



SELECTBOARD AGENDA & MEETING NOTICE

December 20, 2021

***Indicates item added after the 48 hour posting
bold underlined time = invited guest or advertised hearing
(all other times are approximate)

Location: Gill Town Hall, 2nd Floor

Face coverings required per Board of Health mandate.

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)

5:30 PM FY22 Tax Rate Classification Hearing with Board of Assessors

- Discussion and votes include residential factor (single vs split tax rate), open space discount, residential exemption, small commercial exemption, and excess levy capacity. Anticipated tax rate is \$16.66/thousand, and excess levy capacity is \$202,297.72

Old Business

- Review of Minutes
- 2017 Police Cruiser – insurance payout of \$52,612.61 for replacement of cruiser; discuss cost difference for replacing with a hybrid vehicle; authorization for purchase order for replacement
- Sewer Rate Increase for Riverside Sewer System – Discussion and Vote

New Business

- Energy Commission recommendation to implement \$1.00/kWh fee for use of EV charging station at Riverside Building
- Car Dealer License Renewals for 2022: A-J Cycle Shop, Arrow Auto Sales, Atlantic Wholesale, Doug’s Auto Body, TEK Cycle, and Town Line Auto Repair
- Liquor License Renewals for 2022: Turners Falls Schuetzen Verein, 23 French King Highway LLC, The Gill Tavern, and The Spirit Shoppe
- Cielito Lindo – Renewal of Food Concession Trailer license for 2022
- Other business as may arise after the agenda has been posted.
- Public Service Announcements, if any

Warrants

FY22 #12 Vendors (\$637,086.88) & Payroll (\$28,722.91) – reviewed & signed on 12/06/21

FY22 #13 – review & sign

Adjournment

Other Invitations/Meetings:

Date	Time	Event	Location
Mon 1/3	5:30 PM	Selectboard meeting	Gill Town Hall, 2 nd floor
Mon 1/17		Martin Luther King Jr. Holiday	
Tues 1/18	5:30 PM	Selectboard meeting	Gill Town Hall, 2 nd floor

LA4 Comparison Report - Fiscal Year 2022

Final Certification Granted on: 11/30/2021

Certification Year: 2022
 BLA Advisor: Sandra Bruso

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

Property Type	Description	FY 2021 Parcel Count		FY 2021 Assessed Value	FY 2022 Parcel Count		FY 2022 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
101	Single Family	446		100,558,535	446		107,227,270	0		6,668,735	6.6%
102	Condominiums	16		2,858,700	16		3,209,400	0		350,700	12.3%
MISC 103,109	Miscellaneous Residential	24		3,456,800	25		3,692,900	1	4.2%	236,100	6.8%
104	Two - Family	18		4,030,000	18		4,262,000	0		232,000	5.8%
105	Three - Family	9		2,261,500	9		2,396,100	0		134,600	6.0%
111-125	Apartment	2		596,500	2		647,400	0		50,900	8.5%
130-32,106	Vacant / Accessory Land	113		4,250,900	112		4,166,600	-1	-0.9%	-84,300	-2.0%
200-231	Open Space	0		0	0		0	0		0	
300-393	Commercial	39		8,727,500	39		8,849,700	0		122,200	1.4%
400-442	Industrial	37		1,434,900	34		1,433,400	-3	-8.1%	-1,500	-0.1%
450-452	Industrial Power Plant	2		14,139,400	2		15,964,887	0		1,825,487	12.9%
CH 61 LAND	Forest	22	27	305,581	21	26	290,550	-2	-4.1%	-15,031	-4.9%
CH 61A LAND	Agriculture	21	31	835,192	26	24	544,605	-2	-3.8%	-290,587	-34.8%
CH 61B LAND	Recreational	3	6	184,516	5	6	209,697	2	22.2%	25,181	13.6%
012-043	Multi-use - Residential	16		12,741,034	16		14,168,739	0		1,427,705	11.2%
012-043	Multi-use - Open Space	0		0	0		0	0		0	
012-043	Multi-use - Commercial	0		1,452,866	0		1,655,761	0		202,895	14.0%
012-043	Multi-use - Industrial	0		53,900	0		0	0		-53,900	-100.0%
501	Individuals / Partnerships / Associations / Trusts / LLC	57		561,800	54		455,340	-3	-5.3%	-106,460	-18.9%
502	Corporations	16		1,760,460	16		1,534,890	0		-225,570	-12.8%
503	Manufacturing	0		0	0		0	0		0	
504	Public Utilities	2		6,962,580	2		7,007,730	0		45,150	0.6%
505	Centrally Valued Telephone	1		388,300	1		394,100	0		5,800	1.5%
506	Centrally Valued Pipelines	0		0	0		0	0		0	
508	Wireless Telephone	2		87,010	2		145,600	0		58,590	67.3%
550-552	Electric Generating Plant	3		1,104,560	3		1,097,610	0		-6,950	-0.6%
EXEMPT VALUE	Exempt Property	56		90,737,200	56		93,525,900	0		2,788,700	3.1%

LA4 Comparison Report - Fiscal Year 2022

Final Certification Granted on: 11/30/2021

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

Certification Year: 2022
 BLA Advisor: Sandra Bruso

Property Type	Description	FY 2021 Parcel Count	FY 2021 Assessed Value	FY 2022 Final Parcel Count	FY 2022 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
Total Class 1	TOTAL RESIDENTIAL	644	130,753,969	644	139,770,409	0		9,016,440	6.9%
Total Class 2	TOTAL OPEN SPACE	0	0	0	0	0		0	
Total Class 3	TOTAL COMMERCIAL	149	11,505,655	147	11,550,313	-2	-1.3%	44,658	0.4%
Total Class 4	TOTAL INDUSTRIAL	39	15,628,200	36	17,398,287	-3	-7.7%	1,770,087	11.3%
Total Class 5	TOTAL PERSONAL PROPERTY	81	10,864,710	78	10,635,270	-3	-3.7%	-229,440	-2.1%
Total Taxable	TOTAL REAL & PERSONAL	913	168,752,534	905	179,354,279	-8	-0.9%	10,601,745	6.3%

LA4 Reviewer: Joseph Barbieri

Approval Date: 12/08/2021

Edits :

Comments

No comments to display.

Documents

No documents have been uploaded.

CLASSIFICATION TAX ALLOCATION
Fiscal Year 2022

1. The selected Residential Factor is 1.000000

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

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

Yes No

If Yes, what is the percentage discount? 0

3. Was a residential exemption adopted?

Yes No

If Yes, please complete the following:

<u>Class 1 Total Assessed Value</u>	=	<u>139,770,409</u>	X	<u>0</u>	=	<u>0</u>
Class 1 Total Parcel Count *		0		Selected Res. Exemption %		Residential Exemption

* Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Was a Senior Means Tested exemption adopted?

Yes No

If Yes, please complete the following:

Total Eligible Parcels	0	Total Value Exempted nbsp;	0
Combined Exemptions			
Total Value Exempted, Residential + Senior Manes Tested	0		
Total Residential Value after exemption(s)	139,770,409		

4. Was a small commercial exemption adopted?

Yes No

% Selected 0

If Yes, please complete the following:

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

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

A Class	B Certified Full and Fair Cash Value Assessments	C Percentage Full Value Shares of Total Tax Levy	D New Percentage Shares of Total Tax Levy
Residential	139,770,409.00	77.9298%	77.9298%
Open Space	0.00	0.0000%	0.0000%
Commercial	11,550,313.00	6.4399%	6.4399%
Industrial	17,398,287.00	9.7005%	9.7005%
Personal Property	10,635,270.00	5.9298%	5.9298%
TOTALS	179,354,279.00	100.0000%	100.0000%

CLASSIFICATION TAX ALLOCATION
Fiscal Year 2022

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

CLASSIFICATION TAX ALLOCATION
Fiscal Year 2022

7. We hereby attest that on 12/20/2021 (date), 5:30 PM (time), at Gill Town Hall (place) in a public hearing on the issue of adopting the percentages for fiscal year 2022, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives, and that the percentages set forth above were duly adopted in public session on (date).

8. The LA-5 excess capacity for the current fiscal year is calculated as 202,297.72

The LA-5 excess capacity for the prior fiscal year is calculated as 174,938.69

For cities : City Councilors, Aldermen, Mayor

For towns : Board of Selectmen

For districts : Prudential Committee or Commissioners

Signatures

No signatures to display.

Documents

Documents have been uploaded.

TAX RATE RECAPITULATION
Fiscal Year 2022

I. TAX RATE SUMMARY

la. Total amount to be raised (from page 2, IIe)	\$ 4,187,279.88
lb. Total estimated receipts and other revenue sources (from page 2, IIIe)	1,199,237.60
lc. Tax Levy (Ia minus Ib)	\$ 2,988,042.28
ld. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) lc above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	77.9298	2,328,575.37	139,770,409.00	16.66	2,328,575.01
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	6.4399	192,426.93	11,550,313.00	16.66	192,428.21
Net of Exempt					
Industrial	9.7005	289,855.04	17,398,287.00	16.66	289,855.46
SUBTOTAL	94.0702		168,719,009.00		2,810,858.68
Personal	5.9298	177,184.93	10,635,270.00	16.66	177,183.60
TOTAL	100.0000		179,354,279.00		2,988,042.28

MUST EQUAL 1C

Signatures

No signatures to display.

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: David Guzman
Date:
Approved:
Director of Accounts:

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

TAX RATE RECAPITULATION
Fiscal Year 2022

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(g) from page 4)		<u>4,106,347.60</u>
Ilb. Other amounts to be raised		
1. Amounts certified for tax title purposes	<u>0.00</u>	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Retained Earnings Deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	3,756.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	<u>0.00</u>	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL Ilb (Total lines 1 through 10)		<u>3,756.00</u>
Ilc. State and county cherry sheet charges (C.S. 1-EC)		2,103.00
Ild. Allowance for abatements and exemptions (overlay)		75,073.28
Ile. Total amount to be raised (Total Ila through Ild)		<u>4,187,279.88</u>

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	299,905.00	
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		<u>299,905.00</u>
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	<u>308,700.00</u>	
2. Offset Receipts (Schedule A-1)	<u>0.00</u>	
3. Enterprise Funds (Schedule A-2)	<u>0.00</u>	
4. Community Preservation Funds (See Schedule A-4)	<u>0.00</u>	
TOTAL IIIb		<u>308,700.00</u>
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	<u>325,478.00</u>	
2. Other available funds (page 4, col (d))	<u>215,154.60</u>	
TOTAL IIIc		<u>540,632.60</u>
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2021	50,000.00	
1b. Free cash..appropriated on or after July 1, 2021	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		<u>50,000.00</u>
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		<u>1,199,237.60</u>

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)		<u>4,187,279.88</u>
b. Total estimated receipts and other revenue sources (from IIIe)	<u>1,199,237.60</u>	
c. Total real and personal property tax levy (from Ic)	<u>2,988,042.28</u>	
d. Total receipts from all sources (total IVb plus IVc)		<u>4,187,279.88</u>

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

TAX RATE RECAPITULATION
Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2021	(b) Estimated Receipts Fiscal 2022
==>	1. MOTOR VEHICLE EXCISE	206,558.26	160,000.00
	2. OTHER EXCISE		
==>	a.Meals	10,783.08	8,000.00
==>	b.Room	1,989.76	500.00
==>	c.Other	2,061.31	0.00
==>	d.Cannabis	0.00	0.00
==>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	17,170.54	9,500.00
==>	4. PAYMENTS IN LIEU OF TAXES	0.00	0.00
	5. CHARGES FOR SERVICES - WATER	0.00	0.00
	6. CHARGES FOR SERVICES - SEWER	164,150.77	73,500.00
	7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8. CHARGES FOR SERVICES - SOLID WASTE FEES	51,156.90	37,000.00
	9. OTHER CHARGES FOR SERVICES	0.00	0.00
	10. FEES	9,790.78	7,000.00
	a.Cannabis Impact Fee	0.00	0.00
	b.Community Impact Fee Short Term Rentals	0.00	0.00
	11. RENTALS	8,450.00	7,000.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	7,688.23	0.00
	17. LICENSES AND PERMITS	4,425.00	3,500.00
	18. SPECIAL ASSESSMENTS	0.00	0.00
==>	19. FINES AND FORFEITS	3,702.65	1,200.00
==>	20. INVESTMENT INCOME	3,101.50	1,500.00
==>	21. MEDICAID REIMBURSEMENT	0.00	0.00
==>	22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	0.00	0.00
	23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	8,240.69	0.00
	24. Totals	499,269.47	308,700.00

Accounting Officer

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Kala Fisher, Accountant , Gill , kfisher@frcog.org 413-863-9347 | 12/15/2021 12:05 PM

Comment:

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2022 estimated receipts to FY 2021 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

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

TAX RATE RECAPITULATION
Fiscal Year 2022

APPROPRIATIONS									AUTHORIZATIONS	
									MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
06/26/2021	2022	4,106,347.60	3,565,715.00	325,478.00	215,154.60	0.00	0.00	0.00	0.00	0.00
Total		4,106,347.60	3,565,715.00	325,478.00	215,154.60	0.00	0.00	0.00		

* Enter the fiscal year to which the appropriation relates.
 ** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.
 Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.
 *** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Signatures

No signatures to display.

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

TOWN OF GILL

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



www.gillmass.org

SELECTBOARD MEETING MINUTES

December 6, 2021

Called to Order: The meeting was called to order at 5:34 PM in the 2nd floor meeting room at the Gill Town Hall.

Members Present: Randy Crochier, Charles Garbiel, and Greg Snedeker Members Absent: None

Others Present: Ray Purington, Town Administrator; Jerri Higgins, Julian Mendoza, and Janet Masucci

Review of Minutes: Randy made a motion, seconded by Charles, to approve the minutes of November 22, 2021. The motion was approved by unanimous vote.

Police Officer Resignation: The Selectboard received the resignation of part-time police officer Alex Wiltz effective November 15, 2021. Officer Wiltz has moved out of the area for other employment. The resignation was accepted with regret, and the Selectboard wished him well in his career.

2017 Police Cruiser Accident: Ray reported the Town's 2017 police cruiser was rear-ended in an accident around 8:45 AM on December 2nd. Chief Redmond was stopped on Route 10 in Bernardston waiting to turn south onto Turners Falls Road when his cruiser was struck from behind. He was uninjured except for a minor cut on his leg; the driver and passenger of the other vehicle were transported to the hospital with minor injuries. The State Police investigated and the other driver was cited for several violations. Based on the damage to the cruiser, it is expected our insurance company will "total" the vehicle. It is insured for replacement cost.

It is believed COVID-related shortages affecting the supply of new vehicles will also impact availability of a new cruiser. Chief Redmond is exploring options to have the other driver's insurance cover the cost of a rental cruiser. The Town of Montague has also offered to loan one of their cruisers to Gill. Randy made a motion, seconded by Charles, to authorize Chief Redmond and the Town Administrator to explore and pursue both options (rental and loan) for a temporary replacement. The motion was approved by unanimous vote. Ray noted a new hybrid cruiser could be available sooner than a traditional gasoline model. The Selectboard will remain open to all possibilities while the replacement plans continue to develop.

Commemorative Plaque for French King Bridge: The Selectboard reviewed an email between Stacy Hamel, a key advocate for the suicide prevention barriers at the French King Bridge, and Alwin Ramirez, the Mass DOT Project Manager for Major Projects. Ms. Hamel suggested there be some type of plaque installed at the completion of the barriers project. The plaque will "memorialize the lives lost at the bridge, at the same time honoring those [who] have helped to save lives there." In his reply Ramirez stated the Mass DOT will need supporting letters from the Towns of Erving and Gill in order for the plaque to happen.

The Selectboard reviewed a rough draft of language for the plaque, worded by Mariah Kurtz, Erving's Town Planner. "In memory of the lives lost at the French King Bridge. In support of the families who grieve. In gratitude to the first responders who offer compassion and assistance to those in need. 2022." By consensus the Selectboard approved the wording and Erving's suggestion the plaque could be installed at the small parking area on the Erving side of the bridge. Ray will advise Mass DOT of the decision, and will pass along thanks to Stacey Hamel for her passionate advocacy of the barriers project.

Sign On to Mass in Motion Grant Application: The Selectboard reviewed a request from the FRCOG's Rachel Stoler and Phoebe Walker asking the Town to sign on as a participant in the FRCOG's application to the Mass in Motion Municipal Wellness & Leadership Initiative. Randy recused himself as he is the Program Manager of the FRCOG's Cooperative Public Health Service District. Charles made a motion, seconded by Greg, to sign the application. The motion was approved by a 2-0 vote, with Randy abstaining from the vote.

Fire Chief Gene Beaubien joined the meeting at 5:50 PM.

Preliminary Discussion of Sewer Rate Increase: Ray presented a 4-page handout related to a proposed rate increase for customers/users of the Gill sewer system. The handout included historical expense and revenue data, and four options for sewer rates ranging from no increase up to a 4.3% increase to match the rate increase adopted by Montague. Gill's sewer system collects at a pump station on Riverview Drive, and the sewage is pumped under the river and into Montague's sewer system for treatment and disposal. When Montague increases its rates it necessitates a review of Gill's own rates to make sure revenues keep pace with expenses. The topic will be revisited at the December 20th Selectboard meeting when a vote to adopt a new rate is expected.

According to Gill's sewer regulations, members of the Selectboard act as the Sewer Commissioners. During the discussion it was pointed out none of the current Selectboard members live in Riverside. It was suggested there should be consideration of changing the regulations to somehow add two Riverside residents as members of the Sewer Commission. It was also pointed out the sewer rate includes a 10% discount, but all users of the system receive the discount. It may be time to do away with the discount for the sake of simplicity.

Janet Masucci commented illegal sump pumps connected to the sewer system raise the cost for all users. Randy suggested that in addition to educating users about the illegality of sump pumps, perhaps the sewer regulations could be amended to require an inspection for sewer pump connections prior to the sale of any house connected to the sewer system.

Fire Department Updates: Fire Chief Gene Beaubien reported the Fire Department submitted its application for the FY22 Firefighter Safety Equipment Grant. The application seeks \$10,500 (maximum grant allowed) toward the estimated \$13,230 cost to replace the current hydraulic spreader tool with a battery-powered spreader tool. He noted the hydraulic cutting tool will need to be replaced in the future.

The FFY21 FEMA Assistance to Firefighters Grant application is due December 17th. The Department will again apply for funds to replace Engine 1, which is a 1987 model with an open cab design that no longer meets NFPA standards. FEMA has modified the scoring rules for the FFY21 grant to increase the points given for a vehicle's age and reduce the importance of call volume, which should help our application. Beaubien noted the Town can also apply for a second grant, and the Department is planning to apply for funds to purchase a LUCAS device, which is an automated mechanical chest compression device that can be used on cardiac arrest patients. AMR, which is the first responding ambulance to calls in Gill, does not have a LUCAS device; Northfield, Turners Falls, and Greenfield are the nearest fire departments/ambulances with LUCAS devices.

Beaubien reported permits for burning brush will no longer be available by calling Shelburne Control. Permits will only be issued via the online application form. Burning season runs from January 15th through May 1st each year. This change will be announced in the next Gill Newsletter and on the Town's website. Beaubien left at 6:30 PM

Tax Rate Classification Hearing: The Selectboard decided to hold the FY22 tax rate classification hearing at the beginning of its meeting on December 20th.

Jerri Higgins and Julian Mendoza left the meeting at 6:35 PM.

Warrant: The Selectboard reviewed and signed the FY 2022 warrant # 12 with totals of \$637,086.88 for vendors and \$28,722.91 for payroll.

The meeting adjourned at 7:02 PM.

Minutes respectfully submitted by Ray Purington, Town Administrator

Signed copy on file. Approved on 12/20/2021

Charles Garbiel, Selectboard Clerk

12/20/21 Sewer Rates - for vote

Expense Summary

	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15	FY14
Category	Budgeted	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Alarm Services	300	288	351	276	276	270	264	264	258
Bill Printing	450	320	416	554	554	417	556	553	552
Dues	150	150	175	112	112	112	112	112	112
Electric	1,600	1,319	1,441	1,511	1,429	1,184	1,314	1,413	1,192
Inspections/Calibrations	900	856	100	-	100	50	-	100	685
I&I Work & Smoke Test	2,500	-	-	-	-	-	-	-	2,485
Maintenance	11,770	1,222	11,303	592	-	371	4,231	6,704	3,045
Mileage	1,800	1,745	2,016	1,566	1,037	969	1,027	1,076	1,038
Mowing	350	275	275	300	325	275	330	320	350
Other/Supplies	1,600	1,536	-	922	110	155	923	-	-
Payroll	12,000	10,802	11,651	11,460	9,907	10,547	10,688	11,456	11,110
Postage	350	-	-	-	-	-	59	-	32
Sewage Disposal	139,500	114,530	137,771	134,656	78,857	71,257	59,422	50,625	61,643
Telephone	230	185	225	212	228	227	227	225	222
Expenses grand total	173,500	133,229	165,725	152,160	92,934	85,834	79,152	72,848	82,724

Omnibus Budget Voted	173,500	173,500	163,100	99,065	96,065	92,585	87,865	87,865	79,230
Extra Voted to Budget	-	-	-	60,000	-	-	-	-	3,500
Budget minus Expenses	-	40,271.14	(2,625)	6,905	3,131	6,751	8,713	15,017	6

	5-yr Average								
% expenses - Sewage Disposal	81%	86%	83%	88%	85%	83%	75%	69%	75%
% all other expenses	19%	14%	17%	12%	15%	17%	25%	31%	25%
total all other expenses		18,699	27,954	17,504	14,078	14,578	19,730	22,222	21,081
incr all other expenses/prior yr	2.2%	-33.1%	59.7%	24.3%	-3.4%	-26.1%	-11.2%	5.4%	20.6%

24-month total gallons sent to Montague	18,654,839	(Dec 2019 - Nov 2021)	
average gallons for 12 months	9,327,420		
estimated disposal cost - old rate \$13.48/1000	\$ 125,734		
(A) estimated disposal cost - NEW rate \$14.06	\$ 131,144	FY22 budget for non-disposal costs	\$ 34,000
budgeted for disposal	\$ 139,500	estimated disposal costs (new rate) (A)	\$ 131,144
expected shortfall	\$ (8,356)	contingency for nonpayments (10%)	\$ 16,500
		build reserves	\$ 10,000
Montague rate increase	4.3%	total to bill	\$ 191,644

12/20/21 Sewer Rates - for vote

Revenue Summary

There are currently 113 sewer accounts (as of 10/05/21).

Current Rate	0.3589 \$/cubic foot (adopted for bills in Dec 2020)
less 10% discount	0.0359 (all customers receive the discount)
Effective Rate	0.3230

Period	<u>Sewer Commitments - aka Invoices to Users</u>					*(only 10 months of billing fell in FY17 due to shift in quarterly cycle)				
	FY22	FY21	FY20	FY19	FY18	FY17*	FY16	FY15	FY14	
Invoiced amount		189,968.48	178,974.50	141,814.67	102,219.08	86,976.16	93,303.22	86,514.47	85,216.25	
Unpaid & placed onto real estate			10,109.31	11,670.33	13,651.61	15,547.57	8,011.57	6,356.65	10,273.96	
Unpaid percentage			5.6%	8.2%	13.4%	17.9%	8.6%	7.3%	12.1%	

10.4% average of 7 years

<u>Current Projected Revenue</u>		
RWD Water Use (current average)	11,942 gal/day	(average of last 8 quarters)
equals	4,358,830 gal/year	
equals	582,732 cu ft/year	
times current Effective Rate	0.32300 \$/cu ft	
= Total Invoiced to Sewer Users	\$ 188,222	

12/20/21 Sewer Rates - for vote

Proposed Projected Revenue - FULL YEAR

Scenario A		
No Rate Change	0.3589	\$/cu ft
Effective Rate	0.3230	\$/cu ft
Estim. Total Full Year	\$ 188,222	

Scenario B		
Possible New Rate (+ 1.5 %)	0.3643	\$/cu ft
Possible Effective Rate	0.3278	\$/cu ft
Estim. Total Full Year	\$ 191,020	

Scenario C		
Possible New Rate (+ 3.1 %)	0.3700	\$/cu ft
Possible Effective Rate	0.33300	\$/cu ft
Estim. Total Full Year	\$ 194,050	

Scenario D		
Possible New Rate (+ 4.3 %)	0.3743	\$/cu ft
Possible Effective Rate	0.3369	\$/cu ft
Estim. Total Full Year	\$ 196,305	

FY22 Proposed Projected Revenue - July/Oct bills @ Old Rate, Jan/Apr bills @ New Rate

Bill Date	Scenario A			Scenario B		
	Avg Cu. Ft	Disc. Rate	Bill Total \$	Avg Cu. Ft	Disc. Rate	Bill Total \$
July '21 - Actual			\$ 53,789			\$ 53,789
October '21 - Actual			\$ 49,140			\$ 49,140
January '22 (avg last 2 seasonal bills)	142,628	0.323	\$ 46,069	142,628	0.3278	\$ 46,753
April '22 (avg last 2 seasonal bills)	135,542	0.323	\$ 43,780	135,542	0.3278	\$ 44,431
			\$ 192,778			\$ 194,113
Bill Date	Scenario C			Scenario D		
	Avg Cu. Ft	Disc. Rate	Bill Total \$	Avg Cu. Ft	Disc. Rate	Bill Total \$
July '21 - Actual			\$ 53,789			\$ 53,789
October '21 - Actual			\$ 49,140			\$ 49,140
January '22 (avg last 2 seasonal bills)	142,628	0.3330	\$ 47,495	142,628	0.3369	\$ 48,051
April '22 (avg last 2 seasonal bills)	135,542	0.3330	\$ 45,135	135,542	0.3369	\$ 45,664
			\$ 195,559			\$ 196,644

12/20/21 Sewer Rates - for vote

Impact on Average Sewer User

	Cubic Feet	Discounted Rate	Billed Amount	Amount Over Current	% Over Current	Scenario
Current Avg. Quarterly Amount (last 8 quarters)	1290	0.323	\$ 417			
Current Avg. Annual Amount (last 8 quarters)	5160	0.323	\$ 1,667			
Possible Avg. Quarterly Amount	1290	0.323	\$ 417	\$ -	0.0%	A
Possible Avg. Annual Amount	5160	0.323	\$ 1,667	\$ -		
Possible Avg. Quarterly Amount	1290	0.3278	\$ 423	\$ 6.19	1.5%	B
Possible Avg. Annual Amount	5160	0.3278	\$ 1,691	\$ 24.77		
Possible Avg. Quarterly Amount	1290	0.3330	\$ 430	\$ 12.90	3.1%	C
Possible Avg. Annual Amount	5160	0.3330	\$ 1,718	\$ 51.60		
Possible Avg. Quarterly Amount	1290	0.3369	\$ 435	\$ 17.93	4.3%	D
Possible Avg. Annual Amount	5160	0.3369	\$ 1,738	\$ 71.72		

Sewer Fund Balances

	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15	FY14
Starting Balance		96,196.06	85,986.40	107,871.27	92,203.31	78,330.04	51,007.40	47,215.67	75,623.82
minus Transfer to Omnibus	100,000.00	74,700.00	64,300.00	60,200.00	57,200.00	53,720.00	49,000.00	49,000.00	45,000.00
minus Extra to Omnibus			-	-	-	-	-	-	-
plus Actual/Estimated Receipts		174,906.70	175,934.61	130,274.87	108,601.12	99,707.72	91,457.41	91,656.73	84,675.85
plus Transfer from Free Cash							15,017.20		
plus Unspent from Omnibus		40,271.14	(2,624.95)	6,905.26	3,131.84	6,750.55	8,713.03		
minus Reserved from Receipts	73,500.00	98,800.00	98,800.00	98,865.00	38,865.00	38,865.00	38,865.00	38,865.00	68,084.00
Ending Balance		137,873.90	96,196.06	85,986.40	107,871.27	92,203.31	78,330.04	51,007.40	47,215.67

Notes

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

	FY21	FY20	FY19	FY18	FY17	FY16	FY15	FY14
Ending Balance after adjusting for "Notes" boxes	137,873.90	96,196.06	85,986.40	107,871.27	92,203.31	78,330.04	66,024.40	47,215.67