

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

March 23, 2015

Call to Order: The Selectboard meeting was called to order at 5:30 PM.

Members Present: Randy Crochier, John Ward, and Greg Snedeker

Members Absent: none

Others Present: Ray Purington, Admin. Assistant; Janet Masucci

Minutes: Minutes were not ready for review.

Green Communities Grant / LED Streetlights: Ray reported that WMECO/Eversource will charge approximately \$2,000 to move the streetlight at the Main & North Cross intersection from the existing standalone pole (on the east side of Main Road) to the first utility pole on North Cross Road. Ray will follow up with Eversource to find out the potential reduction in the purchase price of all the streetlights and poles if the standalone pole becomes empty and can be removed from the inventory to be purchased.

Sewer I&I: The Selectboard suggested that the next forecasted period of substantial rain would be a good time to remove covers from the sewer manholes and inspect for areas of unusually high flow. The suggestion will be forwarded to the Highway Superintendent.

Safety Complex Roof: The proposed construction contract that will be included in the bid package for the roof project has been sent to Town Counsel for review.

USDA Grant Update: The proposed engineering agreement is being reviewed.

Mariamante Property / Solar: Ray reported that Town Counsel has advised that until they receive an opinion from the State Ethics Commission, John Ward and Claire Chang should recuse themselves and leave the room during any substantive discussions about a solar project at the Mariamante property, if they wish to preserve any possibility of a business involvement in such a project.

Ray also noted that he received a brief statement from Doug Harris, the Historical Preservation Officer for the Narragansett Tribe: "Narragansett remains concerned for the protection of this hallowed site." Randy asked for clarification – what is the Tribes' position on ground mounted solar? Would that kind of use be opposed? Ray will follow up with Doug Harris.

Gill Elementary Locks: All of the new locks for the classroom doors at Gill Elementary have been installed. The locking devices that were purchased for the double doors into the All Purpose Room will not work. The new center post (mullion or astragal) that would be installed between the two doors will make the doorway too narrow to conform to ADA codes. GMRSD Facility Manager Jim Huber has proposed one option – replace the existing identically-sized doors with one wide door and one narrow door, at a cost of \$2,370. Other solutions may be available, and the Selectboard agreed that it was okay to take more time to explore the options. The constantly-running refrigerators and freezers were mentioned, and Ray will pass along the Selectboard's concerns to Huber.

Fire Department Board of Engineers: The Selectboard reviewed the Gill Fire Department's Board of Fire Engineers' nominations for appointment to that Board for May 1, 2015 to April 30, 2016. It was noted that five of the nine proposed Engineers are Gill residents. Two names, Kyle Kendall and Paul Sweeney, are new to the list. Greg made a motion, seconded by John, to appoint the following to a one year term on the Board of Fire Engineers: Gene Beaubien, Steve Connell, Jason Edson, Stuart Elliott, Kyle Kendall, Greg Parody, Nire Ragoza, Kenneth Sears, and Paul Sweeney. The vote was unanimous in the affirmative.

Medical Marijuana: The Planning Board will hold a public hearing on April 9, 2015 to review a proposed zoning bylaw that will regulate Registered Marijuana Dispensaries that may be established in Gill.

Winter Recovery Assistance Program: The State has announced a supplemental allocation of Chapter 90 funds that may be used to make winter weather related roadway repairs, including patching potholes, cracking and other surface defects, paving projects, and repair or replacement of signage, guardrails, storm grates, or road striping. Gill will receive \$22,639, and the physical work must be completed by June 30, 2015. Greg made a motion, seconded by John, to authorize Ray to sign the contract and related paperwork for the program. The vote was unanimous in the affirmative.

Town Hall Foundation Leak: Ray explained that in gathering further details to support a \$25,000 estimate for a capital project to stop groundwater from entering the Assessors' basement office through the Town Hall's foundation, a local contractor recommended that a small exploratory hole be excavated first, to provide better knowledge of the condition of the foundation and sub drains. The exploratory hole is expected to cost less than \$2,000, which includes hiring a mini-excavator and operator, and can be paid from the Building Maintenance account. The Selectboard recommended proceeding once the frost is out of the ground, and asked that a soil evaluator be present when the hole is opened. The work will also be coordinated with the Energy Commission, in case other test holes are needed for a possible ground source heat pump project.

Disclosure by Special Municipal Employee: The Selectboard received and reviewed a "Disclosure by Special Municipal Employee of Financial Interest in a Municipal Contract." Alden Booth, who is a Special Municipal Employee by virtue of being a member of the Energy Commission, has disclosed that he will be hired by the Energy Commission to lead one or more energy-related workshops, and be paid \$300 per workshop. Greg made a motion, seconded by John, to accept the disclosure form and to approve the exemption under MGL C. 268A, Section 20d. The vote was unanimous in the affirmative.

Firefighter Appointment: John made a motion, seconded by Greg, to appoint Matthew McCarthy as a firefighter through June 30, 2015, contingent upon receipt of a recent satisfactory medical evaluation. The vote was unanimous in the affirmative.

GMRSD Happenings: It was suggested that public service announcements at Selectboard meetings could be an effective way to provide information about Gill-Montague school events to residents without children in the schools. Greg will pass along the idea to the Principal at Gill Elementary.

GMRSD FY16 Budget (w/ Finance Committee): The Selectboard met with Joanne Blier, Business Manager for the GMRSD, and Nancy Griswold, Timmie Smith, and Tupper Brown of the Gill Finance Committee. It was noted that while a meeting had been posted for the Finance Committee, a quorum was not present.

Using an 8-page handout, Blier explained reasons for the large increase in Gill's FY16 operating assessment from the District. An increase in Gill's enrollment percentage (from 12.6 to 13.94%), and an increase in the state-calculated minimum contribution are two major reasons for the 8.65% increase in Gill's assessment. By comparison, Montague's assessment is up only 2.59%.

Blier pointed out that in order to reduce Gill's assessment to a 2.5% increase, it would mean cutting \$650,000 from the District's budget. Timmie Smith warned that if the trend in increased assessments continues, we could be looking at the need for an override vote next year. Tupper Brown noted that the financial plan laid out by the Compact for Education would work and provide affordable increases for the towns IF the Legislature had delivered on their part of the funding equation.

Blier also reviewed capital project requests, including a Mass. School Building Assistance-funded project for the Hillcrest/Sheffield building. If approved, the state will pay 76% of a \$1,116,764 project to replace windows in the auditorium/gymnasium wing of the building. Montague, as owner of the building, would pay the remaining 24%. Blier explained that the Accelerated Repair program covers roofs, windows, and doors, and that she would check to see if floor replacement could be covered. The Selectboard indicated that Gill is interested in applying if another application period is opened for Accelerated Repairs.

The District has requested that Gill purchase a whole-building generator for Gill Elementary at an estimated cost of \$55,000. There was concern that while a generator would provide power, it might not have prevented the damage to the boiler that was caused during the Thanksgiving 2014 outage. Partial power and power surges are believed to have damaged components of the burner and controls. It was generally felt that there needs to be more information


about the suitability of the elementary school for use as an emergency shelter, and a broader community discussion about the need for a generator.

Blier and the Finance Committee members left at 7:50 PM.

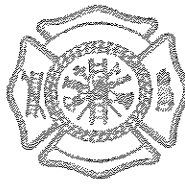
Warrant: The Selectboard reviewed and signed the FY 2015 warrant #20.

The meeting adjourned at 8:15 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



Greg Snedeker, Selectboard Clerk



Gill Fire Department

196A MAIN ROAD • GILL, MA 01354-1805 • (413) 863-8955 • FAX: (413) 863-0126

19 March 2015

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

Dear Sirs:

The Board of Fire Engineers is pleased to nominate the following members of the Gill Fire Department for your consideration for appointment to our Board for 2015-16:

Gene Beaubien
Steve Connell
Jason Edson
Stuart Elliott
Kyle Kendall
Greg Parody
Nire Ragoza
Kenneth Sears
Paul Sweeney

These nominations are the result of our regular monthly meeting held on 19 March 2015 at the Gill Fire Station.

Sincerely,

Stuart Elliott, Clerk

**TO BE ADVERTISED IN THE LEGAL NOTICES SECTION
OF THE RECORDER NEWSPAPER ON
MARCH 23 AND MARCH 30, 2015**

PUBLIC HEARING NOTICE

The Town of Gill Planning Board will hold a public hearing pursuant to M.G.L. Chapter 40A ("the Zoning Act"), Section 5 on April 9, 2015 at 7:00 p.m. at the Gill Town Hall, 325 Main Road, Gill, MA. The purpose of this public hearing is to review a proposed Medical Marijuana Zoning Bylaw revision to regulate Registered Marijuana Dispensaries (RMDs) that may be established in the Town of Gill under Mass. Department of Health regulations for the "Implementation of an Act for the Humanitarian Medical Use of Marijuana" (105 CMR 725).

Proposed changes include amendments to the following sections of the Town of Gill Zoning Bylaws: 1) Section 2C, Table Of Use Regulations—to allow an RMD with no more than 2,500 square feet of enclosed floor area by Special Permit from the Zoning Board of Appeals in the Village Commercial District; 2) Section 3, Dimensional Schedule— to require that no RMD shall be sited within a radius of three hundred (300) feet of a school, daycare center, park or playground, or any location where children commonly congregate; 3) Section 17, Definitions— to insert new definitions relating to RMDs; 4) Section 24B, Projects Requiring Site Plan Review—to add RMDs to the list of projects requiring Site Plan Review by the Zoning Board of Appeals; and 5) Section 24C, Procedure, Subsection 2—to allow the Reviewing Board the right to retain, at the applicants' expense, other expert consultants (in addition to a Registered Professional Engineer) to advise the Board on any or all aspects of a site plan.

In addition, a new Section 25, Registered Marijuana Dispensaries, is proposed to be added to the Gill Zoning Bylaws to establish the purpose, procedures and application requirements, special conditions, and administrative regulations relating to the establishment of RMDs in Gill.

The proposed zoning bylaw revisions are on file with the Town Clerk at the Gill Town Hall, 325 Main Road, Gill, MA and are available for inspection during the regular business hours of the Town Clerk and can be found on the Gill Town website at <http://www.gillmass.org/>



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO

massDOT
Massachusetts Department of Transportation

March 19, 2015

Mr. Randy Crochier, Chair
Town of Gill
325 Main Road
Gill, MA 01354

Dear Mr. Crochier:

The record breaking snowfall and extreme weather this winter season has left many of the Commonwealth's roadways in poor condition. To assist municipalities in implementing much needed repairs, Governor Baker and Lt. Governor Polito are pleased to announce the Winter Recovery Assistance Program (WRAP). The Governor and Lt. Governor have approved a \$30 million statewide program designed to provide direct aid to all 351 cities and town across the Commonwealth. Although NOT a Chapter 90 program, these funds will be apportioned to the municipalities based on the Chapter 90 formula.

MassDOT is issuing a one-time contract allowing the **Town of Gill** to be reimbursed for up to **\$22,639** of roadway repairs resulting from this year's harsh winter weather. Eligible projects include (a) patching of potholes, cracking and other surface defects, including paving projects, (b) repair and or replacement of signage, guardrail, storm grates, or road striping or painting, and (c) projects identified through written agreement between the MassDOT Highway Division District Office and the **Town of Gill**.

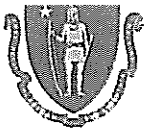
The contract requires that all physical work be completed prior to June 30, 2015. Requests for reimbursement must be submitted to the Highway Division prior to July 31, 2015, in order to be reimbursed. Requests for reimbursement received after this date will not be processed by the Highway Division. The intent of this program is to assist cities and towns in addressing immediate and necessary repairs resulting from the winter weather. Considering the large volume of work and the short time period, it is understood that the general contractor may wish to subcontract a portion of the work.

Should you have any questions, please call Paul Jay at (857) 368-9150 or Maria Conti at (857) 368-9144.

Sincerely,

Stephanie Pollack
Secretary and Chief Executive Officer

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot



**Winter Recovery Assistance Program
Rules and Regulations
March 20, 2015**

- 1) The amount of the funds allocated for each city and town is based upon the parameters of the Chapter 90 program; Road Miles, Population, and Employment. Although the allocation of funding is consistent with the Chapter 90 program, the Winter Recovery Assistance Program and the associated Standard Contract Form are separate and distinct from the Chapter 90 program.
- 2) Eligible activities include (a) patching of potholes, cracking and other surface defects, including paving projects, (b) repair and or replacement of signage, guardrail, storm grates, or road striping or painting.
- 3) Enclosed is a MassDOT Standard Contract Form. The highlighted items must be completed, signed and returned to the respective Highway Division District Highway Director as soon as possible but no later than April 20, 2015.
- 4) The District Highway Director is authorized to sign and execute all documents related to this program unless the contract amount is in excess of \$250,000. In which case the Highway Administrator must sign the Standard Contract Form.
- 5) No work may be performed until the Standard Contract Form is fully executed by the municipality and the appropriate Highway Division District Highway Director or Administrator.
- 6) Monies for each specific city or town will be encumbered by MassDOT. This results in the monies being obligated on the Commonwealth's accounting system for the purpose of effecting the reimbursement of bills paid by the cities and towns for projects as delineated above.
- 7) The city or town is not required to notify the District Office of each specific project or activity prior to commencing work. However, it is essential that the work performed is consistent with the eligible activities described in item 2 above.
- 8) All physical work must be completed prior to June 30, 2015.
- 9) Copies of invoices from the city or town, along with evidence of payment to contractors, must be received by the respective Highway Division District State Aid Engineer contact by July 31, 2015. District Offices will then process the reimbursement paperwork through MassDOT Headquarters. These invoices must be clearly marked as Winter Recovery Assistance Program. Invoices received at the District Offices after July 31, 2015, will not be reimbursed.
- 10) If the total amount of invoices submitted to MassDOT for the Winter Recovery Assistance Program is less than the total funds originally allocated, the remainder of this funding will be de-obligated and as a result, no longer available to the municipality.

- 11) In the event that a City or Town's contractor claims to be unavailable due to other work, said contractor will be allowed to sub-contract work related to the Winter Recovery Assistance Program.
- 12) Cities and Towns will be reimbursed by September 30, 2015, for their expenditures pertaining to the Winter Recovery Assistance Program up to the specified allocated amount as per the Secretary's letter of March 19, 2015.

MASSDOT STANDARD CONTRACT FORM



This form is issued and published by the Massachusetts Department of Transportation (MassDOT or Department). 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/osc under **OSD Forms**.

CONTRACTOR LEGAL NAME: Town of Gill (and d/b/a):		DEPARTMENT NAME: Massachusetts Department of Transportation MMARS Department Code: DOT	
Legal Address: (W-9, W-4, T&C): 325 Main Rd, Gill, MA 01354		Business Mailing Address: 10 Park Plaza, Boston, MA 02116	
Contract Manager: RAY PURINGTON		Billing Address (if different):	
E-Mail: administrator@gillma.org		Contract Manager: Paul Jay	
Phone: 413 863 9347 Fax: 413 863 7775		E-Mail: Paul.Jay@state.ma.us	
Contractor Vendor Code: VC6000191798		Phone: 857-368-9150 Fax: 857-368-0661	
Vendor Code Address ID (e.g. "AD001"): AD __, AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): INTF00X02015S0087218	
RFR/Procurement or Other ID Number: WRAP			

<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 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 <u>Employment Status Form</u>, scope, budget)</p> <p><input checked="" 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>
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The following **MassDOT TERMS AND CONDITIONS** (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract.

☒ MassDOT Terms and Conditions ☐ Commonwealth Terms and Conditions For Human and Social Services

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 MassDOT/Commonwealth owed debts under 815 CMR 9.00.

☐ **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.)

☒ **Maximum Obligation Contract** Enter Total Maximum Obligation for total duration of this Contract (or **new** Total if Contract is being amended). **\$22,639.**

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: ☐ agree to standard 45 day cycle ☐ statutory/legal or Ready Payments (G.L. c. 29, § 23A); ☒ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

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.) This agreement is for the Winter Recovery Assistance Program (WRAP)

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

☒ 1. may be incurred as of the **Effective Date** (latest signature date below) and **no** obligations have been incurred **prior** to the **Effective Date**.

☐ 2. may be incurred as of __, 20 __, a date **LATER** than the **Effective Date** below and **no** obligations have been incurred **prior** to the **Effective Date**.

☐ 3. were incurred as of __, 20 __, a date **PRIOR** to the **Effective Date** below, and the parties agree that payments for any obligations incurred prior to the **Effective Date** 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 and MassDOT from further claims related to these obligations.

CONTRACT END DATE: Contract performance shall terminate as of **June 30, 2015**, 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.

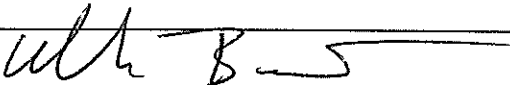
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (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 MassDOT Terms and Conditions, this Standard Contract Form including the Instructions and Contractor Certifications, 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 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: Date: <u>3/24/15</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>RAY PURINGTON</u> Print Title: <u>ADMINISTRATIVE ASSISTANT</u>	AUTHORIZING SIGNATURE FOR MassDOT: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: _____ Print Title: _____
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**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(d)**

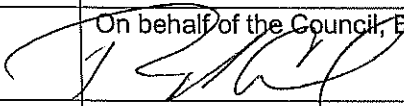
SPECIAL MUNICIPAL EMPLOYEE INFORMATION	
Name of special municipal employee:	Alden Booth
Put an X beside one statement.	<p>I am a special municipal employee because:</p> <p><input type="checkbox"/> I am a selectman in a town with a population of 10,000 or fewer people;</p> <p><input checked="" type="checkbox"/> I am not a mayor, alderman or city councilor, and</p> <p><input checked="" type="checkbox"/> I serve in a municipal position for which no compensation is provided, or</p> <p><input type="checkbox"/> I earned compensation for fewer than 800 hours in the preceding 365-day period, or</p> <p><input type="checkbox"/> By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours.</p> <p><input type="checkbox"/> I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.</p>
Title/ Position	Committee Member, Gill Energy Commission
Fill in this box if it applies to you.	<p>If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.</p> <p style="text-align: center;">NA</p>
Municipal Agency/ Department:	This is "my Municipal Agency." Town of Gill
Agency Address:	
Office phone:	
Office e-mail:	
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a special municipal employee.	

<p>BOX # 1</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am an elected special municipal employee.</p> <p>___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p>___ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p>___ A compensated, non-elected position with a municipal agency.</p> <p>___ A contract between a municipal agency and myself.</p> <p>___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>___ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>BOX #2</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am a non-elected special municipal employee (compensated or uncompensated).</p> <p>___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p>___ A contract between a municipal agency and myself, but not an employment contract.</p> <p>___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>OR</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p>___ A compensated, non-elected position with a municipal agency.</p> <p><input checked="" type="checkbox"/> A contract between a municipal agency and myself.</p> <p>___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>___ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>Name and address of municipal agency that made the contract</p>	<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p> <p>This is the "contracting agency."</p> <p><i>San Diego Commission</i></p>
<p>Write an X to confirm this statement.</p>	<p><input checked="" type="checkbox"/> In my work as a special municipal employee for my Municipal Agency, I participate in or have official responsibility for activities of the contracting agency.</p>

FILL IN THIS BOX OR THE NEXT BOX	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU.</p> <ul style="list-style-type: none"> - Please explain what the contract is for. <i>The Grill Energy Commission organizes energy saving workshops for the community and hires people to lead these workshops. I have been asked to run a few workshops, I will be compensated for this through a grant to the Commission</i>
	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY</p> <ul style="list-style-type: none"> - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?
What is your financial interest in the municipal contract?	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <i>workshop leader, \$300 per workshop.</i>
Date when you acquired the financial interest	
What is the financial interest of your immediate family?	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <i>none</i>
Date when your immediate family acquired the financial interest	<i>N/A</i>
Employee signature:	
Date:	<i>3/17/2015</i>

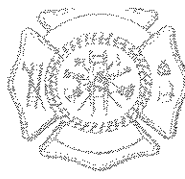
SEE NEXT PAGE FOR APPROVAL
BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN. TOWN COUNCIL,
OR DISTRICT PRUDENTIAL COMMITTEE

**APPROVAL OF EXEMPTION
BY THE CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN,
TOWN COUNCIL OR DISTRICT PRUDENTIAL COMMITTEE**

Name:	Randy Crochier
Name of approving body: Write an X by one selection.	<input type="checkbox"/> City Council <input type="checkbox"/> Board of Aldermen <input checked="" type="checkbox"/> Board of Selectmen <input type="checkbox"/> Town Council <input type="checkbox"/> District Prudential Committee
Title/ Position	Selectboard Chair
Agency Address:	325 Main Road Gill, MA 01354
Office phone:	413 863 9347
APPROVAL OF § 20(d) EXEMPTION	
	<p>We have received a disclosure under G.L. c. 268A, § 20(d) from a special municipal employee who seeks to have a financial interest in a contract made by a municipal agency of this city or town. We understand that the special municipal employee participates in, or has official responsibility for, activities of the municipal agency that made the contract. We approve this exemption under § 20(d) regarding the financial interest identified by the special municipal employee.</p>
Signature:	 On behalf of the Council, Board or Committee identified above, I sign this approval.
Date:	3/23/2015

Attach additional pages if necessary.

File your completed, signed, approved Disclosure with the city or town clerk.



Gill Fire Department

196A MAIN ROAD • GILL, MA 01354-1805 • (413) 863-8955 • FAX: (413) 863-0126

March 23, 2015

Gill Selectboard:

On March 19, 2015 the Gill Fire Department Board of Engineers approved for appointment to the Gill Fire Department the following name(s).

Firefighter:

Matthew McCarthy

Fire Chief

Gene Beaubien

Appointed by SB
3/23/15

Gill-Montague Regional School District
FY16 Assessment Summary

FY15	Enrollment Percentage	Minimum contribution	Above Minimum	Transportation Assessment	Total Operating Assessment	Operating Assessment \$ Increase	% Increase	Debt Assessment	Total Operating & Debt Assessment
Gill	12.60%	966,832	432,791	41,705	1,441,328	22,072	1.56%	17,110	1,458,438
Montague	87.40%	4,858,813	3,001,744	289,256	8,149,813	330,174	4.22%	143,645	8,293,458
Total Town Assessments		5,825,645	3,434,535	330,961	9,591,141	352,246	3.81%	160,755	9,751,896

FY16	Enrollment Percentage	Minimum contribution	Above Minimum	Transportation Assessment	Total Operating Assessment	Operating Assessment Increase	% Increase	Debt Assessment	Total Operating & Debt Assessment
Gill	13.94%	1,022,666	500,985	42,378	1,566,029	124,701	8.65%	18,908	1,584,937
Montague	86.06%	5,006,608	3,092,880	261,628	8,361,116	211,303	2.59%	137,227	8,498,343
Total Town Assessments		6,029,274	3,593,865	304,006	9,927,145	336,004	3.50%	156,135	10,083,280

Massachusetts Department of Elementary and Secondary Education

FY16 Chapter 70 Summary

674 Gill Montague

Aid Calculation FY16

Prior Year Aid

1 Chapter 70 FY15

Foundation Aid

2 Foundation budget FY16

3 Required district contribution FY16

4 Foundation aid (2 -3)

5 Increase over FY14 (4 - 1)

Minimum Aid

6 Minimum \$20 per pupil increase

Non-Operating District Reduction to Foundation

6 Reduction to foundation

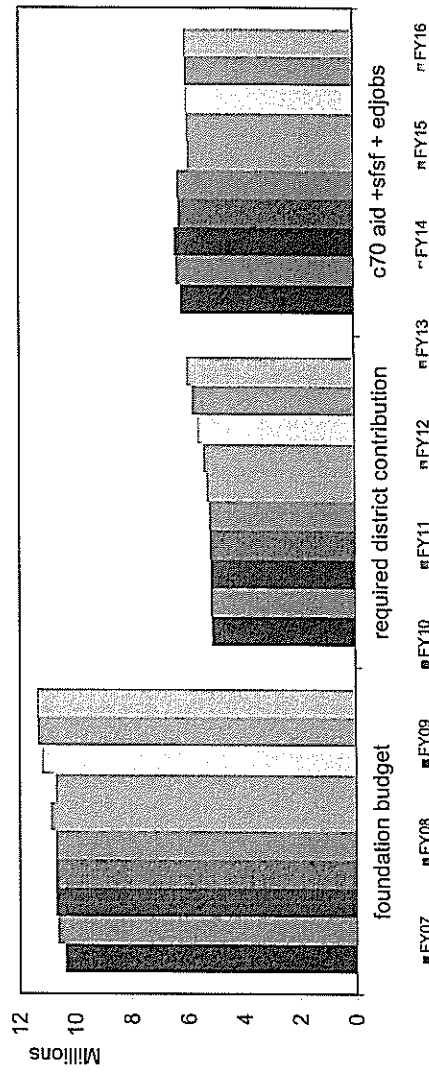
FY16 Preliminary Chapter 70 Aid

7 sum of line 1, 5 minus 6

Comparison to FY15

	FY15	FY16	Change	Pct Chg
Enrollment	1,098	1,089	-9	-0.82%
Foundation budget	11,383,341	11,391,876	8,535	0.07%
Required district contribution	5,825,645	6,029,274	203,629	3.50%
Chapter 70 aid	6,065,444	6,087,224	21,780	0.36%
Required net school spending (NSS)	11,891,089	12,116,498	225,409	1.90%
Target aid share	49.89%	46.93%		
C70 % of foundation	53.28%	53.43%		
Required NSS % of foundation	104.46%	106.36%		

Handwritten: Fund harmless



Massachusetts Department of Elementary and Secondary Education

Office of School Finance

FY16 Chapter 70 Foundation Budget

674 GILL MONTAGUE

Base Foundation Components														--- Incremental Costs Above The Base ---			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)				
Pre-School	Half-Day	Full-Day	Elementary	Jr High/Middle	High School	ELL PK	ELL K Half	ELL KF - 12	Vocational	Special Ed In District	Special Ed Out of Dist	Elem	Other				
TOTAL*																	
Foundation Enrollment	22	0	80	430	237	277	10	0	49	0	40	11	343	192	1,089C		
1 Administration	4,013	0	29,184	156,864	86,458	101,050	1,824	0	17,875	0	100,712	27,696	0	0	525,675		
2 Instructional Leadership	7,248	0	52,710	283,314	156,152	182,507	3,294	0	32,285	0	0	0	0	0	717,510		
3 Classroom and Specialist Teachers	33,233	0	241,693	1,299,082	630,088	1,082,984	22,750	0	222,948	0	332,324	0	932,301	394,260	5,191,663		
4 Other Teaching Services	8,523	0	61,989	333,190	132,194	128,628	3,098	0	30,359	0	310,287	423	0	0	1,008,691		
5 Professional Development	1,314	0	9,563	51,411	30,718	34,811	809	0	7,930	0	16,031	0	20,518	11,485	184,590		
6 Instructional Equipment & Tech	4,810	0	34,982	188,026	103,633	193,800	2,186	0	21,426	0	13,993	0	0	0	562,856		
7 Guidance and Psychological	2,418	0	17,587	94,531	69,353	101,612	1,463	0	14,339	0	0	0	0	0	301,303		
8 Pupil Services	962	0	6,997	56,412	50,784	136,871	656	0	6,428	0	0	0	0	0	259,110		
9 Operations and Maintenance	9,228	0	67,115	380,744	215,556	244,278	5,679	0	55,651	0	112,500	0	143,988	80,600	1,295,340		
10 Employee Benefits/Fixed Charges	8,318	0	60,494	325,179	170,408	191,349	4,757	0	46,614	0	127,449	0	94,637	52,975	1,082,180		
11 Special Ed Tuition	0	0	0	0	0	0	0	0	0	0	0	262,957	0	0	262,957		
12 Total	80,067	0	582,314	3,148,752	1,645,344	2,397,889	46,516	0	455,854	0	1,013,297	291,076	1,191,445	539,320	11,391,875 D		
13 Wage Adjustment Factor	100.0%										Foundation Budget Per Pupil				10,461		

* Total foundation enrollment does not include columns 11 through 14, because those columns represent increments above the base. The pupils are already counted in columns 1 to 10.

Total foundation enrollment assigns pupils in pre-kindergarten and half-time kindergarten an enrollment count of .5.

Special education in-district headcount is an assumed percentage, representing 3.75 percent of K to 12 non-vocational enrollment and 4.75 percent of vocational enrollment.

Special education out-of-district headcount is also an assumed percentage, representing 1 percent of non-vocational K-12 enrollment.

Low income headcounts are the number of pupils in columns 1 through 10 who are eligible for free or reduced lunch.

Each component of the foundation budget represents the enrollment on line 1 multiplied by the appropriate state-wide foundation allotment.

The wage adjustment factor is applied to underlying rates in all functions except instructional equipment, benefits and special education tuition.

The foundation budget shown on this page may differ from the final number used in the formula, due to rounding error.

FY15 → FY16 change
Foundation Budget
increase
\$8534
Low income increase
(43,314)

FY15

Massachusetts Department of Elementary and Secondary Education Office of School Finance

FY15 Chapter 70 Foundation Budget

674 GILL MONTAGUE

-----Base Foundation Components-----											---- Incremental Costs Above The Base ----				TOTAL *
(1) Pre-School	(2) Half-Day	(3) Full-Day	(4) Elementary	(5) Middle	(6) High School	(7) ELL PK	(8) ELL K Half	(9) ELL KF-12	(10) Vocational	(11) Special Ed In District	(12) Special Ed Out of Dist	(13) Low Income Elem	(14) Low Income Other		
Foundation Enrollment	14	0	80	430	242	290	11	0	43	0	41	11	351	207	1,090
1 Administration	2,516	0	28,753	154,546	86,977	104,229	1,977	0	15,455	0	101,704	27,286	0	0	523,443
2 Instructional Leadership	4,544	0	51,930	279,126	157,009	188,248	3,570	0	27,913	0	0	0	0	0	712,420
3 Classroom and Specialist Teachers	20,836	0	238,121	1,279,882	633,873	1,117,054	24,655	0	192,757	0	335,599	0	939,946	418,780	5,201,502
4 Other Teaching Services	5,344	0	61,073	328,266	132,989	132,675	3,357	0	26,248	0	313,344	417	0	0	1,003,712
5 Professional Development	824	0	9,422	50,650	30,901	35,905	877	0	6,866	0	16,189	0	20,688	12,201	104,512
6 Instructional Equipment & Tech	3,016	0	34,465	185,248	104,256	199,897	2,370	0	18,525	0	14,131	0	0	0	581,907
7 Guidance and Psychological	1,516	0	17,327	93,134	69,771	104,809	1,586	0	12,397	0	0	0	0	0	300,540
8 Pupil Services	603	0	6,894	55,578	51,089	141,178	711	0	5,558	0	0	0	0	0	251,609
9 Operations and Maintenance	5,786	0	66,123	355,412	216,851	251,964	6,155	0	48,115	0	113,609	0	145,170	85,613	1,294,798
10 Employee Benefits/Fixed Charges	5,215	0	59,600	320,372	171,430	197,368	5,155	0	40,301	0	120,705	0	95,412	56,269	1,079,827
11 Special Ed Tuition	0	0	0	0	0	0	0	0	0	0	0	259,071	0	0	259,071
12 Total	50,199	0	573,707	3,102,214	1,555,227	2,473,326	50,412	0	394,124	0	1,023,280	286,775	1,201,217	572,862	11,383,341
13 Wage Adjustment Factor	100.0%														10,367
-----Foundation Budget Per Pupil-----															

* Total foundation enrollment does not include columns 11 through 14, because those columns represent increments above the base. The pupils are already counted in columns 1 to 10.

Total foundation enrollment assigns pupils in pre-kindergarten and half-time kindergarten an enrollment count of .5.

Special education in-district headcount is an assumed percentage, representing 3.75 percent of K to 12 non-vocational enrollment and 4.75 percent of vocational enrollment.

Special education out-of-district headcount is also an assumed percentage, representing 1 percent of non-vocational K-12 enrollment.

Low income headcounts are the number of pupils in columns 1 through 10 who are eligible for free or reduced lunch.

Each component of the foundation budget represents the enrollment on line 1 multiplied by the appropriate state-wide foundation allotment.

The wage adjustment factor is applied to underlying rates in all functions except instructional equipment, benefits and special education tuition.

The foundation budget shown on this page may differ from the final number used in the formula, due to rounding error.

FY14 → FY15 change
Foundation Budget Increase
162,157

Low Income Increase
Increase 113,319

Massachusetts Department of Elementary and Secondary Education FY16 Chapter 70

Regional District Enrollment and Contributions by Member City or Town

674 Gill Montague

LEA Member	Foundation Enrollment			Required Minimum Contribution		
	FY15	FY16	Change	FY15	FY16	Change
District Total	1,098	1,089	-9	5,825,645	6,029,274 ^{from ①}	203,629
106 GILL	151	159	8	966,832	1,022,666	55,834
192 MONTAGUE	947	930	-17	4,858,813	5,006,608	147,795

Massachusetts Department of Elementary and Secondary Education
FY16 Chapter 70

Apportionment of Local Contribution Across School Districts

	GILL	GILL MONTAGUE	FRANKLIN COUNTY	COMBINED TOTAL ALL DISTRICTS
106 GILL				
<u>Prior Year Data (for comparison purposes)</u>				
1 FY15 foundation enrollment		151	8	159
2 FY15 foundation budget		1,569,055	124,803	1,693,858
3 Each district's share of municipality's combined FY15 foundation		92.63%	7.37%	100.00%
4 FY15 required contribution		966,832	76,902	1,043,734

Apportionment of FY16 contribution among community's districts

5 FY16 total unapportioned required contribution ("municipal contribution" sheet row 19 or 24)				1,071,630
6 FY16 foundation enrollment	159		5	164
7 FY16 foundation budget	1,659,812		79,469	1,739,281
8 Each district's share of municipality's total FY16 foundation	95.43%		4.57%	100.00%
9 FY16 Required Contribution	1,022,666		48,964	1,071,630
10 Change FY15 to FY16 (9 - 4)	55,834		-27,938	27,896

FY15

Massachusetts Department of Elementary and Secondary Education
FY15 Chapter 70

Apportionment of Local Contribution Across School Districts

106 GILL	GILL	GILL MONTAGUE	FRANKLIN COUNTY	COMBINED TOTAL ALL DISTRICTS
<u>Prior Year Data (for comparison purposes)</u>				
1 FY14 foundation enrollment		165	12	177
2 FY14 foundation budget		1,675,105	186,706	1,861,811
3 Each district's share of municipality's combined FY14 foundation		89.97%	10.03%	100.00%
4 FY14 required contribution		909,067	101,324	1,010,391
<u>Apportionment of FY15 contribution among community's districts</u>				
5 FY15 total unapportioned required contribution ("municipal contribution" sheet row 19 or 24)				1,043,734
6 FY15 foundation enrollment	151	8		159
7 FY15 foundation budget	1,569,055	124,803		1,693,858
8 Each district's share of municipality's total FY15 foundation	92.63%	7.37%		100.00%
9 FY15 Required Contribution	966,832	76,902		1,043,734
10 Change FY14 to FY15 (9 - 4)	57,765	-24,422		33,343

Gill-Montague Regional School District
Enrollment % using In-District Enrollment vs Foundation Enrollment

Assessment %	FY12		FY13		FY14		FY15		FY16	
GILL	133	14.94%	120	14.44%	124	13.98%	109	12.60%	115	13.94%
MONTAGUE	757	85.06%	711	85.56%	763	86.02%	756	87.40%	710	86.06%
Total	890	100%	831	100%	887	100%	865	100%	825	100%

Using a 5 year Average	
601	13.98%
3697	86.02%
4298	

Foundation %	FY12		FY13		FY14		FY15		FY16	
GILL	162	14.50%	161	15.17%	165	14.93%	151	13.75%	159	14.60%
MONTAGUE	955	85.50%	900	84.83%	940	85.07%	947	86.25%	930	85.40%
Total	1117	100%	1061	100%	1105	100%	1098	100%	1089	100.00%

Using a 5 year Average	
798	14.59%
4672	85.41%
5470	

Difference	FY12		FY13		FY14		FY15		FY16	
GILL	(29)	0.44%	(41)	-0.73%	(41)	-0.95%	(42)	-1.15%	(44)	-0.66%
MONTAGUE	(198)	-0.44%	(189)	0.73%	(177)	0.95%	(191)	1.15%	(220)	0.66%
Total	(227)	0%	(230)	0%	(218)	0%	(233)	0%	(264)	0.00%

Percentage of Students to School Choice/Charter										
	FY12		FY13		FY14		FY15		FY16	
GILL	18%		25%		25%		28%		28%	
MONTAGUE	21%		21%		19%		20%		24%	

CAPITAL PROJECTS SCHEDULE							
DEPARTMENT: GILL-MONTAGUE REGIONAL SCHOOL DISTRICT - TOWN OF GILL							
TOWN	PROJECT OR ACQUISITION DESCRIPTION	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Gill	Generator	55,000					
District (split by town enrollment – capital assessment)	Equipment replacement: Tractor	49,500					
	Plow truck (sander)	48,000					

**The District will work on a 5 year capital plan throughout the next year

Capital Projects Narrative:

Back-up Generator:

- Recent power outages at the Gill School caused multiple boiler/burner problems requiring staff and contractors to spend excessive amounts of time at the Gill School over the holidays and on weekends. The district recommends installing a back-up generator in the Gill Elementary School. Not only would this help keep the boiler online during power outages but it would also allow the Town of Gill to potentially use the building as a shelter.

The following items are Districtwide Equipment replacement that would be purchased by the district and assessed to both towns

- 40 hp Utility Tractor with Loader – Districtwide Equipment Replacement
The district currently uses a 2003 27 hp tractor. Although numerous structural repairs have been performed to the current tractor the cab is now so badly rusted it is beyond repair. The size/hp of the current tractor is inadequate for the district's needs. For example it is not able pull the 15' mower attachment owned by the district. The ability to mow with the 15' mower attachment would substantially reduce mowing man hours.
- One Ton Dump Truck – Districtwide Equipment Replacement
The district is in need of replacing the existing 2004 Ford F350 One Ton dump truck as it is rusting beyond repair. The frame and dump bed are rusting and while they have been repaired numerous times annual maintenance costs are becoming excessive. The dump truck is used to move equipment between schools, sand, plow and for landscaping purposes. Without the use of the dump truck, the district would not be able to tow the tractor to the schools throughout the district and would be down to two ¾ ton pick-up trucks for all snow removal though-out the district. Plowing would probably need to be contracted out.



Gill-Montague Regional School District

35 Crocker Avenue
Turners Falls, MA 01376
tel 413-863-9324
fax 413-863-4560

Projected Debt Payments for Fy16 Capital Equipment requests

Gill Elementary School Generator	Total Estimated Cost	Gill % for Proposed Generator	Estimated Interest Cost
Generator purchase for Gill owned Building		100.00%	
For illustration purposes only - NOT actual costs or assessments			
Estimated Assessments based on five year debt			4%
Gill Payments (est 4% interest rates)	\$ 55,000	\$ 12,155	\$5,775
Estimated Assessments based on ten year debt			4%
Gill Payments (est 4% interest rates)	\$ 55,000	\$ 6,682	\$11,822

District Proposed New Tractor	10/1/2014	Estimated % for Proposed Tractor Replacement
Gill Enrollment	115	13.94%
Montague Enrollment	710	86.06%
Totals	825	100.00%
For illustration purposes only - NOT actual costs or assessments		
	Total Cost	Estimated payment
Estimated Assessments based on one time payment		
Gill Debt Assessment	\$ 49,500	\$ 6,900
Montague Debt Assessment		\$ 42,600
Estimated Assessments based on five year debt payment & 4% interest		
Gill Debt Assessment	\$ 49,500	\$ 1,525
Montague Debt Assessment		\$ 9,415

District Proposed New Dump Truck	10/1/2014	Estimated % for Proposed Truck Replacement
Gill Enrollment	115	13.94%
Montague Enrollment	710	86.06%
Totals	825	100.00%
For illustration purposes only - NOT an estimate of actual costs or assessments		
	Total Cost	Estimated payment
Estimated Assessments based on one time payment		
Gill Debt Assessment	\$ 48,000	\$ 6,691
Montague Debt Assessment		\$ 41,309
Estimated Assessments based on ten year debt payment & 4% interest		
Gill Debt Assessment	\$ 48,000	\$ 1,479
Montague Debt Assessment		\$ 9,129

GILL CAPITAL PROJECT REQUEST FORM

1. Date: 1/12/15

2. Dept, Board, Committee Proposing Article: Gill-Montague RSD

PART 1 - COMPLETE FOR ALL CAPITAL PROJECT REQUESTS

3. Project Title: Back-up Generator

4. Project Description:

Install Back-up Generator at the Gill-Elementary School

5. Proposed Wording of Article: To see if the Town shall vote to...

To see if the Town will approve purchase of a back-up generator for the Gill Elementary School District

6. Cost & Recommended Sources of Funding: (*Don't include interest costs/costs of borrowing.)

Budget FY	Total*	Recommended Sources of Funding
FY 16	\$55,000	
FY		
FY		
FY		
FY		
FY		
Six Year Total		
After 6 th Year		

(If figures are adjusted for inflation, what % did you use? _____)

7. Departmental Priority: 1

8. Justification and Useful Life:

PARTS 2 & 3: RESERVE FOR CAPITAL PROJECTS DEFINED AS

"A PROJECT THAT HAS A VALUE OF \$10,000 OR MORE AND A USEFUL LIFE OF AT LEAST FIVE YEARS."

PART 2 - CAPITAL PROJECT (excluding equipment)

9. Project Location: Gill Elementary School

10. Purpose of Form: (x) Add a new item to the capital program () Modify a project already in the adopted program

11. Net Effects on Operating Costs (+ or -):

Direct Operating Cost	Indirect Operating Costs
Personnel - Number	Fringe benefits
Personnel - \$ Amount	General admin. costs
Purchase of services	Other
Materials & supplies	(b) Subtotal - Indirect
Equipment purchases	
Utilities	Total operating costs (a+b)
Other	(c) Debt service P & I
(a) Subtotal - Direct	Grand Total operating cost (a+b+c)

PART 3 - CAPITAL EQUIPMENT PURCHASE/RENTAL

- 12. Method of Acquisition** (check appropriate): ☒ Purchase ☐ Rental
- 13. Purpose of Expenditure:** ☐ Scheduled replacement ☐ Present equipment obsolete
 ☐ Replace worn-out equipment ☐ Reduce personnel time
 ☒ Expanded service ☐ New operation
 ☐ Increased safety ☐ Improve procedures, records, etc.
- 14. Number of Similar Items in Inventory:** 0

- 15. Estimated Use of Requested Item(s):**
- | | |
|-----------|----------------------------|
| <u>10</u> | Weeks per year |
| <u>1</u> | Average days per week |
| <u>24</u> | Average hours per day used |
| _____ | Useful life in years. |

16. Replaced Items:

	Make	Age	Costs from Prior Years		
			Maint. Cost	Breakdowns	Rental Cost

PART 4 - COMMENTS

- 17. CIP Committee Recommendation:**

- 18. Selectboard Recommendation:**

- 19. Finance Committee Recommendation:**

Please initial and return original to Selectboard's Office. Thank you.

Routing: CIPC ☐

Selectboard ☐

Finance Comm. ☐

GILL CAPITAL PROJECT REQUEST FORM

1. Date: 1/12/15

2. Dept, Board, Committee Proposing Article: Gill-Montague RSD

PART 1 - COMPLETE FOR ALL CAPITAL PROJECT REQUESTS

3. Project Title: Tractor Replacement

4. Project Description:

Replace 40 hp Utility Tractor with Loader

5. Proposed Wording of Article: To see if the Town shall vote to...

To see if the Town will approve purchase of a new 40 hp Utility Tractor with Loader to replace existing unit for the Gill-Montague Regional School District

6. Cost & Recommended Sources of Funding: (*Don't include interest costs/costs of borrowing.)

Budget FY

Total*

Recommended Sources of Funding

FY 16

\$49,500

Capital assessment split Montague & Gill

FY

FY

FY

FY

FY

FY

Six Year Total

After 6th Year

(If figures are adjusted for inflation, what % did you use?)

7. Departmental Priority: 2

8. Justification and Useful Life:

PARTS 2 & 3: RESERVE FOR CAPITAL PROJECTS DEFINED AS

"A PROJECT THAT HAS A VALUE OF \$10,000 OR MORE AND A USEFUL LIFE OF AT LEAST FIVE YEARS."

PART 2 - CAPITAL PROJECT (excluding equipment)

9. Project Location:

10. Purpose of Form: () Add a new item to the capital program () Modify a project already in the adopted program

11. Net Effects on Operating Costs (+ or -):

Direct Operating Cost	Indirect Operating Costs
Personnel - Number	Fringe benefits
Personnel - \$ Amount	General admin. costs
Purchase of services	Other
Materials & supplies	(b) Subtotal - Indirect
Equipment purchases	
Utilities	Total operating costs (a+b)
Other	(c) Debt service P & I
(a) Subtotal - Direct	Grand Total operating cost (a+b+c)

PART 3 - CAPITAL EQUIPMENT PURCHASE/RENTAL

12. Method of Acquisition (check appropriate): ☒ Purchase ☐ Rental
13. Purpose of Expenditure:
 (check all that are appropriate) ☐ Scheduled replacement ☒ Present equipment obsolete
 ☒ Replace worn-out equipment(☒ Reduce personnel time
 ☐ Expanded service ☐ New operation
 ☒ Increased safety ☐ Improve procedures, records, etc.
14. Number of Similar Items in Inventory: 1

- 15. Estimated Use of Requested Item(s):**
- | | | |
|-------|----|----------------------------|
| _____ | 40 | Weeks per year |
| _____ | 5 | Average days per week |
| _____ | 6 | Average hours per day used |
| _____ | 10 | Useful life in years. |

16. Replaced Items:

Item	Make	Age	Costs from Prior Years		
			Maint. Cost	Breakdowns	Rental Cost
850 Loader	2003 John Deer	12 years	\$3,000		

PART 4 - COMMENTS

- 17. CIP Committee Recommendation:**

- 18. Selectboard Recommendation:**

- 19. Finance Committee Recommendation:**

Please initial and return original to Selectboard's Office. Thank you.
Routing: CIPC ☐ Selectboard ☐ Finance Comm. ☐

GILL CAPITAL PROJECT REQUEST FORM

1. Date: 1/12/15

2. Dept, Board, Committee Proposing Article: Gill-Montague RSD

PART 1 - COMPLETE FOR ALL CAPITAL PROJECT REQUESTS

3. Project Title: One Ton Dump Truck

4. Project Description:

Replace existing one ton dump truck

5. Proposed Wording of Article: To see if the Town shall vote to...

To see if the Town will approve purchase of a new one ton dump truck to replace existing unit for the Gill-Montague Regional School District

6. Cost & Recommended Sources of Funding: (*Don't include interest costs/costs of borrowing.)

Budget FY	Total*	Recommended Sources of Funding
FY <u>16</u>	<u>\$48,000</u>	<u>Capital assessment split Montague & Gill</u>
FY _____	_____	_____
FY _____	_____	_____
FY _____	_____	_____
FY _____	_____	_____
FY _____	_____	_____
Six Year Total	_____	_____
After 6 th Year	_____	_____

(If figures are adjusted for inflation, what % did you use? _____)

7. Departmental Priority: 3

8. Justification and Useful Life:

**PARTS 2 & 3: RESERVE FOR CAPITAL PROJECTS DEFINED AS
"A PROJECT THAT HAS A VALUE OF \$10,000 OR MORE AND A USEFUL LIFE OF AT LEAST FIVE YEARS."**

PART 2 - CAPITAL PROJECT (excluding equipment)

9. Project Location:

10. Purpose of Form: () Add a new item to the capital program () Modify a project already in the adopted program

11. Net Effects on Operating Costs (+ or -):

<u>Direct Operating Cost</u>	<u>Indirect Operating Costs</u>
Personnel - Number	Fringe benefits
Personnel - \$ Amount	General admin. costs
Purchase of services	Other
Materials & supplies	(b) Subtotal - Indirect
Equipment purchases	
Utilities	Total operating costs (a+b)
Other	(c) Debt service P & I
(a) Subtotal - Direct	Grand Total operating cost (a+b+c)

PART 3 - CAPITAL EQUIPMENT PURCHASE/RENTAL

12. Method of Acquisition (check appropriate): ☒ Purchase ☐ Rental
13. Purpose of Expenditure:
 (check all that are appropriate) ☐ Scheduled replacement ☒ Present equipment obsolete
 ☒ Replace worn-out equipment ☐ Reduce personnel time
 ☐ Expanded service ☐ New operation
 ☐ Increased safety ☐ Improve procedures, records, etc.
14. Number of Similar Items in Inventory: 1

15. Estimated Use of Requested Item(s):
- | | |
|-----------|----------------------------|
| <u>52</u> | Weeks per year |
| <u>5</u> | Average days per week |
| <u>3</u> | Average hours per day used |
| <u>10</u> | Useful life in years. |

16. Replaced Items:

Item	Make	Age	Costs from Prior Years		
			Maint. Cost	Breakdowns	Rental Cost
Dump Truck	Ford F350	11 years	\$3,000	\$650	

PART 4 - COMMENTS

- 17. CIP Committee Recommendation:**

18. Selectboard Recommendation:

- 19. Finance Committee Recommendation:**