



SELECTBOARD AGENDA & MEETING NOTICE

March 1, 2021

Location: Zoom meeting - 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.

Public Participation will be by: Join Zoom Meeting:

<https://us02web.zoom.us/j/86792455295?pwd=MGtackxRR0lORTBpYjZEZFh1bHc2dz09>

Meeting ID: 867 9245 5295 Passcode: 321914

Dial into meeting: +1 312 626 6799 or +1 929 436 2866

In the event the Zoom meeting is disrupted and cannot be resumed, the meeting platform will switch to a telephone conference call (phone number is 712-775-7031 and the access code is 883-045-865).

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)

COVID-19 Topics

- Updates from Gill's Emergency Management Team
- Police Department – Discussion of continued 3rd fulltime officer for COVID-related coverage
- Amendment to Agreement for Services with FRCOG/Cooperative Public Health Service (CPHS) for continued Public Health COVID Response through December 31, 2021
- Approval of Vendor Warrant payment of \$3,879.48 to FRCOG for CPHS COVID Response

Old Business

- Review of Minutes
- Cielito Lindo 60-day License Review (related to site & parking lot lighting)
- French King Bridge "Protective Screening" Project – comments to submit as part of MassDOT's Virtual Design Public Hearing (https://www.youtube.com/watch?v=Z5_cEdQoqUQ&feature=youtu.be)

New Business

- Police Department Purchase Order - \$1,854 to extend factory warranty on 3 tablet computers used in police cruisers. Vendor is Advanced Electronic Design, Inc.
- Fire Department Purchase Order – replace 1987 countertop in radio room & complete plywood deck floor in storage area above offices and bathrooms (vendor & \$ amount should be known by start of the meeting)
- Gill Cultural Council FY21 State Grant Award - \$4,900
- Chapter 90 Funding for FY22 - \$147,099 (informational only)
- Appointment – Tracy Dowd of 253 Main Rd to the Energy Commission thru 6/30/21
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any

Warrants

FY21 #17 Vendors (\$76,352.42) & Payroll (\$27,804.89) – reviewed & signed by Chair on 2/16/21

FY21 #18 – to be reviewed & signed by the Chair and reported on at the next meeting

Adjournment

Other Invitations/Meetings:

| Date | Time | Event | Location |
|-------------|-------------|---------------------|-----------------|
| 3/15 | 5:30 PM | Selectboard meeting | Zoom |
| 3/29 | 5:30 PM | Selectboard meeting | Zoom |
| 4/12 | 5:30 PM | Selectboard meeting | Zoom |



Franklin Regional Council of Governments

AMENDMENT

To the

AGREEMENT FOR SERVICES

By and Between the

Franklin Regional Council of Governments and

THE TOWN OF GILL

For **CPHS CARES ACT PUBLIC HEALTH COVID RESPONSE**

As allowed by ARTICLE 10 of the Agreement for Services effective July 1, 2020, the Franklin Regional Council of Governments (FRCOG) and THE TOWN OF GILL hereby amend the terms of the Agreement, effective DECEMBER 31, 2020, changes in **bold**:

1. Amendment to PREAMBLE:

Whereas, the Town has entered into an agreement to receive CARES Act funding from the State of Massachusetts, and as required by federal law, the Town's proposed uses of the funds provided as payment in response to this request will be used only to cover those costs that-

- are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- were not accounted for in the budget most recently approved as of March 27, 2020, for the Municipality; and
- were incurred during the period that begins on July 1, 2020, and ends on **December 31, 2021**.

2. Amendment to Article 3. SCHEDULE: All work under this Agreement will be completed on or before **December 31, 2021**

3. Amendment to Article 5 PAYMENTS TO THE FRCOG. For all services to be performed under this Agreement, inclusive of required meetings, payment shall not exceed **\$14,472**. Invoices shall be bimonthly with a brief progress report and payments shall be made within 30 days of receipt.

4. Amendment to ATTACHMENT A LIST OF TASKS:

Add the following bullet:

Other Public Health Expenditures necessary including but not limited to vaccine expenditures

All other provisions of the original Agreement remain in effect.

IN WITNESS thereof, the FRCOG and the Town have executed this AMENDMENT as of the date above written:

For the Franklin Regional Council of Governments:

Linda Dunlavy, Executive Director

Date

For the Town of Gill:

Selectboard Chair

Date

For FRCOG Use Only

Contract Reviewed by Procurement: ___ *amw* ___ Finance: ___ *cem*, 1.14.20 ___ Grant Line # *_04-152_Gill*
Initial Initial



Franklin Regional Council of Governments

Date: January 13, 2021

TO: Gill Town Hall
Attn: Town Administrator
325 Main Road
Gill, MA 01354

FROM: Cooperative Public Health Service
Phoebe Walker, Director
12 Olive Street, Suite 2
Greenfield, MA 01301

Invoice - CARES Act MOA 1, October 1, 2020 to December 31, 2020

| <u>Description</u> | <u>Hours</u> | <u>Billed</u> |
|---|--------------|---------------|
| Staff time spent on: COVID Case Management on behalf of the Town: Contact Tracing, Isolation and Quarantine, Monitoring of status. Communication with BOH and Dispatch. Technical assistance in meeting sector-specific standards for business in Town. | 58.50 | \$3,879.48 |

Total Payment Due: \$3,879.48

Due Date: 2/11/2021

Please do not combine this with any other FRCOG payment. Send to Finance Department, FRCOG. Thank you for your attention.

Franklin Regional Council of Governments

Posted General Ledger Transactions

00009 - Gill

152 - Health Emergency thru Towns, CAREs/FEMA

| <u>Project Title</u> | <u>Objec...</u> | <u>Object Title</u> | <u>Debit</u> |
|----------------------|-----------------|---------------------|--------------|
| Gill | 5106 | Direct Wages | 1,888.56 |
| Gill | 5492 | O/H | 1,990.92 |
| | | Total 00009 - Gill | 3,879.48 |



VIRTUAL DESIGN PUBLIC HEARING

FEBRUARY 25, 20121

FOR THE PROPOSED

**ERVING=GILL, E-10-014=G-04-009 (0UC), ROUTE 2 OVER CONNECTICUT RIVER,
PROTECTIVE SCREENING INSTALLATION**

Project No. 608056

Bridge Nos E-10-014=G-04-009 (0UC)

Major Projects

IN THE TOWNS OF ERVING & GILL, MASSACHUSETTS

**COMMONWEALTH OF MASSACHUSETTS
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION
HIGHWAY DIVISION**

**JONATHAN GULLIVER
HIGHWAY ADMINISTRATOR**

**PATRICIA A. LEAVENWORTH, P.E.
CHIEF ENGINEER**

THE COMMONWEALTH OF MASSACHUSETTS
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION – HIGHWAY DIVISION
NOTICE OF A PUBLIC HEARING
Project File No. 608056

A Virtual Design Public Hearing will be published on the MassDOT website below to present the design for the proposed Erving=Gill, E-10-014=G-04-009 (0UC), Route 2 Over Connecticut River, Protective Screening Installation

WHEN: Thursday, February 25, 2021

PURPOSE: The purpose of this hearing is to provide the public with the opportunity to become fully acquainted with the proposed Erving=Gill Protective Screening Installation project. All views and comments submitted in response to the hearing will be reviewed and considered to the maximum extent possible.

PROPOSAL: The project involves the reconstruction and widening of approximately 460 feet of existing reinforced concrete sidewalk located on the north side of Bridge Structure E-10-014=G-04-009 (0UC) above the steel truss portion of the bridge structure between the east and west pylons providing additional width for improved pedestrian access, installation of new BR-2 bridge railing mounted to the sidewalk adjacent to the westbound roadway, installation of refurbished or replicated northerly metal pedestrian bridge and the installation of 9'-0" high metal safety fence with curved top behind the northerly metal pedestrian rail mounted to the reconstructed sidewalk; reconstruction of approximately 460 feet of reinforced concrete safety walk located on the south side of Bridge Structure above the steel truss portions of the bridge structure between the east and west pylons, installation of new BR-2 bridge railing mounted to the safety walk adjacent to the eastbound roadway, installation of refurbished or replicated metal pedestrian rail and new 9'-0" high metal safety fence with curved top outside of the metal pedestrian rail; removal of the suspended steel inspection catwalk located midway between the north and south steel trusses.

Written statements and other exhibits regarding the proposed undertaking are to be submitted to Patricia A. Leavenworth, P.E., Chief Engineer, MassDOT, 10 Park Plaza, Boston, MA 02116, Attention: **Major Projects, Project File No. 608056**. Mailed statements and exhibits intended for inclusion in the public hearing transcript must be postmarked no later than ten (10) business days after the hearing is posted to the MassDOT website listed below. Project inquiries may be emailed to dot.feedback.highway@state.ma.us

This hearing is accessible to people with disabilities. MassDOT provides reasonable accommodations and/or language assistance free of charge upon request (e.g interpreters in American Sign Language and languages other than English, live captioning, videos, assistive listening devices and alternate material formats), as available. For accommodation or language assistance, please contact MassDOT's Chief Diversity and Civil Rights Officer by phone (857-368-8580), TTD/TTY at (857) 266-0603, fax (857) 368-0602 or by email (MassDOT.CivilRights@dot.state.ma.us). Requests should be made as soon as possible prior to the meeting, and for more difficult to arrange services including sign-language, CART or language translation or interpretation, requests should be made at least ten business days before the hearing.

This Virtual Design Public Hearing or a cancellation announcement will be posted on the internet at www.mass.gov/massdot-highway-design-public-hearings.

JONATHAN GULLIVER
HIGHWAY ADMINISTRATOR

PATRICIA A. LEAVENWORTH, P.E.
CHIEF ENGINEER



Dear Concerned Citizen:

The Massachusetts Department of Transportation (MassDOT) is committed to building and maintaining a transportation infrastructure that is both safe and efficient for all who use our roadways, bridges, bicycle facilities and pedestrian paths, while maintaining the integrity of the environment.

As part of the design process for this project, we are conducting this public hearing to explain the proposed improvements, listen to your comments and answer any questions you may have. At the conclusion of the hearing, MassDOT will review all of your comments and, where feasible, incorporate them into the design of the project.

We recognize that road and bridge construction can create inconveniences for the public. MassDOT places a great deal of emphasis on minimizing the temporary disruptive effects of construction.

MassDOT encourages input from local communities and values your opinions. Please be assured that we will undertake no project without addressing the concerns of the community.

Sincerely,

Patricia A Leavenworth, P. E.
Chief Engineer

WHAT IS A PUBLIC HEARING?

WHY A PUBLIC HEARING?

To provide an assured method whereby the Commonwealth of Massachusetts can furnish to the public information concerning the State's highway construction proposals, and to afford every interested resident of the area an opportunity to be heard on any proposed project. At the same time, the hearings afford the Commonwealth an additional opportunity to receive information from local sources which would be of value to the State in making its final decisions to what design should be advanced for development.

WHY NOT A VOTE ON HIGHWAY PLANS?

The hearings are not intended to be a popular referendum for the purpose of determining the nature of a proposed improvement by a majority of those present. They do not relieve the duly constituted officials of a State highway department of the necessity for making decisions in State highway matters for which they are charged with full responsibility.

WHAT DOES A PUBLIC HEARING ACCOMPLISH?

It is designed to ensure the opportunity for, or the availability of, a forum to provide factual information which is pertinent to the determination of the final alternative considered by the state to best serve the public interest, and on which improvement projects are proposed to be undertaken.

It is important that the people of the area express their views in regard to the proposal being presented, so that views can be properly recorded in the minutes of the meeting. These minutes will be carefully studied and taken into consideration in the determination of the final design.

RIGHT OF WAY CONCERNS

The State is responsible for securing the Right of Way for this project. If your property, or a portion of it, must be acquired by the State for highway purposes in the interest of all people of the Commonwealth, your rights are fully protected under the law. Briefly, here are some of the answers to questions you might ask.

1. WHO CONTACTS ME?

Representatives of the Right of Way Bureau of the Massachusetts Department of Transportation's Highway Division. They will explain the impacts and your rights as protected under Massachusetts General Laws Chapter 79.

2. WHAT IS A FAIR PRICE FOR MY PROPERTY?

Every offer is made to ensure that an equitable value is awarded to you for the property, or to appraise the "damage" to the property as a result of the acquisition. MassDOT appraisers, independent appraisers, MassDOT "Review Appraisers" and a Real Estate Appraisal Review Board may all contribute in arriving at an award of damages. The State also pays a proportionate part of the real estate tax for the current year for fee takings, and interest from the date the property is acquired to the payment date, on all impacts.

3. MUST I ACCEPT THE DEPARTMENT'S OFFER?

No. If, after the figure established as market value has been offered to the owner, the owner feels he or she is not being offered a fair price, he or she has the right, within three years, to appeal to the courts. Pending a court decision, he or she can be paid on a "pro-tanto" basis (or "for the time being") that in no way prejudices the court appeal.

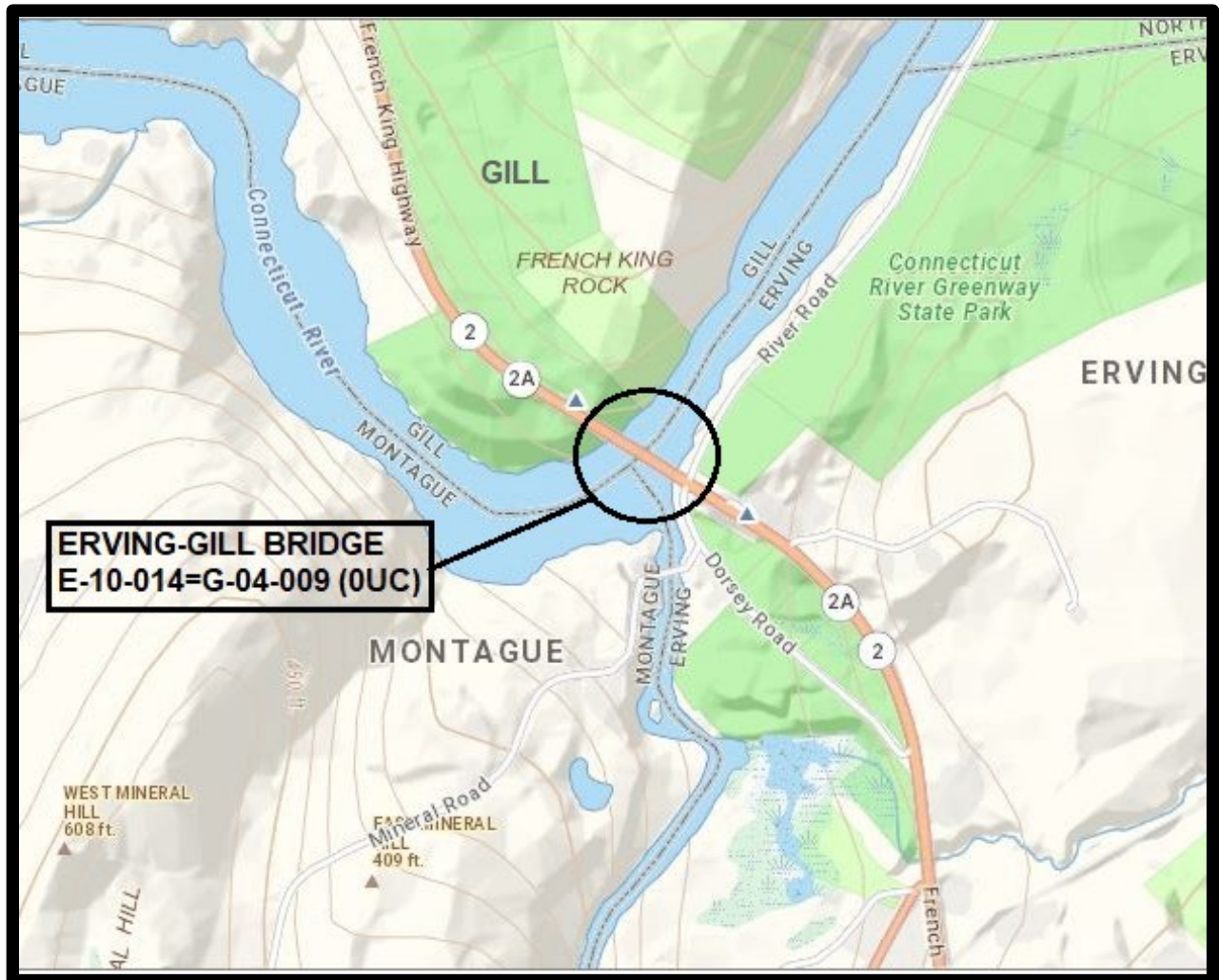
4. WHAT WILL HAPPEN TO MY HOUSE?

The owner will have the opportunity to buy back his or her house, provided he or she has a location to which it can be moved, and the proper permits for its removal. If the owner does not wish to repurchase, the house will be advertised for bids. The highest bidder, who must also have a location and permits for removal, will be awarded the house. Otherwise, the structure will be slated for demolition.

5. WHAT HAPPENS IF I MUST RELOCATE?

In addition to the market value of the property, the Department pays certain relocation benefits for both owners and tenants of acquired residences and businesses who meet eligibility requirements. Assistance in relocation is also provided. Department brochures are available for details on these benefits.

ERVING – GILL
BRIDGE E-10-014=G-04-009 (0UC)



PROJECT LOCATION

Scale: No Scale

Project Overview:
**ERVING=GILL, BRIDGE NO. E-10-014=G-04-009 (0UC), ROUTE 2 OVER
CONNECTICUT RIVER, PROTECTIVE SCREENING INSTALLATION
Project No. 608056**

Project Location and Background:

The bridge, located in the Towns of Erving and Gill, is a 782 foot long steel continuous deck arch truss bridge that spans over the Connecticut River providing a single lane of travel in each direction along Route 2. Construction for the bridge began in 1931 and was completed in 1932. The bridge was rehabilitated in 1992 when it received a new lightweight concrete bridge deck, sidewalk, and safety curb.

Project Purpose:

The primary purpose of the project is to provide a high physical barrier to serve as a deterrent to individuals that may use the structure as a platform to commit suicide. Due to the height of the bridge, approximately 150 feet above the Connecticut River, the site is the location to sporadic suicides or suicide attempts resulting fatality or injury. The project will address some other issues as well to improve safety and improve user access.

Proposed Improvements:

The proposed improvements to bridge structure E-10-014=G-04-009 (0UC) include the reconstruction and widening of approximately 460 feet of existing reinforced concrete sidewalk and safety walk along the bridge. Also included is the installation of replicated metal pedestrian rails and 9'-0" high protective metal screening with curved top mounted at the outside of the sidewalk and safety walk pedestrian rails.

Additional work includes the replacement of the 30 year old BR-2 bridge railing and the removal of the obsolete steel inspection catwalk located below the roadway deck. The final roadway condition will maintain the existing shared-use accommodations consisting of single 20'-0" wide roadway in each direction with shared lane markings.

Traffic Management:

The proposed work will be performed in two construction stages. Stage I of the work will include the reconstruction of the sidewalk and installation of the proposed protective screen, pedestrian rail, and BR-2 rails along the northerly side of the bridge. Traffic will be shifted, and temporary barrier will be used to provide a temporary work zone that will maintain one 11'-0" wide travel lane in each direction of Route 2 during construction. Since the sidewalk is to be closed to permit reconstruction, it is also necessary to detour the pedestrian access during the sidewalk reconstruction. Temporary pedestrian access will be provided along a detoured path behind the temporary barrier during the stage I construction.

Stage II of construction will shift traffic and use temporary barrier to create a protected work zone for the reconstruction of the safety curb and protective screen installation at the southerly fascia. Pedestrian access during stage II of construction will utilize the newly reconstructed sidewalk. The final condition will maintain the existing 40-foot-wide roadway with a single lane

of travel in each of the east and westbound directions. Bicycle access will also utilize the share-use lanes that presently exist.

Property Impacts:

Since the limits of the proposed work are located completely within the existing State Highway Layout owned and controlled by the Commonwealth of Massachusetts – MassDOT - Highway Division, no easements are necessary for scope work.

Utility Impacts:

There are no utilities that will be impacted by the proposed work.

Environmental Permits:

The majority of the work will occur above the bridge deck and within the existing footprint, so there will be minimal environmental impacts. The necessary environmental permitting for the project will be the responsibility of MassDOT and will include filings for the Massachusetts and National Environmental Policy Acts, Section 106 of the National Preservation Act for historic significance, as well as Chapter 91 filings for the protection of waterways in Massachusetts.

Project Status and Schedule:

The project designs presented for the Virtual Public Hearing are developed to the 25% preliminary design stage. Comments from this Public Hearing will be incorporated into the final design plans to the maximum extent possible. The present schedule anticipated for design and construction is for the 100% design to be completed in June of 2021 and for the project to be advertised for construction in July of 2021. Presently, construction is scheduled to begin in the spring of 2022.



Existing Pedestrian Rail at Sidewalk



Existing Pedestrian Rail at Safety Walk



Spalling Concrete at Copings



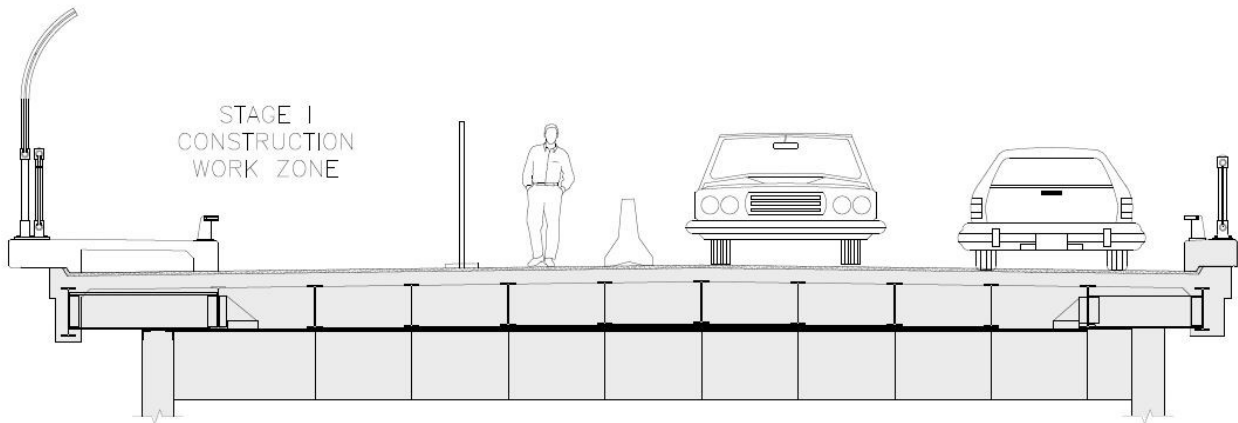
Deterioration at Pedestrian Rail



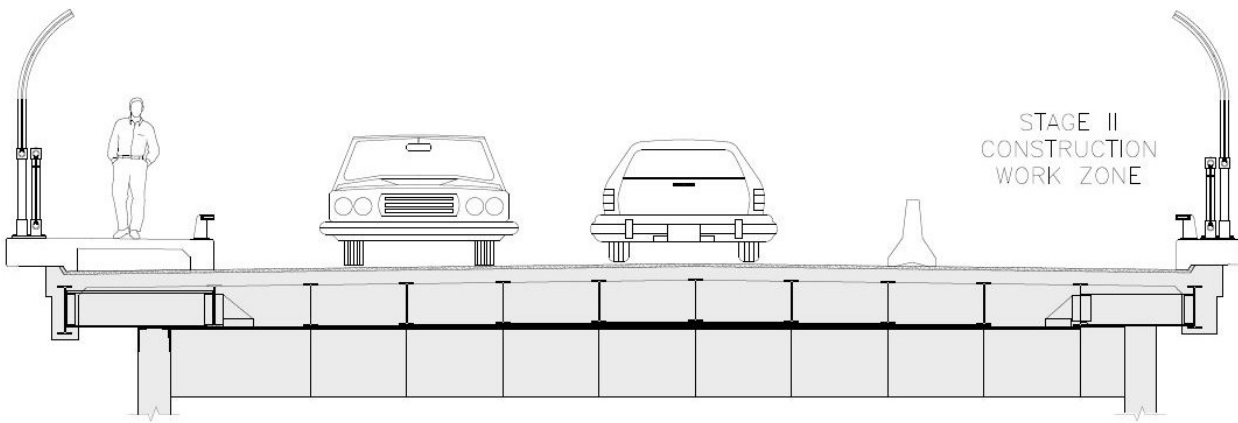
Spalling Concrete at Traffic Rail



Potential Snag Point at Expansion Joint



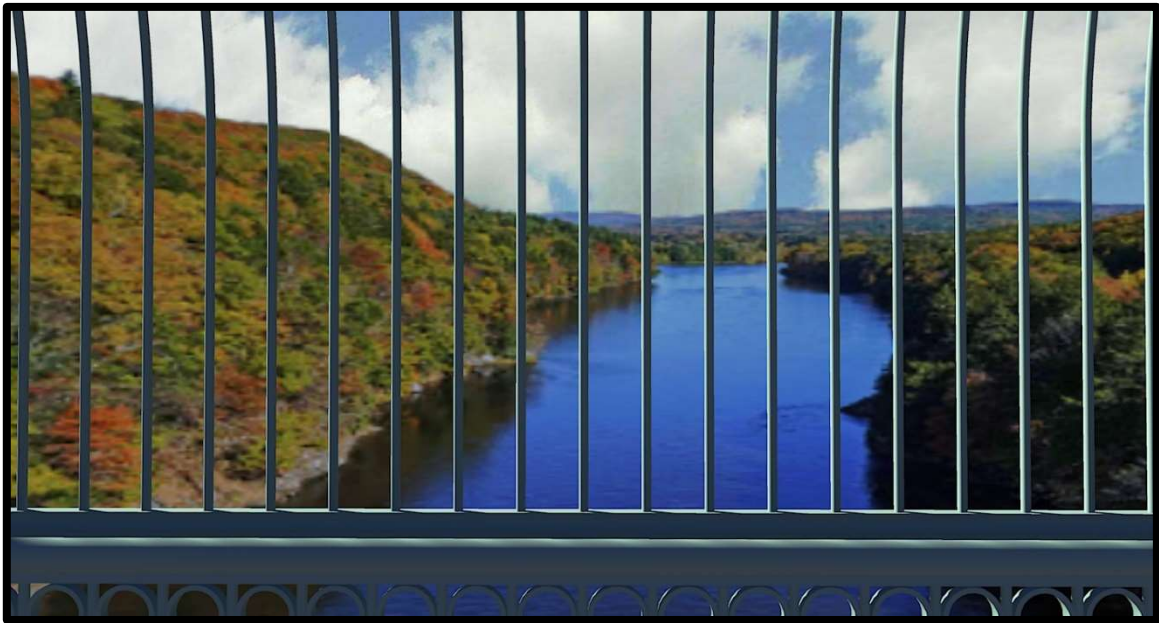
Stage I Construction



Stage II Construction



Rendering of Proposed Bridge Protective Screen



Close-up Rendering of Proposed Protective Screen

Project Questions:
**ERVING=GILL, BRIDGE NO. E-10-014=G-04-009 (0UC), ROUTE 2 OVER
CONNECTICUT RIVER, PROTECTIVE SCREENING INSTALLATION
Project No. 608056**

1. **How will the proposed screen effect the scenic views from the bridge?**
The proposed screen will have some impact to the views from those that presently exist; however, the design is similar to screens installed on other structures with a picket spacing wide enough to accommodate a camera lens.
2. **How will traffic be impacted during construction?**
The existing one lane of travel in each direction will be maintained during Construction which will be performed in two stages. Stage I will include the reconstruction of northerly sidewalk and installation of the northerly protective screen. Stage II will include the reconstruction of the southerly safety walk and southerly protective screen. The single of travel in each direction that presently exists will be maintained during both construction stages by shifting traffic and utilizing barriers for protected work zones.
3. **Will lighting be upgraded as parts of the structure the proposed work?**
The proposed scope is limited to rail and coping modification between the bridge pylons. Upgrading or repairs for the existing lighting on the tops of pylons will not be included in the project.
4. **Will there be designated bicycle lanes installed as part of the project?**
The proposed roadways will maintain the existing wide-lane shared use access with new pavement marking to indicate shared access lanes for travel.

THE COMMONWEALTH OF MASSACHUSETTS
 MASSACHUSETTS DEPARTMENT OF TRANSPORTATION
 HIGHWAY DIVISION

FEDERAL AID PROJECT

Erving - Gill, MA
 E-10-014=E-04-009 (0uc), Route 2 over Connecticut River, Protective Screening Installation
 Project File No. 608056

This sheet is provided for your comments. Your input is solicited and appreciated. Please return your sheet, with comments, to a staff member at the meeting, or mail to:

Patricia A. Leavenworth, P.E., Chief Engineer
 MassDOT – Highway Division
 10 Park Plaza, Boston, MA 02116-3973
 Attn: Bridge Section, Major Projects

The final date for receipt of written statements and exhibits for inclusion into the official hearing transcript will be ten (10) days after the Virtual Public Hearing.

PLEASE TYPE OR PRINT LEGIBLY.

Name: _____ Title: _____

Organization: _____

Address: _____

Please Fold and Tape



Please Place
Appropriate
Postage Here

Patricia A. Leavenworth, P.E.
Chief Engineer
MassDOT – Highway Division
10 Park Plaza
Boston, MA 02116-3973

RE: Virtual Public Hearing
ERVING=GILL, E-10-014=G-04-009 (0UC), ROUTE 2 OVER CONNECTICUT RIVER,
PROTECTIVE SCREENING INSTALLATION in Erving and Gill, MA
ERVING-GILL
Project File No. 608056
Bridge Section: Major Projects



TOWN OF GILL

M A S S A C H U S E T T S



www.gillmass.org

March 1, 2021

Patricia A. Leavenworth, P.E., Chief Engineer
MassDOT – Highway Division
10 Park Plaza, Boston, MA 02116-3973
Attn: Bridge Section, Major Projects

RE: Project File No. 608056 (French King Bridge Protective Screening Installation)

Dear Ms. Leavenworth:

The Gill Selectboard has viewed the virtual design public hearing and associated handout for proposed project to install protective screening on the French King Bridge. The French King Bridge [Bridge Structure E-10-014=G-04-009 (0UC)] spans the Connecticut River between the towns of Gill and Erving. The Town of Gill is pleased to be one of the two Project Proponents (along with the Town of Erving), and is delighted to see this important life-critical project finally moving forward toward installation.

Our Town's elected officials and public safety leaders have been advocating for protective barriers on the French King Bridge since at least 2014. In 2019 the Selectboard issued a letter endorsing the barrier design that was included in the February 25th 25% design public hearing. The Selectboard still unanimously endorses installing the 9'-0" curved picket barrier extensions behind new reproductions of the existing railings and looks forward to the installation commencing in the spring of 2022.

We believe the proposed safety barriers will not detract from the scenic views enjoyed by motorists and pedestrians as they cross the iconic French King Bridge. The proposed design successfully strikes a balance between public safety and the historic beauty of the 1932 structure.

According to information presented in the virtual design public hearing, this project is currently estimated to cost approximately \$3.1 million. We are grateful our legislative delegation was able to secure \$2.6 million for the project in the transportation bond bill recently signed by Governor Baker. We call upon MassDOT to quickly allocate the remaining funds needed to ensure the work can begin on schedule. We look forward to seeing the project included in State Transportation Improvement Plan (STIP) and the next 5-Year Capital Investment Plan (CIP) if necessary. This project has been and continues to be the single most important transportation-related project for our Town.

Thank you for all the time and effort MassDOT has invested in this project to date. We look forward seeing these lifesaving barriers in place less than two years from now.

Sincerely,

Telephone 413-863-9347

325 Main Road, Gill MA 01354

Fax 413-863-7775

This institution is an equal opportunity provider and employer.

Ray Purington, Town Administrator
on behalf of the Gill Selectboard

CC: Senator Jo Comerford, Hampshire/Franklin/Worcester District
Representative Susannah Whipps, 2nd Franklin District

DRAFT

Ray Purrington/Gill Selectboard

From: Chief Redmond <chief@gillmass.org>
Sent: Tuesday, February 23, 2021 2:45 PM
To: Ray Purrington
Subject: Tablet Computers - Extended Warranty Purchase Order Request
Attachments: QUO-2396.pdf

Hi Ray,

Attached is a quote to extend the factory warranty on our three cruiser tablets. We have owned these devices for three years now, and the warranty coverage has expired. This quote will add an additional two years of coverage for each tablet. Having our warranty extended will give us peace of mind if a failure occurs. The replacement cost of one tablet is approx. \$4,575.00. I believe my budget will be able to pay for this expenditure.

See attached.

Sincerely,

--

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



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



Virus-free. www.avg.com



QUOTE

QUO-2396
2021-01-25



Advanced Electronic Design Inc
344 John Dietsch Blvd, Unit 2
North Attleboro, MA, US 02763
(508) 699-0458

Sales Agent: Tasha Lusardi
Email: tlusardi@patrolpc.com
Phone: (508)699-0458 x103

DRAFT

| Attention | | |
|---------------|--------------------|----------------|
| Chief Redmond | Chief@gillmass.org | (413) 863-9398 |

| Bill To | Ship To |
|---|---|
| MA - TOWN OF GILL PD 196 MAIN ROAD GILL, MA - 01354 | MA - TOWN OF GILL PD 196 MAIN ROAD GILL, MA - 01354 |

| Expiry Date | Shipping Rate | Payment Terms |
|-------------|---------------|---------------|
| 2021-03-26 | GROUND | NET 30 |

| Item | Description | Type | Unit Price | Qty | Line Total |
|------------------------------------|---|---------|------------|-----|------------|
| RH-M1 | RhinoTab M1 (12.1" Sunlight Readable Display - 1200 NITS+, Projected Capacitive Touch Screen, Internal Battery, Ambient Light Sensor, WiFi 802.11 2.45GHz B/G/N/AC + Bluetooth, GPS, Front 2MP Camera, Rear 5MP Camera w/ Flash, Dual Digital Microphones, Stereo Speakers) . Configuration (MotherBoard: MB-i5-RH-M1, RAM: RAM-16GB-DDR3, Hard-Drive: SSD-240GB-MSATA, Operating System: OS-W10P64-RH-M1, Overlay: OVR-S-RH-M1, Cellular: CELL-VER-RH-M1, Scanner: 2DS-NO-RH-M1, RFID: RFID-NO-RH-M1, Carrying Method: ACC-CARRY-NO-RH-M1, Warranty: WRNT-3YR-RH-M1) | MODIFY | | 1 | |
| Warranty: WRNT-5YR-RH-M1 | Upgrade to 5 Year Extended RhinoTab Warranty (Tablet Only) | MOD-ADD | \$618.00 | | \$618.00 |
| RH-M1 | RhinoTab M1 (12.1" Sunlight Readable Display - 1200 NITS+, Projected Capacitive Touch Screen, Internal Battery, Ambient Light Sensor, WiFi 802.11 2.45GHz B/G/N/AC + Bluetooth, GPS, Front 2MP Camera, Rear 5MP Camera w/ Flash, Dual Digital Microphones, Stereo Speakers) . Configuration (MotherBoard: MB-i5-RH-M1, RAM: RAM-8GB-DDR3, Hard-Drive: SSD-240GB-MSATA, Operating System: OS-W10P64-RH-M1, Overlay: OVR-S-RH-M1, Cellular: CELL-VER-RH-M1, Scanner: 2DS-NO-RH-M1, RFID: RFID-NO-RH-M1, Carrying Method: ACC-CARRY-NO-RH-M1, Warranty: WRNT-3YR-RH-M1) | MODIFY | | 1 | |
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| Warranty: WRNT-5YR-RH-M1 | Upgrade to 5 Year Extended RhinoTab Warranty (Tablet Only) | MOD-ADD | \$618.00 | | \$618.00 |

I have read and understood the following terms and conditions.

Subtotal: \$1,854.00

Will a matching PO be issued for this order? YES NO

Total: \$1,854.00

Printed Name: _____

Date of Approval: _____

Terms & Conditions:

Sales tax, if applicable, will be invoiced in accordance with purchaser's tax rate. Unpaid balances accrue 1.5% interest per month.

Signature of Approval



February 10, 2021

Ray Purington, Town Administrator
Town of Gill
Town Hall
325 Main Road
Gill MA 01354-9758

(via email)

Dear Mr. Purington:

State Comptroller regulations require State Agencies to have a signed contract and signature authorization form on file for all transfers of funds from state to local accounts unless the agency is statutorily released from this mandate, which the Mass Cultural Council is not.

The contract includes: a signature page with the amount of the allocation (\$4,900), dates of service (July 1, 2020 to June 30, 2021), and a place to sign. You only need to sign it, include an email address, and make any corrections if needed. The second page is the scope of services that defines how the funds are to be expended following Mass Cultural Council regulations. Lastly, the Signature Authorization page is a required form for all contracts with state agencies that clearly identifies the person or persons authorized to sign contracts for a vendor, in this case your municipality.

The contract should be signed with a completed Signature Authorization form and returned via USPS to me by March 15, 2021.

I will not be able to transfer the Local Cultural Council allocation until I have a completed contract package from your municipality. If you or any of your staff have any questions, please feel free to contact me at 617/858-2702 or by email at Elsie.Sanon@art.state.ma.us.

Thank you very much.

Attached is a contract and scope of services for the Town of Gill that covers the transfer of FY2021 Local Cultural Council funds from the Mass Cultural Council to your local cultural council account for the Gill Cultural Council.

Sincerely,

Elsie Sanon
Fiscal Officer

Attachments

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

| | | | |
|---|--|---|----------------------------|
| CONTRACTOR LEGAL NAME: Town of Gill (and d/b/a): Town Hall 325 Main Road Legal Address: (W-9, W-4): Gill MA 01354-9758 | | COMMONWEALTH DEPARTMENT NAME: Mass Cultural Council MMARS Department Code: ART | |
| Contract Manager: Ray Purington, Town Admi | | Business Mailing Address: 10 St. James Ave 3rd Floor, Boston, MA 02116 | |
| Phone: 413/863-9347 | | Billing Address (if different): | |
| E-Mail: administrator@gillmass.org | | Contract Manager: Elsie Sanon | Phone: 978/858-2702 |
| Fax: 413/863-7775 | | E-Mail: Elsie.Sanon@art.state.ma.us | Fax: 978/574-7305 |
| Contractor Vendor Code: VC6000191798 | | MMARS Doc ID(s): | |
| Vendor Code Address ID (e.g. "AD001"): AD___ (Note: The Address ID must be set up for EFT payments.) | | RFR/Procurement or Other ID Number: | |
| <p style="text-align: center;"><u> X </u> NEW CONTRACT</p> PROCUREMENT OR EXCEPTION TYPE: (Check one option only) ___ Statewide Contract (OSD or an OSD-designated Department) ___ Collective Purchase (Attach OSD approval, scope, budget) <u> X </u> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) ___ Emergency Contract (Attach justification for emergency, scope, budget) ___ Contract Employee (Attach Employment Status Form, scope, budget) ___ Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget) | | <p style="text-align: center;">___ CONTRACT AMENDMENT</p> Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) ___ Amendment to Date, Scope or Budget (Attach updated scope and budget) ___ Interim Contract (Attach justification for Interim Contract and updated scope/budget) ___ Contract Employee (Attach any updates to scope or budget) ___ Other Procurement Exception (Attach authorizing language/justification and updated scope and budget) | |
| The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <u> X </u> Commonwealth Terms and Conditions ___ Commonwealth Terms and Conditions For Human and Social Services ___ Commonwealth IT Terms and Conditions | | | |
| COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . ___ Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <u> X </u> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <i>new</i> total if Contract is being amended). \$ 4,900 | | | |
| PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: ___agree to standard 45 day cycle ___ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.) | | | |
| BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) <p style="text-align: center;">Local Cultural Council Allocation for the Gill Cultural Council</p> | | | |
| ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ___ 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. ___ 2. may be incurred as of ____, 20__, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <u> X </u> 3. were incurred as of July 1, 2020 , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations. | | | |
| CONTRACT END DATE: Contract performance shall terminate as of June 30 2021 , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments. | | | |
| CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the " Effective Date " of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract. | | | |
| AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: _____ Print Title: _____ | | AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David T. Slatery</u> Print Title: <u>Deputy Director</u> | |

Scope of Services/Budget

The allocated amount or maximum obligation for the contracted city or town will be deposited in the local account for the local or regional cultural council, provided that the city or town:

- Maintain a revolving account for the local or regional cultural council as required by Massachusetts General Law, Chapter 10, Section 58
- Report on said fund annually by completing the Massachusetts Cultural Council's Local Cultural Council Account Form

The local or regional cultural council will expend the funds following the procedures outlined in Massachusetts Cultural Council guidelines and regulations.

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME: Town of Gill
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000191798

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

| AUTHORIZED SIGNATORY NAME | TITLE |
|---------------------------|--------------------|
| Randy Crochier | Selectboard Chair |
| Greg Snedeker | Selectboard Clerk |
| John Ward | Selectboard Member |
| Ray Purington | Town Administrator |
| | |

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Signature

Date

Selectboard Chair
Title

413-863-9347
Telephone

413-863-7775
Fax

administrator@gillmass.org
e-mail

[Listing can not be accepted without all of this information completed.]
A copy of this listing must be attached to the "record copy" of a contract filed with the department

Discussion and vote on applications: Awards and liaisons

| Grant # | Name | Event/Project | Proposed date | Amount | Liaison |
|---------|--------------------|---|--|---------|---------|
| 1 | Samantha Wood | Exploded View: Bittersweet Feast | 2021 | \$600** | PC |
| 2 | KC Conlan | Tuition assistance: children's chorus | Sept. 2020- May-21 | \$400 | ES |
| 3 | Alyssa Bauer | Tikkun Olam Circle Race, Cultural Diversity and Justice Speaker series | Spring 2021 | \$250** | AH |
| 4 | Michi Wiancko | Antennae Cloud Farm 2021 Season | Summer/Early Fall 2021 | \$1,200 | JG |
| 6 | Lynn Tomb | Gill's Jenny: Diaries and Letters Book | 2021 | \$600** | LHM |
| 8 | Diane Dix | River Stories for Valley Classrooms (Nolumbeka Project) | 2021 | \$575** | AH |
| 11 | Sienna Wildfield | Hilltown Families newsletter | Every Thursday 2021 | \$200 | LHM |
| 12 | Ruth Bowman | Community outreach for social justice Racial Justice Rising | January 2021 through December 2021 | \$300** | JG |
| 13 | Rondae Drafts | HipHop chair dance for seniors | Around Black History month | \$280 | ES |
| 14 | Lisa McLoughlin | Authors and Artists Festival:Honoring Nature | February 27-28, 2021 | \$150 | PC |
| | | | | \$4,555 | |



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Jamey Tesler, Acting Secretary & CEO

massDOT
Massachusetts Department of Transportation

February 22, 2021

Town Administrator Ray Purington

325 Main Road

Gill, MA 01354

Dear Town Administrator Ray Purington,

We are pleased to inform you that we anticipate Chapter 90 local transportation aid funding for Fiscal year 2022 will total \$200 million statewide, pending final legislative approval.

This letter certifies that, pending final passage of the bond authorization, your community's Chapter 90 apportionment for Fiscal year 2021 is \$147,099.00. This apportionment will be incorporated automatically into your existing 10-year Chapter 90 contract, which will be available on the MassDOT website www.massdot.state.ma.us/chapter90.

The Chapter 90 program is an integral part of maintaining and enhancing your community's infrastructure and is an essential component of our state-local partnership. We look forward to working with you in the coming year to continue the success of this program.

Thank you for all that you do to make the Commonwealth of Massachusetts a great place to live, work and raise a family.

Sincerely,

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor