

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, July 24, 2023 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; Town Planner Maureen Pollock; and FCRHA Director of Community Development Brian McHugh.

Selectboard Chair opens the meeting at 6:30 PM.

Approve Selectboard Minutes from July 10, 2023

Postponed until next meeting

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

Cindy Bayer, Rustic Romance, 26 East Main Street, Millers Falls

- **1 Day Beer & Wine License, Sip 'N' Shop, September 22, 2023**
- **1 Day Beer & Wine License, Sip 'N' Shop, November 10, 2023**
- *Boutwell makes the motion to approve the request for two 1 Day Beer & Wine License, Sip 'N' Shop, September 22 and November 19, 2023, pending receipt of insurance. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Adam Tobin, Unnameable Books, 66 Avenue A, Turners Falls

Request to place a wheelchair ramp in the public right of way (sidewalk in front of 66 Avenue A)

Boutwell makes the motion to approve the request by Adam Tobin of Unnameable Books, 66 Avenue A, Turners Falls to place a wheelchair ramp in the public right of way, contingent upon approval by the Building Inspector. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Anne Levine, Great Falls Farmers Market

Request to place Great Falls Farmers Market sandwich board (36" x 54") sign on Montague Center Common from now until October 28th, and waive the fee

Boutwell makes the motion to approve the request by Anne Levine to place Great Falls Farmers Market sandwich board (36" x 54") sign on Montague Center Common from now until October 28th and waive the fee. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Maureen Pollock, Town Planner

Execute Municipal Vulnerability Preparedness Program Grant to complete the MVP 2.0 Pilot Process, \$95,000

Boutwell makes the motion to execute the Municipal Vulnerability Preparedness Program Grant to complete the MVP 2.0 Pilot Process, \$95,000; and authorize the Chair to sign the appropriate documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Brian McHugh, Franklin County Regional Housing and Redevelopment Authority

- **As the first step in the Grant Close Out Process, review and authorize signature on the Final Quarterly Report for CDF-G-2020-Montague-00896 Community Block Grant Program Activities**

Boutwell makes the motion to authorize the Chair to sign the Final Quarterly Report for CDF-G-2020-Montague-00896 Community Block Grant Program Activities. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

- **Authorize Payment #11 to Berkshire Design Group, in the amount of \$1,100.00 for professional landscape architectural, civil engineering and land surveying services for the FY21 MONT CDBG Avenue A Streetscape Phase III Continuation Project**

Boutwell makes the motion to authorize Payment #11 to Berkshire Design Group, in the amount of \$1,100.00 for professional landscape architectural, civil engineering and land surveying services for the FYA21 MONT CDBG Avenue A Streetscape Phase III Continuation Project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

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Fall Special Town Meeting

- **Proposed date: 10/11/23**

The Board decides to hold the Fall Special Town Meeting on October 10, 2023. Ellis will discuss this with staff and see if the date works for them.

- **Open Special Town Meeting Warrant**

Boutwell makes the motion to open for Special Town Meeting Warrant Articles tomorrow morning, July 25 at 9:00 a.m., and the last date we will accept any requests will be noon on Wednesday, August 23, 2023.

Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Walter Ramsey, Assistant Town Planner

Update on ongoing procurements

- The Old Town Hall/Montague Center Library Roof Repair Project and the Montague Center Library Masonry Rehab and Repair Project are both out to bid and are due on August 14. How much each of those project's cost will dictate how we design the window project on that building.
- An RFP for the Town Hall Annex Roof Solar Project is out to bid and is due on August 28.
- The Clean Water Facility Project (the used generation installation) recently went out to bid, as has the pellet boiler at the Operations Building at the CWF.
- With regard to the Montague City Road Project, the 401 water quality certificate was issued by Mass DEP last week and has been sent on to the Army Corps of Engineers, who are doing their final permitting. Ramsey has been coordinating with Davenport Construction, who are eager to get under contract and mobilize as soon as we possibly can.
- The bid has been awarded for the 38 Avenue A Demo Project and we are in the final stages of contracting for that.
- With regard to the Carnegie Basement Rehab Project, we are working on finalizing the specs for that, and we have begun working with an electrician to do some of the make-ready work for that project.

Montague Burn Dump Corrective Action Design Plan (Steve Ellis)

- **Consideration and approval of agreement with Kearsarge Montague BD LLC for completion of and payment for repairs to the Montague Burn Dump cap consistent with Mass DEP - approved Corrective Action Design plan, as a modification to the April 13, 2020 solar lease agreement**

Boutwell makes the motion to approve and sign the Second Addendum to the April 13, 2020 Solar Lease Agreement with Kearsarge Montague BD LLC for completion of and payment for repairs to the Montague Burn Dump Cap consistent with the MassDEP-approved Corrective Action Design Plan, in the form presented to the Board at this meeting, subject to any final revisions by Town Counsel. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

- **Consideration and approval of addendum to solar lease dated August 21, 2017 with Kearsarge Montague LLC to provide for a temporary abatement of certain annual lease payments, in connection with the repairs to the Montague Burn Dump cap**

Boutwell makes the motion to approve and sign the Addendum to the August 21, 2017 Solar Lease Agreement with Kearsarge Montague LLC to provide for a temporary abatement of annual lease payments for Fiscal Years 2025 through 2029, in connection with the repairs to the Montague Burn Dump Cap, in the form presented to the Board at this meeting, subject to any final revisions by Town Counsel. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

- **Update on July storm impacts**

- Ellis reports that we are making permanent improvements where the water runs off to and through.
- Massive amounts of rain have been hard on infrastructure.
- The DPW will be doing some work there when it is dry enough.

Town Administrator Business

- **Resignation of Selectboard Administrative Assistant Shayna Reardon, effective August 24, 2023**

Ellis announces the resignation of Selectboard Administrative Assistant Shayna Reardon, effective August 24, 2023.

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- **Award 3-Year contract (FY25-27) for curbside trash and recycling collect and hauling, and trash disposal to Casella Waste Management of Massachusetts, Inc.**
Boutwell makes the motion to award a 3-Year contract (FY25-27) for curbside trash and recycling collect and hauling, and trash disposal to Casella Waste Management of Massachusetts, Inc. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Advisement of Purchase and Sale Agreement for the Greenfield Montague Transportation Authority Property at 382 Deerfield St., Greenfield MA**
Ellis notifies the Board that the GMTA has found a buyer, Jimbob Realty LLC, who is willing to buy the Greenfield Montague Transportation Authority Property at 382 Deerfield St., Greenfield MA for \$400,000.
- **Execute MOU for Regional Household Hazardous Waste Collection event, Saturday, September 3, 2023**
Kuklewicz makes the motion to execute the MOU for Regional Household Hazardous Waste Collection event, Saturday, September 3, 2023. Seconded by Lord, approved. Kuklewicz - Aye, Lord - Aye, Boutwell - Abstain
- **Execute MOU regarding Third-Party Inspection of the Town's Municipal Transfer Station**
Kuklewicz makes the motion to execute the MOU regarding Third-Party Inspection of the Town's Municipal Transfer Station. Seconded by Lord, approved. Kuklewicz - Aye, Lord - Aye, Boutwell - Abstain
- **Termination of GreenHouse Cannabis Group, Inc. Host Community Agreement, and request for refund of \$4,315.50 in collected fees or pre-payments**
GreenHouse Cannabis Group, Inc. was not successful in getting their cannabis delivery service off the ground. Ellis has asked them for a confirmation that they will not be not seeking to follow through on our Host Community Agreement. The amount of funds (\$4,315.50) should be returned to them.
- **Discuss and Approve Proposed Clean Water Trust State Revolving Fund Grant Application**
Boutwell makes the motion to approve the submission of a Clean Water Trust State Revolving Fund Grant Application. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Approve MIIA Risk Management Grant Submission**
Boutwell makes the motion to authorize the Town Administrator to discuss with various departments needs that might fit under the MIIA Risk Assessment Grant Program and submit such request. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Colle/Shea roof project expected to start September 1, 2023**
We are hoping to have a preconstruction meeting with Triumph Roofing in early August. They are still expected to start on September 1, 2023.
- **Topics not anticipated within the 48 hour posting/Carpet**
Ellis reports that we are in the process of installing a new carpet. The first phase of that work occurred this past Friday and Saturday. We are expecting to have the carpets in the Town Clerk's Office, the Selectboard's Office, and the Treasurer/Collector's Offices two Fridays from now.

Boutwell makes the motion to adjourn at 7:50 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye