

**MONTAGUE SELECTBOARD MEETING  
VIA ZOOM  
Monday, September 30, 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 Walter Ramsey; Executive Assistant Wendy Bogusz; Assistant Town Administrator Chris Nolan-Zeller; 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 September 23, 2024**

*Boutwell makes the motion to approve the minutes of September 23, 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**

**Maureen Pollock, Town Planner**

- **Review schematic design for improvements to Main Street Montague Center**  
Pollock reviews Main Street Montague Center design for traffic-calming measures:
  - Replace crosswalks on Main Street and Union St. with raised crosswalks.
  - Install bus shelters, pads, and circular bike racks at Union St. intersection.
  - Relocate bus stop from in front of village store to the west side.
  - Install a cut-out in front of the village store to allow for more parking.
  - Add pavement markings on Main Street for bike lanes.
  - Extend northwest part of the common and install a new crosswalk with a flashing beacon.
  - Add a crosswalk on Center Street.
  - Upgrade crosswalks to bring them to ADA compliance.
  - Add access to the common from crosswalk on Main Street.
  - Add a granite island that would narrow the road more and provide "refuge" for pedestrians crossing.
  - Add a raised crosswalk at the corner of Main and Old Greenfield Road (*pending receipt of more funds*).
  - Install a flashing beacon at corner of Main and School Street (*pending receipt of more funds*).
- **Authorize Complete Streets Tier 3 FY25 Grant Application**  
*Boutwell makes the motion to authorize the Town Planner to continue with the Complete Streets Tier 3 FY25 Grant Application. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Assistant Town Administrator's Business**

- **Review and Approval of Amendment 1 to Grant Agreement and SOW 22873 between Massachusetts Technology Collaborative and Town of Montague - Period of Performance**  
*Boutwell makes the motion to authorize Amendment 1 to Grant Agreement and SOW 22873 between Massachusetts Technology Collaborative and Town of Montague - Period of Performance as discussed, and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Authorize Contract of Services with Colleen Doherty for Montague Mass in Motion project coordination. Contract value is \$7,830.00 to be funded by Massachusetts Technology Collaborative Digital Equity Implementation grants**  
*Boutwell makes the motion to authorize the Contract of Services with Colleen Doherty for Montague Mass in Motion project coordination, contract value is \$7,830.00 to be funded by Massachusetts Technology Collaborative Digital Equity Implementation grants as discussed; and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*
- **Green Communities Grant Strategy for Spring 2025 Application**
  - Nolan-Zeller states that as a certified Green Community, we are eligible to apply for a variety of incentives and grants. He has been working with the Energy Committee to strategize for what we are looking to do for projects in the near and distant future.

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- He presents a list of projects on the screen. Projects discussed include modification of the Hillcrest Elementary exhaust fan controls, conversion to LED for poles on the Second Street alley, purchase of hybrid or electric vehicles, and installation of a mini-split system for the HVAC at the airport.
- Lord adds that he has heard complaints about the lighting in the Fourth Street alley.
- Kuklewicz comments that the Town Hall HVAC is very noisy and suggests mini-splits in the Town Hall also.

**Town Administrator's Business**

- **Procedure for hearing FY26 department staffing change requests**  
The Board agrees to have staffing change requests made by November 30.
- **Announce USDA Community Facilities Grant for Police Cruiser (\$33,000)**  
Ramsey announces the receipt of the USDA Community Facilities Grant for Police Cruiser (\$33,000).
- **Discuss emerging priorities and projects**
  - **Priority Recommendations of Sewer Collection System Long-Term Control Plan (I and I) in Turners Falls and Millers Falls**
    - The Town had a collections system study by Wright-Pierce, which identified projects that the Town needs to undertake (i.e., sewer pipe relining and manhole rehab)
    - Ramsey is working with Wright-Pierce to develop a budget and a scope proposal to do the design and engineering for the improvements.
    - This project will be spread out over several years.
    - The Board, CIC, and Fin Com will need to have discussions on how to fund it.
    - In response to a question by Ariel Elan, Ramsey explains what the NIFTI permit is.
  - **Town Hall records digitization and financial software**
    - Our current financial software system was recently sold and bought by another company. We will need to make some upgrades to stay with the company that we are currently with.
    - We have an opportunity to take a good look at our financial accounting software and weigh the benefits and costs of going to another software provider.
    - The Board gives Ramsey and the Town Accountant approval to look into alternatives that the Town has.
    - Ramsey states that as a community, we need to look into digitizing our records at Town Hall. This would make records much more accessible. There is grant funding to help support this (i.e., Community Compact IT Grant). The Board gives Ramsey approval to look into this project.
  - **Town Hall Annex Meeting Room Design**  
Ramsey states that the next step for the Town Hall Annex Meeting Room Design would be to get a scope and fee proposal from an architect to do the next level of design work.
- **Topics not anticipated**
  - **Fifth Street Bridge**  
The Fifth Street Bridge is going to be closed tomorrow between 8:00 AM and 4:00 PM so that DOT's contractor can perform repairs.
  - **Residents' Letter following an accident**  
The Town received a letter from residents on Old Greenfield Road about the gates on the multi-use bridge over the railroad tracks. There was recently an accident where somebody hit the gates. There is a history of this happening, and the residents are urging the Town to make the area safer. Mass DOT has agreed to look into it.
  - **Good Neighbor Day**  
Ramsey reports that he attended the Good Neighbor Day that was hosted by the Montague Libraries and that it was a successful event.

**Next Meeting:**

Selectboard, Monday, October 7, 2024 at 6:30 PM, 1 Avenue A, Turners Falls and via ZOOM

*Boutwell makes the motion to adjourn the meeting at 7:31 PM. Seconded by Lord, unanimously approved.  
Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*