



SELECTBOARD AGENDA & MEETING NOTICE

September 22, 2025

***Indicates item added after the 48 hour posting
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: 3/24/25, 4/7/25, 4/22/25, 5/5/25, 5/20/25, 6/2/25, 6/16/25, 6/30/25, 8/11/25, 8/18/25, 9/8/25, 9/17/25

New Business

- Application for One-Day Liquor License by Helene Grosvenor, 10 Cross Rd. for acoustic music concert, max. 100 attendees, on Oct. 4, 2025
- Personnel Committee recommendations from 9/15 meeting
 - Recommend the Selectboard establish the position of Principal Assessor
 - Recommend the Selectboard place the Principal Assessor position on Grade 6 of the wage scale
- Resignations
 - Diane Sumrall has resigned as Assistant to the Board of Assessors effective 9/25/25. Letter includes offer to work in Gill on days off until a replacement is found and offer to provide 10 hours/week of Principal Assessor services once a replacement is found.
 - Next steps?
 - Tim Storrow has resigned from the Board of Assessors effective 9/30/25.
 - Next steps?
- Upper Pioneer Valley Veterans' Services District – renewal of inter-municipal agreement for services for FY 2027 & 2028
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any
 - Community Dance – Sat. 9/27, 6-9PM @ Town Hall
 - Gill Harvest Festival – Sun 9/28, Noon @ Town Common
- Warrants
FY26 #06 – Vendors (\$602,171.89) & Payroll (\$37,926.48) – reviewed/signed on 9/8/25
FY26 #07 – review & sign

Adjournment

Other Invitations/Meetings:

Date	Time	Event	Location
Mon 10/6	5:30 PM	Selectboard meeting	Town Hall
Mon 10/6	7:00 PM	Special Town Meeting	Town Hall
Mon 10/20	5:30 PM	Selectboard meeting	Town Hall
Mon 11/3	5:30 PM	Selectboard meeting	Town Hall

TOWN OF GILL
MASSACHUSETTS



www.gillmass.org

SPECIAL & ONE DAY LIQUOR LICENSE APPLICATION FORM

CHECK ONE

☒ Application by a manager for one day special license for the sale of BEER & WINE to be drunk on the premises.

☐ Application by the manager of a nonprofit organization for one day special license for the sale of ALL ALCOHOLIC BEVERAGES OR BEER & WINE to be drunk on the premises.

DATE OF EVENT BEING APPLIED FOR: Oct. 4, 2015

1. Full name, address and phone number(s) of the organization and authorized representative making this application:

Helene G. Grosvenor (individual, not non-profit)

2. Full name, address and phone number(s) of manager who shall be responsible for the license:

Helene G. Grosvenor
10 Cross Rd.
Gill, MA 01354
401-662-5291

3. Nature of Event and Number of Attendees:

acoustic music concert, max. 100 attendees

4. Is the applicant a non-profit organization duly registered with the Secretary of State and/or the Attorney General's Non-Profit Organizations/Public Charities Division? If Yes, please **attach** appropriate documentation. YES NO N/A

5. Address and Location on the property where event shall be held:

10 Cross Rd.
Gill, MA 01354

6. Has the approval of the property owner been obtained? ☒ YES ☐ NO

7. Exact times of the license: FROM 11 o'clock ☒ AM / PM (circle one)

TO 7 o'clock ☒ AM / PM (circle one)

8. Has the applicant been issued similar licenses in Gill in the past 12 calendar months?

YES ☒ NO

If Yes, when? _____

9. Does the applicant have an application for a license to sell alcoholic beverages pending before the Licensing Authority of the Town of Gill? YES ☒ NO

10. **Attach** a plan of the parking area, showing the number of parking spaces available and adequate space for emergency access.

*Note: accessibility spaces to on-site
others @ Gill Elementary
servers on-site*

11. Proof of Liquor Liability Insurance provided? YES ☒ NO ☐ Date: _____

beer + cider provided by licensed distributor to TIPS certified
The applicant hereby states that the applicant has received a copy of the Licensing Authority's regulations pertaining to Special and One Day Liquor Licenses and is aware of and shall comply with all applicable statutes, by-laws and regulations.

Deanne J. Sullivan
Signature of Authorized Representative
of Applicant

Proprietor
Title

9.
Date

Office Use Only:

Date Approved: _____

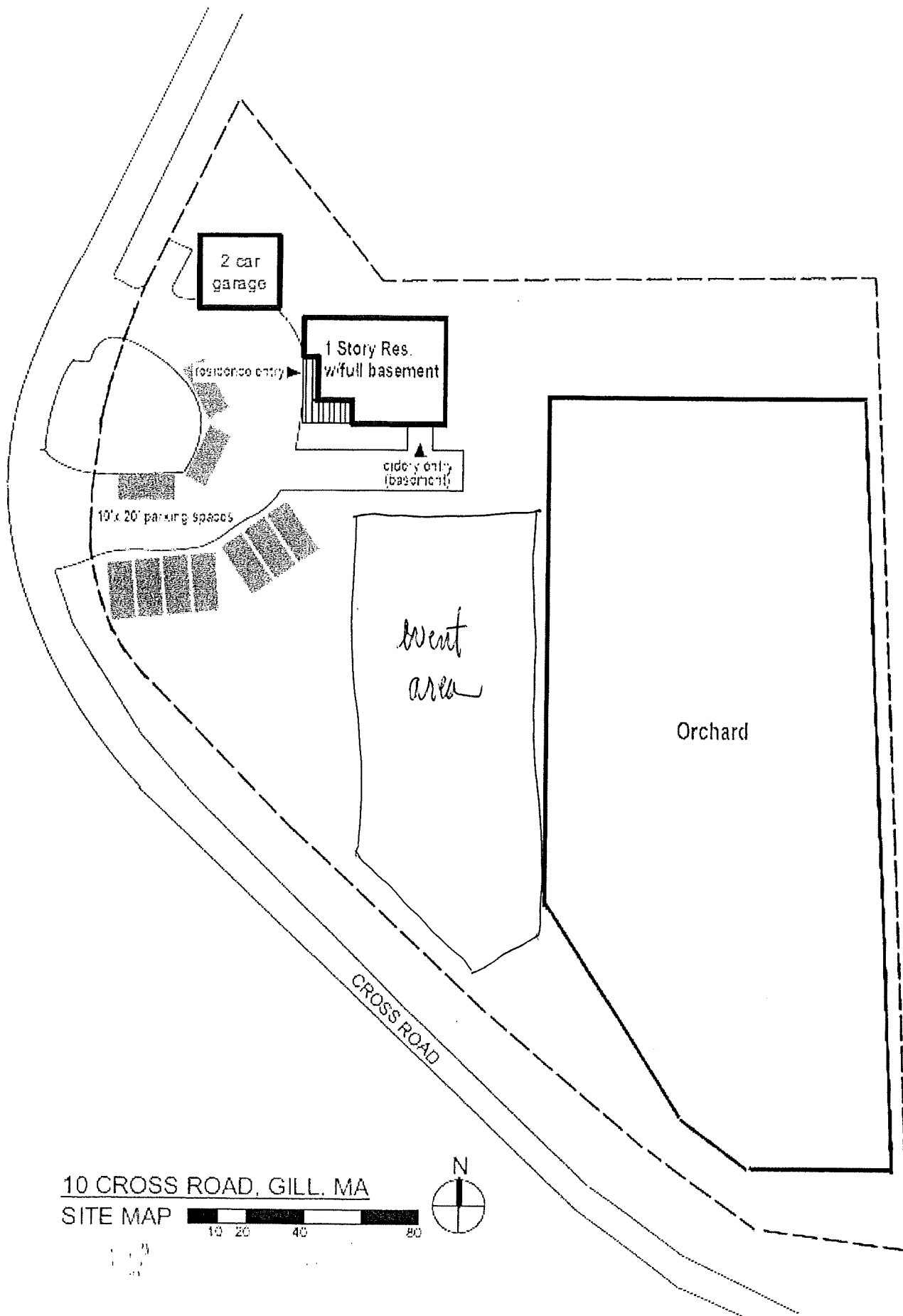
Days Permit Issued For: _____

Start Date of License: _____

End Date of License: _____

Police Chief Signature: _____

Selectboard Authorized Signature: _____





Outlook

Assessors

From Tim Storrow/Gill Board Member <tstorow@gillmass.org>

Date Tue 9/9/2025 6:32 PM

To Bill Tomb <williamtomb@gmail.com>

Cc Ray Purington/Gill Town Administrator <administrator@gillmass.org>

Dear Bill:

I have decided to resign from the Board of Assessors effective September 30, 2025. Many thanks for everything you do for the Town of Gill.

Sincerely,

Tim Storrow

TOWN OF GILL

MASSACHUSETTS



BOARD OF ASSESSORS

assessors@gillmass.org

September 9, 2025

Board of Assessors
Town of Gill
325 Main Road
Gill, MA 01354

Re: Resignation

Dear Board of Assessors:

I am writing to inform you of my resignation from my position as Assistant to the Board of Assessors. My last day will be Thursday, September 25, 2025. I am grateful for the opportunities for growth and experience I've gained during my time here. I truly appreciate the support and guidance you have given me.

Although I will be working for the Town of Erving starting Monday, September 29, 2025, I am willing to work for you on my days off until you are able to find a replacement.

After you find a replacement, I would also like to offer you 10 hours a week as a Principal Assessor since I know the valuation work needs to continue.

Again, thank you for all your support and guidance. You introduced me to a new and exciting career that I truly love.

Sincerely,

Diane Sumrall

FY26 WAGE COMPENSATION PLAN

Adjusted to reflect Annual Cost of Living Adjustment percentage approved by Annual Town Meeting.

	Through Year 2	Yearly Salary	3-4 Years	Yearly Salary	5-6 Years	Yearly Salary	7-8 Years	Yearly Salary	9-10 Years	Yearly Salary	Max Year 11	Yearly Salary
Grade Level	A		B		C		D		E		F	
1	12.15	25,515.00	12.63	26,523.00	13.11	27,531.00	13.64	28,644.00	14.19	29,799.00	14.77	31,017.00
2	14.85	31,185.00	15.47	32,487.00	16.07	33,747.00	16.69	35,049.00	17.36	36,456.00	18.06	37,926.00
3	17.51	36,771.00	18.19	38,199.00	18.90	39,690.00	19.65	41,265.00	20.45	42,945.00	21.28	44,688.00
4	21.84	45,864.00	22.72	47,712.00	23.60	49,560.00	24.57	51,597.00	25.53	53,613.00	26.54	55,734.00
5	25.33	53,193.00	26.34	55,314.00	27.40	57,540.00	28.50	59,850.00	29.61	62,181.00	30.80	64,680.00
6	30.46	63,966.00	31.68	66,528.00	32.96	69,216.00	34.26	71,946.00	35.65	74,865.00	37.07	77,847.00
7	31.87	66,927.00	33.15	69,615.00	34.44	72,324.00	35.83	75,243.00	37.28	78,288.00	38.77	81,417.00
8	34.05	71,505.00	35.41	74,361.00	36.82	77,322.00	38.30	80,430.00	39.80	83,580.00	41.44	87,024.00

COLA	FY2006	3.10%	FY2007	2.50%	FY2008	2.75%	FY2009	4.15%	FY2010	0.00%
	FY2011	3.00%	FY2012	1.30%	FY2013	3.00%	FY2014	1.70%	FY2015	1.50%
	FY2016	1.70%	FY2017	0.00%	FY2018	2.00%	FY2019	2.00%	FY2020	2.80%
	FY2021	1.30%	FY2022	1.30%	FY2023	6.00%	FY2024	6.00%	FY2025	3.00%
	FY2026	2.50%								

<i>Dept.</i>	<i>Position</i>	<i>Grade</i>	<i>Dept.</i>	<i>Position</i>	<i>Grade</i>	<i>Dept.</i>	<i>Position</i>	<i>Grade</i>	<i>Dept.</i>	<i>Position</i>	<i>Grade</i>	
Fire:			Police			Highway			Town Hall			
	Firefighter	3		Part-time	4		Laborer	4		Custodian	2	
	Engineer	4		Full-time	5		Mech/Oper	5		Clerical	3	
	Chief	8		Sergeant	7		Foreman/OP	5		Administrative Clerk	4	
				Chief	8		Superintendent	8		Asst. to Assessors	5	
Library:									Adminstrative Asst.			7
	Assistant Director	3							Town Administrator			8
	Director	4										



Department of Veteran Services

294 Main Street • Greenfield, MA 01301

Phone 413-772-1571 • Fax 413-772-1401

www.greenfield-ma.gov

Christopher Demars, Director

Laura Thorne, Assistant

Stacey Geneczko, Deputy Director

Jeffrey Cochran, VSO

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district

September 10, 2025

Member Towns

Ashfield
Bernardston
Buckland
Charlemont
Colrain
Conway
Deerfield
Erving
Gill
Greenfield
Hawley
Heath
Leverett
Leyden
Monroe
Montague
New Salem
Northfield
Plainfield
Rowe
Shelburne
Shutesbury
Sunderland
Warwick
Wendell
Whately

Dear Select board,

The Upper Pioneer Valley Veterans Services District requested a two year approval from the Commonwealth of Massachusetts on April 3, 2024. The Commonwealth issued a two year approval starting July 1, 2024 and ending on July 1, 2026. The District will be processing the request to the Executive Office of Veteran Services to extend the District for two more years.

Individual member towns must now vote through their respective select boards to continue on as members of the district for the next two years.

All terms of the original inter-municipal remain the same with Greenfield paying 56% of the district budget and the remaining 44% being assessed to the other member towns. Only the total population has been adjusted.

Please review the enclosed agreement and sign by your town's respective signature line. We ask that you vote and return the agreement to our office no later than April 1, 2026. Towns not wishing to continue membership must do so by April 1, 2026 so district assessments may be adjusted. Towns wishing to withdraw from the district must also present a plan for providing veterans' services in accordance with M.G.L. Ch 115 to the state no later than April 1, 2026.

We, of course, hope you will chose to remain a member of our district. Should you have any questions or require my attendance at a select board meeting please let me know.

Respectfully,

Chris Demars
Director



Virginia Desorgher
Mayor

City of
GREENFIELD, MASSACHUSETTS

DEPARTMENT OF VETERANS SERVICES

Christopher Demars, Director

294 Main Street • Greenfield, MA 01301

Phone 413-772-1571 • Fax 413-772-1401

Christopher.Demars@greenfield-ma.gov • www.greenfield-ma.gov

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

District Composition:

The Upper Pioneer Valley Veterans' Services District (the District) is comprised of 1 city, 25 Franklin County towns, and 1 Hampshire County town with a total district population of 63,999 (2022 census). (See Appendix A) Ref: M.G.L. c. 115, §§ 2, 10, and 14; 1972 Mass. Acts c. 471, §§ 1-3 *et seq.*

Reasonable Geographical Proximity of Municipalities Within the District:

As a whole, all municipalities within the district adjoin one another. The district is divided basically along geographical lines with an Eastern County and Western County divided by the I-91/Connecticut River corridor. Ref: M.G.L. c. 115, §§ 2, 10, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 12.00. 14.

Personnel Staffing for the District:

The Upper Pioneer Valley Veterans' Services District employs three veterans' services officers and an adequate number of clerical support staff. Specifically, the district employs one (1) full-time director of the veterans' services district, one (1) full-time deputy director, one (1) full-time veterans' agent, and one (1) full-time clerical support worker. The district's staffing reflects the Massachusetts Department of Veteran Services guidelines for the minimum personnel staffing requirements for veterans' services districts.

Ref: M.G.L. c. 4, § 7(43); M.G.L. c. 115, §§ 1, 3, 10, 11, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 2.02; 108 CMR 12.00.

Business Hours and Locations within the District:

The Upper Pioneer Valley Veterans' Services District's main office is located at the Greenfield Veterans' Resource and Referral Center, 294 Main Street, Greenfield, separate and apart from other city offices, and maintains regular business hours from 8:30 a.m. to 5:00 p.m., five days per week (Monday through Friday). The main office is staffed by the district's one full-time clerical support member and the District Director. The District will maintain satellite offices, with space provided by member communities at no cost to the district, with the VSOs setting schedules as needed in their respective eastern and western municipalities.

Ref: M.G.L. c. 115, §§ 10, 11, and 14; 1972 Mass. Acts c. 471, §§ 1-3, *et seq.*; 108 CMR 12.00.

Upper Pioneer Valley Veterans' Services Inter-Municipal Agreement

Pursuant to c.40, sec 4A, this Agreement, approved by the Mayor and Greenfield City Council and the Select Boards of the participating Towns, is hereby entered into and is effective from this first day of July 2026, by and between the City of Greenfield and the participating towns. This agreement contractually enables the Director of Greenfield's Veterans' Resource and Referral Center, and such other Veterans' Service Officers as shall be on the staff of such office, to perform the duties of such office for all of the towns which are party to this agreement. The terms of this contract shall be for Fiscal Years 2027 and 2028, namely July 1, 2026 through June 30, 2028.

1. Such duties will be performed in the Greenfield office of the City's Veterans' Services Office during regularly scheduled business hours or in the member towns during weekly office hours there or during normal office hours.
2. It is understood and agreed that the distribution of benefits payable to Veterans in the member towns under the provisions of Chapter 115 of the Massachusetts General Laws shall be paid by the Treasurer of the member Town in which that Veteran resides or by such method that the Commonwealth sees fit as determined by the Massachusetts Legislature or the Massachusetts Department of Veterans' Services.
3. It is understood and agreed that the reimbursement of Veterans' benefits from the Commonwealth of Massachusetts will be credited to the member Town in which that Veteran resides.
4. All District employees shall be employees of the City of Greenfield. The City of Greenfield shall pay all reasonable and customary salaries and District operating expenses with assessments collected from all District member towns. The Director of the District and will supervise all staff in their duties as related to the office in the various towns. These duties shall include the application of M.G.L. Ch 115, filing for federal benefits, assistance with housing, employment, health insurance, and burial benefits. The Director may assign other duties as required by M.G.L. Ch 115 in the performance of the office to include work schedules and appointments as needed.
5. A Member Board shall be created with one primary representative and one alternate representative from each member community. Each community shall have only one vote in matters that come before the Board. The Board shall meet as needed but no less than twice a year and shall address all issues related to the implementation of this District.
6. The Greenfield office shall work with local Veterans Councils from the member communities to assist the Councils in coordinating all ceremonies and parades in all member communities, so long as it does not interfere with the VSO's primary duties.
7. The Greenfield office shall comply with the DVS Directive, dated June 8, 2009, to utilize a paperless web based system which will allow for the submission of member communities' benefit reimbursement requests to the Commonwealth of Massachusetts. Examples of such technology include but are not limited to internet access, fax access, photocopier access and office space.
8. For the term of this agreement, annually by November 1st, each member town will provide a quantity of cemetery flags needed to the district. The District will order the flags, bill the towns, and process reimbursement for each member town.
9. Assessments to the District shall be made payable to the City of Greenfield and mailed to the Upper Pioneer Valley Veterans' Services District c/o Town Hall, 14 Court Square, Greenfield, MA 01301 no later than July 15th of each year.

10. Any budget surplus at the end of each fiscal year will be refunded to each member town according to the EQV/Population model used in the initial assessment. Each fiscal year the District will present a new assessment schedule for the member towns based on any budget increases/decreases incurred or expected based on normal costs of doing business such as indirect employee costs and negotiated union contracts.
11. A member municipality may withdraw from a veterans' services district by vote of its legislative body (selectmen or city council) at the end of a fiscal year if such withdrawal is voted on not less than sixty (60) days prior to the end of the municipality's fiscal year and notice of such vote is filed with the other municipalities comprising the district. The parties shall equitably adjust any payments made or due relating to the unexpired portion of the Term following such termination.
12. If towns opt to join or leave the District, it is understood that the annual assessments of the other member towns will change.

The new Upper Pioneer Valley Veterans' Services District will base assessments on 50% Equalized Valuation (EQV) and 50% US Census population. EQV will use the most recent "Final" figures as published by the Massachusetts Department of Revenue and population will use figures from the most recent decennial census conducted by the US Census Bureau. Submitted assessments are based on the cities/towns listed below (see Appendix B for assessments based on EQV and Population).

In the fall of every year of this agreement, the Upper Pioneer Valley Veterans' Services District will provide assessments to the member communities based on the 50% EQV-50% Population model. This will provide member communities time to consider membership in the district for the upcoming fiscal year within the guidelines in accordance with MGL Ch 115 District formation. Towns not wishing to join must notify MA DVS and submit their own plan for compliance of their municipality with MGL Ch 115. The remaining district assessments would be recalculated and resubmitted to the remaining communities for approval. **Fiscal Year 2016 serves as the base year in establishing the district budget. The City of Greenfield will assume 56% of the district budget. The balance of the budget will be assessed to all remaining signatory communities listed below.**

All remaining costs associated with the operation of the Upper Pioneer Valley Veterans' Services District shall be paid by the City of Greenfield.

This agreement may be renewed on a bi-annual basis by mutual written agreement of all the parties.

City of Greenfield:

_____	_____
Mayor	date

Town of Ashfield:

_____	_____
Select Board Chair	date

Town of Bernardston:

_____	_____
Select Board Chair	date

Town of Buckland:

Select Board Chair

date**Town of Charlemont:**

Select Board Chair

date**Town of Colrain:**

Select Board Chair

date**Town of Conway:**

Select Board Chair

date**Town of Deerfield:**

Select Board Chair

date**Town of Erving:**

Select Board Chair

date**Town of Gill:**

Select Board Chair

date**Town of Hawley:**

Select Board Chair

date**Town of Heath:**

Select Board Chair

date**Town of Leverett:**

Select Board Chair

date**Town of Leyden:**

Select Board Chair

date**Town of Monroe:**

Select Board Chair

date**Town of Montague:**

Select Board Chair

date

Town of New Salem:

Select Board Chair

date

Town of Northfield:

Select Board Chair

date

Town of Plainfield:

Select Board Chair

date

Town of Rowe:

Select Board Chair

date

Town of Shelburne:

Select Board Chair

date

Town of Shutesbury:

Select Board Chair

date

Town of Sunderland:

Select Board Chair

date

Town of Warwick:

Select Board Chair

date

Town of Wendell:

Select Board Chair

date

Town of Whately:

Select Board Chair

date