

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, April 29, 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; DPW Superintendent Tom Bergeron; Assistant Town Planner and RiverCulture Director Suzanne LoManto; and Treasurer/Collector Eileen Seymour.

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

Approve Minutes: Selectboard Meeting April 22, 2024

Boutwell makes the motion to approve the Minutes of April 22, 2024 as presented. 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

None

Tom Bergeron, Millers Falls Collection System Inflow Reduction

Review of Actions Taken and Resulting Impact on Inflow to Sanitary Sewer System

The camera company from Rhode Island looked into the line again and found that the lateral went straight up the middle of the road right along the yellow line. After 58 feet, the pipe changed from plastic to clay. The DPW started digging on Tuesday and found the line with water in it. They finished up on Thursday. This repair will save approximately anywhere from 27 to 30 million gallons a year.

Personnel Board

Review and amend DPW Superintendent job description

- Ramsey reviews the DPW Superintendent job description.
- *Boutwell makes the motion to approve the DPW Superintendent job description as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Carolyn Olsen, Town Accountant

Amend Financial Management Policies to adjust Town Capital Outlay Threshold from \$5,000 to \$25,000

Boutwell makes the motion to amend the Town's Financial Management Operations Policy by adding the definition of Section A1 Capital Outlay - purchase of equipment with a useful life of five years or more with a cost of \$25,000 or more, including lease payments. These appropriations will be a separate line in the department's annual budget as voted at Town Meeting. Any equipment with a value of less than \$25,000 shall be considered an operating expense. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Eileen Seymour, Treasurer/Collector

Reserve Fund Transfer Request: \$5,915.00 to be transferred from the Reserve Fund Account to the Treasurer Capital Outlay Account for new copier/printer/scanner for Tax Collector's Office

No longer needed given the amendment to the Financial Management Operations Policy

Suzanne LoManto, Assistant Town Planner/RiverCulture

RiverCulture seeks group permits for summer programming (May - September)

Use of Peskeompskut Park: May 18, 25; June 1, 2, 21; July 14, 19; August 2, 9, 10, 15, 17, 22

Boutwell makes the motion to authorize the Use of Peskeompskut Park: May 18, 25; June 1, 2, 21; July 14, 19; August 2, 9, 10, 15, 17, 22; and to waive any associated fees. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Use of Public Property: Porta Potty and Signs at Peskeompskut Park, May - September; Montague Marching Band Parade, Avenue A/Third Street, May 3; Downtown Businesses Sidewalk Sales, May - September

Boutwell makes the motion to authorize the Use of Public Property: Porta Potty and Signs at Peskeompskut Park, May - September; Montague Marching Band Parade, Avenue A/Third Street, May 3; Downtown Businesses

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Sidewalk Sales, May - September; to waive any associated fees; and to authorize the Chair to sign appropriate documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Entertainment License:

- **Events at Peskeompskut Park (dates listed above)**
- **Second Street (lot behind Pioneer Brewery) June 29, July 27, August 24**
- **66 Avenue A, July 5 (rain date: July 7)**
- *Boutwell makes the motion to approve the Entertainment Licenses as discussed and authorize the Chair to sign any appropriate documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the request for an Entertainment License for the RiverCulture co-sponsor event as described at Unnamable Books, and authorize the Chair to sign the document. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Ann Fisk, Montague Center Fire Department

Request Use of Public Property on Montague Center Common May 26, 2024 for short service to honor American Veterans from 9:00 AM - 12:00 PM and clean up at 12:45 PM.

Boutwell makes the motion to authorize the Use of Public Property on Montague Center Common May 26, 2024 for short service to honor American Veterans from 9:00 AM - 12:00 PM and clean up at 12:45 PM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Thomas Memorial Golf, 29 Country Club Road, Turners Falls

Request 2024 Common Victualler License (previous license did not transfer)

Boutwell makes the motion to approve the request from Thomas Memorial Golf, 29 Country Club Road, Turners Falls for a 2024 Common Victualler License. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Request 2024 Entertainment License (previous license did not transfer)

Boutwell makes the motion to approve the request from Thomas Memorial Golf, 29 Country Club Road, Turners Falls for a 2024 Entertainment License as detailed, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Alyssa Larose, Housing Development Director - Rural Development Inc.

Request for Town support for the Rural Homes 10 Unity Street Affordable Homeownership Project

Boutwell makes the motion to authorize the Town so submit the grant request through the Community One Stop for Growth Program to the Rural Development Fund for the Rural Homes 10 Unity Street Affordable Homeownership Project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Ted Harvey, FRCOG, Montague Digital Equity Plan

Receive report of plan findings and recommended implementation strategies

Boutwell makes the motion to approve the Montague Digital Equity Plan as presented, to adopt it as our Digital Equity Plan, and to instruct Town staff to post it on the Town website. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Execute May 21, 2024 Town Election Warrant, attached hereto

- Lord reads aloud the notification for the May 21, 2024 Town Election Warrant.
- *Lord makes the motion to execute the May 21, 2024 Town Election Warrant. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*

Assistant Town Administrator's Business

Authorize Full Notice to Proceed to ACE Solar for the purchase and installation of a 71.54 kW DC Photovoltaic System on the Town Hall Annex. Purchase price \$192,930.52 to be funded from existing ARPA appropriation

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Boutwell makes the motion to authorize a Full to Proceed to ACE Solar for the purchase and installation of a 71.54 kW DC Photovoltaic System on the Town Hall Annex; purchase price \$192,930.52 to be funded from existing ARPA appropriation; and to authorize the Chair to sign the appropriate documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Request technical support from FRCOG Brownfields Assessment Program: First Street Municipal Parking Lot, 38 Avenue A, Former Farren Property

Boutwell makes the motion to authorize the Assistant Town Administrator to apply for technical support from the FRCOG Brownfields Assessment Program for the following projects: First Street Municipal Parking Lot, and 38 Avenue A, the Former Farren Property. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Avenue A Streetscape Continuation Project: Discuss Bid Results and rebidding strategy.

- Ramsey states that the bids that came in were all higher than our project budget.
- Ramsey suggests removing the work in front of Town Hall, removing the addition of street lights in front of 38 Avenue A, or sourcing the gap of \$150,000 (potentially ARPA) to be able to award the project to the lowest bidder.
- There is a total of \$206,000 that remains unspent from projects that we had previously allocated ARPA for.
- There is \$169,122 in ARPA that has not been allocated.
- Kuklewicz would like some more detail from the architect as to what the two different components (the lights and the area in front of Town Hall) would look like.
- Lord asks Ramsey to put together a list of how much is coming back from other projects.

Award Gill-Montague Senior Center Siding Replacement Project to Larochelle Construction, \$37,000; up to \$17,000 from Community Development Discretionary Unallocated (current balance \$62,086)

Lord makes the motion to award the Gill-Montague Senior Center Siding Replacement Project to Larochelle Construction, \$37,000; up to \$17,000 from Community Development Discretionary Unallocated (current balance \$62,086). Seconded by Kuklewicz, approved. Lord - Aye, Kuklewicz - Aye. (Boutwell dropped out of the zoom call temporarily)

Town Administrator's Business

Consider Proposed Host Community Agreement with 253 Organic, LLC for a Marijuana Treatment Center to be co-located with the existing Marijuana Cultivator, Product Manufacturer and Retail Establishment

Boutwell makes the motion to approve the Host Community Agreement with 253 Organic, LLC for a Marijuana Treatment Center to be co-located with the existing Marijuana Cultivator, Product Manufacturer and Retail Establishment. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye

Consider Legal Services Agreement with August & Epstein Associates for the Purpose of the Comcast Cable Relicensing Process

Boutwell makes the motion to enter into the Legal Services Agreement with August & Epstein Associates for the Purpose of the Comcast Cable Relicensing Process as discussed. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye

Update on Closing and Gift Agreement Relative to Farren Care Center Property

We now have a prospective closing date of May 31st with a window extending through July 15th. We would need to negotiate and finalize the issue of our inability to indemnify the company and things of that nature in the Real Estate Donation Agreement. We hope to have a resolution over the next few weeks.

Request Authorization to Spend Up to \$7,000 for Fencing to Further Secure the Strathmore Mill Site (Sources to Include Community Development Discretionary Funds and Unsafe Buildings and Property Discretionary Funds)

Boutwell makes the motion to authorize the spending of up to \$7,000 for Fencing to Further Secure the Strathmore Mill Site (Sources to Include Community Development Discretionary Funds and Unsafe Buildings and Property

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Discretionary Funds); and authorize the Chair to sign it. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye

Execute Clean Water Trust Planning Project Completion Certificate for Project CWA-22-04

Boutwell makes the motion to authorize the Chair to execute the Clean Water Trust Planning Project Completion Certificate for Project CWA-22-04 as discussed. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye

MassDEP FirstLight Water Quality Certification Public Involvement timeline

- There will be two zoom-based public hearings regarding the MassDEP FirstLight Water Quality Certification scheduled for May 29.
- Ellis will work with FRCOG and other local communities to help define some of the specific feedback that the Town might be able to provide for that process.
- There will also be a public hearing session next fall, possibly at the Shea Theater.

Topics not anticipated in the 48 hour posting/Non-Emergency 911

Resident Dean Garvin shares that there was a tree that was down on a line and the Non-Emergency Dispatch Line was instrumental in getting the situation taken care of.

Executive Session in accordance with G.L. c.30A, §21(a)(3) to discuss strategy with respect to collective bargaining with the New England Police Benevolent Association (NEPBA) Union, if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares

- The Chair deems having this discussion in open session would be detrimental to the Town's position.
- *Boutwell makes the motion to go into Executive Session in accordance with G.L. c.30A, §21(a)(3) to discuss strategy with respect to collective bargaining with the New England Police Benevolent Association (NEPBA) Union. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - Aye, Kuklewicz - Aye*

Next Meeting:

- **Annual Town Meeting, Saturday, May 4th**, Turners Falls High School, 222 Turnpike Rod. Pre-meeting social hour and information session: 8:00 AM - 8:45 AM, Meeting: 9:00 AM
- **Selectboard, Monday, May 6, 2024** at 6:30 PM, In-Person at 1 Avenue A, Turners Falls, and via ZOOM