

**SELECTMEN'S MEETING MINUTES
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
TUESDAY, May 20, 2014**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons, Mark Fairbrother, Chris Boutwell, Mike Nelson ; Town Administrator, Frank Abbondanzio, Executive Assistant, Wendy Bogusz;

Reorganization of Board of Selectmen

Nelson makes the motion to appoint Chris Boutwell as Chairman of the Board of Selectmen effective immediately. Seconded by Fairbrother, approved unanimously. Fairbrother – Aye, Nelson – Aye, Boutwell - Abstain

Approve Minutes of April 14, 22 and May 5 and May 12, 2014, if available

Nelson makes the motion to approve the minutes of April 14, 2014. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Robert Trombley, WPCF Supt. , Paul Gilbert and Bob Button, CDM Smith; Execute Agreements as follows: Standard Form of Agreement between Owner and Engineer, Design Services – Wastewater Pumping Stations and Force Mains - \$312,000

Nelson makes the motion to authorize the Chair to sign the Standard Form of Agreement between Owner and Engineer for Design Services for the Wastewater Pumping Stations and Force Mains in the amount of \$312,000 pending any further comments from Town Counsel. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Master Services Agreement between Owner & Engineer

Nelson makes the motion to authorize the Chair to sign the Master Services Agreement between the Owner & Engineer for Task Order No. 1 (Sewer Lining) in the amount of \$34,000; Task Order No. 2 (Canal Siphon Cleaning) in the amount of \$12,500; Exhibit B, Agreement Between Owner and Engineer, Duties, Responsibilities and Limitations of Authority of the Resident Project Representative pending any comments and suggestions from Town Counsel. Seconded by Fairbrother, approved unanimously. Bouwell – Aye, Fairbrother – Aye, Nelson - Aye

New Procedure for Septage Receiving Billing Policy to go into effect June 1, 2014

Trombley: A few years ago we reduced septage rates and this made us more attractive for local septage haulers. We have talked with the Water Dept. to see how they handle their billing and the Board is allowed to make the change from charging 14% interest to charging fee for bills later than 30 days. They would be charged a one time fee of \$25 for being late then they would be shut off this will go into effect July 1

Nelson makes the motion to change the charging of overdue septage bills from 14% per year to a flat fee of \$25 after 30 days with termination of septage discharge rights after 60 days effective July 1, 2014. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Update of grit and Debris Cleaning efforts at the WWTP

The pumps have wear and according to the inspector we probably have another 4 – 8 years left on the pumps. We continued about cleaning all debris and took out 1.8 tons of debris. The lines are now clean and pumps are running fine. We had to stop taking in sludge during the month of May to make this happen

Request Permission to begin hiring process for WWTP Laborer (40 hrs) and WWTP Secretary (25 hrs)

Trombley: DEP did an analysis last year saying we needed more employees. At Town meeting we received permission to hire a full time Laborer and a 25 hour a week Secretary. I'm working on creating a job description for the Secretary position and would like to post notices as per Union requirements and fill the position effective July 1, 2014

Nelson makes the motion to grant permission to Mr. Trombley to begin the hiring process for 2 staff people at the WWTP, one Laborer for 40 hours and one Secretary for 25 hours. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

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Walter Ramsey, Town Planner

Request by Franklin Conservation District for Montague to be a co-applicant for Notice of Intent submissions to the Conservation Commission for two proposed river restoration projects on the Sawmill River. 1) South Street Bridge area stream restoration 2) North Street Conservation Area stream restoration. Carolyn Ness and Debbie Shriver

Back in November Board gave authorization for the district to go ahead and do a full design for a stream bed restoration for the South Street Bridge to have a longer term solution rather than the periodic dredging that really hasn't been successful in protecting those bridge abutments. They are looking for the Town to be a coapplicant on this project.

Ness: You will not be on the hook, we are still the lead agency still. You do not have to pay any money, we applied for the 319 Grant and had money left over so we still wanted to work in the Sawmill, because the idea is to keep chipping away on projects up and down the river. We knew the South St. bridge was a perennial issue for you all, this is not a permanent solution but it does increase the velocity. The main reason we are here is we have no capacity to do any maintenance, is our engineer Dan Lawrence with Weston and Sampson would work with your highway dept. so you would know what you could remove every year as part of your regular maintenance so you would not have to do any permitting.

Shriver: That would be specified clearly as part of the monitoring and main maintenance plan. That would be part of the application packet.

Ness: That is why we are asking you to be co-applicants. WE will be going to the Conservation Commission with our plans in July.

Nelson makes the motion to approve the request by the Franklin Conservation District for the Town of Montague to be a co-applicant with the notice of intent for submission to the Conservation Commission for the two proposed river restoration projects on the Sawmill River including the South Street Bridge area stream restoration project on the Sawmill River including the South Street Bridge area stream restoration project on the North Street Conservation Area restoration project. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Nelson – Aye, Fairbrother - Abstain

Request on behalf of RiverCulture to execute License Agreement with FirstLight Hydro Generating Company to use Map 4 Lots 6,7, and 15 for Bock Party purposes, specifically to allow for tents, tables, and chairs for the timeframe between 8/1/2014 12:00 to 8/3/2014 12:00.

Nelson makes the motion to sign off on the License Agreement with FirstLight Hydro Generating Company regarding the block party use of property to use Map 4 Lots 6,7, and 15 to allow for tents, tables, and chairs for the timeframe between 8/1/2014 12:00PM to 8/3/2014 12:00 PM. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

**Montague Community Cable, Inc., Vote to execute interim Access Provider Contract renewal
Veronica Phaneuf, Treasurer, Dana Valdez, Clerk, Dean Garvin**

Abbondanzio: I was instructed to come up with a renewal agreement and all I did was take the agreement that was signed in 2009 and made some very minor changes to it. Abbondanzio goes over changes made. (attached to minutes)

Phaneuf: We weren't aware the RFP language was not going to be in this renewal through December. We are going to be going through a review with the Cable Advisory Committee and based on that review they will report to you and then an RFP would be generated if needed after that review. We are confident and except for the clerical error that we did not notify you in writing that we were continuing, we were pretty clear we are continuing with all that we are doing. If you could, I would like you not to put the RFP language in there amending this tonight because we are only going to December 31, 2014. The CAC could come to you after our review and let you know if the RFP is necessary

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Fairbrother: Although we did not officially vote last week, this board was in agreement that we will issue an RFP. MCCI is open and encouraged to respond. We are under the assumption because you are the long time vendor you would presumably have a leg up. Because most if not all of the stuff required in an RFP is also going to be required in your evaluation or vice versa you have to generate it anyway.

Phaneuf: There were two different things on your agenda, one is the extension the other is the RFP. I just feel it is a lot of the Boards time, even though we are generating the information we are still putting a lot of time into preparing the information for the CAC which will not be in the same format.

Discussion

Abbondanzio: I was going to suggest under the Section 5 Conditions of the Renewals to be determined by November 1, subject to CAC review of the contract and the Selectmen's determination based on an evaluation and RFP if deemed to be in the Towns best interest results in a decision to renew this agreement. That is one possible approach.

Phaneuf: We are not adverse to going through that process but we don't want to jump through 2 hoops if one is going to satisfy you with the information that you need.

Comments from the audience regarding the RFP

Fairbrother makes the motion that the Board sign a contract offer put forward by Frank with the exception of the change that section 5 renewal should read This agreement may not be renewed. A new contract will be executed with a provider before December 31, 2014 (everything else in that section is removed). Seconded by Nelson, approved unanimously. Boutwell – Aye, Nelson – Aye, Fairbrother - Aye

Frank Abbondanzio, Town Administrator, Vote to approve Summer Meeting Schedule

Fairbrother would prefer to meet every week, brief discussion

Fairbrother makes the motion to adopt the summer meeting schedule as presented. Seconded by Nelson, approved. Boutwell – Aye, Nelson – Aye, Fairbrother – Abstain

Topics not anticipated covered in the 48 hour posting requirement

Appointments of Reserve Officers

Abbondanzio: Tentative appointments already made ready for permanent appointments to be made

Nelson makes the motion to hire Jacob Lapean as a Reserve Police Officer effective May 19, 2014 at a wage rate of \$14.62/hour. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Nelson makes the motion to hire Jacob LaMay as a Reserve Police Officer effective May 20, 2014 at a wage rate of \$14.62/hour. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Registration of Public Use

Nelson makes the motion to approve the Registration of Assembly application for the Memorial Day Parade from Second Street down Avenue A to the Veteran's Memorial from 10:00 AM to Noon by the Trustees of the Soldiers Memorial Committee. Seconded by Fairbrother approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

Other

- Sent RFP advertising to the Central Register for the Millers Falls East Main Street Properties
- Finished Financial Policies and Objectives and I will be presenting to the Finance Committee at their next meeting

Fairbrother makes the motion to authorize the Chair to sign Civil Service Roster Certification, Requisition #01890, dated May 14, 2014 with note new one will have to be regenerated for new Chair. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson - Aye

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Executive Session, under G.L. c. 30A §21 (a)(2) to conduct negotiations with Town

Boutwell declares as Chair conducting this Executive Session, under G.L. c. 30A §21 (a)(2) to conduct negotiations with Town will be detrimental to the Town.

*Nelson makes the motion to go into Executive Session, under G.L. c. 30A §21 (a)(2) to conduct negotiations with Town and only come out to adjourn the meeting(8:35 PM). Seconded by Fairbrother, approved unanimously.
Boutwell – Aye, Fairbrother – Aye, Nelson - Aye*