

# TOWN OF GILL

MASSACHUSETTS



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

## SELECTBOARD MEETING MINUTES

*January 19, 2011*

Call to Order: The meeting was called to order at 6:30pm.

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

Others Present: Rick James and David Detmold

FY2011 Tax Classification Hearing: The tax classification hearing was opened at 6:30pm. Ray read the legal notice from the January 13, 2011 issue of the Montague Reporter, with the added note that "due to weather conditions, the meeting and classification hearing will be held on January 19<sup>th</sup>." The weather-related postponement from January 18<sup>th</sup> appeared on the Town website and outside bulletin board, and was broadcast on the WHAI radio station.

Ray, in his role as Chair of the Board of Assessors, explained to the Selectboard that the Department of Revenue has certified Gill's total taxable valuation at \$152,225,205.00, and that the FY11 Levy Limit is \$2,117,342 (including \$58,137 of excluded debt). Based on town meeting appropriations, state aid, and other available revenues, the tax levy (amount to be raised by taxation) is thought to be \$2,115,930.35. There is excess levy capacity of \$1,411.65.

The Board of Assessors recommends the following: to have a residential factor of 1.00 (which means a single tax rate for residential and commercial properties); to not adopt a residential exemption (which would shift some of the residential tax burden onto multi-family dwellings and non-resident owners); and to not adopt a small commercial exemption (which would shift some of the commercial tax burden away from small businesses with 10 or fewer employees and onto larger businesses – FirstLight, Kuzmeskus, possibly NMH, possibly Wagon Wheel). The Assessors do not feel that any of the "shift to" categories are large enough in Gill to support an additional share of the total tax burden.

It was also noted that the approximate total value of tax-exempt property in Gill is \$65,000,000, and is held by the State, Town, NMH, conservation groups, and community housing agencies.

Ann made a motion, seconded by Randy, to adopt a residential factor of 1.00, with no residential exemption and no small commercial exemption. The vote was unanimous in the affirmative. The Board signed a DOR form acknowledging the classification hearing and vote. The hearing was closed at 6:37pm.

Approval of Minutes: Ann made a motion, seconded by Randy, to approve the minutes from 1/3. The vote was unanimous in the affirmative.

Franklin County Health District: Randy explained the work of a local task force that he has been serving on for the past year as a representative of the Gill Board of Health. The group has been discussing ways to improve how public health services are provided in the Franklin County area. Massachusetts is one of only a few states that still do public health on a town-by-town basis, i.e. a Board of Health. Most states now use public health districts.

The State has offered a planning grant to help with the creation of a Franklin County Health District, and the task force is asking interested towns to sign on and participate in the grant application and subsequent planning meetings. Approval must be given by the Selectboard and the Board of Health in order to participate.

Ann made a motion, seconded by John, that the Town participate in the Franklin County Health District planning grant. The motion carried 2-0, with Randy abstaining from the vote.

Cultural Council Appointments: Two volunteers have stepped forward for the two vacancies on the Cultural Council. Ann made a motion, seconded by Randy, to appoint Susan LaScala and Brynt Brown to the Cultural Council. The vote was unanimous in the affirmative.

FY2010 Annual Report: Ray informed the Board that the 2009 Town Report has been printed and is now available at Town Hall and is posted on the website. Preparation of the FY2010 report is underway, with a deadline of March 1<sup>st</sup> for boards and committees to submit their reports. It was also mentioned that it is customary to dedicate the Report to someone who has served the Town, and that anyone who wants to make a suggestion for the dedication should contact Ray.

Rec Committee Lease with NMH: The Board reviewed a no-cost lease between the Gill Recreation Committee and NMH for the use of the NMH gymnasium during the 2011 winter basketball program. Ann made a motion, seconded by Randy, to authorize John to sign the lease on behalf of the Town.

RMB Boiler: Ray reported that the boiler at the Riverside Municipal Building malfunctioned on the 13<sup>th</sup>, necessitating an emergency service call from Mackin. Fortunately it was a simple repair – a clogged nozzle, but the technician strongly recommends the Town replace the oil burner on the boiler. While the boiler still appears to be structurally sound, the burner is old, and replacement parts are no longer being made. The Board asked Ray to gather information about a replacement burner as well as options for replacing the boiler.

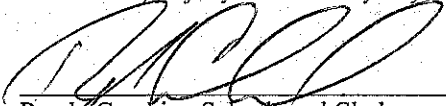
HCD Public Hearing: It was noted that the Dept. of Housing and Community Development is holding public hearings on its 2011 Action Plan (including the Comm. Devel. Block Grants) in Boston on 1/25 and in West Springfield on 1/28.

7:00PM David Detmold and Rick James left the meeting.

Warrant: The Board reviewed and signed FY11 Warrant #15.

Adjournment: The meeting adjourned at 7:35 p.m.

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

  
\_\_\_\_\_  
Randy Crochier, Selectboard Clerk

DEPARTMENT OF REVENUE  
BUREAU OF ACCOUNTS  
CLASSIFICATION TAX ALLOCATION  
GILL

City / Town / District  
Fiscal Year : 2011

Return to : Bureau of Accounts, Boston, Springfield, Worcester

1. The selected Residential Factor is ----- 1.000000

If you desire each class to maintain 100% of its full values tax share,  
indicate a residential factor of "1" and go to question 3.

2. In computing your residential factor, was a discount granted to Open Space ?

Yes \_\_\_\_\_ No X

If Yes, what is the percentage discount ? \_\_\_\_\_

3. Was a residential exemption adopted ?

Yes \_\_\_\_\_ No X

If Yes, please complete the following :

Class 1 Total Assessed Value	=	<u>122,749,547</u>	X	<u>0</u>	=	_____
Class 1 Total Parcel Count *		<u>0</u>		Selected Res. Exemption %		Residential Exemption

\* Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Net value to be exempted 0

4. Was a small commercial exemption adopted ?

Yes \_\_\_\_\_ No X

% Selected 0

If Yes, please complete the following :

No. of parcels eligible 0

Total value of parcels 0

Total value to be exempted \_\_\_\_\_

5. The following information was derived from the LA-7. Please indicate in column D percentages (accurate to 4 digits to the right of the decimal point) which result from your selected residential factor. (If a residential factor of "1" has been selected you may leave Column D blank.)

A	B	C	D
Class	Certified Full and Fair Cash Value Assessments	Percentage Full Value Shares of Total Tax Levy	New Percentage Shares of Total Tax Levy
Residential	122,749,547.00	80.6368 %	80.6368 %
Open Space	0.00	0.0000 %	0.0000 %
Commercial	11,573,828.00	7.6031 %	7.6031 %
Industrial	14,123,400.00	9.2780 %	9.2780 %
Personal Property	3,778,430.00	2.4821 %	2.4821 %
TOTAL	152,225,205.00	100.0000 %	100.0000 %

NOTE : The information is preliminary and is subject to change.

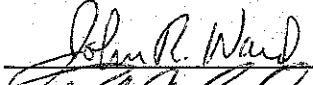

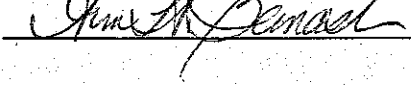
6. I hereby attest that notice was given to taxpayers that a public hearing on the issue of adopting the tax levy percentages for fiscal year 2011 would be held on (date), (time), at (place), by (describe type of notice).

\_\_\_\_\_  
City/Town/District Clerk

7. We hereby attest that on 01/19/2011 (date), 6:30pm (time), at Town Hall (place) a public hearing on the issue of adopting the percentages for fiscal year 2011, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives at the hearing and that the percentages set forth above were duly adopted in public session on 01/19/2011 (date).

8. The LA-5 excess capacity is calculated as 1,411.65  
We have been informed by the Assessors of excess levy capacity of 1,411.65

For cities : City Councilors, Aldermen, Mayor  
For towns : Board of Selectmen  
For districts : Prudential Committee or Commissioners

	<u>1/19/11</u>	_____
(Date)	(Date)	(Comments)
	<u>1/19/11</u>	_____
(Date)	(Date)	(Comments)
	<u>1/19/11</u>	_____
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GO



Alex, 17



Ruby, 10

**BY JEANNE WEINTRAUB-MASON**  
**MONTAGUE CENTER** – The hostess at the Latchis Restaurant led Synturgy public relations director Ron Wilson, and newly elected Massachusetts state representative Rita Tinker to a table at the far end of the dining area.

“I thought this might be more private,” Ron assured Rita, winking.  
 “What is the ‘urgent matter’ that you wanted to talk to me about?” Rita asked coyly, once they were seated. She noticed that Ron’s hair was still damp, as if he’d just showered, and she caught a faint whiff of Ralph

ing a pot of tea. Any minute, they expected to welcome the first members of their newly formed Low Carbon Diet support group. Shelly Shaw, a neighbor who’d been following the Tinker family’s progress on Go Green Family challenges, had rounded up some neighbors and persuaded Billy to help lead the group through the activities in the book.

“I’m so happy you agreed to do this,” enthused Shelly, the first to arrive. “With all the work you’ve done on your house and the changes you’ve made for Go Green Family to reduce your carbon footprint, you’re a great example of what’s possible. I can’t wait to learn about the deep energy retrofit.”

*Continued next issue...*

**TAX CLASSIFICATION HEARING**

The Gill Selectboard and Assessors will meet January 18th at 4:15 p.m. in the Town Hall to determine the percentages of the local tax levy for each class of real estate and personal property for Fiscal Year 2011, as defined in Section 2-A of Chapter fifty-nine of the Massachusetts General Laws. Time will be set aside at the public hearing for residents to present oral or written testimony.

- Gill Board of Assessors

Due to weather conditions, the meeting and Classification Hearing was held on the following night January 19th. The copy of the posted notice Agenda date change are attached.  
 Board of Assessors  
 Town of Gill

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meet at 99 Miller  
 (Route 63) in  
 Saturday, January

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# **SELECTBOARD AGENDA & MEETING NOTICE**

*January 18, 2011*

\*\*\*Indicates item added after the 48 hour posting  
**bold underlined** time = invited guest or advertised hearing  
(all other times are approximate)

**DUE TO SNOWSTORM EMERGENCY, MEETING IS  
POSTPONED TO WEDNESDAY, JAN. 19<sup>TH</sup> AT 6:30 PM**

Call to Order (If the meeting is being videotaped, announce that fact.)

**FY 2011 Tax Classification Hearing** (10 min)

*(POSTPONED TO MONDAY, JAN. 31<sup>ST</sup> AT 5:00PM)*

**Joan Pillsbury (Funeral Consumers Alliance of Western Mass. - FCAWM)** (25 min)

*FCAWM has been meeting with citizen groups in Western Mass. to explain "green" burials*

## Old Business

- Review of Minutes from 1/3 (1 min)

## New Business

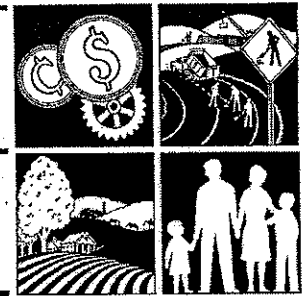
- Franklin County Public Health District (10 min)
- Cultural Council appointments to fill 2 vacancies (2 min)
  - Susan LaScala and Brynt Brown have volunteered to serve
- Town Reports (2 min)
  - 2009 Town Report is now available at Town Hall & online
  - FY10 report is underway; deadline for committee reports is March 1<sup>st</sup>
  - Suggestions for a dedication can be given to Ray
- Approval of no-cost lease with NMH for Rec. Committee's use of gym (2 min)
- Riverside Municipal Bldg -- oil burner on boiler (5 min)
- Public Service Announcements, if any (1 min)
  - HUD public hearing on 2011 Action Plan (including CDBG) 1/25 & 1/28
- Other business as may arise after the agenda has been posted.

Warrants -- FY11 #15

Adjournment

# FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS

425 Main Street, Suite 20, Greenfield, MA 01301-3313  
Telephone 413-774-3167 • Fax 413-774-3169 • www.frcog.org  
Executive Director • Linda Dunlavy



January 7, 2011

*Gill*  
Dear Select Boards and Boards of Health,

I am writing to invite you to participate in an exciting opportunity to dramatically improve the local public health services in Franklin County towns and save money doing it! The Department of Public Health has just released an RFR for the creation of new collaborative local public health services. The first phase of the funding is a planning grant from March to September 2011, followed by a second phase of five years of implementation funding for shared services.

This opportunity to support local health inspection and code enforcement work with state funds comes at a perfect time. A task force of local board of health members and health agents has been meeting for the past year to envision what the optimal future public health structure is for Franklin County. The task force and its proposal for a new Franklin County Health District are described in the enclosed report, and we invite you to join us! I hope your town is interested in being part of the planning process for the services described. The programs, the budget, the governance and the legal structure are all on the table, and we need your help to make the best possible service for the citizens of Franklin County! If you would like to help create it with us, here is what your town would need to do:

1. Sign the enclosed participation form and return it to me by February 15.
2. Attend one meeting in February to give input on the application.
3. Attend planning group meetings from mid-March through the summer to iron out the details of the program. Transportation reimbursement and food will be provided for district planning group members, and the enclosed report lists some of the questions the group will be addressing. The planning group will submit an application next fall for competitive implementation funds.

I look forward to talking to you about this exciting project, and hope you will join with your neighbors to plan for a healthier future for our residents. I will be calling each town over the next few weeks to discuss the proposal, but please feel free call me with any questions at extension 119 or email me at [health@frcog.org](mailto:health@frcog.org). I would also be happy to send you more information about the Request for Responses from DPH or the Public Health Futures Task Force, or meet with your Board or you individually.

Hope to talk to you soon,

*Phoebie Walker*  
Phoebie Walker  
Director of Community Services

*Thank you for all  
your leadership,  
Randy!*



**Public Health**  
Prevent. Promote. Protect.

## Public Health Futures Task Force

# Franklin County Health District Planning Grant Proposal

**What:** Your Town is invited to join with neighboring communities to plan and implement the next generation of local public health services in Franklin County. The Massachusetts Department of Public Health has released health district funding that poses an historic opportunity to improve public health protections for people in Franklin County AND increase the financial efficiency of municipal board of health budgets. A group of Franklin County communities has decided to apply for funding to create a two-tiered health district to provide effective, efficient and professional health services. The district will offer towns the option to participate in a comprehensive health district or just regional community sanitation services.

**Who:** The Planning Grant Proposal has been created over the past year through the efforts of a number of Franklin County health officials. The members formed the Public Health Futures Task Force, and include:

Bernardston: Jon Pineo, BOH

Buckland: Jim Bauerlein, BOH

Conway: Dave Chichester, BOH

Charlemont: Rob Lingle, BOH

Deerfield: Carolyn Ness, BOH & BOS

Gill: Randy Crochier, BOH & BOS

Greenfield: Nicole Zabko, Health Director

Montague: Gina McNeely, Health Director

Shutesbury: Bill Elliott, BOH

FRCOG Regional Health Agent: Glen Ayers

Staff Support: Phoebe Walker & Ted Harvey, FRCOG, Justeen Hyde, Institute for Community Health

**Why is a new public health structure needed?** The Public Health Futures Task Force examined a great deal of data over the past year, including the roles and responsibilities of local health departments, the health status of Franklin County communities, and our current abilities to meet core state requirements. In terms of planning for the future of our region, we saw the following changes on the horizon:

- Greater diversity in population -- More linguistic capacity needed to communicate with the public
- More illness, particularly flu strains and more complicated TB cases
- Continuation of demands for emergency preparedness and response
- On-going challenges to local and state budgets
- Global warming, including: more mosquito and tick-borne diseases, more high heat days (especially hard for elders), more ice storms, more flooding
- Mandatory national accreditation of health departments



**How is public health money being spent now in Franklin County?**

The participating towns (including the FRCOG Regional Health Inspection Towns) are already spending over a half a million dollars a year on a public health system serving only a few thousand more people than some of our large health department neighbors, and providing far fewer services. What are the inefficiencies? Task Force members identified the spending on numerous Board of Health clerks, software, and computers, and payments to BOH members to witness perc tests as some of them. In addition, all of the part and full time agents paid by these towns are spending time on the same certifications and trainings, leaving fewer hours for direct inspection work. We spent some time comparing service, square mile, population and budget numbers with the Quabbin Health District, which serves communities very similar to ours with a comprehensive district including all inspections, public health nursing, animal control and plumbing inspection. The comparison is striking:

<b>Clusters of Franklin County Communities</b>	<b>Population</b>	<b>Current spending on Public Health</b>
Public Health Futures communities & FRCOG Regional Health Inspection Program (RHIP) communities*	44,927	\$570,862
Above communities, without Greenfield	24,949	\$386,990
RHIP communities plus Conway and Deerfield	16,460	\$323,027
<i>Quabbin Health District (Belchertown, Ware &amp; Pelham)</i>	<i>25,000</i>	<i>\$242,976</i>
<i>Northampton Health Department</i>	<i>28,528</i>	<i>\$252,000</i>
<i>Amherst Health Department</i>	<i>37,000</i>	<i>\$354,000</i>

Note: budget data not complete for Franklin County towns – probably higher.

\* Towns: Ashfield, Bernardston, Buckland, Charlemont, Conway, Deerfield, Gill, Greenfield, Hawley, Heath, Monroe, Montague and Shutesbury

**How did the Task Force choose a structure to propose?**

The Task Force next explored how to use the existing funds and new grant funds to create an improved local public health system. We considered all possible regionalized services. In order to evaluate all the possible changes to public health organization in Franklin County, we asked the following questions:

- Which choice makes the biggest improvement in the lives of Franklin County residents?
- Which choice is the most efficient? (allows you to share training or equipment or personnel in the way that saves the most money and time)
- Which choice has the highest level of political and financial support?
- Which choice has the least opposition?

**Proposed Model for Planning Grant:** After reviewing the data on need, on current expenditures, and on efficiency and capacity to generate revenue and improve lives, the Task Force agreed to submit a planning grant application to DPH to create a two-tiered health district in Franklin County. The district would provide for two levels of membership – a comprehensive health district and a community sanitation service -- and towns could decide which to join.

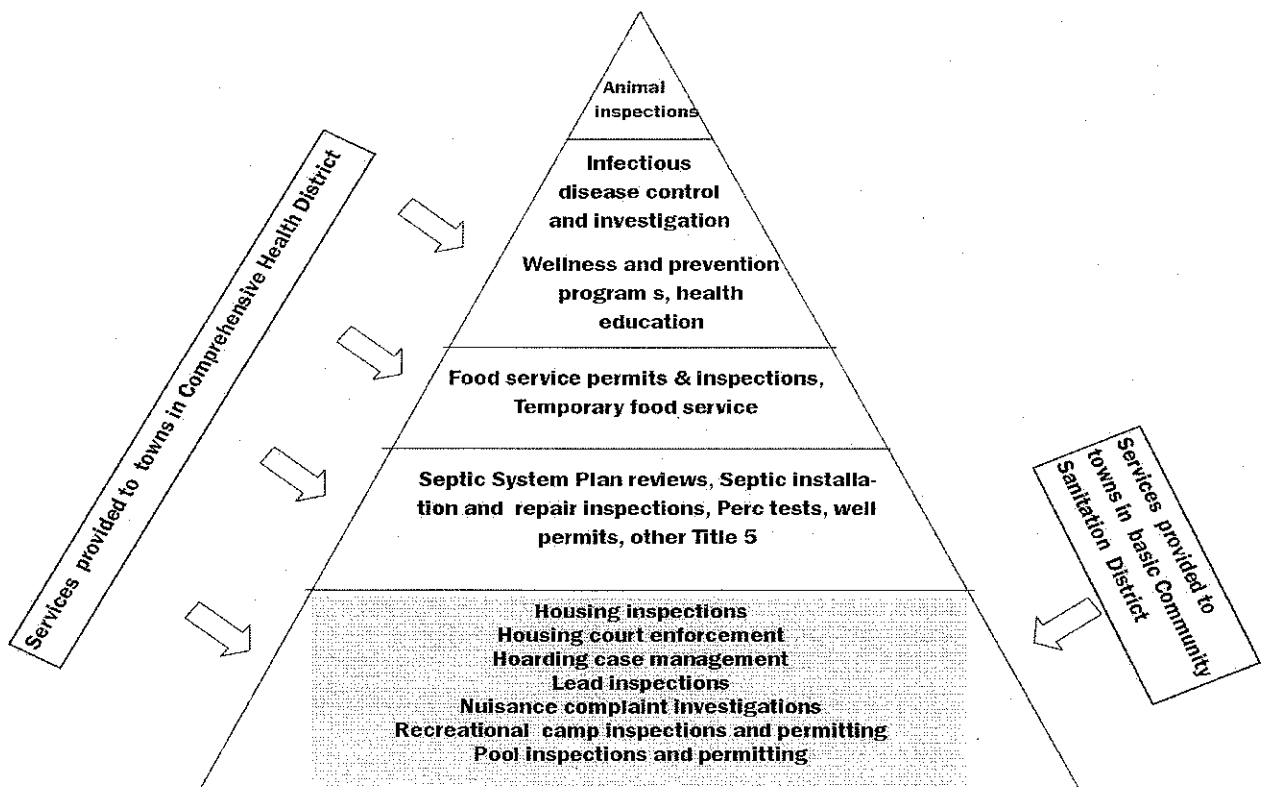
1. The basic level would be access for a participating City or Town to **community sanitation services**:

- Housing inspections
- Housing court enforcement
- Hoarding case management
- Lead inspections
- Nuisance complaint investigations
- Recreational camp inspections and permitting
- Pool inspections and permitting

These services are some of the most specialized public health services that Boards of Health provide, often calling for significant mental health and mediation skills, and technical training. They are also among the most fraught with conflict and emotions for local officials.

2. The full level of services would be membership in a **comprehensive health district**, including all of the above community sanitation issues as well as:

- Food inspections: for food service establishments, B&Bs and schools, etc. and temporary ones for fairs
- Septic work: perc tests, Title 5 inspections & septic plan technical reviews
- Transfer station permitting (when and if the new law takes effect)
- Public health nursing – immunizations, health and wellness clinics, medication and wound management.
- Infectious disease control and investigation
- Animal inspections (completing the annual inspections and Barn Book)



**Proposed two-tier model for Franklin County Health District.**

## **We invite your Town to participate in the Planning Process!**

What would your town need to do?

1. Sign the attached form – Attachment A (BOH and Select Board/Town Manager/Mayor). This form states that your community is interested in planning the two-tiered district described above. *It does not compel your community to join the district when it is implemented next fall, but you should not sign on to the grant if you have no interest in being part of the final district.* Return form to Phoebe Walker.
2. Attend one meeting before the Planning Grant is due at the end of February to give input on the application. Date to be decided.
3. Attend planning group meetings from mid-March through the summer to plan for implementation of the health district with funding anticipated in late Fall 2011 (this will be awarded by DPH to planning grant recipients who have good applications for implementation funding). Transportation reimbursement and food will be provided for district planning group members. Together, planning group members will answer the following questions (and more!):

### **Service Questions:**

- What should be the health inspection service standards be? Review inspection policies, community outreach, forms used, timelines required, etc. Need to discuss with each BOH.
- Who else should be involved in our planning for this shared service? (i.e. courts, food program at DPH, human service organizations)
- How many and what kind of staff do we need? Draft job descriptions for shared staff, interview process, etc.
- What kind of equipment does the shared staff need?
- Where & when is a district staff person needed? (i.e. BOH mtgs, office hours, etc.)
- Will we use e-permitting?
- What will be emergency (24/7) coverage?

### **Governance Questions**

- Who gets a vote? Review, modify, and approve template bylaws/operating procedures to cover budget approval process, weights of votes, roles and responsibilities
- What legal model should we use to organize? Need to discuss with BOS members and each BOH.
- Who will host the service and what is expected of the host?
- What will our shared fee structure be? (need to compare current fees and agree on new ones, including deciding what to base them on)
- What will our other (non-fee) revenue streams be?

Participation Form

ATTACHMENT A



**Public Health District Incentive Grant Program  
LOCAL SUPPORT DOCUMENTATION FORM**

Working Name of Proposed District: Franklin County Health District

Check each box below to confirm that the applicants understand and intend to comply with the performance goals and requirements of the Public Health District Incentive Grant Program. Provide an explanation in Section 6 of the Application Narrative for any box that the applicants do not check.

The undersigned, on behalf of the Applicants, affirm that if funded for a planning grant, the Applicants intend to:

- Develop plans for a governance structure for the proposed district.
- Develop plans to meet workforce qualification requirements for the proposed district.
- Develop plans to address Board of Health training requirements.
- Develop plans to meet district service requirements, including mandated BOH responsibilities, conducting a community health assessment for the combined district population, participating in the MAVEN system, and conducting a policy-oriented campaign to address tobacco and/or obesity.
- Engage in collaborative planning and secure commitments from the chief municipal executives and BOH chairs from each of the municipalities that apply for a multi-year implementation award by the end of the planning grant period.
- Submit a report to MDPH explaining the planning process and outcomes if no implementation proposal results from activities funded under the planning grant.

- Cooperate in an independently funded evaluation of the District Incentive Grant program.
- The Applicants affirm that no funds provided under this program will be used to offset current municipal spending for public health staff or services not directly related to the planning grant scope of services.

**Signed on behalf of the Applicants** (Form must be signed by a combination of municipal chief executives and Board of Health chairs from at least half of the Applicant municipalities. Original signatures required. Attach additional signature page if necessary.):

John R. Ward  
Signature

Gill  
Municipality

John R. Ward  
Print Name

Selectboard Chair  
Title

Douglas A. Edson  
Signature

Gill  
Board of Health

DOUGLAS A. EDSON  
Print Name

B.O.H Chair  
Title