

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, April 22, 2024 at 6:30 PM

Meeting was opened at 6:30 PM. Present were Selectboard members Rich Kuklewicz, Matt Lord, and Chris Boutwell; Town Administrator Steve Ellis; Executive Assistant Wendy Bogusz; Assistant Town Administrator Walter Ramsey; Police Chief Chris Williams; Parks and Recreation Director Jon Dobosz; FCRHA Director of Community Development Brian McHugh; Town Planner Maureen Pollock; Library Director Caitlin Kelly; and Assistant Town Planner and RiverCulture Director Suzanne LoManto.

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

Approve Minutes: Selectboard Meeting April 8, 2024

Boutwell makes the motion to approve the Minutes of April 8, 2024 as presented. Seconded by Kuklewicz, approved. Boutwell - Aye, Kuklewicz - Aye, Lord - Abstain

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

Hearing - Cancellation of Liquor License

Between the Uprights at 2nd street, 23 Avenue A, Turners Falls, MA

Boutwell makes the motion to extend the Liquor License of Between the Uprights at 2nd street, 23 Avenue A, Turners Falls, MA to October 28, 2024; and ask Lew Collins to check in on a monthly basis with the Board. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Chris Williams, Police Chief

Execute MOU with City of Northampton for Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence and Stalking Grant Program, OVW FY2024

Boutwell makes the motion to authorize Police Chief Williams so sign the MOU with City of Northampton for Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence and Stalking Grant Program, OVW FY2024. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Brian McHugh, FY22.23 CDBG Grant Implementation

Award contract to Clayton D. Davenport Trucking, Inc., in the amount of \$267,658 for the Hillcrest Neighborhood Playground Construction Project

Boutwell makes the motion to award the Contract to Clayton D. Davenport Trucking, Inc., in the amount of \$267,658 for the Hillcrest Neighborhood Playground Construction Project; and authorize the Chair to sign it pending final paperwork. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Jon Dobosz, Parks & Recreation Director

Execute Agreement with GZA GeoEnvironmental, Inc., for the Design portion of the Montague Center Park Project, \$45,000 funded through the PARC Grant

Boutwell makes the motion to execute the Agreement with GZA GeoEnvironmental, Inc., for the Design portion of the Montague Center Park Project, \$45,000 funded through the PARC Grant. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Announce Public meeting to be held on April 30, 2024 at 6:30 PM regarding the design of Montague Center Park

Dobosz states that the first public hearing for the design process is scheduled for next Tuesday at the Montague Center Volunteer Firemen's Association Community Room.

Brian Westbrook, RPM Fest

Overview of RPM Fest August 30 - Sept. 1, 2024, at the Millers Falls Rod and Gun Club

- The RPM Fest is a heavy music and camping festival.
- There will be about 40 bands and 700 attendees.

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- The parameters will be the same as the last couple of years.
- From 10:00 PM to midnight on Friday, there will be a music trivia event as well as a burlesque and drag show.
- On Saturday and Sunday nights, there will be wrestling events.

Maureen Pollock, Town Planner

Review of Montague City Village Center Study Final Report and next steps

- Through the Mass Housing Partnership Complete Neighborhood Partnership Grant Program, the Town was awarded a grant which aims to support the creation of walkable neighborhoods near downtowns, transit, jobs, and people's daily lives.
- We have consulted with VHB, who has provided technical assistance throughout this project.
- Throughout the process, we have been looking at re-envisioning the Farren. We have held multiple stakeholder meetings; solicited input from Montague seniors, the EDIC, and affordable housing advocates; and held public input sessions to hear people's thoughts, suggestions, and ideas of how they envision what activities or uses we need and want on this property.
- There is a report on the Planning Department's website.
- Luke Mitchell, VHB's product team leader, summarizes the Montague City Village Center Development Plan.
- Pollock shares that she has received a lot of warnings that the Town should not be playing the "developer." She was advised to consider re-zoning the parcel, to re-explore the dimensional regulations, and to consider design standards. Other suggestions she received was to start a working group to focus on redevelopment of the property, and to work with a development consultant for assistance. Other steps that should be imminent is to do pre-development activities and due diligence.
- Pollock hopes to apply for a One Stop Community Planning Grant, which would provide us technical assistance with proposing any possible rezoning of this parcel.
- In response to a question by Lord, Mitchell states that if we end up with a block structure, there will be a significant amount of on-street parking.
- Resident Peter Hudyma shares that people feel that we seem to jump to the conclusion that housing is what should predominate the site.
- Planning Board Chair Ron Sicard responds to Hudyma that this is not a done deal. He recognizes the amount of effort that Pollock has put into this project.
- Resident Betty Tegel discusses our need for subsidized senior housing. She encourages the Board to take a real look at a letter that she had sent.
- Resident Mary Kay Mattiace gives her input on several issues (the parking issue, the green space on the design, and the fact that in ten years there will be residents who will likely be wanting some senior housing).
- Kuklewicz feels that we need to have a working group to look at the short-term, long-term, and all the pieces in between. He feels that Pollock and the Planning Board should pursue creating that group.
- Kuklewicz suggests a rough timeline for the working group.

Shea Mural Project Updates

- The Steering Committee has reviewed all 354 applicant submissions.
- The chosen artist is Darion Fleming, a professional muralist based out of Charlotte, NC.
- Pollock lists several things that the committee was impressed with regarding Fleming's work.
- We are hoping to schedule our community input sessions in June at the Shea.
- We are hoping that Darien will be able to paint the mural later this summer (the last week of August).
- Pollock and LoManto would like to have a ribbon-cutting and maybe a block party.
- Pollock and LoManto intend to do a press release in the next couple of days which will include a link to Fleming's website and Instagram page.

Personnel Board

Appoint Hiring Committee for DPW Superintendent; Committee candidates proposed include: Bryan Camden, Rich Kuklewicz, Chelsey Little, Ken Morin, Brandy Patch, Leigh Rae, Walter Ramsey, Will Stratford. Tom Bergeron (Ex officio), Steve Ellis (Ex officio)

Boutwell makes the motion to appoint Bryan Camden, Rich Kuklewicz, Chelsey Little, Ken Morin, Brandy Patch, Leigh Rae, Walter Ramsey, and Will Stratford to the DPW Search Committee. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

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Boutwell makes the motion to appoint Tom Bergeron and Steve Ellis as Ex officio non-voting members to the DPW Search Committee. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Library Staff Position Proposal for Mid-FY25

Kelly shares that the current technician suggests that her position should be split into two and combined with another 13-hour position so that we can expand our adult services. Kelly goes over the proposed job descriptions of the two positions.

Update on Wage & Class Study Progress

Ellis states that he and Ramsey received about 52 different position descriptions. They have begun the process of meeting with department heads. Hopefully we will have all of the position descriptions in the process of being finalized by the end of next month.

Caitlin Kelly, Library Director

Approval of \$5,950 contract between the Montague Public Libraries and Elizabeth Moran for branding services, as approved by the Trustees of the Montague Public Libraries. Source: Library State Aid

Boutwell makes the motion to approve the \$5,950 contract between the Montague Public Libraries and Elizabeth Moran for branding services, as approved by the Trustees of the Montague Public Libraries; and authorize the Library director to sign it; Source: Library State Aid. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Review and/or approve Massachusetts Board of Library Commissioners' Application - Construction Grant Round 2023-2024's required Assurances and Certification documents

Boutwell makes the motion to approve the Massachusetts Board of Library Commissioners' Application - Construction Grant Round 2023-2024's required Assurances and Certification documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Assistant Administrator's Business

Request to authorize Intertek PSI to conduct an updated Phase I Environmental Assessment for the Farren Property for \$2,800.00. Source: Unexpected Engineering

Boutwell makes the motion to authorize Intertek PSI to conduct an updated Phase I Environmental Assessment for the Farren Property for \$2,800.00; and authorize the Chair to sign it; Source: Unexpected Engineering. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Request to authorize submittal of MVP Action Grant for "Montague Stormwater System Assessment and Action Plan." Local match of up to \$15,000 from ARPA

Boutwell makes the motion to authorize the submittal of the MVP Action Grant for "Montague Stormwater System Assessment and Action Plan"; local match of up to \$15,000 from ARPA. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Town Administrator's Business

Review Proposed Integrated HCA Agreement/Amendment with 253 Farmacy

- The Cannabis Control Commission is about to begin the process of doing an active review of HCAs during the license submission process.
- We created an integrated version of our previously amended HCA and submitted it prior to May 1st with the expectation that we would get an advanced review from the CCC that would give the company and the Board a clearer understanding before it is time to submit all of the materials in August of whether or not our HCA meets standards. We don't have that answer today, but we are going to have a number of businesses submitting HCAs throughout the coming months which should give us a better idea exactly how the CCC is going to respond.
- Ellis reviews a new Proposed Integrated Host Community Agreement.
- Lord suggests adding as an addendum the list that Eileen Seymour put forward regarding taxes that we anticipate being authorized to charge against 253.

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- Ellis will review the Agreement with 253, then bring the final Agreement to the Board next week.

Announce Formal Disbandment of Greenfield Montague Transportation Area, benefit of \$146,598 to the General Fund

Ellis states that we have worked very collaboratively with the City of Greenfield as Trustees of the GMTA, we have sold off all of the assets, we have formally given notice to DPU that it is no longer a functioning enterprise, and we had our last business meeting at which we closed up shop last Thursday. The Town of Montague is entitled to receive \$146,598, which will go into General Fund revenues for 2024 and come out as Free Cash next year.

Consider 3-Year Engineering Services Contract with ADS Environmental Services in the total amount of \$73,093

Postponed for now.

Consider Task Order with Wright Pierce Engineering for a Wastewater Asset Vulnerability Inventory in the Amount of \$109,995

Boutwell makes the motion to execute the Task Order with Wright Pierce Engineering for a Wastewater Asset Vulnerability Inventory in the Amount of \$109,995; and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Invitation to Highland Natural Burial Ground Dedication, April 27 at 10 AM

The Cemetery Commission is planning a formal Highland Natural Burial Ground Dedication on Saturday, April 27 at 10 AM.

Topics not anticipated in the 48-hour posting/Roof shingle break-off

We have seen some roof shingle break-off at the Montague Town Hall. The roofing contractor will be coming tomorrow to do some investigative work.

Boutwell makes the motion to adjourn the meeting at 8:58 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye