

# TOWN OF GILL

MASSACHUSETTS



[www.gillmass.org](http://www.gillmass.org)

## SELECTBOARD MEETING MINUTES

May 7, 2012

Call to Order: The Selectboard meeting was called to order at 4:38pm.

Present: Randy Crochier, Ann Banash, and John Ward, Selectboard members; Ray Purington, Administrative Assistant. Others Present: David Detmold and Emily Krems (Montague Reporter), Rick James.

Review of Minutes: John made a motion, seconded by Randy, to approve the minutes from 4/24. The vote was 2-0 in the affirmative, with Ann abstaining from the vote.

Public Safety Complex Boiler: Tognarelli is expected to begin work on the boiler replacement project on May 14<sup>th</sup>.

Sewer Pump Station: The project has been successfully completed. Final payment to R.H. White Construction (the contractor) is part of the warrant to be signed tonight. The only outstanding payment is \$500 to Tighe & Bond for their engineering services and management of the project. An invoice for that is expected soon.

Siemens Project: The Town has received the final \$37,500 of the \$150,000 EECBG grant. Siemens is expected on site on May 8<sup>th</sup> to install the long overdue valve covers and remove some project-related trash from the boiler room.

"Earthquake" Damage: Steve Striebel, a mason, inspected the Elementary School on May 3<sup>rd</sup>, and concurred with the recommendations from the structural engineer. He is preparing an estimate of the cost to make the repairs.

Roof Report: The Board reviewed the report Jablonski & DeVriese Architects on the condition of the roofs of the Town's buildings. The report generally found that all the buildings need some form of immediate attention, either roof replacement or repairs. The Town Hall roof should be replaced immediately, as all useful life is gone from its asphalt shingles. The Riverside Municipal Building is likely the next to need replacement, probably in 2014. The roof at the Elementary School may last 5-10 more years, although from the age of the shingles it is theoretically due now. The membrane roof on the Public Safety Complex should be inspected annually and repaired as needed. Although the membrane is aged, with some luck and vigilance, it could last another 5 years. The slate roof on the Slate Memorial Library is in generally good condition, although there are some loose/broken slates to be repaired. Annual inspection and repair should be adequate for that roof for the foreseeable future.

Ray will get quotes for a roof replacement project at Town Hall, with figures for asphalt shingles and for metal. The various repairs on the roofs will be reviewed and prioritized by Ray and the Highway Superintendent.

Town Meeting: The Board assigned people to read the various motions for tonight's Special and Annual Town Meetings.

Mass Broadband 123: Ray reported on a May 3<sup>rd</sup> meeting held at GCC to provide information about the Mass Broadband 123 network and "Community Anchor Institutions." The focus of the meeting was to get towns thinking about how fiber optic internet speeds will/could change the way they do business. Some examples: more residents stopping by public buildings that offer wireless internet access, greater use of video conferencing, and elimination of wired computer networks in favor of "cloud" computing. The network is not active yet in Gill, although the Town Hall and Library have had cable run to them, and the PSC and RMB are scheduled for June 1<sup>st</sup>. The Town is not required to purchase internet service from this new fiber optic network, although it is expected that we could get "twice the speed at half the cost" of what we are getting from Comcast. The reference to Comcast prompted the Board to request an agenda item for their May 22<sup>nd</sup> meeting to discuss the Comcast contract that expires in 2015.

MIIA Insurance Renewal: The Board reviewed a proposal from MIIA for renewing the Town's insurance coverage for FY13. The proposal offers a rate increase of 5.4%. Ray noted that MIIA's average increase to their towns was

higher than that, which speaks well of Gill's attempts to control losses and limit claims. He noted that MIIA quickly processed our two windshield claims this year, and the October snowstorm damages to the loader and plow truck were quickly reimbursed without any hassle. In addition, the Town received MIIA grants totaling \$4,502 from this year's Loss Control program. He recommended renewing with MIIA for FY13. Ann made a motion, seconded by John, to renew the Town's insurance with MIIA for FY13. The vote was unanimous in the affirmative.

Memorial Day: The Board received an invitation from the Memorial Committee to this year's Memorial Day ceremonies. They asked to have the topic on the agenda for May 22<sup>nd</sup>, when members' schedules will be more certain.

Library Resignation: Ray informed the Board that William Draper has resigned from the elected position of Library Trustee. The resignation came too late for the position to be included in the May 21<sup>st</sup> town elections, so it will be filled by a joint appointment of the Selectboard and the two remaining Library Trustees. The Board and Trustees will meet on May 22<sup>nd</sup> to make the appointment. Interested residents should contact Lissa Greenough for more information about being a Library Trustee.

5:10pm Claire Chang, Janet Masucci, Ivan Ussach, and Tupper Brown (all members of the Energy Commission) joined the meeting.

MCTV: Ray explained an email he received from Anne Harding, President of the MCTV Board of Directors. The email describes the amount of time that MCTV staff is spending to make videos of Gill meetings ready to broadcast on Montague Cable and upload to their Vimeo website. Gill has never paid MCTV to perform this work, roughly 4 hours per meeting. Because of tight budgets, MCTV cannot continue doing the work for free, and has asked Gill to pay for the service or find volunteers who can do the work. A charge of \$80/meeting was suggested in the email. Janet Masucci volunteered to do some of the post-production work, but stated that she doesn't have time to do it all. Rick James, Gill's dedicated cameraman, enjoys filming the meetings, but the studio and computer work is "too much." There is money from Comcast in the PEG Access account that could pay someone to do the post-production work. Ray was asked to invite someone from MCTV to the next meeting to discuss the matter further.

Green Communities Application: Members of the Gill Energy Commission (GEC) met with the Board and presented three documents for the Board's review and approval: Fuel Efficient Vehicle Policy (FEVP), Anti-Idling Policy for Town-Owned Vehicles, and the Town of Gill Energy Reduction Plan. The Energy Commission hopes to apply by the May 29<sup>th</sup> deadline to have Gill designated as a "Green Community." If the Mass. Dept. of Energy Resources (DOER) grants the designation, the Town will receive a \$125,000 award to spend on energy conservation measures. It was noted that DOER is currently reviewing drafts of these documents as well.

The FEVP outlines steps the Town will take to reduce its vehicle-related use of fossil fuels, including purchasing fuel-efficient vehicles for municipal use "whenever such vehicles are commercially available and practicable." Compared to the policies of other towns, the GEC believes ours to be a "fair and moderate approach," and noted that the section on vehicle replacement does still allow for "hand-me-downs" when done sensibly and economically. The anti-idling policy applies only to town-owned vehicles and allows idling for no more than 10 seconds except in specifically exempt situations. It was requested that the educational period for the policy be changed from 30 to 90 days, and a statement added that "In no instance shall this policy be followed if an unsafe condition is a likely result."

The Police, Fire, and Highway Departments have received copies of the policies. No feedback was received, but there hadn't been much time to look at the policies, either. The Board asked that someone from the GEC meet with the department heads and assist with training and educating employees about the new policies. John made a motion, seconded by Ann, to accept the FEVP and Anti-Idling Policies with the proposed changes in place, pending successful review by DOER. The vote was unanimous in the affirmative.

The Energy Reduction Plan meets the Green Communities requirement of describing ways in which the Town will reduce its energy consumption by 20% over a 5-year period. The GEC chose FY10 as the baseline year, so the reduction activities will occur during FY11 – FY15. Between the recently completed boiler replacement and upgrades at the Elementary School and the upcoming replacement at the Public Safety Complex, 17.7% of the 20% is already completed or in progress. Planned savings from building envelope work at Town Hall and anti-idling savings are expected to achieve another 1.9%, leaving only 0.4% to be identified and implemented. The GEC is very confident this plan can be achieved. John made a motion, seconded by Ann, to accept the Energy Reduction Plan as proposed, pending successful review by DOER. The vote was unanimous in the affirmative. The Board and

GEC members signed a letter to DOER acknowledging the adoption of the ERP. Tupper Brown praised the hard work of GEC members to produce the plan and policies. The members of the GEC left at 6:00pm.

Petition Article: Janet Masucci briefly rejoined the meeting to inquire about the procedure for getting an article on the warrant for a Town Meeting, either by request or by petition. The process was explained, and Ray will followup with an answer to a question about whether submitting a petition article could force a timeline to call a special town meeting.

Health Insurance Report: The Board reviewed and signed a report prepared by the Hampshire County Group Insurance Trust (HCGIT) on behalf of the Town of Gill. The report meets the requirements of MGL 32B-19, 21-23 that the Town report annually on its health insurance plan to the Mass. Secretary of Finance and Administration. Gill's report shows that the Town saves \$14,888 by using the HCGIT instead of the State's Group Insurance Commission (GIC).

Connecticut River Bank Stabilization: The Board received a copy of a "Notice of Project Change" prepared by NEE Environmental Consulting for FirstLight Power Resources. The document is addressed to the Mass. Executive Office of Environmental Affairs and describes the addition of 1,000 feet of riverbank to an ongoing stabilization project. The Board was content to leave this matter in the capable hands of Gill's Conservation Commission.

Dock License: The Board received a copy of a "Notice of License Application" by Anthony McNamara to maintain a dock at 42 Grist Mill Road, in and over the waters of the Connecticut River. The notice is informational only; no action is required by the Board.

Police Department Letter: The Board read a letter from Ken and Kim Sprankle of Boyle Road in which they thanked Officer Minckler of the Gill Police Department for his "rapid and professional response" in a recent matter involving a strange person in the neighborhood. A copy of the letter will be placed in Officer Minckler's file.

Radiation Dosimeter: The Board read a request from the Mass. Department of Public Health to hang a radiation dosimeter outdoors on the Town Hall property. This device is part of a air sampling program within the emergency planning zone of the Vermont Yankee Nuclear Power Station. The Board had no objections to the placement of the device. The Board of Health will discuss the matter on May 8<sup>th</sup>.

Warrant: The Board reviewed and signed FY 2012 warrant #23. Randy abstained from signing the payroll warrant.

Adjournment: The Selectboard meeting adjourned at 6:35 p.m.

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



Ann H. Banash, Selectboard Clerk

April 9, 2012

Mr. Raymond Purington - Administrative Assistant  
Town of Gill  
325 Main Road  
Gill MA 01354

- All need immediate attention  
(repairs or replacement)

(H) PSC = annual inspect  
≈ 5 yrs if lucky on  
membrane.  
≈ 25 years left on metal.

① TH = now

② RMB = 2014

③ Gill Elem = theoretically due, but  
might last 5-10 yrs

⑤ Lib = Annual inspection & repair slate  
+ chimney & window

### Evaluation of Roofs

#### 1. Town Hall Photo TH-1

The Town Hall roof covering is single tab (no cutout) asphalt strip shingles. The age according to Town records is 34 years. These types of shingles in our climate have a life expectancy of about twenty years before deterioration begins to become apparent. Deterioration is usually manifested by the appearance of surface cracking, curling tabs or missing tabs. Photo TH-2 shows surface cracking and moss growth which increases the cracking problem. Photos TH-3 and TH-4 show missing tabs and an area where there are clearly holes through the roofing to the deck below. A repair could be made to this area to stop the potential water intrusion. It appears the likely source of the leak into the meeting room ceiling. There is no usable life expectancy to the existing roof. The cupola and porch roofs should be replaced at the same time. The cupola could be done with a fully adhered single ply membrane such as T.P.O. or EPDM rubber.

#### Recommendations:

The Town Hall roof should be the number one priority for replacement. It is well past the life expectancy of the shingles and has active leaking. The cupola and porch roofs should be done at the same time as the main roof. Photos TH-4 and TH-5 show the need for repainting and caulking of the cupola siding and trim. The interior of the cupola shows some evidence of moisture intrusion, most likely from windblown rain around and through the louvers. When the reroofing is done it would be advisable to repair the cupola including caulking and painting. A metal pan type of sill flashing could be fabricated and installed in the louver openings so that windblown rain is directed to the outside rather than draining to the inside as it does now.

#### Replacement/Maintenance

Roof area - Asphalt shingles: approx. 2,800 s.f. and 150 s.f. cupola membrane.

Age: 34 years (1978)

Replacement cost asphalt shingles: \$150-300/square.

Replacement date: As soon as possible

Alternative roof systems:

Slate shingle roofing – Historically appropriate material. Snow guards would need to be included with the installation. The added weight might be an issue with the existing framing. Framing would have to be checked by an engineer. It is an expensive material relative to other available systems.  
Cost: \$1,000 to 1,500 per square

Standing seam metal – An attractive durable option. Snow guards would be an important feature to include due to the tendency for sliding snow on metal roofs.  
Cost: \$650-1000/square

Others roofing materials such as SBS modified bitumen or rubber single ply membranes would not be appropriate due to the high visibility of the roof.

## 2. Public Safety Complex Photos SC-1 and SC-2

The front section of the building is roofed with a fully adhered single ply Sarnafil PVC membrane with heat welded seams. As photos SC-3, SC-4 and SC-5 indicate there is extensive ponding in areas over most of the roof due to irregularities in the substrate and very little slope to the roof drain areas. One area had water that measured 1" deep. (Photo SC-8). It is generally recommended that roofs be designed so that they are free of ponding. Standing water can damage some roofing membranes over time.

The Highway Superintendent, Mick LaClaire, said that there were no active leaks in the front portion of the building. Earlier repairs had fixed a leak over the entry to the police department. Additional areas of membrane flashing are apparent on the roof edge flashing above the police entrance. I would assume that there was a seam failure in the stripping at the metal roof edge. It may have been due to a poor heat weld that gave way under the thermal stresses the membrane is subjected to during summer heat and winter cold.

Town records show that this roof was installed in 1982 making it 30 years old. The life expectancy for 45mil PVC membrane is about 30 years. There is no obvious serious deterioration evident. Some of the ponding could be the result of damage to the substrate caused by previous leaking. Water intrusion can cause warping of substrate materials and delamination through the buildup of vapor pressure in the sun. Photos SC-6 and SC-7 shows an area of possible delamination of the membrane from the substrate that may have been caused by prior leaks.

The PVC membrane shows some signs of age such as minute crazing on the surface but the membrane material is still flexible and seems to be well adhered in most areas. It seems that there is no compelling reason to replace this roof in the near future. Yearly inspections to check the condition of the membrane and especially the seams at flashings would be advisable for the near term. (5years or more) Any suspect seam failure could be repaired and maintained during the inspection period. A roofing company that installs and

maintains Sarnafil PVC systems should be selected to do the annual inspection and maintenance. The leaves and maple seeds should be cleaned from the roof drain strainers and sump areas.

When this membrane is replaced it would be prudent to increase the roof slope with tapered insulation to reduce the ponding. The metal roof edge would need to be replaced to accommodate the additional roof thickness.

The metal roof over the rear half of the building is a standing snap-lock seam aluminum roof that seems to be in very good shape. There are a few gasketed fasteners that have loosened and should be replaced and some of the sealant on the top of the parapet counter-flashing may be getting brittle and at the end of its useful life.

The metal roof should be included in the annual inspection with special attention to checking the sealant joints and fastener conditions.

A leak problem exists near the back wall of the fire station between the vent stack and the north corner of the building. There is no obvious problem that may be causing the leak. Mick LaClaire reported that there had been many attempts to find and remedy the problem. It seems that the problem is occurring between the last roof girt and the roof edge at the gutter. The insulation gets soaked in this area and not between the next girts farther up the roof. If the Town wishes to investigate the problem further our suggestion is to test this area by plugging up the down spout at the corner and fabricating a dam in the gutter just past the vent pipe. Proceed by filling the gutter  $\frac{1}{2}$  full,  $\frac{3}{4}$  full and then completely full checking for leaking at each interval. Photos SC-10 and SC-11 show the outside of the gutter is covered by a metal trim section that extends down into the gutter and has sealant applied to the bottom edge, much of which has failed. There are penetrations of the trim by the gutter support brackets also visible in the photo. If the gutter is shown to be the source of the leaking then it would be important to remove the metal trim to be able to see the exact place where the leaking occurs.

If no leaking can be caused by filling the gutter the next test would be to flood the lower 3 feet of the roof by directing water from a hose on the metal to see if leaking occurs in this portion of the roof. It is possible that the water may be clinging to the underside of the metal roofing and draining back against the seal between the roofing and the last purlin.

A roofing company could do the testing and figure out the source of the leak.

#### Replacement/Maintenance

Roof area - PVC membrane 7,000 s.f., Metal 5,500 s.f.

Age 30 years (1982) PVC, 23 years (1989) metal

Replacement cost PVC membrane \$5.00-7.00/s.f, metal 6.50-11.00/s.f.

Replacement date 2017-20 PVC, 2039-44 metal

Alternative roof systems

- a. TPO membrane - heat welded seams, white "cool roof". Economical

- and very popular in this area.
- b. EPDM membrane – adhesive seams. Economical rubber roof. (grey/black color not “cool” unless coated with white finish- a slightly more expensive option)  
Very flexible and heat resistant. Long history of use. Large sheet size minimizes seams.
  - c. SBS modified bitumen – asphalt adhesive seams or torched (APP), self healing UV resistant. Economical roofing system. Less tolerant of ponding water than rubber roofing.
  - d. Metal – Low slope standing seam. Requires adding framing to build slope in roof. Moderately expensive roofing material.

#### Recommendations:

Maintain both roofs until failures are evident and serious or start to show up more frequently. Contract for annual inspections to be performed by a competent roofing contractor. Find and fix the leak at the rear of the building. This roof might be the fourth priority for replacement.

### 3. Slate Library

The Slate Library is roofed with slate shingles which, according to Town records are the original roofing materials. The roof seems to be in good shape except for a broken slate (photo no. SL-1) and a loose slate (photo no. SL-2) Slate is a very durable roofing material and should be expected to last 100 -150 years. Sometimes individual slates can be damaged from the impact of falling tree limbs, ice and snow, walking on the roof or thermal effects on flaws in the material. Replacing individual slates as they are needed is often the only maintenance that needs to be done. Over a long period the copper slate nails may become corroded and fail. A number of slates would start to slip down the roof. Individual slates may be reinstalled or replaced by using slate hooks but if the fasteners are corroded over the entire roof then stripping the roof and reinstalling is the only option.

The chimney seems to have some problems. The flashing is loose and should be refastened. It appears that the upper portion of the chimney was rebuilt. The mortar joints below the repair are bad and need repointing. This problem may be occurring and recurring because there is no through-wall flashing to direct the path of moisture drainage to the outside face of the chimney. A future chimney rebuilding project might include installing through-wall flashing.

Another item of concern is the deteriorating window sill above the basement entry roof. This should be replaced and a flashing system installed to prevent moisture from getting into the sill and surrounding framing. The basement entry roof is asphalt and should be reroofed with the window repair and flashing installation.

## Replacement/Maintenance

Roof area - Slate 1586 s.f. - Asphalt shingles 50s.f.

Age 91 years (slate)

Replacement cost slate 1,000 - 1,500 per square

Replacement date 2021-2071

Alternative roof systems:

- e. Asphalt Shingles -Least expensive, less attractive and less historically appropriate.
- f. Metal - Standing Seam - more expensive and more durable than asphalt shingles but less attractive than slate and less historically appropriate.

## Recommendations:

Repair the loose and missing slate tiles. Fasten the chimney flashing and repair the window above the basement entry roof. The chimney should be repointed and possibly rebuilt at the top with a proper through-wall flashing system.

Inspect the roof once a year for damaged slate or flashing.

This roof would be the fifth priority for replacement.

## 4. Gill Elementary School - Photo GS-1

The School is roofed in 3 tab asphalt shingles. According to Town records, the original part of the school was reroofed in 1994 and the addition roof dates back to 1986. The life expectancy is about 20 years for asphalt shingles which means the original building would be due for replacement in 2014 and the addition is overdue by 6 years. Photo GS-2 shows the metal expansion joint between the addition and the original school building. It is hard to notice much difference between the shingles other than there is more moss or lichen growing on the older roof. Photo #GS-3 shows the damage the plant growth does to the mineral surface of the shingles. The roots loosen the aggregate as you can see from the difference in color on the shingle tab. In general the shingles seem to be in fairly good condition. There are some missing ridge cap shingles that have blown off of the ridge vent and need replacing. (See photo #GS-4). There are a few shingles here and there that have blown off or are loose especially at the sides of the dormers. All of the flashings seem to be in good shape. According to the custodian Bob Flaherty, there have been no leaks this year. Apparently leaks have occurred when there have been ice dams at the eaves in past years.

## Recommendations:

This roof might be the third priority for replacement.



It appears that the roof could last another 5-10 years if the missing shingles were replaced and the moss or lichen was cleaned off the roof surface. If ice dams are a serious problem they could be addressed by installing a metal snow belt over a modified bitumen sheet such as ice and water barrier. It would be advisable to do two courses up the slope of the roof. (+/- 6' wide). This would be a costly undertaking that might want to wait for a decision on reroofing the entire building.

#### Replacement/Maintenance

Roof area - Asphalt shingles: 22,000 s.f.

Age: 18 years (1994) - original bldg. and 26 years (1986) - addition

Replacement cost asphalt shingles: \$150-300/square

Replacement date: 2014 - see comments on condition

Alternative roof systems:

Standing seam metal - An attractive durable option. Snow guards would be an important feature to include due to the tendency for sliding snow on metal roofs.

Cost: \$650-1000/square

#### 5. Riverside Municipal Building - Photo RM-1

The roof on this building consists of shingles very similar to those on the Town Hall and a new layer of 3 tab shingles on the side facing the road and on the west side which appear to have been installed over the top of the previous roof. It does not extend onto the porch roofs. The condition of the shingles is not as deteriorated as the Town Hall. Photo RM-2 shows shingles at the eaves that have come loose and are resting in the gutters. There are quite a few shingles with broken tabs and there are a lot of damaged shingles along the eaves and in the valleys as seen in photos #RM-3 and RM-4. The surface condition of the good shingles is not quite as bad as the Town Hall shingles but there are enough damaged tabs and also the double layer in the front and west that this building would be a good candidate for reroofing soon. The staff reported that they know of no active leaks since one that damaged the ceiling several years ago. The heavy rain storms last year associated with the tornado and with Tropical Storm Irene did not result in any leaking. It seems that there might have been problems at some time with ice dams since there are heating cables installed along the front of the building and up the valleys at the porch roofs.

#### Recommendations:

At a minimum the roof needs to have the eaves repaired with ice and water barrier sheet and new shingles on the eaves. A metal snow belt might also help to reduce ice dams.

This roof may be the number two priority for replacement.

## Replacement/Maintenance

Roof area - Asphalt shingles

Age: 33 years (1979)

Replacement cost asphalt shingles: \$150-300/square

Replacement date: 2014 - see comments on condition

## Alternative roof systems:

Standing seam metal - An attractive durable option. Snow guards would be an important feature to include due to the tendency for sliding snow on metal roofs.

Cost: \$650-1000/square

## Summary:

1. The Town Hall roof needs replacement as soon as possible.
2. The Riverside Municipal Building needs immediate repairs to the eaves shingles and will need a new roof very soon.
3. The Gill Elementary School needs some immediate repairs.
4. The Slate Library needs some immediate repairs
5. The Safety Complex needs annual inspections and immediate attention to the leak at the Fire Station roof

It would be in the interest of the Town to have a consultant prepare specifications and bidding documents for the roofs which require replacement or extensive repairs. Part of the process would include selecting the appropriate replacement materials or perhaps a range of options and providing cost estimates for the options.

## Engineering evaluation for solar panel installation:

The Town should budget \$2,500 for the structural evaluation of each building being considered for the installation of solar panels.

We hope this discussion is helpful to the Board in making decisions about capital plans for improvements to the roofs of the Town owned buildings. We will be glad to discuss the report with the Board or designated personnel at any time.

Sincerely,

Brian De Vriese AIA



MIIA Member Services  
15 Cabot Road  
Woburn, MA 01801-1003  
TEL (800) 526-6442  
FAX (781) 376-9907  
www.emiia.org

April 17, 2012

Mr. Ray Purington  
Administrative Assistant  
Town of Gill  
325 Main Road  
Gill, MA 01354

Re: FY'13 Renewal Proposal

Dear Ray:

The Town of Gill is a valued member of the MIIA programs. Due to the financial strength of our programs and your favorable loss history, we are able to offer you a renewal proposal for Fiscal Year 2013 which includes a rate increase of 5.4 percent. We are pleased to offer this renewal proposal for both your property and liability and your workers' compensation coverages. Your overall contributions will reflect changes in exposures, such as higher or lower building values, change in vehicles, change in expenditures, increases in payroll or changes in experience modification factors. In addition, MIIA may provide participation discounts and *MIIA Rewards* credits depending upon individual member participation. To assist the membership, we will be extending the 5% prepay premium discount for Fiscal Year 2013.

MIIA was founded by the Massachusetts Municipal Association (MMA) to establish insurance cost stability for Massachusetts communities while at the same time delivering the broadest coverages and services to its members. Today, we have become the leader in municipal insurance and risk management services as a result of the members' commitment.

By accepting our proposal, you will continue to enjoy stable costs while benefiting from MIIA's consistently superior coverages and services. In order to accept our offer, please sign and return the enclosed copy of this letter to our offices before May 1, 2012. For your convenience, enclosed is a return envelope.

We are pleased to serve you and appreciate your continued commitment to the MIIA programs.

Sincerely,

Charles J. Winn, L.I.C.  
Senior Account Executive

We wish to continue participating in the MIIA Property and Liability and Workers' Compensation program for Fiscal Year 2013.

Signature

RAY PURINGTON, ADMIN ASS'T.

Title

5/7/12

Date

## Ray Purington/Gill Selectboard

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**From:** anneth44k@verizon.net  
**Sent:** Wednesday, April 11, 2012 6:55 AM  
**To:** administrator@gillmass.org  
**Subject:** Gill Selectboard meetings

Hi Ray,

Here's a brief synopsis of the time spent by MCTV staff to air the Gill Selectboard meetings. It averages 4 hours per meeting. As I mentioned, our staff cannot continue to provide this service for free to the Town of Gill and I would propose a charge of \$80/meeting unless you want to find a volunteer or other paid person to take on these tasks.

Your volunteer drops off a card with the meeting footage.  
Owen has to move the files from the card for conversion  
The data gets imported to Final Cut (editing software) for brief editing, adding titles etc., and correcting the audio  
Next it gets burned to disc so Dean can import, change to mpeg format and get ready to air.  
Owen copies to desktop for MP2 to MP4 conversion for vimeo upload (for residents that can't get cable).

Owen also noted that he doesn't add descriptions to the Vimeo uploads for Gill (due to time constraints and not knowing too much about the meetings). He would be happy to train someone from the town (probably you) to add any desired information to the Vimeo broadcasts.

Thanks, Anne  
home - 863-4993  
work - 659-4481

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2012.0.1913 / Virus Database: 2411/4928 - Release Date: 04/11/12

5/7

## TOWN OF GILL

# FUEL EFFICIENT VEHICLE POLICY (FEVP)

Effective Date:

Date of Board of Selectmen Approval:

### INTRODUCTION

Criterion Four of the Green Communities Program states that Gill must purchase fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable. Gill currently owns 18 vehicles for municipal use. All Town-owned vehicles, except for one, fall into the exempt vehicle status according to the Green Community's regulations. The one non-exempt vehicle is a small truck used by the Highway Department, with backup potential as a 4-wheel-drive police vehicle. The Town of Gill has this Fuel Efficient Vehicle Policy (FEVP) to purchase the most fuel-efficient vehicles for all Town departments/divisions whenever they become commercially available.

This policy is established to reduce the consumption of fossil fuels, which in turn will have a positive impact on the environment and save tax dollars. The Capital Improvements Committee will consider the FEVP when making recommendations on vehicle purchases for the Highway, Fire and Police. Additionally, the Town of Gill has adopted an anti-idling policy for all Town-owned vehicles.

### ALTERNATIVE COMPLIANCE

With the exception of one town-owned vehicle, Gill has all exempt vehicles. Therefore, Gill is seeking Alternative Compliance for this criterion based on the following four actions:

- 1 - Gill has developed an inventory of all registered vehicles for each department.
- 2 - The annual miles driven and total fuel consumption will be determined starting in the municipal fiscal year of 2013, beginning on July 1<sup>st</sup>, 2012.
- 3 - Gill has adopted an anti-idling policy, applicable to Highway, Fire and Police Department vehicles, to reduce vehicle fuel consumption and emissions.
- 4 - Bicycle racks will be placed at the Town Hall, Slate Library, Public Safety Complex and the Riverside Municipal Building.
- 5 - Plan and develop bike lanes on major town roads (Main Road and West Gill Road).
- 6 - Promote carpooling among town employees and residents (using commute.com and other local networks).
- 7 - Educate town residents about the environmental and economic benefits of reduced vehicle idling.

### POLICY STATEMENT

*In an effort to reduce Gill's fuel consumption and energy costs, the Gill Board of Selectmen hereby adopts this policy to purchase the most fuel- efficient vehicles to meet this goal.*

### APPLICABILITY

This policy applies to all divisions and departments of the Town of Gill with the exception of the regional schools.

## GUIDELINES

All departments/divisions will purchase the most fuel-efficient vehicles for municipal use (including police, fire and highway) whenever such vehicles are commercially available and practicable.

The Town of Gill will maintain an annual vehicle inventory for all vehicles and a plan for replacing any non-exempt vehicles that meet, at a minimum, the fuel efficiency ratings contained in the most recent guidance for Criterion Four published by the MA Department of Energy Resources' Green Communities Division. The fuel efficiency rating contained therein are based on the most recently published US Environmental Protection Agency combined city and highway MPG ratings for vehicles. The most recent Green Communities Guidance for Criterion Four will be checked for updates prior to ordering replacement vehicles.

Based on 2010 EPA data, vehicles are to have a combined city and highway MPG no less than the following:

2 Wheel Drive Car: 29 MPG

4 Wheel Drive Car: 24 MPG

2 Wheel Drive Small Pick Up Truck: 21 MPG

4 Wheel Drive Small Pick Up Truck: 19MPG

2 Wheel Drive Standard Pick Up Truck: 17 MPG

4 Wheel Drive Standard Pick Up Truck: 16 MPG

2 Wheel Drive Sport Utility Vehicle: 21 MPG

4 Wheel Drive Sport Utility Vehicle: 18MPG

Hybrid or electric vehicles in these vehicle classes will meet these criteria.

Information for purchasing decisions on makes and models of vehicles will be found using the following resource:  
<http://www.fueleconomy.gov/>>

### Exemptions

Heavy-duty vehicles such as fire trucks, ambulances, heavy-duty trucks and vans and public works trucks are exempt from this criterion. Police cruisers are also exempt from this criterion.; however, Town of Gill commits to purchasing fuel-efficient cruisers.

### Inventory

An inventory of all Town vehicles is contained in Attachment A and shall be updated on an annual basis.

## DEFINITIONS

*Combined City and Highway MPG (EPA Combined fuel economy):* Combined Fuel Economy means the fuel economy from driving a combination of 43% city and 57% highway miles and is calculated as follows:

*Drive System:* The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

*AWD=* All Wheel Drive: four-wheel drive automatically controlled by the vehicle power train system

*4WD=* 4 Wheel Drive: driver selectable four-wheel drive with 2-wheel drive option

*2WD=* 2-Wheel Drive

*Heavy-Duty Vehicle:* A heavy-duty vehicle is defined as a vehicle with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds.

**TOWN OF GILL**  
**FUEL EFFICIENT VEHICLE POLICY (FEVP)**  
**Attachment A: MUNICIPAL VEHICLE INVENTORY**  
 Last updated: May 4, 2012

Dept	Make	Model	Year made (Month/Year Purchased)	Drive System	Gross Vehicle Weight	Exempt y/n	MPG Rating *	Function
Fire	Ford	Louisville	1979 ('80)	2WD	35,000	y	*	Fire engine tanker
Fire	Ford	Cutaway van	1986 (July '99)	4WD	10,500	y	*	Rescue van
Fire	Chevy	5/4 ton Truck	1986 ('11)	4WD	9,400	y	*	Brush work
Fire	KME	Fire truck	1987 (May '87)	2WD	39,840	y	*	Pumper-tanker
Fire	KME	Renegade	1996 (Aug. '95)	2WD	43,540	y	*	Pumper-tanker
Fire	Rescue One		2006			y		Rescue boat
Highway	Morbark	Eager Beaver	1985 (July '85)			y		Wood chipper

Dept	Make	Model	Year made (Month/Year Purchased)	Drive System	Gross Vehicle Weight	Exempt y/n	MPG Rating *	Function
Highway	Kubota	Farm tractor	1986 ('86)	4WD	2,570	y	(no odometer)	Roadside mower
Highway	Ford	Dump truck	1990 (Aug. '90)	2WD	38,000	y	*	Hauling, plowing, sanding
Highway	Chevy	Blazer	1990	4WD	2,700	N	13	Highway errands + backup 4WD police
Highway	Sterling	LT9500	2000 (Aug. '99)	2 drive axles	64,000	y	*	Hauling, plowing, sanding
Highway	Ford	F550 Dump Truck	2005 (Oct. '05)	4WD	17,950	y	*	Dump truck, haul, tow
Highway	New Holland	Mower tractor	2007 (Mar. '07)	4WD	11,265	y	*	Roadside mower
Highway	International	7400 Dump	2009 (Feb. '09)	2WD	40,000	y	*	Hauling, plowing, sanding
Highway	Komatsu	WA250-6	2010 (Mar. '10)	4WD	30,860	y	*	Wheel loader
Police	Ford	Explorer	2004 ('04)	4WD	4,500	y	15-16	Cruiser



Dept	Make	Model	Year made (Month/Year Purchased)	Drive System	Gross Vehicle Weight	Exempt y/n	MPG Rating *	Function
Police	Ford	Crown Victoria	2005 ('05)	2WD	3,400	y	18	Cruiser
Police	Ford	Crown Victoria	2008 ('08)	2WD	3,400	y	18-25	Cruiser

Notes: 1. Drive System: 2WD, 4WD, or AWD

2. At minimum, a Town must indicate if the vehicle is <8,500 or >8,500 pounds.

\* 3. MPG Ratings were obtained from the website <http://www.fueleconomy.gov/> (none available for "heavy duty" vehicles (above 8,500 pounds))

**TOWN OF GILL**  
**FUEL EFFICIENT VEHICLE POLICY (FEVP)**

## **Attachment B**

### Non-Exempt Vehicle Replacement Plan

#### **Overview**

The Gill Non-Exempt Vehicle Replacement Plan (the “Plan”) was developed in April, 2012. The Plan applies to all departments/divisions within the Town of Gill. The Plan does not apply to the regional school district. All departments/divisions shall replace all non-exempt vehicles with fuel-efficient vehicles as described in the Policy. There is currently one non-exempt vehicle on the vehicle inventory list and it belongs to the Highway Departments.

#### **Replacement Process**

All non-exempt vehicles shall be replaced with fuel-efficient vehicles that meet the fuel efficiency ratings outlined in the Policy. **It is recommended that replaced vehicles be used in other departments only if they meet the fuel efficiency ratings outlined in this Policy. It is recognized that non-exempt vehicles will be replaced only when economically feasible for the town.**

As stated in the Policy, police cruisers are currently exempt from this provision but new police cruisers must meet fuel efficiency ratings.

#### **Annual Review**

The Town shall incorporate the most recent minimum EPA-mandated fuel-economy standards on an annual basis.

#### **QUESTIONS AND ENFORCEMENT**

All inquiries should be directed to the department/division responsible for fleet management and/or fleet procurement. This Fuel Efficient Vehicle Replacement Plan is enforced by the Board of Selectmen.

## TOWN OF GILL

# ANTI-IDLING POLICY FOR TOWN-OWNED VEHICLES

Effective Date:

Date of Board of Selectmen Approval:

### **I. Purpose**

This Anti-Idling Policy for Town-owned vehicles is intended to reduce Town operating expenses, lower emissions produced by Town vehicles, reduce noise, and improve air quality for residents and employees. A further purpose is to encourage town citizens and employees to become aware of the benefits of reducing vehicle idle times and associated emissions.

### **II. Policy**

No Town of Gill Town-owned vehicle or piece of equipment should be left running when the driver is not present after proper start procedures. Town-owned vehicles will not be permitted to idle for more than 10 seconds, unless specifically exempted below. There shall be no idling near building air intake or near groups of people. The Town is encouraged to install block heaters as an alternative for vehicles that are not garaged in heated buildings.

### **III. Exemptions**

#### A. Fire, Highway and Police Department Vehicles:

Fire, Police and Highway Department vehicles may be allowed to idle at the scene of an emergency response where lights and other accessories are needed in order to respond to the situation. This includes vehicles that need to run in order to charge batteries and run lights, etc. for their primary function. The Town will consider installing an extra powerful battery to power radar, computers, if the principal vehicle battery is not sufficient to run those instruments.

Police and Highway Department vehicles may be allowed to idle during a non-emergency response situation, such as traffic detail, only when idling is necessary to perform the job at hand.

Fire, Police and Highway Dept. vehicles, which may have contents sensitive to extreme heat and cold, may be allowed to idle as necessary to maintain adequate internal temperatures. This includes passenger compartments that need to be maintained at a reasonable temperature during extremely hot or cold weather conditions.

#### B. All Vehicles:

Any vehicle that needs to be running during service or repair is permitted to idle, but only for as long as absolutely necessary.

Any vehicle that needs to defrost its windshield in order to drive safely is permitted to idle, only for as long as it takes to defrost and maintain a clear windshield.

Any vehicle waiting at a red light.

#### Implementation:

There will be an educational period of thirty days during which supervisors should educate their employees regarding this policy. After this period it will be the responsibility of supervisors to enforce this policy. Department Heads will be asked to monitor compliance and report to the Select Board within six (6) months of this policy taking effect. They will also be encouraged to make suggestions for improvements or changes, especially in cases where the policy causes hardships, is unworkable or leads to unsafe conditions.

# Town of Gill Energy Reduction Plan

DRAFT May 2, 2012



Town of Gill  
325 Main Road  
Gill, MA 01354

This plan was adopted by the following entities on the dates noted:

Gill Selectboard, xx/xx/xxxx TBA

Gill-Montague Regional School District, xx/xx/xxxx TBA

Gill Energy Commission, May 2, 2012

# Town of Gill Energy Reduction Plan

## I. PURPOSE AND ACKNOWLEDGEMENTS

### A. Letters from Both General Government and School District Verifying Adoption of the ERP

- **General Government** – Please see attached documents in Appendix A for evidence of this plan’s adoption by the Town of Gill Select Board.
- **Regional School Districts** – Please see attached documents in Appendix B for evidence of this plan’s adoption by the Gill-Montague Regional School District (GMRSD). The Gill Elementary School is owned by the Town of Gill, which is financially responsible for most capital improvements. The Gill Elementary School is operated and maintained by the GMRSD. The Gill Elementary School will be included in the Town’s energy use baseline and reduction plan.

### B. List of Contributors that Participated in the Baseline and ERP Process

- Town of Gill Select Board
- Town of Gill Energy Commission
- GMRSD School Committee, Superintendent, Business Office, and Maintenance Staff
- Gill Elementary School Principal and Staff
- Town of Gill Fire, Highway, Library, and Police Departments
- Franklin Regional Council of Governments
- Town of Gill Administrative Assistant

## II. EXECUTIVE SUMMARY

- A. **Narrative Summary of the Town** – The town of Gill in northwestern Massachusetts offers education, recreation and quiet, peaceful living opportunities within its 15 square miles. Gill is 7 miles east of Greenfield, 36 miles north of Springfield and 95 miles northwest of Boston. The 1,403 residents live mostly in single-family homes, although there is one 14-unit development of condominiums. Gill is the home of the co-ed Northfield Mount Hermon School, known in the last century as the Mount Hermon School for Boys. There is a nine-hole golf course which holds several tournaments during the year, horse-riding facilities along quiet country roads, and in winters, snowmobiling on the open fields.

Gill, incorporated on September 28, 1793, was originally part of Deerfield and was included in the portion set off from Deerfield on June 9, 1753, as the district of Greenfield, which became a township that same year. The first settlers on the land that became Gill, who arrived before 1753 and lived later than 1793, were therefore inhabitants of the towns of Deerfield, Greenfield and Gill, successively, even though they never moved. Some residents of Northfield also became inhabitants of Gill when the "Grass Hill" section of Northfield was annexed on February 28, 1795.

The land within its boundaries was settled too late to figure largely in the hazards of Indian attacks, although one important incident occurred within its area. On May 19, 1676, Captain William Turner, after whom neighboring Turners Falls was named, and his troops attacked Indians camped near the Connecticut River falls and their victory helped establish the preeminence of Deerfield and other settlements in the valley.

Geographically, the town lies in a wide, irregular bend of the Connecticut River as it makes an abrupt turn northwestward in its southern course at the mouth of the Millers River. Across the river to the east are the towns of Erving and Northfield, and to the south is Montague. Fall River separates Gill from Greenfield, and Bernardston forms most of the northern border.

The first town meeting was held December 18, 1793, with Moses Bascom as moderator. Elected officers were Moses Bascom Jr. as town clerk and treasurer, Moses Bascom, William Smalley and Noah Munn as selectmen and assessors and David Squires as constable. The town is named in honor of Moses Gill, a member of Massachusetts' Executive Council who became Lieutenant Governor in 1794 and acting governor in 1799 when Governor Increase Sumner died. Gill died in 1800, leaving the state without a governor and acting governor for the first and only time in its history. Gill for many years benefited from river traffic. The "Grass Hill" section eventually became home to noted evangelist Dwight L. Moody's Mount Hermon School in 1881, which merged with Northfield School for Girls to become Northfield Mount Hermon School more than 20 years ago.

**B. Summary of Municipal Energy Uses** – A summary of the buildings, vehicles, and streetlights operated by the Town of Gill is contained in Table 1 and described herein.

- **Total Number of Municipal Buildings** - The Town of Gill has five (5) municipal buildings which include one Elementary School. All buildings utilize electricity and all use #2 fuel oil for heat.
- **Building Additions and New Construction** – Gill does not have any new construction projects planned for the five year ERP period. If any additions or new construction projects are completed, the Town of Gill will ensure that DOER’s “Building Stock Changes Guidance” is followed and that the projects comply with 780 CMR 115.AA, the Massachusetts Stretch Energy Code.
- **Total Number of Vehicles** – There are 18 municipal vehicles in the Town of Gill. The majority (17 vehicles) of these vehicles are exempt. Only one vehicle could be considered non-exempt – the Chevy Blazer primarily used by the Highway Department to run errands. The Blazer is a Police Department hand-me-down, is still equipped for police use, and is brought into active duty when its 4-wheel drive is needed.
- **Total Number of Street Lights and Traffic Lights** – There are 44 street lights and 4 floodlights that are billed to the Town of Gill. The street lights are owned by the Utility Company, Western Massachusetts Electric Company (WMECo). There is one traffic light in Gill that is the responsibility of the Massachusetts Department of Transportation. There are also bridge lights in Town, however, they are owned and operated by the State. Therefore, bridge lights have been excluded from this baseline.
- **Water and Sewer** – The majority of homes and businesses in town are serviced by private wells and septic systems. Water for the Village of Riverside is supplied by the Riverside Water District, which is a separate entity from the Town. The Town does own, operate, and maintain public sewer infrastructure servicing Riverside, the costs for which are paid by the users. As part of the sewer system there is one Pumping Station that sends sewage to the Town of Montague for processing. The private campus of the Northfield Mount Hermon School is also equipped with water distribution and sewer treatment systems.

**Table 1:** Summary of Town of Gill Municipal Energy Users

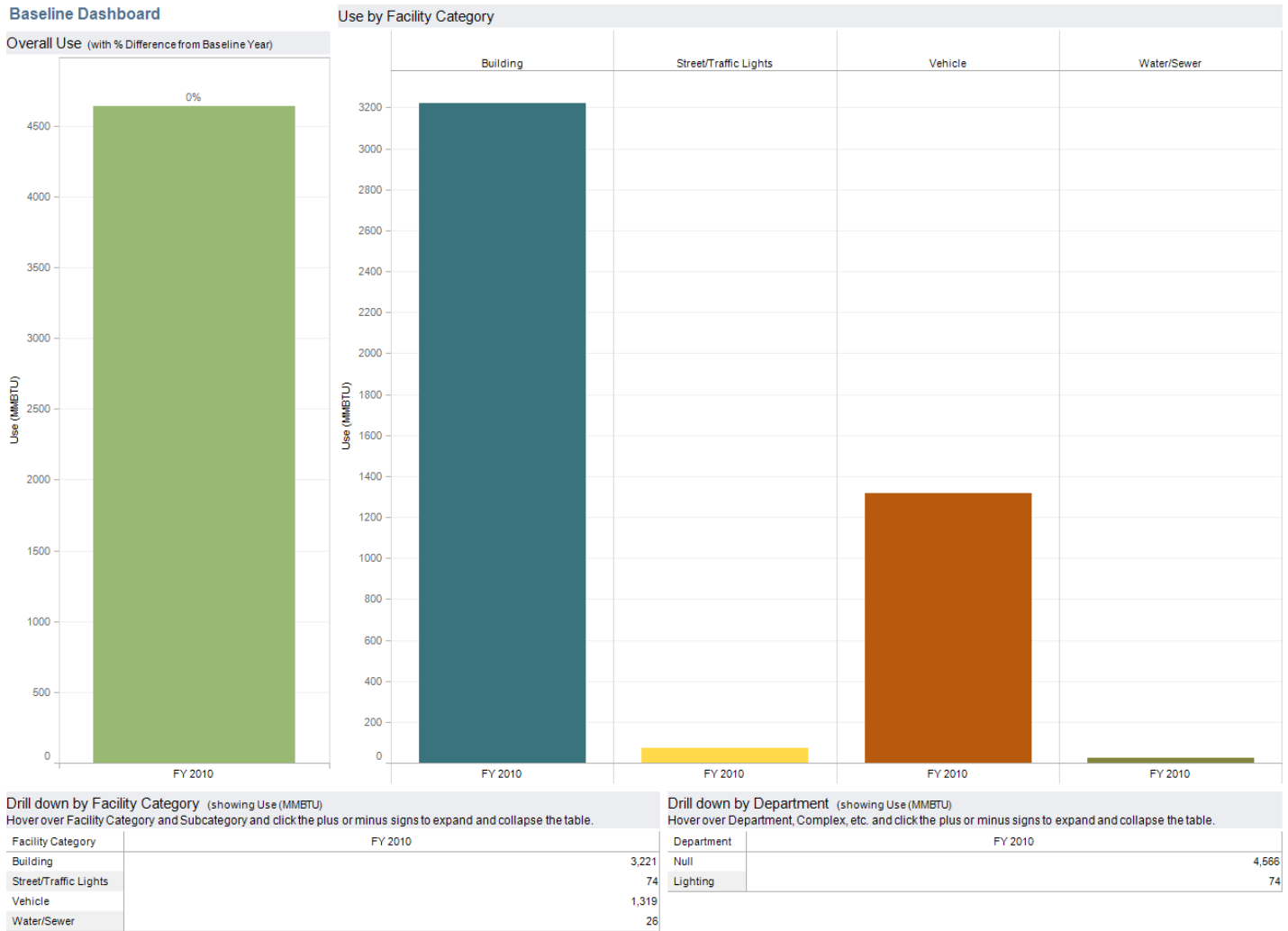
	<b>Number</b>	<b>Ownership</b>
<b>Buildings</b>		
Oil Heat (operated by Town)	4	Town of Gill
Oil Heat (operated by GMRSD)	1	Town of Gill
Natural Gas Heat	0	
Propane Heat	0	
Biomass Heat	0	
Other Heat Type – Geothermal	0	
<b>Vehicles</b>		
Non-Exempt	1	Town of Gill
Exempt	17	Town of Gill
<b>Street Lights</b>		
	48	WMECo
<b>Traffic Lights</b>		
	0	
<b>Water and Sewer</b>		
Drinking Water Treatment Plant	0	
Wastewater Treatment Plant	0	
Pumping Stations	1	Town of Gill

**C. Summary of Energy Use Baseline and Plans for Reductions** – The goal of the Town of Gill is to reduce municipal energy consumption by 20 percent and to become a Designated Green Community. The Town of Gill will use Fiscal Year (FY) 2010 as its baseline year and will seek to reduce energy by 20 percent between FY 2011 and FY 2015. In order to achieve this very aggressive goal the Town will pursue many energy efficiency and energy conservation measures.

The Town currently has a comprehensive energy use baseline for FY 2010. The Town’s Administrative Assistant was trained on using the MassEnergyInsight (MEI) online energy use analysis tool and will continue to input data every six months so that the data stays current and reduction activities can be tracked to help ensure the 20 percent reduction goal is met.

If designated a Green Community, the Town of Gill intends to use the grant award to further energy efficiency improvements in Town buildings and vehicles and to initiate some renewable energy solutions. The grant money can be used to purchase new equipment or to improve areas of greatest use as identified by Town residents, employees and officials, as well as through the use of MEI.

**Figure 1. Baseline Dashboard Report from MEI**



**Table 2: Summary of Municipal Energy Use Baseline – FY 2010**

<b>BASELINE YEAR - FY2010</b>	<b>MMBtu Used in Baseline Year – FY2010</b>	<b>% of Total MMBtu Baseline Energy Consumption</b>	<b>Projected Planned MMBtu Savings</b>	<b>Savings as % of Total MMBtu Baseline Energy Consumption</b>
Buildings	3,221	69.4 %	847	18.2%
Vehicles	1,319	28.4 %	64	1.4%
Street/Traffic Lights	74	1.6 %	0	0%
Water/Sewer/Pumping	26	0.6 %	0	0%
<b>Total</b>	<b>4,640</b>	<b>100%</b>	<b>911</b>	<b>19.6%</b>

### **III. ENERGY USE BASELINE INVENTORY**

**A. Identification of the Inventory Tool Used** – The Town of Gill utilized the Massachusetts Department of Energy Resources (DOER) MassEnergyInsight (MEI) web-based energy use analysis tool.

**B. Identification of the Baseline Year** – The baseline year for the Town of Gill is Fiscal Year (FY) 2010 which ran from July 1, 2009 to June 30, 2010.

**C. Municipal Energy Consumption for the Baseline Year** – During the baseline year, FY 2010, the total energy use in municipal vehicles and facilities in the Town of Gill was 4,640 MMBtus. Tables 3A and 3B present energy use for each municipal facility in native fuel units and MMBtus, respectively. The majority of energy consumed in FY 2010 in the Town of Gill went towards buildings, which accounted for 69.4% of all energy use in municipal facilities. The Gill Elementary School is the largest single user of energy in Town, accounting for 46.1% of the Town's energy use. Vehicles are the next largest category of energy use accounting for 28.4% of the total. The majority of the energy use in vehicles can be attributed to the Highway Department vehicles which account for 18.2% percent of the baseline total.

Buildings: The five municipal buildings in Gill used a total 3,221 MMBtus of energy in FY 2010, accounting for 69.4% of all municipal energy use. The building with the largest energy consumption was the Gill Elementary School (2,137 MMBtu) followed by the Public Safety Complex (576 MMBtu), Riverside Municipal Building (261 MMBtu), Town Hall (185 MMBtu), and the Slate Memorial Library (63 MMBtu).

Street/Traffic Lights: There are 48 street lights in Town which includes 4 floodlights. There are no Town-operated traffic lights. Street lights belong to the Western Massachusetts Electric Company (WMECo). Street lights used 74 MMBtu of energy in FY 2010, accounting for approximately 1.6% of the Town's energy use.

Vehicles: Municipal vehicles used a total 1,319 MMBtu of energy in FY 2010, which is 28.4% of the Town's energy use in that period. The Highway Department vehicles were the largest user of fuel in this category, using 844 MMBtu in FY 2010, followed by Police Department vehicles (352 MMBtu), and Fire Department vehicles (123 MMBtu).

Water/Sewer Facilities: The Town of Gill has one Pump Station which is the Riverside Sewer Pump Station. This facility used very little energy in FY 2010 (26 MMBtu) and accounted for 0.6% of the Town's municipal energy use.

The Town of Gill does not currently utilize energy obtained from renewable sources in municipal facilities.



**Table 3A: Municipal Energy Consumption for Baseline Year FY 2010 (Native Fuel Units)**  
**ERP Guidance Table 3a - Municipal Energy Consumption for 2010 (Native Fuel Units)**

		Electric (kWh)	Oil (gallons)	Gasoline (gallons)	Diesel (gallons)
Building	Slate Memorial Library	1,303	418		
	Gill Elementary School	169,872	11,201		
	Town Hall	15,000	962		
	Riverside Municipal Building	4,909	1,756		
	Public Safety Complex	35,176	3,283		
	<b>Total</b>	226,260	17,620		
Street/Traffic Lights	Street Lights	21,626			
	<b>Total</b>	21,626			
Vehicle	Vehicle - Highway Dept.			369	5,740
	Vehicle - Police Dept.			2,842	
	Vehicle - Fire Dept.			522	419
	<b>Total</b>			3,733	6,159
Water/Sewer	Riverside Sewer Pump Stati..	7,481			
	<b>Total</b>	7,481			
<b>Grand Total</b>		255,367	17,620	3,733	6,159

**Table 3B: Municipal Energy Consumption for Baseline Year FY 2010 (MMBtu)**  
**ERP Guidance Table 3b - Municipal Energy Consumption for 2010 (MMBTU)**

		Electric	Oil	Gasoline	Diesel	Grand Total
Building	Slate Memorial Library	4	58			63
	Gill Elementary School	580	1,557			2,137
	Town Hall	51	134			185
	Riverside Municipal Building	17	244			261
	Public Safety Complex	120	456			576
	<b>Total</b>	772	2,449			3,221
Street/Traffic Lights	Street Lights	74				74
	<b>Total</b>	74				74
Vehicle	Vehicle - Highway Dept.			46	798	844
	Vehicle - Police Dept.			352		352
	Vehicle - Fire Dept.			65	58	123
	<b>Total</b>			463	856	1,319
Water/Sewer	Riverside Sewer Pump Stati..	26				26
	<b>Total</b>	26				26
<b>Grand Total</b>		871	2,449	463	856	4,639

IV. ENERGY REDUCTION PLAN

A. Narrative Summary –

- Overview of Goals for Years 1-3: The Town of Gill’s short-term goal is to complete the majority of the energy saving activities by the end of FY2012. All of the ESPC activities will be completed by January 2012. None of these activities were complete for a full year prior to the Town’s Green Communities application, so comparison data for them is not yet available, although Section V contains a comparison of the first six months of the Lighting Upgrades at the Elementary School.
- Overview of Goals for Years 4-5: Upon receipt of the Green Communities Designation, the Town of Gill would like to continue its energy reduction activities by completing the lighting retrofits recommended by Siemens’ Investment Grade Audit and other activities identified in this plan. As funding has not yet been secured for these projects, they will probably become part of the Town’s Green Communities Grant Program application. Additionally, vehicle replacement and maintenance will also result in energy improvements and several smaller activities have been identified as well.
- Identify Areas of Least Efficiency/Greatest Waste: As illustrated in Figure 2 below, the Gill Elementary School building uses approximately twice as much energy than all other Town buildings combined. The school used 2,137 MMBtu in the baseline year when all the other Town buildings used 1,084 MMBtus. This means that the school is responsible for more than 65 percent of the total municipal building energy use. Controlling energy use in the school will control energy use from the Town. Identifying this building or any of the Town’s buildings as “wasteful”; however, is not accurate, as the school and all buildings have consistently kept energy consumption as low as the existing facilities and demand allow. From the chart below, the school is the primary building to target in our Energy Reduction Plan, with the Public Safety Complex the next priority and the Town Hall the third. The majority of energy savings activities to be undertaken will occur in these three buildings.

Figure 2. Buildings to Targets Report from MEI

Buildings to Target

This dashboard compares buildings to one other on an energy use per area metric, measured as kBtu/square foot. In the quadrant chart on the right, buildings with the highest energy use and worst efficiency (as compared to other buildings in your portfolio) are in the upper right hand quadrant. Facilities of the types Open Space, Water/Sewer, Street/Traffic Lights, and Vehicles are not displayed.



**B. Getting to a 20% Energy Use Reduction Within the 5 Year Period Following the Baseline Year** – The Town of Gill is committed to reducing baseline (FY 2010) energy consumption by 20% over the five year period from FY 2011 to the end of FY 2015. A list of specific strategies is presented in Table 4 and represents a projected savings of 19.6%, exceeding the minimum requirement of 15% of documented savings and nearly meeting the overall 20% savings requirement. An additional energy savings of at least 0.4% have been identified to bring the Town’s total projected savings up to 20%.

1. Program Management Plan for Implementation, Monitoring and Oversight – The Town of Gill’s Administrative Assistant will be responsible for maintaining energy use data in MEI as well as DOER Green Communities Annual Reporting requirements. The Gill Energy Commission will also assist with these duties.
2. Summary of Energy Audit(s) or Other Sources for Projected Energy Savings – As part of an Energy Savings Contract (ESCO), Siemens Industry, Inc. completed a Preliminary Audit (PA) of all the Town’s buildings and their operations. From that initial audit, Siemens completed an Investment Grade Audit (IGA) of the buildings for which the Town of Gill could enter into an Energy Savings Performance Contract (ESPC). These buildings included the Gill Elementary School, Town Hall, Riverside Municipal Building, Public Safety Complex and the Slate Library. The Investment Grade Audit was completed on May 21, 2010. Ultimately, only the activities at the Gill Elementary School proved to be self-funding through grants and energy savings. Additionally, the remaining activities outlined in the Siemen’s Program will be reviewed as well as additional projects in the Town’s buildings to achieve the remaining energy reduction of at least 0.4%. However, the Town will not enter into another ESPC to meet the remaining 0.4% energy reduction. Projects such as Town Hall replacement lighting, programmable temperature controls and window inserts will contribute to the remaining 0.4% reduction. These same measures will be considered for other Town buildings as well. The Town is committed to meeting the whole 20% energy reduction in 5 years and fully expects to meet this goal.
3. Energy Conservation Measures – A list of documented and itemized energy conservation measures planned for the Gill Elementary School, Town Hall, and the Public Safety Complex are presented in Table 4. These measures account for a 19.6% savings, exceeding the minimum requirement of 15% for documented savings and nearly meeting the 20% requirement for overall savings. Table 4 contains detailed information about planned measures such as project status, projected annual energy savings, projected annual cost savings, total project cost, incentive and financing information, funding sources as well as a reference source for all information. In addition to those measures identified in Table 4, the Town of Gill has also adopted a Fuel Efficient Vehicle Policy (FEVP) which states that vehicles will be replaced with more fuel efficient models when commercially available and feasible. The Town is also planning on proceeding with many of the recommendations contained in the IGAs for other municipal facilities using Green Communities Grant Funding if it is awarded to the Town.
4. For Municipalities Taking Credit for Efficiency Measures Occurring Before Green Communities Designation Application – None of the proposed energy conservations measures presented in Table 4 were completed in FY 2011.
5. For Municipalities Using a Performance Contract (Energy Management Services) – An Investment Grade Audit was completed by Siemens Industry, Inc. in 2009 for the Gill Elementary School, Town Hall, Riverside Municipal Building, Public Safety Complex and the Slate Library. This information was previously discussed in more detail in Section 2 (Summary of Energy Audit(s)) above. Preliminary and Investment Grade Audit Reports can be found in Appendix C.

**Table 4: Estimated Energy Savings in Gill Municipal Facilities**

Facility	Energy Conservation Measure	Projected Date of Completion	Electricity	Fuel Oil	Vehicle Fuel	Projected Total Energy Savings	Projected Annual Cost Savings	Total Installed Cost	Funding Sources	Source for Projected Savings
			MMBtu	MMBtu	MMBtu	MMBtu	Dollars	Dollars		
Gill Elementary School	Energy Management System	11/15/2011	0	187	0	187	\$2,628	\$92,952	Town, ESPC <sup>1</sup> , EECEBG <sup>1</sup>	Investment Grade Audit <sup>2</sup>
Gill Elementary School	Boiler Replacement	01/01/2012	0	280	0	280	\$4,143	\$116,318	Town, ESPC <sup>1</sup> , EECEBG <sup>1</sup>	Investment Grade Audit <sup>2</sup>
Gill Elementary School	Lighting and Lighting Controls	12/01/2011	168	0	0	168	\$3,796	\$56,702	Town, ESPC <sup>1</sup>	Investment Grade Audit <sup>2</sup>
Gill Elementary School	Building Envelope	01/01/2012	0	47	0	47	\$633	\$5,958	Town, ESPC <sup>1</sup>	Investment Grade Audit <sup>2</sup>
Public Safety Complex	Boiler Replacement	07/01/2012	0	137	0	137	\$3,851 <sup>3</sup>	\$55,000	Town	Estimated Savings <sup>4</sup>
Town Hall	Building Envelope	TBD	1	27	0	28	\$493	\$32,084	Town, ESPC <sup>1</sup>	Investment Grade Audit <sup>2</sup>
<b>Buildings Subtotal</b>			<b>169</b>	<b>678</b>	<b>0</b>	<b>847</b>	<b>\$15,544</b>	<b>\$359,014</b>		
<b>Street Lights Subtotal</b>										
Highway Dept. Vehicles	Anti-Idling in Diesel Vehicles	TBD	0	0	59	59	\$1,789 <sup>5</sup>	\$0	NA	US Dept. Energy (DOE) <sup>6</sup>
Highway Dept. Vehicles	Anti-Idling in Gasoline Vehicles	TBD	0	0	5	5	\$148 <sup>5</sup>	\$0	NA	US Dept. Energy (DOE) <sup>6</sup>
<b>Vehicles Subtotal</b>			<b>0</b>	<b>0</b>	<b>64</b>	<b>64</b>	<b>\$1,937</b>	<b>\$0</b>		
<b>Water/Sewer Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>		
<b>TOTAL</b>			<b>169</b>	<b>678</b>	<b>64</b>	<b>911</b>	<b>\$17,481</b>	<b>\$359,014</b>		

Notes: (1) ESPC = Energy Savings Performance Contract, EECEBG = Energy Efficiency & Conservation Block Grant, an ARRA-funded award to the Town by DOER. (2) Energy savings estimates for the Gill Elementary School, and Town Hall were obtained from the Siemens Industry, Inc. Investment Grade Audits conducted in 2010. (3) Cost savings calculated based on information obtained from the Executive Office of Energy and Environmental Affairs (EOEEA) website. Specifically, the most recent average cost information was obtained from *Heating Oil Price Surveys for April 3, 2012: MA Peak Season Average Heating Oil Price 2000-2011/2012* (4) Savings estimates provided by Jeff Baird, F.W. Webb Company and contained in Appendix C. (5) Estimated fuel savings were calculated based on the current average fuel prices for gasoline (\$3.906/gal) and diesel (\$4.209/gal) fuel found in the AAA Fuel Gauge Report accessed on 4/11/12. (6) Energy savings for Highway Department vehicles was calculated based on information contained in a presentation prepared by the U.S. Department of Energy (DOE) titled *Idling Reduction Makes Sense*. The presentation states that, on average, idling uses 10.2 percent of all fuel use for gasoline commercial trucks and 7.4 percent of all fuel use for diesel commercial vehicles. These estimates were applied to estimate fuel savings for Highway Department vehicles.

**C. Summary of Long-Term Energy Reduction Goals – Beyond 5 years**

**1. Municipal Buildings (including schools):**

The Riverside Municipal Building will need energy efficiency measures including replacement of the heating system in the near future. There is an old, inefficient steam boiler which is nearing the end of its useful life. Additionally, the building envelope needs to be addressed in terms of air sealing, insulation, and window repair/replacement. A time frame has not been developed yet.

The Slate Library also will be considered for energy efficiency measures. There are currently water and mold issues which need to be addressed. As a historic concrete block building with ornamental tin interior walls, we may be limited in the possible avenues available for energy reduction measures. Additionally, the limited use of the building lengthens the payback period.

**2. Vehicles (excluding regional school district):**

The Selectboard has adopted the Fuel Efficient Vehicle Policy (FEVP) which will help to guide the replacement of town vehicles. The Police Department has requested a new cruiser in the near future. As the hybrids become available and functionally viable for front-line police cruisers, the Town will make every effort to ensure we replace any current vehicle with a hybrid. In addition, Highway and Fire Department requests for vehicles will be reviewed for the best possible fuel efficiency possible.

The Town of Gill will continue to encourage walking, bicycling and car pooling as ways to reduce use of fossil fuels. The Energy Commission will investigate and consider the use of biodiesel for Town vehicles. The Gill Outdoor Recreation Group is a local, private group of residents working to develop and support bicycle and other means of no/low-carbon transportation in and around town.

**3. Street and Traffic Lighting:**

The Energy Commission will continue to research the potential for LED street and flood lights. It is expected that LED lighting will go down in cost and rebates will encourage rapid replacement of current street lights.

**4. Perpetuating Energy Efficiency:**

The Town Finance Committee is considering an energy conservation savings reinvestment plan in which some of the energy savings are reinvested into a fund to finance future energy efficiency or renewable energy measures. At minimum, voters will be asked to reserve to the Stabilization Fund any energy savings which can be identified.

**V. ONSITE RENEWABLE ENERGY PROJECTS & RENEWABLE ENERGY**

The Town of Gill has no immediate plans for a renewable energy project, although a number of Town-owned buildings and parcels have been included in an RFP for Municipal Solar Projects issued by the Hampshire Council of Governments in April 2012. It is possible that the Town will commit a certain portion of the Green Communities Grant for a solar PV system. Possible locations include the Public Safety Complex building roof as part of the roof replacement project, the Town Hall roof, or the Riverside Municipal Building roof.

**VI. LIST OF RESOURCES**

Identify resources that the municipality used to create its ERP (websites, documents, tools). Please include contact information (websites, names and emails, etc.). Please note that this section cannot be used in place of the Reference "Source for Projected Savings" column in Table 4.

- Mass Energy Insight web-based energy use analysis tool, [www.massenergyinsight.net](http://www.massenergyinsight.net).
- Massachusetts Department of Energy Resources (MA DOER) for information about the Green Communities program, [www.mass.gov/energy/greencommunities](http://www.mass.gov/energy/greencommunities).
- Siemens Industry, Inc. Buildings Technologies Division Investment Grade Audit, May, 2010.
- Jim Barry, Green Communities Regional Coordinator, Department of Energy Resources, [Jim.Barry@state.ma.us](mailto:Jim.Barry@state.ma.us).
- Beth Greenblatt, Managing Director, Beacon Integrated Solutions, [bgreenblatt@beacon-llc.com](mailto:bgreenblatt@beacon-llc.com).
- Stacy Metzger, Transportation Planning Engineer, Franklin Regional Council of Governments, [smetzger@frcog.org](mailto:smetzger@frcog.org).
- Montague Energy Committee, Walter Ramsey, Montague Town Planner, [planner@montague-ma.gov](mailto:planner@montague-ma.gov)
- Leverett Energy Committee, Marjorie McGinnis, Leverett Town Administrator, [townadministrator@leverett.ma.us](mailto:townadministrator@leverett.ma.us)
- Massachusetts Executive Office of Energy and Environmental Affairs. Maintains a list of resources and information related to Energy, Utilities, and Clean Technologies.
- U.S. Department of Energy interactive explanations of different individual and community wide alternative energy and energy reduction techniques and processes, [www.energy.gov](http://www.energy.gov).
- Energy Information Administration, reports information on energy sources, trends, and analysis for households, businesses, and governments, [www.eis.gov](http://www.eis.gov).
- Fuel economy website used in calculating vehicle mileage savings, [www.Fueleconomy.gov](http://www.Fueleconomy.gov).

**DRAFT**

## **Appendix A**

- Evidence of ERP adoption by the Select Board

To be presented at May 7, 2012 Select Board meeting for approval

## **Appendix B**

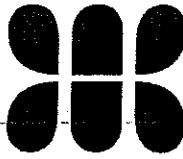
- Evidence of ERP adoption by the Gill-Montague Regional School District (GMRSD)

To be presented to the Superintendent of the GMRSD for approval.

## **Appendix C**

- Preliminary Audits
- Investment Grade Audits
- Public Safety Complex Boiler Fuel Savings Estimates





HAMPSHIRE COUNCIL  
OF GOVERNMENTS

HAMPSHIRE COUNTY  
GROUP INSURANCE TRUST

RECEIVED APR 10 2012

Date April 9, 2012

To: Selectmen or Executive Authority of Member Units in the Hampshire County Group Insurance Trust

From: John J. Lillis, Trust Administrator

Re: 32B Implementation Report On Sections 21 through 23.

Report Due Date: June 30, 2012

This is a reminder that there is a new annual reporting requirement associated with Chapter 32B, sections 19 and 21-23 that is due by June 30, 2012 with the Secretary of Finance and Administration. Units who do not make use of MGL c. 32B, Sections 19 and 21 through 23 must report on the following:

- 1.) The health insurance plan that it offers and the numbers of subscribers in each
- 2.) Whether it made use of MGL c. 32B, sections 19 and 21-23
- 3.) If it did not make use of these processes, the maximum possible savings available if health benefit changes were made pursuant to MGL c. 32B, sections 19 and 21-23

The Hampshire County Group Insurance Trust has drafted a response for this reporting requirement tailored for each Member Unit using the unit's May billing numbers. Your Unit's report containing statistics, savings, and reasons for using the Trust is attached.

Please feel free to use this form or the information contained on the form in your reporting to the Secretary of Finance and Administration. It is each Member Unit's responsibility to file a report with the Secretary of Finance and Administration by the June 30, 2012 deadline.

If the form is used for the report, the Selectmen or Appropriate Executive Authority need only sign and date the form and send it directly to the Administration and Finance Department retaining a copy for your records.

Please feel free to contact this writer with any questions.

Date May 7, 2012

To: Secretary of Administration And Finance  
 Executive Office for Administration and Finance  
 State House Room 373  
 Boston, MA 02133

From: Town Of Gill

Re: 32B Implementation Report On Sections 21 through 23

**A. Present Plans & Subscribers\***

Active Employees & Retirees not Eligible For Medicare

**Blue Cross Blue Shield - Network Blue (HMO)**

Employee

Employee Plus 1

Family

**BCBS - Blue Care Elect Preferred (PPO)**

Employee

Family

**Most Subscribed GIC Plan**

**Tufts Health Plan Navigator (GIC Benchmark)**

Employee

Family

Retirees Eligible For Medicare

**BCBS- MEDEX 3**

**Most Subscribed GIC Plan**

**OME with CIC (GIC Benchmark)**

	Rates IY-13	Subscribers	Mo. Cost
Employee	\$ 510.96	1	\$ 511
Employee Plus 1	\$ 1,189.88	4	\$ 4,760
Family	\$ 1,475.24	1	\$ 1,475
Employee	\$ 580.98	0	\$ -
Family	\$ 1,591.36	0	\$ -
			\$ 6,746
Employee	\$ 600.36	1	\$ 600
Family	\$ 1,463.98	5	\$ 7,320
			\$ 7,920
	\$ 357.00	4	\$ 1,428
	\$ 373.53	4	\$ 1,494

Mo. Savings or (Loss) BY HCGIT Member Town Or Unit Over GIC Benchmark \$ 1,241

Annual Savings or (Loss) By HCGIT Member Town Or Unit Over GIC Benchmark \$ 14,888

B. We did not make use of MGL c. 32B, Sections 19 or 21 through 23 due to the following:

1. Based on our size, to leave the Trust, applying Section 21 would put us in a negative financial position if we tried to purchase insurance on our own.
2. If we went to the GIC we would be paying more for 30 to 40 % less coverage depending on the GIC plan our employee would pick. Should a number of employees elect either indemnity Basic plans there would be no savings.
3. Savings would be less than 5% of the maximum savings amount that would be attained by plan design changes under MGL 32B Section 22.

C. There would be no savings to either employees or to us the employer. See pricing above against the GIC Benchmark and the benefits analysis that follows:

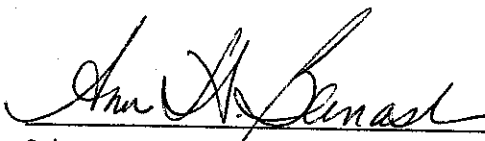
**Benefit Differences**

	<b>GIC</b>	<b>HCGIT</b>
Tiered Physicians (\$15, \$25,\$35)	YES	No
Tiered Specialists (\$20, \$35, \$45)	YES	No
Tiered Out Of State Specialists (\$25, \$35, \$45)	YES	No
Tiered Hospital Deductible (\$250 To \$750)	YES	No
Tiered Retail Rx 30 days (GIC 10/25/50 - HCGIT 10/25/45)	YES	YES
Tiered Mail Order Rx 90 days (GIC20/50/110-HCGIT20/50/90)	YES	YES
Generic Differential on Name Brand & Non Formulary Drugs	YES	No
Specific Lab Tests Not Covered	YES	No
High Tech Imaging Deductible (\$100, \$200 out of Network)	Yes	No
Out Patient Surgical Deductible (\$110 TO \$150 per occurrence)	YES	No
Emergency Room Deductible (GIC \$100-HCGIT \$75)	YES	YES
Limited Provider Networks	YES	No
Exclusive Limited Provider Networks	YES	No

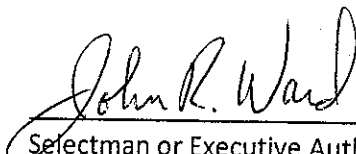
The Above is true to the best of our knowledge

  
 \_\_\_\_\_  
 Selectman or Executive Authority

\_\_\_\_\_  
 Selectman or Executive Authority

  
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 Selectman or Executive Authority

**Commonwealth of Massachusetts**  
 Executive Office of Energy and Environmental Affairs ■ MEPA Office

*For Office Use Only*  
 Executive Office of Environmental Affairs

MEPA Analyst:

Phone: 617-626-

## Notice of Project Change

The information requested on this form must be completed to begin MEPA Review of a NPC in accordance with the provisions of the Massachusetts Environmental Policy Act and its implementing regulations (see 301 CMR 11.10(1)).

EEA # 14286		
Project Name: <b>Connecticut River Bank Stabilization Project</b>		
Street Address: <b>0 Pisgah Mountain Road and 0 River Road</b>		
Municipality: <b>Gill</b>	Watershed: Connecticut	
Universal Transverse Mercator Coordinates: <b>Zone: 18 ,Easting: 706296, Northing: 4722334</b>	Latitude: <b>42° 37' 33"N</b> Longitude: <b>72° 29' 3.5"W</b>	
Estimated commencement date: <b>10/22/2009</b>	Estimated completion date: <b>8/31/2014</b>	
Project Type: <b>Bank stabilization</b>	Status of project design: <b>95</b> %complete	
Proponent: <b>FirstLight Power Resources, LLC</b>		
Street Address: <b>99 Millers Falls Road</b>		
Municipality: <b>Northfield</b>	State: <b>MA</b>	Zip Code: <b>01360</b>
Name of Contact Person:		
Firm/Agency: <b>New England Environmental</b>	Street Address: <b>15 Research Drive</b>	
Municipality: <b>Amherst</b>	State: <b>MA</b>	Zip Code: <b>01002</b>
Phone: <b>(413) 256-0202</b>	Fax: <b>(413) 256-1092</b>	E-mail:

With this Notice of Project Change, are you requesting:

a Single EIR? (see 301 CMR 11.06(8))       Yes    No

a Special Review Procedure? (see 301CMR 11.09)       Yes    No

a Waiver of mandatory EIR? (see 301 CMR 11.11)       Yes    No

a Phase I Waiver? (see 301 CMR 11.11)       Yes    No

Which MEPA review threshold(s) does the project meet or exceed (see 301 CMR 11.03)?

Which State Agency Permits will the project require? DEP Wetlands and Waterways (OOO extension review) and 401 Water Quality Certificate, possibly NHESP

Identify any financial assistance or land transfer from an Agency of the Commonwealth, including the Agency name and the amount of funding or land area in acres: N/A

### PROJECT INFORMATION

In 25 words or less, what is the project change? The project change involves . . . . .  
**adding an additional 1,000 linear feet of riverbank to be stabilized and an additional property owner.**  
 See full project change description beginning on page 3.

Date of publication of availability of the ENF in the Environmental Monitor: (Date: **July 23, 2008**)

Was an EIR required?  Yes  No; if yes,  
was a Draft EIR filed?  Yes (Date: )  No  
was a Final EIR filed?  Yes (Date: )  No  
was a Single EIR filed?  Yes (Date: )  No

Have other NPCs been filed?  Yes (Date(s): )  No

If this is a NPC solely for lapse of time (see 301 CMR 11.10(2)) proceed directly to  
**ATTACHMENTS & SIGNATURES.**

**PERMITS / FINANCIAL ASSISTANCE / LAND TRANSFER**

List or describe all new or modified state permits, financial assistance, or land transfers not previously reviewed: **dd w/ list of State Agency Actions (e.g., Agency Project, Financial Assistance, Land Transfer, List of Permits)**

Are you requesting a finding that this project change is insignificant? A change in a Project is ordinarily insignificant if it results solely in an increase in square footage, linear footage, height, depth or other relevant measures of the physical dimensions of the Project of less than 10% over estimates previously reviewed, provided the increase does not meet or exceed any review thresholds. A change in a Project is also ordinarily insignificant if it results solely in an increase in impacts of less than 25% of the level specified in any review threshold, provided that cumulative impacts of the Project do not meet or exceed any review thresholds that were not previously met or exceeded. (see 301 CMR 11.10(6))

Yes  No; if yes, provide an explanation of this request in the Project Change Description below.

**FOR PROJECTS SUBJECT TO AN EIR**

If the project requires the submission of an EIR, are you requesting that a Scope in a previously issued Certificate be rescinded?

Yes  No; if yes, provide an explanation of this request \_\_\_\_\_.

If the project requires the submission of an EIR, are you requesting a change to a Scope in a previously issued Certificate?

Yes  No; if yes, provide an explanation of this request \_\_\_\_\_.

**SUMMARY OF PROJECT CHANGE PARAMETERS AND IMPACTS**

Summary of Project Size & Environmental Impacts	Previously reviewed	Net Change	Currently Proposed
<b>LAND</b>			
Total site acreage	N/A	N/A	N/A
Acres of land altered	5.5	(2.5)	3.0
Acres of impervious area	0	0	0
Square feet of bordering vegetated wetlands alteration	0	0	0
Square feet of other wetland alteration	250,000	(72,400)	177,600
Acres of non-water dependent use of tidelands or waterways	0	0	0
<b>STRUCTURES</b>			
Gross square footage	0	0	0
Number of housing units	0	0	0
Maximum height (in feet)	0	0	0
<b>TRANSPORTATION</b>			
Vehicle trips per day	0	0	0
Parking spaces	0	0	0
<b>WATER/WASTEWATER</b>			
Gallons/day (GPD) of water use	0	0	0
GPD water withdrawal	0	0	0
GPD wastewater generation/ treatment	0	0	0
Length of water/sewer mains (in miles)	0	0	0

Does the project change involve any new or modified:

1. conversion of public parkland or other Article 97 public natural resources to any purpose not in accordance with Article 97?  Yes  No

2. release of any conservation restriction, preservation restriction, agricultural preservation restriction, or watershed preservation restriction?  Yes  No

3. impacts on Rare Species?  Yes  No

4. demolition of all or part of any structure, site or district listed in the State Register of Historic Place or the inventory of Historic and Archaeological Assets of the Commonwealth?

Yes  No

5. impact upon an Area of Critical Environmental Concern?  Yes  No

If you answered 'Yes' to any of these 5 questions, explain below:

**PROJECT CHANGE DESCRIPTION** (attach additional pages as necessary). The project change description should include:

- (a) a brief description of the project as most recently reviewed
- (b) a description of material changes to the project as previously reviewed,
- (c) if applicable, the significance of the proposed changes, with specific reference to the factors listed 301 CMR 11.10(6), and
- (d) measures that the project is taking to avoid damage to the environment or to minimize and mitigate unavoidable environmental impacts. If the change will involve modification of any previously issued Section 61 Finding, include a draft of the modified Section 61 Finding (or it will be required in a Supplemental EIR).

#### Project Change Description

This is the third phase (Phase III) of on-going riverbank stabilization projects in the Turners Falls Pool of the Connecticut River. The Phase of the project was originally permitted to complete bank stabilization on 4,975 linear feet (lf) of Connecticut River bank in Gill, Massachusetts. Riverbank stabilization is mandated by the Federal Energy Regulatory Commission (FERC) license for the operation of the Northfield Mountain Pumped Storage Facility. Four sites were originally proposed to receive stabilization work over a four year period: Lower Split River Farm, Upper Split River Farm 1, Upper Split River Farm 2, and the Bathory-Gallagher parcel.

This third phase now includes five adjacent segments in Gill, for a total of approximately 6,335 lf of bank. Figure 1 (in Attachment A), a USGS topographical map, illustrates the location of the proposed work. Figure 2 illustrates the location on an aerial photograph. The original Certificate (Attachment B) for this project encouraged the project proponent to include this fifth segment, the Wallace/Watson parcel at the northern end. The previously approved plans are included in Attachment C. Photographs illustrating typical conditions on sites that have been stabilized are included in Attachment D. This is the same type of work proposed for the Wallace-Watson parcel and which has been previously approved for the Bathory-Gallagher parcel.

The current proposal is designed to stabilize and rebuild only the toe of the slope or beach. This is a demonstration project using coarse woody debris structures (CWD) and native plantings to stabilize and restore the bank. This design leaves trees at the top of the embankment in place, with the exception of a three access ways, all previously constructed (and two rebuilt). This leaves roosting trees for bald eagles and other birds of prey intact. Bank swallow and kingfisher nesting holes have been undisturbed by the construction. The stone toe used in previous designs (i.e., Phase I and II) has been eliminated and replaced with engineered structures of coarse woody debris placed at intervals along the eroding bank on a stabilized aquatic bench. These designs are the direct result of comments and suggestions from the Connecticut River Streambank Erosion Committee, and this project work is being implemented to demonstrate the use of CWD on a large river. The woody debris structures will provide improved habitat for many species including rare dragonfly species nymphs that emerge on the riverbanks. The large woody debris will also provide fish habitat, including habitat for the state-listed bridled shiner which prefers submerged woody debris. In the first three years of the project, the woody debris has resulted in the accretion of sediment from the river on the eroded bank, allowing vegetation to become re-established.

This NPC includes Bank Stabilization on an additional 1,000 lf of bank known as the Wallace-Watson parcel, and previously approved work associated with the Bathory-Gallagher parcel. Work is proposed to commence in fall, 2012, continue through fall, 2013, and end with plantings during the spring, 2014. Monitoring is expected to continue beyond construction.

The techniques proposed for this work include re-creating a stabilized, vegetated aquatic bench, and placement of coarse woody debris structures on the aquatic bench. Due to the high number of archaeological finds, the new proposed work will occur only on the aquatic bench at the toe of the slope to protect any buried artifacts in the fields. Although an archaeological assessment of the Wallace-Watson parcel was not completed, there will be no disturbance of land at the top of the bank on this property. The staging area and access to these two properties will be located at the northern end of the Split River Farm, as it was during 2011.

The primary revision to the original filing is the inclusion of the Wallace-Watson parcel. As a result, the total lf of bank stabilization has increased to 6,335. The extent of work proposed within the uplands and Riverfront Area has been reduced.



Rec'd 5/2/12

**MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION  
WATERWAYS REGULATION PROGRAM**

**"Notice of License Application" pursuant to M. G. L. Chapter 91  
Waterways License Application Number W12-3584  
Applicant: Anthony McNamara**

**NOTIFICATION DATE: May 4, 2012**

Public notice is hereby given of the "Simplified License BRP WW06 Self Licensing Package" by Anthony McNamara to maintain a dock at 42 Grist Mill Road, in the municipality of Gill, in and over the waters of the Connecticut River, a Commonwealth-designated non-tidal jurisdictional waterway. The proposed project has been determined to be water-dependent.

The Department may conduct a public hearing in order to receive information to be used in its decision on whether to grant a Waterways License pursuant to M.G.L. Chapter 91.

The Department will consider all written comments on this Waterways License Application received by close-of-business on June 4, 2012, the Public Comments Deadline. Failure of any aggrieved person or group of ten citizens or more to submit written comments to the Waterways Program by the Public Comments Deadline will result in the waiver of any right to an adjudicatory hearing in accordance with 310 CMR 9.13(4)(c).

Additional information regarding this application may be obtained by contacting the Waterways Program at 413-755-2265. Project plans and documents for this application are on file with the Waterways Program for public viewing, by appointment only, at the address below.

Written comments must be addressed to:

Jeremiah Mew, Waterways Program Point-of-Contact  
Massachusetts Department of Environmental Protection  
436 Dwight Street  
Springfield, MA 01103

Sprankle  
84 Boyle Road  
Gill, MA 01354

May 3, 2012

Chief Hastings  
Gill Police Department  
196 Main Road  
Gill, MA 01354

Dear Chief Hastings,

My wife and I wanted to thank Officer Minkler of your Department and you for the rapid and professional response by the Gill Police in the matter of our thirteen year old daughter being called over by a stranger to his parked car after getting off the school bus last week. We are extremely grateful for the quick response by the police following the call by the bus driver on what he observed. The school bus driver thankfully pulled over and waited for the car to depart as he watched from just down the road. It was a great relief to have the situation resolved quickly by your Department and see how well you handled it, including the quick notifications to area schools for the suspicious vehicle. We were hopeful it would turn out to be a non-issue but had no way of knowing until it was properly investigated. Thank you so much.

Sincerely,

  
Ken and Kim Sprankle

c: Town of Gill Selectboard

## Ray Purington/Gill Selectboard

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**From:** Ferguson, Jana (DPH) [jana.ferguson@state.ma.us]  
**Sent:** Monday, May 07, 2012 2:14 PM  
**To:** Administrator@gillmass.org  
**Subject:** Air monitoring for radiation

Hi Mr. Purington,

Thank you for your patience on this. I needed to get this information from our office in Boston and several specific details are included for your reference.

Thanks,

Jana

Dear (Local Health Official Contact):

Last spring MDPH launched an environmental monitoring program in western Massachusetts within the Emergency Planning Zone (EPZ) of the Vermont Yankee Nuclear Power Station. This was done in response to requests from area legislators and residents of communities within the EPZ. This effort and MDPH's approach to initiating the program were presented at two meetings with local officials. The first meeting was held in 2007 and the second meeting was held January 2011. The routine sampling plan includes monitoring for potential radiation levels in food crops, milk, surface water, sediment, fish, and air. To date, MDPH has conducted sampling of surface water, sediment, milk, apples, pumpkins, corn silage, and fish and these samples will continue to be collected within the EPZ on a regular basis. Air sampling is anticipated to begin later this spring. The environmental monitoring program screens samples for the presence of typical radionuclides associated with power station operations, in particular gamma emitters, such as cesium 137 (Cs-137). In addition, milk samples are analyzed for iodine 131 (I-131), and surface water samples are analyzed for tritium (H-3). A summary of 2011 environmental monitoring results in the vicinity of all 3 nuclear power plants EPZs in Massachusetts is being compiled for 2011 and will be publically available on the MDPH website later this year.

As part of the air monitoring program, MDPH is looking to place thermoluminescent dosimeters (TLDs) at one location within each EPZ community and we are currently exploring the feasibility of placing these on a tree or fence located on the town hall properties. This approach has worked well in other Massachusetts communities located within the EPZs of Seabrook and Pilgrim nuclear power plants. TLDs are microchips that measure ambient radiation in air over a 90-day period, usually inside a protective plastic cylinder. Samples (i.e. the microchips) are collected and replaced by an MDPH contractor under the supervision of MDPH personnel approximately every 90 days and transported to MDPH's Massachusetts Environmental Radiation Laboratory (MERL) for analysis.

I would be happy to answer any questions as local officials consider possible placement of TLDs on town property.

Regards,

Jana Ferguson

Jana Ferguson  
Chief, Regional Environmental Health Operations  
Bureau of Environmental Health  
Massachusetts Department of Public Health  
180 Beaman Street  
West Boylston, MA 01583  
phone (508) 792-7880 x 2329  
fax (508) 792-7706  
[Jana.Ferguson@state.ma.us](mailto:Jana.Ferguson@state.ma.us)

website [www.mass.gov/dph](http://www.mass.gov/dph)

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2012.0.2171 / Virus Database: 2425/4983 - Release Date: 05/07/12