

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



www.gillmass.org

SELECTBOARD MEETING MINUTES
January 9, 2017

Called to Order: The meeting was called to order at 5:35 PM.

Members Present: John Ward, Randy Crochier, Greg Snedeker Members Absent: None
Others Present: Ray Purington, Administrative Assistant; Janet Masucci; Kent Alexander; Bob Callery

Oak Street Easement: Bob Callery, who owns property at 2 Oak Street, met with the Selectboard to request the Town grant an easement for several of his structures that are partially located within the Town's right-of-way for Oak Street. The encroachment of parts of the porch, garage, and shed are shown on a 1/17/2012 property survey that was prepared for Callery when he revised the property line between 2 Oak Street and a neighboring property that he owned at the time. While the encroachment was not a problem when he first purchased the property, nor during the 2012 survey, it recently prevented him from completing a sale of the property.

Ray presented a copy of a procedure from the Town of Petersham dealing with the granting of easements on town-owned property. He will share the procedure with Town Counsel, and find out if it can be adapted to work for Gill. An easement that was granted by Petersham in 2016 for an encroachment very similar to Callery's required a survey to define the area(s) of the easement, a legal description of the easement for the Registry of Deeds, a Town Meeting vote approving the easement, and a variance granted by the Zoning Board of Appeals.

Callery understands that he, and not the Town, is responsible for most of the costs associated with this request, including the new survey and legal description. He will begin work on these. It is hoped that everything can be accomplished in time for the 2017 Annual Town Meeting. Callery left the meeting at 5:55 PM.

Minutes: Greg made a motion, seconded by Randy, to approve the minutes of 12/27/16. The vote was 2-0 in the affirmative. John abstained from the vote.

Sewer I&I Study: Nothing to report.

Gill Elementary Well: Ray reported that the engineer was unable to meet to work on DEP permits during the preceding two weeks. Ray expects it will happen later this week.

Mariamante Property/Community Solar: Nothing to report.

Annual Reports: Nothing to report.

Gill Elementary Roof: It was noted that officials from the Gill-Montague Regional School District will attend the Selectboard's meeting on January 23rd to explain and discuss the application process for the Mass. School Building Authority's (MSBA's) Accelerated Repair Program.

Public Records Law Implementation: The Selectboard reviewed a draft of a Public Records Compliance Policy, adapted from a model used in Hadley. Randy made a motion, seconded by Greg, to adopt the policy. The vote was unanimous in the affirmative. The updated Public Records Law calls for towns to designate "Records Access Officers" to facilitate the making of and response to records requests. Randy made a motion, seconded by Greg to appoint Town Clerk Lynda Hodsdon Mayo as Chief Records Access Officer, and Police Chief David Hastings, Fire Chief Gene Beaubien, and Administrative Assistant Ray Purington as Records Access Officers. The vote was unanimous in the affirmative.

Mass Pipeline Awareness Network Legislative Letter: The Selectboard reviewed an email request from the Massachusetts PipeLine Awareness Network asking the Selectboard to sign on to a letter being delivered to all members of the Massachusetts legislature. The letter asks legislators to support legislation that will prohibit a

pipeline tax, prevent unnecessary pipelines, and prioritize renewable energy and energy storage. Greg made a motion, seconded by John, to authorize John to sign the letter on behalf of the Town. As a part of discussion, it seems that the letter draws a line around not asking the public to finance a private entity's energy project. The vote was 2-0 in the affirmative, with Randy abstaining from the vote.

2017 Lease of Boyle Lot: Ray recommended renewing the \$125 annual lease with Brian Peila for the use of the Boyle Lot as farmland for the third year of the three-year bid. Randy made a motion, seconded by Greg, to renew the lease as stated. The vote was unanimous in the affirmative.

Mariamante Field Lease: The Selectboard discussed a draft of a letter inviting bids for the agricultural use of the Mariamante field during 2017. The letter was edited for clarity and to remove references to harrowing. Randy explained that his further research on no-till seeding showed that harrowing is not necessary. The letter will be mailed to Gill farmers and others who have expressed an interest, and will be posted on the website. Bids are due January 31st.

Sewer Commitment: Randy made a motion, seconded by Greg, to sign the Sewer Commitment in the amount of \$37,699.06 with a bill date of 1/11/2017. The vote was unanimous in the affirmative. It was noted that this is the first commitment using the rates adopted in December. The bill period for this commitment spans four months instead of the usual three, as the Water District bills and sewer bills transition to a new billing cycle. A letter explaining the new rates and the evils of illegal sump pumps will be included with the bills.

FRCOG Local Technical Assistance Requests: At their January 23rd meeting the Selectboard will review and set final priorities for the Town's 2017 request to the FRCOG for Local Technical Assistance funds. The request form will be distributed to departments and committees in hopes of receiving feedback on project ideas.

School Resource Officer: Ray and John recapped a January 4th meeting in Montague where the Montague Finance Committee and Selectboard, GMRSD Superintendent Michael Sullivan, and Montague Police Chief Chip Dodge discussed having a School Resource Officer (SRO) for the District schools. (The meeting was posted for Gill's Finance Committee and Selectboard, but neither had a quorum.)

The meeting generally focused on the concept of an SRO, and did not delve too deeply into the budget impact or how the cost might be apportioned. Chief Dodge was the primary advocate for the position, and others spoke against the need for an SRO, citing existing programs that serve the same purpose and cautioning against being driven by fear caused by high-profile examples of school violence.

Sullivan clarified that according to DESE's legal counsel, there is no legal requirement to have an SRO, as the statute contains the phrase "subject to appropriation." Sullivan also commented that the District's preliminary budget for FY18 already needs "hundreds of thousands of dollars" in cuts just to keep existing programs and services, which was interpreted by many to mean that the SRO position would not be included in the budget proposed by the District's administrators.

Warrant: The Selectboard reviewed and signed the FY 2017 warrant #14.

The meeting adjourned at 7:00 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.

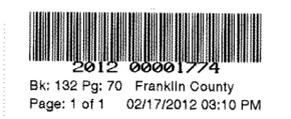
Signed copy on file. Approved 01/23/2017

Randy Crochier, Selectboard Clerk

Approval under the Subdivision Control Law not required
Gill Planning Board

Meridian of Plan Book: 111, Page: 5

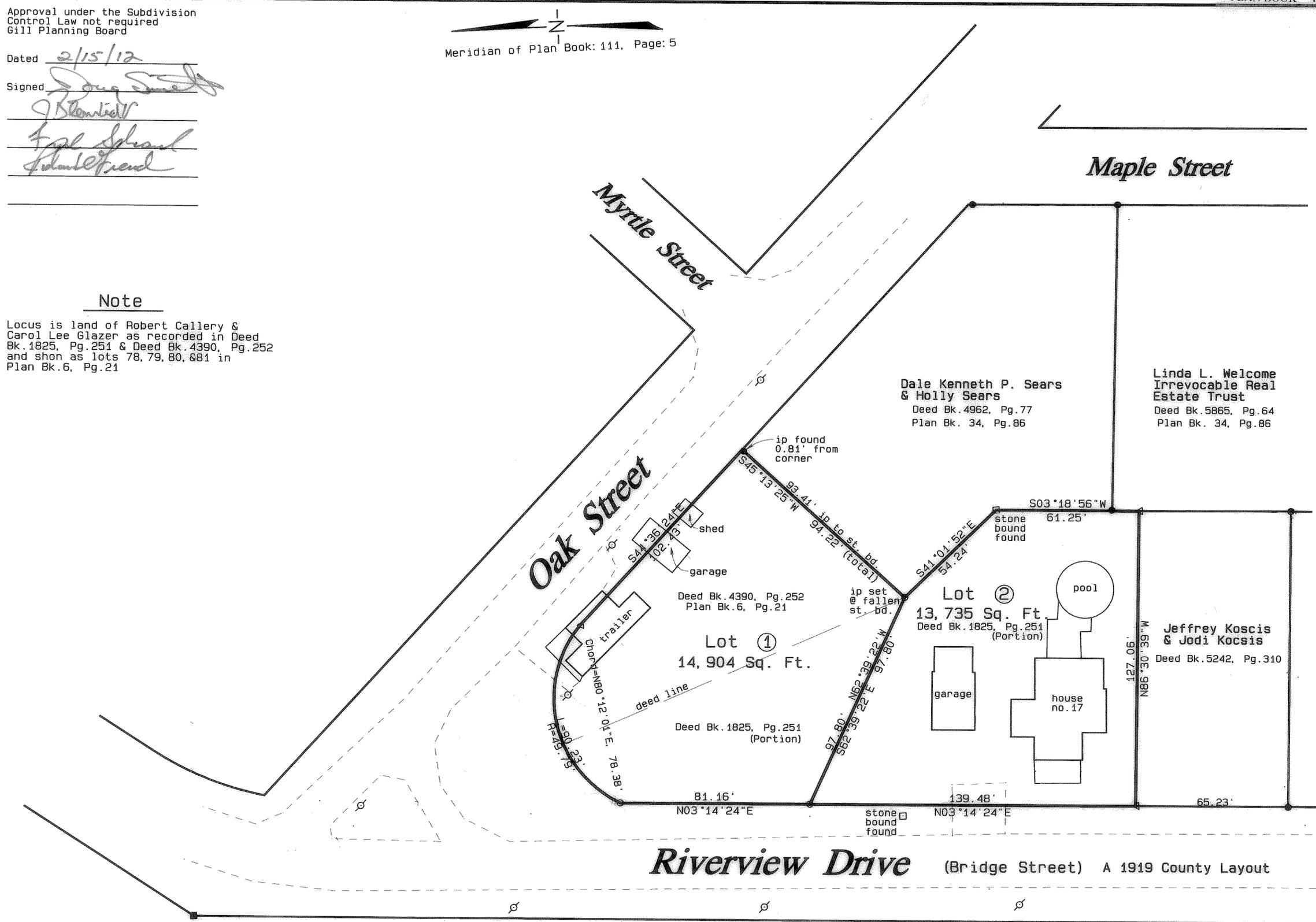
Dated 2/15/12
Signed [Signature]
[Signature]
[Signature]



For Registry Use

Note

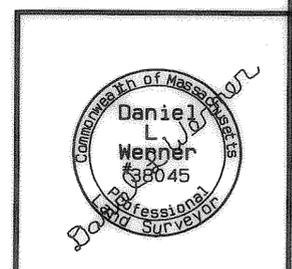
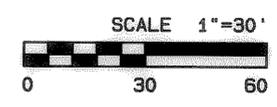
Locus is land of Robert Callery & Carol Lee Glazer as recorded in Deed Bk. 1825, Pg. 251 & Deed Bk. 4390, Pg. 252 and shown as lots 78, 79, 80, 81 in Plan Bk. 6, Pg. 21



Symbol	Description
△	unmonumented point
□	stone bound found
■	concrete highway bound found
●	iron pipe found
○	iron pipe set
⊗	utility pole
---	edge of traveled way

I hereby report that this plan has been prepared in conformity with the rules and regulations of the Registers of Deeds of the Commonwealth of Massachusetts.

Daniel L. Werner January 17, 2012
Professional Land Surveyor Date



Plan of Land
prepared for
Robert Callery & Carol Lee Glazer
located in
Gill, Massachusetts
Daniel L. Werner, P.L.S., 225 Shelburne Line Road,
Colrain, Massachusetts
Scale: 1" = 30' Date: January 17, 2012



Town of
Petersham, Massachusetts 01366-0486
978-724-3353 978-724-3501 (fax)

OFFICE OF THE SELECTBOARD
P.O. BOX 486 • PETERSHAM, MASSACHUSETTS 01366-0486

RECEIVED MAR 14 2016

Town of Petersham
Granting an Easement for Access to Public Town Property
Right of Way Access Easement and Air, Surface, or Underground Utilities Easement)

APPLICANT PROCEDURES:

- 1.) Applicant shall provide in writing to the Selectboard, the owner and property identification information and purpose for seeking an Easement.
- 2.) Granting of Easements to public property are subject to Town Meeting approval.
- 3.) Applicant shall provide legal Easement documentation for review and approval by Town Attorney.
- 4.) Approved Easements are signed by Petersham Selectboard.
- 5.) Signed Easements are to be registered with the Mass. Registry of Deeds by the Applicant. Proof of registration shall be provided to the Town at the conclusion of the process.
- 6.) Applicant shall coordinate project work with Town's Administrative Coordinator. All items required in writing shall go to the Administrative Coordinator and Selectboard.
- 7.) All project expenses including all legal fees are borne by the Applicant.
- 8.) All necessary permits and approvals are responsibility of the Applicant.
- 9.) Applicant is responsible for indemnification of the Town of Petersham to be held harmless in the event of any injury or accident on public property.
- 10.) Applicant is responsible for any injury or accident on abutting private property not owned by the Applicant.

See page 2 for description of requirements for specific Easements.

> *continued on page 2*

REQUIREMENTS FOR SPECIFIC EASEMENTS:

A.) For 'Right of Way Access Easement' request:

- Applicant shall provide Property Survey/Plan of Land for impacted area.
- Applicant shall provide plan of proposed pathway(s).
- No change to air, grounds, surface, or landscape shall occur.

B.) For 'Air, Surface, or Underground Utilities Easement' request:

- Applicant shall provide Property Survey/Plan of Land for impacted area.
- Applicant shall provide written documentation of alternative private property solutions explored.
- Applicant shall provide full engineering plans of proposed project.
- Applicant shall provide list of contractors and sub-contractors who will be implementing the project (i.e., licensed electrician for underground wires, licensed plumbing/engineer for underground pipes, landscape contractors, etc.)
- In the event of a change of contractor(s) during the project implementation, replacement contractors' information shall be provided.
- Coordinate with Highway Superintendent for definition and procedures for any and all trench work.
- Coordinate with Highway Superintendent for any and all project schedules and any other specific needs as determined by the Highway Superintendent upon review of the project.
- Implement 'Dig Safe' procedures as applicable for all underground utility projects.
- Where applicable, describe in writing how public property i.e., roadbed, grounds, shrubbery, trees, etc. will be brought back to existing conditions (excavation, compaction, and repavement specifications; replanting and landscape work; etc)
- Where applicable, describe in writing how public and private access will be continued during project implementation.
- Provide Project Construction Schedule in writing. Once begun, the project must proceed on schedule or Applicant must meet with Selectboard to explain why schedule is not maintained.
- Notify all abutters in writing of Project Construction Schedule.
- Confer with Highway Superintendent and Town Administrative Coordinator to determine if there is need for public safety oversight (flagman).

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



Public Records Compliance Policy

Policy Statement

It is the policy of the Town of Gill, Massachusetts, to conform and comply with all laws and regulations regarding public records. Applicable laws and regulations include, but are not limited to, MGL Chapters 7 and 66 as amended by Chapter 121 of the Acts of 2016 and 950 CMR 32 as enacted by the Office of the Secretary of the Commonwealth.

Introduction

On June 3, 2016, Governor Baker signed into law a major revision of the Public Records Law, which takes effect on January 1, 2017. The Secretary of the Commonwealth issued final revisions of 950 CMR Section 32.00 et seq. on December 16, 2016.

The new law and proposed regulations make several important changes to how municipalities respond to public records requests. In brief, cities and town now must (1) create and appoint a new municipal position or positions: Records Access Officer; (2) respond to public records requests within 10 (ten) business days; and (3) post on their websites public records guidelines and identify and provide contact information for all Records Access Officers.

By adopting this document, the Town of Gill sets out its policy and procedures for receiving, processing, and responding to public records requests and complies with the new law and regulations.

Records Access Officers

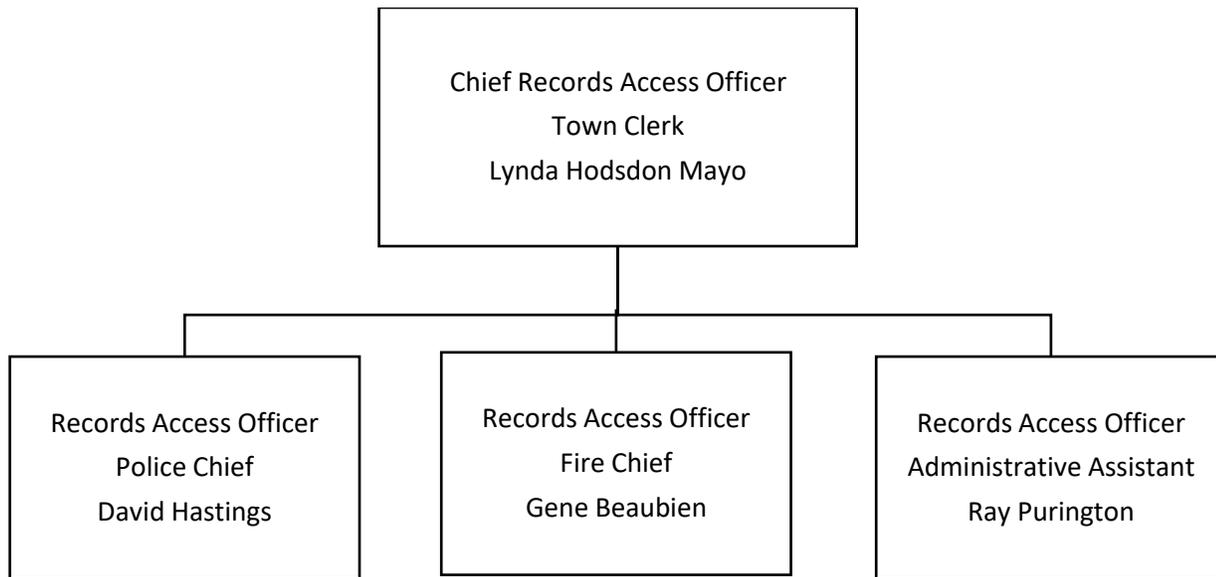
Each city, town, and district must create and maintain a new position or positions: Records Access Officer (RAO).

The new law states: "...Each agency and municipality shall designate 1 or more employees as records access officers. In a municipality, the municipal clerk, or the clerk's designees, or any designee of a municipality that the chief executive officer of the municipality may appoint, shall serve as records access officers...."

The new law states that the RAO "...shall at reasonable times and without unreasonable delay permit inspection or furnish a copy of any public record ... or any segregable portion of a public record, not later than 10 business days following the receipt of the request, provided that:

- (i) the request reasonably describes the public record sought;
- (ii) the public record is within the possession, custody or control of the agency or municipality that the records access officer serves; and
- (iii) the records access officer receives payment of a reasonable fee..."

The Town of Gill Selectboard, acting collectively as the chief executive officer, adopts the following Records Access Officer (RAO) organizational chart:



Although the Town Clerk is designated by law as the default RAO, the Selectboard has appointed three other Records Access Officers, each responsible for handling public records requests relating to a specific functional area of town government. The Selectboard has deferred to the School Committee of the Gill-Montague Regional School District the appointment of a Records Access Officer to handle public records requests relating to education. In addition, the Selectboard has designated the Town Clerk as the Chief RAO, responsible for setting policy concerning public records matters generally and for developing appropriate guidelines and procedures for responding to public records requests. The Chief RAO will coordinate with the appointed RAOs and with custodians of public records to respond to requests for records.

If you are making a public records request in writing, by e-mail or facsimile or have questions concerning public records issues, please contact any one of the individuals listed below as an RAO. In-person requests may also be made to one of the below-listed RAOs.

List of Records Access Officers

Records Access Officer	Title	Functional Area of Government	Business Address	Business Telephone	Business Email
Lynda Hodsdon Mayo	Town Clerk	General Government	325 Main Road, Gill, MA 01354	(413) 863-8103	publicrecords@gillmass.org
David Hastings	Police Chief	Police	196B Main Road, Gill, MA 01354	(413) 863-9398	policerecords@gillmass.org
Gene Beaubien	Fire Chief	Fire	196A Main Road, Gill, MA 01354	(413) 863-8955	firerecords@gillmass.org
Ray Purington	Administrative Assistant	General Government	325 Main Road, Gill, MA 01354	(413) 863-9347	publicrecords@gillmass.org

Requests for records may also be made “over the counter” at Town offices. Such requests may be made to and handled by the custodian of the requested records; provided, however, that if such a request will necessitate allocation of significant time or resources, the custodian of the requested records will inform the appropriate RAO who will provide such response as may be necessary or appropriate. Any person requesting public records may seek out and contact any Gill RAO for assistance in determining the appropriate RAO or custodian of records.

For purposes of this policy, the definitions found in the Public Records Law, MGL Chapter 4, Section 7, Clause 26 and MGL Chapter 66, Section 10 and the Public Records Access Regulations, 950 CMR 32.00 et seq., shall be applicable.

What happens when I request public documents under the new law?

1. Any person can make a request for public records by e-mail, by facsimile, or in writing to a Gill Records Access Officer using the contact information listed above. Requests for copies of records or access thereto may still be made in person at the appropriate Town office.
2. A request may be made in person or by e-mail, first class mail, facsimile, or hand delivery.
 - Verbal requests for public records will be acknowledged and replied to, even though a requester may not appeal a verbal request to the Supervisor of Public Records.
 - A public records request form is available to anyone making a public records request, but neither that form, nor any other type of written request, shall be required. See Appendix A.
3. Any RAO receiving a public records request shall immediately notify the Chief RAO in such time as shall be established from time to time by the Chief RAO.
4. The RAO may contact the requester in order to clarify a request; provided, however, that a RAO may not ask the requester what they intend to use the requested records for, but shall seek to utilize the RAO’s superior knowledge of the requested records to ensure that the requester and the RAO understand what is being requested and/or to assist the requester in narrowing or refining the request.
5. The RAO may assess a reasonable fee for the production of a public record, except those records that are freely available for public inspection (see 950 CMR 32.08); and pursuant to MGL Chapter 66, Section 10(a)(iii), the RAO may require the payment of the reasonable fee prior to production of the requested records.
 - Fees shall conform to the provisions of 950 CMR 32.08(2) or other applicable law, including that black and white copies and printouts shall be charged at \$0.05/page, whether one or two-sided, and the actual cost of a thumb drive or disk if the records are provided electronically other than e-mail.
 - The actual cost of producing a copy of a requested record shall be assessed for records not susceptible to ordinary means of reproduction.
 - With a population of 1,500 as of the decennial census, the Town of Gill may assess fees for employee time required in connection with search, segregation, or copying of requested records (see MGL Chapter 66, Section 10(d)(iii)(B)).

- If the request for public records requires employee time for search, segregation, or copying, including employees or necessary vendors, such as legal counsel, technology and payroll consultants or others as needed, such time shall be assessed as a fee to the requester based upon the prorated hourly rate of the lowest paid employee in that office capable of doing the work. Provided further, however, that if the work needed to reply to request requires time for an employee compensated in excess of \$25/hour, the Town may petition the Massachusetts Supervisor of Records for permission to charge in excess of \$25/hour.
6. In general, subject to the exceptions set forth in MGL Chapter 66, Section 10(a), the RAO is required to respond within 10 business days of receipt of a public records request by providing access to or copies of the requested records, providing the requester with direction to access the requested records on the Town's website, or by notifying the requester in writing that all or a portion of the records will be withheld from disclosure and/or that the records will not be provided in that timeframe, addressing the other elements required by law as set forth in MGL Chapter 66, Section 10(b). For the purpose of the response:
- Business days are defined in 950 CMR 32.02 as Monday through Friday, except for legal holidays and any day when Town Hall is closed for business due to emergency, weather, or other events requiring the unexpected closure of business. The Town Hall is open Mondays from 9:00 AM to 6:30 PM, Tuesdays, Wednesdays, and Thursdays from 9:00 AM to 5:00 PM. The Town Hall is regularly closed on Fridays and cannot receive requests on Fridays.
 - Calculation of time shall begin with the first business day following the receipt of the public records request (see 950 CMR 32.03(3)).
 - Example #1: A request for public records is received by an RAO at 2:00 p.m. on a Wednesday. "Day 1" for purposes of the law will be Thursday.
 - Example #2: A public records request received after hours on a Friday. "Day 1" for the purposes of the law will be Monday (or Tuesday, if Monday is a holiday).
 - Example #3: An email requesting public records is received on Saturday. "Day 1" for the purposes of the law will be Monday (or Tuesday, if Monday is a holiday).
 - The Town may refuse to provide records to any person who has not paid a reasonable estimate for provision of public records or who has failed to pay such a fee in connection with a prior request for public records.
 - When the Town, within ten business days as provided by law, provides a good faith estimate of the cost to provide access to or copies of requested records, the number of business days for its response shall be stayed until the Town receives the fee. The Town shall, upon receipt of the fee, undertake the required work to comply with the requested in compliance with the applicable time frames set forth in the statute.
7. If the response to the request is anticipated to be time consuming, extensive, voluminous, or otherwise puts a burden on the Town or its departments, the RAO may request from the Massachusetts Supervisor of Records an extension of time to fulfill the request. The requester of the public records shall be notified in writing that an extension has been requested.

Record Access Officers shall meet on such dates and times, whether regularly or intermittently, as the Chief RAO shall determine. Such meetings are strictly administrative in nature and do not constitute a meeting of a

public body under the Open Meeting Law. Meetings among the RAOs may occur in person, by telephone, or by email.

The Town of Gill has custody of records as set forth in Municipal Records Retention Schedule, which can be found on the Secretary of the Commonwealth's website on the Records Management Unit page at the following link:

<http://www.sec.state.ma.us/arc/arcmu/rmuidx.htm>

Additional information about the Public Records Law may be found on the Secretary of the Commonwealth Public Records Division's website at:

<http://www.sec.state.ma.us/pre/preidx.htm>

APPENDIX A
TOWN OF GILL
PUBLIC RECORDS REQUEST FORM

The Town of Gill provides this form to assist the public in making a request for public documents or records. Use of this form is optional, and it is offered only as a convenience to the public. Any request for public records, whether verbal, written on this form, or written in some other format, will be acknowledged and replied to as per law.

Date of the request: _____

Requestor's Contact information: Name: _____

Address: _____

Telephone: _____

Email: _____

Description of the documents or records requested. Please be as specific as possible. Use additional sheets, if needed. If you are unsure of what records may exist, please call the RAO at (413) 863-8103.

For office use only.

Date received _____ Method of delivery _____ Date responded _____

RAO: _____ Describe response:

Ray Purington/Gill Selectboard

From: John Ward <johnward.ward54@gmail.com>
Sent: Friday, December 16, 2016 1:47 PM
To: Ray Purington/Gill Selectboard
Subject: Fwd: BOS/Mayoral Sign-On Letter re Pipeline Infrastructure/Energy Future

I won't be here to vote approval for meeting on 27th but perhaps this could be discussed.

John

----- Forwarded message -----

From: Katy Eiseman <katyeiseman@gmail.com>
Date: Fri, 16 Dec 2016 11:39:38 -0500
Subject: BOS/Mayoral Sign-On Letter re Pipeline Infrastructure/Energy Future
To: mcap <mcap@mcap-ma.org>

Dear MCAP Municipal Leaders:

I have been working with a community of environmental advocates concerned that Kinder Morgan and Spectra Energy are working on new plans to finance unnecessary and excessive buildout of gas infrastructure. As part of the effort to counter these plans, a sign-on letter is being circulated to mayors and select boards across the state. The letter will be delivered to all members of the Massachusetts legislature near the beginning of the legislative session (shortly before the deadline for legislators to co-sponsor bills). Therefore, the deadline for interested select boards to sign on is *January 20th.*

The letter is here: Mayor/BOS Sign-On Letter

<https://docs.google.com/forms/d/e/1FAIpQLSdZ42vy0Vjlytdq654ttI4NWIIKYDSY40q281qCcUW_uTU8JQ/viewform?c=0&w=1>

I hope that each town represented on this listserv can add this to a BOS meeting agenda in time to sign on. Let me know if you have any questions.

Thanks,
Katy

Kathryn R. Eiseman
Director, Massachusetts PipeLine Awareness Network President, Pipe Line Awareness Network for the Northeast, Inc.
(413) 320-0747
www.plan-ne.org

No virus found in this message.
Checked by AVG - www.avg.com
Version: 2016.0.7924 / Virus Database: 4739/13615 - Release Date: 12/19/16

Sign On For Local Elected Officials Re: Pipelines and the "Pipeline tax"
Honorable Robert DeLeo, Speaker of the House
Massachusetts State House
Room 356
Boston, MA 02133

Honorable Stanley Rosenberg, Senate President
Massachusetts State House
Room 332
Boston, MA 02133

Dear Speaker DeLeo, Senate President Rosenberg, & Honorable Members of the Massachusetts Legislature:

We write to you as municipal leaders from communities across the Commonwealth, who, through energy efficiency upgrades, clean energy projects, and the adoption of effective policies and programs, are leading the charge against the deleterious effects wrought by climate change. We commend the Legislature's rejection last session of the utility-proposed "pipeline tax" and urge you to stand united against efforts to undermine the August ruling by the Supreme Judicial Court (SJC), as well as local and state climate gains achieved to date.

Toward that end and on behalf of our shared constituents, our communities, and our state's future, we ask you to SUPPORT legislation that will:

- Prohibit the harmful and unnecessary "pipeline tax."
- Prevent any other scheme to force consumers to accept unnecessary pipelines that we cannot afford and that would prevent us from complying with the law.
- Prioritize greater investment in energy efficiency/demand response, renewable resources, and energy storage.

These provisions will benefit the residents in our communities and are in line with the clean energy visions we share for our cities and towns.

The court's ruling that the pipeline tax violates the 1997 Restructuring Act was unambiguous. Yet, despite this decision, overwhelming public opposition, and rejection by this Legislature, investors in Spectra's Access Northeast project are undeterred from pursuing alternate avenues to financing their pipeline.

New pipelines pose multiple threats to our communities. Residents living along the proposed routes face destruction of local natural resources and a devaluation of their property. Families living near related infrastructure, like compressor stations, also face serious negative health impacts. Everyone will face the impacts of the substantial increase in our state's greenhouse gas (GHG) emissions that conflict with the Global Warming Solutions Act (GWSA). Our constituents will also be harmed financially. The adoption of a "pipeline tax" – whether by electric utilities or by gas utilities contracting for excessive pipeline capacity – will burden all ratepayers, regardless of where they live. They will be exposed to the price volatility of natural

gas, and be responsible for paying for the pipelines even if they turn out to be unneeded, or are used to export natural gas abroad.

Massachusetts must take decisive action to meet the requirements of the Global Warming Solutions Act (GWSA). As noted in the reliability assessment commissioned by Attorney General Healey's office, increasing reliance on fossil fuel consumption takes us in the entirely wrong direction. Moreover, not only do we not need additional pipelines to power the grid, but there are more cost effective ways to meet our energy needs – namely energy efficiency and demand response.

Expanded gas infrastructure also contradicts the vision our residents have for their communities. Our cities and towns are leading by example, achieving substantial GHG emission reductions. This in turn contributes to Massachusetts' ability to meet its GWSA mandate and its commitments to clean energy growth. There are many opportunities to reduce consumption and costs even further. Thus, we remain steadfast in our opposition to any proposal that attempts to circumvent the SJC ruling, particularly when doing so will result in an oversized natural gas pipeline whose costs and risks will be borne by people in our communities. We look to you to also hold the line in the interest of our shared constituents.

Massachusetts must lead by example in pursuit of clean energy and climate action, propelled by the work of cities and towns like ours. Together we must safeguard against efforts to reimagine the pipeline tax, to enable oversubscription schemes, or to facilitate the buildout of unnecessary, oversized gas infrastructure.

Thank you for your consideration.

Sincerely,

NAME, TITLE, COMMUNITY

CC Honorable House Members
Honorable Senators

* Required

What city/town is signing on? *

What body is signing? (BOS/Mayor...) *

Who is filling out this form? *

Your affiliation, phone and email *

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



www.gillmass.org

January 10, 2017

Name

Address

City, State, ZIP

Dear Farmer,

The Town of Gill invites you to bid on the use of the Mariamante field as a hayfield or cropland during the 2017 growing season. Specifications are as follows:

- Entire field shall be mowed at least once between August 15th and October 1st. Mowing at other times is allowed. If used for crops, any tall vegetation shall be chopped, mowed, or harrowed prior to October 1st.
- Mowed vegetation may be baled, chopped, or otherwise removed, or may be left as mowed in the field.
- If used as cropland, plowing is NOT allowed. “No till” seeding is permitted, as is “light harrowing” to a depth of less than XX inches.
- Equipment shall not create deep ruts or holes. Any ruts or holes shall be filled or smoothed when work is complete. Digging, excavation, and soil removal are NOT allowed.
- There is NO use of chemical fertilizers, herbicides, pesticides, etc. Animal manure and lime may be applied, but is done at the option and cost of the bidder, and with full awareness that the hayfield might not be available in subsequent years.

Potential bidders should be aware that the property is a designated “priority development site” and has been recently discussed as a possible location for a ground-mounted (ballasted) solar electric installation. The lease will include a provision allowing the Town reasonable access to investigate possible uses, but without causing significant damage to any crop. A draft of the proposed lease is attached, but is subject to change prior to signing.

The bid is for the 2017 growing season, with two possible renewals at the Town’s option for the 2018 and 2019 growing seasons. The award will be made to the qualified bidder with the highest total bid. Town reserves the right to waive minor informalities and to reject any or all bids if it is in the public interest to do so.

In exchange for use of the field as outlined above, I bid the following amount to be paid to the Town:

Year 1 (2017 growing season)	\$ _____
Year 2 (2018 growing season, Town option)	\$ _____
Year 3 (2019 growing season, Town option)	\$ _____

*** Signature required on second page of letter ***

Proof of insurance and/or a liability waiver (form attached) will be required from the winning bidder. The Town will not be responsible for any damage to your vehicles and equipment. The work will be performed by the winning bidder, and may not be subcontracted.

The undersigned certifies under the penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals.

Signature _____

Phone Number _____

Date _____

Email Address _____

If you are interested in bidding, please complete and sign this form, and return it to me in a **sealed envelope** by 2:00 PM on Tuesday, January 31, 2017, at which time all bids will be opened. It is anticipated that an award decision will be made at the Selectboard meeting on February 6, 2017. If you have questions, I can be reached at 863-9347.

Sincerely,

Ray Purington, Administrative Assistant
Gill Selectboard

Enc. Consent & Release Form

TOWN OF GILL

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



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 January 11, 2017.

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 December 30, 2016, 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 Thirty Seven Thousand Six Hundred Ninety Nine and 06/100 Dollars (\$37,699.06).

Given under our hands the 9th day of January, 2017.

John R. Ward

Randy P. Crochier

Gregory M. Snedeker

Board of Sewer Commissioners of the Town of Gill

12/30/2016

TOWN OF GILL

Sewer Consumption Report

Bill date: 01/11/2017

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Bk Acct#	Owner Name	Property address	WSB	Prev Date	Prev Rdg	Rdg date	Curr Rdg	Usage	Sewer Chg	Discount	Total Amt	Rate
01 100	SICARD, PAUL E	20 MAIN ROAD	S	08/26/2016	27035	12/26/2016	27695	660	127.38	-12.74	114.64	1
01 113	HUBERT, SHAWN	22 WALNUT STREET	B	08/26/2016	6605	12/26/2016	6970	365	70.45	-7.04	63.41	1
01 200	GREENE, RICHARD	19 MAIN ROAD	S	08/26/2016	13460	12/26/2016	14675	1215	234.50	-23.45	211.05	1
01 300	KELLY, KAREN	16 MAIN ROAD	S	08/26/2016	13040	12/26/2016	13970	930	179.49	-17.95	161.54	1
01 400	LUZI, STEVEN B	1 MAIN ROAD	B	08/26/2016	13375	12/26/2016	14225	850	164.05	-16.40	147.65	1
01 500	SCHECHESTERLE PROPERTIES LLC	4 MAIN ROAD	B	08/26/2016	33820	12/26/2016	35955	2135	412.06	-41.21	370.85	1
01 600	KRUZLIC, KEVIN A & MARY JO ANN	13 MAIN ROAD	B	08/26/2016	106967	12/26/2016	109129	2162	417.27	-41.73	375.54	1
01 700	SHAW, JONATHAN R	8 MAIN ROAD	B	08/26/2016	78393	12/26/2016	80099	1706	329.26	-32.93	296.33	1
01 800	PLAUSKY, THOMAS E	10 MAIN ROAD	B	08/26/2016	2160	12/26/2016	2160		4.44	-0.44	4.00	1
01 1000	SPAULDING, GERRY B	19 FRENCH KING HWY	B	08/26/2016	112800	12/26/2016	117925	5125	989.13	-98.91	890.22	1
01 1100	SUMMIT DISTRIBUTING LLC	27 FRENCH KING HWY	B	08/26/2016	11145	12/26/2016	11145		4.44	-0.44	4.00	1
01 1200	MARONI, MARK & DEBORAH	4 GAIDA DRIVE	B	08/26/2016	20420	12/26/2016	22075	1655	319.42	-31.94	287.48	1
01 1300	YUKL, JOSEPH C	33 FRENCH KING HWY	B	08/26/2016	32580	12/26/2016	34368	1788	345.08	-34.51	310.57	1
01 1400	TIMBERLAKE, MARK A.	28 FRENCH KING HWY	B	08/26/2016	91475	12/26/2016	94042	2567	495.43	-49.54	445.89	1
01 1500	WALDRON, PAUL & JACQUELINE M.	26 FRENCH KING HWY	B	08/26/2016	61490	12/26/2016	64940	3450	665.85	-66.58	599.27	1
01 1600	RAYMOND, ROBERT	32 FRENCH KING HWY	B	08/26/2016	30560	12/26/2016	31620	1060	204.58	-20.46	184.12	1
01 1700	PHANEUF, VERONICA	34 FRENCH KING HWY	B	08/26/2016	33300	12/26/2016	33300		4.44	-0.44	4.00	1
01 1800	FOWLER, PRISCILLA	38 FRENCH KING HWY	B	08/26/2016	13470	12/26/2016	14315	845	163.09	-16.31	146.78	1
01 1900	YUKL, BRUCE	49 FRENCH KING HWY	B	08/26/2016	37765	12/26/2016	39065	1300	250.90	-25.09	225.81	1
01 2000	CONWAY, PETER W.	47 RIVERVIEW DRIVE	B	08/26/2016	30228	12/26/2016	30296	68	13.12	-1.31	11.81	1
01 2200	HPD TRUST	44 FRENCH KING HWY	B	08/26/2016	39985	12/26/2016	43195	3210	619.53	-61.95	557.58	1
01 2300	SHAW, KRISTIN	46 FRENCH KING HWY	B	08/26/2016	47446	12/26/2016	48944	1498	289.11	-28.91	260.20	1
01 2400	SCOTT, ROZZLYNN	55 FRENCH KING HWY	B	08/26/2016	14095	12/26/2016	15940	1845	356.09	-35.61	320.48	1
01 2600	MASUCCI, JANET	64 FRENCH KING HWY	B	08/26/2016	9430	12/26/2016	9930	500	96.50	-9.65	86.85	1
01 2700	JOHNSON, STANLEY	66 FRENCH KING HWY	B	08/26/2016	42165	12/26/2016	42418	253	48.83	-4.88	43.95	1
01 2800	AHEARN, FRANCIS C	57 FRENCH KING HWY	B	08/26/2016	29010	12/26/2016	30660	1650	318.45	-31.84	286.61	1
01 2900	PETERMAN, SPENCER	61 FRENCH KING HWY	B	08/26/2016	40100	12/26/2016	41895	1795	346.44	-34.64	311.80	1
01 3000	CROSS, GAIL E	63 FRENCH KING HWY	B	08/26/2016	12925	12/26/2016	13905	980	189.14	-18.91	170.23	1
01 3100	STONE, JEFFREY	65 FRENCH KING HWY	B	08/26/2016	47050	12/26/2016	49665	2615	504.70	-50.47	454.23	1
01 3200	WOODS, CHARLENE M.	3 WALNUT STREET	B	08/26/2016	59685	12/26/2016	61955	2270	438.11	-43.81	394.30	1
01 3300	MW & MW REALTY LLC	6 WALNUT STREET	B	08/26/2016	183814	12/26/2016	186277	2463	475.36	-47.54	427.82	1
01 3400	GODZINSKI, DONALD C SR	5 WALNUT STREET	B	08/26/2016	19760	12/26/2016	20690	930	179.49	-17.95	161.54	1
01 3500	LAWTON, HEATHER	5A MYRTLE STREET	B	08/26/2016	30325	12/26/2016	32530	2205	425.57	-42.56	383.01	1
01 3600	ADIE, ANGELINA	9 WALNUT STREET	B	08/26/2016	11275	12/26/2016	11965	690	133.17	-13.32	119.85	1
01 3700	ADIE, ANGELINA	11 WALNUT STREET	B	08/26/2016	20975	12/26/2016	22195	1220	235.46	-23.55	211.91	1
01 3800	AMBO, CATHLEEN	10 WALNUT STREET	B	08/26/2016	33230	12/26/2016	35800	2570	496.01	-49.60	446.41	1
01 3900	LEVIN, STEVEN & WENDY	13 WALNUT STREET	B	08/26/2016	17535	12/26/2016	18675	1140	220.02	-22.00	198.02	1
01 4000	ABBEY, JOHN	12 WALNUT STREET	B	08/26/2016	18725	12/26/2016	19935	1210	233.53	-23.35	210.18	1

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TOWN OF GILL

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Bk Acct#	Owner Name	Property address	WSB Prev Date	Prev Rdg	Rdg date	Curr Rdg	Usage	Sewer Chg	Discount	Total Amt	Rate
01 4100	GRISWOLD, MICHAEL J	17 WALNUT STREET	8 08/26/2016	23300	12/26/2016	24565	1265	244.15	-24.41	219.74	1
01 4200	LEMAY, CAROL	19 WALNUT STREET	8 08/26/2016	7495	12/26/2016	8515	1020	196.86	-19.69	177.17	1
01 4300	NADEAU, JANET	21 WALNUT STREET	8 08/26/2016	20460	12/26/2016	21250	790	152.47	-15.25	137.22	1
01 4400	BIGELOW, DONALD	16 WALNUT STREET	8 08/26/2016	11950	12/26/2016	14030	2080	401.44	-40.14	361.30	1
01 4500	TROMBLEY, MARILYN A.	18 WALNUT STREET	8 08/26/2016	19525	12/26/2016	20690	1165	224.85	-22.48	202.37	1
01 4600	HARRIS IRREVOCABLE R/E TRUST	20 WALNUT STREET	8 08/26/2016	16090	12/26/2016	16660	570	110.01	-11.00	99.01	1
01 4700	HAYWARD, ROBERT	23 WALNUT STREET	8 08/26/2016	19460	12/26/2016	20695	1235	238.36	-23.84	214.52	1
01 4800	BAKER, DONALD E	24 WALNUT STREET	8 08/26/2016	18510	12/26/2016	19740	1230	237.39	-23.74	213.65	1
01 4900	MATTHEWS SR, THOMAS	26 WALNUT STREET	8 08/26/2016	9550	12/26/2016	9860	310	59.83	-5.98	53.85	1
01 5000	LUIPPOLD, KENNETH R.	27 WALNUT STREET	8 08/26/2016	6230	12/26/2016	6590	360	69.48	-6.95	62.53	1
01 5100	PELLETIER, CHRISTOPHER	28 WALNUT STREET	8 08/26/2016	44490	12/26/2016	47120	2630	507.59	-50.76	456.83	1
01 5300	CHUDZIK, MICHAEL R	32 WALNUT STREET	8 08/26/2016	56250	12/26/2016	59170	2920	563.56	-56.36	507.20	1
01 5400	DEMARS, EMIL J	34 WALNUT STREET	8 08/26/2016	19365	12/26/2016	20535	1170	225.81	-22.58	203.23	1
01 5500	MESSER, DONALD R	35 WALNUT STREET	8 08/26/2016	13135	12/26/2016	13995	860	165.98	-16.60	149.38	1
01 5600	WICKER, JENNA CALLERY, ROBERT	2 OAK STREET	8 12/20/2016	10315	12/26/2016	10340	25	4.83	-0.48	4.35	1
01 5700	SEARS, KENNETH P	4 OAK STREET	8 08/26/2016	40400	12/26/2016	42240	1840	355.12	-35.51	319.61	1
01 5800	HUJ, SHEUE YING	7 OAK STREET	8 08/26/2016	33215	12/26/2016	34135	920	177.56	-17.76	159.80	1
01 5900	HUJ, SHEUE YING	9 OAK STREET	8 08/26/2016	8690	12/26/2016	9590	900	173.70	-17.37	156.33	1
01 6000	HECOCK, DANNY L	11 OAK STREET	8 08/26/2016	12980	12/26/2016	14040	1060	204.58	-20.46	184.12	1
01 6100	WALDRON, SCOTT A	15 OAK STREET	8 08/26/2016	28530	12/26/2016	30450	1920	370.56	-37.06	333.50	1
01 6200	LITTLE, TIMOTHY	17 OAK STREET	8 08/26/2016	24030	12/26/2016	25325	1295	249.94	-24.99	224.95	1
01 6300	WOLFRAM, MELISSA	23 OAK STREET	8 08/26/2016	46035	12/26/2016	49040	3005	579.97	-58.00	521.97	1
01 6400	PEFFER, JOHN W	20 OAK STREET	8 08/26/2016	36795	12/26/2016	39125	2330	449.69	-44.97	404.72	1
6450	SUPERNANT, JEFFREY & MARIE	25 OAK STREET	8 08/26/2016	4272	12/26/2016	5448	1176	226.97	-22.70	204.27	1
01 6500	DUMAS, MAURICE P.	27 OAK STREET	8 08/26/2016	92409	12/26/2016	94691	2282	440.43	-44.04	396.39	1
01 6600	POTOSEK, KATHY	26 OAK STREET	8 08/26/2016	14960	12/26/2016	14995	35	6.76	-0.68	6.08	1
01 6700	JOHNSON, STANLEY	28 OAK STREET	8 08/26/2016	23770	12/26/2016	25565	1795	346.44	-34.64	311.80	1
01 6800	BOUTIN, ELLERY E	32 OAK STREET	8 08/26/2016	34506	12/26/2016	36013	1507	290.85	-29.08	261.77	1
01 6900	BROWN, BRYNT	33 OAK STREET	8 08/26/2016	18195	12/26/2016	19695	1500	289.50	-28.95	260.55	1
01 7000	FRANKLIN COUNTY BOAT CLUB	39 OAK STREET	8 08/26/2016	69518	12/26/2016	70907	1389	268.08	-26.81	241.27	1
01 7100	WELCOME, LINDA	2 GROVE STREET	8 08/26/2016	10860	12/26/2016	11440	580	111.94	-11.19	100.75	1
01 7200	HOLMES, ALLEN	3 GROVE STREET	8 08/26/2016	29960	12/26/2016	31385	1425	275.03	-27.50	247.53	1
01 7300	WARD, JOHN R	4 GROVE STREET	8 08/26/2016	17568	12/26/2016	17986	418	80.67	-8.07	72.60	1
01 7400	GRIFFIN, PETER J	9 GROVE STREET	8 08/26/2016	56420	12/26/2016	57943	1523	293.94	-29.39	264.55	1
01 7500	BARTOS, CHRISTI L.	8 GROVE STREET	8 08/26/2016	76340	12/26/2016	78457	2117	408.58	-40.86	367.72	1
01 7600	BEZIO, MELISSA M	4 PINE STREET	8 08/26/2016	51035	12/26/2016	52601	1566	302.24	-30.22	272.02	1
01 7700	GRYBKO, MARK	2 PINE STREET	8 08/26/2016	32904	12/26/2016	32904		4.44	-0.44	4.00	1
01 7800	CROTEAU, BARBARA	1 PINE STREET	8 08/26/2016	12741	12/26/2016	12837	96	18.53	-1.85	16.68	1

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Bk Acct#	Owner Name	Property address	WSB Prev Date	Prev Rdg	Rdg date	Curr Rdg	Usage	Sewer Chg	Discount	Total Amt	Rate
01 7900	WILLIAMS, SARAH	5 RIVERVIEW DRIVE	08/26/2016	30950	12/26/2016	33700	2750	530.75	-53.07	477.68	1
01 8001	MM & MW REALTY LLC	7 RIVERVIEW DRIVE	08/26/2016	20690	12/26/2016	25875	5185	1,000.71	-100.07	900.64	1
01 8100	WIKLER, JENNA	17 RIVERVIEW DRIVE	08/26/2016	20500	12/26/2016	22540	2040	393.72	-39.37	354.35	1
01 8200	CARME, JENNA	19 RIVERVIEW DRIVE	08/26/2016	53620	12/26/2016	56025	2405	464.17	-46.42	417.75	1
01 8300	LAVALLEY, PAUL R.	21 RIVERVIEW DRIVE	08/26/2016	52713	12/26/2016	54442	1729	333.70	-33.37	300.33	1
01 8500	DUPREY, CHRISTOPHER M	25 RIVERVIEW DRIVE	08/26/2016	82765	12/26/2016	5	262	50.57	-5.06	45.51	1
01 8600	THOMPSON, PATRICIA	29 RIVERVIEW DRIVE	08/26/2016	64282	12/26/2016	65352	1070	206.51	-20.65	185.86	1
01 8700	CARTER, RUSSELL E	31 RIVERVIEW DRIVE	08/26/2016	67351	12/26/2016	68005	654	126.22	-12.62	113.60	1
01 8800	NEWTON, E TAYLOR III	33 RIVERVIEW DRIVE	08/26/2016	38144	12/26/2016	39165	1021	197.05	-19.70	177.35	1
01 8900	NEWTON, E TAYLOR III	35 RIVERVIEW DRIVE	08/26/2016	84171	12/26/2016	84171		4.44	-0.44	4.00	1
01 9000	RICE, THERESA A	37 RIVERVIEW DRIVE	08/26/2016	20055	12/26/2016	20850	795	153.44	-15.34	138.10	1
01 9100	KWADER, KURT	61 RIVERVIEW DRIVE	08/26/2016	47570	12/26/2016	49320	1750	337.75	-33.77	303.98	1
01 9200	MURPHY, PETER J	52 RIVERVIEW DRIVE	08/26/2016	76589	12/26/2016	78639	2050	395.65	-39.56	356.09	1
01 9300	FRANSEEN, ELIZABETH	41 RIVERVIEW DRIVE	08/26/2016	22640	12/26/2016	25520	2880	555.84	-55.58	500.26	1
01 9400	WILDA, LESLIE	39 RIVERVIEW DRIVE	08/26/2016	10170	12/26/2016	11950	1780	343.54	-34.35	309.19	1
01 9500	DESREUISSEAU, MARK W	2 MYRTLE STREET	08/26/2016	4210	12/26/2016	5135	925	178.53	-17.85	160.68	1
01 9600	BOROSKI, KYLE	3 MYRTLE STREET	08/26/2016	15390	12/26/2016	16875	1485	286.61	-28.66	257.95	1
01 9700	KUCENSKI, BRIAN J.	7 MYRTLE STREET	08/26/2016	29315	12/26/2016	31520	2205	425.57	-42.56	383.01	1
01 9800	DEERY, JAMES T.	8 MYRTLE STREET	08/26/2016	2360	12/26/2016	4030	1670	322.31	-32.23	290.08	1
01 9900	GAINES, GARY	9 MYRTLE STREET	08/26/2016	20325	12/26/2016	24100	3775	728.58	-72.86	655.72	1
01 10000	SHEBELL IRREVOCABLE TRUST	7 MEADOW STREET	08/26/2016	26325	12/26/2016	27020	695	134.14	-13.41	120.73	1
01 10100	GILFEATHER-GIRTON, PHILIP	8 MEADOW STREET	08/26/2016	28385	12/26/2016	31315	2930	565.49	-56.55	508.94	1
01 10200	MCKENNA, MARK J	5 MEADOW STREET	08/26/2016	21265	12/26/2016	22085	820	158.26	-15.83	142.43	1
01 10300	GOSHEA, DENNIS M & RHONDA M	13 FRENCH KING HWY	08/26/2016	25570	12/26/2016	26290	720	138.96	-13.90	125.06	1
01 10400	BONNETTE, WILLIAM	43 RIVERVIEW DRIVE	08/26/2016	21081	12/26/2016	21943	862	166.37	-16.64	149.73	1
01 10500	RIVERSIDE RADIATOR	48 FRENCH KING HWY	08/26/2016	5720	12/26/2016	6130	410	79.13	-7.91	71.22	1
01 10600	SMITH, BARBARA A.	23 RIVERVIEW DRIVE	08/26/2016	13245	12/26/2016	13910	665	128.35	-12.83	115.52	1
01 10800	MARTINI, RICHARD D.	19 OAK STREET	08/26/2016	31540	12/26/2016	33805	2265	437.15	-43.71	393.44	1
01 10900	INC, GGIC	23A FRENCH KING HWY	08/26/2016	34920	12/26/2016	59480	24560	4,740.08	-474.01	4,266.07	1
01 11000	HOULE, LAWRENCE JR	62C FRENCH KING HWY	08/26/2016	26645	12/26/2016	29725	3080	594.44	-59.44	535.00	1
01 11100	HOULE, LAWRENCE JR	62B FRENCH KING HWY	08/26/2016	15350	12/26/2016	17130	1780	343.54	-34.35	309.19	1
01 11200	HOULE, LAWRENCE JR	62A FRENCH KING HWY	08/26/2016	54565	12/26/2016	57750	3185	614.71	-61.47	553.24	1
01 11300	GIBSON, KEVIN	7 GROVE STREET	08/26/2016	122567	12/26/2016	123996	1429	275.80	-27.58	248.22	1
01 11400	WAGON WHEEL DRIVE-IN LLC	39 FRENCH KING HIGHWAY	08/26/2016	112820	12/26/2016	124072	11252	2,171.64	-217.16	1,954.48	1
01 11900	TOWN LINE AUTO	35 FRENCH KING HWY	08/26/2016	15920	12/26/2016	16510	590	113.87	-11.39	102.48	1
01 11902	FC REGIONAL HOUSING & REDEVELOPME	12 MAIN ROAD	08/26/2016	737331	12/26/2016	752422	15091	2,912.56	-291.26	2,621.30	F
01 11903	KURTYKA, KENNETH JR	24 FRENCH KING HIGHWAY	08/26/2016	6325	12/26/2016	6620	295	56.94	-5.69	51.25	1
01 11904	CROTEAU, JAMES E. & LINDA	30 WALNUT STREET	08/26/2016	32945	12/26/2016	34550	1605	309.77	-30.98	278.79	1

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Bk Acct#	Owner Name	Property address	WSB	Prev Date	Prev Rdg	Rdg date	Curr Rdg	Usage	Sewer Chg	Discount	Total Amt	Rate
11906	PALMERI, DENISE	1 GROVE STREET	B	08/26/2016	13915	12/26/2016	14490	575	110.98	-11.10	99.88	1
								214,474	41,415.86	-4,141.50	37,274.36	

115 accounts printed

CALLERY, ROBERT

2 OAK ST.

8/26/16 7870 12/20/16 10315

2445

471.89

-47.19 + 424.70

37,699.06



Franklin Regional Council of Governments

TO: Franklin County Town Officials

FROM: Linda Dunlavy, Executive Director

DATE: December 29, 2016

RE: DLTA funds available for 2017! Time to put on your thinking hats.

DLTA survived the Governor's 9C cuts. The FRCOG has again received Local Technical Assistance funding from the Department of Housing and Community Development to help municipalities with the following priorities:

- (1) Regional sharing of services to achieve and/or enhance efficiency
- (2) Planning for growth -- especially housing production and economic development
- (3) Implementation of Community Compact best practices

What are the funds used for?

Since 2006, DLTA funding has allowed the FRCOG to assist towns throughout the county on numerous projects that involve either regionalization of services or traditional planning projects. Past regionalization projects have included assessing regional fire services and shared ambulance services, creating two different regional dog shelters, municipal official training, and support of the opioid task force. The contractual focus of planning projects is housing planning projects and particularly those that encourage and support affordable and market-rate housing in transit oriented-development locations, employment centers, downtown locations and state endorsed Priority Development Areas (PDAs). Also encouraged is assisting municipalities to comply with new HUD fair housing regulations and identification of PDAs and Priority Preservation Areas (PPAs) although we are allowed to provide other planning services as well.

What's new this year?

Two things are new this year. First, while there is no match requirement for municipalities, we have been instructed to prioritize projects that include some kind of local match or contribution. The FRCOG must provide a 20% match but we cannot use local funds to meet this match requirement. Instead, local funds will be used to expand or enhance a local or regional project. Second, the Baker Administration remains committed to the Community Compact program. Statewide Community Compact funds will only be available to communities that did not pursue a Community Compact Best Practice(s) last year. The FRCOG is required to allocate a percentage of its DLTA funds to providing additional Community Compact Best Practice work to municipalities. The Best Practice focus areas have been expanded and the best practices in each area have been refined. A link to these projects is provided in the attached form.

What do we want from you?

We need to know what projects your Town is interested in pursuing. Attached is a form that includes a list of potential projects that has been generated from regional discussions and from the work completed with past funding as well as space for you to add new suggested projects. The FRCOG is distributing the forms to multiple Town boards, committees and departments, but we ask that the Select Board compile one

consolidated response on behalf of the Town. Please fill out the attached LTA Request Form, and send the form back to us by **January 19**.

What projects get funded?

We will prioritize the projects based on the following criteria:

- Projects that meet grant eligibility requirements.
- Projects that can be completed within the grant's time period (by 12/31/17).
- Projects that have the demonstrated support of all potentially impacted town boards/committees/employees.
- Projects that directly result in implementation.
- The extent to which the final set of projects serves as many towns as possible.
- Projects that meet demonstrated regional needs.
- Projects that include a local match or contribution.

Thank you for your help and input in this process. We are looking forward to working with you. Please contact me (ext. 103), Peggy Sloan (ext. 133), Bob Dean (ext. 108) or Phoebe Walker (ext. 102) with questions.

Encl: form



2017 Local Technical Assistance Request Form

Please review with town committees, boards, and departments, and then mail, fax (413-774-3169), or scan and email one consolidated and prioritized list per town to walker@frcog.org by January 19, 2017.

Town: _____

Date: _____

Your Name: _____ Board/Department: _____

	PLANNING PROJECTS -- Please priority rank the projects in which your town is interested (starting with 1 as most important)
Rank	Project
	<p>Housing Planning and/or Implementation Support. Technical Assistance to:</p> <ul style="list-style-type: none"> • Create a Housing Production Plan (5-year plan that outlines strategies to increase affordable housing and gives a town more control over comprehensive permit applications) • Conduct a Housing Needs Assessment • Implement housing plans such as drafting zoning changes and identifying sites for possible affordable housing development. <p><i>Please specify your interest:</i></p>
	<p>Downtown or Village Center Economic Development Projects:</p> <ul style="list-style-type: none"> • Conduct a survey to understand what residents, businesses and visitors want in downtown. • Develop a mixed use, economic development and housing plan for a downtown or village center and action steps for implementation • develop Master Plan chapters for Housing and Economic Development. <p><i>Please specify:</i></p>
	<p>Zoning Bylaws and/or Town Ordinance Development. <i>Please specify.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> mixed use districts <input type="checkbox"/> low impact development <input type="checkbox"/> affordable/work force housing <input type="checkbox"/> short term residential rentals (such as VRBO and Air B&B) <input type="checkbox"/> clean energy <input type="checkbox"/> larger-scale development <input type="checkbox"/> recreational marijuana retail zoning <input type="checkbox"/> land conservation that protect natural resources and promote smart growth <input type="checkbox"/> new development standards for tree retention
	<p>Open Space and Recreation Plans. Updating of expired plans.</p>
	<p>Deerfield River Economic Impact Study. A study of the outdoor recreation industry and hydro power industry that relies on the Deerfield River as an economic driver.</p>
	<p>Regional Planning/Technical Assistance for Large Scale Utility Projects</p> <ul style="list-style-type: none"> <input type="checkbox"/> Northfield Mountain Pumped Storage Project /Turners Falls Dam FERC relicensing <input type="checkbox"/> Tri-State economic resiliency work related to closure of VT Yankee

	Tree Inventories and Planting and Maintenance Plans. An inventory and maintenance plan that identifies and assesses trees in town centers to determine the quantitative value of trees to help towns get funding for tree planting and assist in getting reimbursement for tree loss in the event of a large-scale weather event.
	Community Food Assessments. Examination of a town’s food system, which could include analysis of food supply and demand, economic development through food processing or distribution, increased food production of farmland, increased food access for residents, and other elements.
	Creative Economy Enhancement. Develop a how-to-guide for developing and implementing pop-up-park or art installation projects including what to consider to create and implement a fun temporary art installation or park project that fosters economic and main street activity.
	Wellhead Protection Plans to Protect Public Drinking Water Supplies. A Wellhead Protection Plan can help towns manage and protect their water supply sources.
	Agricultural Commissions. Assist towns who want to establish or reinvigorate an Ag Comm, including exploring their role in supporting food and ag initiatives in town, helping them connect with farmers and food producers in town, and coordinating between farmers and Boards of Health.
	Implement Stormwater Management Measures. Creation and adoption of land use regulations that limit impervious surfaces in new development or redevelopment using Low Impact Development (LID) techniques.
	Brownfields Redevelopment Support. Provide site specific technical assistance to municipalities seeking to clean-up and/or redevelop a brownfield site.
	Industrial Park Master Plan Update. Review current bylaws and regulations governing the industrial park, and conduct a parcel level analysis to determine developable land remaining.
	Other Planning. <i>Please specify:</i>

	REGIONAL PROJECTS - Please priority rank the projects in which your town is interested (starting with 1 as most important)
Rank	Project
	Local Official Continuing Education Workshops. Continue to offer workshops to Select Board, Planning Board, Board of Health members and other public officials (fiscal planning, open meeting law, school finance, etc.). <i>Please share any ideas for topics:</i>
	Housing Workshop Series. Share information on housing efforts in the region and to learn about strategies for meeting a community’s current and future housing needs. Speakers will address topics of interest for towns working on affordable housing initiatives.
	Develop MA Rural Policy Commission Recommendations. The Commission is designed to develop legislative, policy and financing recommendations that will specifically improve conditions in rural areas such as pursuing legislation to help attract more volunteer/call firefighters, expanding sewer and water technologies for small village centers, or designating rural economic growth centers.

	<p>New Cooperative Purchasing ideas. Continue to research and develop new goods and or services that can be procured on behalf of multiple towns.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cooperative procurement of local food for schools <input type="checkbox"/> Energy efficiency in municipal buildings <input type="checkbox"/> <i>Please share your idea(s):</i>
	<p>Regional Opioid Task Force. Support the regional efforts to reduce heroin and prescription painkiller abuse and related crime, with a specific focus on municipal action steps.</p>
	<p>Regional Public Health Nursing. Explore need and potential revenue for increased clinical or diagnostic nursing services for residents in towns with a public health nurse and work with towns interested in joining CPHS health district for nursing services.</p>
	<p>Regional Fire Service. Continued support for Greenfield, Deerfield, and Montague, which are working on exploring shared fire services (or begin working on feasibility of sharing fire services in another FC sub-region, see below New Public Safety Collaborations).</p>
	<p>Regional Library Collaboration. Explore potential shared programming or staffing among any two or more libraries in interested towns.</p>
	<p>Shared Human Resource Department. Continue the development of a shared HR function begun this year. A regional position could do personnel management, benefits administration, etc. Project would be to work with interested towns on scope of services for either a staff person or consultant, cost sharing plan, and MOU.</p>
	<p>New Public Safety Collaborations</p> <ul style="list-style-type: none"> <input type="checkbox"/> Shared Ambulance Services. Work with towns interested in sharing EMS services to develop Memoranda of Understanding and cost-sharing agreements. <input type="checkbox"/> Shared Police Services. Work with neighboring towns interested in sharing police functions. <input type="checkbox"/> Shared Fire Services. Work with neighboring towns interested in sharing fire services.
	<p>Creation of Abandoned Properties Task Force. Help identify, prioritize and assess redevelopment needs and options of abandoned or derelict properties.</p>
	<p>Increase services and capacity of the Regional Emergency Planning Committee. Including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Networking, collaboration and training opportunities for Emergency Management Directors <input type="checkbox"/> Assessing town and regional infrastructure for climate change vulnerability and recommending steps to address. <input type="checkbox"/> Developing a program to write Continuity of Operations Plans for local businesses and farms.
	<p>Support local substance abuse prevention plan for young people. Implement strategic priorities of the Communities That Care Coalition’s action plan to reduce drug and alcohol use among area teens, including specific municipal policy projects.</p>
	<p>Other new shared services:</p>

	<p>COMMUNITY COMPACT PROJECTS – Please go the Community Compact Best Practices link - http://www.mass.gov/governor/administration/groups/communitycompactcabinet/bestpractices/short-best-practice-format-fy17-final.pdf - to identify the newly refined and expanded list of Best Practice areas and best practices. Please identify the specific best practices your town would like to pursue and rank order them (starting with 1 as most important).</p>
Rank	Project
	Education. <i>Identify the specific best practice(s):</i>
	Energy and Environment. <i>Identify the specific best practice(s):</i>
	Financial Management. <i>Identify the specific best practice(s):</i>
	Housing and Economic Development. <i>Identify the specific best practice(s):</i>
	Human Resources. <i>Identify the specific best practice(s):</i>
	Information Technology. <i>Identify the specific best practice(s):</i>
	Public Accessibility. <i>Identify the specific best practice(s):</i>
	Public Safety. <i>Identify the specific best practice(s):</i>
	Regionalization/Shared Services. <i>Identify the specific best practice(s):</i>
	Transportation/Public Works. <i>Identify the specific best practice(s):</i>