

MONTAGUE SELECTBOARD MEETING

1 Avenue A and VIA ZOOM

Monday, April 10, 2023

AGENDA

Join Zoom Meeting <https://us02web.zoom.us/j/84724483921>

Meeting ID: Dial into meeting: 847 2448 3921 +1 646 558 8656

Topics may start earlier than specified, unless there is a hearing scheduled

Meeting Being Taped

Votes May Be Taken

- 1. 6:30 PM** Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:31 Approve Selectboard Minutes from April 3, 2023
3. 6:32 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:33 John Dobosz, Parks and Recreation Director
 - Execute Massachusetts Cultural Council Contract, Festivals and Projects Grant, \$2,500
5. 6:37 Caitlin Kelley, Director of Montague Public Libraries
 - Request to transfer \$2,740 from CD Discretionary Unallocated (225-5-184-5200) to CD Outdoor Library Facilities (225-5-184-5287)
6. 6:40 License for extended use of Public Property for Outdoor Retail and Dining:
 - Upper Bend 112 Avenue A, Turners Falls
7. 6:45 License for extended use of Public Property for Outdoor Retail and Dining and closure of alley between building and unity park
 - Pioneer Valley Brewery, 151 Third Street, Turners Falls
8. 6:50 Personnel Board
 - Appoint Eli Smith to the Montague Tree Advisory Committee thru 6/30/24
9. 6:55 Wendy Bogusz, Executive Assistant
 - Summer Meeting Schedule
10. 7:05 Town Meeting
 - Hear Moderator's Report and Any Requests Related to a "Hybrid" Annual Town Meeting
 - Town Meeting Warrant-To Approve and Execute May 6, 2023 draft warrant, attached hereto
 - Town Meeting Motions-To consider any recommendations

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11. 7:25 Walter Ramsey, Assistant Town Administrator
 - Authorize grant agreement with Housing and Urban Development FY23 Community Project Funding Program for Avenue A Streetscape Improvement Project (\$975,000)
 - Update on Capital Plan Review and Development
12. 7:35 Clean Water Facility Superintendent, Chelsey Little
 - Monthly Permit Discharge Summary March 2023
13. 7:45 Steve Ellis, Town Administrator
 - Consider license agreement with FirstLight MA Hydro, LLC for Placement of Combined Sewer Overflow Notification Signage
 - Updates relative to potential FERC Settlement Agreement with FirstLight MA Hydro, LLC
 - Topics not anticipated within the 48hr posting
14. 7:55 Executive Session under G.L. c. 30A, s. 21(a)(2) to conduct contract renewal negotiations with Clean Water Facilities Superintendent, Chelsey Little; votes may be taken.
15. 8:15 Executive Session under G.L. c. 30A, s. 21(a)(2) to conduct contract renewal negotiations with Police Lieutenant, Chris Bonnett; votes may be taken.

OTHER:

Next Meetings:

- Selectboard, Monday April 24, 2023, Via Zoom
- Annual Town Meeting Saturday May 6, 2023 9:00AM Turners Falls High School, 222 Turnpike Rd, Montague
- Pre-Town Meeting Cider and Donuts Information Session May 6, 2023 8:00AM, Turners Falls High School Cafeteria

**ANNUAL TOWN MEETING
TOWN OF MONTAGUE
COMMONWEALTH OF MASSACHUSETTS
MAY 6, 2023**

Franklin, ss.

To either of the Constables of the Town of Montague in the County of Franklin:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Montague qualified to vote in Town affairs to meet in the Turners Falls High School Theater, 222 Turnpike Road, Turners Falls, Massachusetts, on Saturday, May 6, 2023, at 9:00 A.M. and to act on the following articles and any motions which may be presented.

ARTICLE 1: To see if the Town will vote to receive the reports of the Officers of the Town and of any committees.

(Selectboard Request)

ARTICLE 2: To see if the Town will vote to authorize the Selectboard, or other Town departments with the approval of the Selectboard, to apply for and accept grants from the Federal Government, Commonwealth of Massachusetts, or any other source, and to expend the same for purposes received without further appropriation, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 3: To see if the Town will vote to amend the Classification Plan to add the position of Collection System Lead Operator at Grade E within the UE union, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 4: To see if the Town will vote to amend the Classification Plan to add the position of Town Clerk Administrative Assistant at Grade B within the NAGE union, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 5: To see if the Town will vote to fix the salaries of all elected officials as required by law for the fiscal year beginning July 1, 2023, as set forth in Schedule I, Elected Officials, or pass any vote or votes in relation thereto.

SCHEDULE I
Elected Officials

<u>TITLE</u>	<u>FY23</u> <u>BUDGET</u>	<u>FY24</u> <u>REQUEST</u>	<u>FY24</u> <u>RECOMMEND</u>
MODERATOR	370	500	500
SELECTBOARD			
Chairman	2,355	2,355	2,355
Second/Third Members	2,140	2,140	2,140
BOARD OF ASSESSOR			
Chairman	1,765	1,765	1,765
Second/Third Members	1,605	1,605	1,605
TREASURER/COLLECTOR	75,009*	78,423**	78,423
*G-8			
**G-9			
TOWN CLERK	78,423***	72,450****	72,450
***G-10			
**** G-5			
BOARD OF REGISTRARS			
Town Clerk	840	900	900
TREE WARDEN	1,575	1,575	1,575
BOARD OF HEALTH			
Chairman	1,765	1,765	1,765
Second/Third Members	1,605	1,605	1,605

(Selectboard Request)

ARTICLE 6: To see if the Town will vote to fix the salaries of all appointed officials as required by law for the fiscal year beginning July 1, 2023, as set forth in Schedule II, Appointed Officials, or pass any vote or votes in relation thereto.

SCHEDULE II
Appointed Officials

<u>TITLE</u>	FY23	FY24	FY24
	<u>BUDGET</u>	<u>REQUEST</u>	<u>RECOMMEND</u>
<u>ANNUAL STIPENDS</u>			
BOARD OF REGISTRARS (3)	525	625	625
EMERGENCY MGMT DIRECTOR	5,765	5,765	5,765
ANIMAL INSPECTOR	1,575	1,575	1,575
BARN INSPECTOR	1,050	1,050	1,050
IT COORDINATOR	2,100	2,100	2,100
POLICE IT ADMINISTRATOR	3,000	3,000	3,000
FOREST WARDEN	1,710	1,710	1,710
HEARING OFFICER		2,500	2,500
FARMERS MARKET MANAGER		4,000	4,000
<u>RATES PER INSPECTION</u>			
ASST. BUILDING INSPECTOR	35.00	35.00	35.00
GAS INSPECTOR	35.00	35.00	35.00
PLUMBING INSPECTOR	35.00	35.00	35.00
ELECTRICAL INSPECTOR	35.00	35.00	35.00
<u>HOURLY RATES</u>	<u>Ranges/hr.</u>	<u>Ranges/hr.</u>	<u>Ranges/hr.</u>
EXTRA CLERICAL	14.25-16.00	15.00-16.75	15.00-16.75
ELECTION WORKERS	14.25-17.00	15.00-17.75	15.00-17.75
SUMMER HIGHWAY	14.25-16.00	15.00-16.75	15.00-16.75
SNOW PLOW DRIVERS	15.00-25.00	15.00-25.00	15.00-25.00
PART TIME POLICE OFFICERS	25.00-28.00	25.00-28.00	25.00-28.00
PART TIME DISPATCHERS	22.00-25.00	22.00-25.00	22.00-25.00
PARKS & RECREATION	14.25-21.50	15.00-22.25	15.00-22.25
AIRPORT INTERN	14.25-16.00	15.00-16.75	15.00-16.75

SCHEDULE II
Appointed Officials

NON-UNION EMPLOYEES NOT SHOWN ABOVE

	<u>Grade</u>	<u>Range FY2023</u>		<u>Range FY2024</u>	
<u>SALARIED</u>		Start	End	Start	End
TOWN ADMINISTRATOR	J	98,484	121,203	100,946	124,233
ASSISTANT TOWN ADMIN	I	89,532	110,185	91,770	112,940
TOWN ACCOUNTANT	G	64,035	78,423	65,636	80,384
TOWN CLERK	G	64,035	78,423	65,636	80,384
CHIEF OF POLICE	I	89,532	110,185	91,770	112,940
DPW SUPERINTENDENT	H	81,393	100,168	83,428	102,672
DIRECTOR OF HEALTH	G	64,035	78,423	65,636	80,384
LIBRARY DIRECTOR	G	64,035	78,423	65,636	80,384
CWF SUPERINTENDENT	H	81,393	100,168	83,428	102,672
<u>HOURLY</u>					
EXECUTIVE ASSISTANT	E	23.80	29.29	24.40	30.02
POLICE LIEUTENANT	G+8.5%	38.98	43.25	40.00	44.50
POLICE CUSTODIAN	A	15.95	19.63	16.35	20.12

(Selectboard Request)

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$11,961,596, or any other amount, for the maintenance of the several departments of the Town, said sum to be allocated in accordance with Schedule III, Budget, and for any other necessary charges, or pass any vote or votes in relation thereto.

Schedule III
Town Operating Budget

DEPT NO.	BUDGET FY23	REQUEST FY24	SELECTBOARD FIN COMM RECOMMEND FY24
GENERAL GOVERNMENT			
113 TOWN MEETING	2,390	2,980	2,980
122 SELECTBOARD	313,510	329,781	329,781
131 FINANCE COMMITTEE	2,000	2,000	2,000
132 RESERVE FUND	50,000	50,000	50,000
135 TOWN ACCOUNTANT	90,884	89,500	89,500
141 ASSESSORS	190,623	189,801	189,801
145 TREASURER/COLLECTOR	220,713	230,748	230,748

Schedule III
Town Operating Budget

DEPT	BUDGET	REQUEST	SELECTBOARD FIN COMM RECOMMEND
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NO.		FY23	FY24	FY24
	GENERAL GOVERNMENT			
151	TOWN COUNSEL	75,000	80,000	80,000
	INFORMATION			
155	TECHNOLOGY	79,000	80,500	80,500
159	SHARED COSTS	78,079	85,907	85,907
161	TOWN CLERK	195,844	243,041	243,041
175	PLANNING	129,007	134,429	134,429
176	ZONING BOARD OF APPEALS	700	700	700
190	PUBLIC BLDG UTILITIES	130,782	155,932	155,932
197	FARMERS MARKET	-	5,000	5,000
	TOTAL GENERAL GOVT	1,558,532	1,680,319	1,680,319
	PUBLIC SAFETY			
211	POLICE	1,878,434	1,970,054	1,970,054
211	POLICE CRUISER	54,000	68,100	68,100
212	DISPATCH	377,862	395,588	395,588
241	BUILDING INSPECTOR	140,666	148,621	148,621
244	SEALER OF WEIGHTS	7,182	7,182	7,182
291	EMERGENCY MANAGEMENT	6,265	6,265	6,265
292	ANIMAL CONTROL	21,765	23,112	23,112
294	FOREST WARDEN	1,710	1,710	1,710
299	TREE WARDEN	30,285	30,285	30,285
	TOTAL PUBLIC SAFETY	2,518,169	2,650,917	2,650,917
	PUBLIC WORKS			
420	DEPT OF PUBLIC WORKS	1,571,829	1,746,506	1,746,506
423	SNOW & ICE	281,050	311,250	311,250
433	SOLID WASTE	656,338	679,221	679,221
480	CHARGING STATIONS	6,000	7,380	7,380
491	CEMETERIES	13,440	30,150	30,150
	TOTAL PUBLIC WORKS	2,528,657	2,774,507	2,774,507
	HUMAN SERVICES			
511	BOARD OF HEALTH	165,193	175,444	175,444
541	COUNCIL ON AGING	56,594	58,593	58,593

Schedule III
Town Operating Budget

DEPT NO.		BUDGET FY23	REQUEST FY24	SELECTBOARD FIN COMM RECOMMEND FY24
	HUMAN SERVICES			
543	VETERANS' SERVICES	76,500	76,500	76,500
	TOTAL HUMAN SERVICES	298,287	310,537	310,537

	CULTURE & RECREATION			
610	LIBRARIES	465,607	503,336	503,336
630	PARKS & RECREATION	153,157	160,703	160,703
691	HISTORICAL COMMISSION	500	500	500
693	WAR MEMORIALS	1,400	1,600	1,600
	TOTAL			
	CULTURE/RECREATION	620,664	666,139	666,139
	DEBT SERVICE			
700	DEBT SERVICE	1,162,190	1,154,319	1,154,319
	INTERGOVERNMENTAL			
840	INTERGOVERNMENTAL	110,647	113,924	113,924
	MISCELLANEOUS			
910	EMPLOYEE BENEFITS	2,391,280	2,490,334	2,490,334
946	GENERAL INSURANCE	119,600	120,600	120,600
	TOTAL MISCELLANEOUS	2,510,880	2,610,934	2,610,934
	TOTAL TOWN BUDGET	11,308,026	11,961,596	11,961,596

(Selectboard Request)

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$3,006,124, or any other amount, for the purpose of operating the Clean Water Facility and associated pumping stations, said sum to be allocated in accordance with Schedule IV, CWF Budget, or pass any vote or votes in relation thereto.

Schedule IV
CWF Budget

DEPT NO.		BUDGET FY23	REQUEST FY24	SELECTBOARD FIN COMM RECOMMEND FY24
	CLEAN WATER FACILITY			
440	Wages & Expenses	1,962,430	2,015,729	2,015,729
440	Capital Outlay		58,500	58,500
700	Debt Service	505,270	483,614	483,614
910	Employee Benefits	359,152	363,631	363,631
	SUBTOTAL CWF	2,826,852	2,921,474	2,921,474
449	DPW SUBSIDIARY			
	Wages & Expenses	42,800	84,650	84,650
	Capital Outlay	8,000	-	-
	SUBTOTAL DPW SUBSIDIARY	50,800	84,650	84,650
	TOTAL CWF	2,877,652	3,006,124	3,006,124

(Selectboard Request)

ARTICLE 9: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$426,965, or any other amount, for the purpose of operating the Turners Falls Airport, said sum to be allocated in accordance with Schedule V, Airport Budget, or pass any vote or votes in relation thereto.

Schedule V
Airport Budget

DEPT NO.		BUDGET FY23	REQUEST FY24	SELECTBOARD FIN COMM RECOMMEND FY24
	AIRPORT			
482	Wages & Expenses	181,794	284,915	274,915
482	Capital Outlay/Local Share			10,000
700	Debt Service	101,120	101,535	101,535
910	Employee Benefits	33,101	40,515	40,515
	TOTAL AIRPORT	316,015	426,965	426,965

(Airport Commission Request)

ARTICLE 10: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$53,250, or any other amount, for the purpose

of funding the operations and maintenance of the Colle Building, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 11: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$1,053,018, or any other amount, for the purpose of paying the Franklin County Technical School District for Montague's share of the assessment for the yearly operation of the Franklin County Technical School, or pass any vote or votes in relation thereto.

(Franklin County Technical School Request)

ARTICLE 12: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$11,809,191, or any other amount, for the purpose of paying the Gill-Montague Regional School District for Montague's share of the assessment for the yearly operation of the Gill-Montague Regional Schools, or pass any vote or votes in relation thereto.

(Gill-Montague Regional School District Request)

ARTICLE 13: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$20,000, or any other amount, for the purpose of repairing the roof of the Sheffield gym/auditorium complex, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Gill-Montague Regional School District Request)

ARTICLE 14: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$20,000, or any other amount, for the purpose of purchasing and installing a security door between the Sheffield Elementary School and the Administration Building, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Gill-Montague Regional School District Request)

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$23,000, or any other amount, for the purpose of providing tuition and transportation for a Montague resident attending Smith Vocational School, or pass any vote or votes in relation thereto.

(Town Accountant Request)

ARTICLE 16: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$25,000, or any other amount, for the purpose of purchasing and equipping a rough terrain vehicle with plow and sander for the Clean Water Facility, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Clean Water Facility Request)

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$113,500, or any other amount, for the purpose of purchasing and installing a new boiler at the Clean Water Facility's Operations Building, including the removal and disposal of the existing boiler and all incidental and related costs, or pass any vote or votes in relation thereto.

(Clean Water Facility Request)

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$264,000, or any other amount, for the purpose of upgrading the Clean Water Facility's Septage Receiving Station, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Clean Water Facility Request)

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$70,592, or any other amount, for the purpose of purchasing, equipping, and making major repairs to DPW vehicles and equipment, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Department of Public Works Request)

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$100,000, or any other amount for the purpose of repairing the 11th Street Bridge, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 21: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$50,000, or any other amount, for the purpose of demolishing the 2,200 square foot cinder block building located at 38 Avenue A, including the disposal of debris and all incidental and related costs, or pass any vote or votes in relation thereto.

(Economic Development & Industrial Corporation Request)

ARTICLE 22: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$14,000, or any other amount, for the purpose of replacing windows and the back door at the Millers Falls Branch Library, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Libraries Request)

ARTICLE 23: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$12,000, or any other amount, for the purpose of purchasing and installing a well and water pump for the Unity Park Community Garden, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Parks and Recreation Request)

ARTICLE 24: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$12,500, or any other amount, for the purpose of crack sealing, line painting, and purchasing and installing concrete parking stops/blocks at the Unity Park Parking Lots, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Parks and Recreation Request)

ARTICLE 25: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$25,000, or any other amount, for the purpose of purchasing and installing fireproof, locking cabinets for the Town Clerk, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Town Clerk Request)

ARTICLE 26: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$25,000, or any other amount, for the purpose of removing, replacing and/or repairing carpet and other flooring in Montague Town Hall, including all incidental and related costs, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 27: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$11,585, or any other amount, for the purpose of supplementing the amounts appropriated pursuant to Article #18B of the May 22, 2021, Annual Town Meeting, which funds Unexpected Engineering Expenses, or pass any vote or votes in relation thereto.

(Selectboard Request)

ARTICLE 28: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$13,100, or any other amount, for the purpose of providing the town match for an \$80,000 Action Grant from the Municipal Vulnerability Preparedness program to be used to update the Town's Comprehensive Plan, or pass any vote or votes in relation thereto.

(Town Planner Request)

ARTICLE 29: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$10,000, or any other amount, for the purpose of supplementing the Henry Waidlich Conservation Trust Fund, or pass any vote or votes in relation thereto.

(Conservation Commission Request)

ARTICLE 30: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the following sums, or any other amount, for the purpose of increasing the special purpose funds set forth below, or pass any vote or votes in relating thereto.

Fund	Amount (\$)
Town General Stabilization Fund	37,388
Town Capital Stabilization Fund	134,891
GMRSD Stabilization Fund	41,339
FCTS Stabilization Fund	21,940
OPEB Trust Fund	50,000
Total:	285,558

(Finance Committee Request)

ARTICLE 31: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$250,000, or any other amount, for the purpose of supplementing the OPEB Trust Fund, or pass any vote or votes in relating thereto.

(Finance Committee Request)

ARTICLE 32: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$500,000, or any other amount, for the purpose of supplementing the OPEB Trust Fund, and the sum of \$1,500,000, or any other amount, for the purpose of supplementing the Town Capital Stabilization Fund, or pass any vote or votes in relating thereto.

(Finance Committee Request)

And you are directed to serve this warrant by posting attested copies thereof in some conspicuous place in each of the Post Offices, Libraries, Website, and Town Hall of the Town, at least fourteen days before said meeting.

Hereof fail not and make due return of this document with your doings thereon to the Town Clerk fourteen days before said meeting.

Given under our hands this 11th day of April in the Year of Our Lord Two Thousand and Twenty-Three.

Matthew Lord

Christopher M. Boutwell, Sr.

Richard Kuklewicz, Chairman
Selectboard, Town of Montague

Franklin, ss Montague, MA April ____, 2023

Pursuant to the within warrant, I have warned the Inhabitants of the Town of Montague by posting attested copies of the same in a conspicuous place in each of the Post Offices, Libraries, and the Town Hall of the Town of Montague at least seven days before said meeting as within directed.

Constable of Montague