

**MONTAGUE SELECTBOARD MEETING
VIA ZOOM
Monday, September 9, 2024 at 6:00 PM**

Meeting was opened at 6:00 PM. Present were Selectboard members Rich Kuklewicz, Matt Lord, and Chris Boutwell; Town Administrator Walter Ramsey; Executive Assistant Wendy Bogusz; Assistant Town Administrator Chris Nolan-Zeller; CWF Superintendent Chelsey Little; RiverCulture Director Suzanne LoManto; FCRHA Director of Community Development Brian McHugh; Police Chief Chris Williams; and Library Director Caitlin Kelley.

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

Approve Minutes: Selectboard Meeting August 19, 2024

Boutwell makes the motion to approve the minutes of August 19, 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

Chelsey Little, CWF Superintendent

FY2025 Sewer Rate Hearing (continued from 8/5/2024)

- Little continues to review the FY2025 Sewer Rates, including the New Rate Calculation Method.
- In response to a question by Lord, Little explains how she calculated going from the \$60,000 deficit to the \$62,000 overage.
- In response to a question by Lord, Little states that the estimate for septage revenue is still \$200,000.
- *Boutwell makes the motion to accept the FY25 sewer rates as presented and as are displayed on the screen. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

Screw Pump Replacement Project bid opening results

Little reviews the Screw Pump Replacement Project bid opening results. The lowest bidder is Associated Construction Company at \$2.397 million.

CWF Capital Project Updates: Industrial Blvd. Pump Station, Ops Boiler/Underground Storage Tank, Septage Receiving Station

- The Industrial Boulevard Pump Station project is complete. We used the Rural and Small Town Development Grant (\$169,000) and spent approximately \$15,000 out of the CWF Operating Budget. Little reviews how the new pump station works.
- Regarding the Ops Boiler/Underground Storage Tank, Little states that they have stabilized the boiler and have ordered some Modine heaters to replace the faulty ones. She states they are also dealing with the underground fuel tank storage in the operations building.
- Little summarizes the way the Septage Receiving Station works. Site work is almost finished. The tank is expected to be delivered in November.

Permit Discharge Summary for July 2024

Everything went well except for the chlorine. Little believes this was due to a mechanical pump issue, which has been addressed.

UMASS Collins Center - Presentation of Wage and Classification Study

- Ramsey states that all of the positions have been reviewed and we have compared what we pay to what other communities pay.
- Mary Arcadia from the Collins Center gives a PowerPoint overview of the Wage and Classification Study.
- Ramsey asks for a two-week period to receive comments and feedback from staff, members of the public, and the Selectboard. He will gather the input and present it to the Board.

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Suzanne LoManto, RiverCulture

Use of Peskeompskut Park for a musical performance, September 27, 2024 from 4:00 - 9:00 PM (Rain Date: Sunday, 9/28/24, 2:00 PM), co-hosted by RiverCulture

Boutwell makes the motion to authorize the Use of Peskeompskut Park for a musical performance, September 27, 2024 from 4:00 - 9:00 PM (Rain Date: Sunday, 9/28/24, 2:00 PM), co-hosted by RiverCulture. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Brian McHugh, Director of Community Development - HRA

To authorize payment to Site Specifics, LLC, in the amount of \$221,167.00 for Custom Designed Play Structures for FY22-23 Montague CDBG Hillcrest Neighborhood Park Construction Project

Boutwell makes the motion to authorize payment to Site Specifics, LLC, in the amount of \$221,167.00 for Custom Designed Play Structures for FY22-23 Montague CDBG Hillcrest Neighborhood Park Construction Project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

To authorize payment #4 to Clayton D. Davenport Trucking, Inc. in the amount of \$52,738.50 for FY22-23 Montague CDBG Hillcrest Neighborhood Park Construction Project

Boutwell makes the motion to authorize payment #4 to Clayton D. Davenport Trucking, Inc. in the amount of \$52,738.50 for the FY22-23 Montague CDBG Hillcrest Neighborhood Park Construction Project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

To approve the Response to Special Conditions for the FY24 Montague CDBG Grant Application

Boutwell makes the motion to approve the Response to Special Conditions for the FY24 Montague CDBG Grant Application, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Personnel Board

CWF Superintendent request to authorize Cell Phone Stipend for Samuel Stevens, CWF Lead Operator, effective 9/9/2024

Boutwell makes the motion to authorize the Cell Phone Stipend for Samuel Stevens, CWF Lead Operator, effective 9/9/2024. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Police Chief request to make Conditional Offer of Employment to Rachael Emerson upon completion of a positive interview, academy physical, psychological test, completion of any prerequisite procedures for the full-time academy

Boutwell makes the motion to make a Conditional Offer of Employment to Rachael Emerson upon completion of a positive interview, academy physical, psychological test, completion of any prerequisite procedures for the full-time academy. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Police Chief request to offer \$10,000 sign-on bonus for certified, full-time police officers

Board decides to postpone making a decision about this topic until the September 23rd meeting.

Appoint Walter Ramsey to the FRCOG Councilor Alternates until June 30, 2025

Boutwell makes the motion to appoint Walter Ramsey to the FRCOG Councilor Alternates until June 30, 2025. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Notice that Library Trustees have executed a new employment contract with Library Director Caitlin Kelley, effective Oct. 17, 2024 to Oct 16, 2027, Grade G, Step 10 (\$82,394)

Ramsey announces that the Library Trustees have executed a new employment contract with Library Director Caitlin Kelley, effective Oct. 17, 2024 to Oct 16, 2027, Grade G, Step 10 (\$82,394); and that he has had a chance to review the contract.

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Gill-Montague Regional School District

Request for \$75,000 to fund Sheffield Elementary School 2024-2025 afterschool program

- Brian Beck from the Gill-Montague School District discusses the need for a Sheffield Elementary School 2024-2025 afterschool program.
- Ramsey states that the Finance Committee is in support of the Selectboard taking action on this issue, specifically with an eye towards ARPA funds if possible. Other potential funding sources include Free Cash and cannabis impact fees, both of which would require Town Meeting votes.

Caitlin Kelley, Library Director

Bid Results - Carnegie Basement Rehab

Kelley discusses the renovations needed for the Carnegie Library basement, including repairing water damage and creating better work stations. Bid discussion was held during Asst. Town Administrators business.

Consider funding Alternate A plus project contingency

Kelley requests that funds be allocated for modifications to the second floor.

Assistant Town Administrator's Business

Bid results - Town Hall Butler building and shed removal

Authorize Contract of Services with Associated Building Wreckers, Inc. for the Town Hall - Metal Building and Wooden Shed Demolition Project; contract value is \$10,495.00 to be funded from an existing FY25 Capital Appropriation

Boutwell makes the motion to authorize the Contract of Services with Associated Building Wreckers, Inc. for the Town Hall - Metal Building and Wooden Shed Demolition Project; contract value is \$10,495.00 to be funded from an existing FY25 Capital Appropriation. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Review of ARPA expenditures and recommendation to close out certain appropriations

Consider ARPA appropriations for Screw Pump project overage, Sheffield 24/25 afterschool program, Carnegie Basement Project, and/or Avenue A Ramp

Boutwell makes the motion to allocate the following amounts for ARPA funding: Sheffield afterschool program in the amount of \$75,000, Screw Pump Contract overage at \$240,784, screw pump 3% contingency at \$88,923; and Library Basement bid Alt. A+ at \$27,000; for a total of \$431,707. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Other Encumbered Projects, Unspent/Unobligated (not on agenda)

Boutwell makes the motion to close the items as discussed (Screw Pump Replacement/Engineering at \$7,230; Operations Building Boiler Replacement at \$113,500; CWF Generator Install at \$209,000; Winter Parking signs at \$4,242; Fall Fest 2023 at \$12,000; Town Hall Annex Solar at \$12,069; Old Town Hall Windows at \$50,771; and Unity Skate Park Lights at \$29,002). Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Town Administrator's Business

Annual Town Meeting Planning: Proposed dates of Wednesday, May 7 and May 14

- Ramsey proposes May 7 and May 14 as dates for the Annual Town Meeting, with a start time of 5:30 PM.
- Discussion ensues about the start time, taking into consideration parents' schedules.

Proposed Strathmore Building #11 disposition and solicitation process, request to spend up to \$4,000 on subdivision survey from Community Development Discretionary Fund

- Ramsey shares a Proposed Strathmore Building #11 disposition and solicitation process and requests that we spend up to \$4,000 on subdivision survey from Community Development Discretionary Fund.
- Discussion ensues regarding the potential costs if we issue a solicitation.
- The Board largely feels that we should stick with the demolition plans.

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Correspondence from Senator Comerford: request comment and statement of support for Northern Rail Passenger Rail Project

Boutwell makes the motion to authorize the Town Administrator to send a Letter of Support for the Northern Rail Passenger Rail Project as discussed. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye

Topics not anticipated in the 48-hour posting

None

Next Meeting:

Selectboard, Monday, September 16, 2024 at 6:00 PM, 1 Avenue A, Turners Falls and VIA ZOOM

Boutwell makes the motion to adjourn the meeting at 8:36 PM. Seconded by Lord, unanimously approved.

Boutwell - Aye, Lord - Aye, Kuklewicz - Aye