

TOWN OF GILL

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



www.gillmass.org

SELECTBOARD MEETING MINUTES

January 11, 2016

Call to Order: The Selectboard meeting was called to order at 5:32 PM.

Members Present: Greg Snedeker, John Ward, and Randy Crochier

Members Absent: none

Others Present: Ray Purington, Admin. Assistant; Janet Masucci, Aidan Belanger, Lisa Spear, Jane Oakes, Timmie Smith, Sandy Brown, Michael Sullivan, Joanne Blier, Gary Bourbeau, Merrie Bourbeau.

Mass School Building Authority Application: Joanne Blier, Director of Business & Operations for the GMRSD, and Michael Sullivan, Superintendent of the GMRSD, met with the Selectboard to discuss a possible application to the Massachusetts School Building Authority (MSBA) for an accelerated repair program to replace the roof at the Gill Elementary School. The application period is now open, with a deadline of February 12th.

The “Accelerated Repair Program” (ARP) will provide financial assistance from the State for energy-related repairs – generally limited to doors & windows, roofs, and boilers/heating systems. If the Town submits an application now and receives all the necessary State and voter approvals, the work would likely not be done until the spring or summer of 2018. The District is doing an ARP at Sheffield Elementary, and the State reimbursement rate is 76%. Blier expects that a project at Gill Elementary would qualify for a similar rate. Blier noted that projects to replace floor tiles are not eligible for the ARP.

Blier pointed out two important requirements of the ARP – if a project is accepted into the program, but does not receive approval from town voters, that project can never reapply to the ARP. Also, when a Town applies to the MSBA, it must agree to keep the building in use as a school for 20 years, or otherwise repay the State if the building stops being used as a school.

The Selectboard decided to hold off applying to the ARP for one year, to allow time to educate voters about the needs at the school, and to build support for the project.

School Accountability Rating: Superintendent Sullivan reported that the State recently released school accountability scores, and Gill Elementary continued to be rated as a Level 1 school. It is in the 73rd percentile statewide, and Gill’s 6th grade scored 12% higher than the state average for English & Language Arts, and 35% higher for Math.

Michael Sullivan, Joanne Blier, and Sandy Brown left the meeting at 5:50 PM. Vicky Jenkins and Susan LaScala joined the meeting.

Green Communities Update: Vicky Jenkins, a member of the Energy Commission, reported on Green Communities grant projects that are being considered by the Energy Commission. At a recent meeting, the Selectboard approved the use of up to \$10,000 of the Heating System Repair account to offset costs related to the air-source heat pump system that was installed at the Riverside Building, in order to free up the same amount of money from the Green Communities grant for other energy conservation projects.

Jenkins reported that the Commission is looking at three projects – replacing 8 classroom windows at the Riverside Building (\$16,000), installing acrylic window inserts at the Library (\$4,518), and installing a mini-tank electric water heater at the Town Hall (\$1,200). To do these project will require another \$4,000 of heat pump expenses be transferred from the Green Communities grant to the Heating System account. Randy made a motion, seconded by John, to authorize the use of up to an additional \$5,000 from the Heating System Repair account to offset Green Communities grant expenses for the air source heat pump project. The vote was unanimous in the affirmative. Jenkins left the meeting at 6:03 PM.

Newsletter Editor: Susan LaScala met with the Selectboard as the prospective new editor for the Gill Newsletter. She gave a brief personal background, and expressed a willingness to try out this new role. John made a motion, seconded by Randy, to appoint LaScala as the Newsletter Editor through 6/30/2016.

Gary Bourbeau, Pastor of the Gill Congregational Church, asked what the criteria are for the editor, what the mission statement of the newsletter is, and what submissions would qualify to be published in the newsletter. The Selectboard responded that they had deliberately held off developing a mission statement until an editor could be found. Now that there is an editor, it was suggested that there could be a meeting in the future devoted just to the discussion of the newsletter's mission statement. It was agreed that the January issue of the newsletter can move forward, while a mission statement is still in progress.

With discussion on the motion concluded, the vote was unanimous in the affirmative. LaScala, Gary Bourbeau, and Merri Bourbeau left the meeting at 6:15 PM.

Approval of Minutes: Randy made a motion, seconded by John, to approve the minutes of 12/28/2015. The vote was unanimous in the affirmative.

LED Streetlights: Ray reported that the spare LED streetlight fixtures have arrived. Ray and Randy recommended that one additional exterior light be installed on the front of the Police Station, in order to fully light the parking area. There were no objections, and Ray will arrange for the light to be installed.

Sewer I&I: Pump #1 is leaking again. Highway Superintendent Mick LaClaire has contacted the company that made the recent repairs to the pump and will have them look at it.

Safety Complex Roof: The manufacturer's representative from Carlisle Roofing System was on site on January 6th to conduct the warranty inspection of the new roof at the Safety Complex. Because of the 1-2 inches of ice covering the entire roof, and because the representative noticed several seam patches that appeared to be of the wrong material (roof material may have been used instead of a special seam patch material that Carlisle requires), the warranty was not issued, and the representative will return in the spring to re-inspect. At that time workers from roofing contractor D.P. Carney will be on hand and will correct any problems that are found, so the warranty can be issued and the project closed out.

Builders Installed Products has provided a quotation of \$14,680 to insulate the 5-foot x 100-foot wall between the two roof elevations at the building. Ray stated that amount is more than the Building Maintenance budget can afford, and that he hopes that an estimate from Energia will be more reasonable.

Gill Elementary Well: Nothing to report.

Mariamante/Community Solar: Nothing to report.

Sewer Abatement: Randy made a motion, seconded by John, to grant a sewer abatement of \$30.75 to Chris Pelletier for metered water used to fill a spa. The vote was unanimous in the affirmative.

Mass DEP Waterways Program: The Town received notification from the Mass DEP Waterways Program of an application by Greg Snedeker to maintain an existing dock on the Connecticut River. Greg explained this DEP notice is for an amendment to his existing dock license. Due to silt accumulation in the area of his dock, he needs to add an 8-foot section to the dock ramp. No action is required by the Town.

Town Hall Building Use: Ray reported two requests from Gill residents to use the upstairs of the Town Hall on a recurring basis, one for dancing, and one for tai chi classes. He noted that the current building use form doesn't really work for these kinds of requests, as it doesn't address responsibilities, liability, custodial needs, etc. He will look at what other towns do, and propose a revised process.

Executive Session: It was announced that the Selectboard will meet in Executive Session after the review and approval of the vendor and payroll warrants, and that after the Executive Session, the Selectboard will reconvene in open session only to adjourn. The purpose of the Executive Session is to discuss strategy with respect to negotiations with non-union personnel, i.e. renegotiation/renewal of the Police Chief's contract.

Lisa Spear, Timmie Smith, Aidan Belanger, and Jane Oakes left the meeting at 6:38 PM.

Warrant: The Selectboard reviewed and signed the FY 2016 warrant #15.

Randy made a motion, seconded by John, to go into Executive Session for the purpose of discussing strategy with respect to negotiations with non-union personnel, i.e. renegotiation/renewal of the Police Chief's contract. A roll

call vote was taken, with all three voting in the affirmative. It was re-announced that the Selectboard will reconvene in open session only for the purpose of adjourning the meeting.

The Selectboard went into Executive Session at 6:58 PM.

The Selectboard returned from Executive Session at 8:30 PM and the meeting was adjourned.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Selectboard Clerk

WHAT IS THE MSBA?

The Massachusetts School Building Authority (MSBA) is a quasi-independent state government agency responsible for funding capital improvement projects in the Commonwealth's public schools

What is the Accelerated Repair Program?

As a result of the lessons learned from its Green Repair Program, the MSBA has instituted an Accelerated Repair Program ("Program") as part of its ongoing repair program. The Program is primarily for the repair and/or replacement of roofs, windows/doors, and/or boilers with the potential to include additional systems as may be determined by the MSBA contingent upon available funding and capacity in the capital pipeline. The Program focuses on the preservation of existing assets by performing energy-efficient and cost-saving upgrades, which will result in direct operational savings for school districts. In order to maximize the impact of this Program, districts are required to use pre-selected consultants. In addition, districts are required to appropriate funding quickly in order to adhere to an accelerated project schedule.

What Accelerated Repair Projects are being proposed?

- Gill Elementary School -- Roof

How are the Accelerated Repair Projects Funded?

- Project costs are shared between MSBA and local school districts/Towns
- MSBA would reimburse their portion of the project as funds were expended.
- Upon completion of the project the District could borrow funds and assess the Town, or the Town could finance the project directly.
- First payments from the town would be due in FY19 or FY20

What is the projected project approval and completion timeline?

- Accelerated repair application must be submitted by February 12, 2016
- MSBA Approval summer 2016
- Hire Owner's Project Manager and Designer to prepare Schematic Design – Fall, 2016
- MSBA Schematic Design approval -- Spring, 2017
- Town meeting MSBA Vote – Spring, 2017
- Begin Construction document phase – summer, 2017
- Bid – Fall, 2017
- Construction – Spring, Summer, 2018
- Project close out – Fall, 2018
- Financing of project with first payment Summer, 2019

What is the estimated MSBA Reimbursement Rate for Gill-Montague?

- The District will be reimbursed at a rate of 76% for the Sheffield Roof Project. The rate is re-set annually based on poverty levels in the district.

What have comparable Schools paid for MSBA Project Roof Replacements?

- Comparable Schools are less than 100K square feet of roof/shingled roofs
- Range of \$400K - \$900K

Monday, January 11, 2016

1/11/16

We would like to finance 3 jobs:

1. Indows for Slate Library

Quote = \$4,518.

Enclosed is the estimate for the Library. I can keep the volume discount of 10% even if you only go forward with this building. The 10 year commercial warranty will definitely apply to this order. As soon as you give me the go ahead I'll come by for the "final measure" and place the order. It takes about 4 weeks for manufacturing and then about a week to ship. Let me know if you need anything else. I'm happy to present to the Select Board if you think it would be helpful.

Thanks, Walter

2. Windows replacement for 8 Riverside windows (classrooms only)

Estimating at \$2,000 each, 8 windows = \$16,000

Final estimates have been requested from Pella from Tupper, and Andy Cole will get an estimate from Anderson.

3. On demand hot water for Town Hall = \$1,200

3-season electric water heater at Town Hall - \$765 for plumbing (includes the water heater) and \$425 for electrical (running a new 20-amp circuit) - total of \$1,190, so call it \$1,200. Ray

Total for these 3 projects = \$21,718

minus remaining GC grant of \$7,000 (minimum - maybe as much as \$9,000)

Total needed from Selectboard = \$14,718

Already approved from Selectboard from Riverside heating = \$10,000

EC is asking for an approximate additional \$4000 from the Riverside heating sum approved by Town.

TOWN OF GILL

MASSACHUSETTS



RECEIVED JAN 7 - 2016

www.gillmass.org

SEWER ABATEMENT REQUEST FORM (Revised 12/01/15)

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: 12/15/15 Sewer Bill #: 5100
 (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: _____

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) 0.1650 - 10% = 0.1485 \$/cu. ft.	\$ Requested for Abatement (C x D)
<i>Example</i>	<i>075074</i>	<i>075162</i>	<i>88</i>	<i>0.1485</i>	<i>13.07</i>
<i>9/15/15</i>	<i>35512</i>	<i>35443</i>	<i>69</i>	<i>0.1485</i>	<i>10.25</i>
<i>10/15/15</i>	<i>36012</i>	<i>36081</i>	<i>69</i>	<i>0.1485</i>	<i>10.25</i>
<i>11/15/15</i>	<i>36995</i>	<i>37064</i>	<i>69</i>	<i>0.1485</i>	<i>10.25</i>
				<i>0.1485</i>	
Total requested					\$ <i>30.75</i>

Continued on second page

SEWER ABATEMENT REQUEST FORM, page 2

Name Chris Pelletier

Account # (from bill) 5100

Address 284 Walnut St

Gill MA 01351

Tel. 413-863-5645

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 1/7/2016 Abatement deadline (90 days from receipt) _____

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

Tax Collector signature *Terrence A. LaPlante*

Sewer Commission response: Approved _____ Denied _____ Date _____

Sewer Commissioners *Gregory W. Seal*
John R. Ward
[Signature]

SB

**MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION
WATERWAYS PROGRAM**

**“Notice of License Application” pursuant to M. G. L. Chapter 91
Waterways License Application Number W15-4537
Applicant: Greg M. Snedeker**

NOTIFICATION DATE: Wednesday, December 16, 2015

Public notice is hereby given of the “Simplified License BRP WW06 Self Licensing Package” by Greg Snedeker to construct and maintain dock at 7W Trenholm Way, in the municipality of Gill, in and over the waters of the Connecticut River, a Commonwealth-designated navigable, non-tidal river. The proposed project has been determined to be water-dependent.

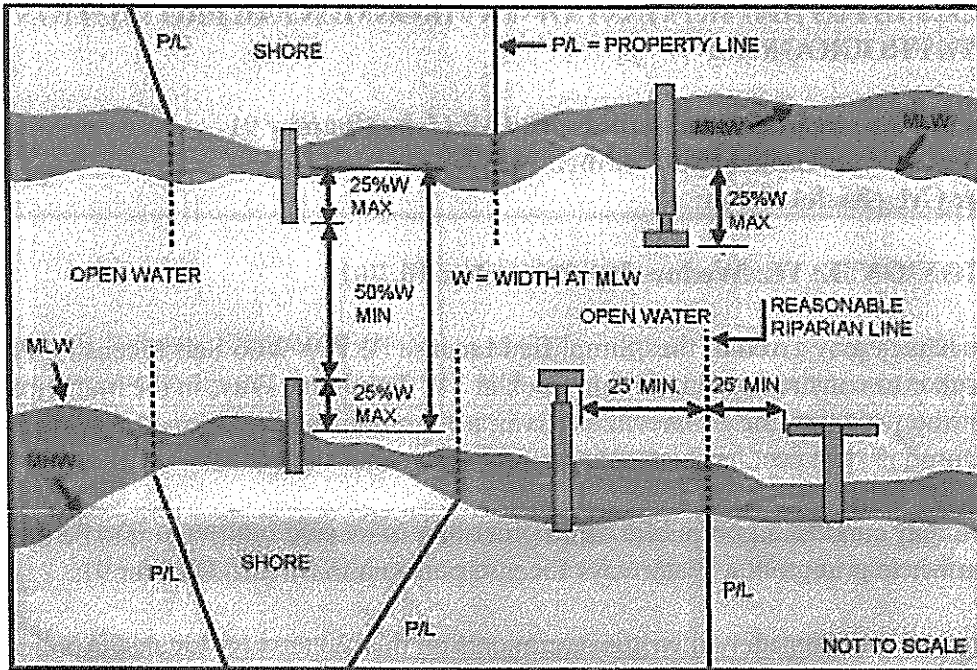
The Department may conduct a public hearing in order to receive information to be used in its decision on whether to grant a Waterways License pursuant to M.G.L. Chapter 91.

The Department will consider all written comments on this Waterways License Application received by close-of-business on Monday, February 1, 2016, the Public Comments Deadline. Failure of any aggrieved person or group of ten citizens or more to submit written comments to the Waterways Program by the Public Comments Deadline will result in the waiver of any right to an adjudicatory hearing in accordance with 310 CMR 9.13(4)(c).

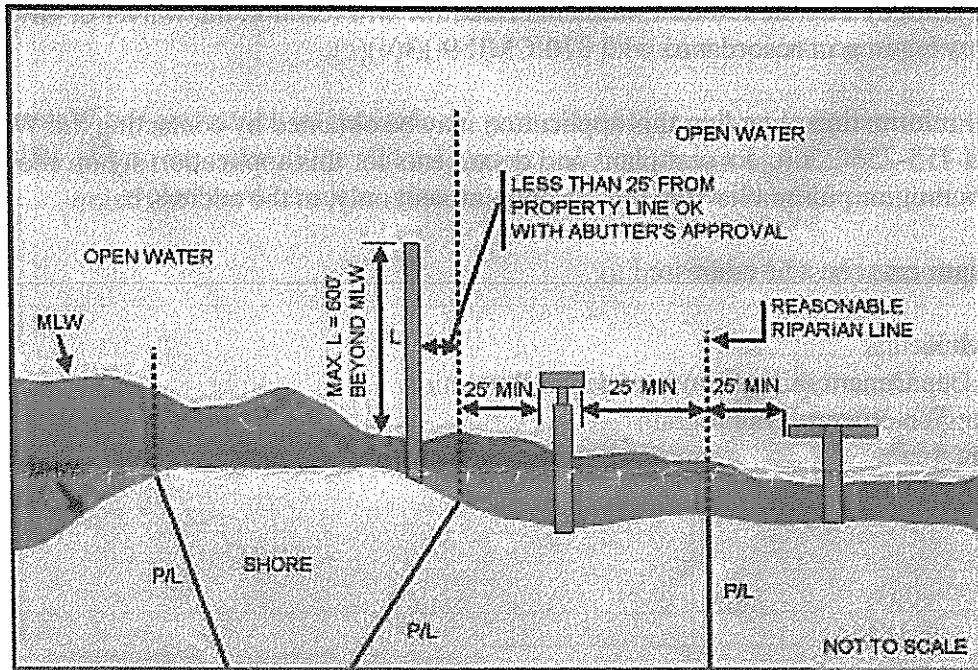
Additional information regarding this application may be obtained by contacting the Waterways Program at 413-755-2260. Project plans and documents for this application are on file with the Waterways Program for public viewing, by appointment only, at the address below.

Written comments must be addressed to:

Timothy McKenna
Massachusetts Department of Environmental Protection
Western Region-Waterways Program
436 Dwight Street
Springfield, MA 01103



Sketch No.2



Sketch No. 3



Enter your transmittal number

X266110

Transmittal Number

Your unique Transmittal Number can be accessed online: <http://mass.gov/dep/service/online/trasmfrm.shtml>

Massachusetts Department of Environmental Protection Transmittal Form for Permit Application and Payment

1. Please type or print. A separate Transmittal Form must be completed for each permit application.

2. Make your check payable to the Commonwealth of Massachusetts and mail it with a copy of this form to: DEP, P.O. Box 4062, Boston, MA 02211.

3. Three copies of this form will be needed.

Copy 1 - the original must accompany your permit application. Copy 2 must accompany your fee payment. Copy 3 should be retained for your records

4. Both fee-paying and exempt applicants must mail a copy of this transmittal form to:

MassDEP
P.O. Box 4062
Boston, MA
02211

* Note:
For BWSC Permits,
enter the LSP.

A. Permit Information

BRP WW12

1. Permit Code: 7 or 8 character code from permit instructions

Residential Dock

3. Type of Project or Activity

Renewal/amended simplified plan

2. Name of Permit Category

B. Applicant Information – Firm or Individual

1. Name of Firm - Or, if party needing this approval is an individual enter name below:

Snedeker

Greg

M.

2. Last Name of Individual

3. First Name of Individual

4. MI

26 Trenholm Way

5. Street Address

Gill

MA

01354

413 863 8168

6. City/Town

7. State

8. Zip Code

9. Telephone #

10. Ext. #

Greg Snedeker

11. Contact Person

12. e-mail address (optional)

C. Facility, Site or Individual Requiring Approval

Snedeker Resident Dock

1. Name of Facility, Site Or Individual

26 Trenholm Way

2. Street Address

Gill

MA

01354

413 863 8168

3. City/Town

4. State

5. Zip Code

6. Telephone #

7. Ext. #

8. DEP Facility Number (if Known)

9. Federal I.D. Number (if Known)

10. BWSC Tracking # (if Known)

D. Application Prepared by (if different from Section B)*

1. Name of Firm Or Individual

2. Address

3. City/Town

4. State

5. Zip Code

6. Telephone #

7. Ext. #

8. Contact Person

9. LSP Number (BWSC Permits only)

E. Permit - Project Coordination

1. Is this project subject to MEPA review? yes no

If yes, enter the project's EOE file number - assigned when an Environmental Notification Form is submitted to the MEPA unit:

EOEA File Number

F. Amount Due

Special Provisions:

- Fee Exempt (city, town or municipal housing authority)(state agency if fee is \$100 or less).
There are no fee exemptions for BWSC permits, regardless of applicant status.
- Hardship Request - payment extensions according to 310 CMR 4.04(3)(c).
- Alternative Schedule Project (according to 310 CMR 4.05 and 4.10).
- Homeowner (according to 310 CMR 4.02).

DEP Use Only

Permit No:

Rec'd Date:

Reviewer:

Check Number

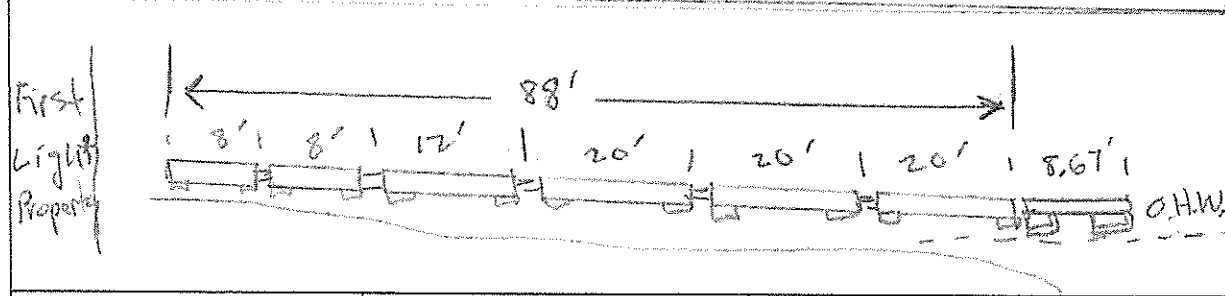
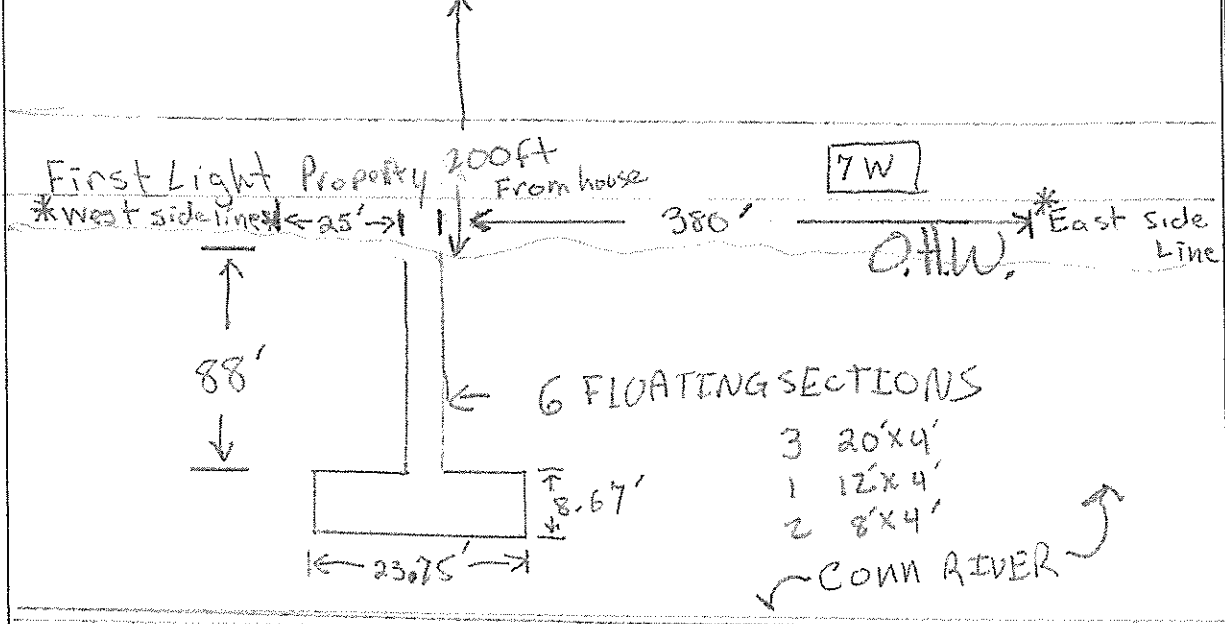
Dollar Amount

Date

Snedeker Residence → 26 Franklin

License No. _____

Approved by Department of Environmental Protection
Date: _____



Purpose: Simplified Licensing	Plan accompanying petition of:	Project Description:
Adjacent Property Owners:	GREG SNEDEKER	<u>Existing Dock</u>
1. <u>FIRST LIGHT</u>	Kathy ROBERTS-SNEDEKER	In <u>GILL</u> At: <u>CT REVER</u>
2. <u>SNEDEKER</u>	_____	County of: <u>FRANKLIN</u>
3. _____	_____	State: <u>MA</u>
4. _____	_____	By applicant <u>GREG SNEDEKER</u>
		date: <u>6/9/2015</u> sheet: _____ of _____