

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, April 8, 2024 at 6:00 PM

Meeting was opened at 6:00 PM. Present were Selectboard members Rich Kuklewicz and Chris Boutwell; Assistant Town Administrator Walter Ramsey; DPW Superintendent Tom Bergeron; CWF Superintendent Chelsey Little; FCRHA Director of Community Development Brian McHugh; and Town Planner Maureen Pollock.

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

Approve Minutes: Selectboard Meeting April 1, 2024

Boutwell makes the motion to approve the Minutes of April 1, 2024 as presented. Seconded by Kuklewicz, unanimously approved. Boutwell - 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

None

Chelsey Little, CWF Superintendent

Sewer Bill Abatements for 2nd Half of FY2024

- *Kuklewicz makes the motion to abate the bill for 59 Main Street, Montague for \$606.87. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 29 G St., Turners Falls for \$1,544.76. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 27 Center Street, Montague for \$367.80. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 100 K. Street, Turners Falls for \$441.36. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 196 Turnpike Road, Montague for \$717.21. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 6 Eighth Street, Turners Falls for \$1,195.25. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 76 Oakman Street, Turners Falls for \$275.85. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate 26-28 Third Street, Turners Falls for \$882.72. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*
- *Kuklewicz makes the motion to abate the bill for 57 Davis St., Turners Falls for \$386.19. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell - Aye.*

MA Department of Labor Standards (DLS) Safety Inspector Report

- Little stated she wanted to get the State involved to check on things in the facility. She is mostly concerned with the operations building.
- The DLS came in at the end of February. They did not find any imminent danger, but they did identify 20 hazards that fall in the "serious" category.
- When checking the operations building, DLS did not measure any levels that were of immediate concern for hydrogen sulfite.
- A response is required by May 3rd.

CWF Ongoing Projects Update

Little gives an update on the WCF's current ongoing projects (Industrial Blvd Pump Station Rehab, Screw Pump Replacement and Corresponding Building and Wet Well Rehabilitation, Aeration Blowers and Fine Bubble Diffusers, Main Generator and Transfer Switch Replacement, Operations Building Fuel Oil Boiler and Appurtenances Conversion/Replacement, G St. and J St. Pump Station Generator Replacements, Biosolids Management Composting/Dryer Study, Local Limits Study for Industrial Pretreatment Management, Septage Receiving Station Upgrades, Operations Building HVAC Stabilization Repairs, Bike Path Sign at Intersection of Rail Trail and Facility Driveway, Hydroelectric Power Feasibility Study, and Montague Center Pump Station Rehabilitation).

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CWF Facility Planning Update

Little states that she has spoken with Ramsey and Wright-Pierce about facility planning. Little would like to apply for an RST grant for next year's round in order to obtain funds to do a facility's plan.

Permitted Discharge Summary for March 2024

Little reviews the Permitted Discharge Summary. Everything has been going well with treatment. The chlorination season started on April 1st. We need to maintain chlorine and *e. coli* until the end of October. The new system that was put in a couple of years ago has been working really well.

Blended Discharge Summary for March 2024

Little states that on March 7, there was one event where we discharged out of the blending tank. It lasted an hour and 20 minutes. We released approximately 12,000 gallons to the Connecticut River.

Tom Bergeron, DPW Superintendent

CSO Discharge Summary for March 2024

On March 23 we had a discharge of 8,201 gallons at the Greenfield Road CSO. The buffer line is working very well at the Avenue A CSO.

ADS Report for February 2024

The Greenfield Road, Avenue A, and 7th and L Street all reported zero overflows.

Update on DPW's Monthly Maintenance Activities for the CSOs and Collection System

- Kyle Bessette goes out once or twice a week to check if anything is blocking the buffer line.
- The DPW has started cleaning catch basins that are attached to the sewer lines.
- In April a company called Community Engineering Corps is going to come in and look at our systems and see if there is anything we can do to improve things. This service is free or charge.

Other (not on agenda)

On April 16-17 the DPW is doing smoke testing in Millers Falls on Franklin Street.

Kyle Cogswell, Newt Guilbault Community Baseball

Use of Public Property: Newt Guilbault Baseball League Opening Day Parade April 21, 2024 (Rain Date 4/28/24), 11:00 a.m. - 12:00 p.m., beginning at TFHS, taking a right on Montague Street and ending at our Complex. Approximately 100-110 people in attendance

Boutwell makes the motion to approve the Use of Public Property: Newt Guilbault Baseball League Opening Day Parade April 21, 2024 (Rain Date 4/28/24), 11:00 a.m. - 12:00 p.m., beginning at TFHS, taking a right on Montague Street and ending at our Complex; approximately 100-110 people in attendance. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Brian McHugh, Community Development Block Grant Business

Revise FY22.23 CDBG Budget to add \$44,386 in Program Income Funds to the (6C Activity) Hillcrest Neighborhood Park Construction Project

Boutwell makes the motion to revise the FY22.23 CDBG Budget to add \$44,386 in Program Income Funds to the (6C Activity) Hillcrest Neighborhood Park Construction Project as presented, and authorize the Chair to sign the documents. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Maureen Pollock, Town Planner

Use of Public Land/Closure of the Third Street Alley between Avenue A and the Municipal Parking Lot for up to two hours, 2:00 P.M. TO 4:00 P.M., on Sunday

Boutwell makes the motion to approve contingent on the receipt of insurance the Use of Public Land/Closure of the Third Street Alley between Avenue A and the Municipal Parking Lot for up to two hours, 2:00 P.M. TO 4:00 P.M., on Sunday; and authorize the Chair to sign it. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

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Installation of bicycle racks and bicycle repair station in downtown

- *Boutwell makes the motion to authorize the expenditure of \$3,296 for the purchase of 10 bike racks for installation within the Town by the Montague DPW and to be coordinated through the Planning Board and authorize the Chair to sign any documents. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the request from FRTA to install a bike rack repair station at Avenue A and Third Street as discussed. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye*

Shea Theater mural project updates

- We received over 350 application submissions for muralists.
- Our Steering Committee is currently reviewing all the submissions. They will be doing interviews with the muralists.
- Once the muralist is selected, the selected artist will be expected to create a design based on input from community listening sessions and information provided by the Steering Committee.

Personnel Board

Appoint Joshua Anderson to Upper Pioneer Valley Veteran's Services District as Veteran's Advisory Board Representative, effective April 8, 2024. Term expiring June 30, 2025

Boutwell makes the motion to appoint Joshua Anderson to Upper Pioneer Valley Veteran's Services District as Veteran's Advisory Board Representative, effective April 8, 2024; term expiring June 30, 2025. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye

Assistant Town Administration Hiring update

The application period is open. At present, the Town has received 10 applications. The Hiring Committee will meet next week to review the applications.

Planning Discussion for DPW Superintendent hiring process

We have two months to get organized for hiring Tom Bergeron's successor. We need to update the job description, form a hiring committee, and start advertising for the position.

Annual Town Meeting

Town Meeting Warrant - To Approve and Execute May 4, 2024 warrant, as attached hereto

- Kuklewicz reads aloud the Annual Town Meeting Warrant.
- *Kuklewicz makes the motion to place Article 1 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 2 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 3 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 4 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 5 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 6 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 7 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 8 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 9 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*
- *Kuklewicz makes the motion to place Article 10 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye*

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- Kuklewicz makes the motion to place Article 11 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 12 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 13 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 14 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 15 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 16 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 17 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 18 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 19 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 20 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 21 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 22 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 23 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 24 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye
- Kuklewicz makes the motion to place Article 25 on the Town Meeting Warrant. Seconded by Boutwell, unanimously approved. Kuklewicz - Aye, Boutwell -Aye

Town Meeting Motions - To consider any further recommendations related to the motions of the Annual Town Meeting

None

Pre-Town Meeting Coffee Hour

There will be a Pre-Town Meeting Coffee Hour prior to the Annual Town Meeting to give folks a chance to ask questions and talk about general Town-related questions. Representative Blais and Senator Comerford will be present.

Assistant Town Administrator's Business

Recommendation to Adjust Operating Budget Capital Outlay Threshold to \$25,000

- Ramsey states that the Town Accountant recommends adjusting the Operating Budget Capital Outlay Threshold to \$25,000, which would line it up with our financial management policies.
- The Town Accountant has already discussed this with the Finance Committee, and they are on board with this approach.
- Ramsey suggests that it might be a good practice for the Selectboard to have a review about capital purchases even less than \$25,000, which would give them a little bit of control.
- Kuklewicz asks that something be crafted that says that any capital item that is not in the current budget in excess of \$5,000 be reviewed by both Finance and Selectboard.

Announce FY25-30 Capital Plan

Ramsey announces that the Capital Improvements Committee has approved the FY25-30 Capital Plan.

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FY25 Grantmaking Strategy

Ramsey reviews the spreadsheet of the FY25 Grantmaking Strategy (One Stop - Rural Development Fund, One Stop - Brownfields Redevelopment Fund, One Stop - Community Planning, Mass Housing Partnership Small Town, Municipal ADA, Community Compact, DER Culvert Replacement Grant, Mass DOT Small Bridge Program, Complete Streets, MVP Action Grant, Green Communities, Mass Broadband Implementation, and Clean Water Trust Asset Management Grant, FY24 EPA Brownfields, EPA Community Change, and CDBG).

First Street Housing Project Environmental Assessment Updates

Ramsey states that we did Phase I. Desk Top Assessment recommended that we do soil borings and ground water testing. When we did the Phase II borings, they identified some contaminated soils on the property. That study recommended that we come back and do more testing around the hits that we had. EPA has stepped up to fund that next round of environmental assessments. Once we get that information, we can build a scope and budget. We will be looking at funding to do that remediation.

FERC Updates

The FRCOG has submitted a 30-day request for extension, which would give us more time to respond to the open comment period.

Topics not anticipated in the 48 hour posting

None

Boutwell makes the motion to adjourn the meeting at 8:14 PM. Seconded by Kuklewicz, unanimously approved.

Boutwell - Aye, Kuklewicz - Aye