

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, May 13, 2024 at 6:00 PM

Meeting was opened at 6:00 PM. Present were Selectboard members Rich Kuklewicz, Matt Lord, and Chris Boutwell; Executive Assistant Wendy Bogusz; Assistant Town Administrator Walter Ramsey; Police Chief Chris Williams; CWF Superintendent Chelsey Little; Library Director Caitlin Kelley; 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 May 6, 2024

Boutwell makes the motion to approve the Minutes of May 6, 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

Kuklewicz expresses his appreciation for David Detmold and the Tree Committee for the work they do around Town.

Chelsey Little, CWF

- **Sewer Rate Structure Update - Approve new timeline for issuance of bills from October/February to August/February**

Boutwell makes the motion to change the timeline for issuance of sewer rate bills from October/February to August/February. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

- **Execute Agreement Amendment #3 with Wright-Pierce for Aeration Blowers/Diffusers additional engineering services for \$15,000**

Boutwell makes the motion to execute the Agreement Amendment #3 with Wright-Pierce for Aeration Blowers/Diffusers additional engineering services for \$15,000; and authorize the Chair to sign any pertinent documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

- **Operations Boiler Replacement Update; Amend original request for \$113,500 from a wood-pellet fuel source to a propane fuel source; Request for additional ARPA funds for the transition from fuel-oil to propane**

Little states that the Board had initially authorized funding a wood-pellet boiler replacement. We have since shifted to a propane fuel source, so she would like to make sure the Board is okay with amending the language. There will likely be a need for additional funds based on what we get for bids.

- **Monthly Permitted Discharge Summary for April 2024**

Little states that we have officially started the chlorination season. Discharge is chlorinated before it goes out to the river to reduce pathogens. There have been no issues thus far.

Suzanne LoManto, RiverCulture and The Lake Pleasant 150th

Entertainment License and Use of Public Property in Lake Pleasant for activities related to the 150th Anniversary Event including live music, parking, road closures and partial road closures on Saturday, August 24, 2024 from 1:00 PM to 9:00 PM

- *Boutwell makes the motion to authorize the Use of Public Property in Lake Pleasant for activities related to the 150th Anniversary Event including live music, parking, road closures and partial road closures on Saturday, August 24, 2024 from 1:00 PM to 9:00 PM; to waive any fees; and to authorize the Chair to sign any documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to authorize the Entertainment License for activities at Lake Pleasant related to the 150th Anniversary Event including live music, parking, road closures and partial road closures on Saturday, August 24, 2024 from 1:00 PM to 9:00 PM; and to authorize the Chair to sign the application. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Personnel Board

- **Accept Letter of Resignation from Robin Wells from 911 Police Dispatch position**

Boutwell makes the motion to accept with regret the Letter of Resignation from Robin Wells from 911 Police Dispatch position. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

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- **Appoint Robin Wells as a Per-Diem Dispatcher at \$25.00/hour, effective 5/19/2024**
Boutwell makes the motion to appoint Robin Wells as a Per-Diem Dispatcher at \$25.00/hour, effective 5/19/2024. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Accept Letter of Resignation from William Peredina from CWF Laborer/Operator position**
Boutwell makes the motion to accept the Letter of Resignation from William Peredina from CWF Laborer/Operator position. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Updates on Assistant Town Administrator hiring process**
The Committee is meeting tomorrow to narrow down the list of candidates. They will hopefully be able to present the final two candidates to the Selectboard next week.
- **Retirement of Carolyn Olsen, Town Accountant, effective September 20, 2024**
Ramsey announces that Olsen is retiring as of September 20, 2024.

Stephen Valeski, Pioneer Valley Brewery

Request for Special and One Day License for the sale of Beer & Wine by Pioneer Valley Brewery for Outdoor Music Events being held at 148 2nd Street, Turners Falls on June 29, July 27, and August 24, 2024 from 5:30 to 9:30 PM

Boutwell makes the motion to issue a Special One Day License for the sale of Beer & Wine by Pioneer Valley Brewery for Outdoor Music Events being held at 148 2nd Street, Turners Falls on June 29, July 27, and August 24, 2024 from 5:30 to 9:30 PM; and authorize the Chair to sign the appropriate documents. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Caitlin Kelly, Library Director

- **Montague Public Libraries request for \$2,842.50 from the Bid Overrun Account in order to execute the Millers Falls Branch Library Windows and Doors Project; Article 22 appropriated \$14,000.00 for this project but the lowest bid came in at \$16,842.50**
Boutwell makes the motion to approve the Montague Public Libraries' request for \$2,842.50 from the Bid Overrun Account in order to execute the Millers Falls Branch Library Windows and Doors Project; and to authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye.
- **Authorize contract with Lively Builders, Inc., in the amount of \$16,842.50 for the Millers Falls Windows and Door Replacement Project; to be funded by a Special Article and Bid Overrun Account**
Boutwell makes the motion to authorize the contract with Lively Builders, Inc., in the amount of \$16,842.50 for the Millers Falls Windows and Door Replacement Project; to be funded by a Special Article and Bid Overrun Account. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye.

Assistant Town Administrator's Business

- **Authorize Town Administrator to execute any and all associated agreements for the release of a \$75,000 Smart Growth Zoning Incentive Payment from the Executive Office of Housing and Livable Communities**
Boutwell makes the motion to authorize the Town Administrator to execute any and all associated agreements for the release of a \$75,000 Smart Growth Zoning Incentive Payment from the Executive Office of Housing and Livable Communities. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye.
- **Overview of FY25 Capital Project Schedule**
Ramsey gives an overview of the FY25 Capital Project Schedule.
 - There are currently about 26 purchases planned for this year, 24 of which are physical projects involving construction.
 - There are projects going on at Town Hall, the libraries, and the Senior Center; a lot of which are in pre-construction phase.
 - The rehab basement project at the Carnegie Library is currently held up. Fitting the project into the budget as it was planned will be tight.
 - DPW is purchasing a couple of pieces of vehicle equipment.
 - CWF has a several projects going on, a number of which are done by staff in-house. Ramsey is working closely with Little regarding these. A lot of these projects are grant-funded.

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- We need to make sure that the operations boiler building and the septic station are under contract by December. These are funded by ARPA.
- The other CWF projects are all on track.
- We are looking at shifting the scope of the grant for the Avenue A CSO re-lining project based on an early finding by the engineer.
- We have a few pavement projects coming up (Hillcrest parking lot and sidewalks, Town Hall parking lot, and the First Street Alley).
- The South Ferry Culvert project will be done in August.
- We need to get caught up on the 11th Street Bridge rehab project.
- The South Street Bridge project is currently out to bid. Construction will likely start in November.
- There are some Parks and Public Spaces projects (Unity Skatepark lights, Montague Center Park, Hillcrest Playground, and Avenue A Streetscape Phase IV).
- Developing Capital Projects include Strathmore Demo Design, Airport-Pioneer Aviation Ramp Project, Avenue A Streetscape Phase V, and Swamp Road Bridge Rehab.
- **Review of current ARPA Spending; recommended projects to close-out**
Boutwell makes the motion to close the following projects beginning with 225-5-128-5800, specifically Project Nos. 004 - Vector truck, 006 - Montague City Road Emergency Sewer Repair, 003 - Collection System Study, 002 - CSO LTCP Update, 016 - Vector Dumping Pad, 025 - Burn Dump Closure Design, 017 - Social Services Gap Funding, 023 - Old Town Hall Roof Repair, and 001 - COVID Test Kits. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Proposed Hybrid Joint Meeting of Selectboard and Cable Advisory Committee on June 17 for the Purpose of an Ascertainment Hearing Related to Comcast Cable Relicensing**
The Board members agree to have a Joint Meeting of Selectboard and Cable Advisory Committee on June 17 starting at 6:00 PM for the Purpose of an Ascertainment Hearing Related to Comcast Cable Relicensing.
- **Legislative Updates**
 - **\$50,000 Earmark for COA Building Improvements Included in House FY25 Budget**
Ramsey shares that Congressman Blais and Suzanna Whipps put in an Earmark for \$50,000 for the Council on Aging building for general capital improvements.
 - **Testimony Given as Part of Municipal Panel in Support of Mass Leads Act/H-4459 before the Joint Committee on Economic Development & Emerging Technologies**
Ramsey states that Steve Ellis went to Boston last week to give testimony as part of the ongoing Economy Development bill that is working its way through the house.
- **Consider 3-Year Engineering Services Contract with ADS Environmental Services in the total amount of \$73,093**
Boutwell makes the motion to execute the 3-Year Engineering Services Contract with ADS Environmental Services in the total amount of \$73,093; and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye
- **Topics not anticipated in the 48 hour posting/Summer Meeting Schedule**
Bogusz states she is planning on putting the summer meeting schedule on the agenda. She asks the Board members to send her their suggestions.

Boutwell makes the motion to adjourn the meeting. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye