

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



www.gillmass.org

SELECTBOARD MEETING MINUTES  
July 25, 2016

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

Members Present: Greg Snedeker, John Ward, Randy Crochier      Members Absent: none

Others Present: Ray Purington, Admin. Assistant; Janet Masucci; Kent Alexander

Minutes: Randy made a motion, seconded by Greg, to approve the minutes of 7/11/16. The vote was unanimous in the affirmative.

Green Community Grant: The storm windows for the Riverside Building will be delivered on 7/27. Ray has started compiling energy data for FY16, to be ready when Green Communities issues the report forms for last year.

Sewer: Nothing to report.

Gill Elementary Well: The Selectboard signed the amended Administrative Consent Order from the Mass DEP for the well at the Gill Elementary School. The new ACO gives the Town until December 31, 2016 to permit and install an ultraviolet light disinfection system in conjunction with pre-filtration for iron and manganese. Ray noted that it has been difficult to reach Glen Ayers, the Town's Health Agent, who will be helping with the system design. Randy will contact Glen.

Mariamante/Community Solar: Nothing to report.

Annual Reports: Nothing to report.

Election Warrants: The Selectboard signed the warrants for the September 8<sup>th</sup> state primary election and debt exclusion referendum on a new police cruiser.

Riverside Cemetery: No action was taken on a potential vote to purchase the land and assets of the Riverside Cemetery Association. The Selectboard is waiting to receive a list of the assets before voting on the purchase.

Recycled Product Purchasing Policy: The Selectboard reviewed an update to the Town's 1998 Recycled Products Purchasing Policy. Jan Ameen, Executive Director of the Franklin County Solid Waste Management District provided the updated policy. The policy is one of the required components to receive recycling grants from the DEP, and Ameen felt it was time to freshen up the policy. Randy made a motion, seconded by Greg, to adopt the updated policy. The vote was unanimous in the affirmative.

Resignations: The Selectboard received the resignation of Maureen Parzych from the Cable PEG Access Committee, and the resignation of Scott Minckler from the Police Department. Both were accepted with regret, and letters of thanks will be sent on behalf of the Selectboard.

Ag Commission Seeking Input: A community note from the Agricultural Commission was read. "The Gill Agricultural Commission, in an effort to promote agriculture and to serve the town, would like to find out if there is an interest in preparing a "Community Garden" space for use by town of Gill residents. We are also looking for information about planting trees on town land and direction about any other agriculture related interests.

"Please feel welcome to contact the Commission at a regular scheduled meeting or contact a member. Meeting times are posted on the Town of Gill website and on the bulletin board at Town Hall. Contact info for our members appears on the Town website."

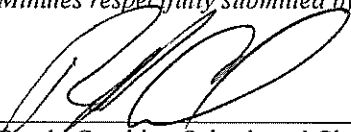
During discussion, it was suggested that perhaps a curbside composting program might evolve from this outreach. The discussion also sparked a reminder that the ballfield fence at the Riverside Building is still in need of repair.

Kent Alexander and Janet Masucci left the meeting at 5:55 PM.

Warrant: The Selectboard reviewed and signed the FY 2017 warrant #2.

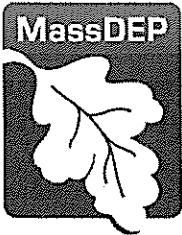
The meeting adjourned at 6:20 PM.

*Minutes respectfully submitted by Ray Purington, Administrative Assistant.*



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Randy Crochier, Selectboard Clerk



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

Western Regional Office • 436 Dwight Street, Springfield MA 01103 • 413-784-1100

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Matthew A. Beaton  
Secretary

Martin Suuberg  
Commissioner

July 27, 2016

Ray Purington, Administrative Assistant  
Gill Select Board  
325 Main Road  
Gill, MA 01354-9758

Re: Gill - DWP  
Gill Elementary School  
PWS ID# 1106004  
ACO-WE-14-5D032 AMEND

Dear Mr. Purington,

Attached, for review and signature is an amended Administrative Consent Order (ACO), which addresses the installation of a disinfection system on the public water system serving the Gill Elementary School.

The February 9, 2015 ACO included a requirement to install a mechanical disinfection treatment system should an additional violation involving the detection of coliform bacteria occur. During April 2015, the School had a violation involving the detection of coliform bacteria, which the Town has temporarily addressed by routinely hand chlorinating the School's well, while it made decisions on the extent of the treatment system to be installed.

Within a July 13, 2016 correspondence, the Town has provided notice that it intends to install an ultraviolet light disinfection system, and that installation of the UV disinfection system will require pre-filtration, which may also be effective in reducing elevated levels of iron and manganese. The Town has also requested an amendment to the ACO until December 31, 2016, to allow for permitting and installation of the equipment.

If acceptable, both copies of the enclosed document should be signed with both original copies returned to the Department by August 27, 2016. Following receipt of the signed documents, the Department will sign both copies and one original will be returned.

If you have any questions regarding this issue, please contact Douglas Paine at (413) 755-2281.

Respectfully,

Deirdre Doherty  
Drinking Water / Municipal Services Chief  
Resource Protection

Y:\DWP Archive\WERO\Gill-1106004-enforcement -2015-07-27  
W:\brp\ws\enforcement & compliance\ACOs\Gill Elementary School Bacti MCL 12-2014 Amend Cover  
CC: Gill BOH; MassDEP/DWP Boston; Bob Flagg

THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

In the matter of: )  
)  
)  
Town of Gill )  
Gill Elementary School )  
)

File No.: ACO-WE-14-5D032-AMEND 1

AMENDMENT TO ADMINISTRATIVE CONSENT ORDER NUMBER ACO-WE-14-5D032

1. This amendment is entered into voluntarily by the parties, the Town of Gill (“Respondent”), and the Department of Environmental Protection, (“MassDEP” or the “Department”). The parties agree that it is in the public interest, and in their own interests, to add Article II Sections 5H, 5J and 5K and to amend Article III Section 8A of the Consent Order number ACO-WE-14-5D032, (the “Consent Order”).
2. This amendment shall add Sections 5H, 5J and 5K in Article II, Statement of Facts and Law, and amend Section 8A and in Article III, Disposition and Order, of the original Consent Order. The remainder of the original Consent Order shall not be affected thereby and each remaining term and provision shall be valid and enforceable.
3. Upon the signing of this amendment by an authorized representative of each party, Article II and Article III of the Consent Order shall be amended by the language set forth below as Sections 5H, 5J, and 5K Article II, and Sections 8A in Article III of the Consent Order.

Article II Statement of Facts and Law:

5. The following facts and allegations have led MassDEP to issue this Consent Order:
  - H. Respondent exceeded the Maximum Contaminant Level (MCL) for Total Coliform bacteria during the month of April 2015 in violation of Massachusetts Drinking Water Regulation 310 CMR 22.05(8)(a)2. In response to that violation, Respondent has been hand chlorinating its well, in an attempt to prevent further detections of Total Coliform Bacteria.
  - J. To address the Total Coliform Bacteria violations, Respondent intends to install a UV disinfection system as a means of permanent disinfection.
  - K. Installation of the UV disinfection system will require pre-filtration, which may also be effective in reducing elevated levels of iron and manganese within Respondent’s public water system. Respondent reports that it anticipates installation of an ion exchange treatment system for pre-filtration.

Article III Disposition and Order:

8. Respondent shall perform the following actions:

A. By December 31, 2016, Respondent shall submit a BRPWS34 permit application detailing the installation of its proposed disinfection system, as well as any related water treatment components, and shall provide written notice to MassDEP that it has installed the disinfection system in accordance with all conditions included within MassDEP's approval of the permit application.

4. Except as specifically amended, the terms and conditions of the original Consent Order shall apply to and be binding upon Respondent and upon its agents, successors, and assignees.

5. Respondent hereby waives any right it may have to an adjudicatory hearing before the Department on, and judicial review by the courts, of this amendment as well as the underlying Consent Order.

The effective date of this amendment shall be the last date set forth below.

Ratification

I certify that I am a duly authorized to enter into this agreement on behalf of:

**TOWN OF GILL  
SELECT BOARD**

By: John R. Ward  
Chair

Date:

By: [Signature]  
Member

Date:

By: [Signature]  
Member

Date: July 25, 2016

**Issued By:  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

By: \_\_\_\_\_  
Michael Gorski  
Regional Director  
MassDEP

Date:

## Ray Purington/Gill Selectboard

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**From:** Jan Ameen-FCSWMD <fcswmd@crocker.com>  
**Sent:** Wednesday, July 20, 2016 12:00 PM  
**To:** Bernardston BOS; Buckland BOS; Charlemont - Peg Dean; Colrain BOS; Conway BOS; Deerfield - Doug; Gill BOS; Heath BOS; Leverett BOS; Frank Abbondanzio; New Salem BOS; Northfield - Sandra; Orange BOS; Rowe BOS; Shelburne BOS; Sunderland BOS - Sherry; Cindy - Sunderland; Warwick BOS; Wendell BOS; Erving - Bryan; Montague Hwy  
**Subject:** updated Buy Recycled Policy  
**Attachments:** buy recycled policy 2016.DOC; \_Certification\_.htm

Hi,

As most of you know in order to apply for the annual DEP grants and funding each town must have an active "buy recycled" policy and must send an annual notice to staff reminding them of the policy. When I submit the online application I must upload a copy of your reminder memo.

This year I took a look at the actual policies and noted that they are the original versions from the late 1990s. The language is outdated. In an effort to stay ahead of the day DEP asks to see each town's policy (and notices the age of the text) I've drafted a new version for 2016. The concept is the same: purchase recycled-content paper and supplies whenever feasible.

I encourage you to put this on your list of summer projects for the BOS and to send me a signed copy for my file (scanned pdf is fine). This policy only has to be adopted once until another version is voted on by the BOS at some future date. It does not have to be renewed annually.

If any questions arise, please feel free to contact me and/or invite me to a BOS meeting to discuss. I will be out of the office from 7/25-8-5.

Thanks,  
Jan

# TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

## RECYCLED PRODUCT PURCHASING POLICY

Whereas, the Town recognizes the need to make more efficient use of our natural resources and create markets for the materials collected in recycling programs; and

Whereas, the Town can support recycling activities by purchasing more products made of recycled materials when such products meet quality requirements and are available at reasonable prices and terms;

NOW, THEREFORE, be it resolved that the Town of Gill adopt the following recycled product purchasing policy:

To the practical extent possible and consistent with the demands of efficiency and cost effectiveness, all Town employees with purchasing authority shall adhere to the following standards:

1) All purchases of paper products, including but not limited to copy paper, stationery, envelopes, notepads, and file folders, shall meet a minimum of 30% post-consumer recycled content to meet the current state and federal minimum standards.

The decision not to procure recycled content paper products meeting this standard shall be based solely on a determination that the items are not available within a reasonable time period, or that items fail to meet reasonable performance standards, or are only available at an unreasonable price.

2) When purchasing office, custodial, and maintenance products or any other product(s) purchased by a Town employee for Town use, due consideration will be given to purchasing said product(s) in a form containing recycled-content material. Said recycled products must be competitively priced and of comparable quality, performance, and availability.

3) Town employees with purchasing authority shall become familiar with and utilize Massachusetts State Contracts or other group bids for recycled products and make purchases through the same whenever feasible and cost effective.

RESOLVED this 25<sup>th</sup> day of July, 2016.

By the Selectboard of the Town of Gill:

John R. Ward

[Signature]

[Signature]

TOWN OF Gill

RECYCLED PRODUCT PURCHASING POLICY

WHEREAS, the Town recognizes the need to make more efficient use of our natural resources, create markets for the materials collected in recycling programs, reduce solid waste volume and disposal costs; and

WHEREAS, the Town can support recycling activities by purchasing more products made of recycled materials when such products meet quality requirements and are available at reasonable prices and terms; and

WHEREAS, the Town and all Massachusetts municipalities should, through cost-effective waste prevention, maximized recycling programs, and recycled product purchasing, serve as models for private and public institutions;

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF Gill adopt the following recycled product purchasing policy:

To the maximum extent practicable and consistent with the demands of efficiency and cost effectiveness, the head of each Town department shall incorporate waste prevention and recycling in daily operations by adhering to the following standards and practices:

- a) For all purchases of printing and writing paper for in-house use or custom printed materials by professional printers, including copier paper, offset paper, forms, stationary, envelopes, tablets, notepads and file folders, the minimum content standards shall be no less than 20% post-consumer recycled materials to meet the current state and federal minimum standards. This minimum standard may be increased to 30% beginning December 31, 1998, to match the scheduled increase in federal minimum standards.

Any deviation from the standards above must be approved by the Town Board of Selectmen. The decision not to procure recycled content printing and writing paper meeting these standards shall be based solely on a determination that a satisfactory level of competition does not exist, that items are not available within a reasonable time period, or that items fail to meet reasonable performance standards or are only available at an unreasonable price.

- b) Each department shall become familiar with and utilize the Massachusetts Recycled Products Guide for State Contracts to make purchases whenever feasible.
- c) Each department shall implement paper reduction techniques such as double-sided copying and printing, sharing and circulating materials, use of electronic mail, and reuse of discarded paper for draft work, scrap paper and internal messages.
- d) Each department shall adjust bid guidelines and contracts as necessary to specify the use of recycled products by contractors and consultants in fulfilling contractual obligations. Said recycled products must be competitively priced and of comparable quality, performance, and availability.
- e) For the purpose of measuring the success of this policy in meeting the recycling goals of the Commonwealth of Massachusetts, each department shall report purchases of recycled products to the Town Board of Selectmen on or before July 30 for the previous fiscal year.

RESOLVED this 5th day of January, 1998.

By:

*Ana H. Leonard*  
*Philip W. Wood*  
*Richard E. Stevens*

Board of Selectmen



( Declined reappointment )

July 11, 2016

Gill Selectboard  
325 Main Road  
Gill, MA 01354

To the members of the Gill Selectboard,

I am writing this correspondence to let you know that I will be resigning from my position as a member of the Cable PEG Access Committee effective immediately. I work out of town and have found it difficult to attend meetings on a regular basis.

I hope that this does not cause the committee a great deal of inconvenience. It has been my pleasure serving on this committee. I have enjoyed working with my fellow committee members. I wish you all success in the future and thank you for your understanding.

Sincerely,

A handwritten signature in black ink that reads "Maureen Parzych". The signature is written in a cursive style with a large, sweeping initial "M".

Maureen Parzych

To: Chief Hastings

From: Scott Minckler

Re: Resignation

Date: July 13, 2016

**COPY**

Chief Hastings,

This letter is to inform you that I will be resigning from my part time reserve police officer position with the Gill Police Department effective immediately. With full time custody of my young child and my full time employment as a Sergeant in Leverett, I no longer have the availability to work for the Town of Gill. I apologize for my absence from the department while I dealt with my custody issues. I would like to thank you and all the members of the department for everything over the past 4-5 years. Thank you for being a great Chief and friend.

Sincerely,



Scott D. Minckler

SB 7/25

The Gill Agricultural Committee, in an effort to promote agriculture and to serve the town, would like to find out if there is an interest in preparing a "Community Garden" space for use by town of Gill residents. We are also looking for information about planting trees on town land and direction about any other agriculture related interests.

Please feel welcome to contact the committee at a regular scheduled meeting or contact a member. Committee meeting times are posted on the Town of Gill website and on the bulletin board at Town Hall.

Gill Agricultural Committee members contact info is posted on the Town website.