

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

October 2, 2012

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

Present: Ann Banash, John Ward, and Randy Crochier Selectboard members; Ray Purington, Admin. Assistant; Claire Chang, Bev Demars, Cathy Ambo, Sarah Williams and her mother, Chris Curtis.

Sewer Rates: The Selectboard, acting as Sewer Commissioners, met with users of the sewer system in Riverside to explain the need for an increase in sewer rates. The rates have not been increased since 2002, and the revenue collected from sewer users no longer covers operating expenses of the system. A handout showed that operating expenses have exceeded income since FY2009. The "deficit" has been covered by a greater reliance on the excess funds accumulated in the Sewer Fund. Without a rate increase, the Sewer Fund will be depleted at the end of FY2014, and there will be no reserves available for unanticipated repairs to the 31-year-old system.

It was also explained that sewage disposal expenses had spiked in the 12 months prior to February 2012. It is believed that a failed check valve was allowing sewage already pumped to Montague to flow back to the pump station, resulting in double pumping. The valve was replaced in February as part of the sewer pump replacement project, and pump readings seem to indicate a return to "normal" levels.

Because of the generally high water table in Riverside, many homes have wet basements, especially during the spring melt and during extended rainy weather. It is suspected that there are sump pumps illegally connected to the sewer system. It was suggested that an incentive program similar to one in Greenfield might entice homeowners to correct those illegal connections, thereby removing groundwater from the sewer system. Ray will research the incentive program and report back.

It was suggested that when the Infiltration & Inflow study is performed, it should verify that the Town's storm drains along the streets are not incorrectly connected into the sewer mains.

There was no disagreement from those in attendance that the sewer rates need to increase. The Selectboard asked for opinions on the pros and cons of doing a partial or a full increase. The group sentiment leaned toward the full increase, going from \$0.085/cu. ft. to \$0.135/cu. ft. "It needs to happen sooner or later," seemed to sum up the consensus.

It was suggested that when the next quarterly sewer bills go out (with the new rates), that tips on ways to reduce water use and sewage generation be included. Information on the correct location to run sump pumps will also be included.

The Selectboard indicated that they will revisit the topic at their October 9th meeting, and will likely make a decision on the sewer rates at that time.

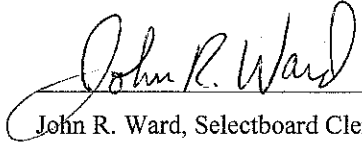
PSC Windows: The Selectboard approved by consensus a plan from Mick LaClaire to replace 5 single pane windows at the Public Safety Complex at an estimated cost of \$1,131. He is also getting quotes for new windows for the Fire Chief's office and the radio room, as the seals on those double pane windows leak and they fog up. Installation will be performed by the Highway Department.

Library Bulkhead & Window Repair: The Selectboard also reviewed a proposal to remove the roof over the cellar entryway at the Slate Memorial Library and replace it with a traditional metal bulkhead. The roof sits too close to a wood-framed window on the library's south wall, and splash back from the roof has created a "rotten situation" with the window frame. The demolition, replacement, and window repair will all be done by Highway Department

employees. The Selectboard asked that planning for the project continue to move forward, and also asked that the Library Trustees and Historical Commission be involved in the planning process.

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

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Selectboard Clerk

Sewer Users Information Session on Proposed Rate Increase

Oct. 1, 2012

	FY13	FY12	FY11	FY10	FY09
Category	Budgeted	Actual	Actual	Actual	Actual
Alarm Services	280	252	246	240	240
Bill Printing	555	553	551	543	543
Electric	1,306	1,239	1,317	1,407	1,710
Inspections/Calibrations	585	569	569	70	1,003
Maintenance	3,625	1,224	130	-	2,897
Mileage	1,600	1,249	1,046	1,080	1,349
Mowing	350	440	275	290	100
Other/Supplies	240	-	26	480	296
Payroll	10,921	9,998	9,162	10,774	9,767
Postage	350	-	-	110	-
Sewage Disposal	59,000	63,897	52,029	47,070	42,470
Telephone	230	213	222	176	170
Expenses grand total	79,042	79,633	65,573	62,240	60,544

Omnibus Budget Voted	79,042	67,740	66,166	66,047	51,916
Extra Voted to Budget		12,000	-	-	11,000
Budget minus Expenses		107	593	3,806	2,371

Revenue

There are currently 114 sewer accounts.

Current Rate	0.085 \$/cubic foot
less 10% discount	0.0085 (only 4 customers don't receive the discount)
Effective Rate	0.0765

Sewer Commitments - aka Invoices to Users

Period	FY13	FY12	FY11	FY10	FY09
		\$ 49,266	\$ 51,262	\$ 52,310	\$ 57,168

Current Projected Revenue

RWD Water Use (current average)	13,557 gal/day
equals	4,948,305 gal/year
equals	661,539 cu ft/year
x current Effective Rate	0.0765 \$/cu ft
Total Invoiced to Sewer Users	\$ 50,608

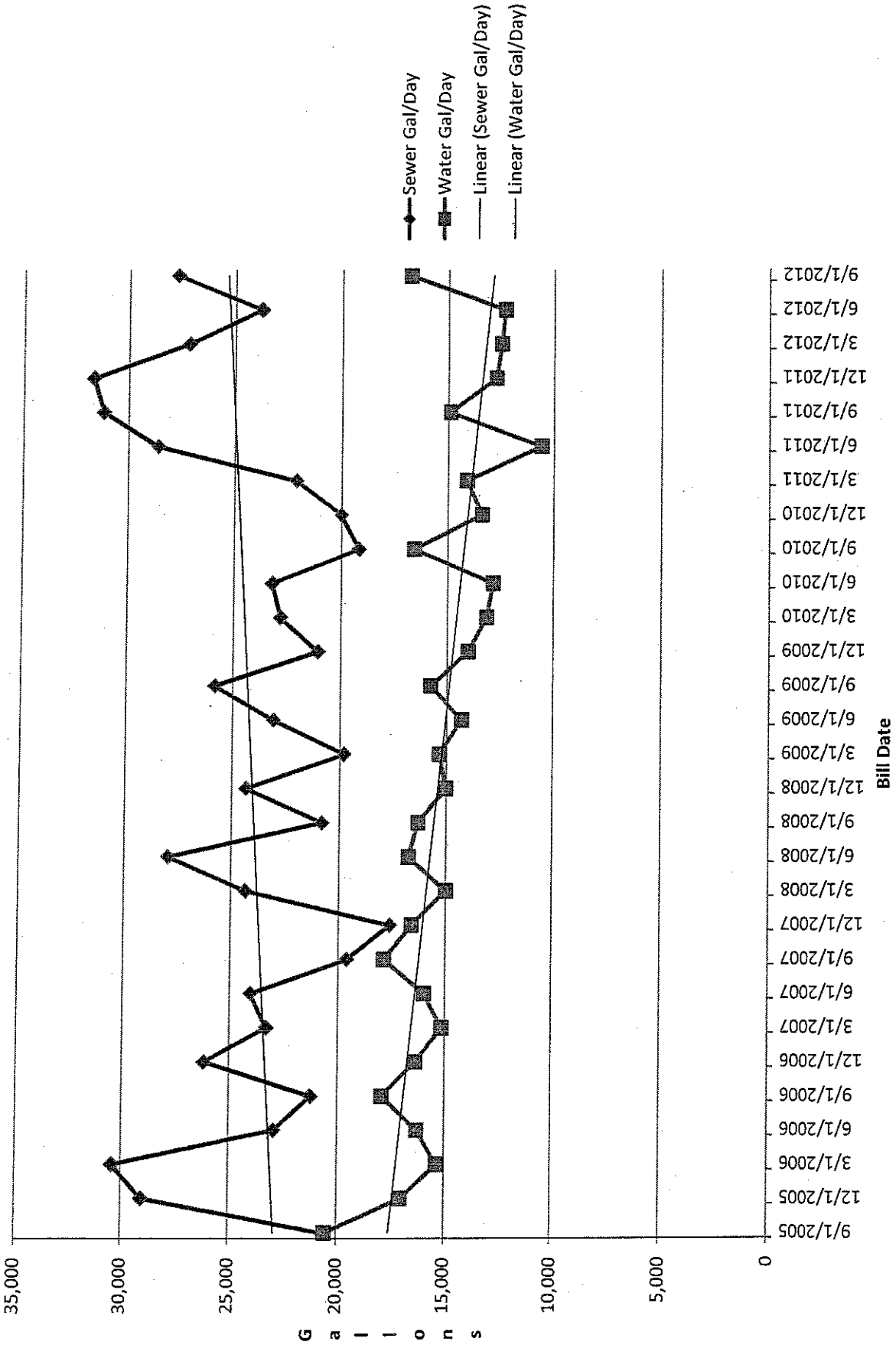
Proposed Projected Revenue

"FULL" Possible New Rate	0.135 \$/cu ft	"PARTIAL" New Rate	0.115 \$/cu ft
Possible Effective Rate	0.1215 \$/cu ft	Possible Effective Rate	0.1035 \$/cu ft
Estim. Total from Sewer Users	\$ 80,377	Estim. Total	\$ 68,469

Impact on Average Sewer User

	Cubic Feet	Discounted Current Rate	Billed Amount	Amount Over Current	% Over Current
Current Avg. Quarterly Amount	1278	0.0765 \$	98		
Current Avg. Annual Amount	5110	0.0765 \$	391		
Possible Avg. Quarterly Amount	1278	0.1035 \$	132	\$ 35	35%
Possible Avg. Annual Amount	5110	0.1035 \$	529	\$ 138	
Possible Avg. Quarterly Amount	1278	0.1215 \$	155	\$ 58	59%
Possible Avg. Annual Amount	5110	0.1215 \$	621	\$ 230	

Historical Comparison of Water & Sewer Usage in Gallons Per Day



Gill Highway Dept.

Date: Oct 1, 2012

Memorandum:

Dear: Selectboard

In continuing building improvement projects, I am giving the following proposals on Slate library and Public safety complex for work that needs to be done soon.

Slate library--- As I stated last year to some of you the cellar door area and the window above same needs to be repaired before winter. My idea is to take off the cellar way covering and replace with a steel hatch way. The same as the original blue print shows back many years ago, as far as the window is concerned, we need to rebuild the sill and jambs that have rotted due to the water bouncing off the roof to the basement. With taking off the cellar enclosed roof this will stop the water issue to the window. My intension is to block up the front of the existing walk in area to the cellar and re-grade the area around the entrance and shed the water away from the building at the same time. But this will need to be done ASAP before colder weather sets in as the window will need to come out to be repaired. The total cost of this project is yet to be seen as we will not know the amount due to the window issue depending what is found when we take it out, but the steel cellar door price is only \$ 360.00 ish. Depends on the mounting plates needs.

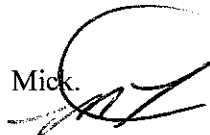
Public Safety Complex--- Ray had asked that we measure for windows that need to be replaced. The building has 5 original windows in the building from the 40's single pain extremely cold and non opening. Gene has asked for the replacement of his fire dept windows in the offices be replaced as well. I do not yet have quotes on them , they are newer windows that have seal leaks making them fogged between the double pain glass panels. The cost for the 5 windows that need to be replaced are 3@\$ 209.28 each and 2@ \$ 251.41 each. These are replacement vinyl slider windows that will allow air movement that we currently do not have, not to mention how much energy we will save with an air tight windows.

\$1,131
Total

We can do all this work ourselves to save on labor costs.

My hope is have these projects done before colder weather and then start on the Town Hall offices during the colder months.

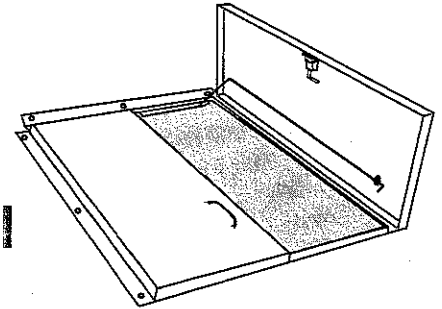
Thanks, Respectfully Mick.



GORDON

cellar doors

Replace your basement door easily and economically



RD Model

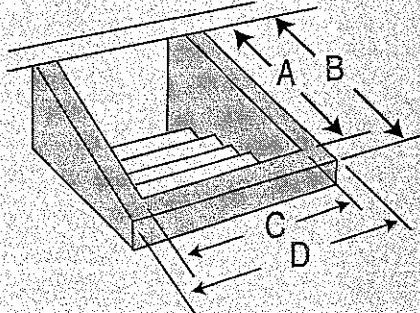
When it comes time to replace your worn or damaged basement door, Gordon has the answer. Gordon makes it easy to choose and install the right steel door. Simply find the measurements you need, select the right door size and follow Gordon's clear, complete instructions. You'll have a weather-tight entrance that adds value, beauty and security to your home.

Two basic styles are available: The Replacement Door (RD) shown here and the CellaDoor (CD) shown on the other side of this page.

Rev. A

STEP ONE, measure the foundation.

- The RD model installs on your existing sloping sidewalls.
- Measure the width "C" and "D" which are the **inside (C)** and **outside (D)** dimensions of the foundation width.
 - Next measure the length "A" and "B" along the slope from the building, to the inside (A) and outside (B) of the base-wall. (**Note; To insure accuracy, measure the foundation and not the existing door.**)



Write the four door measurements, A, B, and C, D, in space below. Using these measurements and the chart, choose the right door size. Not sure?? Ask your Gordon dealer for Help.

A= C=

B= D=

C & D. Select width at least 4 inches wider than "C" and at least 2 inches narrower than "D".

A & B. Select length at least 2 inches longer than "A" and within 2 inches of "B". (Use extension headers to find doors longer than standard lengths.)

STEP TWO, choose the right door size.

This chart will help you select the correct replacement door. Remember, that the new door will be positioned on the sidewalls of your foundation. Extension "headers" are available for doors longer than the standard sizes shown in the first section of the chart.

STEP THREE, the photos below the sizing chart show a sample installation.

Complete, easy-to-follow instructions are packed with each door.

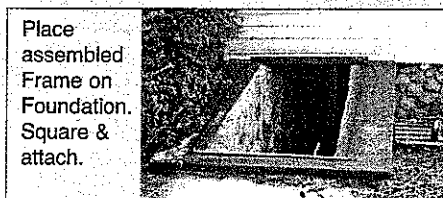
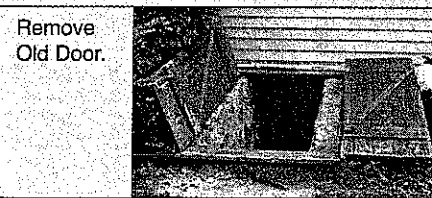
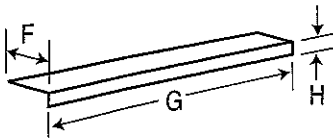
MODEL	WIDTH	LENGTH	WITH 6" EXTENSION	WITH 12" EXTENSION	WITH 18" EXTENSION	IF LONGER LENGTHS ARE REQUIRED, ORDER FLAT STEEL FROM THE PLANT
RD-0	44 1/2"	48"	53" - 55" X1-6	59" - 61" X1-12	NA	
RD-1	44 1/2"	62"	67" - 69" X1-6	73" - 75" X1-12	NA	
RD-2	48 1/2"	66 1/2"	71" - 73" X2-6	77" - 79" X2-12	NA	
RD-3	52 1/2"	73 1/2"	78" - 80" X3-6	84" - 86" X3-12	90" - 92" X3-18	
OUTSIDE FRAME DIMENSIONS			EXTENSION HEADERS ARE NOT INCLUDED IN DOORS - ORDER SEPARATELY			

360.99
395.36

FOUNDATION PLATES

To install doors on rough or irregular stone, block or masonry foundations, use foundation plates. Foundation plates can also be used to modify openings too narrow or too wide for standard width doors.

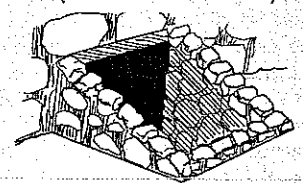
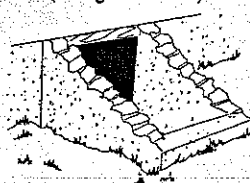
The chart lists only four sizes of foundation plates, but plates are available in any width, by special order. (3x3, 3x4, 3x25, etc. or longer than 84 inches.) Ask your Gordon dealer for help.



(Rough Cement)

(Field Stone or Granite)

H	F	G	Price
3"	5"	7'	
3"	8"	7'	
3"	11"	7'	
3"	14"	7'	





Featuring: Smarter™ Windows & Doors

BY KASSON + KELLER

Customer Quote

Leader Home Centers
1123 Bernardston Rd
Greenfield, MA 01301
Phone: 413-774-6311
Fax: 413-774-6317
E-Mail:

BILL TO:
 ED AMBO

SHIP TO:

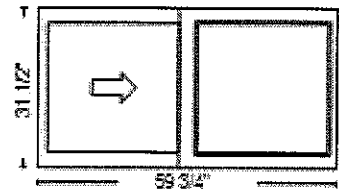
QUOTE #	ORDER DATE	BID BY	ORDER PLACED BY	ORDER TAKEN BY
143082	Quote Not Ordered			jpgustin
JOB NAME		CUSTOMER PO#	TERMS	CARRIER

LINE #	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
--------	-------------	----------	------------	----------------

100-1 * UNIT * 2000 Operating / 2 Lite Slider XO (2 LKs) (C) 1 \$251.41 \$251.41
 * MANUFACTURED SIZE * 59 3/4 X 31 1/2
 * OVERALL ROUGH OPENING * 60 X 32

* FRAME COLOR * White
 * ALUMINUM REINFORCING * Vertical Only
 * SCREEN * Full Screen, Fiberglass Screen

** ROW 1: **
 * GLASS * ST Energy Star;



Tag: None Assigned

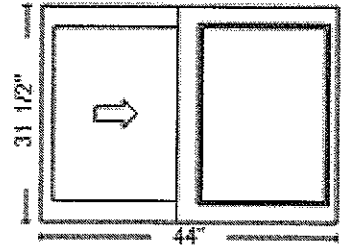
VIEWED FROM EXTERIOR

LINE #	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
--------	-------------	----------	------------	----------------

200-1 * UNIT * 2000 Operating / 2 Lite Slider XO (2 LKs) (C) 1 \$209.28 \$209.28
 * MANUFACTURED SIZE * 44 X 31 1/2
 * OVERALL ROUGH OPENING * 44 1/4 X 32

* FRAME COLOR * White
 * ALUMINUM REINFORCING * Vertical Only
 * SCREEN * Full Screen, Fiberglass Screen

** ROW 1: **
 * GLASS * ST Energy Star;



Tag: None Assigned

VIEWED FROM EXTERIOR

PROJECT	QUOTE
AMBO	Unassigned

Comments:

Disclaimer: I have reviewed the preceding quote and I find it acceptable. By signing, I authorize LEADER HOME CENTERS to proceed with the purchase of the items herein. A 50% deposit is required on all orders. All orders must be picked up or delivered within 7 days of notification. Not responsible for lost, stolen or damaged items left after that date. No returns on door or

SUB-TOTAL:	\$460.69
LABOR:	\$0.00
FREIGHT:	\$0.00
SALES TAX:	\$0.00
TOTAL:	\$460.69