

TOWN OF GILL

M A S S A C H U S E T T S



www.gillmass.org

SELECTBOARD MEETING MINUTES

December 1, 2014

Call to Order: The Selectboard meeting was called to order at 5:30 PM.

Members Present: Randy Crochier, John Ward (remote), and Greg Snedeker

Members Absent: None

Others Present: Ray Purington, Admin. Assistant; David Detmold, Janet Masucci, Brian DeVriese, Steve Connell, and Jay Rasku.

Randy stated that he received a request from John Ward to participate remotely in today's meeting for reasons of geographic distance. It was noted that votes involving a remote participant must be by roll call.

Safety Complex Roof: Brian DeVriese of Jablonski-DeVriese Architects presented draft plans, technical specifications, and bid documents for the roofing project at the Public Safety Complex. He commented that at this stage of his work, nothing has "jumped out" as being problematic. Since being hired by the Town, he has made three visits to the building, most recently on November 25th. The specs for the new roof material will be for a 60 mil PVC membrane. Top manufacturers of that type of product are Sarnofil, Johns-Manville, and Carlisle.

DeVriese proposed the existing drains be relocated closer to the middle of the roof, to allow a 1/4" per foot slope to the drains. The tapered insulation would be roughly 7" thick at the edges and 2" thick at the thinnest points near the center. If the drains remain in their current location near the rear of the roof, the insulation would be 9" thick at the front of the building, but would only have a 1/8" slope. DeVriese prefers the 1/4" slope as it provides better drainage. The bid specs will call for an alternate bid for leaving the drains in the current location, in case moving them is too expensive. He also noted that the existing roof has approximately 3" of foam insulation sprayed on from the inside of the building.

DeVriese is working on a narrative for the bid documents that will explain what is known about hazardous materials in the existing roof system. He will contact ECS for information from their asbestos testing for the Town earlier this year. Bidders will be asked to provide a per-unit price for replacing sections of the wood deck; there have been roof leaks, and rotten sections are to be expected.

The proposed contract will be sent to Town Counsel for her review. A section on grievances will need some attention. DeVriese is gathering information from contacts in the industry about the best time to put the job out to bid and to install the roof. Greg made a motion, seconded by John, to authorize Ray to approve future dates for bidding the project as recommended by DeVriese. A roll call vote was taken and the motion passed unanimously. DeVriese left the meeting at 5:55 PM. Chris Polatin and Ronnie LaChance joined the meeting at 5:55 PM.

Conservation Restriction: Jay Rasku, Land Conservation Director for the Mount Grace Land Conservation Trust, and Chris Polatin of Mountain Road met with the Selectboard to request approval of a Conservation Restriction (CR) on 87+/- acres of land owned by Chris Polatin and Colleen Sculley. The land is off Main and Mountain Roads, and has been under a temporary CR for several years. The permanent CR is being donated to Mount Grace by Polatin and Sculley. Rasku noted that the property connects with two other CR properties. Although the CR requires approval by the Selectboard, there is no cost to the Town and no responsibility for the Town.

Greg made a motion, seconded by John, to approve the Conservation Restriction. A roll call vote was taken and the motion passed unanimously. The approval document was signed by Randy and Greg, and notarized by Ronnie LaChance. Rasku, Polatin, and LaChance left the meeting at 6:05 PM.

Minutes: Greg made a motion, seconded by John, to approve the minutes of 11/17/14. A roll call vote was taken and the motion passed unanimously.

Green Community Grant: Ray reported that the insulation projects at the Town Hall and Riverside Building are proceeding smoothly. Riverside should be finished tomorrow (12/2), and Town Hall finished on Wednesday (12/3). John left the meeting (call dropped).

Ray is working on letters to WMECO and the DPU to provide formal notice of the Town's intent to purchase its streetlight inventory from WMECO. While on the topic of streetlights, the one on Route 2 in front of Chappell's was discussed. It was suggested that while the streetlight provides illumination of a dangerous corner, more signage and reflectors might make the corner safer. Ray will forward to Mass DOT a suggestion to install several black-on-yellow arrow/curve signs and more reflectors on the guardrails on that corner.

Sewer I&I: Nothing to report.

Gill Elementary Well: Ray mentioned the well tested positive for coliform bacteria in November (as previously reported at 11/17 meeting). He is still working on the USDA grant application.

FRCOG Local Technical Assistance Request: The Selectboard reviewed the FRCOG's list of possible projects to receive Local Technical Assistance funding in 2015. Ray reported on input he received from the Fire Chief/EMD – that a “Shared EMD” should not be a priority, a “Shared Ambulance Service Feasibility Study” is of interest so long as there is no cost to the Town, and that a “Shared Fire Inspector Feasibility Study” is of interest. The priorities suggested by Ray were felt to be generally reflective of the Town's needs, and the form will be submitted as-is.

Sewer Abatement: Greg made a motion, seconded by Randy, to grant a sewer abatement of \$116.91 to Mark Timberlake for metered water used to fill a swimming pool. The vote was unanimous in the affirmative.

Fire Department Appointments: Acting on a request from the Fire Chief and the Board of Engineers, Greg made a motion, seconded by Randy, to appoint Veniamin Darmanchev and Eric Vassar (contingent upon receipt of a recent health evaluation) as Firefighters through June 30, 2015. The vote was unanimous in the affirmative.

John rejoined the meeting at 6:28 PM.

French King Bridge Suicide Prevention: Randy reported on the November 24th meeting of local officials, Mass DOT, and legislators to discuss progress in finding ways to prevent suicides at the French King Bridge. Representative Denise Andrews, who was not re-elected in November, is handing off her role in the group to Senator Stan Rosenberg's office. The Mass DOT has cleared brush from around and under the bridge to improve visibility, and has secured the catwalk underneath the bridge. Initial estimates for a camera system was \$250,000; they are looking into other camera options. Also, a study of suicide prevention for Boston's Tobin Bridge has been expanded to also include the French King Bridge.

Liquor License: Ray recommended that the 2014 liquor license for the Spirit Shoppe be approved contingent on receipt of the ABCC's approval of the license transfer from Jan's Package Store. Greg moved the recommendation, and John seconded it. A roll call vote was taken and the motion passed unanimously. Ray will hold the signed license until the ABCC approval is received.

Surplus Equipment: The Selectboard reviewed a draft of the bid notice for the 2004 Explorer. They agreed to set a minimum bid of \$1,500.

Gill Elementary Generator: Ray reported on an email from Jim Huber, Facilities/Energy Manager for the Gill-Montague Regional School District. The Gill Elementary School lost power for 24 hours during the pre-Thanksgiving snowstorm. Huber suggested it was time to again consider getting some type of generator for the building. When the topic was discussed several years ago, ideas included a government surplus generator, a small generator capable of running the boiler and a few lights, and a large generator that would power the entire building at normal operations.

Randy pointed out that Gill does not have any designated space in town for an emergency shelter or warming station, although it was thought that space might be available from NMH in some situations. It was suggested that the Red Cross be contacted to have someone visit the school to evaluate the building's shelter potential. Based on what the Red Cross finds, there could be grants to help pay for a generator.

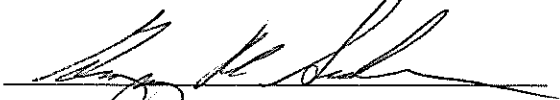
Nature Trail: Greg reported a group of parents and teachers at the Gill Elementary School are working to re-establish the nature trails behind the school. He went on a group walk of the area recently and found it to be a nice space with good potential for educational uses and public use.

John Ward, David Detmold and Janet Masucci left the meeting at 6:45 PM.

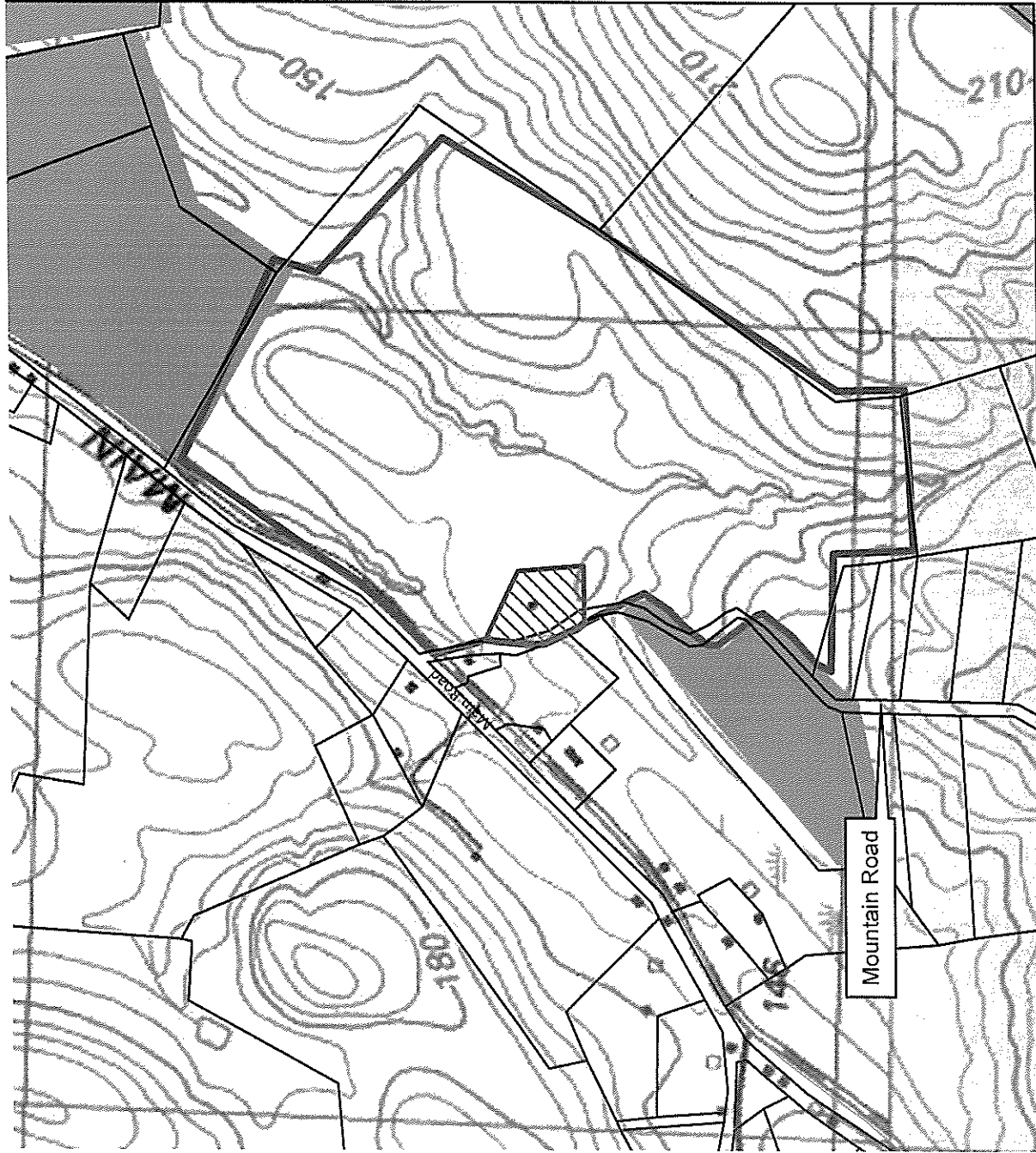
Warrant: The Board reviewed and signed FY 2015 warrant #12.

The meeting adjourned at 7:10 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.

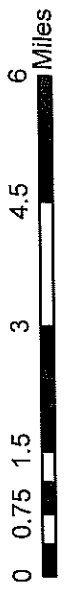
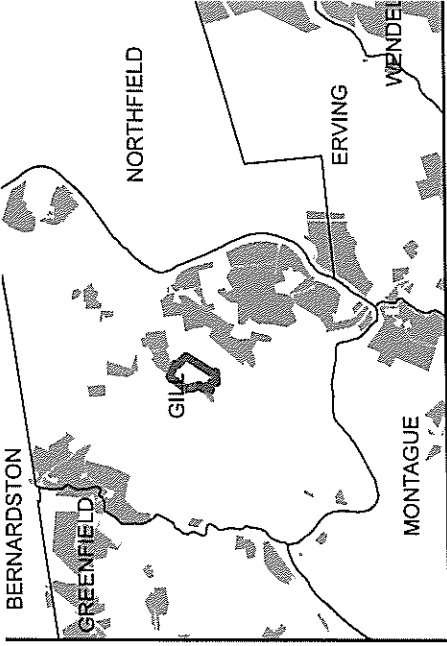


Greg Snedeker, Selectboard Clerk







Map prepared by

Cook 1
87 +/- acres
Gill MA



Legend

-  Cook 1, Exclusion Area (1.8 acres)
-  Cook 1 Parcel
-  Political Boundaries
-  Protected Open Space

THIS MAP IS NOT A SURVEY
 This map is not a survey or subdivision plat, and should not be used or construed for such purposes. It was prepared without the benefit of field measurements or extensive title research. It is intended solely to assist the owner(s) of the land and Mount Grace in the administration and interpretation of the conservation restriction, by clearly depicting the presumed boundaries of the property, calculating the approximate acreages, and showing the approximate locations of any excluded lands, farmstead or homestead

APPROVAL OF SELECT BOARD

We, the undersigned, being a majority of the Select Board of the Town of Gill, Franklin County, Massachusetts, hereby certify that at a public meeting duly held on December 1, 2014, the Select Board voted to approve the foregoing CR pursuant to Section 32 of Chapter 184 of the General Laws of Massachusetts.

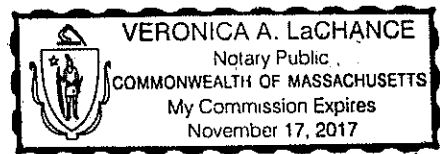
Select Board
[Signature]
[Signature]

COMMONWEALTH OF MASSACHUSETTS

Franklin, ss:

On this 15th day of December, 2014, before me, the undersigned notary public, personally appeared Randy Proctor & Gregory Smith, and _____, proved to me through satisfactory evidence of identification which was Veronica Luchance to be the persons whose names are signed on the proceeding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose.

Veronica A. LaChance
Notary Public
My Commission Expires:





2015 Local Technical Assistance Request Form

Please mail or scan and email to walker@frcoq.org by Wednesday 12/10/14.

Town: Gill Person Filling out Form: RAY PURINGTON

Rank	REGIONAL PROJECTS - Please priority rank each project in terms of your town's interest on a scale of 1 (high priority) to 5 (low priority)
2	Regional Highway Equipment Sharing Cooperative Feasibility Study. Study possibility of towns sharing ownership of expensive equipment. (catch basin cleaner, grader)
2	Development of real-time road closure mapping app for disasters. Given the frequency of floods & snowstorms in the region, create a system to map road closures and hazards in real time.
5	Shared EMD. Explore feasibility of a shared emergency management director.
3	Shared school resource officer. It is now law that all schools have a school resource officer. This project will explore how schools might share a school resource officer.
1	Municipal Official Trainings/Workshops. Continue workshops like the <u>Selectboard Essentials</u> , <u>Selectmen's Roundtable</u> , <u>Municipal Financial Management</u> , and <u>HR training</u> . Please feel free to recommend topics: YES! YES!
1	Opioid Task Force. Support regional efforts to reduce opioid addiction and overdose.
2	Shared Ambulance Service Feasibility Study. Explore options for shared ambulance service.
5	Regional Library Program Sharing. Development of a structure shared programs such as e-books information or youth programming for two or more libraries.
5	Health District Expansion. Explore and support transition to district membership for your town.
4	Senior Center Needs Assessment. What are the needs of local senior centers and COAs and how can sharing services meet some of these needs.
2	Regional Fire Assistance. Please circle projects your town is interested in: Continue shared SOGs project, <u>Shared Inspector Feasibility</u> , Fire Dept. Financial Analysis; Shared Fire Chief study.
2	Conservation Commission Training and Staffing Needs Assessment. Further training and exploring options for sharing.
5	Regional Response Plan for Dam Failure. Create regional response plan for towns.
2	Cooperative Bid for Elevator Maintenance Service. Expand this shared bid to more towns.
4	Cooperative bid for cloud/off-site data back-up service. IT backup for town, school data.
3	Sub-Regional Collaborations on Health, Wellness & Broadband. Convene board members and others to discuss shared issues and challenges. Identify short and long-term solutions.
1	Other shared services (please list): Assist towns with Declaration of Trust for OPEB Trust Funds
	Other shared services (please list):

Rank	PLANNING PROJECTS -- Please priority rank each project in terms of your town's interest on a scale of 1(high priority) to 5 (low priority)
5	Affordable Housing Plan. A 5-year plan that outlines strategies to increase affordable housing (as defined Chapter 40B) and gives a town more control over comprehensive permit applications.
5	Downtown or Village Center Master Plan. Mixed use, economic development and housing plan including the identification, assessment and mapping of Priority Development Areas and action steps for implementation.
1	Zoning Bylaws. Development of zoning bylaws for village center/ mixed use districts, low impact development, affordable/work force housing, clean energy, <u>marijuana</u> , or telecommunications.
5	Complete Streets Certification Program. Assistance in obtaining certification to become eligible for complete streets-related grant funding.
5	Open Space and Recreation Plans. Updating of expired plans. <i>Due to contract requirements, work on OSRPs will be limited.</i>
5	Green Communities (GC) Act Technical Assistance. Assistance in meeting the GC criteria for towns seeking GC designation including the development of renewable energy facility bylaws and energy use baseline inventories and reduction plans. <i>Due to contract requirements, work on Green Communities will be limited.</i>
5	Economic Development Plans. Creation or update of a chapter for Town Master Plans.
2	Regional Stormwater Collaborative Feasibility Study. Town collaboration to protect rivers and lakes from hazardous runoff through alternative construction, maintenance and education.
3	Affordable Housing Task Force. Review options for developing a Franklin County Affordable Housing Task Force to begin prioritizing housing needs and feasible locations.
2	Regional Historic Preservation Digital Inventory Training. Train local historical commission members and volunteers on how to inventory town resources.
1	Gas Pipeline Siting Technical Assistance. It is anticipated that the FERC scoping process for an Environmental Impact Statement and the Statement itself will be completed in the next year, which will be a critical time for impacted towns and the region to respond to siting and other critical issues.
1	FERC Relicensing of Northfield Mountain Pumped Storage Facility. In the next year First Light will be issuing its Impact Studies to FERC, which will require regional response and comment.
3	Baseline Municipal Tree Inventory: A GIS-map-based inventory of town-owned trees in a geographic area, and a final report with recommendations for tree planting and management.
2	Community Food System Assessment: Examine town's assets and challenges related to food and agriculture policies and zoning, hunger relief resources, land use and farmland access, food production, processing and distribution, and food waste recovery. The assessment includes findings, recommendations and next steps.
1	Other planning projects (please list) Assist wrapping up Medical Marijuana Zoning bylaw
2	Other planning projects (please list) Support & scholarships for Citizen Planner Training Collaborative.

TOWN OF GILL

MASSACHUSETTS



RECEIVED NOV 25 2014

www.gillmass.org

SEWER ABATEMENT REQUEST FORM (Revised 11/25/13)

If the usage figures are believed to be incorrect for the current billing cycle, an abatement form must be filled out, signed, and dated to allow the Town to respond and consider the request. **The bill must be paid before any abatement will be considered.**

Sewer Bill Date: 11/17/2014 Sewer Bill #: 1400
(Abatement requests must be in writing to the Sewer Commissioners within 30 days of the bill date.)

Dear Sewer Commissioners: I am requesting abatement of my sewer bill for the noted reason(s).

- Metered water used for filling swimming pools or spas (complete chart below)
(Abatement shall not be granted if calculated amount is less than \$10.00)
- Inaccurate readings (must be confirmed by Water Commissioners)
- Excessive reading due to broken water pipes (must prove that excess water did not enter sewer system)
- Other (explain below)

Explanation: _____

866 cu. ft
 = 6,478 gal.
 RP

Usage History:

Date	"A" Meter Reading Before (Cu. Ft.)	"B" Meter Reading After (Cu. Ft.)	"C" # of Cubic Ft (B - A)	"D" Discounted Sewer Rate (from bill) 0.1500 - 10% = 0.1350 \$/cu. ft.	\$ Requested for Abatement (C x D)
<i>Example</i>	075074	075162	88	.1350	11.88
11/1/14	73025	73891	866	0.1350	116.91
				0.1350	
				0.1350	
				0.1350	
Total requested					\$ 116.91

Continued on second page

SEWER ABATEMENT REQUEST FORM, page 2

Name Mark A. Timbertake

Account # (from bill) 1400

Address 28 French King Hwy

Tel. 413-863-4045

Meter location if different from above address _____

**Submit this completed form to the Tax Collector
PO Box 784, Turners Falls, MA 01376**

-----Town Use Only Below This Line-----

Date received by Tax Collector 11/25/2014 Abatement deadline (90 days from receipt) _____

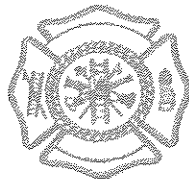
Sewer bill is paid & no outstanding sewer charges? YES NO

Tax Collector signature *Douglas A. LaChance*

Sewer Commission response: Approved Denied

Date 12/1/14

Sewer Commissioners *[Signature]*
[Signature]



Gill Fire Department

196A MAIN ROAD • GILL, MA 01354-1805 • (413) 863-8955 • FAX: (413) 863-0126

November 25, 2014

Gill Selectboard:

On November 20, 2014 the Gill Fire Department Board of Engineers approved for appointment to the Gill Fire Department the following name(s).

Firefighter:

Eric Vassar

Veniamin Darmanchev

Fire Chief

A handwritten signature in cursive script, appearing to read "Gene Beaubien".

Gene Beaubien

TOWN OF GILL
M A S S A C H U S E T T S



DRAFT

www.gillmass.org

INVITATION TO BID

The Town of Gill is accepting **sealed bids** for:

One (1) 2004 Ford Explorer XLT SUV, 8-cyl, 4.6 L, 4-door, 4-wheel-drive, 114,148 miles, to be sold AS IS.

The vehicle was purchased new by the Town in 2004 to be used as an unmarked Police Cruiser until 2012, when it was transferred to the Highway Department to use as an "errands & meetings" vehicle.

The vehicle will be sold with no warranty, including merchantability or suitability for any particular purpose.

The vehicle may be inspected by appointment. Contact Mick LaClaire Sr., Highway Superintendent, at 413-863-2324.

There is a minimum bid of \$1,500.00. A Bid Form & Non-Collusion Statement are required and may be obtained at the Town Hall or from the Town website, www.gillmass.org.

The bids should be in a sealed envelope marked "Explorer Bid" and mailed or hand delivered to the Selectboard, 325 Main Road, Gill, MA 01354 by Thursday, December 11, 2013 at 2:00pm at which time it will be opened and read aloud. Emailed and faxed bids will not be accepted.

Payment must be by certified check or cash. The item must be removed within 7 days of the award.

The Town reserves the right to reject any and all bids, waive any technicalities, and make awards in the best interest of the Town.

Ray Purington/Gill Selectboard

From: James Huber <james.huber@gmrds.org>
Sent: Monday, December 01, 2014 12:07 PM
To: Ray Purrington (administrator@gillmass.org)
Subject: Back up generator

Ray,

While Gill Elementary lost power on Wednesday, and was without power for 24 hours, we are presently experiencing burner problems, which we have managed to take care of for the immediate future. The power surge, or outage, blew a fuse and could have been prevented if a backup generator was in place. The town should consider a capital expenditure for backup generator at the school.

While I have estimates for past generator purchases and installation, I have not been able to get anything lately as need and usage should be discussed first. You can look at a system to, in worse case, save the heating system and some lights, or go for a full system that will allow use of the building at full capacity. Last estimate was for approx.. \$50,000, but I do not have the specifics in front of me at this stage.

This discussion should take place before I move forward with quotes. The size and capacity will dictate estimates. How do you want to move forward?

Thanks,

Jim Huber

Facilities / Energy Manager

Gill-Montague Regional School District

35 Crocker Ave.

Turners Falls Ma. 01376

Phone: 1-413-863-3261

(cell): 1-413-835-1078

James.huber@gmrds.org

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