

**Board:** Board of Selectmen/ Water Commissioner's Meeting  
**Date:** Tuesday, September 08, 2020  
**Location:** Online Video/Audio Conference Pursuant to Governor Baker's Executive Order in Response to the COVID-19 State of Emergency

**Selectmen Present:** Jacob Smith, Peter Sanders, William Bembury  
**Also, Present:** Bryan Smith, Glenn McCrory, Mariah Kurtz  
**Press:** Katherine Nolan, Montague Reporter

At 5:33 PM **Chairman Smith** called the meeting to order.

**Chairman Smith** explained that the meeting is being recorded and provided an overview of the functions of the video/audio conferencing platform.

#### **Discussion Regarding Town Response to COVID-19**

**Chairman Smith** explained that Acting Chief of Police Holst is interested in adding hours by appointment at the Police Station. The re-opening plan will be submitted to the Board for review at a future meeting.

#### **Library Construction Project Update & Review of Change Order Requests**

The Board reviewed PCO #30 for Marois Construction Co. Inc. in the amount of \$792.73. Bryan Smith, Town Administrator, explained that the change order was related to the installation of conduits and boxes for the ADA compliant door openers for the main entrance of the Library. Bryan explained that the openers were included in the specifications but did not appear on the electrical drawings, so the matter had to be resolved during construction. **Selectman Bembury** asked if funds are available in the Library's Construction Gift fund to cover the cost of the change. Bryan explained that the Library Trustees have control over the Gift fund and additional state aid that was reserved for the project if it is necessary to cover the cost. The Board discussed having no concerns with the change order as presented. **Selectman Bembury** made a motion to approve PCO #30 to Marois Construction in the amount of \$792.73. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

#### **River, Warner & Strachan Street Project Update & Change Orders**

Glenn McCrory, Highway Superintendent, joined the Board to review change order 1 for the roadway & ADA improvement project for River Street, Warner Street, and Strachan Street. **Chairman Smith** gave an overview of the proposed change order to adjust the transitional grade on River Street from the intersection with Lester Street. Glenn explained that he had conducted a site visit with the project engineer and now has a better understanding of the changes described. Glenn discussed disappointment that MassDOT closed the Lester Street project and is not able to assist funding the changes necessary for River Street. **Chairman Smith** asked for a clarification of the project area and the proposed changes. Glenn explained the transition and that the final grade will remain gradual. Glenn explained that the work includes excavation, bringing in fill, base pavement and lifting the structures. Bryan explained that Jack Goncalves & Sons Inc. has provided a lump sum cost of \$33,615.00 for the change order. **Chairman Smith** asked if a police detail will be required for the work. Glenn explained that a police detail is required for any work at the intersection as well as for milling and paving. Glenn explained that the cost for the police detail is in existing scope of work. The Board reviewed the cost breakdown. Glenn noted that the paving includes a \$4,000 mobilization cost for a subcontractor that was not originally necessary. Glenn discussed the possibility for the change order cost to be reduced by a couple thousand dollars because the cost of finish paving for River Street was already in the base bid. **Chairman Smith** discussed support for proceeding with the proposed change order to make improvements to the intersection. **Selectman**

**Bembury** asked if the estimated cost could increase. Glenn and Bryan explained that it would not increase and may be less. The Board discussed having no further concerns. **Selectman Bembury** made a motion to approve the Road Reconstruction Plan drawing SK-1A for the estimated amount of \$33,615.00, not to exceed that amount, with the work to be done by Jack Goncalves & Sons. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

#### **Review of Street Sign Design**

**Chairman Smith** explained that the Board had reviewed examples of the street sign layouts at the previous meeting and had concerns about the proposed dimensions. Bryan explained that Glenn and he measured the new signs installed by MassDOT on River Street and that the proposed sign dimensions are similar. **Selectman Sanders** asked if two (2) signposts would be required for larger signs. Glenn explained the concern with larger signs and wind resistance. **Chairman Smith** noted a concern about the length of street signs for longer names. **Chairman Smith** asked Board members if there is a preference for using the Town seal of the new Town logo on the street signs and whether or not to include the “no outlet” designation on dead end streets. **Chairman Smith** discussed the various perspectives on the use of the Town seal versus the logo. **Selectman Bembury** asked if the colors had been finalized for the logo. Mariah Kurtz, Assistant Town Planner, explained that the graphic designer is planning to send the newest revisions to the Town for this upcoming Thursday, and that the Town will have a full color version, a grey scale version, etc. Bryan discussed his view on the use of the Town seal versus the logo, noting that the Town seal has represented the Town for over 100 years and communicates a sense of permanence as do the Town’s street names. **Selectman Bembury** discussed support for the use of logo on trucks, letterhead, business cards, and maybe the water tower. **Selectman Bembury** discussed preference for using the Town seal on the street signs, noting the traditional nature of it. **Selectman Sanders** discussed understanding the concern and supporting the use of the Town seal on the street signs. The Board agreed to approve the sign layout with a blue background, white font, and the inclusion of the Town seal.

**Chairman Smith** asked for a cost estimate to be prepared for a project to update all street signs throughout Town. Glenn explained that the project would likely be substantial enough to go through the capital improvement planning process of the budget. **Selectman Bembury** expressed his support for having a project cost estimate prepared and submitted to the capital planning process.

#### **Review of Meeting Minutes for April 27, 2020**

The Board passed over this agenda item.

#### **Review of Meeting Minutes for April 29, 2020**

The Board passed over this agenda item.

#### **Review of Meeting Minutes for June 01, 2020**

The Board passed over this agenda item.

#### **Review of Meeting Minutes for June 08, 2020**

The Board passed over this agenda item.

#### **Review of Meeting Minutes for August 31, 2020**

The Board passed over this agenda item.

**Adjournment**

At 6:12 PM **Chairman Smith** made a motion to adjourn. **Selectman Bembury** seconded. **Vote:** unanimously approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bryan Smith". The signature is written in a cursive, flowing style.

Bryan Smith  
Town Administrator