

MONTAGUE SELECTBOARD MEETING
VIA ZOOM
Monday, November 13, 2023 at 6:00 PM

Meeting was opened at 6:00 PM. Present were Selectboard members Rich Kuklewicz, Chris Boutwell, and Matt Lord (*joins at 6:06 PM*); Town Administrator Steve Ellis; Assistant Town Administrator Walter Ramsey; Executive Assistant Wendy Bogusz; CWF Superintendent Chelsey Little; FCRHA Director of Community Development Brian McHugh; and FRTA Representative Jeff Singleton.

Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken

Approve Selectboard Minutes from November 6, 2023, if available
Minutes not yet available

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

Chelsey Little, Clean Water Superintendent

Final NPDES (National Pollutant Discharge Elimination System) Permit Issued - Effective January 1, 2024

- Little gives a brief summary of the final NPDES Permit:
 - The permit goes into effect officially on January 1, 2024.
 - The Town of Gill is now a co-permittee because they have a pump station and the collection system.
 - We are going to have quite a bit more testing requirements (i.e., nutrient testing and PFAS).
 - There is still an adaptation planning.
 - Some of the deadlines have been changed. A progress report is due March 2026, Component 1 is due on January 2026, Component 2 on January 2027, and Component 3 on January 2028.
 - Our sewer system mapping is still a requirement; we have until June 1, 2026.
 - The collection system is still a requirement, but the deadline has been stretched out.
 - Our local limits study is still a required, but the deadline has been stretched.
 - There is a lot of annual reporting.
- Discussion:
 - In response to a question by Kuklewicz, Little states there has not been any discussion yet of developing a plan around meeting the extended timelines (i.e., extra staff).
 - Kuklewicz suggests creating a spreadsheet of when and where the timelines are due.
 - Ellis shares that we are in the process of establishing a relationship with the Community Engineering Corps about a project that would help scaffold our new understandings of the requirements for our collection systems reporting and Clean Water Facility reporting.
 - In response to a question by Singleton, Chelsey states that the permits are very specific to each system and is based on what grade facility each town has for their treatment plan and CSOs.

New rate structure and primary treatment facility upgrade planning/retreat February 2024

Little would like to have a new Sewer Commission Retreat on February 2024. The members of the Board will discuss their availabilities and schedules.

WET (Whole Effluent Toxicity) testing results

We received 100% on the WET test.

Permit discharge summary report for October 2023

Little reports that we had a violation of our *e coli* for one day because of emergency maintenance near the end of October.

El Nopalito, Liquor License Application - For Reconsideration

El Nopalito Restaurant, LLC, d/b/a El Nopalito, Jahmes Campos Peters as manager, has applied for an on-premises All Alcoholic Beverages Liquor License (Restaurant). The permit is located at 196 Turners Falls Road, Montague, MA. Further information to be submitted

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Boutwell makes the motion to authorize and sign the on-premises All Alcoholic Beverages Liquor License for Nopalito Restaurant, LLC, d/b/a El Nopalito. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Personnel Board

Appoint Pete Lapachinski to Zoning Board of Appeals as an Alternate Member until 6/30/24, effective 11/14/23

Boutwell makes the motion to appoint Pete Lapachinski to Zoning Board of Appeals as an Alternate Member until 6/30/24, effective 11/14/23. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Brian McHugh, FCRHRA Director

Authorize Payment #2 to H. M. Nunes & Sons Construction, Inc. in the amount of \$91,517.00 for the final payment for FY21 Montague Avenue A Streetscapes Improvements Construction Project

Boutwell makes the motion to authorize and sign Payment #2 to H. M. Nunes & Sons Construction, Inc. in the amount of \$91,517.00 for the final payment for FY21 Montague Avenue A Streetscapes Improvements Construction Project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Jeff Singleton, FRTA Representative

FRTA Weekend Service Update

- Singleton reviews the challenges involved with trying to get FRTA weekend service.
- Ellis reads aloud a proposal by Singleton.
- Lord states there is a difference in the cost between 1 day limited service and 2 full days and they figure the fair share amount covers the 2 full days with the limited Saturday service and there would be a bunch of fair share money around; how do you think the FRTA should spend that?
- Singleton responds the easy answer is capital. As a Town we do not use short term money to beef up our operating budget. In general that should be the policy of the FRTA. We have lots of capital needs.
- Kuklewicz states that he would like weekend service, but he does not want to create a service that will not be utilized or is not sustainable in the long term. He believes that there should be a limited start, then allow growth as needed.
- Ellis informs Singleton that he found an Article which states that with regard to the budget law, \$56 million of the \$90 million shall be expended by regional transit authorities to support operational enhancements and improvements.
- The Selectboard members agree that they support some weekend service, but are concerned about the sustainability.

Executive Assistant Business

Discuss standardizing practice relative to MA State CASL (Contracted Authorized Officer Designation)

Bogusz explains the standardizing practice relative to MA State CASL. Three positions were clarified: (1) Primary Point of Contact, (2) Contract Signatory, and (3) Contract Authorized Officer. Ellis suggests that the Primary Point of Contact should be the staff member in charge of the particular grant, the Contract Signatory should be all members of the Selectboard, and the Contract Authorized Officer should be the Selectboard Executive Assistant.

Assistant Town Administrator's Business

- **First Street/Habitat for Humanity Housing Project: Phase II Environmental Assessment findings and request for purchase and sale extension**
 - According to the results of the Phase II Environmental Assessment, the fill that we had brought was contaminated with some hazardous materials (six different chemicals).
 - The Town has 120 days to report the results to Mass DEP. They may require additional activities.
 - Site redevelopment plans will need to be adapted to conform to DEP compliance.
 - *Boutwell makes the motion to authorize the extension of the Purchase and Sale Agreement closure date for the First Street/Habitat for Humanity Housing Project to July 1, 2024. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

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- **Vote to authorize up to \$35,000 of ARPA funds for engineering associated with the DEP Administrative Order for the Burn Dump closure and execute agreement with GZA Environmental not to exceed \$35,000**

Boutwell makes the motion to authorize up to \$35,000 of ARPA funds for engineering associated with the DEP Administrative Order for the Burn Dump closure; to execute the Agreement with GZA Environmental not to exceed \$35,000; and to authorize the Chair to sign the agreement. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Initial discussion on the findings of the Six Town Regional Planning Board

Ellis highlights important findings from his reading of the Six Town Regional Planning Board's analysis: There is a presumption that the merged district would see an overall increase in costs of 1.3%. Six different methodologies for the distribution of cost responsibility will be presented tomorrow at the Gill Town Hall meeting. The Town of Montague could see as much as a 4.8% reduction in its costs, or a 7.5% increase.

Town Administrator's Business

- **Review FY25 Budget Message**

Ellis reports that the Budget Message has been communicated to all department heads. The budgets from all departments except the Airport are expected to be in by Monday, December 11. Ellis has invited the departments to bring any major new proposals for programs or staff on November 20, November 27, or December 4.

- **Status report on MOAs with the UEW**

We have one signed MOA back for the Truck Driver/Laborer-in-Training Position. Copies of four existing draft agreements were included in the packet. We are expecting that these will get signed this week pending final union review of three of them.

- **TA Priorities for the remainder of the fiscal year**

Ellis discusses three of his priorities: (1) making all possible progress on the Wage and Compensation Study and the negotiations that might follow thereafter; (2) developing an HR personnel policies manual; and (3) working with Tom Bergeron to manage the DEP collection systems reporting.

- **Six Town Regionalization Planning Board Meeting on 11/24/23**

There will be a Six Town Regionalization Planning Board Meeting on 11/24/23.

- **Topics not anticipated in the 48-hour posting**

None

OTHER:

Next Meeting: Selectboard, Monday, November 20, 2023 at 6:30 PM via ZOOM

Boutwell makes the motion to adjourn the meeting at 7:37 PM. Seconded by Lord, unanimously approved.

Boutwell - Aye, Lord - Aye, Kuklewicz - Aye