



SELECTBOARD AGENDA & MEETING NOTICE

June 22, 2020

Location: Teleconference - access info in the agenda

***Indicates item added after the 48 hour posting

bold underlined time = invited guest or advertised hearing
(all other times are approximate)

This meeting is being conducted remotely by all participants due to the State of Emergency related to COVID-19 and under the “Order Suspending Certain Provisions of the Open Meeting, G.L. c. 30A, §20” issued by Governor Baker on 3/12/20. FreeConferenceCall.com is being utilized for the teleconference. It is audio only. Anyone wishing to participate may call 712-775-7031 and then enter the Access Code of 883-045-865. The toll-free number is 844-800-5000 – the Town is charged by the minute per caller, so please use this only when necessary.

5:30 PM Call to Order (If the meeting is being videotaped, announce that fact. If remote participation will occur, announce member & reason, & need for roll call voting)

Reorganization

- Election of Chair & Clerk
- Appoint Representative to Personnel Committee (currently Randy Crochier)
- Appoint Representative to FRCOG (currently Greg Snedeker)
- Appoint Representative to Franklin Regional Planning Board (currently John Ward, with Greg Snedeker as alternate)
- Appoint Representative to FRTA (currently Randy Crochier, and Ray as alternate)
- Appoint Representative to Machinery Advisory Committee (currently John Ward thru 6/30/20)
- Appoint Representative to Cable Advisory Committee (currently Greg Snedeker thru 6/30/20)
- Appoint Representative to Capital Improvement Planning Committee (currently Greg Snedeker thru 6/30/2020)

COVID-19 Topics

- Updates from weekly conference call with Gill’s Emergency Management Team
- Coronavirus Emergency Supplemental Funding Program for Local Municipal Police and Fire Departments – competitive grant of up to \$50,000 available from Mass. Executive Office of Public Safety and Security’s (EOPSS) – application deadline is July 10th.

Old Business

- Review of Minutes from 5/26 & 6/8

New Business

- Annual Appointments for FY21 (see attached list)
- IT Purchase Order – 1 monitor & 3 desktop computers (Highway, Tax Collector, Town Clerk) - \$1,742 from Amazon
- Shared Streets and Spaces Grant Program from MassDOT – FRCOG assisting with writing application for traffic calming measures on Main Road in Gill Center – reflectors, “Your Speed” signs, crossing markings, etc. – grant goal is for quickly implemented improvements in support of public health, safe mobility, and renewed commerce in communities.
- Cooperative Public Health Services request for CARES Act funds in FY21 – maximum of \$7,236 for 7/1 – 12/31

- FY21 “Monthly Budget” Details and Next Steps
- July 1st Changes to Gill Curbside Trash/Recycling – new hauler (Casella Waste Systems), new day (Thursdays), alternating weeks (trash every week, paper/cardboard alternates weeks with plastic/glass/metal)
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any

Warrants

FY20 # 26 – reviewed & signed by the Chair on 6/9; Payroll \$27,050.35, Vendors \$478,542.53

FY20 # 27 – to be reviewed & signed by the Chair and reported on at the next meeting

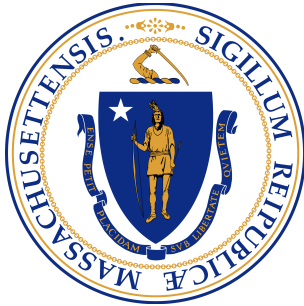
Adjournment

Other Invitations/Meetings:

Date	Time	Event	Location
7/6	5:30 PM	Selectboard meeting	TBD
7/20	5:30 PM	Selectboard meeting	TBD

Ray Purington/Gill Selectboard

From: Compact Connector Grant Alert <CompactConnector@mass.gov>
Sent: Thursday, June 18, 2020 2:59 PM
To: administrator@gillmass.org
Subject: Compact Connector Grant Alert



Community Compact Connector Grant Announcement: Executive Office Of Public Safety and Security

The **Executive Office of Public Safety and Security's Office of Grants and Research** (OGR) is pleased to announce approximately **\$4,000,000** in federal funds being made available from the **Coronavirus Emergency Supplemental Funding Program** recently received from the Bureau of Justice Assistance. This competitive grant opportunity is specifically designed to assist our local **Police and Fire Departments** in preventing, preparing for, and/or responding to the Coronavirus. A municipality that had not received a direct CESF award from BJA may solicit up to **\$50,000** in total funding to benefit their Police and/or Fire Department needs.

Key Dates

Application Posted: On or about Wednesday, June 17, 2020

Applications Due: Friday, July 10, 2020 by 4:00 pm.

Anticipated Award Announcements: On or about Monday, August 3, 2020

Anticipated Grant Award Period: September 1, 2020 -August 31, 2021

For additional information about this opportunity and to download all the forms necessary to apply [Click Here](#). If you have any immediate questions, please email Maria Soto-Santa, OGR Special Projects Coordinator at: Maria.Soto-

Santa@mass.gov

To stay informed regarding both existing and upcoming grant opportunities, please bookmark the [Community Compact Connector website](#).

This email was sent to administrator@gillmass.org

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Office of Governor Charlie Baker and Lt. Governor Karyn Polito · State House · 24 Beacon Street · Boston, MA 02133 · USA



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Selectboard Annual Appointments - effective July 1, 2020

to be voted June 22, 2020

FirstName	LastName	JobTitle	Cor	Address1	City	State	PostalCode	Length of Term	Term Expires
Ray	Purington	911 Coordinator		29 Atherton Road	Gill	MA	01354	one year	June 30, 2021
Doreen	Stevens	ADA Coordinator		57 North Cross Road	Gill	MA	01354	one year	June 30, 2021
John	Miner	Assistant Tree Warden	Hig	196C Main Road	Gill	MA	01354		June 30, 2021
Greg	Snedeker	Selectboard's Representative to the Cable Advisory Committee		26 Trenholm Way	Gill	MA	01354	one year	June 30, 2021
Charles	Garbiel	Cable Advisory Committee		42 Hoe Shop Road	Gill	MA	01354	one year	June 30, 2021
Tom	Hodak	Cable Advisory Committee		190 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Janet	Masucci	Cable Advisory Committee		64A French King Highway	Gill	MA	01354	one year	June 30, 2021
Greg	Snedeker	Selectboard's Representative to the Capital Improvement Planning Committee		26 Trenholm Way	Gill	MA	01354	three years	June 30, 2023
Amy	Gordon	Conservation Commission		8 Setback Lane	Gill	MA	01354	three years	June 30, 2023
Beverly	Demars	Council on Aging		34 Walnut Street	Gill	MA	01354	three years	June 30, 2023
Kathy	Augustine	Board of Registrars		124 North Cross Road	Gill	MA	01354	three years	June 30, 2023
Ella	Bathory-Peeler	Election Worker		47 Mount Hermon Road	Gill	MA	01354	one year	June 30, 2021
Megan	Bathory-Peeler	Election Worker		47 Mount Hermon Road	Gill	MA	01354	one year	June 30, 2021
Betsy	Burnham	Election Worker		95 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Helen	Chappell	Election Worker		14 Chappell Drive	Gill	MA	01354	one year	June 30, 2021
Alison	Crochier	Election Worker		22 Munns Ferry Road	Gill	MA	01354	one year	June 30, 2021
Edward	Golembeski	Election Warden		119 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Ellen	Hastings	Election Worker		243 Main Road	Gill	MA	01354	one year	June 30, 2021
Lynda	Hodsdon Mayo	Election Worker		114 Boyle Road	Gill	MA	01354	one year	June 30, 2021
Carole	Lafleur	Election Worker		19 Atherton Road	Gill	MA	01354	one year	June 30, 2021
Colleen	Lilly	Election Worker		292 Main Road	Gill	MA	01354	one year	June 30, 2021
Valerie	Magoon	Election Worker		184 Main Road	Gill	MA	01354	one year	June 30, 2021
Linda	Miner	Election Worker		21 Franklin Road	Gill	MA	01354	one year	June 30, 2021
Eileen	Palumbo	Election Worker		30 Center Road	Gill	MA	01354	one year	June 30, 2021
Lawrence	Palumbo	Election Worker		30 Center Road	Gill	MA	01354	one year	June 30, 2021
Robert	Perry	Election Constable		42 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Joan	Pillsbury	Election Worker		270 Mountain Road	Gill	MA	01354	one year	June 30, 2021
Gary	Stevens	Election Constable		57 North Cross Road	Gill	MA	01354	one year	June 30, 2021
Valeria	Smith	Election Worker		351 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Barbara	Watson	Election Worker		143 River Road	Gill	MA	01354	one year	June 30, 2021
Anne	Wiley	Election Worker		90 North Cross Road	Gill	MA	01354	one year	June 30, 2021
Gene	Beaubien	Emergency Management Director		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Alden	Booth	Energy Resources Commission		360 Main Road	Gill	MA	01354	three years	June 30, 2023
Claire	Chang	Energy Resources Commission		4 Grove Street	Gill	MA	01354	three years	June 30, 2023
Vicky	Jenkins	Energy Resources Commission		76 River Road	Gill	MA	01354	three years	June 30, 2023
Gene	Beaubien	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
William	Borcy	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Aaron	Budine	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021

Selectboard Annual Appointments - effective July 1, 2020

to be voted June 22, 2020

FirstName	LastName	JobTitle	Cor	Address1	City	State	PostalCode	Length of Term	Term Expires
Edward	Curtis	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Stuart	Elliott	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Andrew	Howell	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
William	Kimball	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Kane	Kurtyka	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Scott	Nicholas	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Greg	Parody	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Kaeden	Socquet	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Jonathan	Vega	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Mitchell	Waldron	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Daniel	Ware	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Shane	Wells	Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Karissa	Olson	Junior Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Jake	Whitney	Junior Firefighter		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Ray	Purington	Selectboard's Representative to the Franklin County Cooperative Inspection Program Advisory Board		Gill Town Hall	Gill	MA	01354	one year	June 30, 2021
Arthur	Cohen	Franklin County Solid Waste Management District Representative		9 Mt. Hermon Station Road	Northfield	MA	01360	one year	June 30, 2021
Ray	Purington	Alternate Designee to the Franklin Regional Transit Authority Advisory Board		325 Main Road	Gill	MA	01354	one year	June 30, 2021
Frank J.	Cutting	Fred Wells Trustee		81 Ben Hale Road	Gill	MA	01354	one year	June 30, 2021
Christopher	Redmond	Gill Police Chief		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Jason	Bassett	Gill Police Sergeant		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Robert	Hunter	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
William	Kimball	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Mark	Ruddock	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Nikol	Schreiver	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Mitchell	Waldron	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Alex	Wiltz	Gill Police Officer		Gill Police Department	Gill	MA	01354	one year	June 30, 2021
Christopher	Blair	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
Robert	Holst	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
Amanda	Flower	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
James	Loynd	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
Matthew	Morin	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
Adam	Paicos	Mutual Aid Police Officer	Erving	71 French King Hwy	Erving	MA	01344	one year	June 30, 2021
Robert	Leighton	Mutual Aid Police Officer	Northfield	69 Main Street	Northfield	MA	01360	one year	June 30, 2021
Alex	Pirozhkov	Mutual Aid Police Officer	Northfield	69 Main Street	Northfield	MA	01360	one year	June 30, 2021
Oleg	Cobileanschi	Mutual Aid Police Officer	Northfield	69 Main Street	Northfield	MA	01360	one year	June 30, 2021

Selectboard Annual Appointments - effective July 1, 2020

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FirstName	LastName	JobTitle	Cor	Address1	City	State	PostalCode	Length of Term	Term Expires
James	Palmeri	Mutual Aid Police Officer	Ber	256 South Street	Bernardston	MA	01337	one year	June 30, 2021
John	Richardson	Mutual Aid Police Officer	Ber	256 South Street	Bernardston	MA	01337	one year	June 30, 2021
Curtis	Weaver	Mutual Aid Police Officer	Ber	256 South Street	Bernardston	MA	01337	one year	June 30, 2021
Daniel	Miner	Mutual Aid Police Officer	Mor	180 Turnpike Road	Turners Falls	MA	01376	one year	June 30, 2021
Doug	Edson	Hazardous Waste Coordinator		364 Main Road	Gill	MA	01354	one year	June 30, 2021
Kit	Carpenter	Historical Commission		103 North Cross Road	Gill	MA	01354	three years	June 30, 2023
Fred	Chase II	Machinery Advisory Committee		278 French King Highway	Gill	MA	01354	one year	June 30, 2021
John	Ward	Selectboard's Representative to the Machinery Advisory Committee		4 Grove Street	Gill	MA	01354	one year	June 30, 2021
Daniel	Trenholm	Machinery Advisory Committee		13 Trenholm Way	Gill	MA	01354	one year	June 30, 2021
Gary	Bourbeau	Memorial Committee		91 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Merri	Bourbeau	Memorial Committee		91 West Gill Road	Gill	MA	01354	one year	June 30, 2021
Doug	Smith	Memorial Committee		39 Center Road	Gill	MA	01354	one year	June 30, 2021
Elaine	Smith	Memorial Committee		39 Center Road	Gill	MA	01354	one year	June 30, 2021
Anthony	Zager	Memorial Committee		65 River Road	Gill	MA	01354	one year	June 30, 2021
Susan	LaScala	Newsletter Editor		78 French King Highway	Gill	MA	01354	one year	June 30, 2021
Douglas	Smith	Planning Board		39 Center Road	Gill	MA	01354	three years	June 30, 2023
Jeffrey	Blomstedt	Planning Board		78 French King Highway	Gill	MA	01354	three years	June 30, 2023
Doreen	Stevens	Chief Records Access Officer		325 Main Road	Gill	MA	01354	one year	June 30, 2021
Ray	Purington	Records Access Officer		325 Main Road	Gill	MA	01354	one year	June 30, 2021
Gene	Beaubien	Records Access Officer		196A Main Road	Gill	MA	01354	one year	June 30, 2021
Chris	Redmond	Records Access Officer		196B Main Road	Gill	MA	01354	one year	June 30, 2021
John	Miner	Right to Know Officer		196C Main Road	Gill	MA	01354	one year	June 30, 2021
Donna	MacNicol	Town Counsel		P. O. Box 985	Greenfield	MA	01302-0005	one year	June 30, 2021
Steve	Baskowski	Town Forest Task Force		149 Main Road	Gill	MA	01354	one year	June 30, 2021
Donna	Bigelow	Town Forest Task Force		101 Hoe Shop Road	Gill	MA	01354	one year	June 30, 2021
Phil	Gilfeather-Girton	Town Forest Task Force		8 Meadow Street	Gill	MA	01354	one year	June 30, 2021
Amy	Gordon	Town Forest Task Force		8 Setback Lane	Gill	MA	01354	one year	June 30, 2021
Chris	Polatin	Town Forest Task Force		334 Mountain Road	Gill	MA	01354	one year	June 30, 2021
Paul	Sievert	Town Forest Task Force		269 Mountain Road	Gill	MA	01354	one year	June 30, 2021
Ken	Sprankle	Town Forest Task Force		84 Boyle Road	Gill	MA	01354	one year	June 30, 2021
Timothy	Niejadlik	Veterans' Services Officer	Upp	294 Main Street	Greenfield	MA	01301	one year	June 30, 2021
Michael	Hastings	Selectboard's Representative to the Upper Pioneer Valley Veterans' Services District Advisory Board		5 Cove View Lane	Gill	MA	01354	one year	June 30, 2021
		Veterans' Graves Officer			Gill	MA	01354	one year	June 30, 2021
Ray	Purington	Zoning Board of Appeals		29 Atherton Road	Gill	MA	01354	three years	June 30, 2023

Ray Purington/Gill Selectboard

From: Ray Purington/Gill Selectboard <administrator@gillmass.org>
Sent: Wednesday, June 17, 2020 3:27 PM
To: 'Ray Purington/Gill Selectboard'
Subject: FW: New MassDOT grant opportunity re: shared streets and spaces

From: Ray Purington/Gill Selectboard [mailto:administrator@gillmass.org]
Sent: Friday, June 12, 2020 3:02 PM
To: 'Randy Crochier' <hxydad77@yahoo.com>; 'Walker Widner' <walker.widner@gmail.com>; 'Gill Highway Dept' <highway@gillmass.org>; 'Chris Redmond' <chief@gillmass.org>; 'Greg Snedeker' <gksnedeker@gmail.com>; 'John R Ward' <johnward.ward54@gmail.com>
Subject: RE: New MassDOT grant opportunity re: shared streets and spaces

I remembered another idea we've talked about before – "Your Speed Is" devices located north of Lyons Hill Road and also near the entrance to the Center Cemetery.

On Thursday, June 11, 2020, 04:45:39 PM EDT, Ray Purington/Gill Selectboard <administrator@gillmass.org> wrote:

FYI. As I read it, this program could be used to fund removable, flexible centerline reflector posts or other traffic calming measures that could be installed on Main Road during the outdoor dining season. The program details are attached.

My thoughts so far:

1. If someone is able to help with doing the research and gathering the pricing/estimates, there is a better chance of this happening. I'm going to be up to my ears for the next couple of months dealing with budgets, town meeting, year-end, covid reimbursements, etc.
2. It might make sense to include technical assistance in the grant. Placement of the posts is somewhat straightforward in the area to the south/west of the Tavern, as long as we don't block turning into Tomasi's driveway. But north/east of the Tavern is more complicated, with turning in and out of the Library, the associated parking spaces, and River and Center Roads. Perhaps the FRCOG would have the expertise to assist.
3. I noticed a couple of large pieces of farm equipment drive by Town Hall on Tuesday. Given the location between the Zak Farm and their fields on River Road and further up Main Road, there seems like extra potential for the posts to get run over by wide-load equipment.
4. With a milling/paving project in the works this summer for Main Road between the Safety Complex and Town Hall, it's the perfect time for installing these posts to the south/west of the Tavern. Anything installed in front of the Library would need to be redone when that section is milled/paved.

Ray

From: Cohen, Elena (SEN) [<mailto:Elena.Cohen@masenate.gov>]
Sent: Thursday, June 11, 2020 2:26 PM
To: Cohen, Elena (SEN) <Elena.Cohen@masenate.gov>
Subject: New MassDOT grant opportunity re: shared streets and spaces

Good afternoon all,

Governor Baker just announced a new grant program through MassDOT focused on improvements to sidewalks, curbs, streets, parking spaces, and parking lots to "support public health, safe mobility and renewed commerce." Applications must be lead by municipalities. The grant opportunity opens on June 22 and will accept applications through September 27.

A press release is below and full information is available here: <https://www.mass.gov/shared-streets-and-spaces-grant-program>

Feel free to let me know if you have any questions, and if you plan on applying please do let me know so that Senator Comerford can send a letter of support on behalf of your application.

Warmly,

Elena

Elena Cohen

District Director

Office of Senator Jo Comerford

Hampshire, Franklin, Worcester District

413.367.4656

elena.cohen@masenate.gov

Pronouns: she/her/hers

www.SenatorJoComerford.org

For Immediate Release

June 11, 2020

MassDOT Announces Funding Program to help cities and towns create Shared Streets and Spaces

to support public health, safe mobility and renewed commerce

Program funds quick-build/quick-launch improvements to sidewalks, curbs, streets and parking spaces and lots

Partnership with the Barr Foundation will provide communities with technical assistance

BOSTON – The Massachusetts Department of Transportation (MassDOT), in partnership with the Barr Foundation, is announcing Shared Streets & Spaces, a funding program to provide technical and funding assistance to help Massachusetts cities and towns conceive, design and execute shared streets and spaces projects and engage their residents and businesses in that process. The quick-launch/quick-build grant program will provide grants as small as \$5,000 and as large as \$300,000 for municipalities to quickly launch or expand improvements to sidewalks, curbs, streets, on-street parking spaces and off-street parking lots in support of public health, safe mobility and renewed commerce in their communities. These improvements can be intentionally temporary, in the style of tactical urbanism, or can be pilots of potentially permanent changes to streets and sidewalks.

“This funding program will help cities and towns create safe spaces outside to help with physical-distancing as we reopen our economy and continue to fight the spread of COVID-19,” **said Governor Charlie Baker**. “The more we can do to increase shared spaces, the safer it will be to resume activities such as taking public transportation, going shopping and dining out.”

“Like Complete Streets, the Shared Streets & Spaces program will create safe ways for people to walk, bike, and use transit as they take advantage of reopening restaurants and retail locations in their communities,” **said Lt. Governor Karyn Polito**. “This program will quickly provide flexible funding that will allow communities to launch projects within weeks and see the benefits this summer and fall, whether nicer areas for outdoor dining or safe routes to school for students who may prefer to walk or bike when it’s time to return to classrooms.”

Types of projects may include:

- Shared Streets and Spaces: supporting increased rates of walking and/or biking by increasing safety and enabling social distancing
- Outdoor Dining and Commerce: calming roadways, modifying sidewalks and streets, and/or repurposing on- or off-street parking to better support curbside/sidewalk/street retail and dining
- Better Buses: supporting safer and more reliable bus transit, including expanded bus stops and lanes dedicated for bus travel, (extra scoring credit will be granted for dedicated bus lanes)
- Safe Routes to School: creating safe routes to schools (and childcare and programs for children and youth), including safer walking and biking networks with lowered vehicle speeds

Shared Streets & Spaces grants will be made expeditiously and on a rolling basis. Once awarded, funding will be made available as simply and quickly as possible so that projects can be built and used this summer and fall. MassDOT has allocated \$5 million for this 100-day program. Applications will be accepted from June 22 through September 29 and projects must be mostly or completely implemented by October 9. Although projects of all types and sizes are welcome and may be funded, preference will be given to projects that can be operational within 15-30 days of award, projects in designated Environmental Justice areas and projects that show strong potential to be made permanent.

“Streets and sidewalks, parking spaces and parking lots are public spaces that can be re-imagined and repurposed to serve as a key ingredient in the reopening and economic recovery process, as well as to help make our communities more resilient for the future.” **said Transportation Secretary and CEO Stephanie Pollack.** Secretary Pollack also thanked the Barr Foundation for partnering with MassDOT to provide technical assistance to cities and towns interested in experimenting with shared streets and spaces, adding, “We encourage every city and town to make use of this technical assistance and apply for funding. Somewhere in every community there is an opportunity to better share streets and sidewalks to make walking, biking and bus use safer and more socially distanced and to repurpose streets and parking to support ‘Main Street’ restaurants and retailers.”

“Now is the time to respond to our communities’ immediate needs in ways that make our streets and public spaces more accessible and equitable for people,” **said Mary Skelton Roberts, co-director of Climate at the Barr Foundation.** “We understand the urgency of the moment and the fact that we will need to rapidly create more space that allows physical distancing once we re-open large parts of the Commonwealth. Barr is pleased that we can help communities across Massachusetts get their projects implemented by this fall with the goal of opening street space for people to move around safely and for local business to benefit from the increased foot traffic. For us, this kind of partnership is ideal. It works for people, supports small businesses, and is good for the environment.”

The Shared Streets & Spaces emergency funding program is modeled after the Baker-Polito Administration’s Complete Streets Funding Program, created in February 2016, which, as of January 2020, had awarded a total \$46 million to cities and towns for municipal projects improving infrastructure to improve safety for pedestrians, bicyclists, motorists and public transportation customers. The Administration included \$20 million for the Complete Streets Program as part of the Administration’s \$18 billion transportation bond bill which was filed in July 2019.



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Shared Streets and Spaces A Quick-Launch/Quick-Build Grant Program for Cities and Towns

June 10, 2020

1. Program Overview

The COVID-19 pandemic has placed a premium on the need for expanded outdoor spaces for people walking, bicycling, and using bus transit to have safe and sufficient space to physically distance themselves from one another, as well as the need for dining and commerce to relocate outdoors to improve safety and confidence for customers wary of the coronavirus. Streets and sidewalks, parking spaces and lots are public spaces that – used safely and well – can be re-imagined and repurposed to serve as a key ingredient in the reopening and economic recovery process, as well as to help make our communities more resilient for the future.

Across Massachusetts, the United States, and the world, sidewalks, curbs, streets, and parking spaces and lots are being re-imagined in innovative ways to meet the need for safer and shared streets and spaces. **The Massachusetts Department of Transportation’s Shared Streets and Spaces quick-launch/quick-build grant program will provide grants as small as \$5,000 and as large as \$300,000 for cities and towns to quickly launch or expand improvements to sidewalks, curbs, streets, on-street parking spaces and off-street parking lots in support of public health, safe mobility, and renewed commerce in their communities.** These improvements can be intentionally temporary, in the style of tactical urbanism, or can be pilots of potentially permanent changes to streets and sidewalks.

Grants will be made expeditiously and on a rolling basis; once awarded, funding will be made available as simply and quickly as possible so that projects can be built and used this summer and fall. MassDOT has allocated \$5 million for this 100-day program: applications will be accepted from June 22 through September 27.

In partnership with the Barr Foundation, the program will also provide technical and other assistance to help Massachusetts cities and towns conceive, design, and execute shared streets and spaces projects and engage their residents and businesses in that process. Information on Shared Streets and Spaces grants and technical assistance, as well as a resource library about shared streets and spaces, can be found at <https://www.mass.gov/shared-streets-and-spaces-grant-program>. Every city and town in the Commonwealth is encouraged to access the resource library and make use of the technical assistance, and to apply for funding. Applying is simple and eligibility criteria are intentionally broad to encourage wide participation.

Proposed projects should advance one or more of the following goals:

- **Shared Streets and Spaces:** Supporting increased rates of walking and/or biking by increasing safety and enabling social distancing
- **Outdoor Dining and Commerce:** Calming roadways, modifying sidewalks and streets, and/or repurposing on- or off-street parking to better support curbside/sidewalk/street retail and dining
- **Better Buses:** Supporting safer and more reliable bus transit, including expanded bus stops and lanes dedicated for bus travel (extra scoring credit will be granted for dedicated bus lanes)

- **Safe Routes to School:** Creating safe routes to schools (and childcare and programs for children and youth), including safer walking and biking networks with lowered vehicle speeds

Although projects of all types and sizes are welcome and will be funded, preference will be given to the following types of projects:

- **Quick Launch/Quick Build:** projects that can be operational within 15-30 days of award
- **Equity:** projects in designated Environmental Justice areas
- **Pilots for Permanence:** projects that show strong potential to be made permanent

2. What Makes a Successful Project?

Successful projects will be those that can be implemented quickly, flexibly, at low cost, and without substantive reconstruction of roadways. Applicant municipalities are encouraged to consider the use of inexpensive and readily available materials, such as traffic cones, temporary plastic barriers, flexible delineators, planters, and temporary paint¹. Applicants should also consider how, if the project is successful, it could eventually be made permanent.

Eligible expenses can include, but are not limited to, the purchase of materials, labor to implement a project, and costs associated with operating a project. Reasonable costs to cover the time spent by municipal staff to implement a project will be considered sufficient local contribution. Following award of funding under this program, the applicant municipality and MassDOT will work together to define the precise scope of the project.

MassDOT is partnering with the Barr Foundation to provide technical assistance to cities and towns interested in applying for participation in this program. Barr funding will make resources available that municipalities can use for technical and engineering assistance at a time when municipal staff are managing a variety of critical issues. The Barr support will help cities and towns meet the accelerated timeframe of this program while ensuring responsible projects that serve residents, local businesses, and others, as well as adhere to safe physical distancing guidelines. This technical assistance is an available resource; using it is not a requirement to apply for the program.

Eligible project types include changes to streets, curbs, sidewalks, and/or parking (both on- and off-street); illustrative examples are provided below. Proposed projects can draw from any of the categories or individual elements identified here, or introduce alternative ideas. Applications will be scored based on the number of different project elements included, and the functionality, creativity, and capacity to advance the program goals of the overall proposal. Project elements suggested here can be relevant to multiple project types.

Proposals must include at least one project type and two elements listed below, but any additional elements – provided they together form a coherent whole – will garner extra points.

Project Types:

- **Shared Streets and Spaces:** Support for increased rates of walking and/or biking by increasing safety and enabling greater physical separation on re-imagined sidewalks, streets, and parking and/or travel lanes

¹ Materials purchased using funds from this program become the property of the municipality.

- Converted neighborhood streets for exclusive and/or shared use by people walking and/or biking
 - Expanded sidewalks
 - Safety, traffic calming, and speed reduction measures
 - Modified traffic signals to support safe walking and biking²
 - Protected bicycle lanes, bicycle parking, signage, pavement markings
 - Accessibility upgrades to curb-ramps, crosswalks, and/or related facilities
 - Contiguous walking and/or biking corridors among neighborhoods and/or destinations
- **Outdoor Dining and Commerce:** Safe and functional environments for curbside or sidewalk retail, dining, and civic programming
 - Repurposed and/or expanded portions of streets, curbs, and/or sidewalks to create more safe space for pedestrians, retail activity, dining, and community programming
 - Repurposed parking areas – on- and off-street – for walking, recreation, outdoor seating, retail and/or dining
 - **Better Buses:** Better facilities for bus transportation
 - Dedicated bus lanes (inclusion in any project results in extra credit in project scoring)
 - Transit signal priority
 - Bus stops and related facilities and infrastructure
 - **Safe Routes to School:** Creating safer routes and spaces for children and parents to walk or bicycle to school (and childcare and programs for children and youth), and for safe drop-off and pickup
 - Converted neighborhood streets for exclusive and/or shared use by people walking and/or biking
 - Signage, crosswalks
 - Delineated areas for safe child drop-off and pickup
 - **Innovation:** Any other project types not identified here that reimagine and repurposes streets, sidewalks, curbs, and parking areas for safer walking, biking, retail, dining, and/or other civic purposes will be considered.

Applications may not:

- Detour or suspend public transit service in the area of the proposed project
- Impede the use of travel routes by people with disabilities or violate the Americans with Disabilities Act or the requirements of the Massachusetts Architectural Access Board
- Repurpose parks or parkland for transportation purposes.

By and large, proposed projects should be implemented on roadways and/or other public infrastructure owned or controlled by the applicant municipality/municipalities. Nothing about this program will change the control or ownership of any municipal roadway. **MassDOT will consider the inclusion of roadways owned or controlled by MassDOT or by the Department of Conservation and Recreation, but applicants are**

² Changes to traffic signals require plans stamped by a registered Professional Engineer, usually a municipal staff member.

strongly encouraged to contact MassDOT in advance of submitting an application if a Commonwealth-owned/controlled roadway is part of a proposed project.

3. Program Details

- Successful applications will be ones that advance the following Program Goals:
 - To calm roadways, modify sidewalks and/or streets, and/or repurpose on- or off-street parking where needed to better support curbside/sidewalk/street retail and dining
 - To create safe connections to essential destinations and workplaces, including new and expanded facilities for bus transportation
 - To create safe, family-friendly neighborhood walking and biking networks that reduce crowding and provide opportunities for physical activity, including lowering vehicle speeds for safety
 - To create safe routes to schools and other facilities for children and youth, including walking and biking networks with lowered vehicle speeds
- Projects ranging in cost from \$5,000-\$300,000 will be considered, based on speed of implementation and project scope.
- Proposals will be accepted for 100 days on a rolling basis, beginning on June 22, 2020, and municipalities will be notified of funding decisions within 14 business days of the closest business day to proposal submission. MassDOT will continue to accept applications until Friday, September 27, 2020.
- Projects are expected to be mostly or completely implemented by Friday, October 9, 2020, and preference will be given to projects that can be operational within 15-30 days of award. MassDOT will also consider projects with longer time-horizons if they are exemplary and the applicants can justify the additional time needed for project development and implementation.
- Every application must be led by a municipality, which must control the roadway(s) and other infrastructure needed to implement the proposed project (see Page 3 for discussion of Commonwealth-owned roadways).
- No more than three proposals will be accepted with the same municipality as lead applicant. Proposals can include multiple contiguous projects, which will then be scored as a single proposal. Municipalities may sign on to the applications of other municipalities as supporters without limit.
- Municipalities may also work together to propose cross-municipality projects, provided one municipality acts as the lead applicant.
- Applicant municipalities must secure all necessary local approvals prior to funds being awarded under this program, including but not limited to sign-off on the proposal concept(s) by the relevant public safety entities.
- At the completion of a project, a report detailing the project, lessons learned, process of implementation, whether it met anticipated goals, whether it was widely used, whether there were

any safety concerns, public and business feedback received, and whether it will be made permanent (if not, why not?), along with photographs, should be submitted to MassDOT. MassDOT may work with municipalities to evaluate particular successes or lessons from the projects. Unless otherwise noted, final reports should be submitted by December 30, 2020.

- Municipalities are encouraged to work in partnership with other entities, such as local businesses, civic organizations, chambers of commerce, schools, camps, and other childcare or youth-oriented facilities, Transportation Management Associations, houses of worship, and community centers to develop and implement proposed projects.
- Applicant municipalities are encouraged to work with their local Regional Planning Agency and Regional Transit Authority in support of a proposed project.
- Project costs incurred prior to the issuance date of a Notice to Proceed given under this program will not be considered eligible expenses. Municipalities may apply for funding to augment projects currently underway, so long as the funding requested under this program supports the specific goals of this program and will not be used to fund the base, in-process project.
- All materials should be submitted to sharedstreets@dot.state.ma.us.

4. How to Apply

Proposals can be as short as a few pages and should be no more than ten written pages, and should include maps or illustrations of the project. Proposals should be signed by the Mayor, Town Administrator, Town Manager, or Chair of the Board of Selectman of the lead applicant municipality.

Proposals should include the following information:

- A project goal of 1-2 sentences
- Explanation of the benefits of the project and how it will meet the goals of this program
- A description of the project and the project location
 - GPS coordinates for the project location
- Confirmation of ownership/control of the relevant municipal infrastructure, as well as indication of whether any Commonwealth-owned infrastructure is integral to the proposed project
- Demonstration of compliance with safety and accessibility-related regulations (ADA and MAAB)
- Explanation of whether the project is intended to be temporary or to pilot a potentially permanent change (preference will be given to projects with the potential to be lasting)
- Description of the roles and responsibilities of the applicant(s)
- A project timeline, with milestones, and a project budget

5. Scoring Criteria

- Proposed project meets Program Goals (Page 5)
- Proposed project includes required Project Type(s) and Project Elements (Pages 2-3)
- Extra Credit for Quick Launch: Proposed project can be implemented within expeditiously (within 15 to 30 days)

- Extra Credit for Permanence: Proposed project shows strong potential to be made permanent
- Extra Credit for Equity: Proposed project is in a Census Block Group identified by the relevant Regional Planning Agency as an Environmental Justice area
- Extra Credit for Bus Lanes: Proposed project includes a dedicated bus lane

All questions should be sent to sharedstreets@dot.state.ma.us.

DRAFT

Ray Purington/Gill Selectboard

From: Phoebe Walker <Walker@frcog.org>
Sent: Monday, June 01, 2020 11:23 AM
Subject: CARES Act spending plans and health district COVID surge needs
Attachments: CARES Act CPHS.pdf

Hi, CPHS Town Administrators.

I am reaching out to ask you to include funding for CPHS to expand staffing in your FY21 CARES Act spending plan. As you know, the health district already set its annual budget and town assessments in January of 2020. Since then we have had to add significant staff capacity in both nursing and health agent time. While this work was initially supported by state COVID-19 emergency funds, those funds will run out by mid-summer, and health districts do not receive dedicated CARES Act funding, as they are assumed to be supported -- like all other municipal health departments -- through a municipality's CARES Act funds.

So far, our communities have done a great job of flattening the curve. In the 14 district towns we have had 51 cases of lab-confirmed COVID-19, and about 100 people who were exposed and have needed to quarantine. None of us knows what the future holds for the spread of the disease during the re-opening of the economy, but we need to be prepared for a second wave of infections as is being seen in other states and countries.

We see the need for three major functions to continue to support your communities over FY21 if the pandemic continues:

- a) **Public Health Nursing Surge Staffing:** Our current FY21 budget includes only Lisa as our one FT public health nurse. If we assume that there will be a major increase in incidence, we estimate needing up to another 1.5 FTEs of surge staffing until a vaccine becomes available. (We already have the equivalent of 1 FTE of nursing assistance now being funded by DPH emergency funds. This proposal increases staffing by another 0.5FTE.) These Public Health Surge Nurses will work on the following things for your town:
 - a. Contact Tracing (doing it and coordinating with the Community Tracing Collaborative on difficult/complicated cases)
 - b. Isolation and Quarantine (ditto)
 - c. Consulting on safe re-opening practices and infection control with schools, long term care, group homes, senior centers, etc.
 - d. Coordination with local hospital on discharges, testing, case reporting
 - e. Communication about cases with local boards of health and first responders
 - f. Data gathering and reporting functions in MAVEN and locally
 - g. Flu clinic implementation during a fall surge, which will require significant additional people involved with both planning and implementation due to need for physical distancing.

- b) **Health Agent Surge Staffing (for the health inspection towns in the district):** Again, assuming an increase in incidence, we estimate needing an additional .5 FTE beyond the currently budgeted district capacity. The anticipated additional work includes:
 - a. Working with businesses to educate them about reopening guidance from the state, problem solve re-opening challenges, and enforcing regulations after a complaint is received. As you are no doubt aware, this is a major need – our agents are inundated with calls for help in interpreting state guidance.
 - b. Working on face covering and other related orders, both education and enforcement
 - c. Providing guidance and technical support to member select boards, town administrators, librarians, etc.

c) Funds for Risk Communication (designing and distributing messages, advertisements, trail signs, posters)

Attached is some information about what we would hope you could set aside, based on the needs identified above – this would be a maximum amount. It would not be our intention to spend funds we do not need to use, nor to create an over-large staff that would then need to be sustained in the future. We would imagine staying in close contact with our Oversight Board to report on the need to use the CARES Act funding, and to get guidance on whether unused funds should be returned to the town or spent at the district level on another appropriate function, like more home visits for isolated elders.

I know each of your communities has a different set of costs it is weighing, and would ask that you consider allocating the amount listed to make sure we have the strongest possible public health staffing to protect the CPHS towns in the next six months.

Please feel free to call me with any questions.

Best,
Phoebe

Phoebe Walker, MPPA
Director of Community Services
Franklin Regional Council of Governments
12 Olive Street, Suite 2 Greenfield MA 01301
[FRCOG's COVID-19 Municipal Resource Page](#)
(413) 774-3167 x 102
<https://www.facebook.com/FranklinRegionalCouncilofGovernments>



Virus-free. www.avg.com

TOWN	Population	% Population all Towns	\$ for COVID Surge Nursing and Risk Comm through 12/20	Population Towns using Health Agents	% Population Agent Towns	\$ for COVID re-opening increased health agent capacity through 12/30	total per town maximum CARES Act funding request
BERNARDSTON	2,130	9%	\$ 4,878	2,130	17%	\$ 5,397	\$ 10,275
BUCKLAND	1,902	8%	\$ 4,356	1,902	15%	\$ 4,819	\$ 9,175
CHARLEMONT	1,266	5%	\$ 2,900	1,266	10%	\$ 3,208	\$ 6,107
COLRAIN	1,671	7%	\$ 3,827	1,671	13%	\$ 4,234	\$ 8,061
CONWAY	1,897	8%	\$ 4,345		0%	\$ -	\$ 4,345
DEERFIELD	5,125	21%	\$ 11,738		0%	\$ -	\$ 11,738
ERVING	1,767	7%	\$ 4,047		0%	\$ -	\$ 4,047
GILL	1,500	6%	\$ 3,435	1,500	12%	\$ 3,800	\$ 7,236
HAWLEY	337	1%	\$ 772	337	3%	\$ 854	\$ 1,626
HEATH	706	3%	\$ 1,617	706	6%	\$ 1,789	\$ 3,406
LEYDEN	711	3%	\$ 1,628	711	6%	\$ 1,801	\$ 3,430
MONROE	121	0%	\$ 277	121	1%	\$ 307	\$ 584
NORTHFIELD	3,032	12%	\$ 6,944		0%	\$ -	\$ 6,944
SHELBURNE	1,893	8%	\$ 4,336	1,893	15%	\$ 4,796	\$ 9,132
ROWE	393	2%	\$ 900	393	3%	\$ 996	\$ 1,896
TOTALS	24,451	100%	\$ 56,000	12,630	100%	\$ 32,000	\$ 88,000