

MONTAGUE SELECTBOARD MEETING

Remote Meeting via ZOOM

Monday, March 14, 2022

Zoom Meeting Link: <https://us02web.zoom.us/j/83507603054>

Meeting ID: 835 0760 3054 Password: 802867 Dial in Option: (646) 558-8656

Topics may start earlier than specified, unless there is a hearing scheduled

Meeting Being Taped

Votes May Be Taken

1. 6:30 PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:31 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
3. 6:33 Review Meeting Minutes
4. 6:35 COVID-19 Updates
 - Review of COVID case counts and trends
 - Discuss any related updates or priorities
5. 6:40 Personnel Board
 - Appointment of Janel Nockleby to the Montague Historical Commission
 - WPCF Foreman position description, to replace the WPCF Chief Operator position
 - MOA with NAGE union formally establishing revised title and job description
6. 6:50 Liquor License and Use of Public Land
 - Update on State allowance for outdoor dining and extension of licensed premises
 - Request from Rocket Science, dba The Rendezvous, 78 Third Street, for a license to use real property - of a portion of the Town parking lot adjacent to the Rendezvous - from 4/1/22 to 12/31/22, with use ending at the time of the winter parking ban.
7. 7:00 Public Input and Selectboard Discussion of Priorities for Spending of ARPA Coronavirus State and Local Fiscal Relief Funds (CSLFRF)
 - Overview of CSLFRF program guidance
 - Summary of existing project commitments requests received to date
 - Public suggestions for funding priorities
 - Discussion of next steps
8. 7:30 Unity Park Pollinator Garden Project (Peter Wackernagel and the Brick House)

9. 7:40 Requests for use of Cannabis Impact/Mitigation Funds
- \$40,000 for an afterschool STEM enrichment programming
 - \$25,000 for design of sidewalks linking the FCTS and TFHS/GFMS
 - Discuss any other proposed uses
10. 8:00 Authorize Submission to Municipal Small Bridge Grant Program – Swamp Road Bridge M28-036 Bridge Preservation (Design Request)
11. 8:10 Community One-Stop for Growth Grant Program – Prioritize Expression of Interest Submissions
- Sludge Compost Facility Phase 2 Design Study and Community Engagement
 - Town Hall Basement and Annex Re-Use Design Study
 - Montague Comprehensive Plan - Phase II Implementation
 - “Indeck Coal Silo” Public Art Project Feasibility Assessment
 - Real Estate Technical Assistance for Griswold Mill Site (11 Power Street)
12. 8:25 Town Administrator’s Business
- FRCOG DLTA Support Commitments
 - Procurement Updates
 - Republic Services Extension Proposal
 - Unity Park Playground Sealing and Painting
 - Montague Center Library Moisture Remediation/HVAC
 - DEP Standard Contract Form Renewal

Next Regular Meeting Date: Monday, March 21, 2022 at 6:30pm

From: [david brule](#)
To: [WendyB-Montague Selectboard](#); [StevenE - Montague Town Administrator](#)
Subject: Fw: Montague Historical Commission
Date: Wednesday, March 9, 2022 6:08:32 PM
Attachments: [Janel Nockleby-Montague Historic Commission 3-3-22 request.pdf](#)

Dear Wendy and Steve,
attached is the application for appointment to the Montague Historical Commission that Janel Nockelby has shared. I hope you will submit her request for appointment to the board of selectmen, with my strong support as chairman.

I do certainly recommend that she be appointed. She has strong credentials , having earned degrees in history and Fine Arts. She clearly is knowledgeable about the industrial heritage of the Town of Montague and is a tireless supporter of the stewardship of Montague's historical and cultural heritage. She will be an excellent member of the Historical Commission.

Thank you for your attention in this matter,
David Brule



March 3, 2022

Selectboard
Town of Montague
2 Avenue A
Turners Falls, MA 01376

Dear Selectboard members Chris, Rich, and Matt,

I am writing to request appointment to the Montague Historical Commission. I hope to contribute to historical research which can help with local historic preservation efforts. I have a B.A. in History from the University of Oregon's Clark Honors College (and an MFA from UMASS Amherst), and I've been answering local history questions for some time now at the Welcome Desk of the Great Falls Discovery Center.

I have checked with the State Ethics Commission and our Montague Town Clerk regarding any potential conflict of interest I might have since I am a state employee with the Department of Conservation and Recreation, working at the Great Falls Discovery Center in the town of Montague. The response I received from the State Ethics Commission was that as long I was designated a special municipal employee, I would be able to participate on the Historical Commission. They found a document from the Montague Town Clerk in 1989 which shows the selectboard voted to have the Historical Commission members become special municipal employees, and I shared it with Deb Bourbeau.

In the unlikely event that any matters come before the Montague Historical Commission related to the DCR, I would recuse myself or file a form 23(b)3, as needed. Please let me know if you have any questions.

Thank you for your assistance,

Janel Nockleby
14 3rd St. Apt. C
Turners Falls, MA 01376

**TOWN OF MONTAGUE
JOB DESCRIPTION**

POSITION TITLE:	WPCF Foreman	DATE:	March 2022
DEPARTMENT:	Wastewater	GRADE:	F
REPORTS TO:	Superintendent	FLSA:	Non-Exempt

Statement of Duties

Position is responsible for providing supervisory, maintenance and operational functions for the Wastewater Pollution Control Facility. Responsibilities include ensuring the treatment plant is operating at maximum efficiency and must be able to make process adjustments to stay within permit constraints. Ensuring the proper working condition of equipment and supplies, planning and assigning work projects, instructing, guiding, overseeing and supervising WPCF staff in the field, reviewing completed work and taking disciplinary action where appropriate; and maintaining and updating records.

Supervisory Responsibilities

Employee supervises staff of up to 5 full-time and up to 1 seasonal employees as assigned. The jobs reporting to this position are Lead Operator, Lead Mechanic, Wastewater Technician, Lab Technician and Operator/Laborer. Staff may be located in different areas than the employee. Employee is responsible for establishing work procedures and performance standards, scheduling work, assigning and reviewing work, providing employee performance feedback, new employee orientation, and providing training and development. The employee assists in recruitment and coordinates employee discipline with the WPCF Superintendent.

The nature of work fluctuates throughout the year. Increases in workload can usually be planned for in advance, except for some weather emergencies. Employee has access to confidential personnel files of the department.

Supervision/Guidance Received

Employee plans, prioritizes, and performs work in accordance with standard practices and previous technical training. Employee is expected to solve problems by interpreting instructions accordingly, and by applying known wastewater technology, laboratory techniques and practices to a wide variety of WPCF activities. Instructions for new assignments or special projects usually consist of statements of desired objectives, deadlines, and priorities. Technical and policy problems or changes in procedures are discussed with Superintendent. Work is generally reviewed only for technical adequacy, appropriateness of actions or decisions, and conformance with policy or other requirements; the methods used in arriving at the result are not usually reviewed in detail.

WPCF Foreman
Montague WPCF
March 2022

TOWN OF MONTAGUE

JOB DESCRIPTION

Job Environment

Position responsibilities require the use of judgment and initiative to perform supervisory functions such as examining, analyzing and evaluating facts, and circumstances surrounding individual projects or situations, and determining actions to be taken within the limits of standard or accepted practices. Employee is expected to resolve problems using judgment to analyze situations and determine appropriate actions. Errors can result in delay of work at facilities, damage to costly equipment, damage to public safety, misuse of manpower and materials and legal repercussions.

The position has occasional contact with the public in person, on the telephone and in writing for the purpose of responding to inquiries and complaints and providing information and assistance. The position has daily contact with other town departments, employees, and contractors for the purpose of giving or receiving information; coordinating activities; and providing information and assistance regarding departmental operations. Contact usually occurs in person, in writing, or on the phone.

Position Functions

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to, or extension of, the position.

Essential Functions

1. Plans, coordinates, assigns and reviews the work of subordinate staff responsible for maintaining and repairing lift station and wastewater treatment plant equipment and facilities.
2. Schedules routine preventive maintenance work, records and reports of all maintenance/repair activities.
3. Operates motor vehicles and equipment necessary for the completion of projects and performs labor incidental to the work of operating assigned equipment.
4. Provides for the proper availability, operation, maintenance and repair of equipment and machinery.
5. Provides for the safe and efficient use of manpower and equipment, including overseeing training and development of staff.
6. Ensures that adequate supplies and equipment are available for projects. Supply and equipment estimates for all other departmental jobs and purchases some supplies.

WPCF Foreman
Montague WPCF
March 2022

TOWN OF MONTAGUE JOB DESCRIPTION

7. Determines nature of problem, parts, materials and tools and equipment needed to make necessary repairs.
8. Investigates problems or complaints from the public regarding sewer, and pump stations.
9. Is on call for emergency response on a rotating basis.
10. Performs other similar or related duties as required or as situation dictates.

Recommended Minimal Qualifications

Education and Experience

A candidate for this position should have a High School diploma or equivalent and 5yrs or more experience in a similar position. Engineering training, Science degree or experience is a plus.

Additional Requirements

A candidate for this position is required to have a valid state driver's license. Must possess and maintain a Grade 5 Massachusetts Wastewater License. Must possess the education and experience required for eligibility for a Grade 6C Massachusetts Wastewater license.

Knowledge, Skills and Abilities

A candidate for this position should have thorough knowledge of:

- Wastewater process control, oversight of all wastewater operators involved with the wastewater process.
- State and Federal Regulations, standards and criteria regarding the discharge of effluent.
- Knowledge of State and Federal record keeping and reporting.

Skill in:

- Effective communication and customer relations
- Strong skills in supervising subordinates
- Operation and maintenance of equipment.

And ability to:

- Read, interpret, explain engineering plans, to understand complex codes and regulations
- Follow directions and instruct others
- Maintain records and prepare reports

Tools and Equipment Used

WPCF Foreman
Montague WPCF
March 2022

TOWN OF MONTAGUE JOB DESCRIPTION

Equipment operated includes light truck, automobile, light equipment, pneumatic tools, power tools, hand tools, office machines, welding equipment and computer.

Physical Requirements

The physical demands listed here are representative of those that must be met by the employee to successfully perform the essential functions of this job. Reasonable accommodations are considered to ensure individuals with disabilities can perform essential functions.

Employee is required to stand and walk constantly; sit, talk, listen, use hands, climb, balance, stoop, kneel, crouch, crawl, and reach with arms and hands regularly. Employee occasionally lifts up to 100 lbs. Normal vision is required for this position.

Work Environment

The work environment characteristics described here are representative of those that the employee encounters while performing the essential functions of this job. Reasonable accommodations are considered to ensure individuals with disabilities can perform essential functions.

Employee works on loud construction sites and is exposed to outdoor weather conditions and moving mechanical parts frequently, high places, toxic or caustic chemicals, fumes or airborne particles regularly.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Approved:

Steve Ellis
Town Administrator

Date _____

Selectboard Chair,

Date _____

WPCF Foreman
Montague WPCF
March 2022

**Memorandum of Agreement between the
Town of Montague and the National Association of Government Employees**

March 14, 2022

Whereas, the parties agree as follows:

To eliminate in the unit the position of WPCF Chief Operator and in its place establish the position of WPCF Foreman, whose duties and requirements are presented in the attached job description.

This job description is largely identical to the former WPCF Chief Operator position, save for revision of the required credential from possession of a Grade 6C MA wastewater license to possession of a Grade 5 MA wastewater license and eligibility, in terms of both education and experience, for a Grade 6 license. The position will remain on the Grade F schedule and no further compensation will be provided if the position holder possesses/obtains a Grade 6c license.

The position will be posted in accordance with the Union contract prior to consideration of any other internal or external candidates.

For the Town, Montague Selectboard

For the NAGE Union,

Marsha Goble
Jim Butler
Phillip

American Rescue Plan Act Funded Projects and Expenses Treasury Department Issues Final Rule Governing Use of ARPA Funds

Original: November 15, 2021; Updated March 9, 2022

Regulatory History and Issuance of the Final Rule

The U.S. Treasury Department has released its Final Rule governing the use of State and Local Fiscal Recovery Funds (SLFR Funds), made available to state and local governments through the American Rescue Plan Act (ARPA). Since passage of ARPA in March 2021 and the distribution of the first tranche of ARPA funds in or around May 2021, communities have been planning for and spending ARPA funds under the regulatory guidance provided pursuant to the U.S. Treasury Department's Interim Final Rule, which we explained in detail in our November 15, 2021 eUpdate. On January 6, 2022, the Treasury Department issued its Final Rule governing state and local governments' use of SLFR Funds, the text of which is available [here](#).

While substantially similar to the Interim Final Rule, the Final Rule includes some important changes to the Interim Final Rule that are based upon comments submitted during the notice and comment period for the Interim Final Rule. Here, we have updated our November 15, 2021 eUpdate with a summary of the significant changes incorporated into the Final Rule. The discussion in the original, November 15, 2021 eUpdate of all eligible uses has been retained and follows the overview of the Final Rule immediately below.¹

- I. **Lost Revenue – \$10 Million Standard Allowance:** SLFR Funds may be used for the provision of “government services” in an amount equal to the reduction in the recipient’s lost revenue in fiscal years 2020 to 2023. To determine a community’s lost revenue, Treasury created a somewhat complex formula in the Interim Final Rule that involved comparing actual annual revenue to estimated revenue based on average revenue growth over the past three fiscal years. Treasury received many comments that the calculation was too complex and did not take into account all revenue streams, and responded by incorporating the so-called “standard allowance” into the Final Rule. Final Rule, §35.6(d)(1). **Now, any recipient can elect to take a standard allowance of up to \$10 million, which will be deemed the funding recipients lost revenue for the entire period of performance (March 3, 2021 to December 31, 2024).** This is a one-time election, and once made a recipient cannot elect to calculate and cover actual lost revenue with ARPA funds later. For many smaller communities, this means all of their SLFR Funds may be allocated for the provision of “government services.”

¹ All of the eligible uses contained in the Interim Final Rule, described in Section V, below, remain in the Final Rule. The Final Rule has only clarified or expanded the requirements or scope of existing eligible uses. Therefore, the information contained in Sections I-IV of this eUpdate supplements, but does not replace, the information contained in Section V.

- II. Premium Pay – Presumptive Eligibility for Employees Not Exempt from FLSA Overtime Provisions:** ARPA funds may be used to provide premium pay that “responds to eligible workers performing essential work.” Treasury has defined each of those three elements. All municipal employees are “eligible workers,” and “essential work” is any work performed in-person (i.e. not from home) and that involves regular interaction with the public or the regular handling of items handled by the public. Under the Interim Final Rule, premium pay would presumptively “respond to” such workers if it were provided to low- and moderate-income workers, meaning those whose income is at or below 150% of the mean state or county income (whichever is greater). After receiving comments that this threshold was too restrictive and administratively burdensome, **Treasury expanded the types of employees presumptively eligible for premium pay to include employees not exempt from the overtime provisions of the FLSA. Final Rule, §35.6(c)(2).** It is important to note, however, that this is merely a presumption for purposes of satisfying the “responds to” component of a premium pay program; ARPA recipients may still provide premium pay to higher income workers that are exempt from the FLSA’s overtime provisions if it provides written justification for such pay to Treasury.
- III. Eligible Water and Sewer Infrastructure Investments Expanded:** ARPA funds may be used to make necessary investments in water, sewer, and broadband infrastructure. With respect to water and sewer infrastructure projects, the Interim Final Rule incorporated the requirements of the EPA’s Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF) programs. However, Treasury received many comments requesting additional flexibility to use ARPA funds for water and sewer projects local officials deem necessary, and the Final Rule now provides that additional flexibility.
- a. **Sewer Projects:** Under the Final Rule, ARPA funds may be used for sewer projects regardless of their impact on the drinking water supply (a critical component of stormwater project eligibility under the CWSRF), so long as the project otherwise complies with certain provisions of the Federal Water Pollution Control Act. Final Rule, §35.6(e)(1)(ii).
 - b. **Drinking Water Projects:** Treasury has expanded the types of projects that are eligible for those serviced by private wells. While projects connecting homes serviced by private wells to a public water supply system and those addressing installation, repair, and replacement of private septic systems were already eligible under the Interim Final Rule, communities may now use ARPA funds for rehabilitation, testing, and treatment and remediation for private wells. Final Rule, §35.6(e)(1)(vii).
 - c. **Population Growth:** The Final Rule permits ARPA funds to be used for water projects needed to serve anticipated population growth, with certain conditions, Final Rule, §35.6(e)(1)(v), contrary to the DWSRF requirement that projects eligible for that program be designed to serve the existing population (i.e. not be based on anticipated future growth.)
- IV. Public Health and Negative Economic Impact Measures:** Recipients may use ARPA funds for capital expenditures, programs to improve public health services, and to address the negative economic impacts of the COVID-19 pandemic. Under the Interim Final Rule, one negative economic impact that could be addressed with ARPA funds were those resulting in public sector layoffs, and therefore one eligible use of ARPA funds was payroll and associated costs to support the public sector workforce by hiring or rehiring staff to fill

budgeted positions that existed on January 27, 2020. Treasury received comments concerning historic underinvestment in the public sector workforce and the need to hire above previous levels, and now **recipients may use ARPA funds to increase the number of budgeted, full-time employees above the number that existed as of January 27, 2020.** This increase is limited to the difference between full time employees as of January 27, 2020 multiplied by 1.075 and full-time employees as of March 3, 2021. Final Rule, §35.6(b)(3)(ii)(E)(2)(ii). However, recipients must elect to use ARPA funds either to hire and rehire up to past levels, or to increase staffing as noted; recipients cannot use ARPA funds for both purposes.

Finally, Treasury clarified and expanded the types of capital expenditures recipients could make with SLFR Funds to support those impacted by COVID-19. Recipients may use ARPA funds for capital expenditures that serve “impacted” or “disproportionately impacted” households and businesses, and the Final Rule expands the set of households presumed to be “impacted” by the pandemic to include the general public. Final Rule, §35.6(b)(2)(ii). Moreover, the Final Rule includes an expanded list of the types of assistance and relief that may be provided, the list now including programs that make affordable housing, childcare, and early learning services available in “impacted” communities, Final Rule, §35.6(b)(3)(ii)(A)(3)&(5), and funding community development and neighborhood revitalization programs in “disproportionately impacted” communities. Final Rule, §35.6(b)(3)(ii)(A)(11)(iv).

V. Eligible Uses: Below we have provided a list of eligible uses under the IFR. It is important to note this is a summary list, and some items have been combined or summarized for conciseness and ease of reference. When actually relying on a listed eligible use or designing an ARPA-funded program, it is critical the full text of the IFR, and perhaps legal counsel, be consulted. The eligible uses of ARPA funds are:

- **Responding to the COVID-19 public health emergency and its negative economic impacts:**
 - Expenses related to vaccination programs and clinics and COVID-19 testing, monitoring, and contact tracing (e.g. staff, equipment and supplies, facilities, IT, and administrative expenses);
 - COVID-19-related expenses of public hospitals, temporary medical facilities, clinics, congregate care facilities, long-term care facilities, incarceration settings, homeless shelters, and group living facilities;
 - COVID-19- related emergency medical, transportation, and telemedicine expenses;
 - Expenses related to provision and distribution of personal protective equipment, sanitizing products, and supplies and equipment (including ventilation upgrades) to mitigate the risk of spreading COVID-19;
 - Expenses for quarantining and isolating individuals, including providing paid sick and paid family and medical leave to public employees; and
 - Expenses related to the treatment of long-term symptoms, mental health treatment, and behavioral health services related to COVID-19.
- **Payroll and covered benefits for:**
 - Public safety, public health, human services, and similar employees to the extent the employee’s time is spent mitigating or responding to COVID-19; and
 - New employees hired to increase staffing to the level of employees employed as of January 27, 2020.
- **Unemployment Benefits and Support:**
 - Assistance and job training for individuals who are unemployed or underemployed; and

- Contributions to the state unemployment insurance trust fund up to the level required to restore the fund to its balance as of January 27, 2020.
- **Addressing Negative Economic Impacts:**
 - Support to small businesses and nonprofits (e.g. loans, grants, in-kind assistance, technical assistance, and other services) that responds to the negative economic impacts of COVID-19;
 - Assistance to households, including cash assistance programs, that responds to the negative economic impacts of COVID-19; and
 - Aid to impacted industries, such as tourism, travel, hospitality, and other impacted industries, that responds to the negative economic impacts of COVID-19.
- **Improvements to Public Health or Economic Relief Programs:**
 - Administrative costs associated with these services and programs, including data reporting and IT improvements.
- **Infrastructure Investments:**
 - Investments in water, sewer, and broadband infrastructure;
 - Water and sewer projects must be eligible under certain sections of the Federal Water Pollution Control Act or Safe Drinking Water Act; and
 - Broadband infrastructure must be designed to reliably provide a certain level of service (e.g. 100 Mbps upload/download speed).
- **Miscellaneous:**
 - Providing premium pay to essential workers or grants to certain employers that provide premium pay to essential workers, with priority of premium pay provided to low- and moderate-income workers;
 - Survivor's benefits for family members of those who have died of COVID-19; and
 - Programs, social services, educational improvements, or other assistance to disproportionality impacted populations, meaning those in "Qualified Census Tracts."²

VI. Recoupment: Misuse of ARPA funds could subject the funding recipient to recoupment. The Treasury Department will be monitoring use of ARPA funds and enforcing the Act's and the IFR's requirements with respect to the use of ARPA funds through 2026. While the precise level of oversight and standards by which Treasury enforces these requirements is currently unknown, Treasury has outlined in the IFR the process by which it will seek to recoup improperly spent ARPA funds. Therefore, we strongly recommend strict compliance with the eligible uses outlined in the IFR.

In general, any ARPA funds used in violation of the Act or the IFR will be subject to recoupment **prior to December 31, 2026**. Recoupment may occur if Treasury finds or is notified, by any person, that an ARPA funding recipient has used CSLFR Funds in violation of the eligible use and lost revenue provisions of the IFR.

² "Any census tract which is designated by the Secretary of Housing and Urban Development and, for the most recent year for which census data are available on household income in such tract, either in which 50 percent or more of the households have an income which is less than 60 percent of the area median gross income for such year or which has a poverty rate of at least 25 percent." 26 U.S.C. 42(d)(5)(B)(ii)(I).

From: [Jonathan Dobosz](#)
To: [StevenE - Montague Town Administrator](#)
Cc: [Walter Ramsey - Montague Planner](#); [Peter Wackernagel](#); [Annie Levine](#)
Subject: Pollinator Item for Monday
Date: Tuesday, March 8, 2022 9:02:52 AM
Attachments: [PollinatorCorridorLayout.pdf](#)

Hey Steve,

Following up on our request to be placed on the agenda for Monday evening with regards to the Pollinator Plan. I can't recall if I already sent the attached schematic to Wendy, but this is something that Peter Wackernagel is proposing for Unity Park as a partnership with the Brick House. This has been approved by the Parks & Recreation Commission, but wanted the Selectboard to be in-the-loop as well. I would like to get the conversation started Monday, then I'll pass it along to Peter with approval by the Chair. If you have any immediate questions, just let me know. thanks

Jon Dobosz, CPRP

Director of Parks & Recreation

56 First St.

Unity Park Fieldhouse

Turners Falls, MA 01376

(413) 863-3216

www.montagueparksrec.com



"Dare mighty things." Theodore Roosevelt



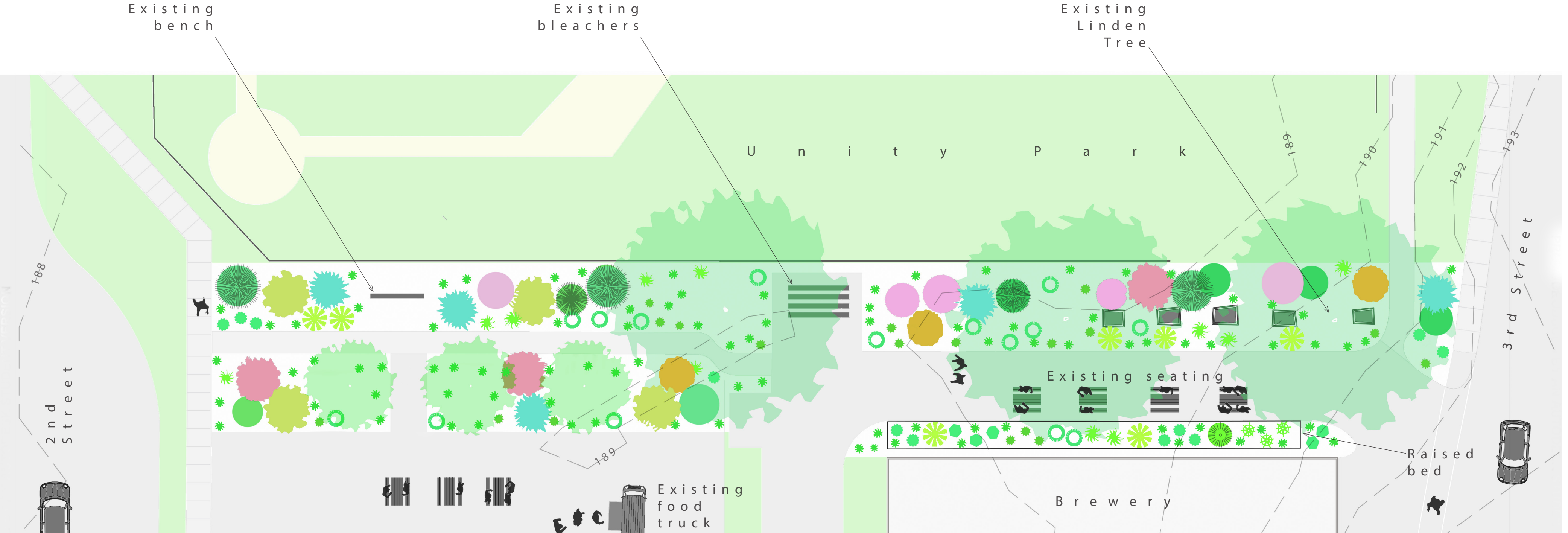
The Unity Park Pollinator Garden













A linear park adds habitat and green space to Turners Falls' Unity Park

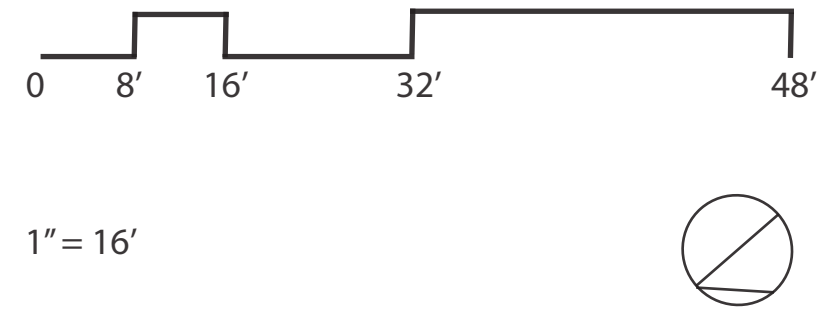


The Unity Park Pollinator Garden is a linear park that will improve pedestrian circulation and create additional pollinator habitat in Turners Falls' Unity Park. This project will appropriate a former service alley, annexing it to the park's existing green space. The project will also contribute to a planned pedestrian route between downtown and the Connecticut River. It will serve as an important middle section of this path, connecting 3rd Street and 2nd Street.

Last year, the Franklin Regional Council of Governments published the "Montague Pollinator Action Plan." This report attests that a precipitous decline in pollinator populations could be a threat to agriculture as well as all plants that require pollination as a part of their reproductive cycle. Without pollination, a crucial step in the reproductive cycles of all flowering plants, many species and even ecosystems are threatened. The "Montague Pollinator Action Plan" proposes a town-wide strategy that the Town, grassroots organizations, and individuals can implement to support the wellbeing of local pollinator populations. This project will be one of the first pollinator projects installed on public land in Montague, and will include more than 5,500 sq ft of biodiverse pollinator habitat.



- | | | | | | |
|--|--|--|---|---|---|
|  American Cranberrybush
<i>Viburnum opulus</i> |  Shadblow Serviceberry
<i>Amelanchier canadensis</i> |  Sweetbay Magnolia
<i>Magnolia virginiana</i> |  Red Twig Dogwood
<i>Cornus sericea</i> |  Phlox
<i>Phlox paniculata</i> |  New England Aster
<i>Aster novae-angliae</i> |
|  Witchhazel
<i>Hamamelis virginiana</i> |  Spicebush
<i>Lindera benzoin</i> |  Winterberry Holly
<i>Ilex verticillata</i> |  Red Chokeberry
<i>Aronia arbutifolia</i> |  Bee Balm
<i>Monarda didyma</i> |  Blazing Star
<i>Liatris spicata</i> |





Town of Montague
SPECIAL ARTICLE REQUEST
NON-CAPITAL FINANCIAL REQUEST

FY 22

Form for use with capital article submissions < \$25,000 with a lifespan < 5 years

Please complete this form in its entirety!

Department: Selectboard Submitted by: Matthew Lord

Item/Project Cost: \$40,000 Date Prepared: 3.10.2022

Item/Project Title: Youth STEM Afterschool Enrichment

Proposed Article Wording:

To see if the town will vote to raise and appropriate, transfer from available Cannabis Impact Fee funds, the sum of \$40,000.00 or any other amount for the purpose of providing Science, Technology, Engineering, and Math afterschool enrichment programs, or pass any vote or votes in relation thereto.

Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

Both GMRSD and FCTS noted a desire to integrate after-school programming with their substance abuse counselling efforts. This is partially in response to those efforts, as well as community desire to provide developmentally appropriate outlets for youth in Montague. Currently STEM enrichment activities are funded at the Brick House through state grant funding, but grant funding is set to end at the close of school year. This funding would enable an organization to provide the programming through the following school year. Cost is based roughly on current grant funding.

Enter response**Have you received an estimate as a basis for cost? (yes/no)****No**

- *If yes, please attach estimate*

Are grant or other funds available to offset cost? (yes/no)**No**

Please specify grant program/source of funds

Value of the offset

\$

Probability of availability

%



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

This form is intended for use with capital article submissions \geq \$25,000 with a lifespan of 5+ years. For major building projects, please consult the Town Administrator.

Please complete this form in its entirety! Initial Submission due November 1

Department:	<u>Planning/Selectboard</u>	Submitted by:	<u>Matt Lord</u>
Item/Project Cost:	<u>\$25,000</u>	Date Prepared:	<u>3.10.2022</u>
Item/Project Title:	<u>Use of Cannabis funds for roadway improvements on Millers Falls Road and Industrial Boulevard</u>		

Proposed Article Wording:

To see if the town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$25,000 or any other amount for the purpose of developing a Preliminary Design and Feasibility Assessment of Complete Streets (Multi-modal) Design on Millers Falls Road and Industrial Boulevard. , or pass any vote or votes in relation thereto.

Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

The corridor between the Turners Falls High School and the Franklin County Technical School has seen increased traffic due in part to the conversion of the long vacant Hallmark Imaging Lab at 253 Millers Falls road into a cannabis retail, cultivation, and production facility. Additional traffic is projected from the planned cultivation facility at 180 Industrial Boulevard. This corridor is used by students of the two nearby high schools, industrial park employees, FCHRA patrons, and area residents. The goals of the design study would be to calm traffic, to safely accommodate multiple users, and improve the safety of the intersection at Industrial Boulevard and Millers Falls Road. Montague has a complete streets policy and defines complete streets as a transposition system that provides safety and accessibility to all of its users (including pedestrians, bicyclists, transit users, motors and other users). The Town's consulting engineer may recommend sidewalks, bus stops, bike lanes, and traffic calming measures that may be funded with support from future cannabis impact fees and or grant funds.

Enter response

Have you received an estimate as a basis for cost? (yes/no)

No

- *If yes, please attach estimate- Based on an approximation from FRCOG Transportation planning staff*



Municipal Small Bridge Program Fiscal Year 2023 Funding Application

Instructions

Complete this application to the best of the municipality's ability. For sections that do not apply to this application, write N/A. Submit application and supporting documents as one PDF to SmallBridgeProgram@dot.state.ma.us and copy your District Bridge Engineer.

Application Type (check one):

Phase 1 (design)

Phase 2 (construction)

Part A: Applicant Information

Date of Submission: _____ City/Town: _____

Applicant Name: _____ Applicant Title: _____

Address: _____

E-mail: _____ Telephone: _____

Part B: Bridge Information

Road: _____ Bridge Number: _____

Feature under Bridge: _____

Proposed Project Type: New Bridge Bridge Rehabilitation Bridge Preservation

Reason for Application (Describe the condition of the bridge):

Is the bridge currently closed, posted (include the loading) or restricted (include by how much)?

Yes No

Comment:



Municipal Small Bridge Program Fiscal Year 2023 Funding Application

Part C: Eligibility

1. Is the span of the bridge greater than 10 feet and less than or equal to 20 feet?

Yes No

Comment:

2. Is the bridge on a public way?

Yes No

Comment:

3. Are all municipally-owned bridges in the City/Town with reduced weight-carrying capacity properly posted as previously directed by MassDOT?

Yes No

Comment:

4. Can the 25% design be submitted within 6 months of the application approval?

Yes No

Comment:

Part D: Proposed Project

1. Description of Work

- a. Has the bridge(s) been inspected? If yes, please provide the condition ratings and a copy of the inspection report as an appendix to this application. If no, please advise MassDOT to allow earliest determination of dimensions and eligibility.

Yes No

Comment:



Municipal Small Bridge Program Fiscal Year 2023 Funding Application

- b. Has the bridge(s) been rated? If so, please provide the inventory ratings and copy of the rating report as an appendix to this application.

Yes No

Comment:

- c. If neither of the above is applicable, provide a description of the condition of the bridge(s); state the City/Town's concerns regarding the continued unrestricted use of the bridge(s); and what actions are planned by the City/Town to ensure continued safe use of the bridge(s).

2. Describe the scope of work for the proposed project. Provide consultant scope if available.

Yes No

Comment:



Municipal Small Bridge Program Fiscal Year 2023 Funding Application

3. Describe any anticipated design services that will be required for this project, including the length of time required to secure and complete these services.

4. Provide a breakdown of the estimated cost of the project, including design services.

5. Has the community signed the Community Compact?

Yes No

6. Demonstration of Public Need
 - a. What is the length (in miles) of a suitable detour around the bridge?

 - b. Please describe the emergency services carried by the bridge. Consider how often the roadway is used as a fire, police, and/or EMT route.

 - c. Please describe how the bridge serves the local economy (commercial and industrial). Consider the following: agricultural, tourist/recreational sites, commercial district, major employer, other economic generators, etc.



Municipal Small Bridge Program Fiscal Year 2023 Funding Application

- d. Please describe the essential services carried by the bridge. Consider the following: heating oil, propane gas, trash/recycling, septic tank service, school buses, mail, other delivery services, etc. and if a viable detour for these services currently exists.

7. Description of Demonstrated Financial Need

- a. Explain why the limited funds of the Municipal Small Bridge Program are needed to advance the project.

- b. Provide the current annual Chapter 90 apportionment for your municipality and balance of uncommitted funds.

- c. What other sources of funds does the municipality have to repair its bridges? Please explain why these are insufficient or inappropriate for this project.

- d. What is the municipality's annual revenue?



What is the One Stop?

As noted, the Community One Stop for Growth is a **single application portal** and **collaborative review process** of grant programs that make targeted investments based on a Development Continuum.

It is an EOHED Initiative that coordinates grant programs in partnership with the Department of Housing and Community Development and the Massachusetts Development Finance Agency. The main elements include:

- The **Expression of Interest**, which is an optional step for applicants to pitch their project ideas and get feedback from program managers before completing a Full Application(s).
- The **Full Application** is a streamlined application form that allows applicants to submit comprehensive project proposals and funding requests that are aligned with the community's goals based on a Development Continuum.
- **Targeted Referrals**, which are made throughout the process, in partnership with the Community Compact Connector. As EOHED and its partner agencies review project ideas and proposals, they also try to identify other state grants and resources that may be appropriate for the applicant to pursue.

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Key Benefits of the One Stop

- **Guidance and Partnerships**, allowing applicants to receive key feedback through optional "Expression of Interest" process before completing a full application, and allowing the State to holistically and directly engage with local leadership.
- **Ability to be considered for more than one grant program simultaneously**, saving time on research and applications to different agencies and programs.
- **Greater accessibility to grant programs for small communities** with limited staff resources, that would otherwise not have the capacity to prepare applications to multiple grant programs during the year.
- **Direct referrals to additional programs** to support applicants' priorities that did not fit within One Stop.
- **A full view by program staff of community priorities**, allowing the state to understand community vision beyond four corners of a single, discrete application.
- **Collaborative review**, allowing for State funding coordination and enhanced State awareness and support for community development goals.

5



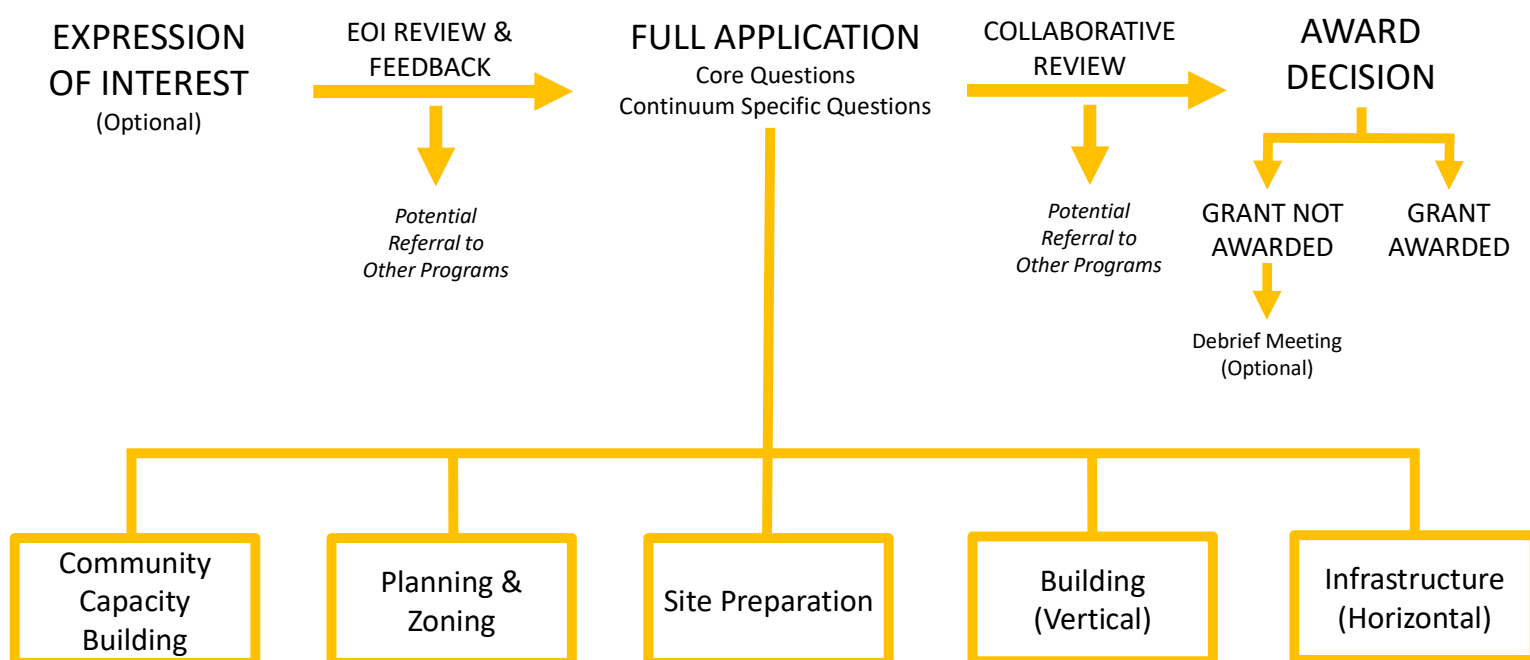
One Stop Timeline

- 
- **Expression of Interest and Guidance (December – March)** – The EOI, which will be accepted and reviewed on a rolling basis through March 18, 2022, is an opportunity for any interested organization to submit their priority project ideas for review and feedback by the participating state agencies. The feedback is intended to help prospective applicants understand how their project(s) fits in the Development Continuum, and ultimately to decide if they want to proceed with a Full Application(s).
 - **Full Application (January – June)** – The Full Application is the official form for submitting all funding requests. Applicants will be able to start drafting their Full Application as soon as the portal is opened in January. However, application(s) will only be accepted during the submission period: May 2, 2022 – June 3, 2022.
 - **Review and Evaluation (July – September)** – All complete and eligible Full Applications submitted by the deadline will be reviewed and evaluated by the corresponding program managers at each state agency. The One Stop team will also conduct joint application reviews across agencies. Based on the program's criteria, each program will prepare its list of applications recommended for funding, to be further reviewed and approved by agency and Secretariat leadership.
 - **Notification of Grant Decisions and Referrals (October/November)** – Once final recommendation have been approved, applicants will be notified of grant decisions in writing, and announcement events will be scheduled. Some projects may be referred to other grant programs aligned with the One Stop. Applicants not awarded will have the opportunity to request a debrief about the evaluation of their application(s).

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Community One Stop for Growth Process Overview



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One Stop Programs

Executive Office of Housing and Economic Development

- ✓ Mass Works Infrastructure Program
- ✓ Urban Agenda Grant Program

Department of Housing and Community Development

- ✓ Community Planning Grant Program
- ✓ Rural and Small Town Development Fund
- ✓ Housing Choice Community Grant Program
- ✓ Massachusetts Downtown Initiative



**COMMUNITY
ONE STOP
FOR GROWTH**
mass.gov/onestop


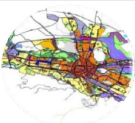



MassDevelopment

- ✓ Brownfields
- ✓ Site Readiness Program
- ✓ Underutilized Properties Program
- ✓ Collaborative Workspaces (New)
- ✓ Commonwealth Places (New)
- ✓ Real Estate Services (New)

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Development Continuum: Funding Activities



Preparing for Growth			Catalyzing Specific Projects	
Grants to support activities and initial steps by community-based actors to attract and guide private investment in a community.			Grants to support private, commercial, industrial, and residential investment projects that further the community vision	
 <p>Community Capacity Building</p> <ul style="list-style-type: none"> • Technical Assistance for Improving a Downtown or Commercial Center • Business Improvement District (BID) Implementation (NEW) • Early-Stage Strategy Development • Strategy Implementation by an Existing Cross-Sector Consortium or Coalition • Placemaking efforts (NEW) 	 <p>Planning & Zoning</p> <ul style="list-style-type: none"> • Master Plan • Urban Renewal Plan • Land Use Plan • Downtown Plan • Parking Management Plan • Housing Production Plans • Market Feasibility Studies • Zoning Review & Updates • Zoning to comply with the MBTA Communities section of c40A section 3A (NEW) • District Improvement Financing (DIF) Plan (NEW) • Municipal Surplus Property Disposition Plan (NEW) • Other Strategic Plans 	 <p>Site Preparation</p> <p>Site Predevelopment</p> <ul style="list-style-type: none"> • Site Due Diligence • Site Master Planning • Market Study • Civil Engineering • Pre-Permitting/Permitting • Brownfields Site Assessment <p>Implementation</p> <ul style="list-style-type: none"> • Demolition • Site Acquisition, related tasks • Construction of site related upgrades • Brownfields Remediation 	 <p>Buildings (Vertical)</p> <p>Building Predevelopment</p> <ul style="list-style-type: none"> • Building Condition Study • Development Feasibility Studies • Code Compliance Studies • Architectural or Engineering Plans • Collaborative Workspace Feasibility Studies (NEW) <p>Implementation</p> <ul style="list-style-type: none"> • Building Code Compliance • Fire/Life Safety Code Compliance • Accessibility Improvements • Building Shell Repair • Building Stabilization • HVAC Improvements or Renovations • Interior Demolition or Remediation • Collaborative Workspace Fit-Out or Equipment (NEW) 	 <p>Infrastructure (Horizontal)</p> <p>Infrastructure Predevelopment</p> <ul style="list-style-type: none"> • Design / Engineering Documents <p>Implementation</p> <ul style="list-style-type: none"> • Roadway / Streetscape Improvements • Bridge / Culvert Repair or Replacement • Water / Sewer Infrastructure • Public Utility Project (Gas, Electric, etc.)

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From: [Amanda Doster](#)
To: [StevenE - Montague Town Administrator](#)
Subject: Status of DLTA Projects - Montague
Date: Wednesday, March 9, 2022 11:10:41 AM

Greetings!

I'm writing to give you a quick status update on this year's DLTA projects. Here are the projects your town requested that the FRCOG will be working on in 2022:

Montague
Energy & Environment: FERC Relicensing
Local Officials Continuing Education Series, including DEI
Marijuana Impact Fee Tracking & Evaluation
Montague Pavement Management
Regional Sludge Pressing & Composting Opportunities

We will also be working on several regional projects that your town may want to join, even if you did not already express interest on the survey form. These projects are supported by a combination of DLTA and other funds:

- **Citizen engagement** - Consider how towns can foster citizen engagement & achieve a deeper pool of people willing to serve in key municipal positions – appointed, elected and volunteer.
- **Local officials workshops** - Continue to offer workshops to Select Board, Planning Board, Board of Health, Finance Committee members and other public officials. Let us know if you have a suggested topic for a workshop.
- **Regional water and sewer projects** - Explore feasibility or continue work to establish shared services, including wider access to operator training and/or developing an IMA template for a shared operator.
- **Other new shared services** – Interest expressed by various groups of towns in exploring or continuing development of sharing regional IT, public health, DPW/highway services, public safety, Conservation Commission Agent, OSHA compliance and senior services. We will check in with each group and open up the discussion to additional towns as appropriate. Feel free to be in touch with new and urgent needs.
- **Recreational Marijuana Revenue Use** – Assistance in creating Host Community Agreements that invest in youth marijuana use prevention and other local priorities.
- **Roadway Condition Studies** – Several towns requested a road condition survey. We are starting in one town & will assess cost, time, and resulting value. If the project is successful and valuable, we may add this option in future years.
- **Small town housing working group** - Convene municipal housing stakeholders and work on housing issues and challenges in smaller towns, and develop shared solutions

to address housing needs and barriers.

FRCOG staff leading these projects will be in touch with more details and next steps as the projects get underway (if they haven't already). In the meantime, if you have any questions, feel free to be in touch!

Best regards,

Amanda Doster

Pronouns: she/her/hers

Regional Projects Coordinator, Franklin Regional Council of Governments

Technical Assistance Liaison, Center for Strategic Prevention Support

Phone: [413.774.3167](tel:413.774.3167) x120

My schedule may not be your schedule. Please don't feel obligated to respond if you receive this email outside your regular working hours.



March 9, 2022

Steven Ellis
Town Administrator
Town of Montague
1 Avenue A
Montague, MA 01376

RE: Proposal for Municipal Solid Waste and Recycling Collections Services and MSW Disposal

Dear Steve,

On behalf of Allied Waste Services of Massachusetts, LLC, a Republic Services Company, and based on our discussions, I am providing for your considerations our proposals for the current manual collections program and an alternative bid for automated cart collections. We look forward to the opportunity to continue to provide services to the Town of Montague for solid waste and recycling collection. We are committed to working with the Town to provide cost efficient solutions to handle the Town's solid waste and recycling needs to support the Town of Montague in providing the most efficient program options. We look forward to working with the Town to finalize and implement our proposals.

Over the past 26 years Republic Services has demonstrated a track record of working with the Town to achieve service, financial, and waste diversion goals and to step up and assist when the community needed us to. In 2009 the Town averted Town Hall staff layoffs when Republic took over the Town's curbside collections of recyclables; the Town realized significant savings without reducing services to residents. From 2014 thru 2019 the Town realized significant financial savings again with the lowest disposal rate in the Pioneer Valley when Republic took over the Town's solid waste disposal contract to deliver the Town's solid waste tons to Republic's McNamara Transfer Station.

Republic has a strong record of community partnership with the Town; Republic was one of the first to volunteer to support RiverCulture at its inception. Republic has also provided community partnership support to meet specific needs for numerous community events and community improvements, such as the Millers Falls Art Mural, Unity Skatepark, Touch-a-Truck events, Pumpkinfest, Great Falls Festival, Cider Days, youth programs, Town building clean outs and a surplus copier donation to the Town.

We look forward to having an opportunity to continue to provide collection services for the Town of Montague, to continue to work with the Town to evaluate and consider the most cost-effective solutions to handle the Town's changing recycling and solid waste needs, to achieve solid waste diversion goals, and to build upon our strong partnership with and commitment to the Town.

Rate options presented include the current manual collections program and alternative automated collections options. We understand that the Town is under contract with the Springfield MRF through 2025 for Dual Stream recyclables, we want to begin evaluating collection program options with you that could help the Town achieve waste diversion goals, improve the program ease of use for residents, provide for safer, more efficient, more cost-effective service, and improve service reliability.

All current contract terms would remain in effect except for the following proposed provisions:

- **Rate Proposals:** The proposal rate options below are the Year 1 rates to be effective July 1, 2022:

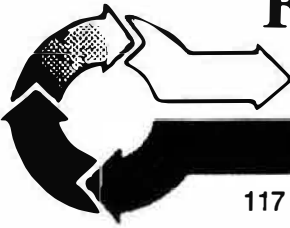
Year 1 Rates:	Current Collections	Manual Collections	Automated Town Carts	Automated RSG Carts	Automated RSG/Town Carts
Collections	\$324,638.19	\$339,798.79	\$330,388.92	\$330,388.92	\$330,388.92
Carts Costs	\$0.00	\$0.00	\$0.00	\$31,587.00	\$63,174.00
Total Collections	\$324,638.19	\$339,798.79	\$330,388.92	\$361,975.92	\$393,562.92
Disposal per Ton	\$90.48	\$94.71	\$94.71	\$94.71	\$94.71
Disposal (1,348 Tons)	\$121,967.04	\$127,669.08	\$127,669.08	\$127,669.08	\$127,669.08
Total Collections & Disposal	\$446,605.23	\$467,467.87	\$458,058.00	\$489,645.00	\$521,232.00
	4.6%				

- **Contract Extension per Terms for Current Manual Collections Program:**

- **Extension Term:** The current contract end date of June 30, 2022 to be extended two-years from July 1, 2022 through June 30, 2024 ✓
- **Recycling Processing Charge/ Credits:** The Town continues under contract for Dual Stream recycling at the Springfield MRF.
- **Extension Rate Increase:** The contract provides for an option to extend subject to adjustment for the CPI – WST Index, 3.58% Dec 2021 CPI release, and any change in the Prevailing Wage rate for the extension period. Effective July 1, 2022 the Prevailing Wage rate will increase 7.2% from \$27.74 to \$29.73; the Labor rate will increase above the WST CPI increase by 3.58% resulting in a prorated additional increase of 1.09%. The 4.67% rate increase consists of:
 - Rolling 12 Month Average CPI WST Index – Dec 2021 release 3.58%
 - Prevailing Wage 7.2% Increase – July 1, 2022 1.09%
 - July 1, 2022 Rate Increase 4.67%

- **Alternative Automated Collections Option:** The alternative Automated Collections options are based on the collection of single stream recyclables. Since an automated collections option would be implemented no sooner than 2025 due to the Town's current dual stream recycling contract with the MASS DEP, the manual collections rates would be in effect until automated collections are implemented and the Year 1 rates for the automated option would be increased by the annual escalators up to the year the Town implemented automated service.

- **Extension Term:** The current contract end date of June 30, 2022 to be extended five-years from July 1, 2022 through June 30, 2027. If the Town selects the automated collections option, the contract term will be extended five years from the date the automated collections are implemented.
- **Recycling Processing Charge/ Credits:** Recycling automated cart collections of Single Stream recyclables with monthly pass through of the actual recycling processing charge/credit billed separately per ton.
- **Automated Collections Cart Purchase Options:** The proposals are priced based on the purchase of 65-gallon refuse carts and 95-gallon recycling carts. The Town could achieve higher solid waste diversion with a smaller refuse cart. Three cart purchase/ownership options are provided:



Franklin County Solid Waste Management District

117 Main Street, Second Floor, Greenfield, MA 01301 • (413) 772-2438 • Fax: (413) 772-3786
www.franklincountywastedistrict.org • info@franklincountywastedistrict.org

MEMORANDUM

To: Town Offices
From: Jan Ameen, Executive Director
Date: February 21, 2022
RE: DEP Standard Contract Form Renewal

Because each town receives DEP grant funds, it must have a "vendor" contract. The current contract expires on 6/30/22. I've enclosed the new contract paperwork. Directions are below.

1. I have included a document which lists the current signers by job title. I highly recommend that each town have at least two signers. (Note that DEP reviews signed grant agreements to make sure that the signer has an authorized signer job title.) All DEP documents going forward are job-based not individual-name-based.
2. On the Standard Contract Form complete contract manager, phone, and email. The contract manager does not need to be an authorized signer. The person signing that form, though, needs to be listed on the next forms as an authorized signer.
3. On the Signature Listing Form (page 4) list the names of the authorized signers and titles. The signature at the bottom of this page should be an authorized signer.
4. On the next form (page 5): Proof of Authentication of Signature note that each authorized signer must complete this form and have it notarized. I believe that the Town Clerk can act as the "Corporate Clerk." So, if there are two authorized signers there will be two signature authentication forms.

SCAN and EMAIL the completed forms to: David Minucci at david.minucci@state.ma.us.
Please cc me so I have a file copy of your documents: fcswmd@crocker.com

If you want a copy of the co-signed (executed) contract you must request it in your email to Mr. Minucci.

If you have questions, you can email me or call me at 413-772-2438.

DEP MSA (Contract) SIGNATURES 2017-2022

Bernardston	BOS Chair	
Buckland	BOS Chair	Town Administrator
Charlemont	BOS Chair	
Colrain	BOS Chair	Town Coordinator
Conway	BOS Chair	Town Administrator
Deerfield	BOS Chair	Town Administrator
Erving	BOS Chair	Administrative Coordinator
Gill	All BOS	Town Administrator
Hawley	BOS Chair	Administrative Assistant
Heath	All BOS	
Leverett	All BOS	
Montague	BOS Chair	Town Administrator
New Salem	BOS Chair	BOH Chair
Northfield	BOS Chair	Town Administrator
Orange	BOS Chair	
Rowe	BOS Chair	Executive Secretary
Shelburne	BOS Chair	
Sunderland	BOS Chair	
Warwick	BOS Chair	Town Coordinator
Wendell	BOS Chair	Town Coordinator
Whately	BOS Chair	Town Administrator

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.mass.gov/lists/osd-forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: TOWN OF MONTAGUE (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: DEPARTMENT OF ENVIRONMENTAL PROTECTION MMARS Department Code: EQE	
Legal Address: (W-9, W-4): 1 AVENUE A, TURNERS FALLS, MA 01376-1128		Business Mailing Address: ONE WINTER STREET, BOSTON, MA 02108	
Contract Manager:	Phone:	Billing Address (if different):	
E-Mail:	Fax:	Contract Manager: WINIFRED PRENDERGAST	Phone: 617-292-5596
Contractor Vendor Code: VC6000191893		E-Mail: Winifred.Prendergast@mass.gov	Fax: 617-292-5832
Vendor Code Address ID (e.g. "AD001"): AD001. (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): MA 3033PO2M000000000000	
		RFR/Procurement or Other ID Number: GRANT	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - <u>815 CMR 2.00</u>) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT 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.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> 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): <input checked="" type="checkbox"/> <u>Commonwealth Terms and Conditions</u> <input type="checkbox"/> <u>Commonwealth Terms and Conditions For Human and Social Services</u> <input type="checkbox"/> <u>Commonwealth IT Terms and Conditions</u>			
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 <u>815 CMR 9.00</u> . <input checked="" type="checkbox"/> 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.) <input type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <u>new</u> total if Contract is being amended). \$ _____			
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: <input checked="" type="checkbox"/> agree to standard 45 day cycle ___ statutory/legal or Ready Payments (<u>M.G.L. c. 29, § 23A</u>); ___ 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.) The Sustainable Materials Recovery Program (SMRP) - Municipal Grant offers funding to cities, towns and regional governmental entities for recycling, composting, improving air quality, and reuse and source reduction activities. Execution of this contract does not guarantee that an award will be made to the signatory entity.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input checked="" type="checkbox"/> 2. may be incurred as of <u>July 1, 2022</u> , a date <u>LATER</u> than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 3. were incurred as of _____, 20____, a date <u>PRIOR</u> 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 <u>June 30, 2029</u> , 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 <u>801 CMR 21.07</u> , 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 Captured At Time of Signature) Print Name: _____ Print Title: _____		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Captured At Time of Signature) Print Name: <u>Bawa Wavezwa</u> Print Title: <u>Director, Commonwealth Fiscal Management Division</u>	

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING FORM



CONTRACTOR LEGAL NAME: Town of Montague
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000191893

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

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:

Title: _____ Telephone: _____

Fax: _____ Email: _____

[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.

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Issued
May
2004



CONTRACTOR LEGAL NAME : Town of Montague
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000191893

PROOF OF AUTHENTICATION OF SIGNATURE

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): _____

Title: _____

X _____

Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, _____ (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

_____, 20 ____.

My commission expires on: _____

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 ____.

AFFIX CORPORATE SEAL