

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Tuesday, January 17, 2023 at 6:00 PM

Meeting was opened at 6:00 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; Montague Library Director Caitlin Kelley; Health Director Gina McNeely; Airport Manager Bryan Camden; Police Chief Chris Williams; and Town Accountant Carolyn Olsen.

Chair opens the meeting at 6:00 AM, including announcing that the meeting is being recorded and roll call taken

Approve Minutes from January 9, 2023

Postponed until next week

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

None

Personnel Board

Appoint Makayla Skubel as Children's Programming Assistant to the Montague Public Libraries effective 1/18/2023

Boutwell makes the motion to appoint Makayla Skubel as Children's Programming Assistant to the Public Libraries effective 1/18/2023. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Lord- Aye, Kuklewicz - Aye

Review of the Budget Process and Schedule, Steve Ellis

- The goal is to get a set of recommendations from the Selectboard, in particular to the personnel proposals. The recommendations need to be finalized by January 30.
- Ellis will present the recommendations to the Finance Committee at their meeting on Wednesday, February 1.
- The Finance Committee has set a slate of individual department leader meetings for the month of February.
- We will be meeting with department heads today, and we can have follow-ups and meetings with others next week.
- There will be a reconciliation meeting on March 22 between the Selectboard and the Finance Committee where they will discuss any differences in their recommended budgets.

Hear Budget and Personnel Requests

Board of Health

Discussion ensues regarding a stipend for a Medical Director. McNeely states she does not feel it is necessary.

Dept of Public Works

- Some line items have been changed (funds have been transferred).
- Bergeron is not requesting for any increases.
- CSO monitoring reports will be going to the DPW Office; \$25,000 has been moved in the budget in anticipation of an upcoming contract.
- Ellis goes over wages and existing staff, the CSO monitoring reports and flow meters, and the capital outlay.
- In response to a question by Kuklewicz regarding snow and ice, Bergeron reviews the prices for the salt and sand.
- In response to a question by Lord regarding personnel, Bergeron states he is considering making one of his Truck Driver/Laborer a sewer worker so that he can run the truck and do the reports and the inspections. Bergeron will then find a replacement for him.
- Bergeron states he will need someone who can be available all week to take care of the extra work required for the cemeteries.
- Ellis states we need a full conversation with the Clean Water Facility staff regarding the DPW creating a position that is 100% focused on the collections system.
- Ramsey brings up the maintenance of the sludge that is coming out of the sewer lines. There is going to be some ongoing cost associated with hauling out the waste.

Town Clerk

Postponed until next week

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Airport

- In response to a question by Lord, Camden states that there are no operating expenses covered by the Town.
- Camden and the Airport Commission are confident that the revenue will exceed the expenditures.
- Ellis comments that the Airport Director's job is different to what it originally was. He would have been amenable to seeing the salary at the next schedule up. This position will be encompassed in the Wage and Classification Study next year.

Police

- Williams reviews staff changes.
- Williams discusses the acquisition of the new cruiser and the need to order another one. Use of the hybrid cruisers has led to notable fuel savings.

FY24 excess capacity budget figure, Steve Ellis and Carolyn Olsen

- Olsen explains the Affordable Assessment and the Excess Capacity, and displays and summarizes the FY24 Excess Capacity Budget.
- *Boutwell makes the motion to support Option #8 in the Excess Capacity options spreadsheet allowing budgeted excess capacity of \$1,149,544. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Lord- Aye, Kuklewicz - Aye*

Town Administrator's Business

- **See above - no other business intended**
- **Topics not anticipated in the 48 hour posting/General Pierce Bridge**
 - DOT is looking to reinstall the signaling system at the General Pierce Bridge. Weather- and work-flow-permitting, we will see the benefit of that alternating one-lane traffic by the end of this week.
 - The final painting should be completed in March.
 - We are hopeful to see a full opening at the end of March.

Boutwell makes the motion to adjourn the meeting at 7:32 PM. Seconded by Boutwell, unanimously approved. Boutwell - Aye, Lord- Aye, Kuklewicz - Aye