

**SELECTMEN'S MEETING**  
**Monday, January 10, 2011**  
**UPSTAIRS MEETING ROOM**

**01**

*Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons, Mark Fairbrother, Chris Boutwell, Patricia Allen, Town Administrator, Frank Abbondanzio ; Administrative Secretary, Wendy Bogusz; Arn Albertini, Greenfield Recorder, Jeff Tirrell, WHAI (absent), Janel Nockleby, Montague Reporter*

Allen announces meeting is being taped

**Approve Minutes of December 20, 2010**

*Fairbrother makes the motion to approve the minutes of December 20, 2010. Seconded by Boutwell, approved unanimously. Fairbrother – Aye, Boutwell – Aye, Allen - Aye*

**Announcement:**

Turners Falls Fire District is having a meeting on Tuesday, 1/11/11 at the Montague Safety Complex at 7:00 PM to work on the TIF agreement approved at Town Meeting. Meeting open to anyone in the T.F. Fire District.

**Rich Briere, Request to set up gift account for donations to Town Dog Pound**

Briere: It's been pretty close to unbelievable, thanks in great part to you folk and to the press. I wouldn't say it has gone viral, it has gotten pretty heavy as far as this whole thing goes. The holidays got in our way a little bit. It has been getting better by the day. I have been spending more time there discovering it. People show up there every day to visit the dogs and see what is going on. Kalleen continues to do a fabulous job as far as his concern in it goes. John Carey from the Tech School talked to me today and will be going in next week and bringing an electricians and heating, plumbing people and the Superintendent of schools was thrilled with what he had been reading; I get to meet him next week, so that is going very well. The only snag we've run into is where does money get sent? Response is way more than I ever imagined.

Zukowski: Last week, Chief Guilbault and I met with a woman from Orange and Chief Guilbault is going to register us on PetFinder and she is going to come up and photograph the animals and put them on. She has done this for Wendell, Orange and Athol. I will connect you with her when we have this all organized. Also, tomorrow at 2:00 PM myself, Tom Bergeron, Kalleen and a couple citizens are meeting up there to put together a wish list of repairs. What he wants, what we feel needs to be done.

Briere: I'm amazed at how many people have come together on this and pulled together as a community. I've never seen a situation where so many people aren't aware that it is there. It is going to turn into a really good thing. In the spring, I'd like to put together a fairly major fundraiser; I've been approached by a number of musicians and music is what I do who want to lend a hand and do a fairly major fundraiser; again, it won't cost the Town a dime.

Allen asks Briere if he can be there at 2:00? Zukowski said he could be there, more the merrier and so that they can all be on the same page.

Briere will be at the meeting. Also has a local photographer who said he would volunteer to put the pets on PetFinder. Everybody wins.

Allen: Thanks Briere for bringing this up, letting the Board know and spearheading the effort to really rectify it. Town Accountant has said we could set up a gift account, money should be sent to Town Kennel Account.

*Boutwell makes the motion to authorize the Town Accountant to create an account for anyone to make donations for the purpose of repair and maintenance at the Towns dog kennel facility. Seconded by Fairbrother, approved unanimously. Fairbrother – Aye, Boutwell – Aye, Allen - Aye*

**Pam Hanold, Public Safety Building Committee, Request to dissolve Public Safety Building Committee**

Committee Members Present: Jay Dipuchio, Deb Radway, Robert "Budda" Allen, Jason Burbank, Pam Hanold

Allen: You did a phenomenal job on this project; from all the public forums to the attention to all the details, the entire project was fantastic.

Hanold: It was a wonderful group of people that brought not only really good spirit for working on the committee but also a wonderful broad set of skills that really benefited our decision making. The final tax cost of the project is \$5,109,316.74 which includes 25 acres of land that wasn't used for the Police Station facility for the Town to use. One of the early things we did was we managed to leave that piece of land very attractive to spotted turtles but unencumbered by any requirements

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for further use by the State. We came in at \$485,683.26 under the total authorized amount by the Town vote. Many stayed on the committee once we were occupying the station for a year so we would be there for a full year of operation particularly because of the HVAC system. What we heard early on in the building committee was the one thing every station that was built had problems with was HVAC. We lucked out in town because we had a couple of people who showed up part way through to give us special expertise of making that whole system that was carefully geared for our particular station. Jason Burbank and Paul Voiland were the two people who helped engineer that and Jason donated his time for an entire year to make sure things were tinkered with appropriately, talk to the suppliers as needed to get things operating and the Town owes him a tremendous debt.

Radway: Not operating, but operating at the highest efficiency that the system could

Burbank: I think it's doing respectably. The 75,000 btu a square foot a year for a police station with that kind of ventilation, I think is respectable, I can't wait to compare it to the UMASS Police Station because I think we are going to do better.

Zukowski: I don't want these guys to leave. The community room is used 4 nights a week and it is a great place to work; it's a state of the art building and I can't thank this committee and the Towns people enough for what they did for us because you will have a building that will meet the needs for the next 50 years.

Hanold: Deb and Jay served as co-chairs so that we were always able to have someone available if something came up through the years so that we could move really quickly, which enabled us to bring this in ahead of schedule. I wanted to be sure to mention that I had 5 different people from the construction crews, totally independently of each other, at some point say to me they have never worked on a construction project in all their years, that had gone so smoothly and with such a good working atmosphere. A lot of that had to do with Rays' presence and what he did there, and Ray Godin who lived this project more than he thought he really wanted to. Our architect and OPM, just all together brought a really wonderful atmosphere and that meant there was cooperation, people were looking for things that might be problems. Sometimes we got some things that we would not otherwise get because something was left over so they were willing to do something just to throw it into the project.

Radway: Highlights activities that made it a good process so that it can be paid forward to some future building committee and give some structure and guidance to whomever might follow. This is how our process unfolded from mid 2006:

- Chief contacted folds he thought would make a good study committee
- Town meeting appropriation for feasibility study
- Taking the time to assess Montague's needs-really looking at police call and response data, the geography of accidents, looking at all available town owned and private properties.
- Negotiating with the Diocese – we got a parcel of land that's 25 acres more than we need and will serve the town in the future.
- Putting together a model design and pricetag – it took months and involved lots of debate
- Selling the design to the community – taking it to each precinct.
- Town Meeting and Town vote to appropriate funds
- Creating a formal building committee – getting advice from Mike Kociela and school building committee on their process at the high school.
- Going through the project manager selection process and securing Maguire Group
- Choosing an architect – really was one of the easiest tasks given the personality, approach, skillset and nature of Brian Humes, Montague's friend for life and who continues to support the project gratis to this day
- Construction bidding and the environment – fortuitous pricing and a good contractor.
- LT Governor touring the station – thanks to State Reps Donelan and Kulik
- Getting \$200,000 state grant and smaller grants for generators and other equipment
- Great relationships and assistance from the Fire Dept., Mike Brown and crew at the Water Dept., the Highway Dept., the utilities all of whom went out of their way to offer their time, expertise and services, including some design improvements.
- Expertise on geothermal heating systems and other HVAC items from residents and committee draftees Jason Burbank and Paul Voiland. Jason's effort on behalf of the committee improve the HVAAC efficiency by pressing the engineers past their comfort zone and after construction to evaluate and tweak what was built to further conserve energy usage is unsurpassed and will be used as a model by the Architect going forward.

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- Building the building – posting weekly construction reports and pictures on the town's website, a first.
- Meeting biweekly to address issues for 2 years. Really the best part of being a committee member was not just the volunteering, it was spending time with and getting to really know folks I otherwise would never have interacted with, that became the carrot for me. I made some good friends!

At our last meeting on September 22, 2010 we did vote to make the following recommendations for the record. We wanted to make sure the Town would provide a positive reference for Jacunski Humes, Architects and RAC Contractors should other communities inquire, and they will. We have a positive, but not as positive recommendation on the project manager, Macquire Group, they were great on start up and had a high quality clerk of the works, we just don't feel we got as much of a presence from them as we thought we were going to be getting. Finally, we strongly recommend that any future building committee have a clearly identified and supportive town staff contact as a project liason.

*Fairbrother makes the motion to dissolve the Public Safety Building Committee with sincere gratitude and regrets. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Allen - Aye*

**Personnel Board**

**FMLA Leave Request**

Brief overview of what FMLA leave is.

*Fairbrother makes the motion to place detective Leon Laster on FMLA leave effective November 12, 2010. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Allen - Aye*

**Dispatcher Resignations**

Zukowski: I had Marsha send out letters to the dispatchers that weren't working much asking them to work one shift a month or reconsider and the two people cannot fulfill the one shift a month.

*Fairbrother makes the motion to accept the resignations of Kayla Breor and Tysun Stemple as per diem dispatchers effective December 28, 2010. Seconded by Boutwell, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Allen - Aye*

**Other**

*Fairbrother makes the motion to remove Megan (Cloutier) Gilbert from the unpaid leave of absence and return her to duty as of January 9, 2011. Seconded by Boutwell, approved unanimously. Fairbrother – Aye, Boutwell – Aye, Allen - Aye*

**ATM**

Abbondanzio: About a month and a half ago the Chief came before BOS about allowing one of the banks to put in an ATM in the Police Department. It was decided at that point, that we should give other financial institutions the benefit of competing for that. We put out an RFP and the Chief approached 6 vendors. I went through the contract submitted by the bank and looked at all the different items and tried to come up with an RFP that had the Town expending no funds of its own to make this thing happen and potentially get some kind of revenue sharing from a portion of the transactions made at the ATM. Greenfield Savings Bank (GSB) was the only bank that answered the RFP and in that case there were reservations about accepting the conditions that were stated in the RFP. Basically what they said was because of the cost to install the ATM they didn't want to have to commit to sharing revenue until such time as their expenses could be covered. I don't think you have a whole lot of choice, you can't accept the proposal as modified because it wouldn't be fair to any of the other people who are thinking of submitting proposals on that, so I think we are back to the drawing board on this.

Zukowski: I would like the ATM there, just for the reasons I stated in the prior meeting. To me, the RFP is a little too in depth for what I was looking for. I don't know if you can leave an RFP where each institution present us a proposal with what they are willing to do? Is there some kind of open RFP?

Allen: I think we can take a look at what we have and what GSB has responded with and work out one that works better. It looks as though they would want the PD to load the receipt tape and the printer ribbon.

Zukowski: That migrated from if the thing had jammed; they wanted someone to have a key that could open it. Several of the Fire Dept. guys worked on vending machines in their part time lives, so I threw it by them and they said sure they

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would go over there and check it out. That is where that came from, they were willing to take the tape and do what needed to be done. If there was a jam, they would open it up, clear the jam and reset the paper.

Abbondanzio: I don't think the Town would want to assume the cost of the additional electricity, and I think there was a couple of other things that are additional costs to the Town and is that something you want.

Fairbrother: Chief, did you have discussions with other banks? You said they several times like you had inquiries or you had reached out to other institutions.

Zukowski: I hand delivered these RFP's to several of them. I emailed a couple then I hand delivered 3 or 4 of them.

Boutwell: Even if we approve this it has to go to Town Meeting. Anything that is more than a 3 year contract has to be ratified by Town Meeting.

Abbondanzio: We would if we were planning on having this indefinitely. I checked with the inspector general whether we even had to put out an RFP. It was one of those things that if there was any money that we could make on this, you could make it more competitive then you probably should, that is how it was put.

Fairbrother: I don't care if the town makes any money on it, I just don't think the Town should have to spend money on it.

Frank and Ray to talk further about this

**Mike Nelson and Trish Wills, Montague Spring Parade Committee, Parade Request**

Nelson: On Thursday, Trish and I started talking about doing a springtime event; we considered doing something similar to the Pumpkinfest but in springtime. Then we decided we wanted to do something completely different and through around the idea of a parade. Would like to do something on April 9th, thought of tying it into the Parks and Rec Easter Egg festival but there is concern that at the end of the parade there is always a cluster and this could interfere with their event, so we're looking at having it on a separate date.

Allen thinks April 9<sup>th</sup> is way too early for a parade. One thought was the middle of May, people are working on canoe race, try to connect it with something else. Didn't know if there was a way of this being a seed for that, then Mr. Briere was mentioning a fundraiser for the dog kennel group.

Nelson: Points out that the St. Patrick's Day parades that take place across the nation draw 10's of thousands. My schedule permits me to do this in April, once we get into May I have far too many other things going on. I'm willing to move it later in the month, but I would rather not go into May.

Fairbrother: If April 9<sup>th</sup> works for you and you want to put your energies into this then it is fine with me.

Nelson: Quite frankly, the only thing that would stop us would be a blizzard.

Discussion about route which would be held downtown and food vendors along the route. Since this meeting Nelson met with the Chief and the route has been completely changed. The new route is discussed in the minutes of January 24, 2011

Nelson asks about parade being covered by Town. Thought was it would be covered if it was a Town event

Nelson will meet with Chief Zukowski and Gina McNeely, Health Department and bring the forms back for signature at a later date.

**Town Administrators Report**

**Sign Grant Agreement between Commonwealth of Mass, Mass. DEP and Town of Montague pursuant to the Green Communities Act.**

Abbondanzio: Six to eight weeks ago you approved a grant for the Green Communities Act, this is the sustainable material recovery program grant with small scale initiatives. This was done through the FCSWMD. The document is signed (previously approved)

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**Approve Letter for support of Open Space and Recreation Plan**

*Boutwell makes the motion to sign the 2010 Montague Open Space and Recreation Plan concept. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Allen – Aye.*

**Other**

Abbondanzio: Last week when I wasn't here it was mentioned that there is a need for another Strathmore meeting, and part of that was to discuss the Swift River Hydro water fees and things like that. D. Jensen has scheduled a meeting with Swift River for this Wednesday to discuss the issues. Fairbrother wants to be notified regarding the time of the meeting.

*Fairbrother makes the motion to adjourn the meeting at 8:15 PM. Seconded by Boutwell, approved unanimously. Fairbrother – Aye, Boutwell – Aye, Allen - Aye*