

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, October 21, 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; DPW Superintendent Sam Urkiel; CWF employee Sam Stevens; RiverCulture Program Director Suzanne LoManto; and Parks and Recreation Director Jon Dobosz.

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

Approve Minutes: Selectboard Meeting September 30 and October 7, 2024

Lord makes the motion to approve the minutes of September 30 and October 7, 2024 as presented excepting redaction of School Street as one of the places for raised sidewalks on the Montague Center Improvement Plan. Seconded by Boutwell, unanimously approved. Lord - Aye, Boutwell - 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

The Selectboard takes a moment to acknowledge the passing of Mark Stevens, former DPW employee and former Tree Warden.

Chelsey Little, CWF Superintendent

CWF Main Generator Project Updates

- Little states that we started the Main Generator Project, and Collins found that the CWF's transformer does not have a coated vault underneath it. Eversource is looking at moving the current transformer across the street, which means that we have to change the conduit and stuff run by Collins Electric.
- Stevens gives an updated summary of the work, stating that the main focus is trying to get the site work done for the main generator pad.
- Discussion ensues about funding for Change Order #1005.

Execute Change Order #1005 with Collins Electrical Co. Inc., in the amount of bank, from the base contract to the new location of the Eversource transformer

Boutwell makes the motion to approve Change Order #1005 with Collins Electrical in the amount of \$14,949, to be funded from Bid Overrun Account. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye

Operations Building main water line valve/meter update

The meter has been installed and the valves have been purchased and installed. The expense (\$7,000) was covered by the Operations Budget. The rest of the plumbing still has to be addressed.

MA Dept. of Labor Standards (DLS) safety inspection update (from inspection conducted 2/27/2024)

The DLS safety inspection conducted in February revealed around 20 action items. Little states that they have all been completed within budget, and OSHA is satisfied.

Mass Rural Water Association (MRWA) nomination for Chelsey Little to serve on the Board of Directors for a 3-year term, effective 9/18/2024

Little shares that she was nominated to serve on the Board of Directors for MRWA as a representative of Montague.

Permitted Discharge Summary for September 2024

Little shares the Permitted Discharge Summary. It has been another good month.

Other (not on agenda)

- Little gives a reminder that the USDA screw pump press conference is taking place on Wednesday.
- Little thanks DPW for their recent help and support.

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Personnel Board

Appoint Brandin Coates, DPW Building Maintenance, 40 hrs/wk, UE Grade C, Step 1, effective 10/22/2024

Boutwell makes the motion to appoint Brandin Coates, DPW Building Maintenance, 40 hrs/wk, UE Grade C, Step 1, effective 10/22/2024. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye

Sam Urkiel, DPW Superintendent

October Road Paving Advisory: South Prospect St. and Old Sunderland Road

The crew accidentally spilt some tack on the roadway on South Prospect Street and are in the process of cleaning it up. Once they are done with South Prospect Street, they will move on to Old Sunderland Road.

North Leverett Road Bridge over Sawmill River replacement status (Mass DOT Project #612164)

There was a Mass DOT meeting the other day to discuss the initial scope of work. Mass DOT plans on leaving the North Leverett Road Bridge open to one-way traffic, demolishing half of the deck, installing a new bridge, then transitioning traffic to the new bridge while they demolish the old half.

5th Street Bridge repair/closure updates

Mass DOT is taking advantage of the canal closure to do the bridge repair. The canal closure has been extended to November 1st and the bridge closure is going to go up until Friday, October 25. The bridge will continue to be open to two-way traffic after the work is done.

Other (not on agenda)

- Urkiel shares that there were no overflows in September, and there has only been one in October thus far.
- In response to a request for an update by Kuklewicz, Urkiel states that Wright-Pierce has looked in and inspected most of the manholes and are starting rim elevations with GPS units with Kyle.
- The South Ferry Road work should be done by the end of the week.

Suzanne LoManto, RiverCulture Program Director

Suzanne LoManto, Jon Dobosz and Caitlin Kelley present a brief review of NEFA's Making it Public municipal training and the Town's 2025 temporary art installation funded through the Making it Public Grant

- LoManto summarizes Making It Public municipal training.
- The project that LoManto, Dobosz, and Kelley would like to do is called Montague Wheat Paste Murals. LoManto reviews the project.

Suzanne LoManto, Jon Dobosz and Caitlin Kelly Use of Public Property request for the Making it Public Project: Town Hall (1 Avenue A) and the Colle Opera House (85 Avenue A)

Boutwell makes the motion to endorse the temporary art project as presented and the use of the Colle and Town Hall buildings in Turners Falls for the art project. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye

Jon Dobosz, Parks & Recreation Director

Montague Center Park Improvement Updates

The playground installation company installed all of the playground structures at Montague Center Park. We need to install playground safety material (wood fiber and rubber surfacing), which we are hoping to get done before the winter. Hopefully the winter will be mild enough for Mountain View Lawn Care and Landscaping to complete a rain garden, a large pollinator area, and the walkway paving.

Review Blacksmith Shop Assessment Report

Dobosz gives a history of the project and gives a quick review of the Metcalf Associates Assessment Report.

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Parks and Recreation Commission request to utilize \$5,000 for Phase II of the Blacksmith Shop Assessment to be funded from Unanticipated Engineering Account (Current Balance = \$22,200)

Boutwell makes the motion to utilize \$5,000 for Phase II of the Blacksmith Shop Assessment to be funded from Unanticipated Engineering Account. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye

Other (not on agenda)

The Skate Park lights are on and look great.

Seth Rutherford, CEO, 253 Organic LLC

Request for amendment to 9/23/24 Recreational Use Host Community Agreement based on new non-compliance finding received from Cannabis Control Commission (Remove Section 12: Indemnification)

Boutwell makes the motion to approve the amendment to 9/23/24 Recreational Use Host Community Agreement based on new non-compliance finding received from Cannabis Control Commission (Remove Section 12: Indemnification), and to execute the agreement without the excise section. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye

Assistant Town Administrator's Business

11th Street Bridge Rehabilitation Update; options for project next steps

- Nolan-Zeller reviews the memo that he had provided last week.
- We have received two bids, but both of them were substantially high. Nolan-Zeller proposes options for funding.
- *Boutwell makes the motion to approve the proposal for the 11 Street Bridge Repair to Davenport Trucking with allocation of \$51,738 in ARPA funds and \$4,616 from Project Overrun to support the 11th Street Bridge Repair Project, enabling a contract with Davenport Trucking to be executed at a future meeting. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye*

Announce receipt of FY25 Energy Efficiency and Conservation Block Grant (EECBG):

\$27,000 for decarbonization study of nine municipal buildings: Carnegie Library; Clean Water Facility Administration; Colle Building; Department of Public Works (DPW) Facility; Hillcrest School; Montague Center Library; Montague Town Hall and Annex; Sheffield Elementary School, Auditorium, and Annex; Unity Park Fieldhouse

Nolan-Zeller announces receipt of the EECBG Grant, which will allow us to engage Power Options to produce a building decarbonization roadmap for nine of our Town-owned buildings. Once the grant agreement is received and executed, Nolan-Zeller will present a contract for consulting options from Power Options at a future meeting. The scope of services will include emission calculations, energy usage baseline, recommended efficiency measures, carbon reduction target, and the roadmap (which will include suggested timelines, estimated costs, incentives, and savings).

Mass DOT to host Public Notice of Live Virtual Public Information Meeting for planned intersection improvements to Route 63 and North Leverett Road (Project No. 610656), Nov. 6, at 6:00 PM

On Wednesday, November 6, Mass DOT is going to hold a Public Notice of Live Virtual Public Information Meeting for planned intersection improvements to Route 63 and North Leverett Road. The project plans include the construction of a roundabout to improve roadway geometry and site distance, along with some shared-use accommodation. Anyone that wants to attend the ZOOM meeting needs to register on-line.

Other (not on agenda)

- The Millers Falls Library renovation is complete.
- The metal building behind the Town Hall has been removed. The red shed is up next.

Town Administrator's Business

Review FY26 Budget Calendar

- Ramsey displays the FY26 Budget Calendar.
- Budgets from department heads will be coming in around December 9.
- Ramsey lists important dates for the Selectboard.

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- We are looking to finalize budget recommendations in the 3rd week of January.
- We are targeting the last week of February for a Winter Special Town Meeting.

Announce receipt of FY25 One-Stop Grants:

\$62,000 Community Planning Grant Program - Montague City Village Center Zoning Amendments

We have received \$62,000 from the Community Planning Grant Program for the Montague City Village Center Zoning Amendments. We recently did a feasibility study with the community. The next step is to develop some zoning that reflects that vision. The funding will be used to hire a consultant that will help guide the Planning Board with that process. The goal is to bring a zoning change amendment for the Fall Special Town Meeting in 2025.

\$25,000 Mass Downtown Initiative Program - Rural Downtown District Implementation Pilot Project

We also received a \$25,000 grant from the Mass Downtown Initiative Program to fund the Rural Downtown District Implementation Pilot Project. We are looking to use this funding to hire somebody to provide technical assistance to downtowns in Franklin County. Ramsey will be meeting with FRCOG in the next couple of weeks to get more information about this project.

Other (not on agenda)

Regrettably the Town did not get another grant through the Rural Development Fund that we had applied for to help rehab 10 Unity Street. Hopefully Rural Development Inc. will find a different funding source to keep that project moving.

Proposal to add Town Flag for display at Great Hall at MA State House

- In response to a comment from a resident about Montague not having a flag in the State House Hall of Flags, Ramsey made some inquiries and has received a quote for what it would cost to produce a flag for the Town of Montague that would meet the State House's standards. Ramsey recommends we get two flags (total cost \$1,030) - one for the State House and one for here in Town. This will be funded through Community Development Discretionary.
- *Boutwell makes the motion to authorize the Town Administrator and staff to proceed with procurement of Town flags as discussed. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye*

Topics not anticipated within 48 hours

None

Executive Session in accordance with G.L. c.30A, §21 (a)(3) to discuss strategy with respect to collective bargaining relating to the 2024 Pay and Classification Study, 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 that holding such discussions would have a detrimental effect on the Town's position.
- *Boutwell makes the motion to enter into Executive Session in accordance with G.L. c.30A, §21 (a)(3) to discuss strategy with respect to collective bargaining relating to the 2024 Pay and Classification Study. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord-Aye, Kuklewicz - Aye*