

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

Meeting Being Taped:

Votes May Be Taken:

Approve minutes of November 24, 2014

Fairbrother makes the motion to accept the minutes of November 24, 2014. Seconded by Nelson, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Public Comment Period:

J. Reynolds: Handed out paperwork regarding displaying Boston Post Cane and have a plaque with nametags. Would like Board to let him know, then he will know what to do. This will be discussed at a future meeting

J. Golrick: Thanks Wendy on doing executive session minutes

Walter Ramsey, Town Planner, Montague City Road Improvement Project – Order of Taking

Ramsey: This will make for a safer area. The order of takings is for 14 temporary (3 year) easements from 8 property owners, 5 of the property owners have elected to “donate” the easements. The remaining three properties are entitled to just compensation. Accordingly, Howard S. Dono & Associates conducted value finding appraisal which found for damages totaling \$1,000 among the three properties. Written offers were mailed on October 30, based on the appraised values. The affected parties had up until this morning to raise issues or concerns with the offered damages.

Nelson makes the motion to accept schedule A as presented for Montague City Road Improvement Project – Order of Taking: Lillian & Eric Do, 115 Bungalow Avenue, Greenfield, Franklin Registry of Deeds, Book 4697, Page 308, Parcel TE-1; Firstlight Hydro Generating Co., 99 Millers Falls Rd, Northfield, MA Franklin Registry of Deeds, Book 3868, Page 202, TE-2; Charles J. & Rosalind Rucci, 82 Maple Street, Greenfield, MA Franklin Registry of Deeds, Book 3425, Page 14, Parcel TE-10; Janelle E. Rivers, 312 Montague City Road, Turners Falls, Franklin Registry of Deeds, Book 5556, Page 195, Parcel TE-11; Pioneer Cooperative of Franklin County, Inc. 324 Wells St., Greenfield, Franklin Registry of Deeds, Book 2833, Page 140, Parcel TE-12. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Nelson makes the motion to accept schedule B as presented for Montague City Road Improvement Project – Order of Taking: Maureen E. Dudek, 17 Pleasant St., Greenfield, Franklin Registry of Deeds, Book 5412, Page 288, Parcel TE-9, \$100; George R. Marchacos, Nancy Marchacos, George P. & Adam T. Marchacos, 246 Silver Street, Greenfield, Franklin Registry of Deeds, Book 4982, Page 327, Parcel TE-14, \$100; Farren Care Center, Inc., 340 Montague City Road, Turners Falls, Franklin Registry of Deeds, Book 2824, Page 41, Parcels TE-3, TE-4, TE-5, TE-6, TE-7, TE-8, TE-13, \$800.00. Seconded by Fairbrother, approved unanimously. Boutwell – Aye, Fairbrother – Aye, Nelson – Aye

Discussion and possible vote to rescind release of minutes dated: 2/14/11, 1/31/11, 9/19/12, 5/22/12 and determine whether any are suitable for release. Open and executive session discussions expected, votes may be taken

Abbondanzio: After further review by Counsel it was determined that these should be held due to attorney client privilege and should not be released.

Fairbrother moves to rescind the November 24, 2014 vote to release the following Executive Session Minutes. April 19, 2011 – Litigation; January 3, 2012 – Litigation, May 22, 2012 – Litigation; September 19, 2012 – Litigation, February 11, 2013 – Real Estate; March 4, 2013 – Litigation; May 21, 2013, Session – #1, – Collective Bargaining; May 21, 2013, Session – #2, – Real Estate that were inadvertently included in said vote, such minutes shall remain confidential. Seconded by Nelson. Fairbrother – Aye, Boutwell – Abstain, Nelson – Abstain as he was not a Selectmen at that time.

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Town Administrators Report,

Topics not anticipated in the 48 hour posting requirements

The Board will be meeting next week beginning at 6:00 PM with the Cable Committee regarding Comcast negotiations

Deborah J'Anthony, Consultant, Shea Theater Visioning Session

Abbondanzio: Shea Theater lease had expired in the spring, because it was not renewed the board decided to put out RFP and extended Shea's lease until 12/31/15. The Town will still be putting out RFP and plan to get something on street by end of January. We also felt we needed to get feed back from public on what they want to see in the Shea in the future. We wanted some professional advice on where we should go in the next 10 years so we hired Deborah J'Anthony as consultant. We met with Civic Center Commission and she is here to give her feed back on what is realistic and what she thinks going forward.

J'Anthony: This is not the final recommendations, this is to get further feedback after getting her feedback and she will be meeting with Civic Center two more times before RFP is issued. Met with community, spent a good deal of time discussing governance which was the main focus. Further discussion about programming was held later in the evening. Even though the community came from different prospective, there was common thread and overall concession for the shape and vision of the Shea. Recommendations:

Governance:

- Shea Community Theater, Inc. to remain a community based non-profit performing arts organization, managed by a Board of Directors.
- Board of Directors to comprise of 8 members with one representative from the Town of Montague, selected by the Town Administrator. The Board should reflect the population of its community and include members of the business community. It is suggested that four members are seated from the local community and three from surrounding towns.
- The responsibility of the Board of Directors will be primarily fiduciary, including but not solely fundraising and soliciting donations. Further responsibilities to include generating and managing policy, building and maintaining a strong relationship with the Town of Montague, oversight of the facilities (managing day-to-day upkeep of building and theatrical equipment communicating required maintenance of facility systems to town, submitting capital requests to town).
- Board of Directors to adhere to a strict two three year term limit.
- Board of Directors to hire a half-time Theater Manager who will be responsible for all aspects of programming, including but not limited to soliciting and cultivating rentals and booking Shea events. Manager will also be responsible for building networks with outside venues and collaborations with area arts organizations and educational institutions. In addition, the manager will be responsible for marketing Shea events, and communicating with the Board of Directors any facility maintenance concerns.

Programming:

- The number of seats at the venue requires the hall to fill its dates with primarily rentals. Rentals should be scheduled to allow for the broadest access possible and for "traditional" shows to be given priority.
- The aim would be to accommodate a diverse programming calendar to include all genres; dance, music, theater, literary events, and film.
- Programming that will serve the area market.
- Youth programs such as the Performance for Young People Series, Youth Shakespeare and Franklin County Tech to be expanded.
- Establish and build collaborations with the Recreation Department, Five Colleges, Schools, Churches, businesses and RiverCulture

Also recommends that the Board of Directors and the Town of Montague draft a schedule for deferred maintenance. The Town of Montague to form a committee to review ADA compliance issues

Questions asked: Term limit of board members; how Shea would be able to hire a part time manager (fundraising) and make it work, who pays for a manager, what that would cost (approx. \$15,000)? Why 8 members and not an odd number?

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Abbondanzio: RFP will be going out sometime in January once it is run through Civic Center Commission with their suggestions added. Not assuming any changes is staffing will take place until January 1, 2016. Civic Center Commissions role is currently to oversee preparation and advertisement of the RFP and actually serve as selection committee reviewing RFP proposals as they come in and make a recommendation of the vendor to the Selectmen. They have an ongoing responsibility. I see them not only putting out an RFP, putting on the role of selecting a vendor, and drafting a lease with that vendor but also having an ongoing role working with the Shea being an intermediary between the Shea and the Town in terms of capital improvements. We have a 30 year building and we are going to have to start spending money on the Towns responsibility. The Town writes the RFP.

Discussion

A meeting will be scheduled with Deborah and the Civic Center Commission in January.

Other:

S. Kretzenger thanks DPW for job well done during recent snow storm. Would also like to see policies and procedures for snow removal pertaining to commercial and residential residents be published on web page. Frank to Contact Chief Dodge regarding this.

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