

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, December 11, 2017**

Meeting was opened at 6:15 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell, Michael Nelson, Rich Kuklewicz, Town Administrator Steven Ellis, and Executive Assistant Wendy Bogusz. Kuklewicz makes introduction and announces meeting is being taped.

**Bob McDonald, WPCF Superintendent
Challenges and Opportunities at the WPCF
CO-OP Anaerobic Digester**

McDonald was joined by and introduced Don Ouellette and Mark Holley from the Greenfield Department of Public Works.

Ouellette: Greenfield has been thinking about an anaerobic digester for about five years. If FRTA moves out of their facility, we could site a digester there. If that's not available, we can also site a digester at our landfill. We're trying to do a regional versus an individual digester. It would be about an \$8 or \$9 million facility. We're thinking we could build a larger facility that would handle other communities (Sunderland, South Deerfield, Turners Falls). We've talked with Hatfield and Northfield as well, and we're trying to build a coalition on this so we can go after better grant money. Greenfield doesn't qualify for USDA grants because our population is over 10,000. The other five communities qualify. The hope is that if we put together some letters of support for this concept, maybe we could turn around to USDA and say, "You're helping the other five communities." The intent is that maybe by the end of January, we'd have a solid white paper with some letters of commitment from the surrounding towns and some very preliminary numbers of what we think it's going to cost. We hope we can get some of the Federal and State agencies on board to back this.

McDonald: My other thought is to purchase a 4,000-gallon tanker so I don't have to pay for a trucking company.

Ouellette: We want to build two tanks so that if one is down for a while, we still have one that we can work through. But we also want the ability to put a third tank on so that if we get up to 20 communities, we can have them pay for putting the third tank on and continue to lower cost.

McDonald: We have contacted a gentleman to do a feasibility study. Mark and I just worked on an application for Mass CEC for funding, and part of that funding is going to be for the study. The other part of the funding is that UMass has come up with an idea of how to potentially make the digesters smaller and have less retention time, so we put the money in the budget also for that.

Ellis: I think including a section of governance in the white paper is going to be important. A distinct district feels like an important element of that.

McDonald: There would have to be a board assembled for that part of the digester, with all the towns having a member on it.

Nelson makes the motion to authorize the Water Pollution Control Superintendent to continue working with the City of Greenfield to look into the possibilities of creating a district-wide digester to be used by Montague and potentially other communities. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz- Aye

Other

- **Budget.** McDonald painted a picture for the Board of the challenges involved with the FY19 budget. Kuklewicz instructed McDonald to keep working with Ellis and Olsen on the budget.
- **DEP Notice.** Mass DEP has requested that we cease operating the sludge reduction process for at least four months, so we are in the process of switching back to a conventional process facility and continue wasting to a more stable level of sludge within the system.
- **Solar Array**
McDonald: I sent in a GAP 2 grant application to Mass DEP for \$150,000. We had a really good feasibility study and are pursuing this solar array. The payoff is under six years. We haven't approached USDA for additional grants.

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- **Boiler Replacement**

McDonald: The best price I got was \$54,000. I put in for \$10,000 in our Special Town Meeting Article and in GAP 2 funding for \$50,000.

- **SCADA**

McDonald: One of the capital projects that I'm going to continue on this year is the Mission control units at the six pump stations. If we get the Mission system on SCADA, we can look at the pump stations on-line instead of going out three times a week to check each individual one.

- **Denton St & Lake Pleasant Pump Stations.** McDonald stated that the control panels of two pump stations are shot and the stations will be rebuilt. Kuklewicz suggested doing a review of the eight pump stations looking out three to five years so we can be aware of upcoming major upgrades.

- **Millers Falls**

McDonald: There's six years left in the contract with Erving. If we run a force main from Millers Falls to an existing gravity line and install a small pump station, the payoff would be 8.7 years. The estimate cost of the project is about \$1.8 million.

Approve Selectmen minutes of November 27, 2017 if available

Nelson makes a motion to approve the minutes of November 27, 2017. Boutwell seconded, unanimously approved.

Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Public Comment Period: Individuals will be limited to two (2) minutes each and the Board of Selectmen will strictly adhere to time allotted for public comment

None

Jon Dobosz, Parks & Recreation Director

- **Updates.** Dobosz shared with the Board information about events coming up in the Parks & Rec Department including youth basketball, the Sawmill River 10K, a Springfield Thunderbirds hockey game, and the Montague Center Park Improvement Project.
- **Montague Center Park Project.** The Montague Center Park Planning Committee met earlier this evening and discussed a few items, most immediate of which is a survey that will be distributed this winter. A project inquiry has been submitted to the Conway School of Design for a master plan design. Issues to be discussed include accessibility, refurbishment of the ball field, and possibly rehabbing the old blacksmith shop.

Suzanne LoManto, Turners Falls RiverCulture

December 15, 2017 "It's a Wonderful Night in Turners Falls"

Use of Public Property: It's a Wonderful Night in Turners Falls, December 15, 2017

- **Use of Spinner Park, 6:15 - 7:15 PM**
- **Street Musicians on Avenue A & Third**
- **Install "Magic Mailbox" for holiday wishes in Spinner Park until 12/27**
- **A-Frame directional sign placed on corner of Avenue A/Third Street during event to direct customers to Nova Motorcycle**

Nelson makes the motion to authorize Turners Falls RiverCulture to host their annual holiday event, "It's a Wonderful Night," this Friday, December 15, from 3:00 until 9:00 PM in Downtown Turners. Santa arrives at 6:30 PM; there'll be a crowd of approximately 30 people at Spinner Park for his arrival. There will also be live music with a small brass band, which will play for approximately an hour, and it will include the Magic Mailbox, with letters for Santa, which will come down after the Christmas holiday. And there will also be at least one if not more sign boards around Town promoting the event. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board, Tom Bergeron/DPW Superintendent

- **Recognition of service: Philip Przybla retiring after 38.5 years of service**

Bergeron: Congratulations to Philip Przybla after 38 ½ years of service with us. His official retirement is this Thursday.

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- **Appoint Charles Neff, DPW Truck Driver/Laborer, UE Grade B, Step 1, \$16.78/hr, 40 hours a week, effective 12/18/17**

Nelson makes the motion to appoint Charles Neff as a DPW Truck Driver/Laborer, UE Grade B, Step 1, \$16.78/hour, 40 hours a week, effective 12/18/17. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Personnel Board, Chris Bonnett, Acting Police Chief

- **Place Joshua Hoffman on 111F status 12/5/17 to 12/22/17**

Nelson makes the motion to put Sergeant Joshua Hoffman on 111F leave from December 5th until December 22nd, 2017. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Resignation of Katherine Chapdelaine, 911 Police Dispatcher**

Nelson makes the motion to accept with regret the resignation of Katherine Chapdelaine, Police Dispatcher, effective December 20th, 2017. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Appoint Katherine Chapdelaine as per diem 911 Police Dispatcher, \$19.00/hour**

Nelson makes the motion to appoint Katherine Chapdelaine as a per diem 911 Police Dispatcher at \$19.00/hour, effective 12/21/17. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Walter Ramsey, Town Planner

- **Vote to adopt Complete Streets Policy**

Nelson makes the motion to adopt the Complete Streets Policy as has been set forth. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Execute grant contract with Mass DOT in the amount of \$38,000 to conduct a complete streets prioritization plan**

Nelson makes the motion to authorize the Chair to execute the grant agreement with Mass DOT for \$38,000 to conduct a complete streets prioritization plan. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Green Communities FY17 Annual Report**

Nelson made the motion to adopt the Green Communities FY17 Annual Report. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Bruce Hunter, FCRHRA

- **Execute Authorization to Disburse No. 1, Invoice #1.2017-122-1 Avenue A Streetscape Design Phase III Project; Contractor: Berkshire Design Group, Inc. \$21,000**

Nelson makes the motion to authorize Disbursement No. 1, Invoice #1.2017-122-1 in the amount of \$21,000 to Berkshire Design Group regarding the Streetscape Design Phase III Project. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Execute letter to Mark Southard, DHCD requesting extension to 6/30/18 for the CDF I-G02016-Montague-00776 CDBG Program**

Nelson makes the motion to authorize the Chair to sign the letter to Mark Southard of the Department of Housing and Community Development regarding an extension to June 30, 2018. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Execute Budget and Program Revision Form for the CDF I-G02016-Montague-00776 CDBG Program**

Nelson makes the motion to authorize the Chair to sign the Budget and Program Revision Form for the CDF I-G02016-Montague-00776 CDBG Program. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Town Administrator's Report

- **Execute Contract for Community Compact award to support review and development of personnel policy infrastructure**

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Nelson makes the motion to authorize the Chair to sign the Contract for Community Compact Award and to execute the contract to support review and development of personnel policy infrastructure. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

- **Burn Dump Capping Update**
Ellis: We have an approximately \$2 million project quote from Tighe and Bond who worked with us and submitted a plan that was initially approved by DEP for capping of the burn dump. The State has clarified that we are still operating under the same procurement and terms in a legal fashion if we were to proceed with Kearsarge Solar to pursue development of the solar field on that area, and I have confirmation from Kearsarge that they've actually put us in line as a program to be considered under the Smart Program. We've pulled prevailing wage statements because they would be subject to prevailing wage. Our hope is that the cost will be a wash at worst, and possibly still allow for some return from this new additional solar installation, and get the thing capped. It would not affect any of our existing arrangements, our lease agreements, our power purchasing agreement, or our pilot for what's already well under construction.
- **Discuss need for Special Town Meeting and whether to have one or two meetings.** There are a number of items that would take more than two or three hours to get through so the Board discussed whether or not there should be two meetings, one possibly being on Saturday. Kuklewicz suggested contacting the public via email, the newspapers, and the Town website, to request feedback regarding an extra meeting.
- **Strathmore Boarding and Winterization Update.** Dave Jensen and Chief Zellman will do a walkthrough and determine whether the boarding is complete to satisfaction. There was a setback regarding winterization in that some vandals got into the building and tore out much of the plastic sheeting that had been put up to keep the elements out, and broke some further windows. Regarding the sprinkler system issue, Chief Zellman believes eliminating the combustibles and securing the building would significantly reduce the likelihood of a fire. He would like to take those sprinklers offline now and is collaborating with the Water Department, Dave Jensen, and DPW staff to make sure that process happens. The operating business within is protected by its own alarm system.
- **Topics not anticipated in the 48 hour posting requirements**
None

OTHER

Request from Mark Wisnewski, The Rendezvous to remain open until 2:00 AM on January 1, 2018

Nelson makes the motion to authorize any business with a liquor license to remain open until 2:00 AM on January 1st, 2018 pending they contact Wendy Bogusz at the Selectboard's office no later than December 21st, 2017. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Upcoming Events

Effective December 4, 2017 Thursday recycling and trash collection day will be changed to Friday for the following streets: Unity Street from 1st Street to Millers Falls Road, Spring Street, Prospect Street, Central Street, Chestnut Lane, Park Street, Maple Street, Pleasant Street, Chestnut Street, Goddard Avenue, Riverside Drive, Grove Street, Hillside Avenue, Worcester Avenue, Broadview Heights, Wrightson Avenue, and Madison Avenue.

The next regularly scheduled Selectmen's Meeting will be held on Monday, December 18, 2017 at 7:00 PM at the Montague Town Hall, Upstairs Meeting Room, Avenue A, Turners Falls, MA

Nelson makes the motion to adjourn the regular meeting at 7:57 PM. Boutwell seconded, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye

Documents and Exhibits:

- Minutes of November 27, 2017 if available
- Suzanne LoManto, Turners Falls RiverCulture, December 15, 2017 "It's a Wonderful Night in Turners Falls". Use of Public Property: It's a Wonderful Night in Turners Falls, December 15, 2017; Use of Spinner Park, 6:15 – 7:15 PM Street Musicians on Avenue A & Third St; Install "Magic Mailbox" for holiday wishes in Spinner Park until 12/27; A-Frame directional sign placed corner of Avenue A/Third Street during event to direct customers to Nova Motorcycle

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- Appointment form: Charles Neff, DPW Truck Driver/Laborer, UE Grade B, Step 1, \$16.78/hours, 40 hours week, effective 11/18/17
- Status Change form to place Joshua Hoffman on 111F status 12/5/17 to 12/18/17
- Resignation of Katherine Chapdelaine, 911 Police Dispatcher effective 12/20/17
- Appointment form: Katherine Chapdelaine as per diem 911 Police Dispatcher, \$19.00/hour. effective 12/21/17
- Complete Streets Policy
- Contract with MassDOT in the amount of \$38,000 to conduct a complete streets prioritization plan
- Green Communities FY17 Annual Report
- Authorization to Disburse No. 1, Invoice #1.2017-122-1 Avenue A Streetscape Design Phase III Project; Contractor: Berkshire Design Group, Inc. \$21,000
- Letter to Mark Southard, DHCD requesting extension to 6/30/18 for the CDF I-G02016-Montague-00776 CDBG Program
- Budget and Program Revision Form for the CDF I-G02016-Montague-00776 CDBG Program
- Contract for Community Compact award to support review and development of personnel policy infrastructure
- Request from Mark Wisnewski, The Rendezvous to remain open until 2:00 AM on January 1, 2018