

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

September 10, 2012

Call to Order: The Selectboard meeting was called to order at 4:30pm.

Present: Ann Banash, Randy Crochier, and John Ward, Selectboard members; Ray Purington, Admin. Assistant; Claire Chang, David Detmold, and Rick James.

Approval of Minutes: John made a motion, seconded by Ann, to approve the minutes of 9/5. The vote was unanimous in the affirmative.

Project Updates: Results of the September 6th debt exclusion votes were announced. The question on the police cruiser passed, 175 to 115. The question on the Town Hall roof passed, 246 to 45. Getting bid documents prepared is a priority, in hopes that the new roof can be installed before winter. It was discussed whether it makes sense to have the bid specs written so that the contractor purchases the roof now and stores the material, even if the installation can't happen until spring. Ray will look into that option. Pam Lester joined the meeting at 4:40pm.

Regarding the new police cruiser, Claire Chang asked that the process allow time to research the availability of a hybrid police cruiser. Ann reported that Chief Hastings has done some of that research already – a hybrid Chevy Tahoe would cost \$20,800 more than our budget of \$33,000. Other hybrid models that were suggested include the Toyota Prius, Toyota Highlander, and Ford Fusion. There is not a hybrid version of the Dodge Charger. The Mass. State Police are purchasing the Ford Interceptor Utility for most of their new cruisers. Since the Town is going to wait on a purchase decision until after the state bid figures are released in December, there is time for more research.

Green Community Grant Application: The deadline for the electronic submittal of the grant application is Friday, September 21st at 5pm. Claire stated that the draft of the application should be ready for review by 9/13. Pam Lester left the meeting.

Cemetery Commission: Carrie Stevens, Patricia Haigis, and Anne Marie Klein, Cemetery Commissioners, joined the meeting at 5:00pm. Carrie Stevens, Chair, informed the Selectboard that the Commission is looking and hoping for a donation of at least 2 acres of land that could be used as a new Town cemetery. If no donations come forward, the Commissioners would like the Selectboard and Town to consider donating the 3-acre Boyle Lot for use as a cemetery.

Currently there are 6 available plots in the 0.71-acre Center Cemetery, 18 plots in the 1.8-acre North Cemetery, and 38 plots in the 0.47-acre West Gill Cemetery. From October 2009 to August 2012, 20 plots were sold.

In a discussion of the Boyle Lot, it was noted that portions of the land are near a brook, and that it's believed there is a 100-foot setback required from any wetland. Next steps for any land to be used as cemetery: perc test, survey, road layout, and divide into plots. The cost of doing the survey and making the road could potentially come from the money that Harriet Tidd left to the Town.

For the next steps, Ray will check with Town Counsel to determine the process for converting land into a cemetery use. The Cemetery Commission will arrange for someone from the Conservation Commission to walk the land and mark wetlands and the required setback. Randy volunteered to witness the perc test at no charge, if the Commission can find someone to donate a backhoe.

On the topic of green burials, the Commission noted that they are not interested in allowing green burials in Gill's cemeteries. Potential liability and extra maintenance costs were cited as reasons. Randy noted that there is no state health regulation that requires burial in a vault.

The Boyle Lot is currently leased to the Zak Farm as a hayfield for \$50/year for three years. The lease expires December 31, 2012. It may make sense to have future leases be one-year terms. The Cemetery Commission left at 5:25pm.

Letters to Sewer Users: The Board approved letters to sewer users notifying them of the potential rate increase and of the 10/2 information session. Letters will be mailed this week as an insert with the sewer bills. Letters will also be sent to four sewer customers who have private wells, but do not have water meters.

Craft Fair Permit: The Board reviewed the Friends of Gill's application for a public gathering permit for the annual craft fair on September 15-16th. Randy made a motion, seconded by John, to grant the permit. The vote was unanimous in the affirmative.

Sewer Commitment: Randy made a motion, seconded by John, to sign the sewer commitment dated September 4, 2012 in the amount of \$15,861.34. The vote was unanimous in the affirmative.

GIS Maps: The Board reviewed a letter from the Massachusetts Information Technology Division. A contract has been awarded to Applied Geographics to create and enhance digital mapping of Gill's local tax map parcels. This work is part of an upgrade to the state's 9-1-1 NextGen system, and is at no cost to the Town. The work is expected to be completed by the end of winter.

Appointment: Ray Steele has offered to serve on the Capital Improvement Planning Committee. Randy made a motion, seconded by John, to appoint Ray Steele as an At-Large member of the CIPC through 6/30/15. The vote was unanimous in the affirmative.

STM Warrant: The Board reviewed a draft of the warrant articles for the Special Town Meeting on October 15. Ray noted that he still needs Town Counsel to review articles 2 & 3. It was asked to add an article at the end of the warrant to allow funding of one or more of the stabilization funds.

Alyn Hastings joined the meeting at 5:40pm and spoke regarding the Ford Fusion as a potential vehicle for the next police cruiser. She has owned a Fusion for 2 ½ years, and wouldn't recommend it. She feels the visibility for the driver isn't safe. It was pointed out that a hybrid Fusion is being considered for the cruiser, and visibility for that model may be different or better. The Selectboard thanked Mrs. Hastings for her input, and she left the meeting.

Bylaw on Soliciting: The Board reviewed a request from the Police Chief for a town bylaw on soliciting. The bylaw would serve to help regulate people who go door-to-door selling goods or services. The sample presented is from Northfield. The Board questioned whether a bylaw is needed, or if the Selectboard could issue a regulation. They also asked what "teeth" the bylaw has for enforcement, and whether there are provisions to allow political campaigns and registered charities a continued right to go door-to-door. More research will be done.

Highway Department FY13 Budget: Highway Superintendent Mick LaClaire joined the meeting to discuss his needs-based budget request for FY13. Requested amounts by expense category are listed on the budget comparison handout from the meeting.

Mick explained that Chapter 90 funds are used to do roughly 10 miles of road maintenance each year (paving, oil & stone, gravel). The 2004 Pavement Management Study recommended at least 9.3 miles per year, and that figure has been exceeded in FY09 – FY12 (9.8, 9.7, 11.5, and 9.6 miles, respectively).

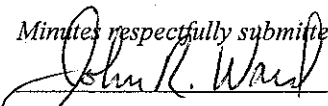
In listing current or upcoming major roadwork projects, he identified roughly \$27,000 to complete a drainage project on Mt. Hermon Road, including \$16,000 for rental of an excavator. The driveway at the Elementary School needs to be paved soon – a \$40,000 expense that cannot come from Chapter 90 funds.

Mick also asked that the Board consider replacing his desktop computer, which is the next Town computer due for replacement, with a laptop. Ray will research options. Mick left the meeting at 7:30pm.

Warrant: The Board reviewed and signed FY 2013 warrant #6. Randy abstained from signing the payroll warrant.

Adjournment: The Selectboard meeting adjourned at 7:55pm.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Selectboard Clerk

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

September 10, 2012

Name
Address
Gill, MA 01354

Dear _____:

As you may have heard, through newspaper articles, meetings aired on MCTV, town meetings, or word-of-mouth, the Town has recently been faced with increased operating costs associated with the sewer system that serves the Riverside neighborhood. Because of this, we have been carefully reviewing expenses as well as the revenues from quarterly bills sent to sewer users.

Sewer bills are based on water meter readings that are taken quarterly by the Riverside Water District. Properties on the sewer system with private wells are required by the Sewer Use Regulations to install a water meter. This requirement was explained to all sewer users in a letter dated June 10, 2008. A copy of this letter is enclosed.

Our records indicate that you have not purchased and installed a water meter from the Riverside Water District. Although the original date for compliance was August 1, 2008, the Sewer Commissioners have agreed to extend the deadline without penalty until November 15, 2012. Failure to act by that date will result in penalties in accordance with Article X, Section 6 (Penalties – Non-Criminal Disposition) of the Sewer Use Regulations.

It is important that you take action to have a Riverside Water District water meter installed by a licensed plumber. To arrange to purchase a water meter, please contact Jeff Suprenant, Water Commissioner, at 413-863-8492. A water meter and coupling costs \$150.00. There is also a \$30.00 fee to have the installation inspected by the Riverside Water District.

If you have any questions about this letter, please contact Ray Purington, Administrative Assistant to the Selectboard and Board of Sewer Commissioners, at (413) 863-9347 or administrator@gillmass.org.

Sincerely,

Ray Purington, Administrative Assistant
Gill Selectboard/Board of Sewer Commissioners

Cc: Riverside Water District

Telephone 413-863-9347

325 Main Road, Gill MA 01354

Fax 413-863-7775

This institution is an equal opportunity provider and employer.

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

September 10, 2012

Name
Address
Gill, MA 01354

Dear _____:

As you may have heard, through newspaper articles, meetings aired on MCTV, town meetings, or word-of-mouth, the Town has been faced with increased operating costs associated with the sewer system that serves the Riverside neighborhood and nearby homes and businesses. Because of this, we have been carefully reviewing expenses as well as the revenues from quarterly bills sent to sewer users.

The analysis of costs and income indicates the need to increase our sewer rates. The rate is currently \$0.085 per cubic foot, and sewer bills are based on water meter readings that are taken quarterly by the Riverside Water District. Sewer rates have not increased since 2002, when they were \$0.045 per cubic foot.

In order to meet the regular operating expenses of the sewer system, the sewer rate needs to be \$0.135 per cubic foot. The Selectboard, acting as Sewer Commissioners, recognizes this is a steep increase, and could be a financial hardship for some sewer users. To help mitigate the impact, it has been proposed to phase in the increase, with the first increase to \$0.115 going into effect next quarter, around December 10, 2012. A vote on the increase has not yet happened, so this plan may still change.

The Selectboard also understands there will be questions and concerns about this long overdue rate increase. **An informational meeting for sewer users has been scheduled for Tuesday, October 2nd at 6:30pm at the Town Hall.** We hope you will attend.

If you have any questions about this letter, please contact Ray Purington, Administrative Assistant to the Selectboard and Board of Sewer Commissioners, at (413) 863-9347 or administrator@gillmass.org.

Sincerely,

Ray Purington, Administrative Assistant
Gill Selectboard/Board of Sewer Commissioners

TOWN OF GILL

The Board of Selectmen, Town of Gill, received an application for a Public Gathering Permit from Friends of Gill

on 8/20/12

A public hearing is scheduled to be held on September 10th

at 5:30 ~~am~~ p.m. at the Town Hall

A copy of this application has been submitted to the following departments for review and comment:

	<i>Returned (X)</i>
Health	(X)
Highway	(X)
Police	(X)
Fire	(X)
Inspection	(X)

As a result of a Public Hearing and comments received, this application is hereby:

Approved	(X)
Denied	()

Subject to the following:

- ① No trash to be disposed of at the Highway Dept. dumpster.
- ② Traffic control officer from 10AM - 2PM at a minimum, both days, as past practice.

Date: 9/10/12

Gill Selectboard

[Signature]
John R. Ward
[Signature]

13) Who will provide crowd control and security coverage: Friends of Gill & Police Officer on duty.

14) Are alcoholic beverages to be sold or furnished Yes () No () If Yes, Describe _____

15) Other information needed to completely describe the proposed activity and its effect on the public's health, safety and welfare: _____

The undersigned hereby applies to the Selectboard of the Town of Gill, 325 Main Road, Gill, MA 01376 for a Public Gathering Permit pursuant to the provisions of the Town bylaw as follows:

PUBLIC GATHERING

Passed October 24, 1978
Amendment Passed May 12, 1979
Amendment passed November 6, 1989
Amendment passed April 10, 1990
Amendment passed June 7, 2004

No individual, group of people, or corporation shall conduct or participate in any gathering of more than three hundred people unless a permit for such gathering has been obtained from the Board of Selectmen. A written application for a permit shall be made at least thirty (30) days prior to the proposed gathering on a form provided by the Selectmen. Payment of Thirty-Dollars (\$30.00) shall accompany the application.

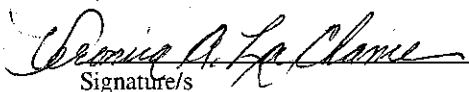
The Selectmen may send a copy of the application to the Board of Health, Highway Superintendent, Fire Department, Police Department and Building Inspector for their review and comment. The Board of Selectmen shall hold a public hearing on the application within 21 days of the receipt thereof and shall grant the permit unless it determines that the proposed gathering would threaten the public health, safety or welfare.

The Selectmen shall given written reasons for any permit application that is denied by them and shall have the right to revoke any permit if the applicant does not abide with the conditions attached to it or if the application failed to completely and accurately describe the proposed activity and its effect on the public health, safety, and welfare. Whoever violates any provisions of this bylaw shall be punished by a fine of \$200.00 for each offense. Each day that an individual, group of people, or corporation violates this bylaw shall constitute a separate offense.

The Select Board shall have the authority to issue a permit to an applicant which authorized the applicant to conduct a limited or unlimited number of gatherings during a period up to but not to exceed twelve (12) months in duration.

Approved by Attorney General January 12, 1979
Amendment approved by Attorney General July 3, 1979
Amendment approved by Attorney General February 6, 1989
Amendment approved by Attorney General June 8, 1990
Amendments approved by Attorney General July 19, 2004

By signing this application, the applicant states that the information supplied is true and complete and accurately described the proposed activity.


Signature/s

Veronica A. LaChance
Print name

September 20, 2012
Date

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

OFFICE OF THE BOARD OF SEWER COMMISSIONERS Sewer Use Charges and Inspection Fees

To: Town Accountant

You are hereby notified that COMMITMENT(S) as shown below has (have) this day been made by the Board of Sewer Commissioners to Veronica LaChance, Tax Collector (Town Collector) and Collector of Sewer Charges. Bill date is September 11, 2012.

To: Veronica LaChance, Tax Collector (Town Collector) and Collector of Sewer Charges for the Town of Gill in the County of Franklin:

You are hereby required to collect from the several persons named in the list dated September 4, 2012, herewith committed to you the amount of the sewer usage charges assessed therein to each such person, with penalties, the sum total of such list being Fifteen Thousand Eight Hundred Sixty One and 34/100 Dollars (\$15,861.34).

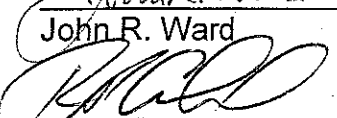
Given under our hands the Tenth day of September, 2012.



Ann H. Banash



John R. Ward



Randy Crochier

Board of Sewer Commissioners of the Town of Gill



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
INFORMATION TECHNOLOGY DIVISION
ONE ASHBURTON PLACE ■ ROOM 804
BOSTON, MA 02108

DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

JAY GONZALEZ
SECRETARY

JOHN M. LETCHFORD
COMMONWEALTH CIO

TEL: (617) 626-4400
FAX: (617) 626-4459
www.mass.gov/itd

Mr. Ray Purington, Town Administrator
Town Hall
325 Main Rd
Gill, MA '01354

August 27, 2012

Dear Town Administrator Purington:

This letter is to update you on a state-funded project which will provide significant benefit to your community.

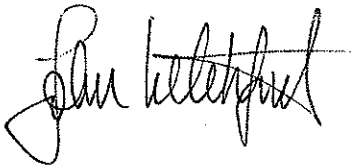
MassGIS, now part of the Information Technology Division, is the Commonwealth agency responsible for collecting, storing, and distributing digital maps for use in geographic information systems (GIS). The program's legislative mandate also includes setting standards and coordinating GIS activity within the Commonwealth. In the current fiscal year, MassGIS has received funding to develop essential geographic data for use by public safety and other agencies. As part of this overall effort, we have awarded a contract to Applied Geographics, Inc. to create and enhance digital mapping of Gill's local tax parcels.

A statewide specification for this parcel mapping work was developed based on input from local assessors, municipal GIS staff, public safety staff, regional planning agencies, and GIS consultants. This allows the mapping to be used for several towns or entire regions for purposes such as site selection for economic development, setting regional conservation priorities, planning for floods or other disasters, as well as defining emergency response zones and providing address locations for the State's 911 NextGen system.

MassGIS will provide the product from this project to your community free of charge. Together with mapping of streets and new aerial imagery soon to be distributed by MassGIS, parcel mapping provides the base for establishing a municipal GIS if you do not now have one. If you do have a municipal GIS, this will provide enhanced data for use in that system.

We very much appreciate your cooperation with Applied Geographics, Inc. as they work to create this product. If you have any questions concerning this project, please contact Paul Nutting, MassGIS' Outreach Coordinator at 617-619-5611 or paul.nutting@state.ma.us

Sincerely,



John Letchford
Assistant Secretary for Information Technology
Commonwealth of Massachusetts

cc: Christian Jacqz, Director, MassGIS

CC: Board of Assessors

AGI vendor questions
Neil MacGaffey
617-619-5641
Asst Director for Mass GIS

COMMONWEALTH OF MASSACHUSETTS

FRANKLIN, SS.

TOWN OF GILL

SPECIAL TOWN MEETING: OCTOBER 15, 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 Monday, the Fifteenth day of October, in the year Two Thousand and Twelve (10/15/2012) at 6:00 p.m. in the evening then and there to act on the following articles:

Article 1: To see if the Town will vote to establish a revolving fund for the remainder of Fiscal Year 2013 in accordance with MGL Chapter 44 Section 53E½ for the receipts related to the Town's recycling program and expenditures for the operation of the Town's solid waste and recycling programs, membership in and services of the Franklin County Solid Waste Management District, and the purchase of recycled content or environmentally preferable products, to be under the authority of the Board of Selectmen and not to exceed \$10,000 in expenditures in FY13, with all money remaining in the fund at the end of the fiscal year, or take any action relative thereto.

Article 2: To see if the Town will vote to amend or rescind the vote taken under Article 11 (Energy Bond and Siemens annual fee) at the Annual Town Meeting on June 19, 2012, or take any action relative thereto.

Article 3: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide a sum or sums of money to pay into the General Obligation Energy Conservation Bond Sinking Fund, and to pay supplemental interest associated with said bond, both relating to the energy project at the Gill Elementary School, or take any action relative thereto.

Article 4: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide \$90.00 (Ninety and 00/100 Dollars) to fully fund the 3% cost of living adjustment (COLA) for the Tax Collector, Town Clerk, and Treasurer, or take any action relative thereto.

Article 5: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for Tree & Forestry Expenses, or take any action relative thereto.

Article 6: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for the Police Department, or take any action relative thereto.

Article 7: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for the Fire Department, or take any action relative thereto.

Article 8: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for the Highway Department, or take any action relative thereto.

Article 9: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for the Slate Memorial Library, or take any action relative thereto.

Article 10: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for the Cemetery Commission, or take any action relative thereto.

Article 11: To see if the Town will vote to raise and appropriate by taxation, transfer from available funds, or otherwise provide any sum or sums of money to supplement the Fiscal Year 2013 operating budget for any of the various departments of the Town, or take any action relative thereto.

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 Twenty Fourth day of September in the year Two Thousand Twelve.

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: _____

Gill Police Department

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

Emergency 911

Station (413) 863-9398
Dispatch (413) 625-8200
Fax (413) 863-0157
Email Chief@gillmass.org

To: Honorable Board of Selectpersons

From: Chief David W. Hastings

Date: August 27, 2012

Re: Soliciting in Town

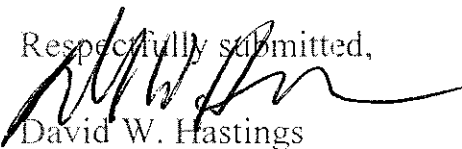
SOLICITING

No person shall go from house to house selling anything for immediate delivery or offering to sell by sample, lists, catalogs or otherwise for future delivery, or to seek contracts for house, windows, roof, chimney, heating or other improvement or installation, nor shall any person go from house to house or place to place within the Town begging or soliciting alms or contributions for any person, cause or organization, either on foot or from any animal or vehicle, without having first recorded his/her name, address and credentials with the Selectboard and furnished such other information as may be requested of them. The Selectboard or their designee shall thereupon, if such credentials appear proper and in order, issue a written permit for a period as designated, which must be shown upon request, and which shall state that the said person has duly registered and thereby entitled to go from place to place within the town for the purpose specified thereon.

The Selectboard may nevertheless authorize the head or directors of any religious organization, veterans group, hospital, Community Chest, Red Cross, YMCA, United Fund, or other established community organization engaged in social, charitable or educational service to solicit contributions or make sales without registering each solicitor under their direction.

Thank you for your attention to this matter.

Respectfully submitted,


David W. Hastings
Chief of Police

Working in Partnership with the Community

9/10

Highway Department Budget Comparisons

	FY11	FY12	Proposed FY13
Payroll	144,423	137,182	
Snow and Ice Payroll (D.T.)		5,912	8820
Bid Advertising	2,456	2,481	2481
Telephone	255	219	250
Purchased Materials	38,175	22,071	22000
Snow and Ice Purchased Materials		15,519	27000 - ^{62/ton} sand & salt up
Misc. Purchases	1,748	1,416	1416
Contracted Services (catch basin, sweeping, line painting)	6,009	7,633	8200 (extra 3 miles of Main Rd)
Hired Services (backhoe, excavator, grading)	9,160	10,005	10,500
Road Repairs (catch basin grates, signs, sign posts)	3,270	1,940	3200
Machinery Fuel Fluids (hydraulic oil)	1,362	1,983	3000
Fuel/Gasoline	1,315	2,499	2500
Fuel/Diesel	17,388	14,788	10,650
Snow and ice Fuel		5,249	14,200
Office Supplies	224	177	175
Dues/Licenses	425	764	765
Repairs/Trucks	9,491	7,993	8000
Machinery Repair/parts	4,817	8,277	5000
Machinery Repair/Service (maintenance)	1,474	2,105	2000
Snow and Ice Equipment Repair (plow blades)		4,768	4800
Uniforms/Clothing	1,710	1,441	1441
New Truck Payment (Truck Body)	1,546		—
Misc/Drug Testing	320	145	200
Training		183	200
Misc Reimbursements		(250)	—
Paid for Other Accounts	4,365	2,651	—
53650	249,933	257,150	
Turned back to Town - aprox	8,000		

~~SNOW = 11,116 8820
 27,000 27000
 14,200 14200
 4,800 4800

 57,116 54820~~

257,933