

**MONTAGUE SELECTBOARD MEETING**  
**In-Person at 1 Avenue A, Turners Falls and VIA ZOOM**  
**Monday, September 18, 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; Assistant Town Administrator Walter Ramsey; Executive Assistant Wendy Bogusz; Council on Aging Director Roberta Potter; Town Planner Maureen Pollock; and Board of Health Director Ryan Paxton.

Selectboard Chair opens the meeting at 6:30 PM.

**Approve Selectboard Minutes from August 28 and September 11, 2023**

*Boutwell makes the motion to approve the Selectboard Minutes from August 28 and September 11, 2023. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

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

A resident states that an oak tree in his back yard fell due to a Town drain outlet. All of the houses along the ravine are being impacted by the trench. Kuklewicz asks Ellis or Ramsey to notify DPW and the Tree Warden of this problem.

**Mass In Motion Grant Report (Collen Doherty, Roberta Potter)**

**Presentation of Mass in Motion Study Findings**

- Doherty explains the necessity of age-friendly programs (specifically for older adults).
- The focus of the program are housing, social, health, and communication.

**Response to Findings and Next Steps for MiM Grant Work**

- Priorities that the group identified include: a Town Nurse who would have some fixed hours at the Senior Center; an outreach worker to help people with social security, fuel assistance, housing, finding legal aid, etc.; classes for seniors; and training on how to use FRTA.
- There now is a village-to-village organization. It already has a bank account, a website, and volunteers. Its mission statement is "helps adults over 60 residing in the Town of Montague to age in place with dignity and dependence by offering volunteer services, access to information, and community connections."

**Application for Use of Peskeompskut Park: Turners Falls Music Department Fall Music Festival, 9 am - 4 pm, Saturday, October 28**

*Boutwell makes the motion to approve the Use of Peskeompskut Park: Turners Falls Music Department Fall Music Festival, 9 am - 4 pm, Saturday, October 28. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Personnel Board:**

- **Appoint Mackenzie Salls, Administrative Assistant to the Board of Health. NAGE Union Grade B, Step 1, 35 hours, \$19.28/hour. Effective October 2, 2023**

*Boutwell makes the motion to appoint Mackenzie Salls, Administrative Assistant to the Board of Health; NAGE Union Grade B, Step 1, 35 hours, \$19.28/hour; effective October 2, 2023. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

- **Personnel Action - Termination (Retirement). Anne Stuart, Temporary Administrative Assistant to the Board of Health. Effective October 26, 2023.**

*Boutwell makes the motion to approve the temporary position and retirement of Anne Stuart, Administrative Assistant to the Board of Health; effective October 26, 2023. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

- **Update: Open Town Clerk Administrative Assistant Position Posted**

The Town Clerk's Office has posted for an Administrative Assistant Position. Anyone interested can apply at the Town Clerk's Office.

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**Execute CDBG Grant in the amount of \$1,325,682 with the Executive Office of Housing and Livable Communities (EOHLC), inclusive of any related forms**

- *Lord makes the motion to designate the Vice-Chair to sign the CASL form. Seconded by Kuklewicz, approved. Lord - Aye, Kuklewicz - Aye, Boutwell - Aye*
- *Boutwell makes the motion to execute the CDBG Grant in the amount of \$1,325,682 with the Executive Office of Housing and Livable Communities (EOHLC), inclusive of any related forms. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**October 10, 2023 Special Town Meeting Draft Warrant and Recommendations**

**Review and Discuss Draft Warrant and Motions**

The Board reviews and discusses the Draft Warrant and Motions.

**Special Town Meeting Warrant - To Approve and Execute October 10, 2023 draft warrant, attached hereto**

*Boutwell makes the motion to approve the items on the Warrant as reviewed. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Special Town Meeting Motions - To Consider any Recommendations**

- *Boutwell makes the motion to recommend Article 1 of the Special Town Meeting Warrant. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to recommend Article 2 of the Special Town Meeting Warrant. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to recommend Article 3 of the Special Town Meeting Warrant. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to recommend Article 4 of the Special Town Meeting Warrant. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to recommend Article 5 of the Special Town Meeting Warrant. Seconded by Lord Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye, Lord - Aye*
- *Lord makes the motion to recommend Article 6 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 7 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Recommendation for Article 8 is postponed for further clarification.*
- *Lord makes the motion to recommend Article 9 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 10 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 11 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 12 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 13 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to change the funding source for Article 14 of the Special Town Meeting Warrant to "said sum to be raised from Free Cash." Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend the amended Article 14 motion of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 15 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*
- *Lord makes the motion to recommend Article 16 of the Special Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*

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**Assistant Town Administrator Business**

**Montague City Road Flooding - Relief project updates**

- The conditions are still too wet to continue the work.
- We have commenced the contracting process with Davenport. The contract will hopefully be brought to the Board in the next two weeks.
- The DPW is going to clean the culvert at Turnpike Road in the hopes that that will help free up the stream to move the water along.

**Montague Center Library Masonry and Roof Repair updates**

- The masons mobilized last Tuesday and hope to be done by the project by the end of this week.
- The building has been pressure-washed. Some bricks have been replaced. Gravel work is being done.
- We are planning to mobilize the roofers in two or three weeks.
- A new leak was found in the roof. Ramsey has asked the roofers to take a look at it.
- The window in the attic is also in really bad shape. A local window restorer is willing to restore it for \$1,100.

**First Street Housing Development update**

- The First Street Housing Development project is moving along well.
- We are still not scheduled for ultimately a January land transfer.
- Habitat for Humanity will be hosting a community meeting to talk about the project on Saturday, September 30.
- The design is well-underway.
- The Phase II Environmental Assessment work has been completed. We are waiting on the results.
- One of the issues at the community meeting will be how to address the cars that are parking in the alleyway.
- The alleyway is in rough shape. The DPW will be looking into it.

**Other (*not on agenda*)**

- The building on 38 Avenue A is now demolished.

**Town Administrator Business**

**Accept MIIA Grant Award for Confined Space Entry Safety Equipment (\$3,323)**

*Boutwell makes the motion to accept the MIIA Grant Award for Confined Space Entry Safety Equipment (\$3,323), and authorize DPW the DPW expend. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Falls Fest 2023 on October 21 - Planning Update**

- The group from the Falls Fest Organizing Committee will be bringing the vision and plan to the Board next week. They are acquiring musical entertainment, setting up stages, planning a program at the Discovery Center, and arranging for more performance areas.
- The Shea Theater is also involved.
- The event will take place on October 21st.
- Avenue A will not be closed.

**Shea-Colle Roof Project Progress Report**

- This project is going well. The roof is now complete. The HVAC is back.
- Work on the Colle Roof will begin tomorrow.

**Update on Strathmore Boarding and Other Necessary Repairs**

- Ramsey and Ellis have been having ongoing discussions about whether there are some interim measures that need to be taken.
- Ramsey, Ellis, and Pollock have been having ongoing conversations with State officials with regard to advancing the need for serious external commitments to support the demolition of the property, remediation of hazards on the property, and future redevelopment.

*Boutwell makes the motion to adjourn the meeting at 8:07 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*