

**MONTAGUE FINANCE COMMITTEE**  
**Wednesday, March 8, 2023 at 6:00 PM**

Town Hall, One Avenue A, Turners Falls, MA 01376  
This meeting will be held remotely.

Join Zoom Meeting <https://us02web.zoom.us/j/85916016153>

Meeting ID: 859 1601 6153

One tap mobile

+13126266799,,85916016153# US (Chicago)

+16465588656,,85916016153# US (New York)

**Meeting Being Recorded**

**Votes May Be Taken**

Recordings are archived at <https://vimeo.com/mctvchannel17/videos>

1. 6:00 Call to order, including announcing that the meeting is being recorded, roll call, welcome to visitors, and guidelines for participation
2. 6:02 Review of Meeting Minutes: March 1, 2023
3. 6:05 Finalize Recommendations for Schedules I and II
  - a. Moderator FY23 stipend is \$370, FY24 request is \$500
  - b. Board of Registrars FY23 stipend is \$525, FY24 request is \$625
  - c. New position of Hearing Officer FY24 stipend request is \$2,500
  - d. New position of Farmers Market Manager stipend request is \$4,000
4. 6:20 Review make recommendation on allocation of Overlay Surplus and unused Free Cash
  - a. Amounts to allocate: \$250,000 Overlay Surplus and \$2M Free Cash
  - b. Allocations can be made to OPEB Trust Fund or any Stabilization Fund
5. 6:45 Recommendations on non-operating budget and non-CIC special articles for ATM
  - a. Colle Budget
  - b. FCTS Assessment
  - c. GMRSD Assessment
  - d. Smith VoTech
  - e. Henry Waidlich Conservation Trust Fund
  - f. Grant Match
  - g. Increase existing article for Unexpected Engineering Expenses
  - h. Annual taxation transfers to reserves
6. 7:05 Review and Update Budget Calendar, if needed
7. 7:10 Updates from Town Administrator
8. 7:20 Future meeting topics
9. 7:25 Topics not anticipated within 48 hours of posting

Sample

Appropriations From  
Free Cash & Reserves

Date of Meeting		5/6/2023									
Art #	Description	Free Cash	CFW Retained Earnings	Existing Appropriation	Overlay Surplus	OPEB Trust	Town General Stabilization	Town Capital Stabilization	CFW Capital Stabilization	GMRSD Capital Stabilization	FCTS Capital Stabilization
ATM	Balance before meeting	2,180,701	352,364	78,092	250,000	1,085,692	1,146,940	<b>1,468,948</b>	<b>257,749</b>	<b>87,924</b>	<b>267,765</b>
	Town Operating Budget			6.80							
	Sheffield Gym/Auditorium Roof	(20,000)								(20,000)	
	Sheffield Admin Security Door	(20,000)								(20,000)	
tax	Smith VoTech Student										
	CFW RTV w/Plow & Sander		(25,000)								
	Upgrade Septage Receiving Station		(264,000)								
	CFW Pellet Boiler		(63,364)						(50,055)		
	Town Hall Flooring	(25,000)									
	MF Library Windows/Doors	(14,000)									
	Community Garden Well/Pump	(12,000)						(400,000)			
	Unity Parking	(12,500)		(66,000)							
	Town Clerk Storage Cabinets	(25,000)									
	Demolish 38 Avenue A	(37,901)		(12,099)							
Tax	Henry Waidlich Conservatio Trust Fund										
tax	Grant Match										
tax	Taxation to Reserves					50,000	37,388	134,891		41,339	21,940
	Overlay Surplus to OPEB				(250,000)	<b>250,000</b>					
	Free Cash to Reserves	(2,000,000)				<b>500,000</b>		<b>1,500,000</b>			
	RE To CFW Cap Stab								-		
	Ending Balance	<u>14,300</u>	<u>-</u>	<u>(0)</u>	<u>-</u>	<u>1,885,692</u>	<u>1,184,328</u>	<u>2,703,839</u>	<u>207,694</u>	<u>89,263</u>	<u>289,705</u>

	Total Recommended	Taxation	Sewer	Airport	Colle RRA	Overlay Surplus	Free Cash	Sewer Ret Earnings	Other Avail Funds	Town Cap Stab	CCWF Cap St
Available		25,512,855	2,718,775	426,965	<b>136,367</b>	<b>250,000</b>	<b>300,000</b>	<b>352,364</b>	<b>78,099</b>	<b>1,468,948</b>	<b>257,749</b>
Town Operating	11,959,766	11,959,766									
WPCF Operating	2,989,892	271,117	2,718,775								
Colle Operating	53,250	-			53,250						
Aiport Operating	426,965	-		426,965							
FCTS Assessment	1,053,018	1,053,018									
GMRSD Assessment	11,809,191	11,809,191									
Operating Subtotal	<u>28,292,082</u>	<u>25,093,092</u>	<u>2,718,775</u>	<u>426,965</u>	<u>53,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Surplus/Shortfall		419,763	-	-	83,117	250,000	300,000	352,364	78,099	1,468,948	257,749
Add to GMRSD Stab	41,339	41,339									
Add to Town Gen Stab	37,388	37,388									
Add to Town Cap Stab	134,891	134,891									
Add to OPEB Trust	50,000	50,000					-				
Add to FCTS Cap Stab	21,940	21,940									
Operating + Policies Subtotal	<u>28,577,640</u>	<u>25,378,650</u>	<u>2,718,775</u>	<u>426,965</u>	<u>53,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Surplus/Shortfall		134,205	-	-	83,117	250,000	300,000	352,364	78,099	1,468,948	257,749
Add to Unexpected Engineering Exp	11,585	11,585									
Town Hall Flooring	25,000	-					25,000				
Clerk Fireproof Locking Storage	25,000	-					25,000				
Add to Conservation Fund	10,000	10,000									
Grant match	13,100	13,100									
Demolish 38 Ave A	50,000	-					37,901	12,099			
Smith Votech Tuition/Trans (FY22-FY24)	23,000	23,000									
Sheffield Gym Roof Repair	20,000	-					20,000				
Sheffield Admin Security Door	20,000	-					20,000				
DPW Discretionary	70,592	70,592									
CCWF RTV with plow & sander	25,000	-						25,000			-
CCWF Septage Station Upgrade	264,000	-						264,000			
CCWF Pellet Heat Boiler	113,419	-						63,364			50,055
MF Library Window/Door Repairs	14,000	-					14,000				
MC Park Improvement (232K to be reimb)	400,000	-								400,000	
Skatepark Lighting	66,000	-							66,000		
Comm Garden Well	12,000	-					12,000				
Unity Pkg Lot Improvements	12,500	-					12,500				
Overlay Surplus to Reserves											
Free Cash to Reserves											
Op + Policies + Articles Total	<u>29,752,836</u>	<u>25,506,927</u>	<u>2,718,775</u>	<u>426,965</u>	<u>53,250</u>	<u>-</u>	<u>166,401</u>	<u>352,364</u>	<u>78,099</u>	<u>400,000</u>	<u>50,055</u>
Final Surplus/Shortfall		5,928	-	-	83,117	250,000	133,599	-	-	1,068,948	207,694

# DRAFT FC MOTIONS for NON-CIC, COLLE, & SCHOOL ASSESSMENTS with proposed/potential funding sources

**MOVED:** The Finance Committee recommend the sum of \$53,250 for the purpose of funding the operations, maintenance, and debt service of the Colle Building, said sum to be raised from Colle Receipts Reserved for Appropriation.

**MOVED:** The Finance Committee recommend the sum of \$1,053,018 for the purpose of paying the Franklin County Technical School District for Montague’s share of the assessment for the yearly operation of the Franklin County Technical School, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the sum of \$11,809,191 for the purpose of paying the Gill-Montague Regional School District for Montague’s share of the assessment for the yearly operation of the Gill-Montague Regional Schools, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the sum of \$23,000 for the purpose of providing tuition and transportation for a Montague resident attending Smith Vocational School, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the sum of \$10,000 for the purpose of supplementing the Henry Waidlich Conservation Trust Fund, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the sum of \$13,100 for the purpose of providing the town match for an \$80,000 Action Grant from the Municipal Vulnerability Preparedness Program to be used to update the Town’s Comprehensive Plan, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the sum of \$11,585 for the purpose of adding to Article #18B of the May 22, 2021, Annual Town Meeting, which funds Unexpected Engineering Expenses, said sum to be raised from Taxation.

**MOVED:** The Finance Committee recommend the following sums for the purpose of increasing the special purpose funds set forth below, said sum to be raised from Taxation.

Fund	Amount (\$)
Town General Stabilization Fund	37,388
Town Capital Stabilization Fund	134,891

OPEB Trust Fund	50,000
GMRSD Stabilization Fund	41,339
FCTS Stabilization Fund	21,940
<b>Total:</b>	<b>285,558</b>

**MOVED:** The Finance Committee recommend \$250,000 for the purpose of increasing the OPEB Trust Fund, said sum to be raised from Overlay Surplus .

**MOVED:** The Finance Committee recommend the following sums for the purpose of increasing the special purpose funds set forth below, said sum to be raised from Free Cash.

<b>Fund</b>	<b>Amount (\$)</b>
Town Capital Stabilization Fund	
CWF Capital Stabilization Fund	
GMRSD Stabilization Fund	
FCTS Stabilization Fund	
Town General Stabilization Fund	
OPEB Trust Fund	
<b>Total:</b>	



## Annual Town Meeting

### SPECIAL ARTICLE REQUEST – NON-CAPITAL EXPENSE

Budget Year  
**FY 24**

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

**Please complete this form in its entirety! Initial Submission due November 15**

Department: Planning Department Submitted by: Maureen Pollock

Item/Project Cost: \$13,100 Date Prepared: 2/21/23

Item/Project Title: Comprehensive Plan Update Local Cash Match

#### 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 **\$13,100**, or any other amount, for the purpose of developing a Comprehensive Plan including any and all incidental and related costs, 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.)*

Montague is undergoing an update to its “5 Villages: 1 Future Comprehensive Plan”. Montague’s last Comprehensive plan is from 1999 and these plans should be updated every 10 to 15 years. \$13,100 is required as a local cash match for a \$80,000 Action Grant from the Municipal Vulnerabilities Preparedness Program. A Comprehensive Plan is a strategic framework that identifies a community’s vision and goals and guides future physical and economic development. Specifically, the funds will be used to support robust community engagement to ensure balanced and equitable participation from Montague residents throughout the planning process. The work began in 2022 with a \$36,000 Community Planning grant for the “community visioning and goal setting” phase of the plan. The Plan development phase, funded by the MVP grant will extend through 6/30/2024. The plan development phase includes drafting chapters on housing, economic development, transportation, land use, and public facilities. The Franklin Regional Council of Governments is under contracted to support the Planning Department to develop the plan.

Information about the plan can be found at [www.montagueplans.org](http://www.montagueplans.org).

*Enter response*

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

N/A

- If yes, please attach estimate

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

Yes

Is there a lease option for this expense? (yes/no)

NO

Will this item or project replace old equipment? (yes/no)

If replacement, estimate surplus value:

Will it create other ongoing costs or savings? (yes/no)

Why is it essential that the Town makes this investment now?

*\$13,000 is required as a local cash match for a FY23/24 \$80,000 Action Grant from the Municipal Vulnerabilities Preparedness Program.*

**Relative Priority**

Your assessment of the how important this is to the Town at the present time.

Critical Importance

Highly Important

Moderately Important

If submitting more than one request, where does this stand as a priority relative to the others you are submitting?

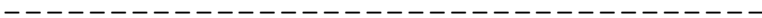
First

Second

Third

Fourth or Lower

Comments:



Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation:

