



SELECTBOARD AGENDA & MEETING NOTICE

July 20, 2020

Location: Teleconference - access info in the agenda

***Indicates item added after the 48 hour posting

bold underlined time = invited guest or advertised hearing
(all other times are approximate)

This meeting is being conducted remotely by all participants due to the State of Emergency related to COVID-19 and under the “Order Suspending Certain Provisions of the Open Meeting, G.L. c. 30A, §20” issued by Governor Baker on 3/12/20. FreeConferenceCall.com is being utilized for the teleconference. It is audio only. Anyone wishing to participate may call 712-775-7031 and then enter the Access Code of 883-045-865. The toll-free number is 844-800-5000 – the Town is charged by the minute per caller, so please use this only when necessary.

5:30 PM Call to Order (If the meeting is being videotaped, announce that fact. If remote participation will occur, announce member & reason, & need for roll call voting)

COVID-19 Topics

- Updates from weekly conference call with Gill’s Emergency Management Team
- Request from Northfield Mount Hermon School to extend temporary closure of Mount Hermon Road

Old Business

- Review of Minutes: 5/26, 6/8, 6/22, 7/6, 7/13

New Business

- Fire Department – Declaration of Surplus Equipment – 4” fire hose
- FY21 “Monthly Budget” for August 2020
- Sewer Abatement - \$225.02 to Kurt Kwader for water used to fill swimming pool
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any

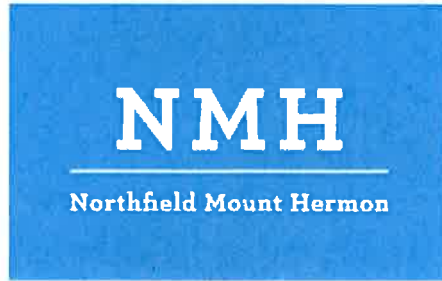
Warrants

FY20 # 28 – reviewed & signed by the Chair on 7/7; Payroll \$17,177.93, Vendors \$21,696.16
 FY21 # 1 – reviewed & signed by the Chair on 7/7; Payroll \$4,013.11
 FY20 # 29 vendors & FY21 #2 vendors & payroll – to be reviewed & signed by the Chair and reported on at the next meeting

Adjournment

Other Invitations/Meetings:

Date	Time	Event	Location
8/3	5:30 PM	Selectboard meeting	TBD
8/17	5:30 PM	Selectboard meeting	TBD
8/31	5:30 PM	Selectboard meeting	TBD



July 16, 2020

Town of Gill
Selectboard
c/o Ray Purrington
Town Hall
Gill, MA 01354

Dear Members of the Selectboard:

Following your last meeting, Ray Purrington, Town Manager, forwarded a series of questions/concerns that were raised by Northfield Mount Hermon's request to continue the Mt. Hermon Road closure. Our head of school, Brian Hargrove, our associate head of school, Charlie Tierney, and I all met with Mr. Purrington on campus on July 15 to provide fuller context for the rationale for our request. To reiterate, NMH requests that the road remain closed through June, 2021, with a re-evaluation of the closure in December, 2020.

NMH has been carefully preparing for the safe return of our students in August. This preparation reflects the health and safety of our students, as well as our faculty and staff, as our top priority. Members of the school administration and many, many others have combined to create the plan for reopening (see: <https://www.nmhschool.org/parents/back-to-school-2020>). In doing so, we have consulted with national, state and local public health officials, as well as expert epidemiologists connected with the Centers for Disease and Control and the National Institutes of Health. It is important to note that our plan, which has been shared and developed alongside our local health officials, is extensive and comprehensive.

Critical to this plan - and the effort to keep our students and residents safe - is to control access to the campus. This is a very hard decision for us, and one we do not take lightly. We take pride in being a warm and welcoming campus, hosting town residents and visitors from around the world who return to see D.L. Moody's legacy, and inviting the community to walk our campus, witness athletic events, and attend student performances. Yet, we recognize that we cannot compromise here -- a pandemic is not the time to allow free and open campus access.

The closing of Mt. Hermon Road is an integral part of our access control plan. Two roads (and three access points) into the heart of campus intersect with Mt. Hermon Road - Culter and Purple Roads. It is also worth noting that all of the homes and properties along the entire length of Mt. Hermon Road are owned by NMH. Our faculty live in these assigned homes (14 with direct or indirect driving access to Mt. Hermon Road) as a condition of their employment so they may carry out their duties on campus.

All campus residents were notified of our plan to use a single point of entry to campus (on Lamplighter Way) during the pandemic in March. Since then, several employee meetings have been held in which we have discussed our safety plans and our commitment to our community's well-being. Fundamental to this plan is the need to control access to campus, our requirement for visitors to complete a health questionnaire on entry, and our practices for visitors. While these steps are inconvenient - and, at times frustrating - they are essential to our ability to take every reasonable measure we can to protect our students, faculty and staff in an unprecedented time.

With few exceptions, private and public institutions are facing extraordinary challenges. Quite simply, our educational model depends on our ability to deliver our residential educational experience safely on campus. When this is in question, students (and their parents) question the value proposition. This is always true and, during a pandemic, safety rightly becomes the focal point for everyone - parents, students, and employees. Our location in Gill, our local community's commitment to safety (as evidenced in our low infection rate in Franklin County), and our school's ability to control access are all tremendously reassuring factors to our parents and students as they give thought to returning to NMH from around the country and the world. It is for this reason that our operating plan begins and ends with the myriad steps we are taking to be as safe as possible.

We believe a strong NMH is in everyone's best interest. We are one of the largest employers in the region; we regularly retain local vendors and contractors for essential work on campus; and our employees, students and associated families serve as a regional economic engine. Without students on campus, this model quickly comes under extreme stress. Many employees depend on students being on campus so they may work. Our two largest departments are dining services and physical plant; the majority of these positions directly support student services. Of note, when we suspended campus activities, our Board of Trustees took an important step and committed to keeping our employees fully engaged through June 30. We are proud how our team responded as they were re-deployed across campus (principally on maintenance work).

Our ability to thrive depends on our ability to deliver our educational mission; this depends on our ability to do so as safely as possible in the face of many unknowns and, today, in the context of Covid-19. To this end, NMH has worked with local authorities, including Gill Fire and Police Departments, to assure access to the campus in an emergency situation. In fact, the Fire Chief was engaged in improving our plan and helping to design the emergency entrance to the campus, and we will continue to work with Gill emergency personnel to make any improvements

they deem necessary to ensure safe access. Of course, NMH will take other safety measures impacted by the road closure, including clearing the road of snow and ice during the winter months and establishing another easy, safe bus stop for on-campus school-aged children.

NMH administrators and campus residents deeply value our role and responsibility as citizens of Gill. In fact, we know that we depend on all that our town and region shares with us. In all cases, we seek to be good partners and neighbors, to communicate often and thoughtfully, and to work hard to make sure we enjoy a highly productive, positive relationship with our town. I hope the Selectboard will join with us in our efforts to keep our campus and our institutional operations safe by allowing Mt. Hermon Road to remain closed during the Covid-19 pandemic. We make this request with the full understanding that this also is an inconvenience. Yet, we make this request because it is truly important to us and our ability to deliver our mission and all institutional operations safely.

Sincerely,



Mary McEneaney

Assistant Head of School for Finance and Operations/COO

TOWN OF GILL

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



www.gillmass.org

SELECTBOARD & FINANCE COMMITTEE MEETING MINUTES

July 13, 2020

The meeting was conducted remotely by all participants due to the State of Emergency related to COVID-19 and under the "Order Suspending Certain Provisions of the Open Meeting, G.L. c. 30A, §20" issued by Governor Baker on 3/12/20.

Called to Order: The Selectboard and Finance Committee were called to order at 6:21 PM.

Selectboard Members Present: John Ward, Randy Crochier Members Absent: Greg Snedeker

Finance Committee Members Present: Claire Chang, Peter Turban, Sandy Brown, and Tupper Brown

Members Absent: Timmie Smith

Others Present: Ray Purington, Town Administrator

FY20 Year-End Transfers: Ray presented two requests for year-end transfers between departmental budgets:

- \$316.23 from Assessors' Expenses account (001-141-5400) to the Assessors' Clerk Wages account (001-141-5111). The shortfall in the wages account is due to timing of pay periods at the end of FY19 and beginning of FY20.
- \$2,700.00 from the Recreation Committee account (001-634-5400) to the Fire Department account (001-220-5400). The shortfall is due to unforeseen repair costs for Engine 2.

Tupper made a motion, seconded by Sandy, to approve both transfers as outlined above. The motion was approved 4-0 by roll call vote.

John made a motion, seconded by Randy, to approve both transfers as outlined above and as recommended by the Finance Committee. The motion was approved 2-0 by roll call vote.

The Selectboard and Finance Committee adjourned their meetings at 6:25 PM.

Minutes respectfully submitted by Ray Purington, Town Administrator.

Signed copy on file. Approved on 07/20/2020

Greg Snedeker, Selectboard Clerk

Adopted by the Finance Committee in lieu of separate Finance Committee minutes on _____.

Ray Purington/Gill Selectboard

From: Gill Fire Dept <firedept@gillmass.org>
Sent: Friday, July 17, 2020 8:08 AM
To: Ray Purington/Gill Selectboard
Subject: Surplus hose

Ray:

There is 1900' of 4" hose that needs to be declared surplus because of age and needs to be thrown away.

Gene M. Beaubien
Gill Fire Chief/ EMD
196A Main Road
Gill, MA. 01354
413-863-8955 Station
413-626-1237 Cell
firedept@gillmass.org



Virus-free. www.avg.com

	A	B	C	D	E	F	G	H		
TOWN OF GILL										
Monthly Operating Budget Request for August 2020		FY18	FY19	FY20	FY21	FY21	FY21	cumulative	Notes for August	
Line #	Account Code	Approved with COLA	Approved with COLA	Approved with COLA	"One Twelfth" for July	"One Twelfth" for August	Total Year to Date	% of FY20		
1		GENERAL GOVERNMENT								
2	114-*	Moderator (Stipend & Expenses)	335.00	440.32	447.19	149.00	28.00	177.00	40%	Stipend for Special Town Meeting is \$26.21
3	122-5100	Selectboard Stipends	7,272.28	7,418.48	7,626.72	-	-	-	0%	First quarter stipend payment is week of 9/28/20
4	122-5400	Selectboard Expenses	4,560.90	4,266.30	4,241.44	1,002.00	295.00	1,297.00	31%	
5	123-*	Town Admin & Admin Clerk (Salary&Exp.)	59,614.26	75,142.36	83,993.99	5,336.00	5,336.00	10,672.00	13%	
6	131-5400	Finance Committee	150.00	150.00	150.00	135.00	-	135.00	90%	
7	132-5400	Reserve Fund	1,500.00	1,500.00	1,500.00	125.00	125.00	250.00	17%	
8	135-5400	Accountant Expenses	200.00	200.00	200.00	17.00	17.00	34.00	17%	
9	141-5100	Assessors Stipends	8,830.80	9,008.68	9,261.24	-	-	-	0%	First quarter stipend payment is week of 9/28/20
10	141-5400	Assessors Expenses	11,699.60	12,750.00	13,040.00	3,837.00	837.00	4,674.00	36%	
11	141-5111	Assessors Clerical Salary	21,629.72	22,064.64	22,686.93	1,712.00	1,712.00	3,424.00	15%	
12	145-5110	Treasurer Salary	21,534.30	21,965.84	22,581.00	1,737.00	1,737.00	3,474.00	15%	
13	145-5400	Treasurer Expenses	8,350.00	8,880.00	9,425.00	786.00	786.00	1,572.00	17%	
14	146-5110	Tax Collector Salary	23,881.58	24,359.66	25,042.16	1,927.00	1,927.00	3,854.00	15%	
15	146-5400	Tax Collector Expenses	8,685.00	8,807.00	9,104.00	4,922.00	381.00	5,303.00	58%	
16	151-5400	Legal	5,000.00	5,000.00	5,000.00	1,000.00	-	1,000.00	20%	
17	155-5400	IT Committee	4,220.00	4,260.00	4,260.00	355.00	355.00	710.00	17%	
18	161-5110	Town Clerk Salary	21,205.60	21,630.18	22,236.76	1,711.00	1,711.00	3,422.00	15%	
19	161-5400	Town Clerk Expenses	1,825.00	1,925.00	2,204.00	276.00	176.00	452.00	21%	
20	162-5400	Elections/Registrars	6,573.00	9,333.00	9,417.00	785.00	1,785.00	2,570.00	27%	Preparations for September primary (mailings, equipment)
21	171-5400	Conservation Commission	833.24	668.00	668.00	56.00	56.00	112.00	17%	
22	172-5400	Agricultural Commission	400.00	400.00	400.00	34.00	34.00	68.00	17%	
23	175-5400	Planning Board	1,814.98	745.00	745.00	63.00	63.00	126.00	17%	
24	176-5400	Zoning Board of Appeals	1,625.96	200.00	200.00	17.00	17.00	34.00	17%	
25	191-5400	Energy Commission	500.00	500.00	500.00	42.00	42.00	84.00	17%	
26	192-5400	Town Hall/Riverside Bldg Operations	23,799.64	23,155.78	23,413.10	1,952.00	1,952.00	3,904.00	17%	
27	192-5823	Building Repairs & Maintenance	18,000.00	18,250.00	18,500.00	1,542.00	1,542.00	3,084.00	17%	
28	192-5419	Garage/Public Safety Bldg Operations	19,765.00	20,357.00	20,677.00	1,724.00	1,724.00	3,448.00	17%	
29		GENERAL GOVERNMENT TOTAL	283,805.86	303,377.24	317,520.53	31,242.00	22,638.00	53,880.00	17%	
30										
31		PUBLIC SAFETY								
32	210-*	Police Department	194,342.34	190,498.56	206,716.77	21,966.00	16,796.00	38,762.00	19%	
33	220-*	Fire Department	80,755.30	86,236.42	88,631.72	14,024.00	6,783.00	20,807.00	23%	
34	291-*	Emergency Management	6,500.00	5,900.00	6,571.40	686.00	536.00	1,222.00	19%	
35		PUBLIC SAFETY TOTAL	281,597.64	282,634.98	301,919.89	36,676.00	24,115.00	60,791.00	20%	
36										
37		PUBLIC WORKS								
38	294-5400	Trees and Forestry	8,111.00	8,291.00	8,626.00	719.00	719.00	1,438.00	17%	
39	422-*	Highway Department	249,479.50	244,584.10	250,616.06	20,885.00	20,885.00	41,770.00	17%	
40	423-*	Highway Dep't. - Snow & Ice Removal	63,970.00	63,970.00	63,970.00	5,331.00	5,331.00	10,662.00	17%	
41	424-5400	Bridges and Street Lights	2,500.00	2,500.00	2,000.00	167.00	167.00	334.00	17%	
42	433-5410	Solid Waste & Recycling	70,731.00	71,730.00	71,730.00	9,997.00	9,997.00	19,994.00	28%	
43	433-5420	Solid Waste District Assessment	2,320.00	2,419.00	3,675.00	1,388.00	-	1,388.00	38%	
44	433-5430	Hazardous Waste Collection	500.00	750.00	750.00	-	-	-	0%	Late fall event
45	440-5400	Sewer	96,065.00	159,065.00	163,100.00	13,592.00	13,592.00	27,184.00	17%	
46	491-5400	Cemetery Commission	4,500.00	6,000.00	12,200.00	1,017.00	2,034.00	3,051.00	25%	Majority of budget is for lawn mowing in 6 months of year
47	491-5421	Memorial Committee	834.00	874.00	874.00	73.00	73.00	146.00	17%	
48		PUBLIC WORKS TOTAL	499,010.50	560,183.10	577,541.06	53,169.00	52,798.00	105,967.00	18%	

		A	B	C	D	E	F	G	H	
		TOWN OF GILL								
		Monthly Operating Budget Request for August 2020	FY18 Approved with COLA	FY19 Approved with COLA	FY20 Approved with COLA	FY21 "One Twelfth" for July	FY21 "One Twelfth" for August	FY21 Total Year to Date	cumulative % of FY20	Notes for August
Line #	Account Code									
49										
50		HEALTH & HUMAN SERVICES								
51	512-5110	Board of Health Salaries	4,000.28	4,081.04	4,196.32	-	-	-	0%	First quarter stipend payment is week of 9/28/20
52	512-5400	Board of Health Expenses	3,778.28	2,970.68	2,996.23	250.00	250.00	500.00	17%	
53	541-5400	Council on Aging	8,040.00	8,662.00	9,096.00	758.00	758.00	1,516.00	17%	
54	543-5400	Veterans District Assessment	2,615.00	2,665.00	2,763.00	3,008.00	-	3,008.00	109%	
55	543-5417	Veterans Benefits	5,000.00	5,000.00	5,000.00	-	-	-	0%	No vets currently receiving benefits
56		HEALTH & HUMAN SERVICES TOTAL	23,433.56	23,378.72	24,051.55	4,016.00	1,008.00	5,024.00	21%	
57										
58		CULTURE & RECREATION								
59	610-*	Library	27,603.48	28,647.96	29,676.97	2,474.00	2,474.00	4,948.00	17%	
60	634-5400	Recreation Committee	2,700.00	2,700.00	2,700.00	-	-	-	0%	Rec Committee is not currently active
61	691-5400	Historical Commission	860.00	875.00	895.00	75.00	75.00	150.00	17%	
62		CULTURE & RECREATION TOTAL	31,163.48	32,222.96	33,271.97	2,549.00	2,549.00	5,098.00	15%	
63										
64		FIXED COSTS								
65	193-5400	Town Insurance	41,668.00	41,613.00	43,061.00	43,410.00	-	43,410.00	101%	
66	710-5940	Mariamante Loan (debt exclusion)	14,651.00	14,936.00	32,015.00	-	-	-	0%	Loan payment is in November
67	710-5960	Energy Bond	10,786.00	8,467.00	8,967.00	-	-	-	0%	Loan payment is in November
68	911-5400	Retirement System	95,447.00	102,099.00	96,609.00	98,733.00	-	98,733.00	102%	
69	970-5963	OPEB (amount funded from taxation)	6,534.00	6,534.00	8,738.00	-	-	-	0%	
70	914-5400	Group Health and Life Insurance	93,750.00	122,883.00	120,679.00	10,518.00	10,518.00	21,036.00	17%	
71	422-5840	Backhoe Loan	7,360.00	7,234.00	6,108.00	-	-	-	0%	Paid off in FY20
72		FIXED COSTS TOTAL	270,196.00	303,766.00	316,177.00	152,661.00	10,518.00	163,179.00	52%	
73										
74		FRCOG ASSESSMENT								
75	199-5414	Statutory & Reg'l Services Assessments	9,970.00	10,276.00	10,063.00	2,543.00	-	2,543.00	25%	
76	199-5415	Accounting Program	23,618.00	24,301.00	25,454.00	7,386.00	-	7,386.00	29%	
77	512-5413	Health Agent/Cooperative Public Health	11,112.00	11,112.00	11,340.00	2,892.00	-	2,892.00	26%	
78	241-5400	Cooperative Inspection Program	7,500.00	7,500.00	7,500.00	1,900.00	-	1,900.00	25%	
79		FRCOG ASSESSMENT TOTAL	52,200.00	53,189.00	54,357.00	14,721.00	-	14,721.00	27%	
80										
81		EDUCATION								
82	310-5431	Gill-Montague Reg. Sch. Dist.	1,616,443.00	1,619,622.00	1,634,027.00	444,105.00	-	444,105.00	27%	
83	310-5810	GMRSD Bldg Loan (debt exclusion)	14,294.00	10,548.00	8,968.00	2,434.00	-	2,434.00	27%	
84	320-5432	Franklin County Technical School	142,934.00	150,778.00	175,085.00	48,436.00	-	48,436.00	28%	
85		EDUCATION TOTAL	1,773,671.00	1,780,948.00	1,818,080.00	494,975.00	-	494,975.00	27%	
86										
87		OPERATING BUDGET TOTAL	3,215,078.04	3,339,700.00	3,442,919.00	790,009.00	113,626.00	903,635.00	26%	
					Percent of FY20	22.9%	3.3%			

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SEWER ABATEMENT REQUEST FORM (Revised 01/02/20)

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 abatements will not be granted for the following uses: watering gardens; watering lawns; washing vehicles, buildings, driveways, etc.; no water meter reading or use.

Abatement requests must be in writing to the Sewer Commissioners within 30 days of the Bill Date. (NOTE: 30 days of the Bill Date, NOT the Due Date.)

Sewer Bill Date: 27 JUNE 2020 Sewer Bill #: 9100

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) 0.3468 - 10% = 0.3121 \$/cu. ft.	\$ Requested for Abatement (C x D)
<i>Example</i>	<i>075074</i>	<i>075162</i>	<i>88</i>	<i>0.3121</i>	<i>27.46</i>
<i>01 JUN 20</i>	<i>075002</i>	<i>075723</i>	<i>721</i>	<i>0.3121</i>	<i>225.02</i>
				<i>0.3121</i>	
				<i>0.3121</i>	
				<i>0.3121</i>	
				Total requested	\$ <i>225.02</i>

Continued on second page

SEWER ABATEMENT REQUEST FORM, page 2

Signature

K.D. Kwader KURT D. KWADER

Today's Date 7 JULY 2020

Name

KURT D. KWADER

IF AFTER 31 JULY

MAIL CHECK:

Account # (from bill) 9100

Address

61 RIVERVIEW DR

314 POINT LOBOS DR.

GILL, MA 01354

SATELLITE BRACK, FL

Tel.

561 973-0310

32937

Meter location if different from above address _____

Submit this completed form to the Tax Collector

PO Box 784, Turners Falls, MA 01376

Please keep a copy of this form for your records.

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

Date received by Tax Collector

7/7/20

(Town has 90 days from receipt to process abatement.)

Sewer bill is paid & no outstanding sewer charges?

YES

NO

Tax Collector signature

T.P. for Tom Hodak

Sewer Commission response:

Approved _____

Denied _____

Date _____

Sewer Commissioners _____
