

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

June 18, 2012

Call to Order: The Selectboard meeting was called to order at 4:30pm.

Present: Ann Banash, John Ward, and Randy Crochier, Selectboard members; Ray Purington, Admin. Assistant. Others Present: Rick James, Jesse James, Lynda Hodsdon Mayo, and John Zywna.

Approval of Minutes: The minutes from 6/4 and 6/11 were not ready for approval.

Public Safety Complex Boiler: The installation of the new boilers is complete, although Ray and the Highway Superintendent need to conduct a walkthrough for punch list items. Ray noted that Tognarelli has agreed to be present in the fall for system startup for the heating season and will also do training then.

Siemens Project: Nothing to report.

Elementary School Masonry Repairs: Ray is still working to get a second and third estimate. The repairs will be an FY13 expense, not an encumbered one from FY12.

Town Hall Roof: The Board reported on their budget meeting of June 8th with the Finance Committee and representatives from the Historical Commission. It was decided at that meeting to propose to Town Meeting a standing seam metal roof as the replacement roof for Town Hall. The \$73,000 project will be subject to a debt exclusion vote on September 6th. The Board also acknowledged with gratitude the project estimate provided by Steve Greenwald of Renaissance Builders.

Patricia Pruitt from the Montague Reporter joined the meeting.

Heating Oil: Ray reported that the Town has locked in its FY13 heating oil at \$2.99/gallon. The purchase commitment is for 4,800 gallons.

Timmie Smith joined the meeting.

FY12 CDBG Award: Ray reported on last week's announcement that Gill's CDBG application was awarded. Gill, along with Deerfield, Erving, and Colrain applied for funds in each town for housing rehabilitation projects (including 5 units in Gill), as well as a 4-town project for the Meals on Wheels Program (including meals for 9 Gill elders). The Board suggested that the next Gill newsletter should include an article about both programs.

DOR Permission to Deficit Spend: Ray recommended that the Board make a formal request to the Department of Revenue to deficit spend up to \$22,000 in relation to expenses from the October snowstorm and state of emergency. If permission is granted (an almost certainty), it allows those expenses to be transferred out of the various department budgets and into a special revenue fund account. The expenses will show as a deficit – a legal one – until the \$22,403.66 of MEMA reimbursements are received. By using this approach, it results in getting the reimbursable storm expenses certified as Free Cash one year earlier than they otherwise would. Randy made a motion, seconded by John, to sign the letter requesting authorization to deficit spend. The vote was unanimous in the affirmative.

Four Winds School: As Steve Hussey did not attend tonight's meeting, Ray will check with him and try to reschedule for July 2nd.

Deb Loomer of the Recreation Committee joined the meeting.

MEMA Snowstorm Contracts: The Town has received four reimbursement contracts from MEMA for the October snowstorm: Equipment - \$750 for damage to the loader; Emergency Protective Measures - \$4,983.03 for police and

fire response; Debris Removal - \$9,517.09 for cleaning up the downed trees; and Snow Removal - \$7,153.54 for plowing and sanding. Randy made a motion, seconded by John, to authorize Ann to sign the contracts. The vote was unanimous in the affirmative.

Agreement for Inspection Services: The Board reviewed the renewal agreement with the FRCOG for building, plumbing, and electrical inspection services. Randy made a motion, seconded by Ann, to authorize John to sign the agreement on behalf of the Selectboard. The vote was unanimous in the affirmative.

Agreement for Cooperative Public Health Services: The Board reviewed the agreement with the FRCOG for provision of public health services. Randy disclosed that he is a co-chair of the oversight committee for the CPHS, and Ann disclosed that she is a member of the Executive Committee of the FRCOG. The Rule of Necessity was invoked in order to allow a quorum of the Board to act on the matter. Ann made a motion, seconded by Randy, to authorize John to sign the CPHS agreement on behalf of the Selectboard. The vote was unanimous in the affirmative. The agreement will go to the Board of Health for their approval as well.

Recreation Committee Purchases: Deb Loomer reported that the bleachers for the girls' softball field at Gill Elementary have been delivered and will be assembled over the summer. The lowest quote for aluminum soccer goals and two sets of portable soccer nets was from BSN Sports at \$1,430.69, delivered. This expense will be split between the Rec Committee's regular FY12 budget and Quintus Allen funds that Principal Kathleen Adams will request. Randy made a motion, seconded by John, to authorize Ray to sign any purchase orders that may be required for the soccer equipment.

Deb also noted that her term on the Rec Committee will be over on June 30th, although she will stay involved long enough to get the bleachers and soccer goals completed. Rose Levasseur, another member of the Rec Committee, will also be finished at the end of June. There is a critical need for new members of the Rec Committee in order for the program to continue. Deb Loomer left the meeting.

FY13 Police/Fire Accident Insurance: Ray recommended awarding the FY13 police & fire accident insurance to MIIA/Chubb for \$10,524. This is the same carrier as for FY12. Ray had tried to find other quotes for this mandatory insurance, but no other companies will bid unless they are also able to bid on all the Town's insurance policies. John made a motion, seconded by Randy, to make the award to MIIA/Chubb and authorize Ray to sign any necessary documents.

Gill Well: Ray reported that Tracy Rogers, FRCOG's Regional Preparedness Program Manager, assisted with an application for a Natural Hazard Pre-Disaster Mitigation grant being offered by FEMA. Gill's application will request assistance in drilling a new well for the Gill Elementary School in order to avoid any further repeats of problems with coliform bacteria. It is a competitive grant, and would require a 25% Town match (including labor) if it's awarded. If it's awarded, it likely will be 18 months before any town funds are needed. The Town's Local Natural Hazard Plan must be approved by MEMA and FEMA before any funds would be released. The Board agreed that the grant was worth applying for.

Registrar: Acting on a request from the Town Clerk, Randy made a motion, seconded by John, to appoint Kathy Augustine as a Registrar through June 30, 2013. The vote was unanimous in the affirmative. In a related matter, the Board agreed to meet on June 25th to act upon the annual appointments for FY13.

Quintus Allen Requests: The Board reviewed two letters from Kathleen Adams, Principal of the Gill Elementary School. In one, she requested \$575 from the Town's Quintus Allen fund to be used toward transportation costs related to the a performance of the after school acting program's play and a stipend for Amy Gordon to reimburse her for expenses related to putting on the play. The second letter requested a total of \$1,500 from the Town's Quintus Allen fund to be used for the school's share of the soccer goals and for other sports equipment. Randy made a motion, seconded by John, to authorize both requests. The vote was unanimous in the affirmative. Ann abstained from the vote as she is a trustee of the Quintus Allen Fund.

FY13 Budget: There was discussion of answers Ray received (attached) from Town Counsel with respect to the procedure to use at Town Meeting in order to "open the Omnibus" for debate, discussion, and potential changes to its various lines and amounts. There is still a feeling that because this year's budget process started so late, there are unanswered questions about some of the requested increases. Those departments could be level-funded by Town Meeting, more research and discussion can take place over the summer, and a supplemental budget can be voted by a Special Town Meeting sometime in September, well before the tax rate needs to be set. It was also suggested that level funding, after 3 or 4 years, may no longer be sustainable, and that overrides need to be considered.

Randy made a motion, seconded by John, that the Selectboard's budget for Town Meeting reflect a \$400 decrease to the Cemetery Commission's request, removal of the extra hours from the Library budget (but keep the salary increase for the Director), and level-funding of the Highway and Trees/Forestry budgets (keeping COLA and step raise increases). The vote was unanimous in the affirmative.

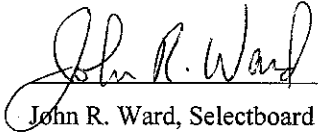
Ray was asked to email the Finance Committee of this decision, and explain the plan for a supplemental budget in the fall. If the money remains under the levy limit after the supplemental recommendations, it will be requested to go into Stabilization. A draft timeline for the FY14 budget process will be emailed to the Finance Committee as well.

6:35pm Timmie, John, Lynda, Patricia, Rick, and Jesse left the meeting.

Warrant: The Board reviewed and signed FY 2012 warrant #26.

Adjournment: The Selectboard meeting adjourned at 7:05 p.m.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Selectboard Clerk

06/08/2012, 09:31:21 AM

Paul W. Schroeder, LPVEC, 413-735-2234

Summary of Buy Orders
Fuel Oil - FY 2013

Awarding Authority	Vendor	Gallons	Date Exe. 06/07/2012	Index \$2.7303
Section 1 Southern Berkshire RSD	East River	trailer 50,000	\$0.1413	\$2.8716 plus environmental fees
Section 2 Erving Greenfield Shutesbury Elementary	East River	trailer 7,000 43,000 5,000	\$0.1462	\$2.8765 plus environmental fees
Section 3 Hadley Hampshire RSD Westhampton Elementary	East River	trailer 50,000 35,000 7,000	\$0.1327	\$2.8630 plus environmental fees
Section 5 Southern Berkshire RSD	Global	Wagon 13,500	\$0.2624	\$2.9927 plus environmental fees
Section 6 Bernardston Erving Gill Greenfield New Salem/Wendell Shelburne	Surner	Wagon 10,000 29,000 4,800 35,000 4,000 12,100	\$0.2480	\$2.9783 plus environmental fees + ≈ 0.004 2.9823 vs 3.188 $\Delta .2057 \times 4800 = \987
Section 7 Amherst Chesterfield-Goshen RSD South Hadley WWT Williamsburg Schools Williamsburg Town	Surner	Wagon 20,000 8,000 3,000 13,000 10,000	\$0.2500	\$2.9803 plus environmental fees
Section 8 East Longmeadow DPW Granville Holyoke Ludlow, Town West Springfield DPW	Global	Wagon 0 3,000 45,000 1,400 8,000	\$0.3073	\$3.0376 plus environmental fees

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

June 18, 2012

Mr. Gerard D. Perry
Director of Accounts
Division of Local Services
Massachusetts Department of Revenue
PO Box 9569
Boston, MA 02114-9569

Dear Director Perry:

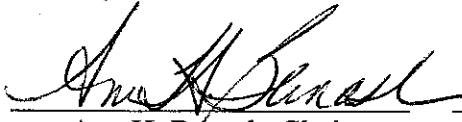
This letter requests authorization for the Town of Gill to utilize the provisions of M.G.L. c. 44, s. 31 and deficit spend for emergency purposes. On October 29, 2011 the Town of Gill declared a state of emergency due to the impact of a severe winter storm involving heavy wet snow, downed trees and wires, impassable roads, and town wide loss of electrical power. A copy of that declaration is attached.

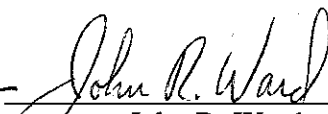
Cleanup activities from this extraordinary storm were extensive, but are complete. The Town's costs were in excess of \$22,400, as reflected by recently received reimbursement contracts from the Massachusetts Emergency Management Agency totaling \$22,403.66. The non-reimbursable portion of the cleanup did not create any deficit situations.

The Town of Gill hereby requests the Director of Accounts approve this deficit spending authorization request in the amount of \$23,000.00. Funding to satisfy the deficit will be achieved with the receipt of the reimbursements from MEMA.

Thank you in advance for your attention to this matter. Please feel free to contact Ray Purington, Administrative Assistant, at 413-863-9347 if you need any additional information.

Sincerely,


Ann H. Banash, Chair


John R. Ward


Randy P. Crochier

Police & Fire Accident Coverage

Cabot Risk Strategies LLC

Insured: Town of Gill

Date: June 06, 2012

Effective: 07/01/2012

Title:

Administrative Assistant

(Signature)

Date:

6/18/12

ACCIDENT COVERAGES	MAXIMUM	CURRENT	OPTION 1	OPTION 2	OPTION 3
Accidental Death & Dismemberment	572,000	572,000			
Accident Medical Benefit	300,000	250,000			
Medical Expense Deductibles	0	0			
Weekly Indemnity (up to)	2,500	1,000			
Waiting Period	7 Days	0			
Benefit Period (5 yrs. or Age 70 or Life)	Life	Life			
Permanent Total Disability	500,000	200,000			
HEART OR CIRCULATORY MALFUNCTION					
Principal Amount	572,000	572,000			
Medical Benefit	300,000	250,000			
Weekly Indemnity (up to)	2,500	1,000			
Benefit Period (5 yrs. or Under Age 70)	Under Age 70	Life			
INFLUENZA, LAGRIPE AND PNEUMONIA					
Principal Amount	572,000	572,000			
Medical Benefit	300,000	250,000			
Weekly Indemnity (up to)	2,500	1,000			
Benefit Period (5 yrs. or Age 70 or Life)	Life	Life			
CONTAGIOUS AND INFECTIOUS DISEASE					
Principal Amount	572,000	572,000			
Medical Benefit	300,000	250,000			
Weekly Indemnity (up to)	2,500	1,000			
Benefit Period (5 yrs. or Age 70 to Life)	Life	Life			
OTHER COVERAGES					
Adaptive home and vehicle benefit	25,000/25,000				
Brain Damage	500,000	250,000			
Child Care Expense	30,000				
Coma	500,000	200,000			
Critical Burn Expense	450,000	200,000			
Education Expense	30,000	10,000			
Family Expense Benefit = \$250 Per Day for 21 Days	5,250				
Felonious Assault	50,000				
Funeral Expense	15,000	15,000			
Home Health Care	5,000				
Hospital Benefit - \$60 Per Day up to 730 Days	\$60/730	60			
Occupational HIV Positive Benefit	450,000	200,000			
Occupational Hepatitis Benefit	450,000				
Parent Care	30,000				
Psychological Therapy (Post Traumatic Stress-\$20,000 Incl.)	50,000	20,000			
Reconstructive Surgery (Bodily Injury)	25,000				
Seat Belt/Air Bag Benefit	30,000/30,000	30,000			
Spouse Employment Training Expense	30,000				
Survivor Benefit (1% of Principal Sum to 12 Months)	68,640				
JUNIOR OFFICERS					
Principal Amount	10,000				
Medical Benefit	25,000				
QUOTE					
		\$ 10,524			

This worksheet is for quoting purposes only - Refer to policy for terms and conditions.



Franklin Regional Council of Governments

May 15, 2012

Randy Crochier, Chair
Gill Select Board
325 Main Road
Gill, MA 01376

RE: *Technical Assistance in Preparing Hazard Mitigation Grant Program Applications
Action Required By June 15, 2012*

Dear Select Board Members:

In November 2010, I sent a letter to Franklin County towns asking if they had projects that could possibly qualify for pre-disaster mitigation grants through FEMA. We had 17 project ideas submitted from that request and three of those ideas resulted in grant applications totaling \$820,775. While we are awaiting final word from FEMA, their correspondence with us thus far is positive and indicates likelihood that those three towns will see funding for their projects this fall. Data gathering and conceptual designs for these projects were paid for by a FEMA Pre-Disaster Mitigation (PDM) grant, which is focused on implementation of hazard mitigation projects prior to a disaster event, thereby reducing overall risks to people, structures, and critical infrastructure.

The FRCOG has secured a second round of pre-disaster mitigation funding to help towns through this process again. Perhaps a silver lining on Tropical Storm Irene is that she pointed out more potential hazard mitigation projects (e.g. upsizing culverts, stabilizing stream banks, preventing further damage to properties that receive damage every time there's a flood). This may prompt more towns to submit projects or may prompt those who submitted last time to revise the answers they provided on the projected impact of maintaining the status quo.

Understanding that few Franklin County towns have in-house technical capacity and it is difficult to allocate scarce local funding to hire the necessary consultants to prepare hazard mitigation grant applications, our goal is to provide the technical expertise needed to help you move your projects forward to become FEMA application-ready. **For this project to work for your community, we need your active participation.**

Step 1: The first step is for you to identify potential projects in your town. To determine project eligibility, FEMA provides detailed information through its FY 2011 Hazard Mitigation Assistance (HMA) Unified Guidance located online at <http://www.fema.gov/library/viewRecord.do?id=4225>. A quick reference guide is included with this letter as Attachment A.

Step 2: The second step is for you to electronically submit your eligible project(s) to us for consideration. To assist with project ranking, an online risk assessment tool has been developed and is accessible through the FRCOG website. The online tool is a matrix designed to assess a project based on a combination of probability and severity of risk. You will answer a series of

questions that will provide the data for our consultant to use to prioritize and rank all submitted projects. A copy of the survey is included with this letter as Attachment B.

When you are ready to enter project data into the online tool, go to this web address: <http://frcog.org/services/emergency/OPDM/login.php>. Enter the following unique username and password (both case-sensitive) to access the tool and enter projects on behalf of your Town:

Username: *Gill*

Password: *Gill123*

This project is only as good as the quality of the data inputs, so please be as accurate as possible without exaggerating or inflating your projections. We left all previously submitted projects in the database to be evaluated along with new projects. Feel free to update your previously submitted project if you have new information to add.

Step 3: The third step in the process will be for our engineering consultant to evaluate submitted projects. Please keep in mind that our consultant can only focus in detail on the top few prioritized projects. The exact number of projects addressed will depend on the specific nature of the projects and the amount of time required by our consultant to prepare the necessary Benefit-Cost Analysis (BCA) and FEMA application data. Please consider this limitation when submitting your projects and try to ensure that each project fully meets FEMA's eligibility criteria as outlined in Attachment A and available in detail through the link provided above.

Thank you for your attention and your project submissions. To meet the timeline for this project we will need to have your local **projects submitted electronically by June 15, 2012**. If you have questions or cannot submit electronically for some reason, please feel free to contact me at regionalprep@frcog.org or at (413) 774-3167, ext. 118. I am also happy to meet with you in person to explain the program or help submit a project through the website. I look forward to working with you on this important project.

Sincerely,



Tracy Rogers
Regional Preparedness Program Manager

Enclosure (1)

cc: Highway superintendent
Emergency management director
Conservation Commission

Attachment A

Guidance to Determine Project Eligibility

Detailed information is available from FEMA through its FY 2011 Hazard Mitigation Assistance (HMA) Unified Guidance located online at <http://www.fema.gov/library/viewRecord.do?id=4225>.

Within the FEMA guidance document are the following descriptions of eligible types of projects:

Property Acquisition and Structure Demolition - The acquisition of an existing at-risk structure and, typically, the underlying land, and conversion of the land to open space through the demolition of the structure. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve the natural floodplain functions.

Property Acquisition and Structure Relocation - The physical relocation of an existing structure to an area outside of a hazard-prone area, such as the Special Flood Hazard Area (SFHA) or a regulatory erosion zone and, typically, the acquisition of the underlying land. Relocation must conform to all applicable State and local regulations. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve the natural floodplain functions..

Structure Elevation - Physically raising an existing structure to an elevation at or above the Base Flood Elevation (BFE) or higher if required by FEMA or local ordinance. Structure elevation may be achieved through a variety of methods, including elevating on continuous foundation walls; elevating on open foundations, such as piles, piers, posts, or columns; and elevating on fill. Foundations must be designed to properly address all loads, be appropriately connected to the floor structure above, and utilities must be properly elevated as well. FEMA encourages Applicants and subapplicants to design all structure elevation projects in accordance with the American Society of Civil Engineers (ASCE) 24-05 Flood Resistant Design and Construction.

Dry Floodproofing - Techniques applied to keep structures dry by sealing the structure to keep floodwaters out. For all dry floodproofing activities, FEMA encourages Applicants and subapplicants to design all dry floodproofing projects in accordance with ASCE 24-05 Flood Resistant Design and Construction.

**** Dry Floodproofing of Historic Residential Structures** is permissible only when other techniques that would mitigate to the BFE would cause the structure to lose its status as defined a Historic Structure in 44 CFR Part 59.1.

**** Dry Floodproofing of Non-residential Structures** must be performed in accordance with NFIP Technical Bulletin 3-93, Non-Residential Floodproofing-Requirements and Certification, and the requirements pertaining to dry floodproofing of non-residential structures found in 44 CFR Parts 60.3(b)(5) and (c)(4).

Minor Localized Flood Reduction Projects - These projects may include the installation or modification of culverts and floodgates, minor floodwall systems that generally protect an individual structure or facility, stormwater management

activities such as creating retention and detention basins, and the upgrade of culverts to bridges. These projects must not duplicate the flood prevention activities of other Federal agencies and may not constitute a section of a larger flood control system.

**** For FMA, RFC, and SRL at least 50 percent of the structures directly benefiting from this mitigation activity must be NFIP-insured. For RFC and SRL, these projects must primarily benefit RFC or SRL structures, respectively. Documentation must be provided in the subapplication that identifies all structures that will benefit from this mitigation activity.**

Structural Retrofitting of Existing Buildings - Modifications to the structural elements of a building to reduce or eliminate the risk of future damage and to protect inhabitants. The structural elements of a building that are essential to protect in order to prevent damage include foundations, load-bearing walls, beams, columns, structural floors and roofs, and the connections between these elements.

Non-structural Retrofitting of Existing Buildings and Facilities - Modifications to the non-structural elements of a building or facility to reduce or eliminate the risk of future damage and to protect inhabitants. Non-structural retrofits may include bracing of building contents to prevent earthquake damage or the elevation of heating and ventilation systems.

Safe Room Construction - Safe room construction projects are designed to provide immediate live safety protection for people in public and private structures from tornado and severe wind events, including hurricanes. For HMA, the term "safe room" only applies to extreme wind (combined tornado and hurricane) residential, non-residential, and community safe rooms; tornado community safe rooms; and hurricane community safe room. This type of project includes retrofits of existing facilities or new safe room construction projects, and applies to both single and multi-use facilities.

Infrastructure Retrofit - Measures to reduce risk to existing utility systems, roads, and bridges.

Soil Stabilization - Projects to reduce risk to structures or infrastructure from erosion and landslides, including installing geo-textiles, sod stabilization, installing vegetative buffer strips, preserving mature vegetation, decreasing slope angles, and stabilizing with rip rap and other means of slope anchoring. These projects must not duplicate the activities of other Federal agencies.

Wildfire Mitigation - Projects to mitigate the risk to at-risk structures and associated loss of life from the threat of future wildfire through:

**** Defensible Space for Wildfire** - Projects creating perimeters around homes, structures, and critical facilities through the removal or reduction of flammable vegetation.

**** Application of Ignition-resistant Construction** - Projects that apply ignition-resistant techniques and/or non-combustible materials on new and existing homes, structures, and critical facilities.

**** Hazardous Fuels Reduction** - Projects that remove vegetative fuels proximate to the at-risk structure that, if ignited, pose significant threat to human life and property, especially critical facilities.

[Emergency Preparedness » Natural Hazard Pre-Disaster Mitigation Database](#)

Natural Hazard Pre-Disaster Mitigation Database

[Project List \(/services/emergency/OPDM/index.php\)](#) || [Create a New Project](#) || [Logout](#)

Create a New Project

Please Select A Town

Project Name

Project Description

Hazard event Type

Additional hazard event type

Likelihood of hazard event associated with this project happening in the next year:

- ☐ Very Low (1%)
- ☐ Low (1% > 10%)
- ☐ Medium (10% > 40%)
- ☒ High (40% > 70%)
- ☐ Very High (70% > 100%)

Area of occurrence (please estimate the percentage of the town impacted):

- ☐ None
- ☒ 1 - 2 properties
- ☐ Neighborhood
- ☐ Multiple Neighborhoods
- ☐ Town-wide

- 25% town match (including time)
- ~ 18 months before final, once awarded
- Loc Nat Haz. Plan must be approved prior to release of funds

Severity of impact on property (within area specified above):

- ☐ None
- ☒ Only minor property damage
- ☐ Moderate property damaged or destroyed
- ☐ Major property damaged or destroyed

Will the project reduce damages to a critical facility such as a shelter, fire station, municipal building, etc?

- ☐ No
- ☒ Yes

If yes, specify the facility:

Elementary school

Severity of impact on population (inconvenience):

- ☐ None
- ☐ Very few people inconvenienced
- ☐ A moderate number of people inconvenienced
- ☒ Many people inconvenienced

Severity of impact on population (injuries):

- ☐ None
- ☐ Very few injuries
- ☐ Minor injuries
- ☐ Multiple injuries
- ☒ Multiple injuries and deaths possible

Will the project reduce loss of use of a critical roadway, such as an evacuation route or an isolated means of egress?

- ☒ No
- ☐ Yes

If yes, specify the roadway:

Severity of associated impact due to loss of roadway:

- ☒ None
- ☐ Less than a day of shutdown
- ☐ 1+ days of a shutdown
- ☐ 7+ days of shutdown
- ☐ 30+ days of shutdown

Will the project reduce loss of use of an electrical service, water service, sewer service, or another necessary utility?

- ☐ No
- ☒ Yes

If yes, specify the utility:

Water for the school

Severity of associated impact due to loss of utility:

- ☐ None
- ☐ Less than a day of shutdown
- ☐ 1+ days of a shutdown
- ☒ 7+ days of shutdown
- ☐ 30+ days of shutdown

Additional Questions:

Will the members of the community support the project?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Is public opposition to the project possible or anticipated?

- ☒ No
- ☐ Yes
- ☐ Don't Know
- ☐ Not Applicable

Does the technology readily exist to implement the project, or would specialized equipment or labor be needed?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Will the project use sound science or engineering principles to solve the reported problem?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Do you have the staffing resources available to accept a grant that may be

awarded to the town for the project and to provide extensive reporting and tracking of the matching portion of the grant?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Can the project be implemented within the governmental structure of your municipality, regardless of the makeup of the various elected and appointed boards and commissions that may be involved?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Do you have the legal means to implement the project? For example, does the town own the land associated with the project, or have an easement that provides access?

- ☐ No
- ☒ Yes
- ☐ Don't Know
- ☐ Not Applicable

Can the appropriate legal contracts or agreements be drafted for projects that involve private property owners?

- ☐ No
- ☐ Yes
- ☐ Don't Know
- ☒ Not Applicable

Does the project provide for any environmental benefits?

- ☐ No
- ☐ Yes
- ☒ Don't Know
- ☐ Not Applicable

Does the project require federal, state or local permits in order to be implemented?

- ☐ No
- ☐ Yes
- ☒ Don't Know
- ☐ Not Applicable

If yes, please specify:

If we should need to follow up on the data you have entered, whom should we contact?

Name:

Ray Purington

Title:

Administrative Asst.

Phone:

413-863-9347

Email:

administrator@gillmass.org

Save

Delete

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MA 01301-3313 | 413-774-3167 | info@frcog.org (<mailto:info@frcog.org>)
This institution is an equal opportunity provider and employer.

GILL ELEMENTARY SCHOOL

48 Boyle Rd.
Gill, MA 01354

Principal Kathleen Adams

Phone: (413)863-3255 Fax: (413) 863-3268
Email: kathleen.adams@gmrdsd.org

A Kindergarten through Sixth Grade Learning Community—Where every child is honored

June 15, 2012

Dear Gill Selectboard,

I am writing on behalf of the students and staff of Gill Elementary School to request an allocation of money from the Quintus Allen Fund. It has been a priority of the PTO to help improve the playground options at Gill and through years of fundraising they successfully bought new equipment for the children's use. In addition to playing on the equipment, a large percentage of children in all grades play soccer on the soccer field. The older grades use the full court and the younger ones use a half court. On any given day you will see many different abilities, representation from each grade and both boys and girls on the field. None of the students like to use the goal closest to the school as it does not have a net and is installed in a mud zone.

Physical education is critical to children's success in life. Regular aerobic exercise prepares the brain for learning, minimizes classroom disruptions and leads to better test scores. Weight is controlled, health conditions combated, energy boosted, stress reduced and peer relationships strengthened. Recess and PE classes are a critical part of a child's physical development and academic success.

The Gill Recreation Department has expressed the desire to use the soccer field at Gill next year to host their fall soccer program. Gill Elementary School would like to partner with the Recreation Department to fund new soccer goals as well as portable goals for joint use. The soccer goals will replace the old ones currently on the playground and the portable goals will allow our youngest children to play half the field. The school's cost would come to approximately \$715.00. In addition to soccer goals, we would also like to purchase sports equipment for the school such as soccer balls, scrimmage vests, cones, tennis balls, jump ropes, basketball nets and rolling barrels for equipment storage. The cost for the additional equipment would total approximately \$785.00 for a total request of \$1,500.

Based on the above costs, I request an allocation of funds from the Quintus Allen Fund to cover the cost the soccer goals and sports equipment. I hope you will find this request to meet the spirit of the Quintus Allen Fund which is to benefit the students of Gill Elementary School. We deeply appreciate the town support of the programs of Gill and are fortunate to have such community support for our students. Thank you.

Sincerely,

Kathleen Adams

Kathleen Adams, Principal

GILL ELEMENTARY SCHOOL

48 Boyle Rd.
Gill, MA 01354

Principal Kathleen Adams

Phone: (413)863-3255 Fax: (413) 863-3268
Email: kathleen.adams@gmrsd.org

A Kindergarten through Sixth Grade Learning Community—Where every child is honored

June 15, 2012

Dear Gill Selectboard,

I am writing on behalf of the students and staff of Gill Elementary School to first thank you for your support of our recent play, *Too Many Doctors*, and request an allocation of money from the Quintus Allen Fund.

The Gill Elementary School just completed a 9 week afterschool program entitled ACT led by Gill resident, Amy Gordon resulting in a community performance on Saturday June 2, 2012 at the Gill Town Hall. Twelve students met twice a week after school from 3:15 to 5:15 and four parents helped with the performance. Two dress rehearsals were given by the Act players for the student body at Gill. As the weather turned sour, a bus was hired to transport the children in grades K-3 to the town hall to see the dress rehearsal. For the second dress rehearsal, the weather was clear and the students in grades 4-6 walked to the performance.

It was such a delight to hear the All Purpose Room filled with the sounds of artistic expression on a regular basis and to hear the excitement of the Gill students after seeing the play. The parents all felt it was an excellent experience for their children and appreciated Ms. Gordon's expertise and work with the children.

I am requesting an allocation of funds from the Quintas Allen Fund to cover the cost of transportation of the Gill students to the performance as well as a stipend for Ms. Gordon. The bus cost totaled \$75.00. I would like to request an additional \$500.00 to support Ms. Gordon's work in addition to money collected at the refreshment stand and suggested donations. Afterschool programs are a wonderful addition for our town residents and students at Gill. They have not been able to be funded in the district budget due to tight financial budgets. All-school performances allow each child to experience the art of drama and hopefully will encourage them to participate in years to come.

We hope you will consider our request and thank you again for allowing us to use the beautiful town hall stage for our performance.

Sincerely,

Kathleen Adams

Kathleen Adams, Principal

Ray Purington/Gill Selectboard

From: Ray Purington/Gill Selectboard [administrator@gillmass.org]
Sent: Friday, June 15, 2012 2:04 PM
To: John Zywna; Ann Banash; John R Ward (johnrward.ward54@gmail.com); Randy Crochier (hxydad77@yahoo.com)
Cc: Lynda Hodsdon Mayo (townclerk@gillmass.org); Alden Booth; 'Claire Chang'; Jacob Rau (jrau@gillmass.org); Jim Poulsen (jpoulsen@nmhschool.org); Ronnie LaChance (collector-treasurer@gillmass.org); Tupper Brown (atbrown345@hotmail.com); Valeria Smith (timmiesmith@yahoo.com)
Subject: opening the omnibus

Hello all,

I spoke with Town Counsel this afternoon – she was quite helpful with some suggestions for dealing with changes to the omnibus budget during town meeting.

As always, it starts with the basic motion we already have printed in the warrant, with the total dollar amount that matches the total from the various amounts in the omnibus budget.

The Moderator then announces that he is going to go through the omnibus section by section. Within a section (for instance, General Government, or Public Works), if there is a particular item (Legal Expenses, or Memorial Committee) that anyone wants to discuss (have “held out”), they say so. Once all the sections have been gone through, and all the “holds” are known, that’s it. Within the Moderator’s discretion, if an item wasn’t held out, there shouldn’t be any substantial discussion of it.

Next, the Moderator returns to the beginning of the list, starting with the first item held out. Have the discussion on that item. If someone wants to amend it, vote on the amendment before moving on to another item. Keeping order and avoiding confusion are key here. Note – just because someone holds out an item, doesn’t mean it has to be amended. (For instance, extra hours at the library. Have the discussion. If no one objects to keeping that extra amount in the budget, don’t make an amendment. Or, a supporter of the extra hours can make an amendment to remove the cost from the budget, and then advocate to defeat the amendment.) **Don’t move on to the next held item until the current one is completed.**

Because of the tight bottom line of the budget, and being right up against the maximum levy limit, amendments to increase an amount should be discouraged, or the same amendment should include an offsetting cut somewhere else.

If there is an amendment that raises the budget beyond funds available, there should be a Motion to Sever that item and amount from the budget. The remainder of the budget would get voted on, then any severed items could be voted on with a “contingent upon passage of a Prop 2 ½ override”. If the “severing” technique is not used, we face the dangerous situation of having an entire operating budget contingent on an override, which is not good.

Once all of the held items have been dealt with, the people who have been keeping a running tally of the changes should recap the changes and announce the new dollar amount that is the as-amended main motion. That main motion gets voted, and the omnibus is finished. Any severed items would then be voted.

It was emphasized to me several times – this is a doable process, but keeping order is very important. Thoroughly deal with each held item before moving to the next. While this might cause some people to tune out, it’s better than having them suffer through confusion.

Hope this helps,

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

December 3, 2012	Review preliminary revenue projections; set FY14 budget guidelines for Depts.
January 7, 2013	Budget Worksheets emailed to Departments
January 28, 2013	Budget Worksheets returned from Departments
February 4, 2013	SB Regular Meeting (Joint with FinCom?) – Distribute Budget Binders
Feb 12, 19, 26 Mar 5, 12, 19	SB & FinCom – weekly meetings, question exchange w/ Depts., meet with Depts.
March 28, 2013	Warrant Articles Due
April 1, 2013	SB Regular Meeting – Review Draft Warrant
April 15, 2013	SB Regular Meeting – Sign Warrant
April 29, 2013	Last Day to Post Warrant
May 6, 2013	Annual Town Meeting