

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

February 25, 2013

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

Present: Ann Banash (remote), Randy Crochier, and John Ward, Selectboard members; Ray Purington, Admin. Assistant; Janet Masucci, David Detmold.

Randy stated that he received a request from Ann Banash to participate remotely in today's meeting for reasons of geographic distance (Florida). It was noted that meetings with a remote participant must use roll call for all votes.

Fire Department EMPG Grant: Fire Chief Gene Beaubien, and Firefighters Kyle Kendal, Billy Kimball, and Nire Ragoza attended the meeting to explain the Fire Department's request to use a \$2,500 Emergency Management Performance Grant to purchase and install a "smartboard" for the Meeting Room. The Meeting Room is also the Fire Department's training room, and is the Town's Emergency Operations Center.

The Chief explained that two prior years of that grant were used to purchase new chairs and tables for the Meeting Room, and to purchase cots, linens, and other supplies that can be used if an emergency shelter is opened.

The Department believes that getting a smartboard – basically an interactive whiteboard – is a great idea. Kyle Kendall explained that smartboards allow users to write or type directly onto the board, and then the image can be printed, saved, or emailed. He explained that software for smartboards is included in the purchase price, and that typically the only maintenance expense is to replace the bulb. Bulbs usually last 2-3 years and cost \$200-300 each. He suggested that the smartboard could be used during an emergency to display a map of the town that could then be updated with road closures, and that the map could then easily be uploaded to the Town's website.

Billy Kimball explained that the Gill-Montague school district just updated their classrooms with smartboards, and that Greenfield's schools have had them for more than 4 years. The board could also be used for interactive training on the Department's various pieces of equipment. The Chief noted that any costs over the \$2,500 grant will be paid from the VY Fund.

John made a motion, seconded by Ann, to authorize the grant and authorize Randy and Ray to execute the contract on behalf of the Board. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. The Department was reminded that 3 quotes are needed for the smartboard unless it can be purchased from a state bid.

The Chief mentioned that MEMA is encouraging towns to use the EMPG grants for handheld GPS camera units, and that will most likely be what Gill applies for in the next grant. The units can be useful for documenting debris piles after major storms, and recording precise locations for other emergency situations.

FRCOG DLTA: The Fire Chief reported that the Board of Engineers reviewed the Franklin County Fire Chiefs Association request for a DLTA-funded study of regionalizing fire protection services in the county. The Engineers voted to endorse the request for the study, and if it moves forward, the Chief or Deputy Chief would likely be the ones to interact with the consultant. A regional fire department would benefit the county, but it will be hard to make it happen. Governance, budget, staffing, stations, and equipment are some of the primary topics that the study should look at.

The Selectboard declined to reprioritize their previous ranking of DLTA projects to include the regional fire services study. Instead, Ray will advise the FRCOG that Gill supports doing the study. Lynda Hodsdon Mayo joined the meeting at 4:45pm. Mike Bathory joined the meeting at 4:53pm.

Fire Department Purchase Order: The Board signed a purchase order for \$1,000 to High Pressure Systems for repairs to the booster pump on Engine 3's air cascade system. The system started acting up during a recent fire in Orange, and needed to be serviced. Repairs totaling \$778.75 have already been made, and the balance of the PO should cover the cost of a new starter that is needed. This is the first major repair to the system since it was purchased in 2005. The four members of the Fire Department left at 4:55pm.

Special Election: Lynda Hodsdon Mayo, Gill's Town Clerk, met with the Board to discuss the schedule for the Special State Primary on April 30th and the possibility of combining the Town's Annual Election with that date. She does not favor combining the elections, but recognizes it is part of the Selectboard's duty to consider the option in case there are savings or other benefits to the Town.

She noted concern for confusion that would arise with a new timeline for various deadlines with the Annual Election (nomination papers, etc), and concern for the extra training needed for election workers who would be conducting two non-partisan elections (Town and GMRSD School Committee ballots) and one partisan election (two-party primary) at the same time. She explained there would be only a \$160 cost savings from combining the elections.

Lynda has spoken with other towns that are combining the elections. Those towns don't have the complication of a third ballot (for the school committee election), and some only had a few days between April 30th and the date of their town election, so there was a convenience factor to combining dates. A newspaper had reported one town with a \$500 savings, but Lynda learned that was only an estimate, and was mostly based on one less set of catered meals.

Members of the Board agreed that Lynda had very good reasons for keeping the May 20th Annual Election separate from the April 30th Primary and the June 25th State Election. No action was taken, and the three elections will occur as previously scheduled. Amy Gordon joined the meeting at 5:05pm.

Accuvote Machine: The Board discussed the Town Clerk's request to use the Accuvote scan voting system for the upcoming Special Primary and State Election. She also requested the Board vote to use the system at all future State Elections, which would eliminate the need to vote on this matter every time there is an election. The Board asked about the reliability of the Accuvote machines. As best it is known, there have been no issues with the machines casting doubt on election results. The marked paper ballots are saved after an election, so a manual recount is always possible. A vote to use the Accuvote system can always be rescinded in the future if problems occur.

John made a motion, seconded by Ann, to authorize the use of the Accuvote system at the April and June State Primary and Election. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. Ann made a motion, seconded by John, to approve the use of the Accuvote system at all future State elections. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. The Board thanked Lynda for meeting with them. Lynda left the meeting at 5:13pm.

FirstLight FERC Relicensing Letter: Conservation Commission member Amy Gordon and resident Mike Bathory met with the Selectboard to review the final draft of a joint letter from the Conservation Commission and Selectboard to the Federal Energy Regulatory Commission (FERC). The letter provides the Town's comments on the Preliminary Application Document (PAD), Scoping Document 1, and fourteen Study Requests. With the letter, the Town is "taking this opportunity to be actively engaged in the process of relicensing the Turners Falls Dam and Northfield Mountain Pump Storage Project."

The Board praised those involved in creating the draft, calling it "very impressive." A paragraph questioning the economic viability of Northfield Mountain was rewritten slightly in order to improve the accuracy. John made a motion, seconded by Ann, to sign the revised letter. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. The letter will be submitted electronically to FERC ahead of the March 1 deadline.

Approval of Minutes: John made a motion, seconded by Ann, to approve the minutes from 2/5. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative. John made a motion, seconded by Randy, to approve the minutes from 2/11 and 2/15. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative.

Project Updates: The new radiator has been installed in the Fire Department Meeting Room, and the control for that zone of the heating system has been adjusted. The room now seems to be adequately and comfortably heated. RCI Roofing has applied for the building permit for the Town Hall roofing project. As a Town project, the permit fee will be waived by the FCCIP.

Sergeant Redmond visited the dealership last week to spec out the options, equipment and pricing for the new Interceptor SUV cruiser. The selected options come to \$32,877.15 from town funds and \$555.00 from the Green Community grant for the IdleRight system. It is expected that the cruiser will be ready for delivery by mid-March.

John asked if the in-car computer for the cruiser has already been purchased, and if not, how will it be paid for. The Town Meeting vote on the cruiser included a computer – does that mean it must be purchased as part of the \$33,000 appropriation? John also expressed a personal preference that the new frontline cruiser be marked (vs. unmarked), and was there a choice on that? He asked if a 2WD option is available for the Interceptor SUV, and generally speaking, who is responsible for outfitting and purchasing the vehicle?

It was decided to have the Police Chief attend the Board's next meeting on 3/11 to explain the status of the cruiser computer, and to explain any regulations or statutes about marked and unmarked cruisers being used to transport minors and domestic abuse victims. He will be asked to identify local towns with and without unmarked cruisers.

MCTV Agreement: The Memorandum of Understanding between the Town and Montague Community Television (MCTV), which the Board approved in concept last July, has been signed by MCTV and is ready for signature by the Board. The MOU covers FY13 and outlines training and other services that MCTV will provide in exchange for \$2,500 from Gill. John made a motion, seconded by Ann, to accept the MOU with MCTV and authorize Randy to sign on the Town's behalf. Randy – yes; John – yes; Ann – yes. The vote was unanimous in the affirmative.

Franklin Regional Retirement System COLA Vote: The Board discussed further information from Dale Kowacki, the Executive Director of the Franklin Regional Retirement System regarding an upcoming discussion by the FRRS on a 3% COLA to eligible system retirees for FY14. Kowacki explained that the reason for seeking a 3% COLA (versus the 1.7% that can be adopted without a public hearing) is to ensure that retirees' benefits keep up with increases received by Social Security recipients. COLA for retirees is granted only on the first \$14,000 of benefits, while Social Security increases apply to the entire benefit.

The Board decided that it still lacked enough information to be able to make a recommendation to the FRRS ahead of their 2/27 hearing and vote. They asked to have Kowacki invited to one of their meetings next year, assuming the 3% COLA topic comes up again then.

GMRSD Budget Meeting with Montague Boards: The Board will attend a March 6th meeting between the Montague Selectboard and Finance Committee, and the budget-makers of the GMRSD.

Cooperative Public Health Service: The Board received a memo explaining the FY14 assessment for the health district. Gill's assessment will increase from FY13's \$6,804 to \$10,206 in FY14. The CPHS budget already includes savings because of a recently awarded Community Innovation Challenge grant from the State. Randy, who is a Co-Chair of the CPHS, explained that the district provides food inspections, public nursing, and septic & Title 5 inspections to Gill. He noted that the Lieutenant Governor will be at the FRCOG on 2/28 to discuss the CIC grant and to learn more about the CPHS. The Board discussed having a separate article for Town Meeting in order to fund the increased assessment for the district.

FRCOG FY14 Assessment: The Board reviewed the FY14 assessment from the FRCOG. The largest increase is for the CPHS. There was also a \$770 increase to the FRCOG membership assessment, largely due to higher contributions for the unfunded liability of retiree benefits.

Transportation Grant Programs: The Board received a memo outlining several federal and state grant programs that could expand transportation services in the region. Citing the March 1 deadline, and a general lack of service requests from residents, the Board took no action.

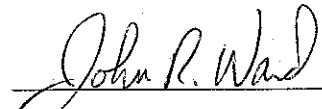
Gill Energy Fair: The Energy Commission is sponsoring an energy fair at the Town Hall on April 6th.

6:28pm Ann Banash and David Detmold left the meeting.

Warrant: Randy's son Michael, a Gill firefighter, appears on the payroll warrant for this week. Due to the conflict of interest, Randy would normally abstain from signing the warrant. However, since two signatures are required to approve the warrant, the Board invoked the Rule of Necessity, which permitted Randy's participation and allowed the Board to act upon the warrant. The Board reviewed and signed FY 2013 warrant #18.

Adjournment: The Selectboard meeting adjourned at 6:50pm.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John R. Ward, Selectboard Clerk

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osc under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

CONTRACTOR LEGAL NAME: TOWN OF GILL		COMMONWEALTH DEPARTMENT NAME: Mass. Emergency Management Agency	
Legal Address: (W-9, W-4, T&C): 325 MAIN RD GILL MA 01376-9758		MMARS Department Code: CDA, Emergency Management Agency	
Contract Manager: Chief Gene Beaubien		Business Mailing Address: 400 Worcester Road, Framingham, MA 01702	
E-Mail: gmbdab@comcast.net		Billing Address (if different):	
Phone:		Contract Manager: Jeff Timperl	
Fax: N/A		E-Mail: jeff.timperl@state.ma.us	
Contractor Vendor Code: VC6000191798		Phone: 508-820-2019	
		Fax: 508-820-2030	
Vendor Code Address ID (e.g. "AD001"): AD		MMARS Doc ID(s): CT-CDA-FY13EMPG11000000GILL	
(Note: The Address ID must be set up for EFT payments.)		RFI/Procurement or Other ID Number: FFY2011 EMPG Grant	
<p style="text-align: center;"><u>X</u> NEW CONTRACT</p> <p>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</p> <p><input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department)</p> <p><input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget)</p> <p><input checked="" type="checkbox"/> Department Procurement (Includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation)</p> <p><input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget)</p> <p><input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget)</p> <p><input type="checkbox"/> Legislative/Legal or Other: (Attach authorizing language/justification, scope and budget)</p>		<p style="text-align: center;"><u> </u> CONTRACT AMENDMENT</p> <p>Enter Current Contract End Date <u>Prior</u> to Amendment: ____ 20 ____</p> <p>Enter Amendment Amount: \$ _____. (or "no change")</p> <p>AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)</p> <p><input type="checkbox"/> Amendment to Scope or Budget (Attach updated scope and budget)</p> <p><input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget)</p> <p><input type="checkbox"/> Contract Employee (Attach any updates to scope or budget)</p> <p><input type="checkbox"/> Legislative/Legal or Other: (Attach authorizing language/justification and updated scope and budget)</p>	
<p>The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract.</p> <p><input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services</p>			
<p>COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.</p> <p><input type="checkbox"/> Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)</p> <p><input checked="" type="checkbox"/> Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended): \$2500.00</p>			
<p>PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ____ % PPD; Payment issued within 15 days ____ % PPD; Payment issued within 20 days ____ % PPD; Payment issued within 30 days ____ % PPD. If PPD percentages are left blank, identify reason: <input type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (G.L. c. 29, § 23A); <input checked="" type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)</p>			
<p>BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Funding for this grant is provided through the FFY2011 Emergency Management Performance Grant, the Catalog of Federal Domestic Assistance (CFDA) number is 97.042. The community intends to procure a smartboard</p>			
<p>ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:</p> <p><input checked="" type="checkbox"/> 1. may be incurred as of the <u>Effective Date</u> (latest signature date below) and no obligations have been incurred prior to the <u>Effective Date</u>.</p> <p><input type="checkbox"/> 2. may be incurred as of ____ 20 ____, a date LATER than the <u>Effective Date</u> below and no obligations have been incurred prior to the <u>Effective Date</u>.</p> <p><input type="checkbox"/> 3. were incurred as of ____ 20 ____, a date PRIOR to the <u>Effective Date</u> below, and the parties agree that payments for any obligations incurred prior to the <u>Effective Date</u> are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.</p>			
<p>CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2013</u>, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.</p>			
<p>CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached <u>Contractor Certifications</u> (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable <u>Commonwealth Terms and Conditions</u>, this Standard Contract Form including the <u>Instructions and Contractor Certifications</u>, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>801 CMR 21.07</u>, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.</p>			
<p>AUTHORIZING SIGNATURE FOR THE CONTRACTOR:</p> <p>X: <u>RAY PURINGTON</u> Date: <u>2/25/13</u></p> <p>(Signature and Date Must Be Handwritten At Time of Signature)</p> <p>Print Name: <u>Ray Purington</u></p> <p>Print Title: <u>ADMINISTRATIVE ASSISTANT</u></p>		<p>AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:</p> <p>X: _____ Date: _____</p> <p>(Signature and Date Must Be Handwritten At Time of Signature)</p> <p>Print Name: <u>David Mahr</u></p> <p>Print Title: <u>Chief Fiscal Officer</u></p>	

Fax: (413) 367-0102

Invoice Number: 2797

Date: 2/21/13

Gill Fire Dept
Main Road
Gill, Ma. 01376

Ship to (if different address):

2/25
mtg.

to (if different address):
P.O. signed for
\$1000

QTY.	DESCRIPTION	UNIT PRICE	TOTAL
1	Booster input filter		\$155.75
1 kit	End cap Check valves upgrade --to ceramic balls and springs		300.00
2	Upgraded (new design) piston seals	\$38.65	77.30
2	Twist-lok plugs for power cables --male & female	37.85	75.70
	Labor --- troubleshoot and modificationsn -- 2 hrs @ \$85		170.00
	PLEASE PAY FROM THIS INVOICE		
	NO STATEMENT WILL BE SENT		

SUBTOTAL	\$778.75
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SALES TAX RATE %	
------------------	--

SALES TAX _____

[illegible]

TOTAL DUE	\$778.75
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THANK YOU FOR YOUR ORDER!

TOWN OF GILL

MASSACHUSETTS



Town Clerk

Tuesday, February 12, 2013

I would like to request that the Selectboard take a vote to use the Accuvote scan voting system at the April 30, 2013 State Primary and the June 25, 2013 State Election. Frankly, it is difficult to know what the attendance will be but, I am convinced that the use of the machine we purchased for the elections is the very best option to reliability, accuracy and efficiency.

Notification to the Election Division of the Secretary of State's Office is required 120 days before the referenced elections. The circumstances of the calling of this election have complicated this expectation but, I called the Bureau of Elections and they confirmed that we do need to do this.

I would ask that a copy of the accepted minutes of the Selectboard's decision be provided for mailing to the office of the Secretary of the State.

Thank you,
Lynda Hodsdon Mayo

*Request approved by unanimous vote
at the Selectboard's meeting on February 25, 2013.
Said vote will be reflected in the minutes of the meeting.*

Ray Purington
Administrative Assistant

TOWN OF GILL
MASSACHUSETTS



Town Clerk

Tuesday, February 12, 2013

RE: Use of Accuvote Voting Machine at all State Elections

I would like to request that the Selectboard take a vote to use the Accuvote scan voting machine at all future State Elections pursuant to Massachusetts General Law, Chapter 54, Section 34. The Election Bureau would like to have documentation of your decision on file. In recent years, we have been using the Accuvote at all State Elections. In years prior, we did at times hand count ballots for the State Primary or State Elections only. Subsequently, the fact that we continue to choose to use the Accuvote at each election suggests that it would be most convenient to place a statement to that fact on file. According to State law, the Secretary of State is required to know 120 days before each election if the Town intends to use a voting machine or not.

By signing below, I will no longer have to notify the Election Bureau by 120 days before each State Election regarding the choice to use the Accuvote. We will continue however to hand count ballots at our local elections.

If you agree, please sign below and I will send this documentation to the Secretary of State.

Members of the Selectboard, Town of Gill

John R. Ward
[Signature]

Thank you,

Lynda Hodsdon Mayo

TOWN OF GILL
MASSACHUSETTS



www.gillmass.org

March 1, 2013

Honorable Kimberly D. Bose
Secretary
Federal Energy Regulatory Commission
888 First Street, NE
Washington, DC 20426

RE: Relicensing of the Northfield Mountain Pumped Storage Project (FERC No. 2485-063)
and the Turners Falls project (FERC no. 1889-08)
Comments on the Preliminary Application Document, Scoping Document 1, and Study
Requests

Dear Secretary Bose:

The Town Of Gill, incorporated in September 28, 1793, is situated on the west bank of the Connecticut River, extending from just below the Route 10 Bridge to the Turners Falls Dam. It is where dinosaur footprints were first discovered in the United States.

The Connecticut River has been closely tied to and is an integral part of the Town's development and community history. Gill is no stranger to the manipulation of the river for economic purposes. As early as 1792, rapids and natural falls were eliminated in the effort to make the river more navigable. Over the years, canals and dams, log drives, and hydroelectric structures have changed the contour and current of the river.

The Town of Gill is taking this opportunity to be actively engaged in the process of relicensing the Turners Falls Dam and Northfield Mountain Pumped Storage Projects. The Town boundaries include over twelve miles of shoreline on the Connecticut River and it has an important regulatory role in accordance with the Massachusetts Wetlands and Rivers Protection Acts. The relicensing process is a critical opportunity to scrutinize our human tendency to manipulate natural resources for our own comfort and advancement. We are more aware than we were fifty years ago, (when the Northfield Pumped Storage Station was constructed), of the costs of energy consumption to the environment. These areas of concern include erosion of streambanks, declining water quality, changes to the habitat and fisheries. We are better able to acknowledge ways in which earlier experiments associated with the

Northfield Pumped Storage Station and Turners Falls Dam might have fallen short, and we desire now to make things better.

The Pumped Storage Project was built on the premise of storing surplus base-load energy from nuclear and coal generation. Deregulation has changed this formula and that raises a number of questions. A second license spanning thirty to fifty years requires careful consideration given these new realities since the first license. In FERC's Scoping Document 1, FirstLight identifies a number of environmental issues and concerns by resource areas to be explored for the Turners Falls Project and the Northfield Pumped Storage Project. The Developmental Resource area is defined as "the effects of potential operational changes on the energy and capacity benefits of the projects and effects of protection, mitigation, and enhancement measures on the cost of power." The Town of Gill raises a number questions with its proposed Study Requests that attempt to address some of these Developmental Resource issues from the perspective of the Connecticut River as a public resource and not just as a source of fuel.

We are increasingly aware of the costs of the two Projects to the riverbanks, the habitat and water quality. Energy uses, energy demands, and the effects of climate change are likely to change over the course of the next license in ways we cannot predict. Consideration of all possible solutions to these questions is in order, including investigating a full-closed loop system to any number of partial-loop systems, thereby eliminating some of the negative consequences.

The relicensing process is a once-in-a-lifetime opportunity to ensure that impacts on these areas are fully understood and defined, and that subsequent relevant resource management goals and public interest considerations are effectively addressed.

We appreciate the opportunity to submit our comments on the Preliminary Application Document (PAD), Scoping Document 1, and fourteen Study Requests. For ease of reference, our comments on the PAD and Scoping Document 1 are organized by sections from each document. Study Requests that we support are summarized by Scoping Document 1 resource areas. The full narratives of the studies that we are requesting to be undertaken may be found in the Appendix.

We would like to state that First Light's hard work and leadership in the annual Connecticut River Watershed Council's Source to the Sea clean-up is an example of commendable stewardship. It makes a significant difference toward the ongoing cleanliness of our waterways and watershed, and FirstLight spends thousands of dollars between staff time (planning and hauling) and disposal. Further, the Town acknowledges the importance of FirstLight as a taxpayer in Gill, an employer, and a patron of local businesses.

Preliminary Application Document (PAD)

Section 3.4 Other Turners Falls Project and Northfield Mountain Project Information

3.4.1 Current License Requirements

We are concerned that the list of "key license requirements" for the two projects did not include Article 19 for the Turners Falls Dam (P-1889) and Article 20 for the Northfield Mountain Pumped Storage Project (P-2485). Given the amount of money the applicant has spent to address the severe and ongoing erosion in the Turners Falls Pool, we believe that the section on "key license requirements" should include Articles 19 and 20. Article 19 states, "[i]n the construction, maintenance, or operation of the project, the Licensee shall be responsible for, and shall take reasonable measures to prevent, soil erosion on lands adjacent to streams or other waters, stream sedimentation, and any form of water or air

pollution. The Commission, upon request or upon its own motion, may order the Licensee to take such measures as the Commission finds to be necessary for these purposes, after notice and opportunity for hearing." Article 20 contains similar language, "[t]he Licensee shall be responsible for and shall minimize soil erosion and siltation on lands adjacent to the stream resulting from construction and operation of the project. The Commission upon request, or upon its own motion, may order the Licensee to construct and maintain such preventive works to accomplish this purpose and to revegetate exposed soil surface as the Commission may find to necessary after notice and opportunity for hearing."

3.4.3 Proposed Modifications

The applicant listed the following proposed project modifications in the PAD:

- Upgrading Station No. 1 with new or rehabilitated turbines.
- Closing Station No. 1 and adding a turbine generator at Cabot of similar hydraulic capacity to that at Station No. 1.
- Utilizing the full hydraulic capacity of the Cabot turbines including currently unused capacity.
- Utilizing more storage in the Northfield Mountain Project's upper reservoir.
- Increasing the unit and station capacity at the Northfield Mountain Project.

We are concerned that no specific information about these proposed modifications was included in the PAD. We request that the applicant provide information to the public on the need and justification for these proposed modifications as soon as possible. We also request that any studies undertaken by the applicant to evaluate environmental impacts of the projects also include the environmental impacts of the proposed modifications to the project operations. If the applicant is earnest about these proposed modifications, we hope that these analyses are done early in the relicensing process.

Section 4 Description of Existing Environmental and Resource Impacts

4.2.4 Reservoir Shoreline and Streambanks

While numerous studies have been conducted since 1979 to study erosion of the streambanks along the Connecticut River, there has been controversy over the findings and conclusions of several of the reports. We see the need for consistent application of scientific methodology from one study to the next. We are also concerned that the summary of the 1979 U.S. Army Corps of Engineers' (USACE) study provided in the PAD doesn't reference specific findings related to the Turners Fall Pool but instead includes general summary statements that are not informative or specific to this reach of the river.

Below are excerpted general and specific findings in the 1979 USACE study that pertain to the Turners Falls Pool:

- *In the Executive Summary – "Note that forces exerted on the bank of a channel by the flowing water can be increased as much as 60 percent by such factors as flood stage variations, pool fluctuations, boat and wind waves, etc. Evaluation of forces causing bank erosion verifies the relative importance of causative factors. In descending order of importance they are: shear stress (velocity), pool fluctuations, boat waves, gravitational forces, seepage forces, natural stage variations, wind waves, ice, flood variations, and freeze-thaw."*

- *On page 21 of the report it states that the "Turners Falls Dam was raised by 5.5 feet in 1971 as a part of the Northfield Mountain Project. Prior to that time it operated similarly to the three upstream dams. Conditions have dramatically changed since completion of this project. Soils that were rarely wet are subject to frequent inundation. Pool fluctuations and variations in discharges and velocities have increased. In fact, the entire hydraulics of the system has changed."*
- *On page 51 – "Sediment and cross-sectional data are the two most important data gaps preventing a quantitative analysis of the Connecticut River."*
- *On pages 118-120 – "The impacts of hydropower development on bank stability in Turners Falls Pool have been and continue to be more severe than for the other pools. The increase in pool level, the larger pool fluctuations and flow reversals caused by the present hydropower operation all contribute to the documented bank instabilities in this part of the study reach. In analyzing the causes of bank erosion in Turners Falls Pool it is suggested that the erosion analysis presented in Table 2 and subsequent tables should be utilized. From this analysis coupled with consideration of adverse hydraulic conditions related to power generation it is concluded that:*
 - 1. The maximum tractive forces that can be exerted on the banks of the river will occur during periods of moderate and major floods. Hence, power generation has not altered this condition.*
 - 2. The flow reversals, turbulence and changes in river stage caused by present power generation methods have increased the tractive force sufficiently to induce bank erosion in those locations where the bank alignment and bank material causes the rate to be vulnerable to these forces.*
 - 3. The increase in pool fluctuations on bank stability in Turners Falls Pool is a very significant factor. Pool fluctuations on the order of 5 feet are at least twice as destructive to banks or pool fluctuations of about 1-3 feet as experienced in the other hydropower pools.*
 - 4. To stabilize the eroding banks in Turners Falls Pool will require special attention.*

In summary, if upper bank erosion is to be controlled it will be necessary to implement some measure of upper bank protection capable of withstanding the forces to which it will be subjected; also the means to provide lower bank protection to prevent failure of upper bank protection must be considered, and the cost of such bank stabilization treatments is large. Conversely, if upper bank protection is not provided where such erosion is in progress, erosion will continue until a stable terrace or bench is formed. It is estimated that upper bank erosion will slow down and in many cases stabilize within a 5-10 year period unless conditions for further upper bank erosion are set up by lower bank erosion. Furthermore, in the Turners Falls Pool upper bank erosion may extend landward on the order of 20-25 feet at vulnerable sites before some semblance of upper bank stability is achieved."

The record of concerns with the methodology and findings and conclusions of the 2008 Full River Reconnaissance (FRR), which are well documented in correspondence from the Franklin Regional Council of Governments (FRCOG) and the Landowners and Concerned Citizens for License Compliance (LCCLC) to FirstLight and FERC, has not been included. (The LCCLC membership primarily includes Gill and Northfield farm and conservation landowners.) Accurate data and a reproducible methodology is needed for documenting the type and stage of erosion in the pool and evaluating whether the pace of erosion control work is keeping up with the rate of erosion. We request that the record reflect the continuing objections to the findings of the 2008 Full River Reconnaissance, and specifically, objections to including statements in the PAD that reference the 2008 FRR, and all of the text on page 4-12 of the section 4.2.4.2 *Shoreline and Streambank Characterization*.

4.2.4.3 Geomorphic Studies

We are pleased to see a reference to the 2007 Fluvial Geomorphology Study of the Turners Falls Pool on the Connecticut River between Turners Falls, MA and Vernon, VT prepared for FirstLight by Field Geology Services. We support the findings and encourage FirstLight to implement the study's recommendations. We are disappointed to see that the PAD does not accurately present the important findings and recommendations of this study that are specific to the Turners Falls Pool. Instead, the PAD includes a brief, generalized discussion of erosion. In particular, the Executive Summary of the report is compelling and should have been included in the PAD. Dr. John Field also offered detailed recommendations for future work in the Turners Falls pool, which, if implemented, could provide for: a) an improved understanding of the causes of erosion; b) more accurate monitoring of erosion; and c) more successful bank stabilization efforts. Following are excerpts from the Executive Summary of the report that could have been used to inform the readers of the PAD:

"Four types of bank erosion are present in the Turners Falls Pool and occur together through time at any given location. Undercutting and notching at the base of the banks results in topples and slides as the stability of the upper bank is compromised. The slide and topple blocks are disassociated into flows and deliver loose sediment to the base of the bank. This loose sediment can be carried away from the bank by water currents generated by flood flows, boat waves, pool fluctuations, groundwater seeps, and overland flow. Where sediment is moved directly offshore, beaches can form that may promote the stabilization of the bank if the accumulated sediment is not removed or beach face inundated by flood flows. The monitoring of several cross sections since 1990 shows that bank recession rates are on the order of 1.0 ft/yr, but as much as 9.0 ft of erosion has occurred in a single year (i.e., Kendall Site). The average erosion rate of 1.0 ft/yr is corroborated by the measurement of bank recession adjacent to fixed bank points along sections of river armored with rock.

The raising of the Turners Falls Dam in 1970 destabilized previously stable portions of the bank by increasing the pore pressure in bank sediments higher up the bank. An increase in pool fluctuations with the opening of the Northfield Mountain Pumped Storage Project in 1972 and an increase in

boat waves accompanying greater recreational use of the Turners Falls Pool could have played a role in the increase in erosion documented by mapping in 1978 and 1990. The lack of a riparian buffer in a few localities makes the banks more susceptible to erosion due to a lack of roots to bind the soil together and an increase in runoff over the bank that can cause gullying. An increase in overall bank stability between 1990 and 2001, as documented by erosion maps, may be related to the development of beaches observed throughout much of the Turners Falls Pool.

Comparisons of erosion maps from different years must account for variations in mapping season, mapping methods, and mapping personnel. Comparisons of two different erosion maps completed in 1990 reveal several discrepancies in the location and amount of erosion. The minor increases in erosion between 2001 and 2004 are less than the discrepancies between the 1990 maps. Consequently, policy decisions based on the erosion mapping data should be carefully reviewed, because apparent differences in erosion from year to year may simply be an artifact of the mapping process. Currently 20 percent of the bank length has been protected with rock armor. As bank stabilization efforts proceed, new approaches should be considered, because the continued reliance on armoring at the base of the bank with rock, in both riprap and bioengineering projects, could lead to increased erosion elsewhere. While the development of beaches is an indication of increasing bank stability, erosion is likely to persist as natural flood flows rework beach deposits and inundate the beach face.

However, promoting the development and preservation of beaches through the addition of large woody debris could improve bank stability by buttressing the banks against erosion and by further trapping fine sediment on the beaches. Given the complexity of issues surrounding erosion in the Turners Falls Pool the results of this study should be considered preliminary in nature. Many areas of additional study are necessary including surveys of erosion using a systematic and explicit method for mapping the types of erosion present in order to eliminate artifacts in the mapping process. Experimentation with large woody debris placements on beach faces should also begin to determine their value in improving bank stability. Only with a thorough understanding of the character and causes of erosion can effective and sustainable bank stabilization efforts be implemented throughout the Turners Falls Pool."

The final report listed in section 4.2.4.3 is the 2012 Riverbank Erosion Comparison along the Connecticut River prepared for FirstLight by Simons & Associates (S&A). We object to the findings and conclusions stated in this report and repeated in the PAD. Unlike the USACE reports and the Field Geology Services report, the S&A report does not include a documented methodology, the analysis lacks a robust data set, and the analysis itself is qualitative and subjective.

Along with the Franklin Regional Council Of Governments, the Town objects to the conclusion that the Turners Falls Impoundment is in better condition than all other reaches of the river studied. This conclusion is drawn solely from an analysis of a few erosion sites in the Holyoke, Turners Falls, Vernon and Bellows Falls impoundments, documented photographically in 1998 and again in 2008, the results

of the 2008 FRR, and the findings of a detailed fluvial geomorphic study that focused on the free-flowing reach of the Connecticut River farther upstream of these four impoundments (Field Geology Services, 2005). The S&A report notes that erosion was continuing in all but one of the 23 sites evaluated in the Holyoke, Vernon, and Bellow Falls impoundments. In contrast, the report claims that in the Turners Falls impoundment, most of the eroded sites were either stabilized, in the process of stabilization through erosion control measures, or experiencing some degree of natural stabilization. This conclusion is based on the results of the 2008 Full River Reconnaissance. The FRCOG and the Gill and Northfield landowners group previously documented and filed their objections to the findings of the 2008 FRR with FERC. The 2012 S&A report goes on to state that the segment of the river with the greatest extent of eroding riverbanks is the free-flowing reach of the Connecticut River farther upstream of these four impoundments. However, we are not convinced that such a direct comparison can be made based on the paucity of data in the S&A report and dissimilar methodologies used between the S&A report and the Field Geology Services report.

Scoping Document 1

3.5 Alternatives to the Proposed Action

On page 8 of the Scoping Document, the text reads that “[i]n accordance with NEPA, the environmental analysis will consider the following alternatives, at a minimum: (1) the no-action alternative, (2) the applicant’s proposed action, and (3) alternatives to the proposed action.” The Town of Gill strongly urges the FERC staff to consider a closed-loop alternative for the lower reservoir serving the pumped storage project and requests that the applicant complete a study of this alternative to the proposed action.

6.0 Request for Information and Studies (See Appendix for full Studies)

Geology and Soil Resources

The Town of Gill has concerns that relate to the environmental effects of the frequent and significant water level fluctuations and river flow dynamics resulting from the operation of the Northfield Mountain Pump Storage Project and the Turners Falls Dam. These concerns include riverbank stability, shoreline habitat, farmland, wetlands, riparian and littoral habitat, and water quality. We request that the following studies be conducted to address our concerns on these issues: (Full narratives are to be found in the Appendix.)

- **Study of Shoreline Erosion Caused by Northfield Mountain Pumped Storage (NMPS) Operations. (See Study Request #1)**
- **Study the Impact of Operations of the Northfield Mountain Pumped Storage Project and Turners Falls Dam on Sedimentation and Sediment Transport in the Connecticut River (#2)**

- **Study of the Feasibility of Converting the Northfield Mountain Pumped Storage (NMPS) Facility to a Closed-loop or Partially Closed-loop System (#3)**
- **Study Climate Change as it Relates to Continued Operation of Northfield Mountain Pumped Storage and Turners Falls Projects (#4)**

Water Resources

Many of our residents are riverside dwellers, and many express on-going concern for what they observe happening to the River on a daily basis. Residents report that swimming and boating have become increasingly unpleasant, and at times water levels are so low as to ground boats. Our River has historically provided diverse recreational opportunities with benefits to our regional economy. The Gill 2011 Open Space and Recreation Plan Public Survey results, on recreational use by Town residents, show that 90% of the respondents use the Connecticut River and Barton Cove for recreation at least yearly. With this in mind, the Town wishes to explore levels of turbidity and suspended sediment in the river and what fluctuations in the water levels might have on the spread of exotic and invasive species, such as water chestnuts, and thus requests the following studies:

- **Study the Impact of Operations of the Northfield Mountain Pumped Storage Project and Turners Falls Dam on Sedimentation and Sediment Transport in the Connecticut River (#2)**
- **Water Quality Monitoring in the Turners Falls Impoundment and Downstream of the Turners Falls Project (#5)**
- **Quantify the Impacts of Water Level Fluctuations on Riparian and Aquatic Vegetation Including Invasive Species and their Associated Habitats in the Turners Falls Dam project Impoundment (#6)**

Socioeconomic Resources

As noted in the introduction, the Town of Gill is increasingly aware of the costs of the two Projects to the river banks, the habitat and water quality. The relicensing process is a once-in-a-lifetime opportunity to ensure that impacts on these areas are fully understood and defined, and that subsequent relevant resource management goals and public interest considerations are effectively addressed.

Consideration of all possible solutions to these questions is in order, from investigating a full-closed loop system to any number of partial-loop systems, thereby eliminating some of the negative consequences.

With this in mind we request:

- **Study of the Feasibility of Converting the Northfield Mountain Pumped Storage (NMPS) Facility to a Closed-loop or Partially Closed-loop System (#3)**
- **Study Climate Change as it Relates to Continued Operation of the Vernon, Bellows Falls, Wilder, Northfield Mountain Pumped Storage, and Turners Falls Projects (#4)**

Aquatic Resources

The Town of Gill wishes to conserve, protect, and enhance habitats for fish, wildlife, and plants. The fact that land directly across from the tailrace (the old Stacey's Ferry Landing) and upstream has been eroding since the project went into operation, serves to heighten our concern that Project operations negatively affect resident and migratory fish species.

With this the mind we request the following studies:

- **Impacts of Water Level Fluctuations on Riparian and Aquatic Vegetation Including Invasive Species and their Associated Habitats in the Turners Falls Dam Project Impoundment (#6)**
- **Model Flows in the Northfield Mountain Pumped Storage Project Discharge Tailrace and Connecticut River 1 Kilometer Upstream and Downstream of the Discharge Using Two-Dimensional Computational Fluid Dynamics (CFD) Model Techniques (#7)**
- **Telemetry Study of Upstream and Downstream Migrating Adult American Shad to Assess Passage Routes, Effectiveness, Delays, and Survival (#8)**
- **Impact of Project Operations on Shad Spawning, Spawning Habitat, and Egg Deposition in the Project Areas of the Turners Falls, Northfield Mountain Pumped Storage and Vernon Project Areas and Downstream from Bellows Falls Dam. (#9)**
- **Impacts of the Turners Falls and Northfield Mountain Pumped Storage Project Operations on Tributary and Backwater Area Access and Habitats (#10)**
- **Determine the Fish Assemblage in the Turners Falls and Northfield Mountain Pumped Storage Project-Affected Areas (#11)**
- **Impacts of the Turners Falls and Northfield Mountain Pumped Storage Projects on Fish Spawning and Spawning Habitat. (#12)**
- **Impacts of Project Operations on Downstream Migration of Juvenile American Shad. (#13)**
- **Entrainment of Migratory and Riverine Fish from the Connecticut River into the Northfield Mountain Pumped Storage Project. (#14)**

In Conclusion:

Heal-All-Brook is the name of the stream that runs through the southern part of Gill into the Connecticut River. The Native Americans, inhabitants of this area for thousands of years, named it, believing that the springs which supply its water possessed medicinal properties. In this spirit, we are reminded that the River confers on us gifts far beyond its power to create power—we benefit from its beauty, its rich flora and fauna, its recreational opportunities. We should remember the River flows through all our lives and is not just a commodity but a living thing. The Connecticut River belongs to the citizens of the Commonwealth and its use for commercial purposes must be carefully examined and weighed.

Respectfully Submitted,

The Town of Gill, Massachusetts Selectboard and the Gill Conservation Commission

Gill Selectboard:

/s/Ann H. Banash, Chair

/s/John R. Ward

/s/Randy P. Crochier

Gill Conservation Commission:

/s/Paul Sievert, Chair

/s/Amy Gordon

/s/Christopher Polatin

cc: John Howard, First Light Hydro generating Company
Robert McCollum, MA Department of Environmental Protection
Peggy Sloan, Franklin Regional Planning Board
Tom Miner, Connecticut River Streambank Erosion Committee
Ken Hogan, Federal Energy Regulatory Commission
Congressman James McGovern
Jennifer Soper, MA Department of Conservation and Recreation
Paul Jahnige, MA Department of Conservation and Recreation

Memorandum of Understanding (MOU)
between the
Town of Gill and MCCI/MCTV

MEMORANDUM OF UNDERSTANDING is entered into this th 12 day of December 2012 by the Town of Gill (Town) and Montague Community Cable, Inc. (MCCI) as the parent company of Montague Community Television (MCTV).


TERM: The Term of this MOU is July 1, 2012 to June 30, 2013.

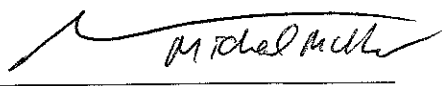
RECITALS:

1. The Town of Gill is a duly incorporated municipality in Massachusetts.
2. MCTV is a PEG Access Station serving the towns of Montague, Gill, and Erving, and is operated by MCCI, a non-profit corporation.
3. The Town acknowledges and appreciates the training and technical assistance MCTV provides to the Town and its residents for municipal and creative video projects.
4. The Town and MCCI desire to come to an understanding regarding funding provided by the Town in exchange for PEG Access services provided by MCTV.

IT IS THEREFORE AGREED:

1. MCTV will train volunteers or Town staff in file conversion and video editing so that volunteers or Town staff can usefully assist MCTV in preparing official Town videos and other creative works for broadcast.
2. In the absence of trained volunteers or Town staff, MCTV will convert raw video files and perform the post-production editing and related tasks necessary to broadcast official Town videos on MCTV's cable channel(s) and internet site(s).
3. Digital copies of official Town of Gill events broadcast on MCTV channels will be provided to the Town on Town-supplied media at no cost.
4. The Town of Gill will provide to MCCI \$2,500.00 in two equal payments of \$1,250.00 over the Term of this MOU, provided that the Town of Gill continues to receive sufficient PEG Access payments from Comcast Cable Communications or a successor cable provider. The annual amount may be adjusted by mutual agreement if there is a significant change in the use of MCTV's staff time, equipment, or services by the Town or its residents.
5. This MOU may be terminated with 45 days notice given by either party. Notice shall be sent by email or regular mail or by hand delivery.


Ann H. Danash, Chair
Gill Selectboard
Randy Crochier, Acting Chair


Michael Muller, President
MCCI Board of Directors

Ray Purington/Gill Selectboard

From: frs01@gmail.com on behalf of Dale Kowacki [ExDr@Frrsma.com]
Sent: Thursday, February 21, 2013 5:01 PM
To: Ray Purington/Gill Selectboard
Subject: Re: July 1 2013 retirees' COLA notice
Attachments: SocSec versus FRRS 2013 average chart.pdf; SocSec versus FRRS 2013 average data.pdf

Hi Ray,

Easy answer first - Gill's ERI will run until the year 2020.

Now the COLA.

The overwhelming reason for maintaining a 3% COLA each year is so we can keep up with Social Security. The attached chart (and accompanying data) tell the whole story - because Soc Sec can give COLAs greater than 3% (and have, and will), and we are limited to 3% of the first \$14,000 of a retiree's benefit, we have to keep up by giving the full 3% each year. See the chart. We are currently "caught-up", but as soon as Soc Sec gives more - we'll fall behind again. Better we maintain the 3% and maybe get ahead for a few years - we can always back-off in the future if we get too far ahead.

Also, by the math, a 3% COLA instead of 1.7% cost the towns less than the 1.3% saved. The extra 1.3% equates to \$57,200 of the full \$132,000. When that gets added (or subtracted) from the total assessments it only represents 1.0077 %.

I hope this explanation helps.

Dale

Dale Kowacki

Executive Director, Franklin Regional Retirement System
413.774.4837x4
FRRSMA.com



[Get a signature like this. CLICK HERE.](#)

On Thu, Feb 21, 2013 at 2:38 PM, Ray Purington/Gill Selectboard <administrator@gillmass.org> wrote:

Dale – Any answers to the questions asked below? I'll include the topic on the Selectboard's agenda for the 25th, but without more explanations, it's likely they will recommend your Board only adopt the 1.7%. Ray

From: Ray Purington/Gill Selectboard [<mailto:administrator@gillmass.org>]
Sent: Tuesday, February 12, 2013 10:56 AM
To: 'Dale Kowacki'

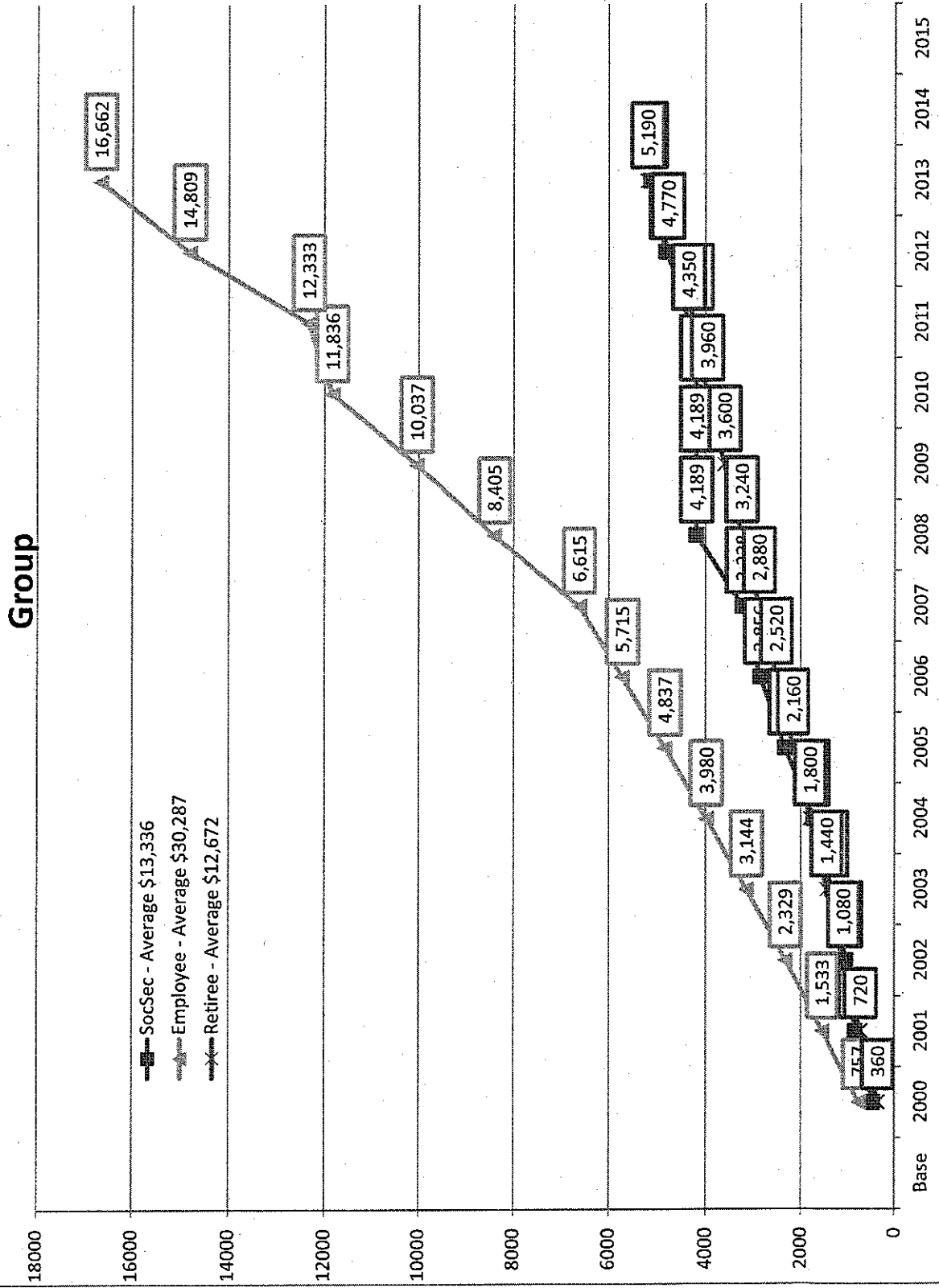
Using the average benefit/salary for the year 2011

Year	Historical Percentages (with out limits)				SocSec				FRRS				Employees				Actual Percentages (with limits)				Cumulative COLA			
	SocSec	FRRS	Empl.		\$'s	cuml.			\$'s	cuml.			\$'s	cuml.			SocSec	FRRS	Empl.		SocSec	FRRS	Empl.	
2000	3.5%	3.0%	2.5%		467	13,803			360	13,032			757	31,044			3.5%	2.84%	2.5%		467	360	757	
2001	2.6%	3.0%	2.5%		359	14,162			360	13,392			776	31,820			2.6%	2.76%	2.5%		826	720	1,533	
2002	1.4%	3.0%	2.5%		198	14,360			360	13,752			796	32,616			1.4%	2.69%	2.5%		1,024	1,080	2,329	
2003	2.1%	3.0%	2.5%		302	14,661			360	14,112			815	33,431			2.1%	2.62%	2.5%		1,325	1,440	3,144	
2004	2.7%	3.0%	2.5%		396	15,057			360	14,472			836	34,267			2.7%	2.55%	2.5%		1,721	1,800	3,980	
2005	4.1%	3.0%	2.5%		617	15,675			360	14,832			857	35,124			4.1%	2.49%	2.5%		2,339	2,160	4,837	
2006	3.3%	3.0%	2.5%		517	16,192			360	15,192			878	36,002			3.3%	2.43%	2.5%		2,856	2,520	5,715	
2007	2.3%	3.0%	2.5%		372	16,564			360	15,552			900	36,902			2.3%	2.37%	2.5%		3,228	2,880	6,615	
2008	5.8%	3.0%	4.85%		961	17,525			360	15,912			1,790	38,692			5.8%	2.31%	4.85%		4,189	3,240	8,405	
2009	0.0%	3.0%	4.22%		-	17,525			360	16,272			1,633	40,324			0.0%	2.26%	4.22%		4,189	3,600	10,037	
2010	0.0%	3.0%	4.46%		-	17,525			360	16,632			1,798	42,123			0.0%	2.21%	4.46%		4,189	3,960	11,836	
2011	0.0%	3.0%	1.18%		-	17,525			390	17,022			497	42,620			0.0%	2.34%	1.18%		4,189	4,350	12,333	
2012	3.6%	3.0%	5.81%		631	18,156			420	17,442			2,476	45,096			3.6%	2.47%	5.81%		4,820	4,770	14,809	
2013	1.7%	3.0%	4.11%		309	18,465			420	17,862			1,853	46,949			1.7%	2.41%	4.11%		5,129	5,190	16,662	
averages	2.36%	3.00%	3.19%		366				371				1,190				2.36%	2.48%	3.19%					

Notes:

The average increase for employees since 2008 is calculated from the change in submitted September salaries from one year to the next.

Cumulative Gain in COLA over 12 Years using Average Salary For Each





Franklin Regional Council of Governments

February 13, 2013

Dear Select Boards, Mayor Martin, and Finance Committees:

Enclosed please find:

- Your town's FY 2014 Franklin Regional Council of Governments' Budget Advisory Notice.
- A copy of the FY 2014 FRCOG budget.
- A copy of the FRCOG FY 2014 Weighted Votes/Assessment Detail pages from the FRCOG Finance Workbook.
- A separate memo that details the Statutory Assessment increase and legislation being pursued to reduce this assessment.

At its meeting on January 31, 2013, the FRCOG Council voted to endorse a FY 2014 budget that level funds the Regional Services Assessment. The FRCOG's **Regional Services Assessment** is used for FRCOG administration, advocacy, regional projects, and to leverage state and federal grants. This assessment has not been increased for the past 8 years, since FY 2006, and has been reduced by a total of 9.3% since 2001. The formula used to distribute the assessment to each town considers a town's population and Equalized Valuation as certified by the Massachusetts Department of Revenue. Because of small changes to EQVs throughout the county, your membership assessment may show a small increase or decrease even though this total assessment has been level funded. For your reference, the pages from the FRCOG Finance Workbook that explain the FRCOG assessment formula and a spreadsheet that shows each town's weighted assessment is included in this packet.

The **Statutory Assessment** pays for retiree health insurance and a portion of the FRCOG's Franklin Regional Retirement System's Unfunded Liability assessment. It is increasing both because of new retirees and increases to the Unfunded Liability. The Unfunded Liability assessment varies from year to year based on the amortization schedule and the portion of FRRS costs that are allocated to FRCOG according to a formula based on each unit's current payroll. A detailed explanation of the Unfunded Liability and the cause of the increase to this assessment is included as an attachment in this packet. (The letter also includes information about legislation being pursued that would potentially eliminate this cost in the future.) The FRCOG Council has adopted a budget that shares the burden of the Statutory Assessment increase. The FRCOG will cover approximately \$45,000 of this increase with undesignated free cash. The remaining \$45,000 increase has been allocated to towns based on the formula referenced above.

Also included in the attached Budget Advisory Notice are participation fees for specific FRCOG programs including: **Accounting; Franklin County Cooperative Inspection; Cooperative Purchasing and Cooperative Public Health Service**. Each of these programs have separate assessments for participating towns only. For each of these programs, we have created the leanest possible budgets while retaining or improving our current level of service. Finally, towns are asked to pay a small fee for the work of the Franklin Regional Emergency Planning Committee.

If your town does not include FRCOG assessments in the General Government Operating Budget, sample warrant language for individual articles is available. Please contact us.

We are always available to meet with your Finance Committee or Select Board if you have questions about the budget, the assessment, or the services of the FRCOG. Please contact us.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Linda L. Dunlavy', written in a cursive style.

Linda L. Dunlavy, Executive Director

c FRCOG Council Members
Franklin County Town Administrators

encl.

FY2014 Franklin Regional Council of Governments' Budget Advisory Notice
FY2014 FRCOG budget
FRCOG FY 2014 Weighted Votes/Assessment Detail
2/13/13 memo that details the Statutory Assessment increase



FRCOG Fiscal Year 2014 Budget Advisory Notice for the Town of Gill

FRCOG Membership Appropriations

Regional Services Assessment	\$6,399	Voluntary membership assessment used for FRCOG administration, advocacy and regional projects and to leverage state and federal grants. The FY14 Regional Services Assessment has been level funded but there have been small changes to Equalized Values (the figures used to calculate FRCOG assessments), which may result in a small change since FY13. This assessment has been level funded for the past 8 fiscal years (since FY06) and has been reduced by 9.3% since FY01.
Statutory Assessment	\$4,747	Involuntary assessment for the Franklin Regional Retirement System's unfunded liability and other retiree costs. The FRCOG is using \$45,000 of its "free cash" to lessen the impact of this assessment to towns and is seeking legislation that could significantly reduce this assessment by FY15.
Total	\$11,146	Some towns choose to combine the Regional Services and Statutory Assessments into one appropriation within the General Government Service portion of their budget.

FRCOG Program Appropriations

Accounting Program Service @ approx. 8 hrs/wk Software and Network Fees Total	 \$18,436 \$1,000 \$19,436	Costs are paid by participating towns only and are based on average hours of service per week plus a Software/Network Fee used for software and network maintenance and upgrades. The FY14 assessment is an increase of 4.4% over FY13, while the total change from FY10-FY14 is 3.0%, or an average increase of 0.7% per year.
Cooperative Inspection Program	\$6,500	Costs are paid by participating towns only. Costs are fixed at FY13 levels per a new assessment agreement established with participating towns that went into effect on July 1, 2012.
Cooperative Purchasing Fuel: #2 Fuel Oil Diesel Gasoline Highway Products and Services Dog Tags & Licenses	 \$150 \$150 \$150 \$2,310 \$38	For FY 2013, Gill participated in the Diesel Fuel bid, the Highway Products and Services Programs, Elevator Maintenance, and Dog Tags and Licenses. Other cooperative bids were grant funded. Included here are the participation costs of all FY14 Cooperative Purchasing bids for your budgetary planning purposes.

Cooperative Public Health Service	\$10,206	Costs are paid by participating towns only. Costs for this program are based on each town's level of participation and are offset by grants. Assessments have been reviewed by this program's oversight board.
Regional Emergency Planning Committee (REPC)	\$100	Small cost paid by all towns, generally from EMD budgets. In 2012, emergency responders in Franklin County requested that a small assessment be issued to support the work of the REPC. Municipal funds are supplemented with grant funds and by a fee assessed to businesses that are required to file Tier II Hazardous Materials Reports.



To: Franklin County Select Boards, Municipal Finance Committees

From: FRCOG Finance Committee

C: FRCOG Council Members

Date: February 13, 2013

Re. Explanation of FRCOG FY14 Statutory Assessment and Legislation Being Pursued to Transfer FRCOG to Massachusetts State Retirement System

Explanation of FY14 Statutory Assessment

Because the FY14 FRCOG Statutory Assessment is increasing, we are writing to give you detailed information about this assessment.

The Statutory Assessment was created by the Charter that created the FRCOG and was approved by all 26 Franklin County towns in 1997. As its name implies, the statutory assessment must be paid by all Franklin County towns.

The Statutory Assessment pays for two things: FRCOG retiree health insurance and the FRCOG's share of the Franklin Regional Retirement System's (FRRS) Unfunded Liability. Both of these costs are increasing in FY14.

Annually the FRRS assesses member units (towns, schools, and organizations like the FRCOG) based on an actuarial schedule that is prepared every two years and determines the system's current and unfunded needs. Annually all units are asked to submit the amount of their payroll to FRRS. A spreadsheet is created by FRRS that allocates the total scheduled contribution according to each unit's payroll.

The total scheduled contribution is made up of:

- Normal Costs (the portion of the Present Value of Benefits that is attributable to benefits to be earned in the coming year).
- Unfunded Liability (the portion of the Actuarial Accrued Liability not covered by System Assets).
- Net 3(8)C costs (the net retirement costs for an employee from FRRS who is hired in another system within the state less the amount payable to FRRS for a person hired who has left another system).

When the FRCOG receives its annual assessment from the FRRS, we use the "Normal Costs" and the "Unfunded Liability" from the actuarial study to determine the amount allocated to

FRCOG operating budgets and to the Statutory budget. You'll see the current (normal) costs in the Retirement lines of the FRCOG budgets. The unfunded cost is attributed to the Statutory Assessment.

In FY12 the FRCOG increase to the Unfunded Liability portion of the FRRS assessment was \$25,371, in part due to weakened investment performance and in part due to reductions in payroll from other units which has the effect of redistributing costs to units with stable or increased employment. At the recommendation of the Finance Committee and endorsed by the Council, the FRCOG used \$25,371 of free cash to cover this increased assessment so that municipalities did not have to bear this cost during a difficult budget year. The FY13 Unfunded Liability assessment increase was \$41,080 and the Council again endorsed the FRCOG use \$25,371 of free cash (matching the prior year's support) and increased the Statutory Assessment by the remaining \$15,701. This shared the burden of the increase without overtaxing the FRCOG or our municipalities.

In FY14 the Unfunded Liability assessment increased, we have the obligation of new retiree health insurance costs and we have to account for the \$25,371 of free cash used to offset the increase last year. The result is a total increase of \$91,018 over the prior year's statutory budget. The Council has adopted a budget that again shares the burden of this increase with the towns. The FRCOG will use \$45,509 of its undesignated cash reserve (FRCOG equivalent of free cash) to reduce the impact to Franklin County towns, which means that towns will share an increase of \$45,509.

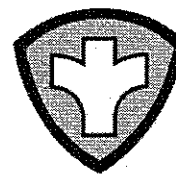
Legislation to Transfer FRCOG Employees to Massachusetts State Retirement System

The FRCOG has recently discovered that we are one of the few organizations like us (Regional Planning Agencies (RPAs) and/or Councils of Governments (COGs)) to be a member of a regional retirement system. Most other RPAs/COGs are members of the Massachusetts State Retirement System (MSRS). As a member of a regional retirement system, we pay an employer contribution to help pay off the system's unfunded liability. Members of the MSRS do not pay an employer contribution. The MSRS unfunded liability is being gradually paid off as a line item within the state budget. We have asked our legislative delegation to file legislation to transfer the FRCOG to the MSRS. This would eliminate our employer contribution, saving the FRCOG and our member communities significant money (\$380,000 in FY14). It is our hope that this legislation will pass before FY15 budget development. For more information about this issue or to advocate on behalf of the legislation, please contact lindad@frcog.org or finance@frcog.org.



Franklin Regional Council of Governments

Cooperative Public Health Service



Public Health
Prevent. Promote. Protect.

TO: CPHS Member Boards of Health
FROM: Phoebe Walker, FRCOG Director of Community Services
DATE: February 19, 2013
RE: FY 2014 Budget Advisory Notice

Greetings! As you may know, at our last Oversight Board meeting, the Board approved a draft budget and assessment structure for Fiscal Year 2014 for the health district. This budget was based on the same level of service as this year for each town, the addition of Leyden and Shelburne, and offsets from two major grants.

When the district was formed for FY13, all towns were guaranteed a flat cost from their FY12 spending on public health for the first year of membership, thanks to grant funding. We all knew some increases would be necessary, and as suggested by the Oversight Board, FY14 budget assessments were developed based on the number of new services the town was receiving in the district, not on a per-capita or other formula basis.

Attached is a list of approved membership assessments. This number has also been communicated to your Town Hall through the FRCOG's Budget Advisory Notice, and should find its way into the town budget. We are happy to help you advocate for funding for the CPHS with your Finance Committee, Select Board, and Town Meeting. We are preparing detailed annual reports for each town that list services provided, and I have also attached to this email a chart showing historic spending levels on shared public health services for your town.

We are very fortunate to have received two grants that continue to significantly support our transition – a CIC expansion grant and a public health nursing grant from Baystate Franklin Medical Center. Town funds next year will cover nearly 50% of the budget, an increase from last year, with a goal of 75% next year and for the future.

I hope you agree with me that this has been an exciting first year of the district's existence. We have brought new levels of expertise in important public health work, new community health programs, new policies and new grant funding to our member towns. Our Oversight Board has played a vital role in steering the ship, and we are very grateful to all the Board members' time and leadership. Budget assessments for CPHS for the coming year were built carefully and are a responsible step toward self-sufficiency for the district.

Please feel free to be in touch if you have any questions at all, at 774-3167 x 102 or walker@frcog.org.

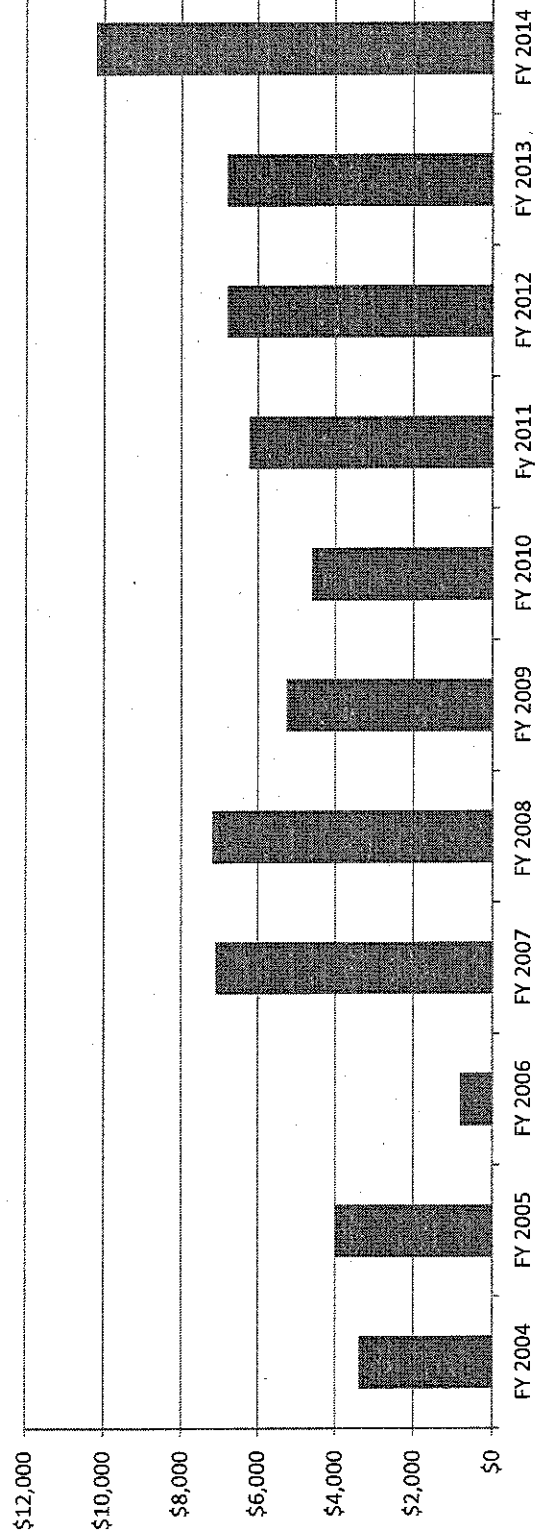
CPHS FY 14 CPHS Assessments

approved by Oversight Board 1/7/2013

TOWN	FY 13 Assessment	Proposed FY 14 assessment	Rationale
Buckland	\$8,292	\$11,194.20	two new programs (food and nursing)
Charlemont	\$11,397	\$15,385.95	two new programs (septic and nursing)
Conway	\$4,140	\$4,347.00	additional services: insurance billing, med. Mgmt, free vaccine, nurse has benefits now
Deerfield	\$15,909	\$16,704.45	additional services: insurance billing, med. Mgmt, free vaccine, nurse has benefits now
Gill	\$6,804	\$10,206.00	three new programs (nursing, food, septic)
Hawley	\$977	\$1,954.00	two new programs (nursing, septic). FDA grant received
Monroe	\$468	\$1,404.00	two new programs (nursing, septic)
Heath	\$5,000	\$6,000.00	two new programs (septic and food) FDA grant received
TOTAL	\$52,987	\$67,195.60	47.5% of proposed FY14 budget

Overview: Thanks to the grant funding from the CIC, towns were able to join the CPHS for FY 13 with a flat cost, no matter how many new services they received. Everyone understood that costs would go up in 2014, as the new programs would need to be paid for. As planned in our October 2012 budget principles meeting, proposed assessments for towns in FY 14 are based on the FY13 assessment and the new services received.

Gill Historical Spending on Public Health and FY14 CPHS Assessment





Franklin Regional Council of Governments

MEMO

To: Transportation Providers Identified in the Franklin County Locally Coordinated Plan and Others Eligible for Community Transit Grant Funding
From: Maureen Mullaney, Transportation and GIS Program Manager, Franklin Regional Council of Governments
Subject: Notification of Grant Funding Availability through the MassDOT Community Transit Grant Program Funding (FY14)
Date: February 15, 2013

The Massachusetts Department of Transportation is responsible for administering a variety of state and federal grants for public transportation programs. To assist with this effort, Regional Planning Agencies throughout the Commonwealth prepared "Locally Coordinated Plans" in 2008 that identify transportation providers in a region, as well as public transportation service gaps. "Locally Coordinated Plans" focus on transportation for individuals with disabilities, older adults, and individuals with limited incomes. You have been identified as either a transportation provider or are eligible to apply for grant funding.

There are several programs with funding available in Fiscal Year 2014 to assist with providing transportation to the target individuals. They include the following:

1) Federal Grants

Title 49 USC § 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities Program: Revamped in MAP-21, the FTA defines the goals of the § 5310 program as:

- Serve the special needs of transit-dependent populations beyond traditional public transportation service, where public transportation is insufficient, inappropriate, or unavailable;
- Projects that exceed the requirements of the Americans with Disabilities Act ;
- Projects that improve access to fixed route service and decrease reliance on complementary paratransit; and
- Projects that are alternatives to public transportation.

Title 49 USC § 5311(f) – Rural Intercity Bus Service: FTA requires the state to spend not less than 15 percent of the annual 5311 funding to develop and support intercity bus transportation, unless the Governor certifies to the U.S. Secretary of Transportation that the intercity bus service needs of the state are otherwise being met. Eligible activities under the program include: Planning and marketing for intercity bus transportation; capital grants for construction (i.e., intercity bus shelters); vehicle purchase, rehabilitation, refurbishment, and wheelchair lift retrofit; equipment purchase; and operating assistance.

Title 49 USC § 5316 – Job Access and Reverse Commute Program: FTA defines the goals of the § 5316 program in Circular 9050.1 “to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.” To be eligible for funding under this program, you must demonstrate in your application that your project will do one or more of the following:

- Provide public transportation for or promote the use of transit vouchers by identified low-income workers, including those with nontraditional work schedules;
- Promote a measurable increase in the use of employer-provided transportation, including the transit pass benefit program under section 132 of the Internal Revenue Code of 1986;
- Subsidize the costs associated with adding reverse commute bus, train, carpool, van routes, or service to suburban workplaces; or
- Subsidize the purchase or lease by a nonprofit organization or public agency of a van or bus dedicated to shuttling employees from their residences to a suburban workplace.

Title 49 USC § 5317 – New Freedom Program: FTA defines the goals of the § 5317 program in Circular 9045.1 “to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60 percent of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to reduce barriers to transportation services and expand the transportation. To be eligible for funding under this program, you must demonstrate in your application that your project will do the following:

- Assist individuals with disabilities with transportation, including transportation to and from jobs and employment support services; AND
- Provide new public transportation services or public transportation alternatives above and beyond those required by the Americans with Disabilities Act.

Title 49 USC § 5339 – Bus and Bus Facilities: Instituted in MAP-21 as a replacement for § 5309(b)(3), the § 5339 program “Provides capital funding to replace, rehabilitate and purchase buses and related equipment, to construct bus-related facilities, to specifically include acquisition of buses for fleet and service expansion, bus maintenance and administrative facilities, transfer facilities, bus malls, transportation centers, intermodal terminals, park-and-ride stations, acquisition of replacement vehicles, bus rebuilds, passenger amenities such as passenger shelters and bus stop signs, accessory and miscellaneous equipment such as mobile radio units, supervisory vehicles, fare boxes, computers, and shop and garage equipment.” Subrecipients may include public agencies or private nonprofit organizations engaged in public transportation, including those providing services open to a segment of the general public, as defined by age, disability, or low income.

2) State Grants

Chapter 637 § 13 of the Acts of 1983 – Mobility Assistance Program (MAP): The Commonwealth defines the goals of MAP as “for the specific purpose of providing improved transportation services to elderly and handicapped persons.”

For the federal grants, the funding is 80% federal, with a 20% match coming from sources other than Federal DOT funds. Sources of the 20% match may come from dedicated tax revenues, private donations, revenue from human service contracts, and net income generated from advertising. Non-cash share (e.g. volunteer services or other in-kind contributions) is eligible to be counted toward the local match as long as the value of each is documented and supported, represents a cost that would otherwise be eligible under the program, and is included in the net project cost in the project budget. Income from contracts to provide human service transportation may be used to either reduce the net project cost or provide local match for operating assistance. In either case, the cost of providing the contract service is included in the total project cost.

The funding is competitive, and eligible grantees must apply to be considered. If you are interested in applying for funding, please go to the following website to both apply online and to learn more:

<http://www.massdot.state.ma.us/transit/CommunityTransitGrantProgram.aspx>.

Applications must be received by 5:00 p.m. on March 1, 2013. Questions may be addressed to Maureen Mullaney at (413) 774-3167 ext. 129 or MMullaney@frcog.org. Decisions will be made in May 2013.

Applications will be evaluated and ranked based on:

1. The number of passengers served;
2. Degree of provision of access to employment, education, or services; and
3. Degree to which low income and minority populations are served.

Priority will go to projects that:

1. Focus on funding operations over capital projects;
2. Provide connections to other transit services; and
3. Provide access to employment, education, and services.

**Maureen Mullaney
Transportation and GIS Program Manager
Franklin Regional Council of Governments
12 Olive Street
Greenfield, MA 01301**