

**SELECTMEN'S MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, August 7, 2017**

Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Chris Boutwell and Michael Nelson, Town Administrator Steven Ellis, and Executive Assistant Wendy Bogusz. Nelson makes introduction and announces meeting is being taped.

Approve Selectmen minutes of July 17, 2017

*Boutwell makes a motion to approve the minutes of July 17, 2017 as presented. Nelson seconded, unanimously approved.
Boutwell - Aye, Nelson - Aye*

Approve Selectmen minutes of July 31, 2017

Not available

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

Peter Golrick, Airport Commission

Execute Grant Assurances, Turners Falls Municipal Airport. Airport Master Plan Update, AIP Project No. #3-25-0032-19-2017, State Grant No. #0B5MPU

*Boutwell makes a motion that the Board execute and authorize the Chair to sign the grant for the Turners Falls Municipal Airport Master Plan Update, AIP Project No. #3-25-0032-19-2017, State Grant No. #0B5MPU. Nelson seconded, unanimously approved.
Boutwell - Aye, Nelson - Aye*

Personnel Board

Kathleen Lacey, Library Assistant, Change in hours: from 17 hrs/wk to 26 hrs/wk, effective 9/1/17 (due to staff retirement)

Boutwell makes a motion that the Board authorize a personnel status change notice for Kathleen Lacey effective September 1st, 2017 to Library Assistant, change from 17 hrs/wk to 26 hrs/week. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Appoint Carolyn Olsen as Information Technology Administrator, \$2,000 annual stipend, effective 8/7/17 to 6/30/18

Boutwell makes a motion that the Board appoint Carolyn Olsen as the Information Technology Administrator, to receive \$2,000 annual stipend, effective August 17, 2017 to June 30, 2018. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Appoint Ella Ingraham, EDIC - Municipal Government seat, 3-year appointment until 6/30/20

Boutwell makes a motion that the Board appoint Ella Ingraham to the EDIC - Municipal Government seat for a total of three years, the term starts August 7, 2017 and expires June 30, 2020. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Bruce Hunter, FCRHRA

Change Order #4, Avenue A and Peskeompskut Park Pedestrian Lightning Project, General Contractor: M. L. Schmitt, Inc., \$4,625.99

Nelson makes a motion to approve Change Order #4 for the Avenue A and Peskeompskut Park Pedestrian Lightning Project to M. L. Schmitt, Inc., in the amount of \$4,625.99. Boutwell seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Public Hearing, FY2016 CDBG Projects

Nelson opens the meeting at 7:15 PM and reads the public hearing notice into the record.

Input on the accomplishments of the FY16 Community Development Block Grant

- Avenue A and Peskeompskut Park Pedestrian Lightning Project - HRA: Hunter reported that M. L. Schmitt installed 20 new high-efficiency LED pedestrian lighting, 15 along both sides of Avenue A from 5th to 7th Street and 5 lights in the park. All lights are installed and operational except for one (which is a minor issue and will be resolved soon). The final portion of the project will be to re-install the utility boxes. Anticipated completion will be by the end of this month or the first part of September. There was a surplus of \$97,755.34.

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- Housing Rehabilitation - Target Area 1 (Turners Falls & Montague City TA) - HRA: Ohlund reported that two housing units are complete and two are well underway. Three are for elderly residents, three involved some level of lead abatement, one included accessibility updates, and three were updated to meet energy star efficiency standards.
- Montague Catholic Social Ministries - Family Literacy Program: Wood reported that the grant has enabled MCSM to respond directly to the needs of the participants as they grow and work through the program. The focus has changed from parents learning and the need to have childcare for those children, to the children and their needs for homework help and how to incorporate their families and caregivers in with that homework help on a daily basis. De Pareja reported on the perks and highlights that have been seen as well as the positive response from the students, teachers, and administrators. De Pareja also gave examples of interactive methods introduced for the parents and their children. In addition, fathers have become more involved in their children's homework activities.
- Life Path, Inc. - Home Delivered Meals: Severance reported that the Meals of Wheels Program provides complete meals built by registered dieticians to frail low-income elders. Wellness checks ensure the safety of the participants/consumers and make sure that they are provided with emergency services when necessary. Severance related an incident where one of their drivers was able to avert disaster when he noticed a consumer's house was filled with smoke.
- The Brick House: Mengwasser reported that the YOLO (Youth Opportunities for Leadership and Organizing Program) has reached 28 participants and the Living Skills Group has reached 9. The YOLO Group has been running since December and has had 14 sessions, geared towards bullying prevention, learning about stereotypes within the media, and team-building. The Living Skills Group helps those in transitional ages develop skills in budgeting, meal preparation, how to do laundry and basic household chores, etc.

Proposed amendments to reprogram surplus grant funds from the FY16 CDBG

- The Brickhouse - Youth Opportunities for Leadership: Mengwasser stated that they are requesting \$4,500 to cover an increase in personnel hours and responsibilities. Five to six hours could be added to the Director and Youth Program Manager positions.
- Life Path, Inc. - Home-Delivered Meals: Severance stated that they are requesting \$6,018 to cover the difference between the original proposal and award amount, food cost increase, and the difference in Older Americans Act funding.
- Walter Ramsey, Planning and Conservation:
 - Spinner Park Rehabilitation Project - \$92,640 (Phase I, which can be covered by current available funding, involves the addition of new granite walls, new lighting, removal of two planters, putting new ADA curb cuts, and adding new plantings. Phase II, which there is no funding directly lined up for, involves electrical/water box replacement, fencing, benches, and trash cans).
 - Avenue A Streetscape Phase III design Option - up to \$60,000 (Spinner Park Re-design - \$15,000, Street Light Project - \$25,000, and Third to First Sidewalk Improvements - \$20,000)
- FCRHRA: Ohlund stated that they are respectfully requesting up to \$40,000 in order to complete one more housing unit. There are currently 28 individuals on a wait list Town-wide.

Nelson asked about the future of CDBG funding. Hunter stated that we won't know the final answers until September when they come out with the One-Year Action Plan. Ramsey stated that next year will potentially be a big year, and strategically it would be to our benefit to have bid-ready plans and specs for projects.

Boutwell makes a motion to close the public hearing. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Town Administrator's Report

Overview of Republic Services plan for 5-day curbside trash and recycling pick-up

Republic believes that they can provide a more consistent level of service if they switch from the present 4-day curbside pick-up of trash and recycling to a 5-day. There is no additional cost to the community.

Execute two-year extension of Republic Services contract for curbside and recycling pick-up

Boutwell makes a motion that the Board authorize the Second Amendment to the Agreement between the Town of Montague and Allied Waste Services of Massachusetts, LLC d/b/a Republic Services of Springfield (Contractor) until June 30, 2019. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Execute Letter of Support for FRTA Application for a US DOT Bus Facilities Infrastructure Investment Program Grant

Boutwell makes a motion that the Board authorize and sign the letter as requested to the Department of Transportation (DOT) Federal Transit Administration, Office of Program Manager. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

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Potential relocation of the FRHA headquarters. Execute letter to State legislators urging support for FRHA relocation contingent on its new headquarters remaining in Montague and upon state commitments to support timely redevelopment of 42 Canal Road and areas in its immediate vicinity.

Boutwell makes the motion that the Board send and authorize the Chair to sign the letter to Representative Steve Kulik and State Senate President Stan Rosenberg regarding the Franklin County Regional Housing and Redevelopment Authority (FRHA) to obtain its headquarters, preferably in Montague. Nelson seconded, unanimously approved. Boutwell - Aye, Nelson - Aye

Topics not anticipated in the 48-hour posting requirements

Makeshift LLC's filming of scenes for the film "The Man who Killed Hitler and then The Bigfoot"

Ellis: One hole that we saw in the permits was that secondary impacts of their location on some sites were not very clearly articulated in the first round of approvals, so for some of us there was a surprise that certain significant areas of parking were not available. In that spirit, they have submitted for review a full look-ahead-at-the-week. They are now working more actively with police details. They'll be shooting some scenes downtown and that will affect parking on Wednesday between 7 AM and 9 PM. Specific locations are not precisely defined, but this will be on Avenue A between 1st and 2nd Street on the Discovery Center side, Avenue A between 2nd and 3rd Street on both sides, 3rd Street between Avenue A and the bus stop on the rendezvous side, and Avenue A between 3rd Street and 3rd Street Alley.

Boutwell makes the motion to adjourn the meeting at 8:20 PM. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye

Documents and Exhibits:

- Minutes of July 17, 2017
- Grant Assurances, Turners Falls Municipal Airport. Airport Master Plan Update, AIP Project No. #3-25-0032-19-2017, State Grant No. #OB5MPU
- Appointment Form:
 - Carolyn Olsen as Information Technology Administrator, \$2,000 annual stipend, effective 8/7/17 to 6/30/18
 - Kathleen Lacey, Library Assistant, Change in hours: from 17 hrs/wk to 26 hrs/wk, effective 9/1/17 (due to staff retirement)
 - Ella Ingraham, EDIC – Municipal Government seat, 3 year appointment until 6/30/20
- Public Hearing, FY2016 CDBG Projects
 - Input on the accomplishments of the FY16 Community Development Block Grant
 - Proposed amendments to reprogram surplus grant funds from the FY16 CDBG
- Change Order #4, Avenue A and Peskeompskut Park Pedestrian Lighting Project, General Contractor: M. L. Schmitt, Inc., \$4,625.99
- Overview of Republic Services plan for 5-day Curbside trash and recycling pickup
- Two-year extension of Republic Services contract for curbside and recycling pickup
- Letter of support for FRTA Application for a US DOT Bus Facilities Infrastructure Investment Program Grant
- Letter to State legislators urging support for FRHA relocation contingent on its new headquarters remaining in Montague and upon state commitments to support timely redevelopment of 42 Canal Road and areas in its immediate vicinity