Meeting was opened at 6:30 PM. Present were Selectboard members Rich Kuklewicz, Chris Boutwell, and Matt Lord; Town Administrator Steve Ellis; Executive Assistant Wendy Bogusz; Clean Water Superintendent Chelsey Little; and Town Planner Walter Ramsey.

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

**Approve Minutes of September 19 and 26, 2022**

*Boutwell makes the motion to approve the minutes of September 19 and 26, 2022 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

**Sewer Commissioners:**

**Chelsey Little, Superintendent, Clean Water Facility**

**Authorize Superintendent to Execute Wright-Pierce task order for Emergency Power Generator Replacement Design Build Project, not to exceed $43,000**

*Boutwell makes the motion to authorize the Superintendent to execute the Wright-Pierce task order for Emergency Power Generator Replacement Design Build Project, not to exceed $43,000; and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Authorize Superintendent to Execute Wright-Pierce task order for CWF Screw Pumps Replacement Project: USDA-RD Funding Assistance and Preliminary Engineering Report (PER) Development Water and Waste Disposal Loan & Grant Program**

*Boutwell makes the motion to authorize the Superintendent to execute the Wright-Pierce task order for CWF Screw Pumps Replacement Project: USDA-RD Funding Assistance and Preliminary Engineering Report (PER) Development Water and Waste Disposal Loan & Grant Program; and authorize the Chair to sign it. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Authorize the use of $10,000 in ARPA funds for the development of USDA-RD PER**

*Boutwell makes the motion to authorize the use of $10,000 in ARPA funds for the development of USDA-RD PER. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**EPA NPDES Permit Renewal Update (discussion)**

* + EPA and DEP are kicking off their renewal update for a permit.
  + EPA and DEP are each issuing a permit, so we will be working off of two permits. DEP is going to mirror the EPA permit.
  + The process is: (1) a draft permit will be issued in public notice for 30 days; (2) comments will be responded to and a facts sheet will be done; (3) the final goes into effect 60 days after signatures.
  + The major change is that they are going to be doing PFAS sampling quarterly for our influent-effluent sludge. We will also be required to sample PFAS once a year in all of our significant industrial users.
  + We will have nitrogen limits set. We meet the nitrogen limits now so we don't need to look at a major million-dollar upgrade to our secondary system.

**Capital Planning Request for Feb STM: Replacement of 2009 Truck (discussion)**

* + Little would like to replace the current truck with an electric transit van as it would be more efficient. It looks like it would be less expensive than a whole new truck.
  + We already have a truck which we use to pull pumps out at the pump stations.
  + The Energy Committee voted in support of the electric vehicle.
  + Jeff Singleton expresses concern about the energy consumption of the electric vehicle.

**Other/Not on Agenda**

Chelsey shares that Industrial Pretreatment EPA has asked her to speak at their conference at the end of October.

**Personnel Board**

**Appoint Jillian Henry, Substitute Library Assistant, Effective 10/4/2022**

*Boutwell makes the motion to appoint Jillian Henry as a Substitute Library Assistant, Effective 10/4/2022, wage rate $14.25/hour. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Lew Collins, Between the Upright Sports Bar, 23 Avenue A, Turners Falls**

**Execute 2022 License to Use Real Property Café License, 23 - 29 Avenue A, Turners Falls**

*Boutwell makes the motion to approve the request of Lew Collins, Between the Upright Sports Bar, 23 Avenue A, Turners Falls to execute 2022 License to Use Real Property Café License, 23 - 29 Avenue A, Turners Falls as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Use of Public Property, and One Day Special License**

**Great Falls Festival Celebration, October 22, 2022, 9:00 AM to 1:00 AM**

*Boutwell makes the motion to approve the request for the Use of Public Property and One Day Special License for the Great Falls Festival Celebration, October 22, 2022, 9:00 AM to 1:00 AM. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Cindy Spellman, LifePath**

**Homeshare Program**

* Spellman shares that the Towns of Montague and Orange gave LifePath some funds for a Homeshare Program.
* Spellman reviews the program: How the Homeshare works, eligibility requirements, requirements of participants, possible time frames for finding a match, homeshare options, services the homeseeker can provide to the homesharer, fees, full control for the homesharer and homeseekers with regard to whom they will live with, and a do-it-yourself guide.
* In response to a question by Lord, Spellman states she is hoping to get 20 matches in the first year.
* In response to a question by Kuklewicz, Spellman reviews the "checks and balances" in case things go awry between a home sharer and a home seeker.

**Walter Ramsey, Assistant Town Administrator**

**Consider Downtown Recovery ARPA proposal**

* Objectives for the Downtown Recovery project:
  + Increase customer foot traffic in downtown to support businesses
  + Beautify downtown areas
  + Create engaging spaces in the village center
  + Facilitate outdoor activities in the village center
  + Create a climate for business and cultural success downtown
* Proposals for the Downtown Recovery project:
  + Holiday season decorations ($20,000)
  + 25 signs for the winter parking during inclement weather policy ($10,000)
  + Streetscape enhancements (i.e., repair irrigation system for planters, update aged trash cans, beautify electrical boxes, light up sculptures and public art) ($62,000)
  + Support a Great Falls Farmers Market coordinator ($8,000)
  + Develop village gateway signs for all five villages ($50,000)
* Discussion:
  + In response to a question by Lord, Ramsey states he feels that most of the projects can be done within the budget.
  + Kuklewicz approves of the holiday (winter) lights and inclement weather parking signs. He expresses concern about the mechanics of supporting a Farmers Market coordinator.
* *Boutwell makes the motion to allocate up to $35,000 of ARPA funding for the purchase of winter/holiday lights for the villages and winter parking signs as presented. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Town Administrator's Business**

**Update regarding 2022 Johnson & Johnson Opioid Abatement**

*Boutwell makes the motion to authorize the Town Administrator to notify the State that we have voted to request J & J settlement payments for the Years 2022-2025 in the lump sum of $8,521. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*

**Pavement Management Study Update**

* + Ellis informs the Board that FRCOG is going to do the Pavement Management Study for us. Assistant Town Administrator Ramsey will be the one to keep an eye on this project and ultimately build its findings into a considered capital plan.
  + In response to a comment by Lord, Ramsey reviews what the Pavement Management Study entails.
  + Ramsey explains that right now the FRCOG staff is in the field one or two days a week throughout the fall assessing the roads and gathering data.
  + Many communities are using the statewide pavement management system program, and are in the process of procuring that program.

**Commencement of Comcast Renewal Process**

* + We have received a Commencement of Franchise Renewal Process letter from Comcast.
  + Our present agreement expires on August 31, 2025. The company will be reaching out soon to discuss informally negotiation of a renewal agreement.
  + In the past the Town has utilized special counsel for this purpose. We may wish to appropriate some additional funding to support legal costs.
  + Boutwell suggests looking at past contracts to make sure that they did everything they were supposed to do.
  + Kuklewicz feels we should get our Cable Advisory Group "reinvigorated" toward this, and look for some volunteers to include in the committee.

**Topics not anticipated in the 48 hour posting**

* + **Planner position**

The Planner position is in motion in terms of the hiring and the postings. Bogusz is taking care of the formal

advertising venues. We expect to have the Planner position filled in late December/early January.

* + **Health Director position**

We are working with Daniel, and we are hoping to work with the City of Greenfield to arrange for some coverage while the Health Director position is open. The committee is waiting for some final changes to the job description.

* + **Administrative Position**

The Administrative Position is posted on the website, and there is also an ad going into the Montague Reporter for that position as well as the Planner's.

**Executive Session in accordance with G.L. c. 30A, §21(a)(6), to consider the possible purchase, exchange, taking, lease or value of real property - First Light Power, votes may be taken**

* The Chair deems that holding such discussion in open session would be detrimental to the Town's position.
* *Boutwell makes the motion to go into Executive Session in accordance with G.L. c. 30A, §21(a)(6), to consider the possible purchase, exchange, taking, lease or value of real property - First Light Power, votes may be taken. Seconded by Lord, unanimously approved. Boutwell - Aye, Lord - Aye, Kuklewicz - Aye*