

# TOWN OF GILL

MASSACHUSETTS



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## SELECTBOARD MEETING MINUTES

*May 17, 2016*

Call to Order: The Selectboard meeting was called to order at 5:46 PM.

Members Present: Greg Snedeker, John Ward, Randy Crochier      Members Absent: none

Others Present: Ray Purington, Admin. Assistant; Kent Alexander, Janet Masucci, Dan Nietsche, Gene Beaubien, Eileen Leahy

Turners Falls Schuetzen Verein Car Cruise: An agenda item requested by Ray Zukowski of the Turners Falls Schuetzen Verein to discuss a police detail for the club's Car Cruise events was passed over. Zukowski notified Ray Purington prior to the meeting that the matter had been resolved with the Gill Police Department.

Multi-Agency Coordination Center: Dan Nietsche, FRCOG Emergency Preparedness Coordinator, met with the Selectboard to explain a proposal for a Multi-Agency Coordination Center (MACC). The MACC could be activated by a town's Emergency Management Director (EMD) during any kind of emergency incident. The MACC would be able to locate, coordinate and request additional resources, organize mutual aid, coordinate with other Emergency Operations Centers (during multi-town incidents like flooding, for example), and provide coordinated information sharing.

Nietsche explained that the concept of the MACC developed out of the after-action discussions held after Tropical Storm Irene, and has been successfully used in Barnstable County. The MACC is not an exclusive solution. If an EMD wants to use MEMA to acquire resources during one incident, that does not preclude using the MACC during a different incident. The MACC will be free to use, and initially staffed by members of the Northwest Incident Management Team. He emphasized that the MACC will not supersede a town's authority, but rather will extend the town's abilities and resources.

Gene Beaubien, Gill's EMD, stated that he would prefer to deal with MEMA directly during emergency incidents. He is very familiar and comfortable with what MEMA has to offer, and feels that the MACC would be an added layer of organization.

Ray raised a question about being billed for mutual aid services that a town receives. Nietsche confirmed that the Memorandum of Understanding for the MACC does include language that could allow an aid-sending town to invoice an aid-receiving town for whatever assistance was provided. This provision feels very different from other mutual aid agreements, and Ray will research it further.

Tom Hodak joined the meeting at 5:55 PM.

Nietsche stated that the startup costs for the MACC will be grant-funded, and that the goal is to make the MACC available for zero cost to member towns, i.e. no assessment. Ongoing costs will largely depend where the MACC is located. In the worst-case scenario, he expects basic recurring costs to be \$600-\$1,000 annually. He noted that Deerfield and Shelburne have already signed on to the MACC. Two other benefits to participating in the MACC were mentioned: it would show solidarity with the rest of the towns in the county, and it would allow us to be part of the planning and training for the MACC. Randy disclosed that he works part-time for the FRCOG in the health program (not connected to emergency preparedness).

The Selectboard decided to delay action on the Memorandum of Understanding until more is known about the provision for being invoiced for mutual aid services received from another town. Nietsche and Beaubien left the meeting at 6:05 PM. Joe Parzych Jr. joined the meeting.

Public Hearing on Cable License Renewal: The Selectboard opened a public hearing regarding the renewal of the cable television license of Comcast of Massachusetts/Virginia, Inc. The hearing notice was read aloud. Joe Parzych Jr. asked for an update on the progress for getting cable and internet on his road, Ben Hale Road. The cable expansion that is part of the proposed renewal license with Comcast was reviewed. Parzych was happy after hearing that his home is included in the proposed buildout.

The buildout area includes cable service extension to: Route 2 from Setback Lane to Chase Road, Peterson Way, Barney Hale Road from Route 2 to the last home (Ambo's), Pisgah Mountain Road from Route 2 to Draper's home, Camp Road to the last home, Chase Road to the last home (Towne's), Ben Hale Road from Center Road to Marguet's home, Atherton Road from West Gill Road to the last home (A. Lafleur's), Hill Drive, and Trenholm Way. The renewal license allows up to three years for Comcast to complete the expansion. Eileen Leahy, Comcast's Senior Manager for Government and Regulatory Affairs added that Comcast will notify the Town when the buildout is complete. There may or may not be notification as pieces of the buildout come online.

Tom Hodak, Chair of the Cable Access Committee, noted that even with the buildout that is part of the renewal license, there will still be some unserved homes in Gill. The Committee will continue to work with the Massachusetts Broadband Institute (MBI) to try to get funding and other assistance to bring broadband service to the unserved homes. Hodak introduced Greg Snedeker and Janet Masucci as two other members of the Committee in attendance at this meeting.

It was noted that in exchange for the large amount of cable buildout and expansion, the renewal license will decrease the rate at which the Town receives PEG Access revenue. Currently the Town receives 4% of the annual revenue, and this will decrease to 2.5% for the first nine years of the renewal license. In the tenth and final year, the revenue rate will return to 4%. The Committee supports the tradeoff of revenue for buildout, and recommends the Selectboard approve and grant the renewal license.

Ray presented a May 17<sup>th</sup> letter from Leahy to the Selectboard regarding Comcast continuing to offer a senior citizen discount to qualified Gill subscribers.

The public hearing was closed at 6:23 PM. John made a motion, seconded by Randy, to approve and sign the 10-year renewal license with Comcast. The vote was unanimous in the affirmative, and the license was signed. Eileen Leahy and Joe Parzych Jr. left the meeting at 6:25 PM.

Reorganization: Annual Town Elections were held on May 16<sup>th</sup>, and following tradition, the Selectboard reorganized. Randy made a motion, seconded by Greg, to elect John Ward as Chair of the Selectboard. The vote was unanimous in the affirmative. Greg made a motion, seconded by John, to elect Randy Crochier as Clerk of the Selectboard. The vote was unanimous in the affirmative. In a series of unanimous votes, Randy was appointed as the Selectboard's representative to the Personnel Committee, Greg was appointed as the Town's representative to the FRCOG, and John was appointed as the Town's representative to the FRTA.

Minutes: No minutes were ready for review.

Green Community Grant: Nothing to report.

Sewer: Nothing to report.

Safety Complex Roof: The project is complete; Ray is working with the architect and roofing contractor to determine the final amount that is owed to the contractor.

Gill Elementary Well: Results have not been received from the second confirming sample that was taken earlier in the month.

Mariamante/Community Solar: Nothing to report.

Annual Reports: There was a brief discussion of a suggestion made at last week's Annual Town Meeting, that more recent Annual Reports should be completed before catching up on older ones. It was decided that since several of the oldest reports are at the final proofreading stage, it made sense to finish those first.

Riverside Cemetery: Following the Town Meeting vote to authorize the Town to take over the Riverside Cemetery, Ray has been working with Town Counsel and the Riverside Cemetery Association's President and Treasurer to set the process in motion. A title search has been requested, and the Association officers are creating a list of the assets that will be transferred to the Town.

PEG Access and Special Revenue Fund: Articles 6, 7, and 21 of the Annual Town Meeting were passed over due to confusion about their meaning and intent. Ray has discussed the matter further with Town Counsel and with Attorney Bill Solomon, the Special Counsel hired to assist with negotiating the Comcast Cable license. Both attorneys recommend that the Town take advantage of a Department of Revenue extension to 6/30/17, and take no further action on creating a Special Revenue Fund for PEG Access revenue. There are questions about whether PEG Access revenues, which are established under Federal laws, can be regulated by a state agency. It is hoped that by next spring, the DOR will have more complete and clear information on this.

It was decided to only include one PEG Access-related article, dealing with the acceptance of the Mass. General Law allowing creation of the special revenue fund, on the warrant for the upcoming Special Town Meeting. It will be recommended that voters defeat the article, thereby taking no action.

Use of Quintus Allen Funds: Ray provided an answer to a question asked during the Annual Town Meeting regarding the use of money from the Quintus Allen Fund. The fund can only be used for purposes related to the schools of the town.

Next Steps for a Police Cruiser: The Selectboard discussed the police cruiser article that was passed over at Annual Town Meeting in order to provide more time for research and discussion. One unresolved question is body style – whether the next cruiser should be a sedan or a utility. A quotation has been requested for a sedan; it is expected to cost approximately \$1,800-\$2,000 less than a utility. Fuel efficiency was discussed, and the Police Chief will be asked to provide a comparison of the miles-per-gallon of the sedan and utility. Randy commented that the design of the sedan three years ago was horrible, with respect to cabin size/space and ease of entry & exit. Greg suggested that getting a utility would mean the Town would have a second all-wheel-drive cruiser, which would provide more ability to respond to hard-to-reach areas, and improve response capability in inclement weather. John suggested that one AWD cruiser is sufficient, and that the officer on duty should be using the AWD.

There was discussion, without any conclusion, of whether the Town needs three cruisers, or if two would be sufficient. It was decided to request that the Capital Improvement Planning Committee revisit the cruiser discussion, and make a fresh recommendation that clearly addresses the sedan vs utility issue.

Next Steps for a Backhoe: The Selectboard discussed the backhoe article that was passed over at Annual Town Meeting in order to provide more time for research and discussion. Several questions were identified as being important to consider during future discussion and votes on the backhoe: Does the Town want to add another piece of equipment to the Highway Department, when there have been challenges in maintaining the infrastructure we already own? Where would a backhoe be parked? If a backhoe is purchased, could the Kubota tractor be traded in?

Tom Hodak suggested that perhaps a backhoe purchase could be shared with a neighboring town. Randy noted that it is rare to find a Franklin County town that doesn't already have a backhoe. Also, the front bucket on the backhoe could serve as a backup to the loader, especially if the loader breaks down during a snowstorm. The backhoe bucket could be used to load sand and salt into the trucks. Borrowing a loader from another town during a snowstorm would generally not be an option.

The CIPC's recommended budget for a used backhoe was \$60,000 or less. Ray will develop a budget and purchasing plan based on that amount. Chapter 90 funds will not be used for the purchase, but a portion of the Road Machinery Fund will be used. Money left from the FY16 Snow & Ice budget will go toward the backhoe budget, as will some of the backhoe rental money included in the Highway Department's FY17 budget.

Election Workers: Randy made a motion, seconded by Greg, to appoint Carole Lafleur and Robert Koolkin as Election Workers through June 30, 2016. The vote was unanimous in the affirmative.

Use of Town Hall: Randy made a motion, seconded by Greg, to approve the use of the Town Hall for the ACT Program. The vote was unanimous in the affirmative.

Declaration of Surplus Equipment: The Selectboard reviewed a May 10, 2016 list of Town Hall items being recommended to be declared surplus equipment of the Town, and recommended to be sold at a public auction. Randy made a motion, seconded by Greg, to declare the listed items as surplus equipment. The vote was unanimous in the affirmative. It was decided that the auction will be held on Saturday, May 28<sup>th</sup>. It will be advertised on the website, Craigslist, Facebook, and in a tag sale ad in the Recorder. Ray Steele and Steve Damon were two suggestions for the role of auctioneer.

Award Bids for FY17 Highway Products: The Selectboard reviewed a list of low bids for highway products for FY17, as part of a FRCOG cooperative bid. Greg made a motion, seconded by Randy, to award the contracts to the low bidders at the prices listed. The vote was unanimous in the affirmative.

Tom Hodak and Kent Alexander left the meeting at 7:40 PM.

Warrant: The Selectboard reviewed and signed the FY 2016 warrant #24.

The meeting adjourned at 8:15 PM.

*Minutes respectfully submitted by Ray Purington, Administrative Assistant.*



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Randy Crochier, Selectboard Clerk

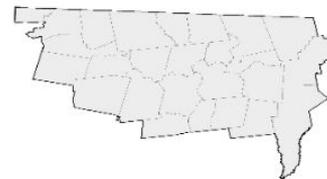
# FRANKLIN COUNTY MULTI-AGENCY COORDINATION CENTER

**WRHSAC**

Western Region Homeland  
Security Advisory Council



FRANKLIN COUNTY  
REGIONAL EMERGENCY PLANNING COMMITTEE  
WORKING TOGETHER FOR PUBLIC SAFETY



# WHAT IS A MACC?

## MULTI AGENCY COORDINATION CENTER



# HOW MIGHT A MACC HELP LOCAL COMMUNITIES?

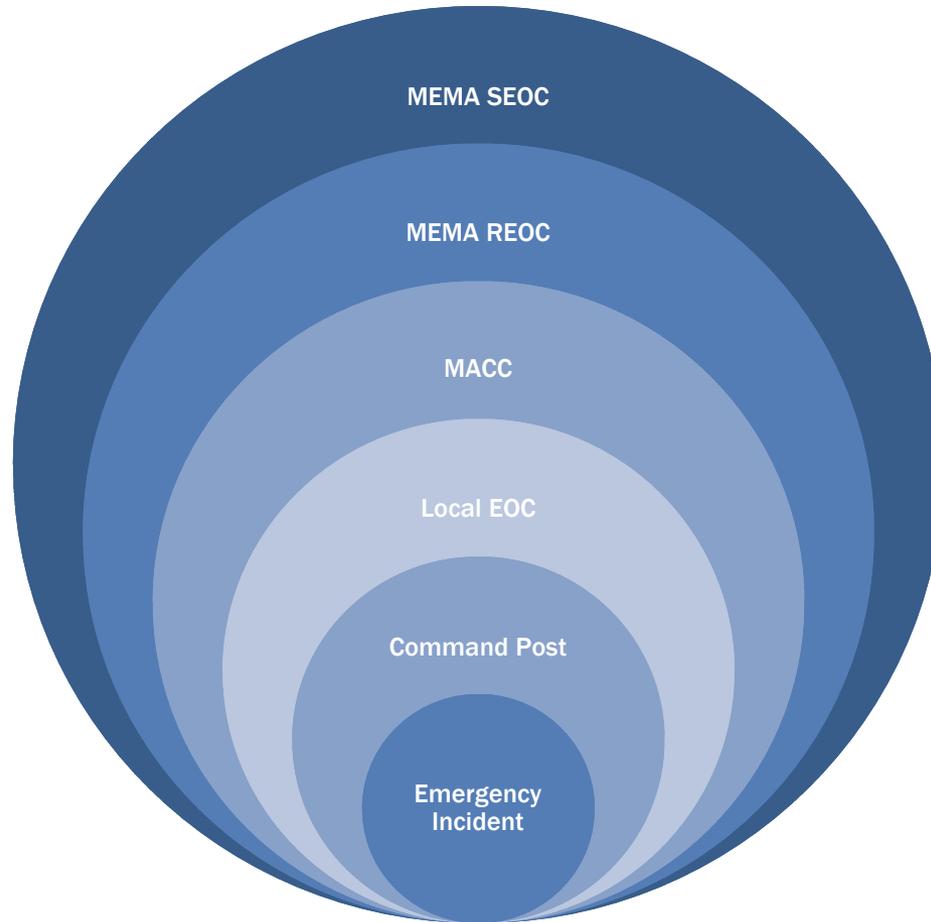


- *Locate, coordinate, and request additional resources*
- Organize mutual aid
- Coordinate with other EOCs
- Provide situational awareness and enhancement of a common operating picture through information sharing

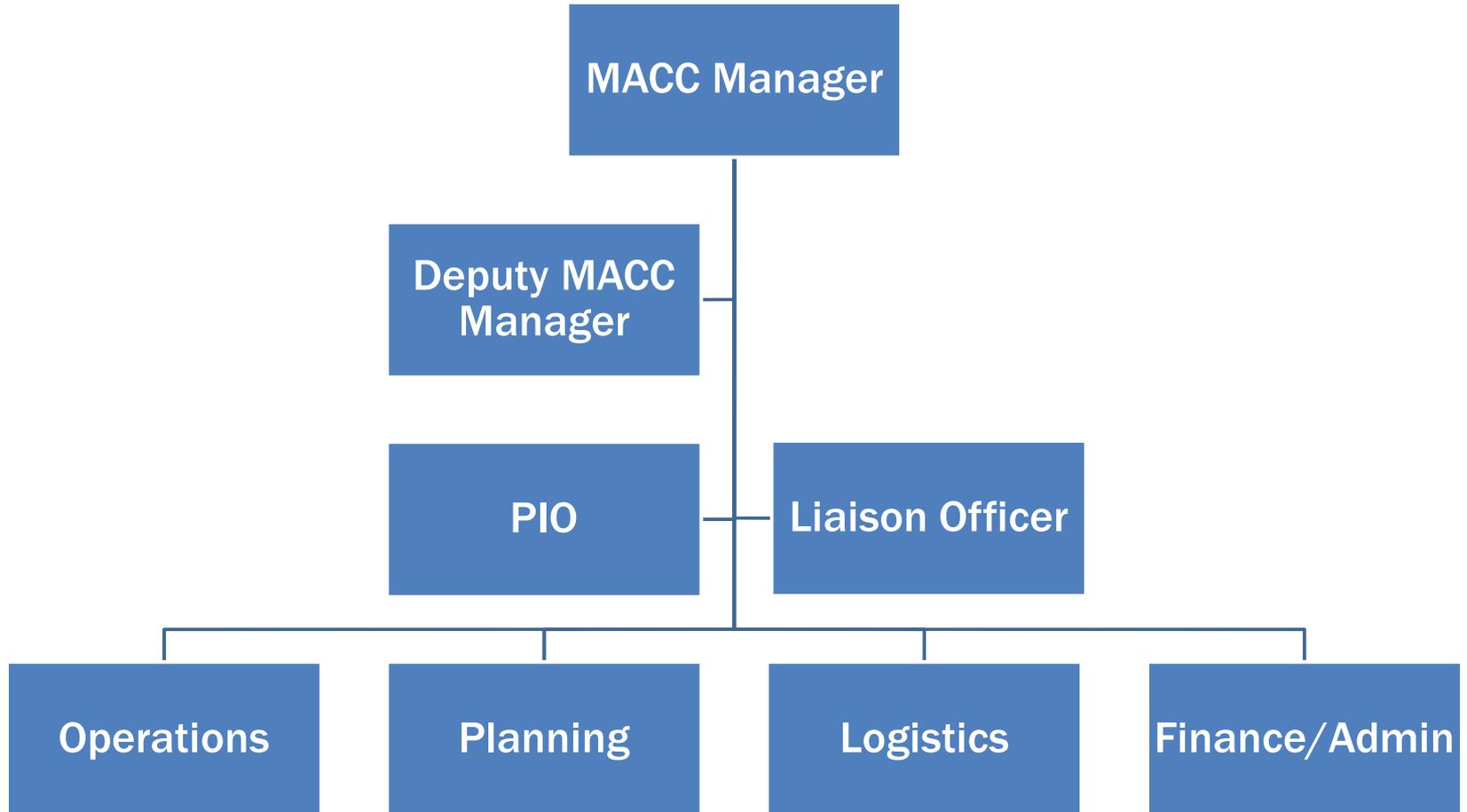
# MACC IN WESTERN MASS - STATUS

<b>Current Activities</b>	<b>Status</b>
<b>ConOps and SOPs tailored specifically for Franklin County.</b>	<b>Completed</b>
<b>Locate a physical location for the MACC</b>	<b>Ongoing</b>
<b>Identify and procure MACC equipment</b>	<b>Ongoing</b>
<b>Conduct outreach to inform and educate stakeholders about the Franklin County MACC.</b>	<b>Ongoing</b>
<b>MACC adoption by Franklin County REPC</b>	<b>Vote to be held in April 2016</b>
<b>MACC adoption by towns</b>	<b>April – July 2016</b>
<b>MACC Operationally Ready</b>	<b>2017</b>

# MACC POSITIONING



# MACC ORGANIZATIONAL CHART



# MACC AUTHORITY TO OPERATE

The Franklin County MACC will operate under the authority of established Commonwealth of Massachusetts, local (town to town), and regional (Western Region Homeland Security Advisory Council) mutual aid. The following mutual aid compacts include:

- Statewide Mutual Aid Compact, Massachusetts General Law (MGL) Chapter 40 Section 4J
- Western Massachusetts Intergovernmental Emergency Mutual Aid Agreement

# MACC OVERSIGHT AND OPERATIONS GROUP

- A MACC Oversight and Operations Group (MOOG) will be designated for the MACC, and will be responsible for managing the MACC program.
- The MOOG will be responsible for establishing and implementing all foundational MACC concepts and services defined within this ConOps.
- This role will also include coordinating with all required local officials within the defined regional area, maintaining a MACC program, and ensuring for the management of logistical and facility operational needs.

# CONCEPT OF OPERATIONS SCOPE

- Multi-agency coordination will not supersede municipal or state emergency plans, policies, command and control structures, or operations, nor will it govern direct local governmental or local agency efforts.
- Emergency preparedness and response efforts will continue to remain the responsibility of individual communities operating within Franklin County.
- The Franklin County MACC Concept of Operations will SUPPORT local emergency preparedness, response, and recovery efforts. Utilization of the MACC ConOps will enable a regional approach that ENHANCES local response and recovery efforts through COORDINATION between affected and non-affected jurisdictions within a defined area of operation.

# MACC ACTIVATION

## MACC ACTIVATION TRIGGERS

- **Bottom up or Ground Level Approach:**  
In this scenario, notifications are received by the MACC from one or more local communities being impacted by an event and requiring MACC assistance/coordination.
- **Top Down Approach:**  
In this scenario, the MACC facility owner or the MACC Oversight and Operations Group determines the need to activate a MACC in anticipation of a need for supporting impacted communities or in response to an actual emergency event affecting several communities.

# MACC ACTIVATION LEVELS

- **Monitor/Stand By** – Not staffed
- **Partial Activation** – Staffing of 1-2 persons, performing Joint Information System (JIS) functions. This may be virtual.
- **Full Activation** – Full staff, performing resource management & tracking, mutual coordination, support of local & regional shelter/evacuation strategies, joint public information (JIS) support, and other support as required by the incident.

# MACC ACTIVATION LEVELS CONTINUED

If the scenario/conditions are as follows:	Then the MACC will activate as follows:
Warning of an event such as an oncoming hurricane (>72 hours before landfall)	Monitor/Standby
Warning of an event such as an oncoming hurricane (<24 hours before landfall)	Partial Activation
Hurricane produces emergency conditions within a subset of towns in Franklin County	Fully Activated to respond to emergency
	Partial Activation to provide support
Hurricane produces emergency conditions across entire Franklin County	Fully Activated to respond to emergency
	MACC operates at full

# RESOURCE COORDINATION USING THE MACC

- Instead of wasting valuable time by having your own emergency response professionals reaching out to other communities they will be able to put a request into the MACC and the MACC will work to find you those resources.
- The search to complete your request does not stop at Franklin County communities. The MACC will be able to reach outside of Franklin County to find resources on your behalf.
- Tell the MACC what you want, where you want it, and when you want it, and the MACC will work diligently to complete your request.

# COMMON MACC QUESTIONS

- **Question - Why is providing situational awareness information and joint information system services helpful to the communities?**
  - **Situational awareness information helps establish a better common operating picture, which allows each community to know the status of neighboring communities and who may be able to provide support.**
  - **Joint information system services helps establish a single voice in communication with the public, which allows each community to know the status of emergency efforts being implemented in neighboring or surrounding communities.**

# COMMON MACC QUESTIONS

- Question - Providing situational awareness information and joint information system services will be helpful to my community but what roll will the MACC play in helping my community respond to an emergency?
  - Community emergency management professionals can become overwhelmed during a disaster. The MACC can augment your emergency management staff to help your community manage all phases of the disaster.

# COMMON MACC QUESTIONS

- **Who will we call if MACC is not operational and if it is operational?**
  - If the MACC is not operational use your current preferred method for resource requests. If you want to activate the MACC you can call the on duty MACC Manager or Shelburne Control.
  - If the MACC is operational the MACC will put out a statement saying it is activated along with its contact information.

# EXAMPLES OF WHEN A MACC WOULD HELP

- **Notice Events and Incidents**
  - Preplanned events – fairs or sporting events
  - Hurricanes
  - Winter Storms
  
- **No Notice Events and Incidents**
  - Tornadoes
  - Flash Floods
  - Protests
  - Terrorist Attacks

**QUESTIONS?**

*MEMORANDUM OF UNDERSTANDING*  
for  
*EMERGENCY MANAGEMENT COORDINATION SERVICES*  
between  
*FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS*  
on behalf of the  
*FRANKLIN COUNTY REGIONAL EMERGENCY PLANNING COMMITTEE*  
and  
*TOWN OF GILL, MA*

This AGREEMENT (the “Agreement”) is made and entered into by and between the following Parties:

Local governments located within Franklin County, Massachusetts and the Franklin Regional Council of Governments on behalf of the Franklin County Regional Emergency Planning Committee.

ARTICLE I. PURPOSE

WHEREAS, the towns and cities referred to as “Local Governments” agree that resources are limited and can be depleted rapidly due to extensive operational demands as result of a emergency incident. That an emergency incident can cause infrastructure, facility, and human resource problems in the cities and towns of Franklin County; and

WHEREAS, in order to assist local government emergency management needs throughout Franklin County, local governments desire to have the option to designate the Multi-Agency Coordination Center, herein referred to as the “MACC,” as the official organization to assist, coordinate, and facilitate emergency management operations including preparation, response, and recovery operations when an emergency incident is imminent or upon the area: and

WHEREAS, a formal agreement between local government entities would allow for better coordination of the effort, provided that adequate equipment and human resources are available, and help ensure emergency management principles including coordination and allocation of regional and state resources are provided as quickly as possible when the need arises; and

WHEREAS, the governing officials of each local government have executed this Agreement of identical counterparts, collectively desire to secure for each town the benefits of the MACC in the event of an emergency incident. It is agreed as follows:

## ARTICLE II. DEFINITIONS

- A. Emergency Incident – This term is used to describe any natural or manmade occurrence that results in extraordinary levels of mass casualties, property damage, or disruption that severely affects the population, infrastructure, environment, economy, and/or government functions. This term requires that the incident is of a big enough scale that emergency management operations be coordinated via regional intra-county and regional inter-county entities and agreements.
- B. Multi-Agency Coordination Center – The primary functions of multi-agency coordination centers are to support incident management policies and priorities, facilitate logistics support and resource tracking, inform resource allocation decisions using incident management priorities, coordinate incident related information, and coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies.
- C. Requesting Town – This is the local government that is requesting a resource(s) or asset(s) through the MACC.
- D. Responding Town - This is the local government that is providing a resource(s) or asset(s) through the MACC.

## ARTICLE III. DESIGNATION OF MULTI-AGENCY COORDINATION CENTER

- A. Signatories to this memorandum of understanding agree to designate the Multi-Agency Coordination Center (MACC) as the regional hub for the purposes of coordinating emergency management principles such as; preparedness, response, and recovery operations when requested by the signatory. The MACC shall coordinate its efforts with the local Emergency Operations Center (EOC) and the Massachusetts Emergency Management Agency (MEMA).
- B. Neither the Multi-agency Coordination Center nor its staff will supersede municipal or state emergency plans, policies, command and control structures, or operations, nor will it direct local governmental or local agency efforts.
- C. Emergency preparedness and response efforts will continue to remain the responsibility of individual communities operating within Franklin County.

## ARTICLE IV. DUTIES

- A. The provisions of this Agreement are activated under the authority of the Multi-Agency Coordination Center Oversight and Operations Group whenever a disaster of such magnitude and scope occurs in any town or city in Franklin County and that the incident meets the definition of emergency incident and/or a signatory requests assistance from the MACC.

- B. Upon request of the MACC, each town which is a party hereto will furnish supplies, materials, equipment and human resources to the greatest degree possible, when requested, while a catastrophic event is underway.
- C. The Requesting Town shall designate one individual to serve as a single point of contact (POC) to the MACC emergency operations center for all hours and days the resource is in use.
- D. All requesting and sending of equipment, personnel, and assets shall exclusively be governed according to Massachusetts General Law Chapter 40, Sections 4J and 4K, and any other sections of Chapter 40 which pertain to mutual aid.

#### ARTICLE V. EXPENSES AND REIMBURSEMENT

- A. All expenses incurred by the Responding Town in rendering assistance pursuant to the Agreement shall be paid by the Responding Town. The Responding Town may request reimbursement from the Requesting Town.
- B. The MACC, its designee, and/or the Responding Town will document the costs of the Responding Town providing assistance under the Agreement, including direct and indirect payroll and employee benefit costs, travel costs, repair costs and the costs of materials and supplies.
- C. Within sixty (60) days after the conclusion of MACC operations the Responding Town may submit to the Requesting Town for reimbursement for services or equipment rendered.
- D. Except as otherwise agreed to by the parties, the Requesting Town shall seek reimbursement under any applicable federal and state disaster assistance programs for the costs of responding to the public safety incident. The Requesting Town and each Responding Town shall receive, based on the documented costs of providing mutual aid assistance, its pro rata share of the disaster assistance reimbursement provided to the Requesting Town.
- E. By entering into the Agreement the signatory agrees that if it assumes the role of Requesting Town it will reimburse the Responding Town in full in the least amount of time as practical.
- F. When local governments employ the MACC for emergency management services, assistance with securing resources, or any other matter, the Agreement does not transfer the financial responsibility to the MACC. Signatories to this Agreement are responsible for paying for any resources received.

## ARTICLE VI. WAIVER

- A. Each local government that is a party to this Agreement waives all claims against the Franklin Regional Council of Governments / Franklin County Regional Emergency Planning Committee, and members of the MACC which are parties hereto, and further waives compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement.

## ARTICLE VII. LIABILITIES

- A. In the event that an individual performing duties subject to this Agreement shall be cited as a defendant party to any state or federal civil lawsuits arising out of his or her official acts while performing duties pursuant to the terms of this Agreement, such individuals shall be entitled to the same benefits that he or she would be entitled to receive had such civil action arisen out of an official act within the scope of his or her duties for the town where regularly employed or volunteering and occurred within the jurisdiction of this town where regularly employed or volunteering. The benefits described in this paragraph shall be supplied by the town where the individual is regularly employed or volunteering. However, in situations where another political subdivision which is party to this Agreement may be liable, in whole or part for the payment of damages, then the other political subdivision may intervene in such cause of action to protect its interest.

## ARTICLE VIII. ENTIRE AGREEMENT

- A. This Agreement contains all commitments and agreements of the parties hereto as to the services to be rendered during or in connection with the declaration of a catastrophic incident. No other oral or written commitments of the parties shall have any force or effect if not contained herein. Notwithstanding the preceding sentence, it is understood and agreed that certain signatory entities may have heretofore contracted or may hereafter contract with each other or mutual aid in disaster situations, and it is hereby agreed that this Agreement shall not invalidate any such individual contract.

## ARTICLE IX. STATUTORY AUTHORITY

- A. The Franklin County MACC will operate under the authority of established Commonwealth of Massachusetts, local (town to town), and regional (Western Region Homeland Security Advisory Council) mutual aid. The following mutual aid compacts include:
  - i. Statewide Mutual Aid Compact, Massachusetts General Law (MGL) Chapter 40 Section 4J
  - ii. Western Massachusetts Intergovernmental Emergency Mutual Aid Agreement



**TOWN OF GILL  
NOTICE OF PUBLIC HEARING  
REGARDING  
THE RENEWAL OF CABLE TELEVISION LICENSE  
OF  
COMCAST OF MASSACHUSETTS/VIRGINIA, INC.**

**(Tuesday, May 17, 2016 at 6:00 P.M.)**

The Town of Gill Selectboard, as the Cable Television License Issuing Authority, will hold a public hearings on Tuesday, May 17, 2016 at 6:00 p.m. at the Gill Town Hall, 325 Main Road, Gill, Massachusetts, pursuant to 207 C.M.R 3.05(3) and any applicable cable television renewal license, laws, regulations or requirements, regarding the renewal of the cable television license of Comcast of Massachusetts/Virginia, Inc.

The proposed Cable Television Renewal License and any relevant applications, reports, statements and/or amendments in the possession of the Town to be considered at the hearings shall be available upon completion for public inspection and reproduction at a reasonable fee at the Selectboard's office during regular Town Hall hours.

SELECTBOARD  
TOWN OF GILL

May 5, 2016  
May 12, 2016



May 17, 2016

Board of Selectman  
Town of Gill  
Town Hall  
325 Main Road  
Gill, MA 01354

**Re: Discount of Eligible Senior Citizens**

Dear Honorable Members of the Board of Selectman:

Comcast is pleased to continue to offer a senior citizen discount to qualified Gill subscribers. The period of the discount will be concurrent with the newly executed Cable Television Renewal License. Comcast reserves the right to modify such program at its sole discretion.

Although the Company offers a level of Basic Service that it feels is affordable, we are pleased to be able to provide a discount to qualified Senior Citizens in Gill. To that end, the Company will voluntarily offer a discount equal to \$2.00 off its monthly Standard service rate. Said discount will be provided to those persons age sixty-seven (67) or older, who are heads of households and are receiving SSI or Medicaid benefits under Social Security. This discounted level of service may not be combined with any other level of Service. The subscriber must be able to show proof of qualifications. Acceptable documentation would be any of the following:

**Proof of Age** – Driver's License, Birth Certificate or Passport  
**Head of Household** – Lease, Deed, Tax Bill  
**Benefits** – Mass. Health Card

Sincerely,

Eileen B. Leahy  
Senior Manager, Government and Regulatory Affairs

cc: William Solomon, Esquire

# TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

## TOWN FACILITIES REQUEST FORM

Name: Amy Gordon \_\_\_\_\_

Organization: ACT After-School Community Theater Program at Gill Elementary School  
\_\_\_\_\_

Address: 8 Setback Lane \_\_\_\_\_

Town/City: Gill \_\_\_\_\_ State: MA \_\_\_\_\_

Daytime Phone: 413-883-0490 \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
\_\_\_\_\_

Facility Requested: Town Hall Stage  
\_\_\_\_\_

Date(s) of Use: Wednesday, May 11, 2016-Sunday, June 5, 2016  
\_\_\_\_\_

Hour(s) of Use: Mostly 3:30 -5:30 on Wednesdays and Thursdays with performances on Wednesday, June 1, June 2, and June 4.  
\_\_\_\_\_

Nature of Event: Rehearsals and performances of after-school theater program  
\_\_\_\_\_

Number of Attendees: There are 18 participants in the program.

A town employee, board member, or committee member must be present throughout the duration of the event. If you do not have such a member who volunteers to be present, a fee will be charged to provide one.

Is a town employee, board member, or committee member part of your organization? Y  N

If yes, what is his/her name? Amy Gordon/Conservation Commission  
\_\_\_\_\_

Telephone 413-863-9347

325 Main Road, Gill MA 01354  
This institution is an equal opportunity provider and employer.

Fax 413-863-7775

# TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

TO: Selectboard  
 FR: Ray Purington, Administrative Assistant  
 DATE: May 10, 2016  
 RE: Surplus Equipment from Town Hall

The Town Hall staff wish to declare the following items as surplus equipment, and recommend the items be sold at a public auction, or disposed of by any other appropriate means.

Item & Description	Age	Condition	Reason for Disposal
<i>Acts &amp; Resolves of the Massachusetts Legislature, 1993-2012, hardcover</i>	Varies	Fair/Good	Lack of use; information is available online
<i>Massachusetts Reports: Decisions of the Supreme Judicial Court, volumes 430 – 469 covering 1995 – 2014, hardcover</i>	Varies	Fair/Good	Lack of use; information is available online
<i>Massachusetts Appeals Court Reports: Decisions of the Appeals Courts, volumes 47 – 85 covering 1999 to 2014, hardcover</i>	Varies	Fair/Good	Lack of use; information is available online
2004 Edition of the Massachusetts General Laws, softcover	12 years	Fair/Good	Lack of use; information is available online
Literature rack w/ storage in base, wood, black, 48" wide x 25" deep x 56" tall	20+ years	Good	Not needed
(3) Corner desk units w/ shelves. Light color wood-grain pressboard; 71" at widest point x 29 ½" at deepest point x 31" at top of work surface	12 years	Varies, Fair to Good	Not needed
Kenmore 3.5 vacuum cleaner w/ Powermate head – PARTS ONLY	15-20 years or older	Poor	Cracked hose, not cost effective to get parts
Lawn signs & wire frames for 2013 Gill Energy campaign	3 years	Good	Obsolete
Adding Machine, Texas Instruments	?	Fair	Not needed
Side unit for Hon metal desk, 3 drawers, beige, 40" wide x 18 ½" deep	?	Fair/Good	Not needed

Item & Description	Age	Condition	Reason for Disposal
Office partitions, Steelcase, beige fabric (2) 35" wide x 65" tall (4) 60" wide x 65" tall	12+ years	Fair, some metal top & base covers may be missing	Not needed
Piano, Mendelssohn, upright, serial # 16939	1909, approx.	Fair	Out of tune, never used
Miscellaneous office supplies	Varies	Fair	Not needed
Desk, "teacher's" style, wood, light maple, 6 drawers, 54" wide x 30" deep x 30" tall	15+ years	Fair/Good	Not needed
Plastic sleeves for 4"x6" photographs, approx. 150.	Unknown	Good	Not needed
(3) Toner cartridges for HP 96A laser printer	1-2 years	New	No longer have that printer
( 20) Office chairs, metal frame, green (& a few yellow) vinyl seat, w/ armrests	12+ years	Fair	Not needed



# m e m o r a n d u m

**To:** Selectboard  
**From:** Mitchell LaClaire, Highway Superintendent   
**Date:** May 16, 2016  
**Re:** FRCOG Bids

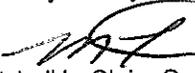
In regards to this fiscal year 17, I have received the FRCOG BIDS for products and services and I recommend the following be approved for use by the Town of Gill.

¾ screened processed gravel F.O.B. ----- awarded to Lane Const @ \$ 11.75 same as last year.  
Hardpack gravel F.O.B. ----- awarded to Lane Const @ a rate of \$ 7.85 per ton. Last year was \$ 8.50  
1 ½ washed stone F.O.B.----- awarded to Lane Const @ \$ 7.85 per ton. Last year was \$ 12.35  
¾ washed stone F.O.B.-----awarded to Lane Const @ rate of \$ 7.85 per ton. Last year we did not bid this.

10% Rubber one-coat chip sealing - - @ 3.10 per sq yard—Allstates Asphalt  
Hot Mix Asphalt F.O.B. @ \$ 60.00 per ton- Lane Const Last year was \$ 68.00 @ Warner Bros LLC  
Hot Mix Asphalt applied in place--- @\$ 59.00 per ton—Warner Bros LLC Last year was \$ 68.50

Reclamation—pavement w/fine grading and vibration compaction@ \$ 1.27 per sq yard—Allstates Asphalt  
Rip Rap ----- awarded to Lane Const @ \$ 11.25

Thank you for your assistance – these bids shall be good for the FY17 –July 2016 through June 2017

  
Mitchell LaClaire Sr.  
Hwy, Supt.