

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

January 9, 2012

Call to Order: The Selectboard meeting was called to order at 6:05pm. The meeting began as a joint meeting with the Finance Committee. The Finance Committee was called to order at 6:08pm.

Present: Randy Crochier, Ann Banash and John Ward, Selectboard members; Ray Purington, Administrative Assistant. Finance Committee: Ronnie LaChance, Tupper Brown, Claire Chang, Alden Booth, Timmie Smith. Others Present: Ernie Hastings.

Review of Warrant Articles for 1/17 STM: Ray explained that Article 1 (transfer \$800 from Dog Fund to Library budget) is a routine transfer that was accidentally omitted from June's annual town meeting. Claire made a motion, seconded by Tupper, to recommend Article 1. The vote was 5-0 in favor.

Article 2 (Saturdays treated as legal holiday for purposes of voter registration) was explained. The Finance Committee took no action, as it is not a money article.

Articles 3 & 4 (boiler replacement at Public Safety Complex) were explained. The total cost of the project is estimated at \$55,000, which is based on a detailed quotation, and includes a \$5,000 contingency. Funding for the project is suggested to come from multiple sources: \$10,000 approved for the project last June; \$10,000 that was added to this year's building maintenance account for this purpose; \$10,000 to be donated from Vermont Yankee because the building houses Gill's Emergency Operations Center; and \$14,875 in supplemental state aid received after the FY12 budget was finalized. The remaining \$10,125 must be found by the Selectboard and Finance Committee tonight. Possible sources include Free Cash, General Stabilization, Capital Stabilization, VY Fund, and borrowing.

Ray noted that the two articles have essentially the same wording, and either one could accommodate a motion for any possible funding scenario. There are two articles at the suggestion of the Capital Improvement Planning Committee, which recommended the boiler project, and further recommended borrowing as the first source of \$10,125, and the General Stabilization Fund as the secondary source.

Ernie Hastings questioned the need for the project, and asked whether repairing the leaks from the boiler had been seriously looked at. He believes the leaks are coming from rusted/corroded steel nipples on both sides of the boiler, and that replacing those could extend the boiler's life 3-5 years. Ray answered that several local installers (Tognarelli, Mackin, Jamrog) have looked at the boiler, and have raised concerns about making repairs – that corrosion and deterioration may extend beyond just the nipples. Repair, and its success and cost, is a gamble.

Ronnie reported that from two informal quotes from local banks, the lowest rate for a 4-6 month term was 0.78%. Money would not be borrowed until needed, likely late April or early May, and repaid sometime in FY13. The interest and principal would need to be raised & appropriated by Town Meeting.

Discussion ensued, focusing on the importance of the Public Safety Complex because of the departments, equipment and services it houses. The repair option was considered, but the uncertainty of cost and extended life were raised as points against repair. Using money from the existing balance of the VY Fund, above and beyond the \$10,000 that VY's donation will replace, was also considered, but discarded for the time being as EMD Gene Beaubien should be consulted first. The Stabilization Fund, with a balance around \$132,500, was discussed, but it was warned that this money may be needed for overruns in this year's GMRSD budget and likely increases in next year's assessment due to lower-than-planned state aid. The borrowing option seemed to gather support, due to the low interest rates and because it buys time to explore further funding sources.

Tupper made a motion, seconded by Ronnie, to support Article 3 using the recommended funds and borrowing the \$10,125 into FY13. The vote was 5-0 in favor.

The Selectboard asked that the contract for the boiler work include a good warranty and that it needs to address the fact that there will be some re-use of system components and piping. Ray will attempt to find out the long term implications of reusing components to the general wear and tear and life expectancy of the new equipment.

The Selectboard suggested that any extra Excess & Deficiency (E&D) money returned to the Town from the GMRSD this year should be transferred into the Education Stabilization account at a year-end special town meeting.

Article 5 (establishing a Solar Electric Installation bylaw) was briefly discussed, but there was no action as it involves no money. Ray was asked to confirm that a member of the Planning Board will be present at the Special Town Meeting to answer questions about the proposed bylaw.

FY13 Budget: The Selectboard and Finance Committee agreed that Annual Town Meeting should again be held in two parts, with non-money articles in May and money/budget articles in June. Town Meeting will open on May 7th. Ray will check with staff, the moderator, department heads, and Town Counsel for their availability on June 11th, 18th, and 25th. All three dates are Mondays, as the consensus was that last year's Saturday experiment did not substantially change attendance.

There was a discussion about expected revenues for FY13 – they look flat. Departments will be asked to prepare to two versions of a level-funded budget, one including step raises within the level-funded total, and another that adds steps to the FY12 total. Budgets should be due back to Ray on February 15th, as long as he can distribute them in the next week or so.

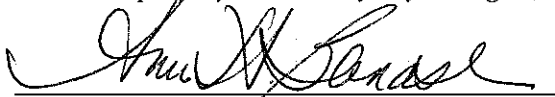
The joint meeting ended at 8:00pm, and the two groups continued with their separate agendas.

Public Health District: Randy reported that Phoebe Walker has created a scaled back version of the Public Health District that will work using level funds from the participating towns plus a hoped-for award from the Community Innovation Challenge Grant. The PHD planning group will be meeting Thursday, Jan 12th to review the budget and plan, with an eye toward making a recommendation to apply for the CIC grant, which has a deadline of Jan 17th. Randy expects to attend that meeting. The Board is still supportive of the PHD concept, as it will bring additional health services to Gill residents without any initial increase in costs.

Ann made a motion, seconded by John, that if the PHD planning group recommends applying for the CIC grant, that the Gill Selectboard support the application for the CIC grant and authorize John to sign the letter of support on behalf of the Board. The vote was unanimous in the affirmative, and John signed the letter. Ray will hold the letter until the planning group's recommendation is known.

Adjournment: The Selectboard meeting adjourned at 8:10 p.m.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



Ann H. Banash, Selectboard Clerk

COMMONWEALTH OF MASSACHUSETTS

FRANKLIN, SS.

TOWN OF GILL

SPECIAL TOWN MEETING: JANUARY 17, 2012

To any of the Constables of the Town of Gill in the County of Franklin,

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town, qualified to vote in elections and in town affairs, to meet at the Gill Town Hall in said Town on Tuesday, the Seventeenth day of January, in the year Two Thousand and Twelve (01/17/2012) at 7:00 p.m. in the evening then and there to act on the following articles:

Article 1: To see if the Town will vote to transfer Eight Hundred and 00/100 Dollars (\$800.00) from the County Dog Fund to the Library Account, or take any action relative thereto.

This is a routine article, but was accidentally omitted from the Annual Town Meeting last May/June. Annually, \$800 from dog license fees collected by the Town Clerk is transferred to the library to support its operating expenses.

Article 2: To see if the Town will vote to accept the provisions of M.G.L. Chapter 41, Section 110A which reads as follows, or take any other action related thereto.

Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday.

This article is requested by the Town Clerk. According to Massachusetts General Law Chapter 51, Sections 26 and 28, a specific number of days before every election or town meeting the Town Clerk is required to hold 2:00-4:00pm and 7:00-8:00pm office hours to register new voters. Depending on the day of the week of the election or town meeting, the voter registration could fall on a Saturday. Accepting this article will allow the Town Clerk to schedule Saturday registrations on the next business day. The State Elections Division has recommended towns adopt this section of Mass. General Law, and the Department of Revenue has confirmed that adopting this will not preclude the Town from conducting other business (town meetings, committee meetings, etc.) on a Saturday, should it so choose.

Article 3: To see if the Town will vote to appropriate, transfer from available funds, borrow, or otherwise provide a sum or sums of money to be used toward a portion of the cost to purchase and install a new boiler(s) and related heating system equipment at the Public Safety Complex, including borrowing costs that may be associated with said project and authorize the Town Treasurer with the approval of the Selectboard, to borrow in accordance with MGL Chapter 44, §7; or take any other action relative thereto. (A 2/3 vote is required for authorization to borrow, or if transferring from a stabilization fund.)

Articles 3 and 4 are both for the same project – the installation of a new heating system at the Public Safety Complex, which houses Gill's Fire, Police, and Highway Departments. The existing oil-fired steam boiler is 30+ years old, and is leaking. The extent and cost of repairs is uncertain, and even if successful, would not alter the age and inefficiency of the system.

The proposed project will replace the existing boiler with two new oil-fired forced hot water boilers, and will convert all areas with steam heat to forced hot water, re-using some existing supply piping, but replacing the return piping. The system will be capable of outdoor reset control, and will handle 8 heating zones. There will be 3 new ceiling-mounted unit heaters in the Highway bay, and one existing unit heater will be relocated to the rescue storage bay.

The new boilers can be reasonably expected to last at least 25 years. The proposed project is conservatively estimated to produce a 35-40% reduction in the gallons of fuel oil to heat the building. At 3,600 gallons/year, and this year's price of \$3.19/gallon, that is annual savings of \$4,000-4,600.

The project has an estimated cost of \$55,000, which includes a 5% allowance for contingencies. The source of the funds is expected to be as follows:

*\$10,000 Public Safety Heating Repairs account (6/25/11 STM appropriation)
\$10,000 TRANSFER from Town Bldg Repairs & Maint account (within the FY12 budget)
\$10,000 TRANSFER from VT Yankee Emerg. Mngmnt Fund (VT Yankee will reimburse)
\$14,875 APPROPRIATE from Supplemental State Aid Distribution
\$10,125 TBD by Selectboard and Finance Committee. Available sources include Free Cash, General Stabilization Fund, and Capital Stabilization Fund. The funds may also be borrowed (but must be appropriated and repaid in the FY13 budget).*

The Capital Improvement Planning Committee recommended this project 5-0. The CIPC further recommended borrowing as its first choice for the \$10,125, and using General Stabilization as its second choice.

Article 4: To see if the Town will vote to appropriate, transfer from available funds, or otherwise provide a sum or sums of money to be used toward a portion of the cost to purchase and install a new boiler(s) and related heating system equipment at the Public Safety Complex, or take any other action relative thereto. (A 2/3 vote is required if transferring from a stabilization fund.)

See the explanation for Article 3.

Article 5: To see if the Town will vote to revise its existing Zoning Bylaws by adopting a new Section 23: Solar Electric Installations and adopting changes to: Section 2: Use Regulations Schedule and Section 24: Site Plan Review in the form available at Town Meeting labeled "Town Meeting Version" and dated December 13, 2011 and to adopt a Solar Overlay District Map for Gill, Massachusetts dated August 24, 2011 showing the new Solar Overlay District, or take any other action related thereto. The text of the proposed revisions to the Zoning Bylaws and the map are available for review at the Town Clerk's office at the Gill Town Hall, 325 Main Street, Gill, MA during regular business hours. . (A 2/3 vote is required to adopt and revise zoning bylaws.)

If adopted, this new bylaw will allow for ground mounted solar electric installations in designated locations through by-right provisions rather than requiring a special permit. It will also satisfy one of the state requirements for receiving Green Community Certification, which the Gill Energy Commission is working toward. As stated in the article, the complete text of the proposed bylaw as well as the overlay district map is on file at the Town Hall and may be viewed during regular business hours. The text and map can also be viewed and downloaded from the Planning Board's page on the town website. This article is recommended by the Planning Board 4-0.

And you are directed to serve this Warrant by posting up attested copies thereof at the Town Hall, Main Road; Post Office, Mt. Hermon; The Gill Store & Tavern, Main Road; and Riverside Municipal Building, Route 2, in said Town fourteen days at least before the time of holding said meeting.

Hereof fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as foresaid.

Given under our hand this _____ day of _____ in the year Two Thousand Eleven.

Selectboard of Gill

_____, Chair

_____, Board member

_____, Board member

A true copy Attest:

_____, Town Clerk

Date: _____

Individuals who may need auxiliary aids for effective communication for this meeting should call the Gill Town Hall at (413) 863-9347 or MA Relay System at (800) 439-2370.

Pursuant to the within Warrant, I have notified and warned the inhabitants of the Town of Gill by posting up attested copies of the same at Town Hall, Main Rd.; Post Office, Mt. Hermon; Gill Store & Tavern, Main Rd.; and Riverside Municipal Building, Route 2, fourteen days before the date hereof, as within directed.

_____, Constable of Gill

Date: _____

Revenue Projections for FY 2013														
updated 01/09/2012														
	FY13	FY12	FY11	FY10	FY09	FY08	FY07							
Tax Levy Calculation														
Levy Limit Prior Year	2,144,374	2,061,910	1,983,357	1,894,320	1,782,925	1,619,053	1,561,448							
2 1/2% Increase	53,609	51,548	49,584	47,358	44,573	41,196	39,036							
New Growth	20,000	30,916	26,264	41,679	31,809	122,676	18,569							
Prop 2 1/2 Override	-	-	-	-	35,013	-	-							
New Levy Limit	2,217,983	2,144,374	2,059,205	1,983,357	1,894,320	1,782,925	1,619,053							
Debt Exclusions & Interest	66,724	66,724	58,137	58,137	20,171	18,259	-							
Maximum Levy	2,284,707	2,211,098	2,117,342	2,041,494	1,914,491	1,801,184	1,619,053							
Unused Levy (Max - Taxes)	n/a	870	1,412	588	901	326	946							
Revenue Sources														
Total from Taxation	2,284,707	2,210,227	2,115,930	2,040,906	1,913,590	1,800,858	1,618,107							
Total State Aid	216,801	216,801	233,121	237,604	290,951	289,797	280,876							
Sewer Funds	67,600	67,600	66,166	78,281	110,278	120,864	33,500							
Dog Fund	800		800											
General Stabilization		132,560	9,350											
Bldg Insp Stabilization		23	9,171	4,667										
Capital Stabilization		28,046												
Educ. Stabilization		38,212												
Released Overlay		17,848	10,000											
Free Cash/Partic. Purp.		1,547	22,319	5,000	14,309	6,000	341,108							
Free Cash/Reduce Tax Rate		147,814	177,555	172,959	122,462	194,268	190,000							
Unused Free Cash	93,726													
Total Free Cash & Other	162,126	243,980	290,857	256,240	247,049	321,132	564,808							
Local Receipts														
	FY13 Estimate	FY12 Actual	FY12 Estimate	FY11 Actual	FY11 Estimate	FY10 Actual	FY10 Estimate	FY09 Actual	FY09 Estimate	FY08 Actual	FY08 Estimate	FY07 Actual	FY07 Estimate	FY06 Actual
Motor Vehicle Excise	130,000	126,000	126,000	153,450	149,000	158,508	138,800	201,111	148,800	258,247	149,250	157,010	188,500	199,720
Other Excise	10,000	10,000	10,000	13,718	2,071	2,939	1,500	2,384	2,000	1,581	3,000	6,908	3,000	-
Penalty & Int. on Taxes	8,500	8,441	12,996	9,054	9,015	8,000	11,751	11,365	11,365	11,188	11,365	11,365	8,000	10,619
Trash Stickers	33,000	30,000	40,739	29,532	38,615	30,200	30,028	34,000	29,798	31,369	31,369	31,369	32,000	-
Fees	15,000	14,650	21,515	16,503	18,333	14,800	22,393	14,852	21,160	14,852	14,852	14,852	15,000	19,765
Rentals	5,500	5,500	5,500	6,000	10,375	10,200	10,200	10,200	10,200	10,050	10,200	8,797	4,200	7,450
Licenses & Permits	25,000	22,200	27,463	24,953	30,129	23,000	39,164	31,000	30,518	32,250	32,250	72,932	31,000	34,121
Fines & Forfeits	7,000	6,500	7,595	9,960	11,233	8,000	11,165	14,500	17,443	18,500	18,500	18,818	14,000	18,360
Interest Income	2,000	2,000	2,797	4,723	5,002	2,200	6,789	6,575	13,971	10,000	18,374	10,148	13,425	-
Misc. Recurring Income	-	-	8,349	8,954	7,067	8,954	-	-	-	13,480	5,343	-	-	-
Misc. Non-Recurring	-	-	10,420	-	29,112	-	7,615	16,500	19,832	-	2,346	6,984	48,232	-
Total Local Receipts	236,000	225,291	304,542	260,750	320,328	245,654	342,600	289,792	413,788	294,266	348,114	312,832	351,692	
Grand Total	2,899,634	2,896,299	2,900,658	2,780,404	2,741,382	2,706,053	2,776,423							

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Crochier, Randy

From: Phoebe Walker [health@frcog.org]
Sent: Monday, January 09, 2012 2:37 PM
To: Phoebe Walker
Subject: Cooperative Public Health Service Next Steps meeting
Attachments: Weighing a Community Innovation Challenge Application.doc

Hi, All.

Looking forward to seeing you on Thursday at 12:30 at the Greenfield Savings Bank meeting room here in Greenfield.

I have reviewed the grant requirements for the CIC funding and come up with a revision of the CPHS budget that would work for an application. We would need to cut the Health Director position entirely and many of the deliverables that were associated with the federal funding, and focus on providing improved core public health services with an agent and a public health nurse. We would also need to start in March, when we are funded, in order to make the funding work for an entire year. My draft budget allows for a close-to flat town budget year in FY 2013. I would suggest that in order to make FY 2014 affordable, we focus on two things during FY 2013: grant writing and a careful analysis of each permit and inspection fee and adjustments to make sure that they cover the cost of the services provided.

Attached for your review before the meeting are:

- An overview of the grant priorities and my take on how we would address them
- A table listing the major components of the DIG proposal and what I would suggest we do with them under CIC funding. Anything with a question mark needs deciding at our meeting on Thursday, and all of it is of course up for discussion.
- My take on the pros and cons of applying for the CIC funds.

Below is my proposal of how we would make the funding work, in broad strokes. Tomorrow I will be done with the final tweaks to the proposed budget and will email them out to you for your review.

How will money work?

feb-june 30 2012	july 1 - dec 31 2012	jan 1- june 30 2013
use CIC funds for all staffing	use CIC funds for all staffing	no CIC funds unless there is a second year of funding
town funds go into reserve	town funds go into reserve	town funds cover staff combine with FDA funds and any other grants we can get.
	apply for FDA funds for another standard, apply for CIC if there is a round 2	

Community Innovation Challenge Grant

APPLICATION

LOCAL SUPPORT DOCUMENTATION FORM

Project Title: Franklin County Cooperative Public Health Service

Lead applicant primary contact:

First Name, Last Name: Phoebe Walker

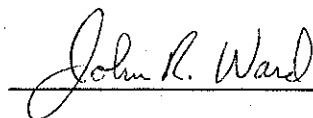
Name of Municipality, School, RPA or COG: Franklin Regional Council of Governments

Phone Number: (413) 774-3167 x 119

Email Address: health@frcog.org

List all participating entities: Buckland, Charlemont, Deerfield Gill, Hawley, Monroe, Shelburne

Sign on behalf of the Applicants: As evidence of commitment to the proposed project, applicants must submit documentation of signoff from each participating entity: if a city by the mayor or city manager, if a town by the board of selectmen, if a town with a town council by the town manager or administrator, if a school district by the school committee, if a district by the prudential committee. Original signatures are required. Attach additional signature pages, if necessary. Applicants may duplicate this form, if desired, in order to gather required signatures on multiple copies of the form.)



Signature

John R. Ward

Print Name

Town of Gill

Entity

Selectboard

Title

Signature

Entity

Print Name

Title