

TOWN OF GILL

M A S S A C H U S E T T S



www.gillmass.org

SELECTBOARD MEETING MINUTES

February 13, 2012

Call to Order: The Selectboard meeting was called to order at 4:55pm.

Present: Randy Crochier, Ann Banash (remote) and John Ward, Selectboard members; Ray Purington, Admin. Assistant. Others Present: Rick James, David Detmold, Mick LaClaire, Tom Bergeron, Claire Chang.

Randy stated that he received a request from Ann Banash to participate remotely in tonight's meeting for reasons of geographic distance (Florida). It was noted that meetings with a remote participant must use roll call for all votes.

Cross Road Oil & Stone: Tom Bergeron, whose house is inside the triangular intersection of Boyle and Cross Roads, appeared before the Selectboard to request that the Highway Department "chip seal" Cross Road this summer. Cross Road is currently a gravel road. He explained that he has lived there for 16 years, and in recent years the traffic on Cross Road has increased. The dust is getting to be a nuisance, preventing windows from being opened in the summer and drying clothes outside. He has spoken to the other three households on the road and they support this request.

Mick LaClaire, Highway Superintendent, estimated a cost of \$20-25,000 to lay down the necessary gravel base and oil & stone the 1,120 feet of Cross Road. He noted that an oil & stone surface is easier to maintain, as gravel roads require grading twice a year and require a separate trip with the sand truck during winter storms. (Gravel needs a no- or low-salt diet.) Oil & stone typically needs to be reapplied every 5 years.

Mick also pointed out that this would need to be a Chapter 90 project, and that it currently is not in this year's plan of work. There is still work to finish on Mount Hermon Road and a leveling project for Boyle Road.

Cross Road's status as a town road or county road was discussed, and needs to be researched, as there may be different requirements to pave a county road. The Board pointed out that a Town Meeting vote requires a hearing/info session before any gravel roads are paved. This hearing was set for February 27th, and invitations will be sent to all landowners on Cross Road. Tom Bergeron left at 5:13pm.

Review of Minutes: John made a motion, seconded by Ann, to approve the minutes from 1/30. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative.

Public Safety Complex Boiler Update: Ray reported results from the bid opening on February 8th. There were 5 bidders, with bids ranging from \$54,174 to \$140,000. The low bidder was Tognarelli Heating & Cooling. Ray's next steps are to check references and prepare a contract. Bart Bales will also be asked to review the bids. An award recommendation is expected for the 2/27 meeting. There was a brief discussion of wood pellet boilers, their attractiveness as an oil-free alternative, and their greater frequency of cleaning and maintenance.

Sewer Pump Station Project: Mick explained that the two new pumps have been installed, start up went well, and both pumps are operational. Replacement of the air valves located beneath Riverview Drive will take place on 2/16. Because the existing air valves are original equipment (30+ years old) and have never been regularly exercised, there is no way to close them tightly. There are no check valves in the lines, so when the air valves are removed, there is no way to prevent sewage from draining back from the higher elevation Montague side. To deal with this, there will need to be a vacuum truck onsite to remove roughly 3,000 gallons of sewage from the wet well, at an extra cost of \$1,250. Ray stated that this cost will come from the Sewer operating budget as a maintenance expense. Ann made a motion, seconded by John, to accept the change order for \$1,248.61 and authorize Ray to sign the document on behalf of the Town. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. Mick left the meeting.

Siemens Project: Nothing new to report.

Roof Study: Ray presented an outline for a study of the condition of the roofs of the five town-owned buildings. He is in the process of finding an architect to give a price on doing the study.

Open Space & Recreation Plan: The Massachusetts Executive Office of Energy and Environmental Affairs has approved Gill's Open Space and Recreation Plan. The approval allows the Town to participate in Dept. of Conservation Services grants through December 2018. It was noted that the Open Space Advisory Committee still needs more members in order to move forward on some of the action items identified in the OSRP.

FRCOG Traffic Count: The Board reviewed an invitation from the FRCOG to conduct traffic counts in Gill in 2012. The invitation will be forwarded to the Police and Highway Departments to take advantage of.

Election Worker: Ann made a motion, seconded by John, to appoint Christopher Klosson as an Election Worker through June 30, 2012. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative.

Multi-Hazard Mitigation Plan: Ray advised the Board that the group working on updating the Town's Multi-Hazard Mitigation Plan will be meeting at the Fire Department Training Room on February 22nd from 3-5pm.

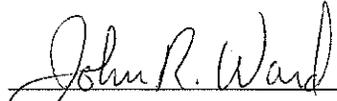
Executive Session: John made a motion, seconded by Ann, to go into Executive Session for the purpose of discussing strategy with respect to litigation, i.e. an application for a temporary restraining order in which the Town is named, in that an open meeting may have a detrimental effect on the litigating position of the public body. It was explained that the application was filed by Kevin Chickering and names Lawrence Krejmas and the Town as defendants. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. It was announced that the Board will reconvene in open session afterwards. The Board left for the executive session at 5:48pm. Rick James, David Detmold, and Claire Chang left the meeting.

The Board returned from the executive session at 6:12pm. Ann left the meeting.

Warrant: Randy's son Michael, a Gill firefighter, appears on the payroll warrant for this week. Due to the conflict of interest, Randy would normally abstain from signing the warrant. However, since two signatures are required to approve the warrant, the Board invoked the Rule of Necessity, which permitted Randy's participation and allowed the Board to act upon the warrant. The Board reviewed and signed FY 2012 warrant #17.

Adjournment: The Selectboard meeting adjourned at 6:33 p.m.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Acting Selectboard Clerk

TOWN OF GILL									
FY 2012 Public Safety Complex Boiler Replacement - Bid Checklist									
COMPANY NAME	Bid Form	Base Bid (\$)	Alt. #1 Add. (\$)	Bid Deposit - 5% of Base Bid	Tax Compliance	Non Collusion	OSHA Certification	References?	3
Aalanco Service Corp.	✓	59,669	3995	✓	✓	✓	✓	✓	✓
Royal Steam Heater	✓	116,100	3800	✓	✓	✓	✓	✓	✓
Mike Lohy P & H	✓	55,850	2150	✓	✓	✓	✓	✓	✓
A. R. Sander	✓	140,000	N/A	✓	✓	✓	✓	✓	✓
Tognarelli H + C	✓	54,174	1,275	✓	✓	✓	✓*	✓	✓

* Waivable document that was supplied 2/8/12 @ 4:25 pm. *RP*

We declare that this is a complete and accurate list of bids opened in our presence this 8th day of February, 2012

Mitchell LaClair
 Mitchell LaClair, Highway Superintendent
Thomas McNamee
 Thomas McNamee, Collector - Treasurer

Ray Purington
 Ray Purington, Administrative Assistant

R.H. White Construction Co., Inc.**PROPOSED CHANGE ORDER**

41 Central St.

No. 00001

Auburn, MA 01501

Phone: 508-832-3295

Fax: 508-926-4429

TITLE: Wetwell Pumping**DATE:** 2/10/12**PROJECT:** Gill, MA - Riverview Pump Station**JOB:** 41386R**BY:** Ray Purington**CONTRACT NO:** 1

Town of Gill

325 Main Rd

Gill, MA 01354

Phone: 413-863-9347 Fax: 413-863-7775

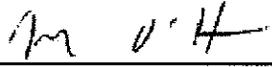
RE:**To:****From:****Number:****DESCRIPTION OF PROPOSAL**

Pricing is to have the wetwell of the pumping station pumped out in order to replace the air-release valve. Includes pumping up to 3,000 gallons, and discharging at the Montague WWTP. Work is planned to occur on Tuesday, February 14, 2012.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Vacuum Truck & Operator		1.000		\$1,000.00	0.00%	\$0.00	\$1,000.00
00002	Project Management (1 hour)		1.000	EA	\$75.00	0.00%	\$0.00	\$75.00
00003	15% Markup for OH&P		0.150	EA	\$1,075.00	0.00%	\$0.00	\$161.25
00004	1% Insurance Fee		0.010	EA	\$1,236.25	0.00%	\$0.00	\$12.36

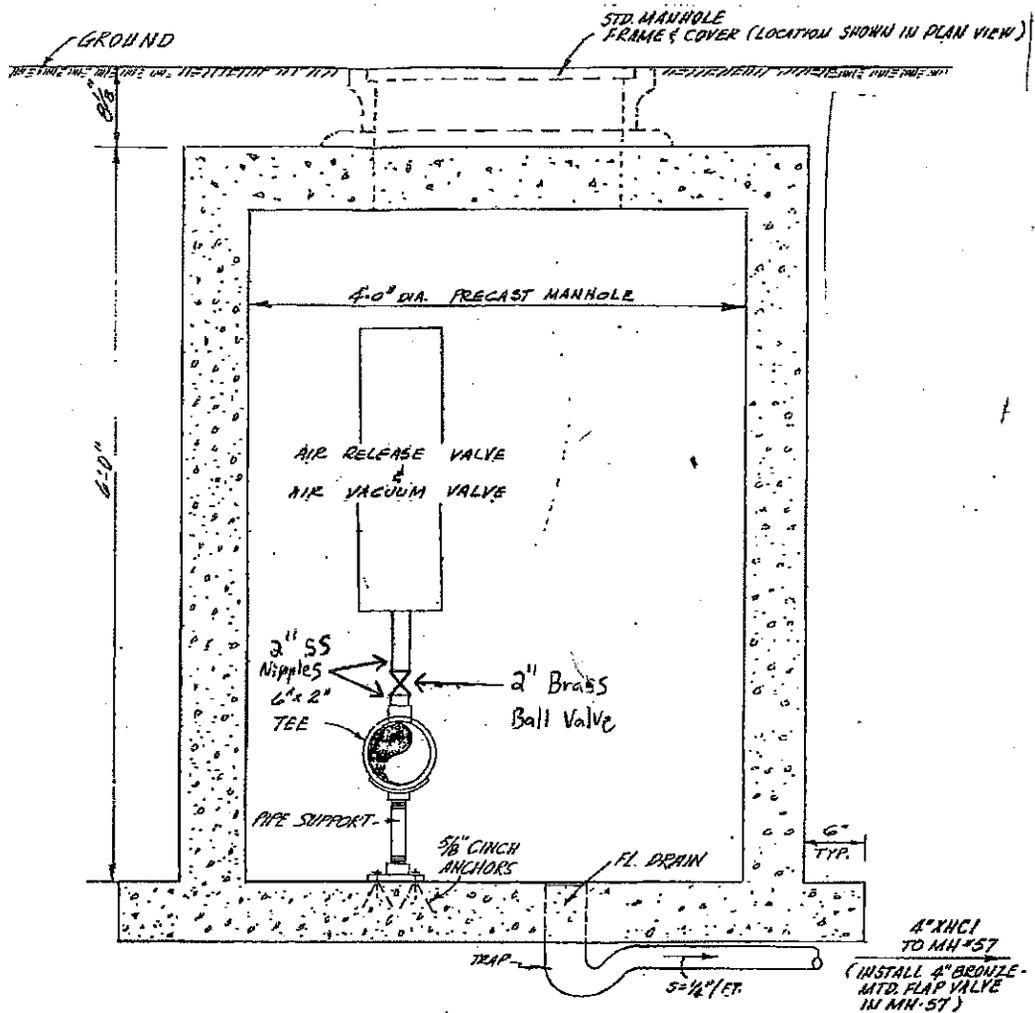
Unit Cost: \$1,248.61**Unit Tax: \$0.00****Total: \$1,248.61****APPROVAL**

By: _____
Ray Purington

By: 
Marshall O'Hearn

Date: _____

Date: 2/10/12



N.T.S.

TOWN OF GILL

MASSACHUSETTS



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consultants
roof construction
insulation

2012 Roofing Needs Study

Provide an estimated cost per building to inspect the roofing system (structure, sub-layer, and roof) and provide a written summary of findings and recommendations for each building. The summary should address:

- Condition relative to age of roofing materials and likely remaining useful life
- Priority for repairs or replacement (if multiple buildings are analyzed)
- Replacement options (materials, expected life, roof design, etc.) and estimated cost
- Energy savings opportunities (color, material, insulation, etc.)
- Estimate of cost to determine structural capacity for solar panels

Town-owned Buildings, in order of perceived need for attention

Building Name	Footprint (sq ft)	Roof Style	Roof Material	Estimated Age of Roof	Other Info
Town Hall	1,700	Gable	Asphalt	1978	Current leak
Public Safety Complex	12,600	Flat Slope	Membrane on "original" Asphalt on "addition"	1982 Likely 1989 original	Membrane patched 2 years ago; Sporadic leak in asphalt
Elementary School	17,000	Gable	Asphalt	1994 for "original" bldg; 1986 (new) addition	Some shingles have blown off during high winds in last 6 months
Riverside Municipal Building	3,231	Hip	Asphalt	Partial in 1979	
Slate Memorial Library	961	Gable	Slate	Likely 1921 original with repairs as necessary	



The Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Deval Patrick
GOVERNOR

Timothy Murray
LIEUTENANT GOVERNOR

Richard K. Sullivan, Jr.
SECRETARY

Tel: (617) 626-1000
Fax: (617) 626-1181

February 7, 2012

Mary Praus
Franklin Regional Council of Governments
425 Main Street
Greenfield, MA 01301

Re: Open Space and Recreation Plan

Dear Ms. Praus:

Thank you for submitting Gill's Open Space and Recreation Plan to this office for review for compliance with the current Open Space and Recreation Plan Requirements. I am pleased to write that the plan is approved. This final approval will allow Gill to participate in DCS grant rounds through December 2018.

Congratulations on a great job. Please call me at (617) 626-1171 if you have any questions or concerns about the plan.

Sincerely,

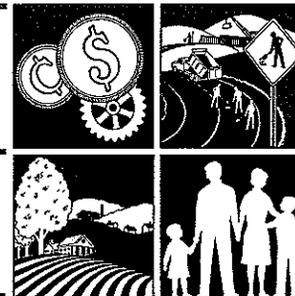
A handwritten signature in cursive script that reads "Melissa Cryan".

Melissa Cryan
Grants Manager

cc: Ray Purington, Town of Gill Administrative Assistant

FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS

425 Main Street • Greenfield, Massachusetts 01301-3313
Telephone 413-774-3167 • Fax 413-774-3169 • www.frcog.org
Executive Director • Linda Dunlavy



February 7, 2012

Dear Town Official:

Subject: Traffic Counting

The Franklin Regional Council of Governments (FRCOG) has concluded its 2011 traffic counting season. The FRCOG received several requests for traffic counts and made every effort to complete those requests. Requested traffic counts which were not performed during the 2011 season have been automatically added to the 2012 traffic counting program with high priority. As we begin to develop our 2012 traffic count calendar we ask that you think about any additional counts you would like performed in your community and use the attached form to request these counts. Traffic counts are performed by the FRCOG, free of charge, for Franklin County communities.

If we performed any traffic counts in your community during the 2011 traffic counting season you will find the detailed reports attached.

In the coming month we will be updating our Traffic Count Booklet. This information will be uploaded to our website at <http://www.frcog.org> and will be updated periodically as we receive additional traffic count information from other sources such as MassDOT. You may also request a hard copy of the Traffic County Booklet from FRCOG.

The FRCOG makes every effort to fulfill traffic count requests each season. Thank you for your involvement and participation in our traffic counting program. Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Stacy A. Metzger, Transportation Planning Engineer



Ray Purington/Gill Selectboard

From: Alyssa LaRose [alarose@frcog.org]
Sent: Monday, February 13, 2012 11:53 AM
To: reporter@montaguema.net
Cc: 'Ray Purington/Gill Selectboard'
Subject: Gill Multi-Hazard Mitigation Planning meeting
Attachments: Gill_HazardMitigation_2ndPress Release.doc

Please publish the below press release (also attached) by Tuesday, February 21, if possible. Do not hesitate to contact me with any questions.

Final Meeting Scheduled for Updating Gill's Multi-Hazard Mitigation Plan

The Gill Local Multi-Hazard Mitigation Planning Committee, in partnership with the Franklin Regional Council of Governments (FRCOG) Planning Department, is in the process of updating the Gill hazard mitigation plan. Funding for the update has been provided through a grant from the Massachusetts Emergency Management Agency (MEMA) and the Federal Emergency Management Agency (FEMA). The next steps in the process are to hold a final meeting of the Committee to finalize the plan, provide a public comment period, and seek approval from the Federal Emergency Management Administration (FEMA).

Once the updated Plan is approved by FEMA and adopted by the Town, Gill will be eligible for state and federal grant monies to fund pre- and post-disaster mitigation projects to reduce the impact of future natural and man-made disasters. These funds are co-administered on behalf of FEMA by MEMA and the Department of Conservation and Recreation (DCR). The Plan can also help communities obtain credit in the form of reduced flood insurance premiums for policy holders under the National Flood Insurance Program (NFIP) Community Rating System, or CRS.

The final meeting of the Committee will be held on Wednesday, February 22, at 3 p.m. at the Gill Fire Department Training Room, located at 196A Main Road, Gill. All meetings of the Committee are open to the public; meeting notices and agendas can be found at the Town Hall, and on the town website at www.gillma.org. The draft plan is expected to be ready for public review in March and will be made available at the Town Hall located at 325 Main Road, Gill.

The update of the multi-hazard mitigation plan has included identifying hazards that may impact the community, such as floods, winter storms, and spills of hazardous substances; conducting a risk assessment to identify infrastructure at the highest risk for being damaged by hazards; inventorying and assessing current Town hazard mitigation policies, programs, and regulations; and identifying action steps to prevent damage to property and loss of life. The planning process has also provided opportunities for public comment and included the review and incorporation of existing relevant documentation.

For additional information, please contact Ray Purington, Gill Administrative Assistant, at 413-863-9347, or administrator@gillma.org, or Alyssa Larose, FRCOG Land Use Planner at (413) 774-1194 x120 or alarose@frcog.org.

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Thank you.