

TOWN OF GILL

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



SELECTBOARD MEETING MINUTES

August 12, 2024

Called to Order: The meeting was called to order at 5:30 PM in the 2nd floor meeting room at the Gill Town Hall.

Members Present: Greg Snedeker, Charles Garbiel Members Absent: Randy Crochier

Others Present: Ray Purington, Town Administrator; Kate Savage, Tim Batchelder, Kurt Schellenberg, Peter Turban, Becca Mandel, Tupper Brown, Sandy Brown, Chris Redmond, and Jason Bassett.

Review of Minutes: No minutes were ready for review.

Police Department Vacancy: Police Chief Chris Redmond and Purington reported they interviewed several applicants for the open sergeant position in the Police Department, and recommended the position be offered to John Richardson of Greenfield. Richardson is currently the sergeant in Bernardston and has held that position since 2017. He was the sergeant in Northfield from 2013 to 2017, and has worked in law enforcement since 1999. Garbiel made a motion, seconded by Snedeker, to hire John Richardson to the position of Sergeant in the Police Department with a starting rate of \$37.82 per hour (step 7-F) and vacation accrual of three weeks/per year, contingent upon satisfactory results from the standard pre-employment checks. The motion was approved by a vote of 2 in favor, 0 opposed.

Police Department 3rd Full-Time Officer: Following up on a topic from the July 15, 2024 Selectboard meeting, Purington reported on the potential costs and possible funding sources if the Town wanted to add a third full-time officer to the police department. Based on Gill's current wage scale, the annual salary for the position ranges from \$52,000 to \$63,000, and given the region-wide shortage of POST-certified officers, the upper end of the range, \$58,000 was assumed. The Town's share of a family plan for health insurance adds another \$18,360, for a rough total of \$76,000. There is \$29,000 in this year's budget for part-time officers, and Redmond indicated \$14,000 could be put toward the cost of a full-time officer. Purington recommended against using one-time funds like Free Cash and the NMH donation accounts, as a full-time salary is a recurring expense that will need funding year after year.

Redmond outlined changes to law enforcement staffing brought about by the police reform that was signed into law at the end of 2020. The training required for a part-time police officer is now identical to that for a full-time officer, so finding new officers to work in part-time positions is almost impossible. In the past, Gill relied on part-time officers for one third of its shifts, and had as many as 10 part-timers. There are currently only three part-time officers working for the department. Redmond noted neighboring towns have been increasing full-time staff in response to the shortage of part-time officers. Bernardston has four full-time officers, Northfield has five, and Erving has six.

Redmond stated the State Police has not increased its staffing for providing coverage of rural Franklin County, and still only has two troopers on patrol during the overnight shift. He suggested another important benefit from adding a third full-time officer would include the ability to backfill shifts when officers are attending mandatory in-service training, making court appearances, or taking days off for holidays and vacations.

Tupper Brown, a member of the Finance Committee, suggested the FinCom would like to review call data as part of making its recommendation on adding the third officer. Questions to be answered include: What does scheduling look like with only two officers? How often are calls not answered by Gill officers, and what happens when another agency responds? What is the general impact on the community to having fewer police officers around?

Sandy Brown, a member of the Finance Committee, asked if regionalizing police services with other towns was under consideration. Redmond responded it is an idea that has been discussed and thought about almost every single day for years, and remains an active topic of discussion among departments. Regionalization could bolster coverage to the member towns, and the larger size of a combined department could provide better career advancement possibilities.

It was agreed adding a third full-time officer will require much more discussion, and is not a viable option for the current fiscal year. The Selectboard and FinCom members were encouraged to send their data requests to Redmond. A joint meeting of the two boards to review the data and continue the discussion will be scheduled. Turban, Mandel, T. Brown, S. Brown, Redmond, and Bassett left the meeting at 6:20 PM.

Naloxone Cabinet at Town Hall: Kurt Schellenberg, a regional health agent with the Cooperative Public Health Service (CPHS), joined the meeting to explain a program offered by the CPHS through a Health Excellence grant from the Massachusetts Department of Public Health. The program is called the Rural Communities Naloxone Cabinet Initiative, and provides up to two wall-mountable indoor/outdoor cabinets per participating town. Each cabinet holds six doses of naloxone (generic name for Narcan) nasal spray, which can be used to reverse the effects of an opioid overdose. Gill's Board of Health has recommended a cabinet be mounted at Town Hall. Someone from Town Hall will need to restock the cabinet as doses are taken, and there will be an online monthly reporting of usage. The CPHS will provide additional doses of naloxone as needed at no cost. Garbiel made a motion, seconded by Snedeker, to authorize Purington to sign the host organization agreement with the CPHS and to mount the cabinet at a suitable location at Town Hall. The motion was approved by a vote of 2 in favor and 0 opposed. Schellenberg left the meeting.

State Primary Election Warrant: By consensus the Selectboard signed the warrant for the September 3, 2024 state primary election.

Community Compact Grant Application: Purington requested approval from the Selectboard to apply for a Community Compact grant in the amount of \$13,000 to be used to hire the Collins Center for Public Management to perform a classification & compensation study for the Town. It has been more than 20 years since the Town's wage scale has been professionally reviewed and updated, and there are multiple positions on the wage scale which are felt to be out of line with the local labor market. Garbiel made a motion, seconded by Snedeker, to authorize Purington to submit the application. The motion was approved by a vote of 2 in favor and 0 opposed.

FFY 24 EMPG Grant Application: Emergency Management Director Gene Beaubien has proposed two projects for this year's Emergency Management Preparedness Grant application: \$687.50 toward a portion of the Town's \$1,500 annual cost for the CodeRed Reverse 911 notification system, and \$2,012.50 toward the purchase of two ice rescue Mustang suits. Garbiel made a motion, seconded by Snedeker, to approve the application as presented and to authorize Purington to sign grant documents as required to submit, receive, and implement the grant. The motion was approved by a vote of 2 in favor and 0 opposed.

Paint Stewardship Legislation: The Selectboard reviewed a draft of a letter to the Massachusetts House Ways & Means Committee expressing the Town's support for a paint stewardship law. If enacted, the law would impose a fee (less than \$1 per gallon) on all paint sales in the state. The collected funds would be used to establish paint collection sites, transport paint for processing, and public education. Eleven states, including New York, Rhode Island, Connecticut, Vermont, and Maine, have already implemented paint stewardship laws. The letter was approved by consensus and signed by Snedeker as Chair.

Sewer Commitment: Snedeker made a motion, seconded by Garbiel, to approve and sign a sewer commitment in the amount of \$118.69 for a mid-cycle reading related to the sale of 7 & 9 Oak Street. The motion was approved by a vote of 2 in favor and 0 opposed.

Sewer Abatement: Snedeker made a motion, seconded by Garbiel, to approve a sewer abatement of \$128.82 for Mark Timberlake for metered water used to fill a swimming pool. The motion was approved by a vote of 2 in favor and 0 opposed.

Savage and Batchelder left the meeting at 6:45 PM.

Warrant: The Selectboard reviewed and signed the FY 2025 warrant # 4 with totals of \$78,411.36 for vendors and \$37,878.43 for payroll.

The meeting adjourned at 7:15 PM.

Minutes respectfully submitted by Ray Purington, Town Administrator

Signed copy on file. Approved on 02/10/2025

Charles Garbiel, Selectboard Clerk



SELECTBOARD AGENDA & MEETING NOTICE

August 12, 2024

***Indicates item added after the 48 hour posting
bold underlined time = invited guest or advertised hearing
(all other times are approximate)

Location: Town Hall, 2nd floor meeting room, 325 Main Road, Gill

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)

Old Business

- Review of Minutes: 8/29/22, 9/12/22, 10/11/22, 11/21/22, 12/5/22, 12/19/22, 1/30/23, 2/13, 2/27, 3/13, 3/28, 3/30, 4/10, 4/24, 5/8, 5/22, 6/5, 6/20, 7/3, 9/11, 9/25, 11/06, 11/27, 12/4, 1/2, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/6, 5/21, 6/3, 6/17, 7/1, 7/15
- Police Department Vacancy – update on interview process & possible recommendation to hire (tentative)
- Police Department – possible funding sources for 3rd full time officer

New Business

- Sign Warrant for September 3rd State Primary Election
- Community Compact grant application for Classification & Compensation Study to be performed by Collins Center. Project cost/application amount is \$13,000
- EMPG grant application for FFY24 - \$2,700 (\$687.50 Code Red, \$2,012.50 ice rescue suits)
- Cooperative Public Health Service – outdoor naloxone cabinets – up to (2) to be sited by Board of Health & installed by CPHS. Authorize Ray to sign host agreement if Town building(s) are used
- Paint Stewardship legislation – possible letter of support from Selectboard
- Review & sign Sewer Commitment dated 8/8/24 for \$118.69 (meter reading due to impending sale of 7 & 9 Oak St)
- Sewer Abatement - \$128.82 to Mark Timberlake, 28 FKH, for metered water used to fill pool
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any
 - Recreation Committee – Soccer Signups
 - Community Contra Dance – Sat. 9/28, 7-10 PM at Town Hall
 - Gill Harvest Festival – Sun. 9/29, Noon – 3 PM at the Town Common
- Warrants
 - FY24 #28 Vendors (\$24,183.34) & Payroll (\$6,386.13) – reviewed & signed on 07/15/24
 - FY25 #02 Vendors (\$57,359.67) & Payroll (\$23,996.76) – reviewed & signed on 07/15/24
 - FY25 #03 Vendors (\$234,964.76) & Payroll (\$32,286.62) – reviewed/signed by RC on 07/29/24
 - FY25 #04 – review & sign

Adjournment

Other Invitations/Meetings:

Date	Time	Event	Location
Mon 8/26	5:30 PM	Selectboard meeting	Town Hall

Mon 9/2		Labor Day holiday	
Tues 9/3	7A – 8P	State Primary Election	Town Hall upstairs
Mon 9/9	5:30 PM	Selectboard meeting	Town Hall
Mon 9/23	5:30 PM	Selectboard meeting	Town Hall



Cooperative Public Health Service

Franklin Regional Council of Governments

Community Naloxone Cabinet Program Information

Town: _____

Host Facility: _____

Contact Name: _____

Signed: _____

Contact phone number: _____

Contact email: _____

This contract is valid through June 30, 2027.

Equipment

The Cooperative Public Health Service of the Franklin Regional Council of Governments will provide the following items to the host facility at no cost:

- _____ (#) of outdoor naloxone cabinets
- A pole mounting setup, if requested
- Instructions for installation
- Signage to educate the public about the cabinets
- A resupply kit of items for the cabinet:
 - Face masks for CPR
 - Naloxone
 - Additional harm reduction tools, if requested

Location

Your town's Board of Health, in coordination with the Cooperative Public Health Service, will determine the precise location for the box or boxes to be placed, along with any necessary permissions for the boxes to be housed there.

Signage

The Cooperative Public Health Service and your Board of Health will work with _____, the host facility, to prepare and post specific signage and other communications for the box. Examples may include: signs of an overdose, what to do when an overdose occurs, harm reduction materials (fentanyl test strips, information for harm reduction agencies/services, like Safe Spot hotline, Tapestry Health, etc.).

- At the host facility's discretion, a sign or window sticker indicating that naloxone is available inside can also be provided

Staff and Community Training (optional)

At the discretion of the host facility, the Cooperative Public Health Service can provide a training for interested staff and/or community members, which can include the purpose of the naloxone cabinet, signs of an overdose, how to respond to an overdose, as well as additional information about harm reduction, recovery, available treatment supports, etc. The primary purpose of the training is for the host facilities staff to get their questions answered, as well as provide some “FAQs” about the cabinets, opioid overdose, and related topics, so that staff feels comfortable with questions from community members. **The host facility staff is not responsible for recognizing an overdose, responding to an overdose or to have training on how to use naloxone.**

Maintaining Naloxone Supply

The responsibility of the host facility staff is to maintain the naloxone cabinet by regular inspection of its inventory and resupplying inventory, such as naloxone, face masks, and information about responding to an overdose. Inventory items will be provided to _____ by the Cooperative Public Health Service or by the Board of Health.

The host facility shall provide CPHS with an email or phone number to be included with the CPHS email on a label inside the cabinet for “who to call if this box is empty”.

The Cooperative Public Health Service (CPHS) Health District is part of the Massachusetts Department of Public Health’s Community Naloxone Program, meaning that CPHS can provide naloxone free-of-charge to the host facility, with which the facility staff shall use to restock the naloxone cabinet. In doing so, CPHS has reporting requirements, and the host facility will be report naloxone resupply and checking on inventory to CPHS at regular intervals. Additionally, the host facility agrees to keep naloxone that’s not in the cabinet locked (e.g. in a locked file cabinet).

The meaning of “regular inventory inspection” of the naloxone cabinet may change over time. For example, there may be a weekly inspection of the cabinet for the first 60 or 90 days, while a pattern of use is established. After a pattern of use is established, the frequency with which the host facility _____ inspects the cabinet for maintenance/restocking may shift. Additionally, regular inspection may be more seasonal: For example, weekly inspection may be requested at a local park for the spring and summer, yet less often during the winter months.

The host facility agrees to check/restock inventory at the following interval:

Host facility staff agree to discuss with CPHS staff any changes to this schedule (see below). The host facility agrees to notify CPHS staff in writing (Google Form, email, or other) to regularly report naloxone inventory/restocking, and prior to altering the timeline for restocking and/or checking on inventory.

Altering timeline for checking on inventory

To remain compliant with reporting requirements, the host facility must reach a mutual agreement with public health staff from the Cooperative Public Health Service when making alternations to the agreed timeline for checking/restocking inventory. Next, the host facility and/or CPHS staff will bring up the proposed changes to the Board of Health at their next meeting.

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

WARRANT FOR 2024 STATE PRIMARY

FRANKLIN, SS.

To any of the Constables of the Town of Gill

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at: 325 Main Road

on **TUESDAY, THE THIRD DAY OF SEPTEMBER, 2024**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.....	DISTRICT
COUNCILOR.....	DISTRICT
SENATOR IN GENERAL COURT	DISTRICT
REPRESENTATIVE IN GENERAL COURT	DISTRICT
CLERK OF COURTS	COUNTY
REGISTER OF DEEDS	DISTRICT

And you are directed to serve this Warrant by posting up attested copies thereof at Town Hall, Main Road; Post Office, Mount Hermon; The Gill Tavern, Main Road; and Riverside Municipal Building, Route 2 in said Town seven days at least before the time of holding said Election.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 12th day of August, 2024.

GREGORY M. SNEDEKER, CHAIR	_____
RANDY P. CROCHIER	_____
CHARLES J. GARBIEL, II	_____

Selectmen of the Town of Gill

A true copy. Attest: _____, Town Clerk

Date: _____

FRANKLIN, SS.

Pursuant to the within Warrant I have notified and warned the inhabitants of the Town of Gill by posting up attested copies thereof at Town Hall, Main Road; Post Office, Mount Hermon; The Gill Tavern, Main Road; and Riverside Municipal Building, Route 2 in said Town seven days at least before the time of holding said Election.

_____	_____, 2024.
Constable	Date

Warrant must be posted by **August 27, 2024** (at least *seven days prior* to the **September 3, 2024** State Primary).



EDWARD J. COLLINS, JR. CENTER FOR PUBLIC MANAGEMENT
JOHN W. MCCORMACK GRADUATE SCHOOL OF POLICY AND GLOBAL STUDIES
UNIVERSITY OF MASSACHUSETTS BOSTON

100 Morrissey Boulevard
Boston, MA 02125-3393
P: 617.287.4824
F: 617.287.5566
mccormack.umb.edu/centers/cpm
collins.center@umb.edu

Ray Purington
Town Administrator
Town of Gill
325 Main Road
Gill, MA 01354

August 5, 2024

Dear Mr. Purington:

The Edward J. Collins, Jr. Center for Public Management is pleased to present this proposal to the Town of Gill for a Classification and Compensation Study.

The Center was established in 2008 in the McCormack Graduate School of Policy and Global Studies to further the public service mission of the University of Massachusetts Boston. The Center provides technical assistance to municipalities, school districts, regional governments, and state agencies on all aspects of public management.

Please review the proposal that follows and let us know if you have any questions. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Sarah Concannon".

Sarah Concannon
Director of Municipal Services
Edward J. Collins, Jr. Center for Public Management
McCormack Graduate School of Policy and Global Studies
UMass Boston

PROPOSAL FOR CLASSIFICATION AND COMPENSATION STUDY TO THE TOWN OF GILL

1. Overview

The Center understands that Gill is interested in reviewing their current classification and compensation structure for approximately 20 position titles. Like many other towns, they endeavor to create updated job descriptions and competitive market driven pay plans that will leverage their ability to recruit and retain the most competent and skilled employees. To that end, the Center will analyze the current classification and compensation system in use for all positions and recommend modifications to best address the needs of the town. Job descriptions will be reviewed and updated to ensure accuracy and a compensation system recommended reflecting the labor market and unique needs of Gill. Any significant refinement of the number of titles may impact the budget for this proposal.

2. Project Deliverables

The deliverables will be as follows:

1. *New or updated job descriptions for all positions included in the study.*
2. *Labor Market Survey*
3. *Classification and Compensation Plan*
4. *Final Report to include introduction, explanation of methodology, position descriptions, recommendations and an implementation plan. The Center will provide applicable rating manual/guide.*

3. Workplan

In order to complete the noted deliverables, the project team will follow the workplan outlined below:

Step 1: Initial Project Meeting

The Center will meet with the Project Liaison to clarify the scope of the project and the approach and plan the schedule of the study. The Center will review the existing classification structure and related policies.

Step 2: Creation of Comprehensive Draft Position Descriptions

The Center will create and/or update comprehensive draft position descriptions. The descriptions will reflect the skill level and the essential functions of each position without listing every conceivable duty and will comply with statutory requirements. The following is the procedure to be followed:

1. An orientation session will be held to explain the process and the questionnaire to be completed by all incumbents and reviewed by supervisors. This may be virtual. If the session is virtual, we recommend a recording of the session so that it can be reviewed by staff who are unable to attend.
2. Incumbents of study positions will be given a position questionnaire to complete. Current job descriptions, if they exist, will be reviewed and incorporated as appropriate.

3. Individual interviews will be conducted as needed to review completed questionnaires to verify and clarify information in them. Employees holding the same position in the same department may be interviewed together. These interviews may be virtual. If new information is obtained in the interview, supervisors may be asked for comments.
4. Draft/updated position descriptions will be submitted to the Project Liaison for distribution to incumbents and supervisors for review and comments.
5. Comments received will be received and, where appropriate, incorporated into the position descriptions.
6. Position descriptions will be finalized and submitted to the Project Liaison for final approval.

Step 3: Classification of Positions

The Center will classify each of the positions using a point factor analysis system applied to the job descriptions produced in Task 2. The factors include supervisory responsibilities, complexity, judgement, physical requirements, and work environment. The Center will review the initial findings with the Project Liaison.

Step 4: Labor Market Survey

A labor market salary survey will be conducted of approximately 8-10 labor market towns to collect base pay for study positions. The Center will work with the town to determine which municipalities will be used for comparison for the market survey. Responses to surveys are typically the most challenging aspect of a study. Assistance from the client is frequently needed in follow-up.

Step 5: Creation of Salary Schedule

The Center will review the existing classification of positions and will develop a salary schedule using grades and ranges, or a similar instrument, which will coincide with the classification of positions and the market salary survey. The Center will review the proposed salary schedule with the Project Liaison.

Step 6: Creation of Classification and Compensation Plan

Based on the results of the creation of position descriptions and rating, along with the results of the market survey, the Center will develop a recommended classification and compensation plan.

Step 7: Submittal of Draft Report

The Center will prepare a draft report to be submitted to the Project Liaison for review including the methodology used, the findings and recommendations on classification and compensation. Position descriptions will be provided under separate cover in electronic form. Comments on the draft report will be received, and edits will be made where appropriate.

Step 8: Submittal of Final Report

The Center will submit a final report which will include an introduction, explanation of methodology, positions descriptions, recommendations, and an implementation plan based upon plan developed by the Center. The Center shall present the Final Report to the appropriate elected or appointed body, if requested.

4. Responsibilities

Responsibilities of the Center

The Center project team will act at all times in an attentive, ethical, and responsible manner. The Center will assign a project manager, who will serve as the primary point of contact for the duration of the project. The project manager shall be available to the Town of Gill to discuss any issues or challenges. Throughout the course of the project, the project manager shall facilitate completion of work according to the agreed-upon timeline and communicate with the client project liaison to discuss and resolve any issues with the timeline and to consider proposed modifications to the timeline.

Please note that the Collins Center does not provide legal services or accounting services.

Responsibilities of The Town of Gill

The Town of Gill will identify a project liaison to the Center for the duration of the work. The project liaison will have responsibility for communicating the nature and value of the project to employees and managers and for managing logistics throughout the project (e.g., scheduling meetings, identifying meeting space, etc.).

The Town of Gill shall agree to provide necessary access to its employees, records, and agreed-upon data, and to respond to requests for information, comment, and scheduling in a timely manner.

The Town of Gill will stand behind the accuracy and completeness of data provided to the Center for work on the project. If there are questions or concerns about data accuracy or completeness, these will be made known to the project team when the data is provided.

The project timeline will be determined in conjunction with the Town of Gill prior to finalizing the agreement. To facilitate completion of work according to the timeline, the Town of Gill will provide timely response to requests. This shall include but not be limited to provision of documents and data, access to employees, officials and/or facilities, feedback on Center work products, etc. The project team will work to schedule the initial project meeting upon receipt of any preliminary documents and data requested.

The project liaison will work with the Center project manager to discuss and resolve any issues with the timeline and to consider any proposed modifications to the timeline.

For all steps in the workplan, delays in the schedule not caused by the Center, requests for expansion of scope, or other significant unforeseen developments may lead to a renegotiation of scope, timeline, cost, or all three.

5. Timeline

Below is the preliminary proposed project timeline. Actual timelines determined following initial kick-off meeting and may change based upon responsiveness to requests for data and information.

Event	Month 1	Month 2	Month 3	Month 4
Step 1: Initial Project Meeting	XXXX			

Step 2: Creation of Comprehensive Draft Position Descriptions	XXXX	XXXX		
Step 3: Classification of Positions		XXXX		
Step 4: Labor Market Survey		XXXX	XXXX	
Step 5: Creation of Salary Schedule			XXXX	
Step 6: Creation of Classification and Compensation Plan			XXXX	
Step 7: Submittal of Draft Report				XXXX
Step 8: Submittal of Final Report				XXXX

6. Fee for Services

The Collins Center will provide the scope of services presented in this proposal for an all-inclusive fee of \$13,000 based upon 20 titles (price subject to change if the number of titles increases). The Center will invoice the town following delivery of the final report.

7. References

Please feel free to contact any previous client. The following are a few representative references. Additional references can be provided upon request.

Town of Brimfield

Classification and Compensation Study
Theresa Cofske
Administrative Assistant to the Select Board
413- 245-4100 x 1104
selectboard@brimfieldma.org

Town of Cheshire

Classification and Compensation Study
Jennifer Morse, Town Administrator
413-743-1690 x 100
jmorse@cheshire-ma.gov

Town of Northfield

Classification and Compensation Study
Andrea Llamas - Town Administrator
413-498-2901 x115
allamas@northfieldma.gov

Town of Goshen
 Classification and Compensation Study
 Dawn Scaparotti, Town Administrator
 413-268-8236 x 301
selectboard@goshen-ma.us

Town of Millis
 Classification Reviews of non-union employees; Personnel Policy Manual
 Karen Bouret/Operations Support Manager
 508-376-7040
KBouret@millisma.net

SELECTED LIST OF COLLINS CENTER CLASSIFICATION AND COMPENSATION PROJECTS

MUNICIPALITY	PROJECT
East Bridgewater	Classification and Compensation
Groveland	Classification and Compensation
Southborough	Classification and Compensation
Somerville Public Schools	Classification and Compensation
Webster	Classification and Compensation
West Newbury	Classification and Compensation
Williamsburg	Classification and Compensation
Northborough	Classification and Compensation
Dover	Compensation
Grafton	Classification and Compensation
Hampshire County Retirement Board	Compensation and Benefit Review
Methuen	Compensation and CBA comparison
Uxbridge	Classification and Compensation
Deerfield	Classification and Compensation
Hampden	Classification and Compensation
Peabody Public Schools	Classification and Compensation
Stow	Classification and Compensation
Worthington	Compensation
Abington	Classification and Compensation
Acton	Classification and Compensation
Andover Public Schools	Classification and Compensation
Barnstable County Retirement Board	Classification and Compensation
Chatham	Classification and Compensation
Chelsea Public Schools	Classification
Erving	Classification and Compensation

Gosnold	Classification and Compensation
Hancock	Classification
Lexington Public Schools - Clerical	Classification and Compensation
Lexington Public Schools - Professional	Classification
Marion	Classification and Compensation
Marshfield	Classification and Compensation
Methuen	Compensation
New Marlborough	Classification and Compensation
Paxton	Classification and Compensation
Sudbury	Pay Equity
Tisbury	Compensation
Townsend	Classification and Compensation
Wakefield - Public Works	Classification and Compensation
Wareham	Compensation
West Boylston	Classification and Compensation
Wilmington	Classification and Compensation
Boston	Pay Equity
Boylston	Classification and Compensation
Brookfield	Classification and Compensation
Chelmsford	Compensation
Chelmsford	Pay Equity
Chicopee	Classification and Compensation
Dukes County Regional Housing Authority	Classification and Compensation
Easthampton	Classification and Compensation
Hanson	Classification
Lexington - Recreation	Classification
Northampton	Classification and Compensation
Northampton Public Schools	Classification and Compensation
Sunderland	Compensation
Wareham	Classification and Compensation
Whitman	Classification and Compensation
Brockton	Classification
Committee for Public Council Services	Classification
Deerfield	Compensation
East Longmeadow	Classification and Compensation
Edgartown	Classification and Compensation

Groton	Compensation
Hudson Public Schools	Classification and Compensation
Lexington- Community Development	Classification
Mendon	Classification
Princeton	Classification and Compensation
Spencer	Classification and Compensation
Westfield	Classification and Compensation
Worthington	Classification and Compensation
Wrentham	Compensation
Aquinnah	Classification and Compensation
Arlington	Classification
Canton	Classification and Compensation
Tisbury	Classification and Compensation
Westfield	Classification and Compensation
Westwood	Classification and Compensation
Ashland	Classification and Compensation
Chelsea Public Schools	Classification
Duxbury	Compensation
Easton	Classification and Compensation
Easton	Compensation
Hudson Public Schools	Classification and Compensation
Mendon	Classification and Compensation
Southwick	Classification and Compensation
Wakefield - Town Hall	Classification
Wenham	Classification and Compensation
Wrentham	Classification and Compensation
Ashland	Classification and Compensation
Brockton Public Schools	Classification and Compensation
Easton	Classification and Compensation
Everett	Compensation
Medway	Classification
Wakefield - Clerical	Classification and Compensation
Chelsea Public Schools	Classification and Compensation
Hamilton	Classification
Hardwick	Classification and Compensation
Hudson Public Schools	Classification and Compensation

Millis	Classification and Compensation
Wrentham	Classification and Compensation
Somerville	Classification and Compensation
Hudson Public Schools	Classification and Compensation
Millis	Classification and Compensation
Ashby	Classification and Compensation
Ayer	Classification
Seekonk	Classification

**Ongoing*

**Massachusetts Emergency Management Agency
FFY 2024 EMPG Subgrant Application**

APPLICANT INFORMATION

TOWN/CITY/TRIBE:			
UEI # (required)		SAM Registration Expiration Date (required)	

EMERGENCY MANAGEMENT DIRECTOR

NAME:			
TITLE:		Full time EMD? (yes / no)	
EMAIL:		PHONE:	

PROJECT POINT OF CONTACT (if different than the EMD listed above)

NAME:			
TITLE:			
EMAIL:		PHONE:	

STATEMENT OF WORK

Description of your project (who, what, when, where, why and how)

Will anything be installed? (yes / no)	
Are you purchasing any communication equipment? (yes / no)	
Are you purchasing a SUAS (drone) or SUAS accessories? (yes / no)	
Are you purchasing sonar equipment? (yes / no)	

BUDGET

What is your Total Award (single award or total regional award)				
Is this a Regional Project? If YES, list all communities and awards				
Town/City/Tribe Name	Award Amount	Town/City/Tribe Name	Award Amount	

PROJECT COSTS

List Expenditures	AEL	Portable or Installed	Quantity	Estimated Total Costs
TOTAL				

MATCH

Your match amount must be equal to your award amount and must be allowable activities and/or expenses. List what you will use for match (R911, CAD, Code Red, EM salary/stipend, EM volunteer hours, etc.)	

MISSION AREAS (check the one that best fits your project)

Prevention		Protection		Mitigation		Response		Recovery	
------------	--	------------	--	------------	--	----------	--	----------	--

CORE CAPABILITIES (check the one that best fits your project)

Planning		Situational Assessment	
Operational Coordination		Economic Recovery	
Screening, Search & Detection		Housing	
Cybersecurity		Public information & Warning	
Community Resilience		Forensics & Attribution	
Critical Transportation		Access Control & Identity Verification	
Physical Protective Measures		Supply Chain Integrity & Security	
Risk & Disaster Resilience Assessment		Environmental Response/Health & Safety	
Fire Management & Suppression		Mass Care Services	
On-scene Security		Protection & Lawa	
Public Health		Healthcare	
Emergency Medical		Infrastructure Systems	
Health & Social Services		Natural & Cultural Resources	
Fatality Management Services		Mass Search & Rescue Operations	
Risk Management for Protection Programs		Logistics & Supply Chain Management	

NATIONAL GOALS / PRIORITIES (check the one that best fits your project)

#1 – Install Equity as a Foundation of Emergency Management	
#2 – Lead Whole of Community in Climate Resilience	
#3 – Promote and Sustain a Ready FEMA and Prepared Nation	

Do you want your Contract and CASL emailed via adobe sign? (YES or NO)		
If so, please provide an email address for the person who has the authority to delegate signatures.		
Name		
Title		
Email Address		

Paint Stewardship Summary

Bills: H.823 “An Act relative to paint recycling”
S.542 “An Act establishing safe paint stewardship”
S.551 “An Act relative to paint recycling”

Paint Stewardship laws have been passed in our neighboring states of ME, RI, CT, NY, VT, as well as 6 more states plus Washington D.C. and are working well there. These laws have language and responsibilities that all parties to the law – producers, retailers, consumers, and state government – support. 28 Representatives and 12 Senators from both sides of the aisle are sponsors or co-sponsors of this legislation. Viewed favorably by ENR on January 18th and sent to House Ways & Means as part of H.4263. 50 MA municipalities have passed resolutions supporting or written letters endorsing the Paint Stewardship legislation.

Key Benefits of Paint Stewardship:

1. Provides a service for constituents that they will value
2. Has no cost to municipalities or State government
3. Proven in other states for over a decade
4. Will significantly decrease the inappropriate discarding of toxic oil-based paint
5. Will decrease greenhouse gases generated by the paint industry by approximately 4%
6. Likely will be a model for future Product Stewardship legislation such as mattress
7. Begins addressing the solid waste issue by decreasing the total waste going to landfills by 1/2%

Notable features of Paint Stewardship:

1. Participation of Paint Retailers and Transfer Stations as a paint collection site is VOLUNTARY
2. There are no hidden fees: the fee can be specifically listed on the receipt as all other states allow and retailers in most states have done
3. All costs for hauling and reprocessing are covered by a fee of less than \$1/gallon, charged consumers at time of purchase. Consumers gladly pay the fee up front in return for the convenience when discarding paint.
4. People do not flock to other states to purchase paint to save the \$1 fee. They have not come flocking to Massachusetts from contiguous states to avoid paying the fee in their states. However, Mass residents DO go across borders to participating states for free recycling paid for by those states. This is not fair to our neighbors.
5. More than 80% of collected Latex can be rebled and sold to entities such as Habitat for Humanity and Restore, not discarded. Work is ongoing to increase domestic sales outlets.
6. Big box stores are not opposed to Paint Stewardship, they are neutral, although they typically don't sign up to be collection sites.
7. Small retailers in participating states LIKE the program once it gets going because:
 - It brings in foot traffic that might otherwise have gone to big box stores
 - Pick up of full containers is quite responsive: generally, 2-5 days
 - Consumers are appreciative
 - PaintCare will run paint-only collections to clear out backlogs of legacy paints
 - Retailers are allowed to set a limit such as 5 gallons on how much they will accept from a customer at one time
 - Retailers can save some money by not having to pay to dispose of their own off-color mixes or returns, and perhaps even use the space in the back for new collection that was previously set aside for this consolidation.
8. Paint Stewardship has an excellent track record. It has operated successfully in Connecticut since 2013, Rhode Island since 2014, in Vermont and Maine since 2015 and in New York since 2021.

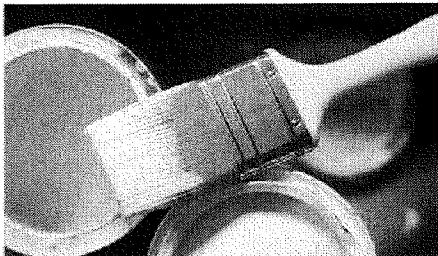


By passing a paint stewardship law, Massachusetts will:

**SAVE MUNICIPALITIES
MONEY, SUPPORT LOCAL
RECYCLERS, & PROTECT
OUR ENVIRONMENT**

A paint stewardship law will make it easy for all Massachusetts residents to properly manage both oil-based and latex paint. Recycling paint through the PaintCare program that H.823, S.551, and S.542 would establish will lower disposal costs for taxpayers, keep our waterways clean, and reduce the amount of hazardous waste going to landfills and incinerators.

A PAINT STEWARDSHIP LAW WILL:



Save local governments around \$3 million annually across the Commonwealth.



Make paint recycling easy and free for all MA residents, including those living in rural areas.



Prevent mismanagement of unwanted paint that pollutes waterways and the environment.

HOW A PAINT STEWARDSHIP SYSTEM WORKS

A point-of-sale fee of less than \$1 per gallon is collected by all paint retailers. The collected funds are managed by a non-profit producer responsibility organization, which represents paint manufacturers. Funds are used to establish paint collection sites, transport paint for processing, and distribute public education materials on proper management of paint.

PRODUCT STEWARDSHIP IS A PROVEN SOLUTION

Eleven states & Washington, D.C. have implemented paint stewardship laws, including the neighboring states of NY, RI, CT, VT, and ME. According to the Product Stewardship Institute, a Boston-based non-profit, paint stewardship programs have saved governments and taxpayers nearly \$300 million, and established more than 2,300 collection sites, over 70% of which are at voluntary retail locations.

SEE REVERSE FOR A LIST OF SUPPORTING MUNICIPALITIES AND ORGANIZATIONS IN MASSACHUSETTS

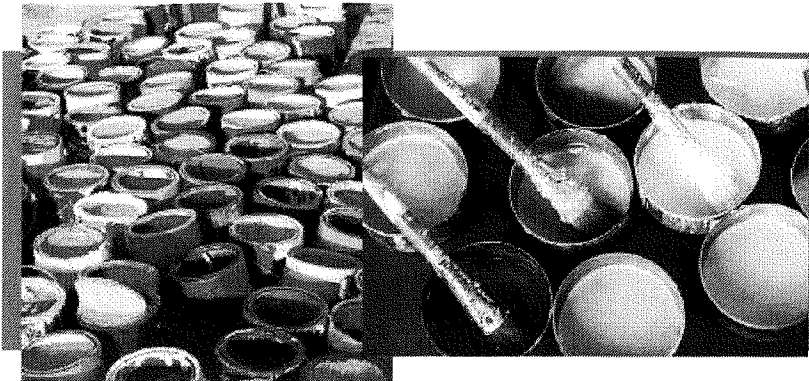
Waneta Trabert
MA Product Stewardship Council

Sharon Byrne Kishida
MA Product Stewardship Council

For more information on paint stewardship laws visit:
PaintCare.org

City of Newton DPW
wtrabert@newtonma.gov

Former MassDEP MAC
sbkishida@gmail.com



WIDE SPREAD SUPPORT ACROSS MASSACHUSETTS

PAINT STEWARDSHIP HAS BROAD SUPPORT

The following municipalities, businesses, and organizations have signed an endorsement of paint stewardship. They are constituents from across Massachusetts. Municipalities representing 31% of the state population have voiced their support.

Local Governments

City of Boston*
 County of Barnstable*
 (representing 15 municipalities)
 City of Worcester*
 City of Springfield*
 South Shore Recycling Cooperative*
 (representing 18 municipalities)
 City of Cambridge
 City of Lynn*
 City of New Bedford
 City of Newton*
 City of Somerville
 City of Malden*
 City of Brookline*
 Town of Weymouth*
 City of Revere*
 City of Chicopee*
 City of Peabody*
 City of Methuen*
 City of Everett*
 Town of Arlington*
 City of Salem*
 Franklin County Solid Waste Management
 District (representing 21 municipalities)
 City of Pittsfield*
 City of Westfield*
 City of Leominster
 City of Fitchburg
 City of Woburn
 Town of Braintree
 City of Holyoke*
 Northern Berkshire Solid Waste Management
 District* (representing 14 municipalities)
 Town of Amherst*
 Town of Falmouth
 City of Gloucester*
 City of Northampton*
 Town of West Springfield*
 Town of Agawam*
 Town of Middleborough
 Town of Danvers*
 Town of Yarmouth*
 Town of Ludlow*
 Bourne Recycling Committee
 Town of Bourne*
 Town of Marblehead
 Town of Grafton*
 City of Newburyport*
 Town of Somerset*
 Town of Webster*

Local Governments

City of Greenfield*
 Town of Abington
 Town of Auburn*
 Town of Swampscott
 Town of East Longmeadow*
 City of Easthampton*
 Town of Longmeadow*
 Town of Belchertown*
 Town of Wilbraham*
 Ipswich Waste Reduction Advisory Committee
 Town of Kingston
 City of North Adams*
 Hilltown Resource Management Cooperative*
 (representing 10 municipalities)
 Town of Tyngsborough
 Town of Brewster*
 Town of Ware*
 Town of Montague*
 Town of Sterling*
 Town of Boxford
 Town of Adams*
 Town of West Boylston*
 Town of Williamstown*
 Town of Chatham*
 Town of Great Barrington*
 Town of Rockport*
 Town of Harvard
 Town of Orleans*
 Town of Dalton*
 Town of Southampton*
 Town of Granby*
 Town of Lee*
 Town of Sherborn
 Town of Manchester-by-the-Sea*
 Town of Deerfield*
 Town of Lenox*
 Town of Wenham*
 Town of Provincetown*
 Town of Sunderland*
 Town of Sheffield*
 Town of Ashby
 Town of Lanesborough*
 Town of Northfield*
 Town of Williamsburg*
 Town of Bernardston*
 Town of Stockbridge*
 Town of Shutesbury
 Town of Hinsdale*
 Town of Leverett*
 Town of Becket*

Local Governments

Town of Otis*
 Town of Clarksburg*
 Town of Egremont*
 Town of West Stockbridge*
 Town of Chesterfield
 Town of Worthington*
 Town of Windsor*
 Town of Florida*
 Town of Savoy*
 Town of Plainfield*

Businesses

Aubuchon Hardware*
 Home Decor Group*
 Hamshaw Hardware*
 Brewster Ace Hardware*
 Recolor Paints*
 Manchester Marine
 Pinto Recycling, Inc

Non-Government Organizations

Massachusetts Municipal Association*
 American Coatings Association*
 Product Stewardship Institute, Inc.
 National Stewardship Action Council
 League of Women Voters of Massachusetts
 Keep Massachusetts Beautiful
 Connecticut River Conservancy
 Seaside Sustainability
 Green Newton
 Cape Cod Anti-Litter Coalition, Inc.
 Cape Cod's Faith Communities Environmental Network
 Energy and Climate Committees of the Cape and Islands
 350 Mass Berkshires
 Salem Sound Coastwatch
 Keep Salem Beautiful
 Zero Waste Arlington Greening
 Greening Greenfield
 Zero Waste Melrose
 Lee Greener Gateway Committee
 Saugus Action Volunteers for the Environment
 Sheffield Saves
 Shutesbury Recycling and Solid Waste Committee
 Sustainability Committee of Tyngsboro, MA
 Wachusett Earthday, Inc
 Zero Waste Amherst
 First Parish Church of Stow and Acton Climate Task Force

*Municipalities that have passed a resolution or endorsement letter motion in support of product stewardship

TOWN OF GILL

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



August 12, 2024

The Honorable Aaron Michlewitz, Chair
The Honorable Ann-Margaret Ferrante, Vice-Chair
House Committee on Ways and Means
24 Beacon Street
State House
Boston, MA 02133

RE: House Bill H.823 — An Act Relative to Paint Recycling
(contained within H.4263 before House Ways and Means)

Dear Chair Michlewitz, Vice-Chair Ferrante, Assistant Vice-Chair Haddad, and Members of House Ways and Means Committee,

The Town of Gill's Selectboard is in support of a paint stewardship law. A paint stewardship law will reduce improper disposal of hazardous waste and reduce the cost of waste disposal for municipalities.

A paint stewardship law would establish a convenient collection network for unwanted paint, alleviating municipalities of disposal costs for this material. Paint is one of the most common items disposed of at hazardous waste collections. This legislation is revenue neutral and establishes sustainable funding for recycling or proper disposal of paint.

Experience from neighboring states, such as Connecticut, Rhode Island, Maine, Vermont, and New York, demonstrates the effectiveness of such laws. This is a common-sense program which is a win for residents, home owners, and municipalities.

We sincerely ask you to take action to pass, in this or in future sessions of the Massachusetts General Court, the paint stewardship bill, currently H.823/S.551, into law. We urge the House Committee on Ways and Means to move favorably on any such pending paint stewardship legislation.

Thank you for your attention to this matter and for your public service.

Sincerely,

Gregory M. Snedeker,
Chair, Selectboard

Cc: Senator Jo Comerford
Representative Susannah Whipps
Jan Ameen, Franklin County Solid Waste Management District

TOWN OF GILL

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



**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 Thomas Hodak, Tax Collector (Town Collector) and Collector of Sewer Charges. Bill date is August 8, 2024.

To: Thomas Hodak, 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 August 8, 2024, 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 One Hundred Eighteen and 69/100 Dollars (\$118.69).

Given under our hands the 12th day of August, 2024.

Gregory M. Snedeker

Charles J. Garbiel II

Randy P. Crochier, Sr.

Board of Sewer Commissioners of the Town of Gill

TOWN OF GILL

MASSACHUSETTS



SEWER ABATEMENT REQUEST FORM (Revised 02/15/24)

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: 7-25-24

Sewer Bill #: 14

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: _____

Topped off pool for summer 2024

Usage History:

Date	"A" Meter Reading Before (Cu. Ft.)	"B" Meter Reading After (Cu. Ft.)	"C" # of Cubic Ft (B - A)	"D" Sewer Rate (from bill) 0.3278 \$/cu. ft.	\$ Requested for Abatement (C x D)
<i>Example</i>	<i>075074</i>	<i>075162</i>	<i>88</i>	<i>0.3491</i>	<i>30.72</i>
05-20-2024	149951	150320	369	0.3491	128.82
				0.3491	
				0.3491	
				0.3491	
Total requested					\$ 128.82

Continued on second page

SEWER ABATEMENT REQUEST FORM, page 2

Signature Mark Timberlake

Today's Date 8/8/24

Name Mark and Karen Timberlake

Account # (from bill) 1400

Address 28 French King Highway

Gill, MA 01354-9612

Tel. 413-522-4859

Email markatimber@comcast.net

Meter location if different from above address _____

Submit this completed form to the Sewer Commissioners:

Mail: 325 Main Road, Gill, MA 01354

Email: administrator@gillmass.org

Do not send this form with your sewer payment. Do not send sewer payments with this form.

Please keep a copy of this form for your records.

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

Date received by Sewer Commissioners 8/8/24 (Town has 90 days from receipt to process abatement.)

Sewer bill is paid & no outstanding sewer charges? YES NO Tax Collector signature RP

Sewer Commission response: Approved _____ Denied _____ Date _____

Sewer Commissioners _____

