

# TOWN OF GILL

MASSACHUSETTS



[www.gillmass.org](http://www.gillmass.org)

## SELECTBOARD MEETING MINUTES

*August 2, 2010*

Called to Order: The meeting was called to order at 4:30 p.m. The meeting was videotaped.

Present: John Ward and Ann Banash, Selectboard members; Ray Purington, Administrative Assistant

Others Present: David Detmold, Rick James

Approval of Minutes: Ann made a motion, seconded by John, to approve the minutes of 5/11, 5/13, 5/19, 5/20, 5/24, 6/9, 6/15, and 7/19. The vote was unanimous in the affirmative.

Elevator Maintenance Contract: Ray explained that Baystate Elevator Co., the winning bidder of the FRCOG's elevator maintenance bid for FY11, has refused to sign the contract that was part of the FRCOG's bid package. Andrea Woods, the FRCOG's Chief Procurement Officer, has recommended that Gill rescind its award to Baystate Elevator, and award to the next lowest bidder, Associated Elevator. On an annual basis this would cost about \$300 more, but is still \$800 less than our costs would have been with Garaventa.

Ann made a motion, seconded by John, to rescind the award of the FY11 elevator maintenance contract with Baystate Elevator. The vote was unanimous in the affirmative. Ann made a motion, seconded by John, to award the FY11 elevator maintenance contract to Associated Elevator according to the bid and terms of the FRCOG cooperative bid. The vote was unanimous in the affirmative.

Energy Savings Performance Contract: Ray provided updates to the Board on several aspects of the energy savings project with Siemens. Donna MacNicol (Town Counsel) is currently reviewing the proposed agreement between the Town and the GMRSD. The District administration and lawyer are satisfied with it. Donna should have her comments to Ray by week's end.

Ray noted that some towns that received DOER EECBG grants, but not Gill, have been notified by the Office of the Inspector General that their ESPC projects will be reviewed for compliance with procurement and other laws.

Applications were submitted to WMECO for pre-approval of rebates for lighting improvements to be made at the Riverside Municipal Building and the Gill Elementary School. The project budget spreadsheet indicates rebates of \$1,642 for the RMB and \$10,322 at Gill Elementary, but the applications show lower amounts.

Beth Greenblatt, our grant-funded Technical Advisor for the project, continues to work with Siemens on Gill's behalf, trying to get tighter costs, better data, and reasonable energy savings. She hopes to have close-to-final figures to the Town from Siemens by August 12<sup>th</sup>, in time for the Energy Commission's meeting on August 19<sup>th</sup>.

Riverside Sewer District CDBG: The Housing Redevelopment Authority has received 100 responses for the income verification survey. We need to reach 107, and have a low-to-moderate income level over 51%. Currently the LMI is at 75%. The next steps to the project will be to update Gill's Community Development Strategy, which includes a prioritized project list for the next 3-5 years. There will need to be a public hearing on the proposed CDS, and the Selectboard must approve the document by October 10<sup>th</sup>. The rough draft of the CDS will be put on the town website when it is available.

The Board also discussed the importance of the income verification survey, and that without enough responses, the Riverside Sewer District will not qualify to use grant money to replace the pumps at the pump station. It was clarified that only sewer system users, and not taxpayers town wide, would pay for upgrades to the system.

Mariamante Land: In response to an anticipated question from the Board, Ray reported that he had been in contact last week with Doria Kutrubes of Radar Solutions International, and that her review of the ground penetrating radar study is nearly complete. She hopes to schedule another information session in Gill sometime this fall. Her analysis has found belowground "anomalies" that could only be positively identified by an archaeological dig.

State Police Coverage for Gill: The Board reviewed a memo from Police Chief Hastings to Charles Garrity, Dispatch Supervisor for the Massachusetts State Police. In his memo the Chief explained that if no officer is on duty or on call in Gill, then Dispatch is to call the State Police for emergencies (except for extreme emergencies that he outlined). This is not a new policy; but rather a statement of what we have been doing and will continue to do. A response from Gary McLaughlin, Director of Dispatch Services, attempted to clarify that the "current contingency plan involving the towns of Gill, Erving, Bernardston, and Northfield covering one another when available will remain in place until further notice." Ray explained that it is the Chief's opinion that there is no current plan other than a mutual aid agreement, and that applies only when one town responds to provide assistance to an officer in another town. It was suggested that a meeting be scheduled between the State Police and the four towns.

Sewer Commitment: The Board, acting as Sewer Commissioners, signed an August 2<sup>nd</sup> commitment to the Tax Collector for sewer use charges totaling \$524.11. This amount is for a single home that recently sold.

Highway Department Debris Blower: The Board discussed a request from Mick LaClaire, Highway Superintendent, for permission to purchase a used debris blower from Keats Equipment for \$1,495. In a memo to the Board, Mick explained the blower would primarily be used to remove sticks and leaves from Gill's 12 miles of gravel roads just prior to grading them twice a year. The blower is 20 years old, and is an Olathe, model 61. Ray noted that Northfield, Leyden, Leverett, and Whately all have blowers, and that Bernardston and Erving do not. While it might be a sharable piece of equipment, timing would be difficult, as all towns grade their roads at about the same time.

Ann made a motion, seconded by John, to authorize the purchase of the debris blower as described. The vote was unanimous in the affirmative.

Mariamante Field, part 2: Ray explained that trees on the Mariamante property blew down during spring windstorms, and ought to be cleaned up. Also, the field is due for its annual mowing. He proposed that the town contact local farmers and others who might be interested in cleaning up the trees and mowing the field in exchange for the firewood and/or hay. The Board approved the idea, but asked Ray to inform Doug Harris, the representative of the various Native American Tribes.

Roof at Public Safety Complex: Ray explained that the membrane roof over a section of the Public Safety Complex building has reached the end of its useful life, and needs to be replaced. The roof leaked during a heavy rain earlier in the year. Mick is seeking two more estimates to go with the two we already have. The current cost range is \$35,000 to \$125,000, which is too large a difference to know what the project will likely cost.

The Board agreed that given the project cost, even if only \$35,000, a debt exclusion is the only way the town can afford to do this work. August 9<sup>th</sup> is the deadline to notify the Town Clerk of a ballot question in order to have it voted during the September 14<sup>th</sup> state primary election. In hopes that enough data can be gathered between now and the next Selectboard meeting on August 16<sup>th</sup>, the Board approved wording for a debt exclusion question. If too many questions remain unanswered on the 16<sup>th</sup>, the Board will consider rescinding its vote and removing the question, hopefully before the Town Clerk has gotten far into the ballot question and voting machine process.

Questions to be answered, especially before holding a special town meeting to appropriate the money for the roof repair: How late in the year can roofing work be done? Should we be considering a membrane roof, a pitched roof with asphalt shingles, or a pitched metal roof? What would the term of the loan be, and at what interest rate?

Ann made a motion, seconded by John, to inform the Town Clerk of the Board's intention to have a debt exclusion ballot question during a special town election to coincide with the state primary election on September 14<sup>th</sup>. The question shall read "Shall the Town of Gill be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to perform structural repairs and improvements to and replace a portion of the roof on the Public Safety Complex?" The vote was unanimous in the affirmative.

Regional Plan for Sustainable Development: The Board considered an invitation from the FRCOG to become a Project Partner for Sustainable Regional Planning in Franklin County. This plan would be developed using grant funding that the FRCOG is applying for, and will "integrate housing and transportation planning, but also ties together issues of economic competitiveness and revitalization, social equity, energy use and climate change, and public health and environmental impact." The Board felt it was important that Gill sign on to this effort. Ann made a motion, seconded by John, that Gill become a Project Partner for the FRCOG's Sustainable Regional Planning. The vote was unanimous in the affirmative.

Training Course for Ray: Ray requested permission to sign up for the next available session of a Public Contracting Overview course that is offered by the Mass. Certified Public Purchasing Officials program. The Board approved the request. The course fee is \$450 and was budgeted for. The next session will probably be in early 2011.

US Census Boundary Validation Maps: As the highest elected municipal official, John signed the acknowledgement of the Boundary Validation Maps from the US Census Bureau. Ray has compared the census maps against the assessors' maps and found them in agreement, at least for the purposes of conducting a census.

National Grid Survey: Ray reported on a letter from Public Archaeological Laboratory to the Gill Historical Commission dated June 18, 2010. PAL has been contracted by New England Power (aka National Grid) to perform Intensive (locational) Archaeological Surveys along the right-of-ways of their transmission lines that run from Rowe to Leicester, and include lines in Gill. National Grid is replacing transmission towers and wires, and the survey will determine the presence/absence of sites of Native American and Euro American that could be affected by the work.

Pam Shoemaker has talked with a representative from PAL, and learned that the surveys have already been performed and no relics were found. The Narragansett and Wampanoag tribes also had been notified of the surveys.

Warrants: The Board reviewed and signed FY11 Warrant #3.

Adjournment: The meeting was adjourned at 6:30 p.m.

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

  
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Kandy Crochier, Selectboard Clerk

	Elevator			Vertical Lift		
	Baystate	Garaventa	Associated	Baystate	Garaventa	Associated
\$ per service call	79	282.5	84	50	228.5	47
# of service calls	6	2	6	6	2	6
service subtotal	474	565	504	300	457	282
annual inspect	284	710	376	142	660	376
total	758	1275	880	442	1117	658
Comm. Mass (annual safety inspection)	400	400	400	400	400	400

	Elevator		Lift		Comm. Mass		
Baystate Elevator Co.	758	+	442	+	800	=	2000
Garaventa	1275	+	1117	+	800	=	3192
Associated Elevator	880	+	658	+	800	=	2338



# The Commonwealth of Massachusetts Department of State Police

# COPY

DEVAL L. PATRICK  
GOVERNOR

TIMOTHY P. MURRAY  
LIEUTENANT GOVERNOR

MARY ELIZABETH HEFFERNAN  
SECRETARY

COLONEL MARIAN J. MCGOVERN  
SUPERINTENDENT

General Headquarters

Communications Section - Dispatch Services Unit

470 Worcester Road

Frammingham, Massachusetts 01702

23 July 2010

**From:** Gary L. McLaughlin, Director of Dispatch Services

**To:** Charles E. Garrity, III - SIC SPD III S.P. Shelburne Falls R.C.C.

**Subject:** Mutual Aid - Gill, Bernardston, Erving, Northfield PD

For the purpose of clarification, the current contingency plan involving the towns of Gill, Erving, Bernardston and Northfield covering one another when available will remain in place until further notice in the interest of officer and public safety. State Police resources are also available as always to augment resources when necessary.

**Please ensure all personnel under your supervision are aware of this clarification.**

Should you have any questions, please do not hesitate to contact me.

cc: John F. Flynn, CAO  
Major Michael J. Soltzman, Deputy Division Commander DAS  
Major Barry O'Brien, Commanding Troop "B"  
Troop "B" Duty Officer  
C. Blair Sutherland, Director of Telecommunications

# Gill Police Department

**COPY**

David W. Hastings  
Chief of Police  
196B Main Rd  
Gill MA 01354

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**Emergency 911**

Station (413) 863-9398

Dispatch (413) 625-8200

Fax (413) 863-0157

Email: [GillPolice@aol.com](mailto:GillPolice@aol.com)

**TO :** Mr. Charles Garrity, Dispatch Supervisor  
Communications Division, Massachusetts State Police;  
All Gill Police Officers

**FROM:** Chief David W. Hastings

**DATE :** July 14, 2010

**RE :** Emergency Coverage – Town of Gill

*Dear Sir/Ma'am;*

Due to budgetary constraints and staffing issues, the Gill Police Department will be relying on emergency coverage from the Massachusetts State Police to cover the Town of Gill, when no Gill officer is available.

If no officer is on duty for the Town of Gill, and no officer has been designated as being on call, the Massachusetts State Police should be called for all emergencies. The burden for call coverage *should not be delegated to surrounding police agencies*, unless specifically designated.

In the event that a call for service arises that is not of an immediate nature, the call should be held until a Gill officer signs on duty, and the calling party should be advised of a delayed response. Any call that is urgent in nature should be referred to the state police immediately.

In the event of an **EXTREME** emergency, such as;

- Natural or man-made Disaster
- Active Shooter Situation
- Child Abduction / Kidnapping
- Nuclear Incident
- Hostage Situation
- Suicide / Unattended Death / Homicide
- Fatal Motor Vehicle Accident
- Large Fire
- Any other major incident (if in doubt; contact)

The Chief of Police and Sergeant should both be notified regardless of being on call. At their discretion further resources may be delegated, in addition to the Massachusetts State Police.

Officers signing off duty shall designate who is on call during times of no coverage. Nothing in this memorandum shall preclude surrounding agencies from providing "back-up" to any officer needing or requesting assistance.

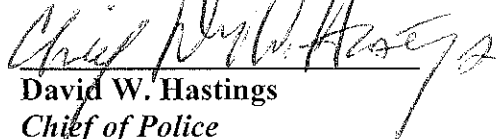
In the event that a call is referred to the Massachusetts State Police, I ask that a copy of the incident be faxed or emailed to the Gill police station, as to allow a Gill officer to follow-up on the incident if necessary, and to allow for the department to maintain situational awareness with activity in the community that may effect the officer's safety.

If the Massachusetts State Police are unable to provide a response to an emergency situation, please call the Chief of Police to respond.

If you have any questions regarding this, please contact me. Thank you for your attention to this matter.

**COPY**

Respectfully Submitted:

  
David W. Hastings  
Chief of Police

12-9 7/19

# Gill Highway Dept.

**Date:** July 27, 2010

## Memorandum:

Dear: Selectboard

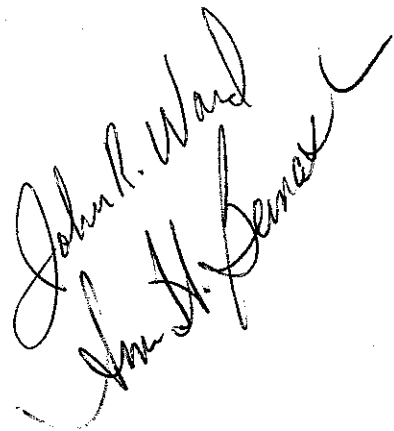
I am asking for the board's approval to purchase a three point hitch blower for our tractor. This blower would be used for blowing off the 12 miles of gravel roads we have prior to grading them twice a year. We could also use this unit to blow off the tar roads of debris when a storm hits and the roads are full of sticks and leaves, not to mention it would be beneficial to blow off the roads directly before our Oil and Stone programs start for the day. This would clear all dirt and traffic dust so that the liquid tar could adhere better. The care we give the gravel roads by blowing them off and clearing them of leaves before grading would be beneficial to all due to the fact, leaves graded under and mixed in with the gravel tend to rot and then causes pot holes. I am not saying that all pot holes would be forever gone, traffic needs to slow down first, but most of the problem would be gone to start.

I would like to say we have checked with most of the Towns around us that have the units and found that they would not be without one anymore. Most of the towns have said that they save time and money. The unit I have found and looked at is a used unit with a reversing chute which inverts the air flow 180 degrees while still retaining 90% of the blowers force which in turn allows the operator to blow left or right hand, unlike most units we have seen before that only blows to the left hand side of the roadway, making the operator drive against traffic. This unit I saw is in excellent condition and has a blower of approx 6000cfm. The unit is PTO driven and has wheels to assist in the weight distribution on the hitch.

I would recommend this unit for the highway dept due to the potential cost savings in the long term while maintaining our gravel roads. The unit I have found is on hold for us, pending your approval at Keats Tractor in Keene, NH at a price of \$1,495. A new unit that is comparable to this unit ranges between \$ 3,000 to \$4,400

Thank you for your continued support- we appreciate it greatly!

Mick





## Ray Purington/Gill Selectboard

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**From:** Ray Purington/Gill Selectboard [administrator@gillmass.org]  
**Sent:** Wednesday, August 04, 2010 4:57 PM  
**To:** Ann Banash (ahbanash@crocker.com); johnward@hotmail.com; Randy Crochier (hxydad77@yahoo.com)  
**Cc:** LaClaire, Mick (highway@gillmass.org)  
**Subject:** FW: Blower Purchase

FYI – we are not getting the blower from Keats.

Of the many things I enjoy about working with Mick, among them are his creativity and initiative in finding good deals, and his willingness to step back from an idea if it's not a good deal.

Ray

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**From:** Mick LaClaire [mailto:Highway@gillmass.org]  
**Sent:** Tuesday, August 03, 2010 3:37 PM  
**To:** johnward@hotmail.com  
**Cc:** Town of Gill Mass  
**Subject:** Blower Purchase

John,  
I went today to Keats in Keene to see about the blower, I did check it out prior to today before I approached the Board for approval- I checked it out in more depth and found when I ran it - it had a slight vibration on the output shaft, I asked them to remove the housing so i could see the inside of the gear box- when they did , I found the shaft to be bent- so I DID NOT purchase it. I felt it would have been a bad choice to do so. I would like to explore a new unit of smaller size that would fit our uses and budget better if I may.  
Thanks for the trust  
Mick

No virus found in this incoming message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 9.0.851 / Virus Database: 271.1.1/3050 - Release Date: 08/04/10 00:45:00



Public Archaeology Laboratory

June 18, 2010

Kit Carpenter  
Chair  
Gill Historical Commission  
325 Main Road  
Gill, Massachusetts 01354-9758

Re: National Grid A127/B-128 Reconductoring Project, Franklin and Worcester Counties, Massachusetts  
Intensive (locational) Archaeological Survey  
MHC #RC.48405; PAL #2481

Dear Ms. Starkey:

On behalf of New England Power Company (d/b/a National Grid (NGRID)), PAL will be conducting an Intensive (locational) Archaeological Survey for the proposed NGRID A127/B-128W Reconductoring Project in the towns of Rowe, Heath, Colrain, Greenfield, Gill, Erving, Wendell, and New Salem in Franklin County; and in the towns of Petersham, Barre, Oakham, Rutland, Spencer, Paxton, and Leicester in Worcester County (Figures 1 ). The project plans involve replacing the existing wires (or "reconductor") on the A-127/B-128W electrical transmission lines within the existing 67-mile active right-of-way (ROW). The ROW begins at the Vermont state boundary line in the Town of Rowe and traverses the E-205W and E-205E transmission lines east/southeast through the towns listed above, where it will terminate at the Leicester/Auburn town line. NGRID proposed work in Massachusetts involves 28 tower structure replacement locations; eight wire pull sites where minor grading will occur; excess soil disposal areas at these tower replacement locations and tower reinforcement work areas; two new switch structures; and one laydown/equipment staging where grading will take place. PAL conducted an archaeological sensitivity assessment of these proposed work areas and determined that there is the potential for pre-contact and post-contact period resources at 13 of the 28 replacement tower structure locations and 2 tower reinforcement work areas where excess soil will be disposed of around the structure; 3 of the 8 wire pull sites where minor grading will occur; both of the new switch structure locations; and the one identified laydown/equipment staging where grading will take place. Subsurface testing is proposed at these archaeologically sensitive work areas.

The purpose of the Intensive (locational) Archaeological Survey is to determine the presence/absence of archaeological sites relating to Native American and Euro American use of the area, which may be affected by the proposed undertaking. PAL is conducting this survey to assist NGRID in compliance with federal and state regulations regarding significant cultural resources. By this letter we are informing you of this survey and inviting your comments on the proposed project, as well as any information regarding the project area you would be willing to share.

Thank you for your attention to this matter. If you have any questions or require additional information, please do not hesitate to contact Deborah C. Cox, President, or me, at your convenience.

Sincerely,

*Suzanne Cherat*  
Suzanne Cherat  
Senior Archaeologist

Enclosure

cc: Tim Smith, NGRID (w/o encl.)  
Kate Atwood, USACOE (w/o encl.)

7/27/10

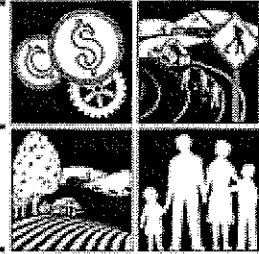
Earlier this month, I talked to Suzanne Chera about this activity. She assured me that JMH (Ed Bell et al) had signed off + that the Narragansett + Wren Tubs had been notified. The holes were dug + filled within the NGRID right of way; no relics were found. A report will be send to CHC - Petersham



Location of A-127/B-128W Reconductoring Project in Massachusetts

# FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS

425 Main Street, Suite 40, Greenfield, MA 01301-3313  
Telephone 413-774-3167 • Fax 413-774-3169 • www.frcog.org  
Executive Director • Linda Dunlavy



July 21, 2010

Select Board  
Town of Gill  
325 Main Road  
Gill, MA 01354

Dear Select Board,

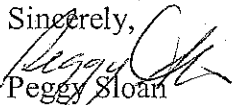
I am writing to invite you to participate as a Project Partner for Sustainable Regional Planning in Franklin County. The Franklin Regional Council of Governments (FRCOG), along with several other local organizations, is currently applying for the federal Sustainable Communities Regional Planning Grant Program. The Consortium Members include: FRCOG, the Franklin Regional Housing & Redevelopment Authority (HRA), Community Action, North Quabbin Community Coalition, and employment center towns in Franklin County. With the grant funding provided through this program, the FRCOG, other Consortium Members, and the Project Partners will create a Regional Plan for Sustainable Development (RPSD) that not only integrates housing and transportation planning, but also ties together issues of economic competitiveness and revitalization, social equity, energy use and climate change, and public health and environmental impact. The RPSD will serve as a guide for local, regional, and state policies and investments. The creation of this Regional Plan for Sustainable Development will incorporate an inclusive planning process that will help determine the needs of all Franklin County residents, especially underserved populations.

Specifically, the FRCOG, Consortium Members and Project Partners, who will comprise the RPSD Steering Committee, will engage in three primary tasks using the funding from this grant. The first task will be to establish a regional vision and goals for Franklin County. This will be accomplished through a series of Scenario Planning Exercises and surveys. The second task will be to create the Regional Plan for Sustainable Development using the vision and goals identified in the first task and incorporating the various regional plans that currently exist. The Plan will include sections on: housing, transportation, energy, economic development, land use and infrastructure, and natural and cultural resources. The third task will be to implement a few recommendations of the RPSD as examples of how the plan will be carried out at the local, municipal level.

The RPSD Steering Committee will oversee the planning process to create a Regional Plan that identifies and prioritizes regional and local projects that will integrate economic, transportation, environmental, and housing issues. RPSD Steering Committee members will attend 8-12 meetings over a twenty-four month period to provide direction, information, and to support the planning process. If you would like to participate as a Project Partner, we would greatly appreciate a letter of support from your organization for the grant application showing your willingness to participate in this regional planning process. If you would like to learn more about this grant program, please go to: [www.hud.gov/sustainability](http://www.hud.gov/sustainability) or contact me at (413)-774-1194 ext. 105 or Megan Rhodes, Land Use Planner at ext. 110. We ask that you send us your letter by August 9<sup>th</sup> so that we can be sure it will be included in the grant application.

We look forward to your letter of support for this project and to continuing to work with you in the future.

Sincerely,

  
Peggy Sloan

Director of Planning and Development

# TOWN OF GILL

MASSACHUSETTS



[www.gillmass.org](http://www.gillmass.org)

August 9, 2010

Ms. Peggy Sloan  
Director of Planning and Development  
Franklin Regional Council of Governments  
425 Main Street  
Greenfield, MA 01301

Dear Ms. Sloan,

The Town of Gill is pleased to support the grant application to the HUD Sustainable Communities Regional Planning Grant Program submitted by the Franklin Regional Council of Governments. We strongly support the creation of a Regional Plan for Sustainable Development for Franklin County and would like to participate in this planning process as a Project Partner. We look forward to helping create a Regional Plan for Sustainable Development that will further the region's efforts toward sustainability and make Franklin County a more economically competitive and livable place.

As a municipal government, the Town of Gill will play a significant role in supporting the following Livability Principles during and after the planning process: Support existing communities; Coordinate policies and leverage investment; and Value communities and neighborhoods. The primary reason that citizenry ever banded together into towns, and eventually formed town governments, was to provide an organized method to support each other, first as friends and neighbors, and later as neighborhoods and communities. With its policymaking, a town defines the ways it offers support. By aligning our policies with those of other area towns and agencies, the effectiveness and value of our collective support becomes that much greater.

We look forward to participating as a Project Partner in the Sustainable Regional Planning process and implementing the recommendations of the plan in the future.

Sincerely,

Ray Purington, Administrative Assistant  
on behalf of the Gill Selectboard