

TOWN OF GILL
M A S S A C H U S E T T S



www.gillmass.org

SELECTBOARD MEETING MINUTES
December 12, 2016

Called to Order: The meeting was called to order at 5:32 PM.

Members Present: John Ward, Randy Crochier, Greg Snedeker Members Absent: None
Others Present: Ray Purington, Administrative Assistant; Janet Masucci; Kent Alexander; Zak Farkes

Borrego Solar – Assignment of PILOT: Zak Farkes, Project Developer for Borrego Solar met with the Selectboard to discuss the Payment In Lieu Of Taxes (PILOT) agreement for Borrego’s solar installation on NMH property at 586 Main Road. Borrego would like the Town to give its consent to having the PILOT transferred (assigned) from 978 Solar Development LLC to Kearsarge Gill LLC. Kearsarge is Borrego’s financing partner, and is based in Waltham, Massachusetts. All provisions of the PILOT would remain the same. Ray reported that Town Counsel has reviewed the assignment document and found no issues or concerns.

Farkes stated that the NMH project is expected to be completely installed by January 8th, with interconnection to the electrical grid by March 2017. Farkes will send the Town a copy of the interconnection agreement for the project. He also asked that if the Town intends to seek the \$2,000 allowed by the PILOT for reimbursement of the Town’s expenses in negotiating the agreement, the request be made soon.

Greg made a motion, seconded by Randy, to authorize Ray to sign the document giving the Town’s consent to the assignment of the PILOT to Kearsarge Gill LLC. The vote was unanimous in the affirmative. The document was signed. Farkes left the meeting at 5:41 PM.

Riverside Sewer System Rate Hearing: The Selectboard reviewed an updated handout with a summary of expenses and revenues for the Riverside sewer system. Ray noted that after giving further consideration to the four rate increase scenarios he presented on November 14th, he concluded that “Scenario A”, which was a 3.6% increase, would not be adequate. In the updated handout, Scenario A was deleted and replaced with Scenario E, a 17% increase that matches the rate increase that Montague will be charging Gill for treatment of the sewage from the Riverside system.

There was a general discussion about reasons for increased costs to operative the Riverside system, including increases in sewage volumes and rate increases from Montague. Illegal sump pumps were also mentioned as contributing to the volume. The Selectboard expressed the importance of continuing to build a reserve fund for future repairs to the system. It was requested that in the Spring of 2017 another section of the sewer lines be checked with a camera for inflow and infiltration. An article about sewer rates will be included in the next issue of the Gill Newsletter, and will include a prominent mention of sump pumps and how they affect *everyone’s* sewer bill.

Bill Tomb and Lynda Hodsdon Mayo joined the meeting at 6:00 PM.

Randy made a motion, seconded by Greg, to adopt a new sewer rate of \$0.193/cu. ft. (Scenario E, 17%) effective with the bills to be issued in January 2017. It was explained that this action is needed to get ahead and hopefully stay ahead of the curve of rising costs and future repairs. The vote was unanimous in the affirmative.

Minutes: The minutes from 11/28/16 were not available.

Green Community Grant: All eight new storm windows have been installed at the Riverside Building, which completes the final project of the \$139,900 grant.

Sewer I&I Study: Nothing to report.

Gill Elementary Well: Ray reported that with help from the civil engineer, the application for an Underground Injection Control permit was filed online with the DEP. This permit is needed in order to install a leaching trench for the backwash from the treatment system. Questions about the DEP application forms for the treatment system and UV system are still awaiting a return phone call from DEP. Once answered, the engineer expects to be able to work with Ray to file those applications by the first week of January.

Mariamante Property/Community Solar: Nothing to report.

Annual Reports: Greg offered to proofread the reports from 2011, 2012, and 2013. The offer was eagerly and gratefully accepted!

FY17 Tax Rate Classification Hearing: At 6:05 PM the Selectboard and Board of Assessors held the tax rate classification hearing for FY17. Assessors Bill Tomb and Ray Purington, as well as Assessors' Clerk Lynda Hodsdon Mayo, were present for the Board of Assessors.

In his role as Chair of the Board of Assessors, Ray presented the Board's recommendations: that the Town again have a single tax rate with no discount for Open Space, no residential exemption, and no small commercial exemption. It was explained that the Town doesn't have enough commercial and industrial businesses to be able to use a split tax rate. While the Town has plenty of open spaces, property is not formally classified as "Open Space" and therefore no discount is allowed. Residential exemptions are intended for cities and towns with large numbers of second homes (mainly on Cape Cod).

The FY16 tax rate was \$16.95/thousand, and the FY17 rate is anticipated to be \$16.58/thousand. The average value of a single family home in Gill has increased slightly from \$194,461 to \$199,246. The annual property tax for a single family home will rise only \$8.55 to \$3,303.50 for FY17.

The overall taxable value of real estate and personal property in Gill increased by nearly 4%. Industrial property, namely FirstLight, increased by 16.6%, and personal property increased by 15%, driven largely by last year's upgrades to the high tension lines by New England Power. Residential property increased by 1.6% and commercial properties increased by 0.7%. This was a triennial revaluation year, which means the Department of Revenue gave extra close scrutiny to the methodology used by the Assessors to value property. Greg, a former assessor himself, complimented everyone on making it through what can be a time-consuming and difficult process.

The Selectboard was also notified that the excess levy capacity will be \$161,010.46, which represents the additional amount of taxes the Town can raise in future years and still be within the limits of Proposition 2 1/2.

Greg made a motion, seconded by Randy, to accept the Assessors' recommendations on the tax rate classifications. The vote was unanimous in the affirmative. The Selectboard signed the Department of Revenue's Form LA-5. The classification hearing was adjourned at 6:25 PM. The Board of Assessors' meeting was adjourned. Hodsdon Mayo and Tomb left the meeting.

Gill Elementary School Roof: The Selectboard reviewed a report from architect Brian DeVriese on the condition of the roof at the elementary school. (The report was labeled "draft", but no further revisions are expected.) The condition of the roof has not changed much from DeVriese's last inspection in 2012, and there are no known leaks. However, the roof is now 4 years older, and is at its expected service life. The Selectboard expressed an interest in pursuing a roof replacement project with the MSBA when the application period opens in January 2017. If the project is accepted and funded by the MSBA, work likely would not take place until the summer of 2019. The MSBA reimbursement rate is thought to be 76% for the GMRSD. It was discussed that the Town should investigate any added costs from doing the project with the MSBA, compared to doing it solely as a Town-funded project.

MIIA Grant Update: Ray reported that the Town was successful in its application for grant funding from MIIA, however, the application for cameras for the police cruisers was funded at \$5,000, not the \$10,000 requested, and that the project to update the Personnel Policies was not funded at all.

The Selectboard reviewed a memo from Police Sergeant Chris Redmond recommending that the \$5,000 grant be spent outfitting the newest police cruiser with a camera system. The cruiser has been delivered to the dealership near Boston, and is scheduled to have the accessory devices installed in January. There was discussion of the merits of installing the camera in the newest cruiser, which will be primarily used by the Sergeant, versus installing the camera in the oldest cruiser that is primarily used by part-time officers.

All three Selectmen remembered liking that the original \$22,000 quote for the complete camera system included functionality to automatically download camera data to a storage device without any officer intervention. Sergeant

Redmond could not attend tonight's meeting, but has offered to attend the next meeting on December 27th to answer any questions and to discuss needs for cameras within the Police Station.

Greg made a motion, seconded by Randy, to approve ordering the grant-funded camera for installation in the newest cruiser, so long as the order can be canceled at minimal cost to the Town if the plan changes based on discussion at the 12/27 meeting. The vote was unanimous in the affirmative.

Green Community Grant Final Report: Ray presented the final report for the Green Community Grant, and noted his thanks and appreciation for the hard work of all the members of the Energy Commission: Claire Chang (Chair), Tupper Brown, Janet Masucci, Vicky Jenkins, Alden Booth, and Andy Cole, as well as former member Pam Lester. The Selectboard also noted their thanks to the Energy Commission, and expressed congratulations to the Town for the many energy and financial benefits that have resulted from this grant.

Randy made a motion, seconded by Greg, to approve, accept, and submit the Green Community Grant Final Report. The vote was unanimously and enthusiastically in the affirmative.

Highway Department Vacation Request: The Selectboard approved by consensus a request from the Highway Department to take vacation time during the three work days between Christmas and New Year's. The request noted that the employees will be available should there be bad weather.

Highway Department On Call Snow Plow Drivers: A couple of prospective applicants have stepped forward to be on-call snow plow drivers, but no appointments are ready now. In light of the recent onset of winter weather, Randy made a motion, seconded by Greg, to authorize Ray to make temporary appointments to the position, subject to approval by the Selectboard at their next meeting. The vote was unanimous in the affirmative.

Clerical Assistant: Ray reported that Nathaniel Hussey was interviewed and offered the position of Clerical Assistant. Greg made a motion, seconded by Randy, to approve the hiring of Nathaniel Hussey. The vote was unanimous in the affirmative.

2017 Liquor License Renewals: Randy disclosed that he is a member of the Turners Falls Schuetzen Verein, and would recuse himself from any discussion and vote on that license. Ray reported that all five licensees are in good standing, and their licenses are ready for renewal. Randy made a motion, seconded by Greg, to renew for 2017 the liquor licenses of the Oak Ridge Golf Club, Gill Tavern, Wagon Wheel, and Spirit Shoppe. The vote was unanimous in the affirmative. Greg made a motion, seconded by John, to renew for 2017 the liquor license of the Turners Falls Schuetzen Verein. The vote was 2-0 in the affirmative, with Randy abstaining from the vote.

Capital Improvement Project Ideas: The Selectboard discussed possible capital projects for the coming year. They identified the Elementary School roof, the Elementary School well/water treatment system, and the wheelchair ramp at the Riverside Building as top priorities. It was suggested that for the ramp, an aluminum ramp be explored in addition to getting estimates to replace the current wooden ramp.

It was decided that the 12/27 meeting will start at 6:00 PM.

Kent Alexander left the meeting at 7:13 PM.

Warrant: The Selectboard reviewed and signed the FY 2017 warrant #12.

The meeting adjourned at 7:45 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.

Approved on 12/27/2016. Signed copy on file.

Randy Crochier, Selectboard Clerk

November 14, 2016

Town of Gill
Attn: Selectboard
Gill Town Hall
325 Main Road
Gill, MA 01354

Re: Notice of Assignment of Interest in Payment in Lieu of Taxes Under M.G.L. c. 38H(b)

Town of Gill Selectboard:

Reference is made to the Agreement for Payment in Lieu of Taxes Under M.G.L. c. 38H(b) (“PILOT”) by and between the Town of Gill (“the Town”) and 978 Solar Development, LLC (“Assignor”) dated June 28, 2016 relating to the solar PV electric generating facility located at 586 Main Road in Gill (the “Facility”).

Reference is also made to the assignment agreement (“Assignment Agreement”) by and between Kearsarge Gill LLC (“Assignee”) and Assignor dated November 14, 2016 relating to the Facility.

This letter (“Consent”) is intended as notice to the Town that Assignor wishes to assign all of its right, title, and interest in and to the PILOT to Assignee (“Assignment”). Assignor and Assignee are requesting that the Town consent to the Assignment in accordance with Section 6 of the PILOT and, as such, Assignor and Assignee each hereby represent and warrant to the Town that, by virtue of the Assignment Agreement, Assignee has accepted and acquired Assignor’s full right, title and interest in and to the PILOT. Assignee hereby unconditionally covenants and agrees with the Town, without any exception, including, without limitation, any exception for any contrary terms in the Assignment Agreement or any limitations as between Assignee and Assignor, (i) that it has assumed, and shall observe and perform, all of Assignor’s obligations, covenants and duties, and fully discharge all of Assignor’s liabilities, under the PILOT in accordance with the terms thereof, and (ii) to be bound by all of the terms and conditions of the PILOT, as it may be amended from time to time.

Assignor and Assignee acknowledge and agree that neither the Assignment Agreement, nor this Consent, creates any obligations or liabilities on the part of the Town, nor does the Assignment Agreement or this Consent amend, waive, modify or alter the PILOT or any of the Town’s rights thereunder. Assignor and Assignee further agree that neither the Assignment Agreement nor this Consent shall be deemed to constitute a novation.

Notwithstanding any agreements to the contrary between Assignor and Assignee, including, without limitation, the Assignment Agreement, Assignee understands and agrees that as between the Town and Assignee the assignment and assumption and the performance of Assignee’s obligations under the PILOT all shall be governed by and construed in accordance with

the laws of The Commonwealth of Massachusetts. Assignor and Assignee hereby request that any written notice, demand, or request required or authorized in connection with the PILOT be sent to the Assignee at Kearsarge Gill LLC, c/o Kearsarge Energy, 480 Pleasant Street, Suite B110, Watertown, MA 02472.

[signatures on the following pages]

Each of Assignor and Assignee represent and warrant that the officer signing on its behalf is duly authorized to bind it to the representations, warranties, covenants, and agreements made herein.

Agreed and accepted by Assignor this November 14, 2016.

978 SOLAR DEVELOPMENT, LLC
ASSIGNOR

By: Borrego Solar Systems, Inc., its sole member

By: _____
Name: Brendan Neagle
Title: COO

Agreed and accepted by Assignee this November 14, 2016.

KEARSARGE GILL LLC
ASSIGNEE

By: Andrew Bernstein
Its: Manager

Based upon the above representations, covenants, and agreements made by Assignee and Assignor, the Town hereby consents to the assignment of the PILOT as contemplated herein this _____, 20____.

TOWN OF GILL

By:
Its:

12/12/16 Sewer Rate Proposal

Information on Proposed Sewer Rate Increase

Dec 12, 2016

Expense Summary

	FY17	FY16	FY15	FY14	FY13	FY12	FY11	FY10	FY09
Category	Budgeted	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Alarm Services	280	264	264	258	252	252	246	240	240
Bill Printing	565	556	553	552	552	553	551	543	543
Dues	112	112	112	112	-	-	-	-	-
Electric	1,500	1,314	1,413	1,192	1,109	1,239	1,317	1,407	1,710
Inspections/Calibrations	685	-	100	685	100	569	569	70	1,003
I&I Work & Smoke Test	2,500	-	-	2,485	-	-	-	-	-
Maintenance	5,000	4,231	6,704	3,045	3,674	1,224	130	-	2,897
Mileage	1,200	1,027	1,076	1,038	1,127	1,249	1,046	1,080	1,349
Mowing	450	330	320	350	335	440	275	290	100
Other/Supplies	200	923	-	-	803	-	26	480	296
Payroll	11,803	10,688	11,456	11,110	9,303	9,998	9,162	10,774	9,767
Postage	350	59	-	32	-	-	-	110	-
Sewage Disposal	67,700	59,422	50,625	61,643	59,053	63,897	52,029	47,070	42,470
Telephone	240	227	225	222	225	213	222	176	170
Expenses grand total	92,585	79,152	72,848	82,724	76,534	79,633	65,573	62,240	60,544

Omnibus Budget Voted	92,585	87,865	87,865	79,230	79,042	67,740	66,166	66,047	51,916
Extra Voted to Budget		-	-	3,500	-	12,000	-	-	11,000
Budget minus Expenses		8,713	15,017	6	2,508	107	593	3,806	2,371

	Average								
% expenses - Sewage Disposal	75%	75%	69%	75%	77%	80%	79%	76%	70%
% all other expenses	25%	25%	31%	25%	23%	20%	21%	24%	30%
total all other expenses		19,730	22,222	21,081	17,480	15,736	13,544	15,170	18,074
incr all other expenses/prior yr	2.2%	-11.2%	5.4%	20.6%	11.1%	16.2%	-10.7%	-16.1%	

36-month total gallons sent to Montague	28,717,600	average yearly non-disposal expenses (last 3 years)	21,011
average gallons for 12 months	9,572,533	average increase to non-disposal expenses (last 3)	5%
estimated disposal cost - old rate \$6.33/1000	\$ 60,594	(A) average yearly non-disposal expenses plus 5%	22,062
(B) estimated disposal cost - NEW rate \$7.41	\$ 70,932	budgeted for non-disposal expenses	24,885
budgeted for disposal	\$ 67,700		
expected shortfall	\$ 3,232	non-disposal costs (average) (A)	\$ 22,062
		estimated disposal costs (new rate) (B)	\$ 70,932
		contingency for nonpayments & build reserves	\$ 10,000
		total to bill	\$ 102,994

Revenue Summary

There are currently 115 sewer accounts.

Current Rate	0.165 \$/cubic foot (adopted for bills in Dec 2015)
less 10% discount	0.0165 (all customers receive the discount)
Effective Rate	0.1485

Sewer Commitments - aka Invoices to Users

Period	FY17	FY16	FY15	FY14	FY13	FY12	FY11	FY10	FY09
		93,303.22	86,514.47	85,216.25	73,688.53	\$ 49,266	\$ 51,262	\$ 52,310	\$ 57,168

Current Projected Revenue

RWD Water Use (current average)	13,078 gal/day	(average of last 8 quarters)
equals	4,773,470 gal/year	
equals	638,165 cu ft/year	
x current Effective Rate	0.1485 \$/cu ft	
Total Invoiced to Sewer Users	\$ 94,768	

12/12/16 Sewer Rate Proposal

Proposed Projected Revenue - FULL YEAR

Scenario B			Scenario C		
Possible New Rate (+6.1%)	0.175	\$/cu ft	Possible New Rate (+9.1%)	0.180	\$/cu ft
Possible Effective Rate	0.1575	\$/cu ft	Possible Effective Rate	0.1620	\$/cu ft
Estim. Total Full Year	\$ 100,511		Estim. Total Full Year	\$ 103,383	
Scenario D			Scenario E		
Possible New Rate (+13.9%)	0.188	\$/cu ft	Possible New Rate (+17%)	0.193	\$/cu ft
Possible Effective Rate	0.1692	\$/cu ft	Possible Effective Rate	0.1737	\$/cu ft
Estim. Total Full Year	\$ 107,978		Estim. Total Full Year	\$ 110,849	

FY17 Proposed Projected Revenue - Sept. bill @ Old Rate, Jan/Apr bills @ New Rate

Bill Date	Scenario B			Scenario C		
	Avg Cu. Ft	Disc. Rate	Bill Total \$	Avg Cu. Ft	Disc. Rate	Bill Total \$
Sept '16 - Actual			\$ 24,916			\$ 24,916
Jan '17 (4-month bill - use 1.33 times avg last 2 Dec bills)	214,615	0.1575	\$ 33,802	214,615	0.162	\$ 34,768
Apr '17 (avg last 2 Mar bills)	143,950	0.1575	\$ 22,672	143,950	0.162	\$ 23,320
Jul '17 (avg last 2 Jun bills) - won't be received until FY18)			\$ -			\$ -
			\$ 81,390			\$ 83,003
Bill Date	Scenario D			Scenario E		
	Avg Cu. Ft	Disc. Rate	Bill Total \$	Avg Cu. Ft	Disc. Rate	Bill Total \$
Sept '16 - Actual			\$ 24,916			\$ 24,916
Jan '17 (4-month bill - use 1.33 times avg last 2 Dec bills)	214,615	0.1692	\$ 36,313	214,615	0.1737	\$ 37,279
Apr '17 (avg last 2 Mar bills)	143,950	0.1692	\$ 24,356	143,950	0.1737	\$ 25,004
Jul '17 (avg last 2 Jun bills) - won't be received until FY18)			\$ -			\$ -
			\$ 85,585			\$ 87,198

Impact on Average Sewer User

	Cubic Feet	Discounted Rate	Billed Amount	Amount Over Current	% Over Current	Scenario
Current Avg. Quarterly Amount (last 8 quarters)	1396	0.1485	\$ 207			
Current Avg. Annual Amount (last 8 quarters)	5583	0.1485	\$ 829			
Possible Avg. Quarterly Amount	1396	0.1575	\$ 220	\$ 12.56		
Possible Avg. Annual Amount	5583	0.1575	\$ 879	\$ 50.25	6.1%	B
Possible Avg. Quarterly Amount	1396	0.162	\$ 226	\$ 18.85		
Possible Avg. Annual Amount	5583	0.162	\$ 904	\$ 75.37	9.1%	C
Possible Avg. Quarterly Amount	1396	0.1692	\$ 236	\$ 28.90		
Possible Avg. Annual Amount	5583	0.1692	\$ 945	\$ 115.57	13.9%	D
Possible Avg. Quarterly Amount	1396	0.1737	\$ 242	\$ 35.18		
Possible Avg. Annual Amount	5583	0.1737	\$ 970	\$ 140.69	17.0%	E

Sewer Fund Balances

	FY17	FY16	FY15	FY14	FY13	FY12	FY11	FY10	FY09
Starting Balance	78,330.04	51,007.40	47,215.67	75,623.82	57,467.72	89,251.00	99,559.18	100,773.71	107,797.54
minus Transfer to Omnibus	53,720.00	49,000.00	49,000.00	45,000.00	45,000.00	67,600.09	66,165.55	66,046.70	51,355.00
minus Extra to Omnibus		-	-	-	-	12,000.00	-	-	11,000.00
plus Actual/Estimated Receipts	TBD	91,457.41	91,656.73	84,675.85	63,156.10	47,816.81	55,857.37	64,832.17	55,331.17
plus Transfer from Free Cash		15,017.20							
plus Unspent from Omnibus		8,713.03							
minus Reserved from Receipts	38,865.00	38,865.00	38,865.00	68,084.00	-	-	-	-	-
Ending Balance	TBD	78,330.04	51,007.40	47,215.67	75,623.82	57,467.72	89,251.00	99,559.18	100,773.71

Notes

= Higher than it should have been. \$34,042 of Reserved from Receipts wasn't transferred to General Fund until following fiscal year.

= Lower than it should be. Special Town Meeting vote is needed to transfer \$15,017 (unspent from FY15 sewer budget) from Free Cash back into Sewer Fund.

	FY16	FY16	FY15	FY14	FY13	FY12	FY11	FY10	FY09
Ending Balance after adjusting for two "Notes" boxes		78,330.04	66,024.40	47,215.67	41,581.82	57,467.72	89,251.00	99,559.18	100,773.71

TOWN OF GILL
FY2017 Classification Hearing

	<u>2017</u>	<u>2016</u>
Total Taxable Valuation.....Real Estate	\$141,745,289.00	\$137,574,058.00
Personal Property	\$ 11,227,120.00	\$ 9,762,550.00
Total of Personal and Real Estate	\$152,972,409.00	\$147,336,608.00

The Assessors attest that on Tuesday, December 6, 2016 notice was printed in the Greenfield Recorder that this Classification Hearing would be held with the Gill Select Board Meeting at the Gill Town Hall at 6:00 p.m. on December 12, 2016.

Levy.....	$\frac{(A \times 1000)}{152,972,409.00}$	= Tax Rate	A: Previous Levy Limit	= 2,513,285
			Amended 2016 Growth	= 167
			2.5	= 62,836
			Override	=
			New Growth	= <u>71,810</u>
			New Levy Limit	2,648,098
				+ 49,195 Debt Exclusion
				<u>2,697,293</u>
			<u>Minus Excess Levy</u>	<u>161,010.46</u>
			Actual Levy	2,536,282.54

Actual Levy=2,536,282.54

$$\frac{2,536,282.54 \times 1000}{152,972,409} = 16.58 \text{ Tax Rate using Actual Levy}$$

Board of Assessors recommends voting residential factor of 1 which results in a single tax rate.

Motion for vote:

Adopt residential factor of 1, which results in a single tax rate.

Motion for a Negative vote on adoption of:

Open Space Discount

Explanation ---- Do not have open space

Residential Exemption

Explanation ---used in resort communities with large Second Home Population

Total New Growth valuation equals...4,236.570 Tax Levy Growth=\$71,810 /16.95 (FY2016 Tax Rate)

$$\frac{87,468,905 \text{ (101 total value)}}{439 \text{ (# of 101's (Home sites))}} = 199,246 \text{ (Average 101 Value)}$$

$$\frac{199,246 \times 16.58 \text{ (2017 Est. Tax Rate)}}{1000} = \$3,303.50 \text{ (Est. Average Actual Tax)}$$

\$ 8.55 over FY2016 (Est. Average Actual Tax)

*Attached LA-4, LA-4 Comparison and New Growth Summary

CLASSIFICATION TAX ALLOCATION

Fiscal Year 2017

1. The selected Residential Factor is 1.000000

If you desire each class to maintain 100% of its full values tax share, indicate a residential factor of "1" and go to question 3.

2. In computing your residential factor, was a discount granted to Open Space?

Yes No

If Yes, what is the percentage discount? 0

3. Was a residential exemption adopted?

Yes No

If Yes, please complete the following:

<u>Class 1 Total Assessed Value</u>	=	<u>115,086,930</u>	X	<u>0</u>	=	<u>0</u>
Class 1 Total Parcel Count *		0		Selected Res. Exemption %		Residential Exemption

* Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Net value to be exempted 0

4. Was a small commercial exemption adopted?

Yes No

% Selected 0

If Yes, please complete the following:

No. of parcels eligible	<u>0</u>
Total value of parcels	<u>0</u>
Total value to be exempted	<u>0</u>

5. The following information was derived from the LA-7. Please indicate in column D percentages (accurate to 4 digits to the right of the decimal point) which result from your selected residential factor. (If a residential factor of "1" has been selected, you may leave Column D blank.)

A Class	B Certified Full and Fair Cash Value Assessments	C Percentage Full Value Shares of Total Tax Levy	D New Percentage Shares of Total Tax Levy
Residential	115,086,930.00	75.2338%	75.2338%
Open Space	0.00	0.0000%	0.0000%
Commercial	10,659,759.00	6.9684%	6.9684%
Industrial	15,998,600.00	10.4585%	10.4585%
Personal Property	11,227,120.00	7.3393%	7.3393%
TOTALS	152,972,409.00	100.0000%	100.0000%

NOTE : The information is preliminary and is subject to change.

CLASSIFICATION TAX ALLOCATION

Fiscal Year 2017

6. Notice was given to taxpayers on 12/06/2016 (date), (time), at (place), by legal ad in The Recorder newspaper (describe type of notice) that a public hearing on the issue of adopting the tax levy percentages for fiscal year 2017 would be held on 12/12/2016 (meeting date).

7. We hereby attest that on 12/12/2016 (date), 6:00 PM (time), at the Gill Town Hall (place) in a public hearing on the issue of adopting the percentages for fiscal year 2017, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives, and that the percentages set forth above were duly adopted in public session on 12/12/2016 (date).

8. The LA-5 excess capacity for the current fiscal year is calculated as 161,010.46

The LA-5 excess capacity for the prior fiscal year is calculated as 76,629.49

For cities : City Councilors, Aldermen, Mayor

For towns : Board of Selectmen

For districts : Prudential Committee or Commissioners

Signatures

No signatures to display.

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2016
Fiscal Year 2017

Property Type	Parcel Count		Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101		439	87,468,905				
102		16	2,879,200				
MISC 103,109		24	3,069,700				
104		19	3,543,800				
105		9	1,969,600				
111-125		2	582,000				
130-32,106		128	4,731,900				
200-231		0		0			
300-393		39			7,620,700		
400-442		38				1,202,200	
450-452		1				14,717,900	
CH 61 LAND	14	24		0	158,547		
CH 61A LAND	18	32		0	652,210		
CH 61B LAND	8	10		0	391,257		
012-043		16	10,841,825	0	1,837,045	78,500	
501		53					286,650
502		18					924,840
503		0					0
504		2					9,205,690
505		1					422,200
506		0					0
508		2					132,640
550-552		1					255,100
TOTALS		914	115,086,930	0	10,659,759	15,998,600	11,227,120
Real and Personal Property Total Value							152,972,409
Exempt Parcel Count & Value						52	67,490,900

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

Signatures
<p>Board of Assessors</p> <p>Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 11/28/2016 1:15 PM</p> <p>Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file. (Ray Purington)</p> <p>Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 11/28/2016 1:18 PM</p> <p>Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file (Nancy Griswold)</p> <p>Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 11/28/2016 1:16 PM</p> <p>Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file. (Bill Tomb)</p>

Comments
Submitted on behalf of the Board of Assessors

NOTE : The information was Approved on 11/29/2016

LA4 Comparison Report - Fiscal Year 2017

Final Certification Granted on: 11/29/2016

Small PP Exemption: 0
 Billing Cycle: Permanent-SemiAnnually
 Chapter 653: No

Certification Year: 2017
 BLA Advisor: Ryan Johnson

Property Type	Description	FY 2016 Parcel Count		FY 2016 Assessed Value		FY 2017 Parcel Count		FY 2017 Assessed Value		Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
101	Single Family	439	85,368,520	439	87,468,905	0	2,100,385	2.5%					
102	Condominiums	16	2,587,200	16	2,879,200	0	292,000	11.3%					
MISC 103,109	Miscellaneous Residential	25	3,198,900	24	3,069,700	-1	-129,200	-4.0%					
104	Two - Family	19	3,566,000	19	3,543,800	0	-22,200	-0.6%					
105	Three - Family	8	1,658,000	9	1,969,600	1	311,600	18.8%					
111-125	Apartment	2	540,700	2	582,000	0	41,300	7.6%					
130-32,106	Vacant / Accessory Land	129	5,304,700	128	4,731,900	-1	-572,800	-10.8%					
200-231	Open Space	0	0	0	0	0	0						
300-393	Commercial	40	7,891,100	39	7,620,700	-1	-270,400	-3.4%					
400-442	Industrial	38	13,653,100	38	1,202,200	0	-12,450,900	-91.2%					
450-452	Industrial Power Plant	0	0	1	14,717,900	1	14,717,900	100.0%					
CH 61 LAND	Forest	0	46	151,177	14	24	158,547	-8	-17.4%	7,370	4.9%		
CH 61A LAND	Agriculture	0	58	540,652	18	32	652,210	-8	-13.8%	111,558	20.6%		
CH 61B LAND	Recreational	0	20	349,619	8	10	391,257	-2	-10.0%	41,638	11.9%		
012-043	Multi-use - Residential	4	11,037,896	16	10,841,825	12	300.0%	-196,071	-1.8%				
012-043	Multi-use - Open Space	0	0	0	0	0	0						
012-043	Multi-use - Commercial	0	1,656,294	0	1,837,045	0	180,751	10.9%					
012-043	Multi-use - Industrial	0	70,200	0	78,500	0	8,300	11.8%					
501	Individuals / Partnerships / Associations / Trusts / LLC	56	306,800	53	286,650	-3	-20,150	-6.6%					
502	Corporations	19	910,360	18	924,840	-1	14,480	1.6%					
503	Manufacturing	0	0	0	0	0	0						
504	Public Utilities	3	7,895,620	2	9,205,690	-1	-33.3%	1,310,070	16.6%				
505	Centrally Valued Telephone	1	479,200	1	422,200	0	-57,000	-11.9%					
506	Centrally Valued Pipelines	0	0	0	0	0	0						
508	Wireless Telephone	2	170,570	2	132,640	0	-37,930	-22.2%					
550-552	Electric Generating Plant	0	0	1	255,100	1	255,100	100.0%					
EXEMPT VALUE	Exempt Property	0	65,367,500	52	67,490,900	52	100.0%	2,123,400	3.2%				

LA4 Comparison Report - Fiscal Year 2017

Final Certification Granted on: 11/29/2016

Small PP Exemption: 0
 Billing Cycle: Permanent-SemiAnnually
 Chapter 653: No

Certification Year: 2017
 BLA Advisor: Ryan Johnson

Property Type	Description	FY 2016 Parcel Count	FY 2016 Assessed Value	FY 2017 Parcel Count	FY 2017 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
Total Class 1	TOTAL RESIDENTIAL	642	113,261,916	653	115,086,930	11	1.7%	1,825,014	1.6%
Total Class 2	TOTAL OPEN SPACE	0	0	0	0	0		0	
Total Class 3	TOTAL COMMERCIAL	164	10,588,842	145	10,659,759	-19	-11.6%	70,917	0.7%
Total Class 4	TOTAL INDUSTRIAL	38	13,723,300	39	15,998,600	1	2.6%	2,275,300	16.6%
Total Class 5	TOTAL PERSONAL PROPERTY	81	9,762,550	77	11,227,120	-4	-4.9%	1,464,570	15.0%
Total Taxable	TOTAL REAL & PERSONAL	925	147,336,608	914	152,972,409	-11	-1.2%	5,635,801	3.8%

LA4 Reviewer: Ryan Johnson

Approval Date: 11/29/2016

Edits :

Comments

Submitted on behalf of the Board of Assessors

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2017

Property Class	(A)PFY LA4 Values	Omitted and Revised No.	(B) Omitted and Revised Values	Abatement No.	(C) Abatement Values	Other Adjustment No.	(D) Other Adjustment Values	(E) Adjusted Value Base
RESIDENTIAL								
SINGLE FAMILY (101)	85,368,520	1	9,900	1	5,300	5	-315,500	85,057,620
CONDOMINIUM (102)	2,587,200	0	0	0	0	0	0	2,587,200
TWO & THREE FAMILY (104 & 105)	5,224,000	0	0	0	0	1	159,100	5,383,100
MULTI - FAMILY (111-125)	540,700	0	0	0	0	0	0	540,700
VACANT LAND (130-132 & 106)	5,304,700	0	0	1	229,300	3	131,800	5,207,200
ALL OTHERS (103, 109, 012-018)	14,236,796	0	0	0	0	1	-1,300	14,235,496
TOTAL RESIDENTIAL	113,261,916	1	9,900	2	234,600	10	-25,900	113,011,316
OPEN SPACE	0	0	0	0	0	0	0	0
OPEN SPACE - CHAPTER 61, 61A, 61B	0	0	0	0	0	0	0	0
TOTAL OPEN SPACE	0	0	0	0	0	0	0	0
COMMERCIAL	9,547,394	0	0	0	0	0	0	9,547,394
COMMERCIAL - CHAPTER 61, 61A, 61B	1,041,448	0	0	0	0	0	0	1,041,448
TOTAL COMMERCIAL	10,588,842	0	0	0	0	0	0	10,588,842
INDUSTRIAL	13,723,300	0	0	0	0	0	0	13,723,300
PERSONAL PROPERTY	9,762,550	0	0					
TOTAL REAL & PERSONAL	147,336,608	1	9,900					

NOTE : The information was Approved on 11/29/2016

LA13 Tax Base Levy Growth
Retain documentation for 5 years in case of DOR audit - Fiscal Year 2017

Property Class	Reval Perct	(F) + or - Reval Adj Values	(G) Total Adjusted Value Base	(H) CFY LA4	(I) New Growth Valuation	(J) PY Tax Rate	(K) Tax Levy Growth
RESIDENTIAL							
SINGLE FAMILY (101)	0.00900	765,385	85,823,005	87,468,905	1,645,900		
CONDOMINIUM (102)	0.03220	83,300	2,670,500	2,879,200	208,700		
TWO & THREE FAMILY (104 & 105)	-0.00175	-9,400	5,373,700	5,513,400	139,700		
MULTI - FAMILY (111-125)	0.07638	41,300	582,000	582,000	0		
VACANT LAND (130-132 & 106)	-0.09385	-488,700	4,718,500	4,731,900	13,400		
ALL OTHERS (103, 109, 012-018)	-0.03452	-491,471	13,744,025	13,911,525	167,500		
TOTAL RESIDENTIAL	-0.00088	-99,586	112,911,730	115,086,930	2,175,200	16.95	36,870
OPEN SPACE	0.00000	0	0	0	0		
OPEN SPACE - CHAPTER 61, 61A, 61B	0.00000	0	0	0	0		
TOTAL OPEN SPACE	0.00000	0	0	0	0	0.00	0
COMMERCIAL	-0.01611	-153,849	9,393,545	9,457,745	64,200		
COMMERCIAL - CHAPTER 61, 61A, 61B	0.15418	160,566	1,202,014	1,202,014	0		
TOTAL COMMERCIAL	0.00063	6,717	10,595,559	10,659,759	64,200	16.95	1,088
INDUSTRIAL	0.16580	2,275,300	15,998,600	15,998,600	0	16.95	0
PERSONAL PROPERTY				11,227,120	1,997,170	16.95	33,852
TOTAL REAL & PERSONAL				152,972,409	4,236,570		71,810

Community Comments:

Signatures

Board of Assessors

Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 | 11/28/2016 1:21 PM

Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file. (Ray Purington)

Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 | 11/28/2016 1:22 PM

Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file. (Nancy Griswold)

Lynda Hodsdon Mayo, Assessors Clerk , Gill , assessors@gillmass.org 413-863-0138 | 11/28/2016 1:23 PM

Comment: Submitted by authorization of the Board of Assessors. Signed copies are on file. (Bill Tomb)

NOTE : The information was Approved on 11/29/2016

LA13 Tax Base Levy Growth - Fiscal Year 2017

Small PP Exemption 0
Billing Cycle Permanent-SemiAnnually
Chapter 653 No
Certification Year 2017
BLA / BOA Advisors Ryan Johnson / Henry Williams

Class	FY 2017 Growth	3 Year Avg. Growth	FY 2017 / Avg Growth Factor
Residential & Open Space	2,175,200	539,133	4.03
Commercial & Industrial	64,200	1,367	46.98
Personal Property	1,997,170	1,774,470	1.13
Totals	4,236,570	2,314,970	1.83

Total Growth as a % of Total Value = 2.77%

Residential	
Average FY 2017 101 Value	199,246
Change in 101 Parcel Counts	0
Estimated Growth - New Homes	0

FY 2017 - FY 2016 Changes	Commercial 300's Only	Industrial 400's Only	Personal Prop 500's
Parcel Change	-1	1	-4
Value Change	-270,400	2,267,000	1,464,570
New Growth	64,200	0	1,997,170
DOR Utility Growth			0

LA13 Edits	Rev & Omit	Abatements	Adjustments
Res % of FY 2017 Base	0.01%	0.21%	-0.02%
Com % of FY 2017 Base	0.00%	0.00%	0.00%
Ind % of FY 2017 Base	0.00%	0.00%	0.00%

Growth Reviewer Ryan Johnson

Approval Date 11/29/2016
LA-13 Levy Amount \$71,810.00
LA-13A Levy Amount \$167.00

Comments
No comments to display.

December 7, 2016

(DRAFT)

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

Evaluation of Gill Elementary School Roof 2016

A site review of the roof at the school was conducted on the morning of Tuesday November 22nd. The condition of the shingles seems much the same as in 2012. Some shingles have been replaced in a few places but overall the appearance is good. The moss and lichen continue to loosen the mineral surface from the shingle tabs in a number of places. This accelerates the deterioration and shortens the expected life of the roof. There are a few feet of cap shingles that have blown off the ridge vent on the northwest gable end of the roof. These need to be replaced to avoid leaks from windblown rain or melting snow. The custodian is not aware of any active leaks. It seems that there is no urgency to replacing the roof however it is at its expected service life (20-25 years) and will have to be replaced within the next few years. The existing shingles will need to be stripped off to allow for installation of flashings and underlayments and to avoid imposing an additional dead load to the structure. Stripping allows inspection of the condition of the roof sheathing and will insure a longer life for the new shingles. If a metal roof is an option the existing roof will need to be stripped to avoid adding dead load to a roof that was designed when the code required design snow and wind loads were less than they are in the newer editions of the building code.

I have included below the original review of the roof excerpted from the 2012 study of town building roofs. Most of the observations and comments remain relevant. (Photos not included).

1. Gill Elementary School – Photo GS-1

The School is roofed in 3 tab asphalt shingles. According to Town records, the original part of the school was reroofed in 1994 and the addition roof dates back to 1986. The life expectancy is about 20 years for asphalt shingles which means the original building would be due for replacement in 2014 and the addition is overdue by 6 years. Photo GS-2 shows the metal expansion joint between the addition and the original school building. It is hard to notice much difference between the shingles other than there is more moss or lichen growing on the older roof. Photo #GS-3 shows the damage the plant growth does to the mineral surface of the shingles. The roots loosen the aggregate as you can see from the difference in color on the shingle tab. In general the shingles seem to be in fairly good condition. There are some missing ridge cap

shingles that have blown off of the ridge vent and need replacing. (See photo #GS-4). There are a few shingles here and there that have blown off or are loose especially at the sides of the dormers. All of the flashings seem to be in good shape. According to the custodian Bob Flaherty, there have been no leaks this year. Apparently leaks have occurred when there have been ice dams at the eaves in past years.

Recommendations:

This roof might be the third priority for replacement.

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

Replacement/Maintenance

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

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

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

Replacement date: 2014 - see comments on condition

Alternative roof systems:

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

Cost: \$650-1000/square

A complete estimate would include stripping, disposal, flashing, underlayments, ice and water barrier sheet, shingles or metal roofing, general conditions, overhead & profit, insurance, bonds and contingency.

We will be submitting a quote for developing a detailed cost estimate in the MSBA format that could be used in an application for an MSBA renovation grant.

Sincerely,

Brian De Vriese AIA

Ray Purrington/Gill Selectboard

From: Sgt. Redmond <sgt@gillmass.org>
Sent: Thursday, December 08, 2016 7:29 PM
To: Ray Purrington
Subject: Watchguard Cruiser Video Camera - MIIA Grant

Greetings,

In light of the information from MIIA regarding the awarding of \$5,000 grant funds toward the purchase of a cruiser video camera system, I would like to recommend that those funds be used to equip the new cruiser which is currently scheduled to be equipped in January. This grant funding will allow for at least one stand alone unit, until we decide how to proceed with the rest of the program. Having the camera system installed in the newest vehicle, while it is having other equipment installed, seems to make the most sense. In addition, MHQ the vehicle upfitter doing the installation work on the new cruiser, is also a distributor for the Watchguard Camera system, and is contracted by Watchguard for vehicle installations.

I have spoken with MHQ, and they are willing/able to install the camera, and invoice us separately for this work for the grant payment. If we wait and proceed at a later time, it will entail driving two vehicles to Marlborough, leaving one there while the camera is installed, taking it out of service during this process. We would then have to return to pick up the vehicle at completion.

Having the camera installed now, should not effect any future decisions regarding the camera funding, since this system can work as a stand alone unit, until we decide how to proceed further.

Thoughts?

Chris

--

Sgt. Christopher J. Redmond
Gill MA Police Department
#196B Main Road
Gill MA 01354

sgt@gillmass.org Email
(413) 863-9398 Station
(413) 863-0157 Fax
(413) 625-8200 Dispatch
www.gillmass.org Website
www.facebook.com/gillpolice "Like" us on Facebook

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7924 / Virus Database: 4664/13563 - Release Date: 12/09/16

Green Community Grant Final Report for the Town of Gill

Introduction:

The Gill Energy Commission is made up of volunteers from the Town of Gill. We are a small but committed group who rely heavily on the terrific work of Ray Purington, Gill's Administrative Assistant. The Commission members include Claire Chang, chair; Allen Tupper Brown, Janet Masucci, Alden Booth, Andy Cole, and Vicky Jenkins. Pam Lester was also active in our work before she retired. We meet monthly, and we have all taken part in the brainstorming of ideas, distribution of projects, and support of each other during the moments of frustration and celebration. We are indebted to the many people in the local community who have volunteered their time and expertise to make these projects come to life.

Projects:

- 1. Bike racks were installed at the Town Hall, Gill Elementary, Slate Library, Public Safety Complex, Riverside Municipal Building - Total Cost: \$2,202.75 Amount covered by GC grant: \$2,202.75**

The Energy Commission wanted to encourage our residents to reduce their carbon footprint by riding their bicycles more frequently. Providing bike racks would encourage people to ride to the various municipal buildings to take care of town business, such as voting at the Safety Complex, attending Selectboard and committee meetings at Town Hall, for teachers, students and parents using or visiting the Gill Elementary school, going to the Library, and visiting the Riverside Municipal Building. In addition, students at the Four Winds School located at the Riverside Municipal building and neighborhood children using the basketball courts and fields there could ride their bikes and safely secure them. We also hoped to put Gill on the map with a bike trail to showcase our beautiful town and nature trails. Having bikes racks would encourage this. Tourists or residents could secure their bikes at the town hall and have a drink or a meal at the Gill Tavern across the street. Making the bike racks visible and bright red at town buildings would send a message that we are a bicycle friendly town. Seeing bikes at the racks would stimulate interest in riding. Our local Gill business, Green River Powersports, helped out by accepting delivery, and storing the racks until the highway department could pick them up. The highway department dug holes, poured concrete and installed the bike racks at the four municipal buildings. One nice summer day, the three Selectmen rode their bikes to our Selectboard meeting and parked them at the bike rack in solidarity to our mission to reduce carbon emissions. All applicable procurement laws and methods were followed.



2. Anti Idling Device on newest police cruiser at the Public Safety Complex

Total Cost: \$555 Amount covered by GC grant: \$555

We investigated the various manufacturers and models available in 2013 for anti idling devices in the town police cruisers. The Town of Truro was very helpful with their previous experience installing them in their police cruisers. They had a dramatic decrease in the amount of gasoline fuel used, since they have a significant amount of time idling at the side of the road monitoring traffic speeds. It would have been more useful to have a log of fuel used in the particular vehicle the anti idling device was installed in, but for reasons beyond our control, we were not able to access this data. At the time of the purchase of the new 2013 police cruiser, the device was installed. It cost \$555. All of this was paid by the Green Communities Designation grant. No other sources were considered. We were hoping to install more devices into other police cruisers and possibly the Fire Department van, but this was not able to be accomplished. For future anti idling devices, we would certainly want to track the fuel consumption prior to installation and then after installation. And determine if the devices were being useful and being operated in a way to reduce fuel consumption. All applicable procurement laws and methods were followed.

3. Energy Saving Campaign in the Town of Gill

Total Cost: \$6,189.59 Amount covered by GC grant: \$6,189.59

In April of 2013 we kicked off a campaign to encourage Gill residents to reduce their energy use by 13% in 2013. We organized an Energy Fair at Gill Town Hall with exhibitors and three presentations in addition to door prizes and snacks.

Amy Donovan from the Franklin County Solid Waste District discussed recycling with a PowerPoint presentation of where our waste goes and how it gets recycled. John Walsh discussed program available from the state, energy audits and weatherization. Laura Biddulph came from Center for Ecological Technology and explained Building Science and the best ways to economically and efficiently weatherize your home. The three presenters were videotaped and the program was broadcast on community TV. There were other exhibitors with sustainability tips, most notably a display by the Gill Elementary school about the composting project that the 5th and 6th graders are still implementing at the school lunches. There were home cleaners who used safe

non toxic cleaning methods, a worm farmer, and a professional engineer. We promoted our energy saving campaign with lawn signs and offered free lawn signs to anyone who signed our pledge, and passed out information about many ways to conserve energy. We started a Gill Energy Commission Facebook page to keep locals informed about our Energy Fair and our subsequent workshops. We promoted the Fair with press releases in the Greenfield Recorder, the Montague Reporter, Green Energy Times, the Gill newsletter and we advertised on the local Town Bulletin Boards and posted posters in Gill and surrounding towns. We followed up on the Energy fair by offering 21 free workshops that were well attended by grateful people from Massachusetts, New Hampshire and Vermont. 19 of the workshops were funded by the Green Community grants. Some of the workshop topics: Solar hot water, solar hot air, building a winsert, energy efficient cooking, composting, backyard goats and chickens, root cellars, rain barrels, weatherization, and deep energy retrofitting of an antique house. We promoted the workshops with press releases and posters as with the energy fair but our email list got so big with return attendees that workshops started filling up from just our email announcements. We used a poster inserted into the body of the email to announce our workshops and most recipients registered through email. Two of the condensed video versions of the workshops won 2nd and 3rd prize in a Film Festival about sustainability last year, two others were submitted previous years and another one is being submitted for this year, totaling 6 submitted videos. We were just starting out when we organized the Energy Fair and it wasn't as well attended as we hoped. If we had started our promotion earlier it might have helped, but as our committee progressed, the teamwork and efficiency improved and we got better at targeting the best person for the job. We also got better at promoting and networking to get the word out about the workshops. All applicable procurement laws and methods were followed.

Energy Efficient Cooking
 Learn basic cooking techniques using a solar cooker, induction burners, and wood stove.

Review basic energy saving techniques of washing dishes and general cleaning and organizing as you cook.

Learn rules and techniques of basic sautés, soups, sauces, grilling, and low temp "slow cooking", especially when cooking meats.

FREE WORKSHOP

Class size limited. You must register to receive directions.

December 12, 2015 9 - Noon
 INSTRUCTORS, ALDEN BOOTH AND LISSA GREENOUGH
Sponsored by the Gill Energy Commission

To register contact Janet Masucci at (413) 863-8694 or email jmasucci@msn.com

4. Supplemental Energy Audit (to ASHRAI Level II regs) to investigate applicability and energy savings of heat pump systems at Town Hall, Riverside Municipal Building, Slate Library

Total Cost: \$6,210.00 Amount covered by GC grant: \$6,210.00

Bart Bales of Bales Energy was contracted for an ASHRAE level II energy audit to determine the feasibility of installing mini split heat pumps at Riverside Municipal Building, Slate Library and Town Hall. We received the

study in 2014 for all three buildings. The study determined the ability of mini splits to meet the heating and cooling loads for each building separately. Bates covered different models available at the time and how they would be installed and operated. Based on this evaluation, we were able to convince the Selectboard of the virtue of reducing fossil fuel use in the Riverside building especially in light of a rapidly failing oil boiler and encroaching winter temperatures. All applicable procurement laws and methods were followed.

5. Attic insulation and Weatherization at Town Hall

Total Cost: \$13,623.00 Amount covered by GC grant: \$13,623.00

Based on the Ashrae level II energy audit conducted by Bart Bales, the Gill Energy Commission determined that insulating and air sealing the Town Hall would reduce the energy use for heating and cooling and provide increased comfort from drafts. The audit detailed what measures we should be looking for a contractor to provide including beefing up the rafters and ceiling of the second floor of Town Hall. With responses from the RFP, we were able to select Energia to complete the installation of insulation and air sealing measures. They were very professional and clean in their activities, and the next winter was much warmer in all offices at Town Hall. Mass Energy Insight enables us to track the energy usage at Town Hall. The Town Hall used 259 fewer gallons in 14/15 than in 13/14. From a total energy used standpoint, in FY14, the Town Hall used 187 MMBTU. In FY15, it was only 149. And in FY16, it went down to 125 MMBTU. All three MMBTU numbers are weather normalized. All applicable procurement laws and methods were followed.

6. Attic insulation and Weatherization at Riverside Municipal Building

Total Cost: \$18,968.70 Amount covered by GC grant: \$18,968.70

Based on the Ashrae level II energy audit conducted by Bart Bales, the Gill Energy Commission determined that insulating and air sealing the Riverside Municipal Building would reduce the energy use for heating and cooling and provide increased comfort from drafts. The audit detailed what measures we should be looking for a contractor to provide including insulation in the ceiling and walls. With responses from the RFP, we were able to select Energia to complete the installation of insulation and air sealing measures. They were very professional and clean in their activities. A local private school rents space in the Riverside building, and Energia worked around the school schedule for installation. The next winter was much warmer in the Riverside Building for the Four Winds School. Mass Energy Insight enables us to track the energy usage at Riverside Municipal Building. The building used 849 fewer gallons in 14/15 than in 13/14. From a total energy used standpoint, in FY14, the Riverside used 304 MMBTU, in FY15, it was only 194, and in FY16, with the mini splits, it went down to 49 MMBTU! All three MMBTU numbers are weather normalized. All applicable procurement laws and methods were followed.

7. Geothermal Feasibility Study at Town Hall

Total Cost: \$1,420.00 Amount covered by GC grant: \$1,420.00

Bart Bales of Bales Energy was contracted to complete a geothermal feasibility study in 2014 for the Town Hall building in Gill, MA. He was asked to evaluate the possibility of geothermal heating and cooling for all 3 floors of the Town Hall, which is mainly occupied by the town offices and a large meeting room. This was mainly a study to determine if it was possible to install geothermal and what size would be needed to meet the then current heating and cooling load of the building.

Bart Bales supplied a report for our use, but it was a very simple analysis which said it was possible to install geothermal to heat and cool the town hall, but didn't go into the actual design or installation details. As the technology has improved and costs have changed, we are not able to take full advantage of the study for a current installation of geothermal at the Town Hall building. All applicable procurement laws and methods were followed.

8. Town-wide Conversion of Streetlights to LED

Total Cost: \$30,056.70 **Amount covered by GC grant:** \$22,756.70 **Utility Incentives:** \$7,300.00

All 44 of Gill's sodium street lights were replaced with LED fixtures, as were 4 sodium floodlights at the Town Hall, public works building, and one roadside location. This involved, in each case, the removal of the existing fixture and replacement with a LED fixture and solenoid. The overall process began with research by the Gill Energy Commission to determine the specific LED fixtures that would be purchased and their source, an estimate of total cost, and negotiation with the Town of Amherst for removal of the existing fixtures and installation of the new fixtures. On behalf of the Town the Energy Commission then negotiated an agreement with Eversource Energy governing the terms of the changeover and the cost to the Town of purchasing the old fixtures and the arms (and one pole) on which the fixtures are mounted. The Town's Selectboard then voted approval of the transaction, after which the installation process commenced and was completed. The Energy Commission began investigating the installation of LED streetlights in approximately July 2014. The purchase of new LEDs was approved by the Selectboard June 29, 2015. The Purchase & Sale, List of Facilities, License Agreement, and Appendix were executed with Eversource as of September 3, 2015, and installation of the new LED fixtures occurred in late September and early October, 2015. This project was essentially very simple in terms of the physical work of changing out 48 sodium lamps with LED replacements. Our experience, however, was that the technology was more complicated than expected (size and color of LED lamps, competing designs and structures, accessories, etc.) and the negotiation of an agreement with Eversource was more difficult than we had imagined. In the end the experience of other towns proved very helpful, and so the lesson learned was to seek out and rely on that experience at the earliest possible stage. Public support was essential in furtherance of this very public project, and in fact the residents were very supportive. We fielded a number of inquiries as to how the new lights might affect specific residents, especially in the more populated neighborhoods, and that permitted us to make a few adjustments to fit the desires of those residents. The project and the grant were publicized in the Town newsletter. All applicable procurement laws and methods were followed.

9. Installation of Air Source Heat Pumps at Riverside Municipal Building

Total Cost: \$57,800.00 **Amount covered by GC grant:** \$55,843.00 **Incentives:** \$1,957.00 by Eversource

In early January 2015, after completion of the insulation and weatherization at the Riverside Municipal Building, we began the next step to update the heating system. The plan was to give up steam heat from an old oil burning boiler in favor of air source heat pumps, also known as mini splits. We wasted a lot of time trying to get an RFP. We contacted a variety of engineers, met with a few, and even went so far as to discuss one quote with the Selectboard. After talking with Kim Kiernan from Eversource, we were informed that if we worked with one of their pre-approved contractors then we wouldn't need an RFP. Saving this step allowed the project to move forward. By July 2015 we had received a contract from John Gates HVAC, who had recently become an approved contractor for Eversource. The work was largely completed in August 2015 and finished by the end of the year. All applicable procurement laws and methods were followed.



10. Window Inserts installed at Slate Library

Total Cost: \$4,518.20 Amount covered by GC grant: \$4,518.20

In 2015 we researched the viability of installing interior windows at Slate Library in order to reduce the amount of winter heat loss and cold drafts coming through the old single pane windows. We were pleased to discover Indow Windows in Portland, OR that make high quality window inserts, called Indows. We worked with one of their east coast distributors, Farnum Insulators, to look at samples, get quotes and discuss our options. We also did further research to see what else of an equal or better quality might be available and came up with no other products within that price range. Impressed by the cost, looks, quality, and proven effectiveness of the inserts we decided to have their Commercial Grade Indows installed at Slate Library. Once ordered there was a 6 to 8 week manufacturing and shipping timeline but we were pleased to still get them installed in February before the heating season ended in the spring of 2016. The librarian, Trustees of the Library, and patrons have noticed the improved warmth and comfort of the library. We look forward to comparing the fuel usage for the full winter this year (when Indows will have been in place for the entire heating season) compared to the fuel use of the library over the past few years. All applicable procurement laws and methods were followed.



11. Installation of Electric Water Heater at Town Hall -

Total Cost: \$1,190.00 Amount covered by GC grant: \$1,190.00

We installed a point-of-use electric mini-tank water heater in the Town Hall, as was recommended in the 2014 Bales Energy Audit (pages 4-5, 10, and 22). The water heater will supply the two bathroom sinks and the kitchenette sink and will be used from late-spring until early-fall. This will allow us to turn off the oil-fired boiler during that period. The water heater is a Bosch Tronic 3000T ES8, the current equivalent of the model suggested in the Bales Energy Audit. The water heater and related plumbing cost \$765, and the electrical work was \$425. The budget for this project is \$1,200. The Bales Energy Audit estimated new electricity usage of 470 KWH associated with the new electric water heater. Corresponding oil savings was not broken out, as the water heater was envisioned as part of a larger boiler replacement project. However, from oil delivery records we can estimate the amount of heating oil used for summertime hot water. In 2010, the oil tank was filled on June 16th, and the next delivery on October 25th was for 82 gallons. In 2011, the oil tank was filled on June 29th, and the next delivery on September 20th was for 38 gallons. In 2012, the oil tank was filled on May 24th, and the next delivery on September 27th was for 66 gallons. (End of season and beginning of season deliveries in 2013-2015 happened too early & late, and would have reflected oil used for building heat as well.) An average of those three years is 62 gallons. A side benefit will be some possible savings in summertime cooling costs. Not having a hot boiler room in the basement should mean a little less air conditioning needed in the first floor offices and meeting areas. All applicable procurement laws and methods were followed.



12. Window Restoration and Installation of Storm Windows at Riverside Municipal Building

Total Cost: \$6,380.00 Amount covered by GC grant: \$6,380.00

The Riverside Municipal Building has two rooms that are rented to a local private school. Each classroom has 4 double hung windows that are 84" by 48". The Energy Commission wanted to replace the windows, but after much discussion we felt that it was important to try and conserve these wonderful windows. Our thoughts were confirmed by the Gill Historical Commission that is also housed in the Riverside building. While they had no funds to contribute to the job, they expressed their desire to have the windows be restored. On February 1, 2016 we contracted with D. Hayward Restoration of Greenfield, MA. Don Hayward came and looked at the windows and stated that the windows were "solid and well-made but in need of maintenance, weather stripping and mechanical elements in order to bring them back to full functionality. Windows of this vintage are among some of the best made. The production and assembly were fine-tuned and they benefit from the tight grained old growth wood that was still available. These windows once restored or regularly maintained have an unlimited service life." Unfortunately Don, a master craftsman, felt that he could only do 2 windows each summer. Any more than that would require him to hire help, and he felt that the nature of these windows required someone with extensive experience which is very difficult to find. After much consideration the Energy Commission decided that we could restore 2 windows a summer - 1 from each classroom. This will allow the teachers to have one good window to open and close easily. On June 27 Don got all his paperwork completed with the Town, he selected the windows that needed the most work, removed them from the frame, covered the space with plastic under the storm window, and took them back to his workshop to do the work. Some challenges arose. On July 8 Don contacted us to say that the lower sash on one window had a quarter inch bow in it from top to bottom which if not fixed the window will not operate correctly even after restoration. So we said to fix it. In order for Don to make a new stile (side of the window) he had to have a cutter made at a cost of \$100, and then charged for the material and labor to mill it up. Don also suggested that the storm windows be replaced, and he suggested Harvey Tru Channel storms. In late April he met with the representative from Harvey to get a quote, 8 storms were ordered for the classroom window buildings, the rest of the building is not used as much so those storms remain), and on July 22 the storms were delivered to Riverside. The final reinstallation of the windows occurred on September 18, and the teachers are thrilled with

the ease with which they open and close. Given that it is a south facing building with direct sunlight, it is very nice that they can now open the window to let in fresh air when the passive solar gets too warm instead of closing the heavy blinds. All applicable procurement laws and methods were followed.



Gill Highway Dept.

Date: December 07, 2016

Memorandum:

Dear: Selectboard

On behalf of the Highway Dept Crew, I am asking for your support on our Annual Request that has been done for several years now. We are requesting that the Board grant us permission to close the highway dept for the following dates on the week between Christmas and New Years.

December 27,28,29. So that we may be able to spend time with our families, we would be using vacation time for these dates, But as always we will be in should we get bad weather .

Thank you for your consideration .

Respectfully,

Mick.

