M Society, Inc., and Pioneer Valley Brewery; Entertainment at \$55 each for Arthur Binaco & Merchant dba Five Eyed Fox, Between the Uprights, LLC dba Between the Uprights at 2nd St., Great Falls Harvest, Element Brewing Company, Millers Falls Rod & Gun Club Inc., Millers Pub, Montague Elks #2521, Pioneer Valley Brewery, LLC, Rocket Science, LLC dba The Rendezvous, St. Kazimierz Society, Secondhand Smoke, Inc. dba North Village Smokehouse, Shea Theater Arts Center, Inc., St. Stanislaus B and M Society, Inc., Thomas Memorial Golf & Country Club, Inc., Turners Falls Rod & Gun Club, Watershed Restaurant, LLC dba Watershed Restaurant, Purple Meadow Ventures, Inc., dba Connecticut River Liquor & Wine; Common Victualler at \$40 each for Argy Pizza, Inc. dba Turners Falls Pizza, Arthur Binaco & Merchant dba Five Eyed Fox, Between the Uprights, LLC dba Between the Uprights at 2nd St., Black Cow Burger, Brick & Feather Brewery, Inc., Crooked River Corp. dba Food City, Crystal Spring Investments, LLC dba Millers Pub, CVB Harvest LLC dba Great Falls Harvest, Element Brewing Company, Lady Killigrew Café, Inc. dba Lady Killigrew Café, Inc., Millers Falls Rod & Gun Club Inc., Montague B.P.O. Elks Lodge 2521, Rocket Science, LLC dba The Rendezvous, Shirat, LLC dba Carrolls Market, St. Kazimierz Society dba St. Kazimierz Society, Secondhand Smoke, Inc. dba North Village Smokehouse, Shady Glen, Inc. dba Shady Glen, Inc., Sow Loud, LLC dba The Upper Bend, St. Stanislaus B and M Society, Inc., Thomas Memorial Golf & Country Club - Dining Room, Thomas Memorial Golf & Country Club - Clubhouse, Turners Falls Rod & Gun Club, Inc., and Watershed Restaurant, LLC dba Watershed Restaurant
- **Miscellaneous Licenses (not related to Liquor Licenses):** Lodging House at \$40 for F. C. Housing Authority; Class II - Used Cars at \$110 each for Bob's Auto, Koch's Auto Sales, Mark's Auto at 366 Federal St. Montague, Mark's Auto at 484 Federal St., Montague, Montague Garage (Gregory Precourt), Rau's Sunoco, Semaski General Contractor & Equipment Sales, and Zak's Auto Sales and Repair; Class III - Junk at \$110 each for Bob's Auto and Rau's Sunoco; Entertainment License for Montague Book Mill at \$55; Common Victuallers at \$40 each for Ce Ce's Chinese Restaurant, Country Creemee, Scotty's, TF F. L. Roberts dba NEC OPCO I, Inc., and Subway dba CK Sandwiches

Motion seconded by Kuklewicz, approved. Lord - Aye, Kuklewicz - Aye, Boutwell - Abstain

### **Bill Ketchen, Building Commissioner**

#### **Request to add a new stipend position of a Municipal Hearings Officer**

Boutwell makes the motion to approve the request by the Building Commissioner to add a new stipend position of a Municipal Hearings Officer and to do it in as expeditious a manner as possible. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

#### **Discuss Town Interest in Specific Farren Care Center Property Demolition Specifications**

- The demolition contractor is requesting permission from the Town to: (1) leave 8 feet of the 14-foot basement in the hole and filling the rest of it in, and (2) crush masonry into stone and using it as backfill.
- Ketchen has asked the contractor to provide an engineer's report stating that this could be used as a base for a new foundation if another building goes in there.
- A resident (Elsie) expresses concern that asbestos could end up in the mix.
- Ariel Elan suggests that consulting Ken Warren (Chair of the DPW Facility Building Committee) for an opinion would be valuable.
- Elan would like to save the portico and place it somewhere as a memorial.
- Kuklewicz suggests Ketchen do some more research, then come back to the Board with a recommendation.
- In response to a question by Janel Nockleby about the religious artifacts, Ellis states he can ask Eric Dana tomorrow to clarify the disposition of the remaining artifacts on behalf of the Historical Commission. He suggests the Historical Commission select a point person for these discussions.

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**Walter Ramsey, Assistant Town Administrator**

**500 Avenue A Land Development Agreement project status update from Nova Works, LLC**

Peter Chilton from Nova Works, LLC gives an update on the 500 Avenue A Land Development Agreement project:

- The building is 100% occupied. They currently have six leases.
- Nova has applied for a permit to begin construction based on a land development agreement and are working with a general contractor, Tristan Evans Construction.
- The tenants are made up of small businesses including an antiques and furniture restoration business, Tristan Evans Construction, an auto garage, Gill CC Woodworks, and a metal refurbishing business.
- Nova is working on doing a solar array for the building and the roof has been inspected and approved by engineering.
- Mass Development has awarded them a grant for underutilized properties to pay for some of the construction costs.

**Turners Falls Gateway Sign at 5th and Canal Street Intersection**

Ramsey shares a design of the Gateway Sign for the 5th and Canal Street Intersection.

- Boutwell suggests adding the words "Welcome to."
- Lord notes that the dark metal letters may be difficult to see at night.
- The quote for the cost of the sign is \$6,700.
- Ramsey will look into getting a proper brick base and top-of-the-line quality materials.

**Proposal for Local Attraction Directional Signage Program**

*Boutwell makes the motion to approve the Local Attraction Directional Signage Program as presented, with a review in one year. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**First Street Housing Request for Proposals timeline and declaration of surplus property (Assessors Map 4, Lot 31)**

- Ramsey states that he has drafted the Request for Proposals for First Street. It is set to be released later this week, with a due date of January 25, 2023. The Planning Board will do the initial review and scoring proposals, then provide the Selectboard with a recommendation of the award.
- *Boutwell makes the motion to declare Assessors Map 4, Lot 31 as surplus for the purpose of issuing Request for Proposals for affordable housing units on that site. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Review of Capital Requests for March Special Town Meeting and FY24 Annual Town Meeting**

Ramsey gives a thumbnail review of the Capital Requests from Town and school departments. The total appropriation between the two Town meetings is about \$4.4 million, with the net cost to the Town being about \$2.2 million.

**Review of FY24 Budget and Capital Submissions**

**Summary of FY24 Operating Budget Requests**

- All of the departments have submitted their budgets, and the Finance Committee looked at them for the first time last Wednesday.
- Ellis gives a quick description of the FY24 Operating Budget Requests.
- The overall requests for the General Operating Budgets from Town Departments is 4.8%, from the Clean Water Facility (not include capital project cost impacts) is 3.4%, and from the Airport is 35%.
- Ellis explains that there are some details behind some of these individual budgets.
- Carolyn Olsen will put together a revised version of the budget workbook dated 12/21, which will be sent to the Selectboard this week.
- There will be a Report to Town Meeting page at the end of the workbook, which will provide a snapshot on a department level of which budgets changed and by how much.
- Ellis states he hopes that on the 9th, some time can be devoted to identifying key questions and determining whether there are department heads that the Selectboard would like to have in for a budget meeting, etc.
- Ellis's goal is to finalize the Selectboard's budget by January 30th.

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## **Scheduling for Selectboard Review of Budget and Personnel Requests and Recommendations**

The Selectboard would like to have a meeting on the 17th to go through some of the details of the report.

## **Consider Amendment to Agreement with FirstLight MA Hydro LLC regarding the Strathmore Footbridge**

*Boutwell makes the motion to sign an Amendment to the Agreement between FirstLight MA Hydro LLC and the Town of Montague relative to an exchange of easements and other considerations related to the Strathmore Footbridge, with a reference agreement that was executed on August 9, 2021. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## **Brian McHugh, Director of Community Development, FCRHRA**

### **Extend the Housing Rehabilitation Revolving Loan Program Contract**

*Boutwell makes the motion to approve the addendum extending the Housing Rehabilitation Revolving Loan Program Contract by one year, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## **Town Administrator's Report**

### **ADA Improvement Grant authorization to execute a grant agreement with the MA Office of Disability for \$20,580 to improve access to the Montague Retirement Board Office in Montague Town Hall**

*Boutwell makes the motion to approve the Grant Authorization Contract and execute a Grant Agreement with the MA Office of Disability for \$20,580 to improve access to the Montague Retirement Board Office in Montague Town Hall, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

### **Execute Clean Water Sludge Hauling Contract with Synagro of Waterbury, CT**

*Boutwell makes the motion to execute the Clean Water Sludge Hauling Contract with Synagro of Waterbury, CT. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

## **General Pierce Bridge Update**

Mass DOT is hoping to be on track for a March reopening, which is a couple of months ahead of schedule.

## **Holiday Trash and Recycling Reminders**

Holiday Trash and Recycling Reminders will be posted on the Town website. They are also posted on the FC Solid Waste Management District website, as well as on Facebook.

## **Topics not anticipated within the 48 hour posting**

None

*Boutwell makes the motion to adjourn the meeting. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*