

MONTAGUE SELECTBOARD Meeting
1 Avenue A, 2nd Floor Meeting Room, Turners Falls, MA and VIA ZOOM
Monday, January 9, 2023

AGENDA

Join Zoom Meeting <https://us02web.zoom.us/j/82731387198>

Meeting ID: 827 3138 7198 Dial into meeting: +1 646 558 8656

This meeting/hearing of the Selectboard will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

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

Meeting Being Taped

Votes May Be Taken

1. **6:00** Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:01 Approve minutes of December 12, and 19, 2023
3. 6:02 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comments
4. 6:03 Representative Natalie Blais
 - Discuss legislative priorities and requests for 2023
5. 6:33 Sewer Commissioners
Clean Water Facility Updates, Chelsey Little, CW Superintendent
 - Discharge Permit monthly results
 - Abatement requests, FY23 first half billing period
 - Discuss Bernhardt's request to treat the influent of approximately 19 houses in Colrain, MA

Steve Ellis, Town Administrator

 - Review revised CSO Notification plan submission to Mass DEP
6. 7:00 Personnel Board
 - Appoint Anthony Montivirdi, Clean Water Laborer/Operator, UE Grade B Step 3, 40 hrs/wk, effective date of hire 1/23/2023
 - Maureen Pollock Cell Phone Stipend, \$5.77/Week Effective 1/04/2023
7. 7:05 Suzanne LoManto, Assistant Planner
 - Execute Mass Cultural Council Grant for Turners Falls Cultural District 2023 Programming and Projects, \$15,000

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8. 7:10 FY24 Budget Development, Steve Ellis
 - Review FY24 Departmental Budgets and Personnel Requests
 - Identify budget and personnel questions for January 17 Budget Meeting
 - Confirm expected budget calendar
9. 7:40 Wendy Bogusz, Executive Assistant
 - Invitation to participate in Deerfield MA, 350th Parade on June 10, 2023

Winter Special Town Meeting, March 2, 2023

 - Discuss Logistics
 - Opening of 3/2/23 Winter STM Warrant
10. 7:50 Walter Ramsey, Assistant Town Planner
Farren Care Center Demolition Discussions
 - Consider plan for basement demolition demo and infill
 - Consider acceptance of 356 Montague City Road Property
11. 8:00 Town Administrators Business
 - Approve Submittal of "STOP-School Violence Prevention Grant Application" by GMRSD
 - Announce \$975,000 Federal CDS Grant for Avenue A Streetscape
 - Update on FirstLight FERC Re-Licensing Process
 - Health Department Operations Update
 - Topics not anticipated in the 48-hour posting

OTHER

UPCOMING MEETINGS:

- Selectboard, Tuesday, January 17, 2023 at 6:30pm VIA Zoom
- Special Town Meeting, March 2, 2023 6:30pm TFHS Theater, 222 Turnpike Road, Montague

Montague Discharge Permit Results December 2022

Parameter	Permit Required Limitation	Result
Flow	1.83 MGD (Average Monthly)	0.715
BOD mg/L	30 mg/L (Average Monthly)	22.8
BOD % Removal	>= 85.0% (Average Monthly)	93.6%
TSS mg/L	30 mg/L (Average Monthly)	19.1
TSS % Removal	>= 85.0% (Average Monthly)	93.8%
pH Low	6.0 SU (Daily)	6.5
pH High	8.3 SU (Daily)	7.5

MGD=Millions of Gallons per Day (standard water/wastewater flow measurement)

BOD=Biochemical Oxygen Demand

TSS= Total Suspended Solids

pH= potential hydrogen (acid/base scale)

SU= Standard Units

mg/L= milligram per liter

Sewer Abateaments FY2023 First Half Billing Period

#	Location	Reason for Request	Superintendent Recommendation	Updated Info (for Treasurer)	Notes (\$16.94/1000gallon)
1	376 Montague City Rd Montague	Leak in toilet, shower, and outside faucet. Leak taken care of by plumber	DO NOT ABATE	USE 22,000 FOR 2ND HALF BILL	USAGE BILLED: 139,000 LEAK FIXED, INFLATED 2ND HALF BILLING READING USED 3 YR AVERAGE OF 22,000
2	10 Unity St. TF	Water had been shut off for 2 years meter returned to water Dept on 10-17-22.	ABATE	REMOVE FOR 2ND HALF BILL	USAGE BILLED: 0 ABATE \$71.39, 0 USAGE
3	58 Grove St, TF	High water bill due to toilet running plumber replaced flapper and fluidmaster on 10-24-22	DO NOT ABATE	USE 16,000 FOR 2ND HALF BILL	USAGE BILLED: 14,000 LEAK FIXED, INFLATED 2ND HALF BILLING READING USED 3 YR AVERAGE OF 16,000
4	10 Prospect St, TF Baptist Church Society	Leak in toilet, pastor replaced wax ring. Not sure if furnace has a leak.	DO NOT ABATE	USE 10,000 FOR 2ND HALF BILL	USAGE BILLED: 26,000 LEAK FIXED, INFLATED 2ND HALF BILLING READING USED 3 YR AVERAGE OF 10,000
5	27 Center St, Montague	Resident had leak in main water line, states water went into the ground not the sewer line. Leak repaired.	ABATE	USE 30,000 FOR 2ND HALF BILL	USAGE BILLED: 38,000 ABATE \$135.52 USED 3 YR AVERAGE OF 30,000
6	67 Main St, Montague	Resident was gone March-April they did have a house sitter while they were gone, water more than doubled.	DO NOT ABATE	USE 13,000 FOR 2ND HALF BILL	USAGE BILLED: 30,000 WINTER READING HIGHER THAN SUMMER READING USED 3 YR AVERAGE OF 13,000
7	1 Sherman Dr. Montague	States every day we smell the waste treatment plant, it would be nice to receive a discount because of this.	DO NOT ABATE		USAGE BILLED: 31,000 UNFOUNDED FOR ABATEMENT PURPOSES
8	1 George Ave, TF	Resident used 2ce the amount of water than previous years. States no changes in house hold, but does have salon in cellar and a pool.	DO NOT ABATE		USAGE BILLED: 42,000 UNFOUNDED FOR ABATEMENT PURPOSES
9	19 Unity St. Turners Falls	Water dept sent letter 5-1-22 they were unable to read the meter so they averaged it. April there was a problem with the radio on the outside of the property so they averaged it again.	ABATE	USE 26,000 FOR 2ND HALF BILL	USAGE BILLED: 32,000 ABATE \$101.64 ACTUAL USAGE: 26,000
10	64 Federal St Millers Falls	Metered water used for irrigation or other purposes not discharged to the town sewer.	DO NOT ABATE		USAGE BILLED: 37,000 UNFOUNDED, WINTER READINGS USED FOR BILLING (SUMMER READING WAS HIGHER AT 43,000)
11	146 7th St, TF	Temperature & pressure valve that supply the heat to hot water heater failed and found the water running continuously for unknown amount of time	DO NOT ABATE	USE 68,000 FOR 2ND HALF BILL	USAGE BILLED: 128,000 LEAK FIXED, INFLATED 2ND HALF BILLING READING USED 3 YR AVERAGE OF 68,000
12	13 Chestnut St, TF	Called water dept to check meter & line. Usage up before but fixed leak. No reason for 14,000 gal increase, home owner will monitor meter	DO NOT ABATE		USAGE BILLED: 44,000 UNFOUNDED FOR ABATEMENT PURPOSES (3YR AVERAGE WOULD BE 42,000)

6A

**Town of Montague
Personnel Status Change Notice
New Hires**

Employee # _____

Board Authorizing **Appointment:** Selectboard Meeting Date: 1/9/23

Authorized Signature: _____

Board Authorizing **Wages:** Selectboard Meeting Date: 1/9/23

Authorized Signature: _____

General Information:

Full name of employee: Anthony Joseph Montivirdi _____

Department: MCWF

Title: Laborer/Operator Effective date of hire: 1-23-23

New Hire:

Permanent: X Y N If temporary, estimated length of service: _____

Hours per Week: 40 Union: UE

Wages:

Union: UE

Wages: Grade B Step 3 Wage Rate: 19.85 (annual/ hourly)

Notes:

Copies to:

_____ Employee

_____ Treasurer

_____ Town Clerk

_____ Department

_____ Accountant

_____ Board of Selectmen

_____ Retirement Board

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CELL PHONE STIPEND AUTHORIZATION REQUEST

Application Date: January 9, 2023	
Employee Name: Maureen Pollock	Department: Planning
Please estimate work time percentage spent "out of office" weekly/monthly. 40 % (weekly) % (monthly)	
<p>Prioritize those situations which are critical to your being reached while out of the office. It will be expected that cell phones are <u>on</u> while away from your office.</p> <ul style="list-style-type: none">• Calls and emails with vendors/contractors and other urgent matters• Photograph documentation for ongoing projects and enforcement• Ability to take/make calls and check email while in the field• Ability to geotag coordinates in the field for documentation	
Do you currently use a cell phone for work purposes? YES _____ NO <u>X</u> <i>If yes, estimate how many minutes per month?</i> _____	
<i>Reserved for use by Board of Selectmen:</i>	
Approved by Selectmen: <input type="checkbox"/>	Effective Date: <u>1/4/23</u>
Disapproved by Selectmen: <input type="checkbox"/>	Voted: _____
Signed: _____	

December 28, 2022

Dear Suzanne LoManto,

We are pleased to inform you that Town of Montague Turners Falls Cultural District has been approved for a Cultural District Grant grant of \$15,000 (FY23-DI-CDI-51946) from the Mass Cultural Council.

Thanks to vigorous advocacy from the cultural sector, the Legislature once again showed strong, bipartisan support for the Mass Cultural Council, and its programs and services in the FY23 state budget. This allows us to continue to support Massachusetts' dynamic artists and creative individuals, communities, cultural organizations, schools, and creative youth development across the Commonwealth.

Enclosed you will find a contract package that contains award instructions and reporting requirements. Please review these documents carefully and return the required paperwork to our Fiscal Department by March 03, 2023. This will help us process your grant as quickly as possible. For questions about the contract, please contact Tom Luongo at 617-858-2708 or thomas.luongo@mass.gov. For questions about the program please contact Carolyn Cole, Program Officer, Cultural Districts at 617-858-2727 or Carolyn.Cole@mass.gov.

Culture is ultimately about you. You play an integral role in creating and supporting a cultural life in Massachusetts that is vital, accessible, and thriving. Thank you for all that you do to elevate our rich cultural life in Massachusetts.



Nina Fialkow
Chair



Michael J. Bobbitt
Executive Director

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 Turners Falls Cultural District (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Massachusetts Cultural Council MMARS Department Code: ART	
Legal Address: (W-9, W-4): Town Hall 1 Avenue A Turners Falls MA 01376-1115		Business Mailing Address: 10 Saint James Ave., 3 rd Fl., Boston, MA 02116	
Contract Manager: Suzanne LoManto	Phone: 413-863-3200	Billing Address (if different):	
E-Mail: assistant.planner@montague-ma.gov	Fax:	Contract Manager: Tom Luongo	Phone: 617-858-2708
Contractor Vendor Code: VC6000191893		E-Mail: thomas.luongo@mass.gov	Fax:
Vendor Code Address ID (e.g. "AD001"): AD001. (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFR/Procurement or Other ID Number: FY23-DI-CDI-51946	

<p align="center"><u>X</u> NEW CONTRACT</p> <p>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</p> <p><input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department)</p> <p><input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget)</p> <p><input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation)</p> <p><input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget)</p> <p><input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget)</p> <p><input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)</p>	<p align="center">CONTRACT AMENDMENT</p> <p>Enter Current Contract End Date <u>Prior</u> to Amendment: _____, 20____.</p> <p>Enter Amendment Amount: \$ _____ (or "no change")</p> <p>AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.)</p> <p><input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget)</p> <p><input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget)</p> <p><input type="checkbox"/> Contract Employee (Attach any updates to scope or budget)</p> <p><input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)</p>
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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): ☒ Commonwealth Terms and Conditions ☐ Commonwealth Terms and Conditions For Human and Social Services ☐ Commonwealth IT Terms and Conditions

COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.

☐ **Rate Contract.** (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)

☒ **Maximum Obligation Contract.** Enter total maximum obligation for total duration of this contract (or **new** total if Contract is being amended). **\$15,000**

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting **accelerated** payments must identify a PPD as follows: Payment issued within 10 days ___ % PPD; Payment issued within 15 days ___ % PPD; Payment issued within 20 days ___ % PPD; Payment issued within 30 days ___ % PPD. If PPD percentages are left blank, identify reason: ☒ agree to standard 45 day cycle ☐ statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); ☐ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.)

This is a grant of financial assistance to encourage the development and success of the Turners Falls Cultural District in accordance with Massachusetts' Cultural Districts legislative statute.

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

☐ 1. may be incurred as of the Effective Date (latest signature date below) and **no** obligations have been incurred **prior** to the Effective Date.

☐ 2. may be incurred as _____, 20____, a date **LATER** than the Effective Date below and **no** obligations have been incurred **prior** to the Effective Date.

☒ 3. were incurred as of **July 01, 2022**, a date **PRIOR** to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE: Contract performance shall terminate as of **June 30, 2023**, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR:

X: _____ Date: _____
(Signature and Date Must Be Handwritten At Time of Signature)

Print Name: _____

Print Title: _____

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:

X: _____ Date: _____
(Signature and Date Must Be Handwritten At Time of Signature)

Print Name: **David T. Slatery**

Print Title: **Deputy Director**

ATTACHMENT A - SCOPE OF SERVICES AND ADDITIONAL TERMS & CONDITIONS

CONTRACTOR NAME: Town of Montague Turners Falls Cultural District

ADDRESS: Town Hall 1 Avenue A Turners Falls MA 01376-1115

BRIEF DESCRIPTION OF CONTRACT SERVICES (make any necessary changes if your project has changed significantly from the information below; initial and date):

This is a grant of financial assistance to encourage the development and success of the Turners Falls Cultural District in accordance with Massachusetts' Cultural Districts legislative statute.

APPLICATION #: FY23-DI-CDI-51946

TOTAL MAXIMUM OBLIGATION OF CONTRACT: \$15,000

CONTRACT START DATE: July 01, 2022

CONTRACT TERMINATION DATE: June 30, 2023

Contract must be signed and returned to the offices of the Mass Cultural Council no later than **March 03, 2023**.

DATE ANNUAL OR FINAL REPORT IS DUE: July 14, 2023

PAYMENT: (a) Unless otherwise agreed upon by the Council and Contractor, the Contractor will be reimbursed for expenses approved by the Council included in the budget submitted to the Council.

(b) The Contractor will be reimbursed one hundred percent (100%) of the grant amount upon receipt of a signed Agreement. The Council shall make reasonable efforts to process payments promptly. The Council shall not be liable for any interest or penalty charges for late reimbursement.

ADDITIONAL RESTRICTIONS BEYOND THOSE STATED IN PROGRAM GUIDELINES (if blank there are none):

ATTACHMENT B: Additional Terms & Conditions

1. SCOPE OF CONTRACT. The Contractor agrees to perform the services set forth in the application for funding filed by the Contractor with the Council (the "Application") in accordance with the terms and conditions of the contract (the "Contract"). The Application is incorporated into the Contract by reference; the terms of the Application are binding on the Contractor unless amended by a subsequent written agreement signed by both the Council and the Contractor. The Contractor represents that it is qualified to perform and has obtained all necessary licenses and permits required to perform the services under this Contract.

Additionally, the Contractor agrees to perform the services in accord with the requirements set forth by the Council in the FY23 Cultural District Grant guidelines (the "Guidelines"), as posted on www.massculturalcouncil.org. The Guidelines are incorporated into the Contract by reference; the terms of the Guidelines are binding on the Contractor unless amended by a subsequent written agreement signed by both the Council and the Contractor.

2. NON-DISCRIMINATION AND ACCESS FOR PEOPLE WITH DISABILITIES. The contractor agrees to abide by state and federal regulations which bar discrimination on the basis of race, gender, religious creed, color, national origin, ancestry, disability, age, gender identity, or sexual orientation, and which require accessibility for persons with disabilities. The MCC expects the contractor to be in compliance with:

- The Americans with Disabilities Act of 1990 (ADA)
- Section 504 of the Rehabilitation Act of 1973 (Section 504)
- Title VI of the Civil Rights Act of 1964
- Other applicable state and local laws

(a) If a complaint or claim alleging violation by the Contractor of any statute, order, rule, or regulation with which the Contractor is obligated to comply is presented to the Massachusetts Commission Against Discrimination ("MCAD"), the Contractor agrees to cooperate with MCAD in the investigation and disposition of such complaint or claim and to assume all legal fees incurred by the Contractor in connection with the defense of such claim.

(b) In the event of the Contractor's non-compliance with the provisions of this Section 2, the Council shall impose such sanctions as it deems appropriate, including but not limited to: (i) withholding of payments due the Contractor under the Contract until the Contractor complies; and (ii) termination or suspension of the Contract.

3. PENALTIES, HOLDS, REDUCTIONS, RESTRICTIONS, REVERSIONS AND CANCELLATIONS. The Council has the right to withhold, reduce, cancel, revert, discontinue funding, or apply restrictions to the use of grant funds if the Contractor:

- Fails to perform the services set forth in the Application and/or fails to perform the services in accord with the requirements set forth by the Council in the Guidelines.
- Does not comply with all grant requirements and/or reporting requirements as stated in the Guidelines.
- Intentionally misrepresents its finances, organization/programming, or other eligibility requirements in the Application and/or any reports submitted to the Council.

ATTACHMENT D
CREDIT and PUBLICITY AGREEMENT
between the
MASS CULTURAL COUNCIL and GRANTEES

This credit and publicity agreement is hereby incorporated into the body of the grant contract between the Mass Cultural Council ("the Council") and the grant recipient ("the Contractor") named below as explicit terms and conditions of the contract. By the signatures below the Contractor agrees to abide by these terms and conditions.

THIS FORM MUST BE SIGNED AND RETURNED WITH YOUR CONTRACT.

1. ADVOCACY & ACKNOWLEDGING LEGISLATIVE SUPPORT

90% of Mass Cultural Council's budget comes from an appropriation by the State Legislature. It is important to thank those elected officials responsible for funding Mass Cultural Council. We strongly encourage the Contractor to send personalized letters to the leadership of the State House and their state representative and senator, thanking them for Mass Cultural Council's appropriation and your grant award. For more information on how to find and contact your legislators, visit <https://massculturalcouncil.org/about/contracts/credit-and-publicity-kit/>.

While we strongly encourage all grantees to conduct this kind of advocacy for public funding for the cultural sector, **recipients of CIP Portfolio and CIP Gateway grants must meet specific advocacy requirements in order to remain eligible for funding.** Review the Portfolio Guidelines or Gateway Guidelines for details.

2. CREDIT

Mass Cultural Council Credit Logo: Credit must be given by the Contractor to the Council regarding all activities to which Council funds contribute by using the credit logo in:

- a) Printed promotional materials such as postcards, flyers, season/subscription brochures, and newsletters: Any promotional material, regardless of length, prepared by the Contractor, that credits an annual funding source, must also credit the Council.
- b) Digital materials such as web sites, blogs, videos, and social media: Do not include the logo on surveys.
- c) Programs/Playbills: Credit must be given on all programs printed by a grant recipient in a type size not smaller than 7 point font.
- d) Event signage: For any event presented with funding from the Council, signage must include the Council listed with other major public, private, and corporate sponsors, in proportional order of the size of the contribution.
- e) Exhibition Signage: For any exhibition presented with funding from the Council, the wall text must include the Council listed with other major public, private, and corporate sponsors, in proportional order of the size of contribution.
- f) Educational Materials: Credit must be given to the Council in all educational materials distributed in association with any Council-funded activity, such as brochures, pamphlets, flyers, etc.

The logo must be produced as a unit without alteration.

Verbal Credit: When written credit is not applicable, such as there being no printed program, verbal credit shall be given prior to performances.

3. DONOR RECOGNITION

Any wall plaques or advertisements that acknowledge the Contractor's annual or ongoing support from corporations and/or foundations must also acknowledge the Council.

4. COLLABORATORS

Organizations that are collaborators with the primary grant recipient must comply with these requirements. The Contractor is responsible for informing said collaborators of this policy and ensuring they fulfill these obligations.

5. CO-SPONSORSHIP

Those programs that are "co-sponsored" will have additional, specific publicity requirements, dependent on the program at the time of negotiation. Under no circumstances may a Contractor state or imply that its programs and/or activities are "sponsored," "co-sponsored" or "presented" by the Council without expressed, written consent from the Council.

6. ADDITIONAL REQUIREMENTS

Mass Cultural Council reserves the right to negotiate additional requirements regarding credit and publicity on a case-by-case basis.

FOR MORE INFORMATION ABOUT THIS POLICY, CONTACT YOUR PROGRAM STAFF CONTACT OR MASS CULTURAL COUNCIL'S PUBLIC AFFAIRS DEPARTMENT.

Suzanne LoManto

Town of Montague

Print the Grant Recipient or Organization Name

[Signature]
Signature of Person Responsible for Grant Recipient's
Publicity and Publications

1/3/23
Date

FY24 Budget and Personnel Request Notes

01/09/2022

All Town departments have submitted annual FY24 budget requests, which are detailed in the Town Budget workbook, which will be provided to members of the Finance Committee and Selectboard. The workbook itself is being reviewed by the Town Accountant and Town Administrator in preparation for posting on the website.

Overall Budget Requests: Requested operating budgets show increases of 4.8% for the Town, 3.4% for the Clean Water Facility, and 35% for the Airport. Overall, the requested increase of 5.2%. Note that school requests are not yet part of these calculations and will be clarified in the coming weeks.

Department Level-Requests: Departments were asked to present level-service budget requests, with allowance for additional programmatic and personnel requests that would be considered by the Selectboard in January. Some departments – such as the Cemetery Commission, Libraries, and Farmers’ Market– have already been the focus of discussions with the board, while others will present as new matters to consider.

Individual department-level budget changes are displayed in a simple table view later in this document, in both dollars and percentages. Note that the wage lines in some departmental budgets may appear disproportionately high. In certain instances, this is due to the fact that their FY23 budget was never adjusted for present year COLAs. This is the case for departments that had vacancies in funded positions, which therefore did not require a budget adjustment at the Fall Special Town Meeting.

Personnel Requests: In addition to looking broadly at individual department budgets, the Selectboard will want to place special focus on any personnel related changes that are requested. In FY22, these were the subject of a special meeting to review and consider their necessity, value, or appropriateness to the Town. Some of the changes you may wish to review this January include:

- The Town Clerk is requesting a full-time administrative assistant, will entail additional benefit-related costs
- The Library Trustees are requesting additional staff hours for the Carnegie Library
- The Moderator is requesting a stipend increase from 370 to 500
- The Board of Registrars are requesting a stipend increase from 525 to 625

- The Airport Commission is requesting several proposals, which are reported to be within the operation's revenue capacity:
 - Re-grade and accelerate step increases for the Airport Manager from D7 to E10
 - Re-grade the Airport Operations Manager from A9 to D1 per the original Airport Commission plan to increase grade when required licensing was attained
 - Increase Airport Operations Manager from 30 hour per week to 40 hours per week, will entail additional benefit-related costs

Schedule III
Town Operating Budget

DEPT NO.	BUDGET FY23	REQUEST FY24	\$ Increase	% Increase
GENERAL GOVERNMENT				
113 TOWN MEETING	2,390	2,980	590	24.7%
122 SELECTBOARD	313,510	329,781	16,271	5.2%
131 FINANCE COMMITTEE	2,000	2,000	-	0.0%
132 RESERVE FUND	50,000	50,000	-	0.0%
135 TOWN ACCOUNTANT	90,884	89,500	(1,384)	-1.5%
141 ASSESSORS	190,623	189,801	(822)	-0.4%
145 TREASURER/COLLECTOR	220,713	230,748	10,035	4.6%
151 TOWN COUNSEL	75,000	80,000	5,000	6.7%
155 INFORMATION TECHNOLOGY	79,000	80,500	1,500	1.9%
159 SHARED COSTS	78,079	85,907	7,828	10.0%
161 TOWN CLERK	195,844	236,961	41,117	21.0%
175 PLANNING	129,007	134,429	5,422	4.2%
176 ZONING BOARD OF APPEALS	700	700	-	0.0%
190 PUBLIC BLDG UTILITIES	130,782	155,932	25,150	19.2%
197 FARMERS MARKET	-	5,000	5,000	#DIV/0!
TOTAL GENERAL GOVT	1,558,532	1,674,239	115,707	7.4%
PUBLIC SAFETY				
211 POLICE	1,878,434	1,970,054	91,620	4.9%
211 POLICE CRUISER	54,000	68,100	14,100	26.1%
212 DISPATCH	377,862	394,088	16,226	4.3%
241 BUILDING INSPECTOR	140,666	146,121	5,455	3.9%
244 SEALER OF WEIGHTS	7,182	7,182	-	0.0%
291 EMERGENCY MANAGEMENT	6,265	6,265	-	0.0%
292 ANIMAL CONTROL	21,765	20,820	(945)	-4.3%
294 FOREST WARDEN	1,710	1,710	-	0.0%
299 TREE WARDEN	30,285	30,285	-	0.0%
TOTAL PUBLIC SAFETY	2,518,169	2,644,625	126,456	5.0%
PUBLIC WORKS				
420 DEPT OF PUBLIC WORKS	1,571,829	1,686,165	114,336	7.3%
420 EQUIPMENT LEASE PAYMENT	-	-	-	#DIV/0!
423 SNOW & ICE	281,050	311,250	30,200	10.8%
433 SOLID WASTE	656,338	679,221	22,883	3.5%
480 CHARGING STATIONS	6,000	6,000	-	0.0%
491 CEMETERIES	13,440	30,150	16,710	124.3%
TOTAL PUBLIC WORKS	2,528,657	2,712,786	184,129	7.3%

Schedule III
Town Operating Budget

DEPT NO.	BUDGET FY23	REQUEST FY24	\$ Increase	% Increase
HUMAN SERVICES				
511 BOARD OF HEALTH	165,193	175,444	10,251	6.2%
541 COUNCIL ON AGING	56,594	58,593	1,999	3.5%
543 VETERANS' SERVICES	76,500	76,500	-	0.0%
TOTAL HUMAN SERVICES	298,287	310,537	12,250	4.1%
CULTURE & RECREATION				
610 LIBRARIES	465,607	504,096	38,489	8.3%
630 PARKS & RECREATION	153,157	160,703	7,546	4.9%
691 HISTORICAL COMMISSION	500	500	-	0.0%
693 WAR MEMORIALS	1,400	1,600	200	14.3%
TOTAL CULTURE/RECREATION	620,664	666,899	46,235	7.5%
DEBT SERVICE				
700 DEBT SERVICE	1,162,190	1,154,319	(7,871)	-0.7%
INTERGOVERNMENTAL				
840 INTERGOVERNMENTAL	110,647	113,924	3,277	3.0%
MISCELLANEOUS				
910 EMPLOYEE BENEFITS	2,391,280	2,454,334	63,054	2.6%
946 GENERAL INSURANCE	119,600	120,600	1,000	0.8%
TOTAL MISCELLANEOUS	2,510,880	2,574,934	64,054	2.6%
TOTAL TOWN BUDGET	11,308,026	11,852,263	544,237	4.8%

**Schedule IV
CWF Budget**

DEPT NO.	BUDGET FY23	REQUEST FY24	\$ Increase	% Increase
CLEAN WATER FACILITY				
440 Wages & Expenses	1,962,430	2,019,497	57,067	2.9%
440 Capital Outlay		58,500	58,500	
700 Debt Service	505,270	483,614	(21,656)	-4.3%
910 Employee Benefits	359,152	355,631	(3,521)	-1.0%
SUBTOTAL WPCF	2,826,852	2,917,242	90,390	3.2%
449 DPW SUBSIDIARY				
Wages & Expenses	42,800	50,800	8,000	18.7%
Capital Outlay	8,000	8,000	-	0.0%
SUBTOTAL DPW SUBSIDIARY	50,800	58,800	8,000	15.8%
TOTAL CWF	2,877,652	2,976,042	98,390	3.4%

**Schedule V
Airport Budget**

DEPT NO.	BUDGET FY23	REQUEST FY24	\$ Increase	% Increase
AIRPORT				
482 Wages & Expenses	181,794	284,915	93,121	51.2%
482 Capital Outlay/Local Share			10,000	
700 Debt Service	101,120	101,535	415	0.4%
910 Employee Benefits	33,101	40,515	7,414	22.4%
TOTAL AIRPORT	316,015	426,965	110,950	35.1%

Police Department Vehicle Inventory

<u>VIN</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Mileage</u>	<u>Veh #</u>	<u>Condition</u>	<u>Repurposable?</u>
1FM5K8AW1LGA18189	2020	Ford	Explorer	38470	C6-H	Excellent	In-Service
1FM5K8WALGC63116	2020	Ford	Explorer	26971	C8-H	Excellent	In-Service
1FM5K8D8XKGA12256	2019	Ford	Explorer	48937	LT	Excellent	In-Service
1FM5K8D88HGA37570	2017	Ford	Explorer	59025	D2	Excellent	In-Service
1FM5K8AR0HGD93184	2017	Ford	Explorer	109099	C5	Excellent	In-Service
1FM5K8ARXHGB34170	2017	Ford	Explorer	95994	K-9	Excellent	In-Service
1FM5K8AR8HGA77497	2017	Ford	Explorer	125608	C3	Good	In-Service
1FM5K8AR4HGA37448	2017	Ford	Explorer	137185	C4-Sgt	Good	In-Service
1FM5K8AR1GGA08391	2016	Ford	Explorer	142722	C1	Good	Tech/SRO
1FM5K8AR5EGB91081	2014	Ford	Explorer	124065	C7	Good	TFHS SRO
1GNSKLED4NR220252	2022	Chevy	Tahoe	4876	Chief	Excellent	FY22 Purchase
2CNFLEEW5A6207824	2010	Chevy	Equinox	125558	Admin	Fair	Admin
2G1WT58N589262380	2008	Chevy	Impala	112466	Narcotic	Fair	Detective
1FM5K8AW6NNA04321	2022	Ford	Explorer	60	C2-H	New	Replace/2013/Car

FY24 Budget Schedule

8C

Task Owner

Selectboard
Wendy
Steve
Carolyn
Education
CIC

rev date 01.05.23

Schedule Targets:

ATM May 6 2023

Notable FinCom Tasks
In addition to Regular Meetings

JANUARY 2023							
	S	M	T	W	Th	F	S
CIC/ATA solidfy capital article slate 1/11	1		3	4	5	6	7
SB identifies budgets for closer examination	8	9	10	11	12	13	14
SB reviews key budget and personnel requests	15		17	18	19	20	21
Selectboard considers budget recommendations	22	23	24	25	26	27	28
Selectboard finalizes budget recommendations	29	30	31				
FinCom Determines Dept Meeting Schedule							
Hear CIC Updated Requests 1/11							
Fincom Department Head Interview Schedule TBD 1/11/23							
Department Meetings							
GMRSD Budget joint meeting w Gill (location TBD)							

FinCom Determines Dept Meeting Schedule
Hear CIC Updated Requests 1/11
Fincom Department Head Interview Schedule TBD 1/11/23
Department Meetings
GMRSD Budget joint meeting w Gill (location TBD)

*SB Budget Recommendations likely to be determined on 1/30

FEBRUARY 2023						
S	M	T	W	Th	F	S
*TA brings SB budget recs to FC 2/1			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19		21	22	23	24	25
26	27	28	AA final # for FY24 to GMRSD by 2/28			

Department Meetings
Department Meetings
Department Meetings
Department Meetings
AA final # for FY24 to GMRSD by 2/28

	S	M	T	W	Th	F	S	
Special Town Meeting tentative 3/2				1	2	3	4	
school budget votes GMRSD 3/7; FCTS 3/8	5	6	7	8	9	10	11	3/8: FC responds to SB
3/16 May ATM articles due	12	13	14	15	16	17	18	3/15: CIC/FC/SB - capital requests, CIC report
CO Drafts Motions 3/28	19	20	21	22	23	24	25	3/22: SB/FC reconciliation
SB approve draft warrant/ absolute final date for articles 3/30	26	27	28	29	30	31		3/29: FC balancing; plan for report

3/8: FC responds to SB
3/15: CIC/FC/SB - capital requests, CIC report
3/22: SB/FC reconciliation
3/29: FC balancing; plan for report

APRIL 2023							
	S	M	T	W	Th	F	S
							1
SB executes final warrant (deadline 4/10)	2	3	4	5	6	7	8
post warrant on 4/13 (deadline 4/20)	9	10	11	12	13	14	15
Mail and post warrant packet 4/20 (deadline 4/25)	16		18	19	20	21	22
	23	24	25	26	27	28	29
	30						

4/5: FC final votes, reviews background

FC and CIC reports finalized by 4/12

4/5: FC final votes, reviews background
FC and CIC reports finalized by 4/12

MAY 2023						
S	M	T	W	Th	F	S
	1	2	3	4	5	6

5/3: FC Town Meeting prep
ATM 5/6



9A

Town of Deerfield, MA 350th Parade Work Group

An Invitation

December 5, 2022

Greetings!

The Town of Deerfield and the 350th Parade Work Group would be honored to have you participate in our Parade and Downtown Celebration to be held on **Saturday, June 10, 2023!**

We encourage all local organizations and causes to sponsor parade participants. We are looking for a variety of entrants including (but not limited to) bands, floats, motorized vehicles, walking units, and dance groups. The parade, as the centerpiece of Deerfield's 350th Celebration, is a great way to showcase your organization or cause and to be remembered as part of the legacy of Deerfield.

Timing and Route: The 1.4-mile parade will begin at 2:00 PM and is expected to conclude around 4:00 PM. Staging will be at South Deerfield Water Department and MA DOT; all participants must be at their assigned staging area by 1:00PM. The parade will march up Sugarloaf Street to Park Street then continue onto North Main Street and disband in Frontier Regional School's parking lot.

If you are interested, please email deerfield350parade@gmail.com by **February 15, 2023** to receive the participant paperwork, which must be signed and returned via email, mail, or fax (see contact details below).

We are happy to answer any and all questions you may have. Please reach out to us at deerfield350parade@gmail.com.

Sincerely yours,
Deerfield 350th Parade Work Group

Deerfield 350th Parade Work Group
8 Conway Street
South Deerfield, MA 01373
Fax: (413) 665-1411 · Attn: Deerfield 350th Parade Work Group
Email: deerfield350parade@gmail.com



Office of the Selectboard
Town of Montague

1 Avenue A
Turners Falls, MA 01376

(413) 863-3200 xt. 108

FAX: (413) 863-3231

January 9, 2023

There will be a Special Town Meeting on Thursday, March 2, 2023 at the Turners Falls High School.

Please be advised Article submissions for this Special Town Meeting will close on Thursday, January 26, 2023 at 10:00 A.M. All requests must be submitted on the appropriate forms obtained from the Selectboard's Office by this deadline, no further articles will be added to the warrant after this dates.

Thank you.

Wendy Bogusz
Executive Assistant

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants & Research
*Student, Teachers, and Officers Preventing
(STOP) School Violence Program*

11A

Attachment A
Application Template for STOP Grant Opportunity

Section I. Applicant Information

Name of Public School District/Charter School: Gill-Montague Regional School District

Funding Requested: \$ 19,980

Name of Superintendent or Executive Director: Brian Beck, Superintendent of Schools
(First and Last Name)

Superintendent or Executive Director Phone: 413-863-9324

Email Address: Brian.Beck@gmrdsd.org

Public School District/Charter School Mailing Address:

Street: 35 Crocker Ave **City:** Turners Falls **Zip Code:** 01376

County: Franklin **Phone:** 413 863-7508

Grant Contact Name: _____ **Title:** _____

(Note: The person designated as the *Grant Contact* shall serve as the project's point person and be responsible for receiving and responding to EOPSS' project related requests)

Grant Contact Mailing Address:

Same as Above ☒

Street: _____ **City:** _____ **Zip Code:** _____

County: _____ **Phone:** 413-863-7508

E-mail: Dianne.Ellis@gmrdsd.org

Fiscal Point of Contact for Grant: Name: Joanne Blier **Title:** Business Mgr.

Fiscal Contact Mailing Address:

Same as Above ☒

Street: _____ **City:** _____ **Zip Code:** _____

County: _____ **Phone:** 413-863-7504

E-mail: _____

Signature Page

The following must be completed and signed by both Authorizing Officials for the Municipality where the school resides to benefit from the grant and Public School District/Charter School submitting this application.

The application has been prepared after consultation with individuals not limited to law enforcement officers (such as school violence researchers, licensed mental health professionals, social workers, teachers, principals, and other school personnel) to ensure that the improvements to be funded under the grant are-

- (A) consistent with a comprehensive approach to preventing school violence; and
- (B) individualized to the needs of each school at which those improvements are to be made.

By signing below, the applicant assures to maintain and report such data, records, and information (programmatic and financial) as EOPSS OGR may reasonably require.

Municipal Chief Executive Officer

As the Chief Executive Officer of this City or Town, I am supporting the School Department's request for funds for a STOP School Violence Program grant from the Executive Office of Public Safety and Security. I have reviewed and approve the content contained in this application being submitted for consideration of a grant award.

Name of City/Town _____

Authorizing Official Name-Printed _____ Date _____

Signature _____

The following must be completed and signed by the School Superintendent/Executive Director on behalf of the Public School District/Charter School submitting this application.

School Superintendent or Executive Director

As the Superintendent/Executive Director for this Public School District/Charter School, I am requesting funds for a STOP School Violence grant award from the Executive Office of Public Safety and Security. I have reviewed and approve the content contained in this application being submitted for consideration of funding.

Brian Beck

Name of Superintendent or Executive Director _____

Brian Beck

01-09-23

Superintendent/Executive Director Name-Printed _____ Date _____

Signature _____

Please note that unsigned applications cannot be scored and will not be eligible for an award.

Project Summary: Provide a brief summary of the issue, program design, program implementation, and plan for data collection (250 -500 characters *maximum*)

Grant funds will allow the district to train crisis and threat assessment teams at the elementary and secondary school building utilizing evidence-based practices to include utilization of the CSTAG framework.

Section II. Narrative Template

1. Needs Assessment

Use the space provided to 1) Provide a description of the school district/charter identified to benefit from this application and include the population of the school building(s) that will receive the funding and how each building is used by students, faculty and staff, 2) Describe in detail the current school district's unmet safety and security needs, 3) The sources or methods used for assessing the problem should also be described, 4) Further explain why such school safety and security needs stated have not been previously met to justify grant funds are needed.

Gill-Montague Regional School District, serving the rural communities of Gill and Montague, has a total student enrollment of approximately 865 students, preschool to age 22, in 5 school buildings, as well as those served in private or collaborative day school placements. The district also serves tuition students from the town of Erving, in grades 7-12, and accepts school choice students, K-grade 11, based on available grade level openings, from area communities. Our plan for use of these funds is to train a team of elementary and secondary school staff on the use of an evidence based, school threat assessment protocol and intervention planning tool.

Funds requested will be limited to training costs, supplies, materials, and stipends for staff participating in training outside of their contracted hours. As training will occur outside of contract hours, the use of these funds will not supplant costs for any district employee, or any district expenditures, that may be funded in whole or part by any other federal or state grant program.

Section II. Narrative Template

1. Project Description

Use the space provided to describe:

- (A) plan to develop and conduct individual and school threat assessments in target schools identified in the application*
- (B) plan to collect and report certain data elements identified from completed individual threat assessments*
- (C) establishment of crisis intervention teams that use evidence-based strategies and are based on cooperative partnerships*
- (D) expected benefits/outcomes for school district and/or community and any other info that may be helpful to justify the funding request.*

3. Implementation Plan, Timeline and Person Responsible

Complete the template grid provided by identifying the necessary steps to be implemented over the project period for proposed grant activities.

List of Major Tasks/ Activities	Anticipated Date for Receipt of Goods/Services	Staff Responsible

Section IV. Proposal Check List

Application Elements and Required Attachments:

- ☐ **Attachment A:** Completed Application Template signed and dated (this form as a PDF).
- ☐ **Attachment B:** Budget Excel Worksheet (Summary and Detail sheets as Excel document).
- ☐ **Attachment C:** OGR Risk Assessment Form
- ☐ **Applicant Information Form:** https://massgov.formstack.com/forms/hls_stop_school_violence
- ☐ **Letter from local Police Chief**

Please submit the above documents by email no later than 4:00pm on Friday, January 13, 2023 to:

benjamin.podsiadlo@mass.gov

If you have any questions regarding this application, please email: benjamin.podsiadlo@mass.gov

STOP grant:

General information:

<https://www.mass.gov/info-details/stop-school-violence-program>

Rationale:

- Aligns with our SEL implementation framework and 22-23 action plan for goal #20
- Follow up to one day training that two district staff members participated in by MA Partnership for Youth on school threat assessment. A district threat assessment protocol was drafted from this training.
- Grant funds will allow the district to train crisis and threat assessment teams at the elementary and secondary school building utilizing evidence-based practices to include utilization of the CSTAG framework, interview protocol, decision making guidelines, as well as intervention planning and follow up protocols for individuals who demonstrate risk.

Needs Assessment (from grant app)

Use the space provided to:

1) Provide a description of the school district/charter identified to benefit from this application and include the population of the school building(s) that will receive the funding and how each building is used by students, faculty and staff.

Gill-Montague Regional School District, serving the rural communities of Gill and Montague, has a total student enrollment of approximately 865 students, preschool to age 22, in 5 school buildings, as well as those served in private or collaborative day school placements. The district also serves tuition students from the town of Erving, in grades 7-12, and accepts school choice students, K-grade 11, based on available grade level openings, from area communities. Our plan for use of these funds is to train a team of elementary and secondary school staff on the use of an evidence based, school threat assessment protocol and intervention planning tool.

Funds requested will be limited to training costs, supplies, materials, and stipends for staff participating in training outside of their contracted hours. As training will occur outside of contract hours, the use of these funds will not supplant costs for any district employee, or any district expenditures, that may be funded in whole or part by any other federal or state grant program.

2) Describe in detail the current school district's unmet safety and security needs.

The district has made a number of advances relative to building security and participation in school safety drills under the leadership of our Director of Facilities and Safety, Heath Cummings, and in our collaboration with the local and state law enforcement. Improvements made over the past few years include:

- Door lock system overhaul throughout the district- increasing security and ease of access for emergency personnel
- Door monitor and intercom systems to increase efficiency in access control
- Card access systems which increase efficiency in access control

- Police “Knox” boxes which provide quick access to emergency personnel
- FCC licensed radio communication system which enhances communication throughout all district buildings and staff
- Security alarm upgrades which provides building access limitations, auditing and expedited response on alarm events
- Window tint applications
- Tree Curtilage cleanup to allow clear lines of sight to the building from all angles throughout the district
- Security camera work- optimization and additions to existing systems
- “Blackout” shade installations on classroom doors
- Development of a “no door prop” protocol for all district buildings to ensure building security
- District wide emergency paging system via Polycom Phone system in addition to building intercoms

Additionally, the school has a Memorandum of Agreement (MOA) and has committed funding for a school resource officer (SRO) from the Town of Montague for the past several years. While the MOA addresses general principles and objectives of the working relationship, it underscores that “a collaborative approach between the district and the police department should advance the missions of both institutions as they serve the young people of the community.”

Excerpts from this MOA further include the following objectives:

- To develop and implement a process for school officials and local police to coordinate a response to criminal delinquent behavior and to refer first time or early offenders to available programs where appropriate.
- To provide a system of prompt reporting of criminal and delinquent behavior and to share information to the extent permitted by law. To work with representatives from the school age population, local police, clergy, parents, teachers, school administrators, community agency representatives, and criminal justice representatives toward more effective ways to promote an awareness of school violence issues and the dangers of drug and alcohol use and abuse and to develop sound preventative measures.
- To promote and assist school officials in maintaining a safe violence free environment.
- To demonstrate commitment to principles of restorative justice, minimum use of force, and non-criminalization of activities whenever possible in working with school age youth.
- To provide a response to school based needs that protects civil rights and is free from prejudicial treatment.
- To coordinate training involving law enforcement agencies and the school which will create an increased ability to plan for and respond appropriately to emergencies.
- To assist school personnel in implementing an effective school threat assessment process.
- To establish positive relationships with students, parents, school administrators, faculty, and staff, and law enforcement officials
- To provide a positive role model for students which enhances the relationship of law enforcement officers and youth in the community.

Unmet safety needs:

While the district has advanced security measures within our buildings and in our crisis response plans we have not developed and implemented a consistent, evidence based protocol for assessing and responding to students who may pose a safety risk to themselves or the school community.

3) The sources or methods used for assessing the problem should also be described,

The district applied for and was awarded a competitive Social Emotional Learning Grant from the Department of Elementary and Secondary Education. Through this grant, following a needs assessment, a social emotional learning framework was generated that articulated a number of goals to improve tiered systems of social emotional learning support. Among a range of goals, this framework highlights action steps needed by the district to improve practices for students facing acute mental health crisis and suicide risk as well as threat assessment for students who may pose a safety risk to the school community

4) Further explain why such school safety and security needs stated have not been previously met to justify grant funds are needed.

Our district data over the past three years from 2018 to 2022, accentuated by the challenges brought about by the pandemic, are showing a number of concerning trends with declining enrollment, increased absenteeism, increased rates of special education identification, 22.5% to 29.9%, high needs identification, 57.2% to 66.4%, and economic disadvantage that has risen from 45.5% to over 56.5%. Additionally, secondary school suspension rates have risen and the district has had to engage the juvenile court system through filing numerous Child Requiring Assistance petitions on students over chronic truancy and habitual school offending.

The district has added additional school based counseling positions. This has been in an effort to meet significant social/emotional student needs given limited access to mental and behavioral health services in the larger community and equity barriers that present for families to access behavioral health services (financial constraints, transportation, extended wait lists, limits of insurance, language barriers).

Beyond the increased risk factors associated with demographic changes in our student population, our district has also experienced significant staffing challenges. We have faced turnover in some key positions and have been unable to fill other positions (i.e school psychologist, behavior interventionist, and paraprofessional positions working with high needs students) as these postings go without any applicants. As we are grappling with ongoing behavioral health and staffing needs, we nevertheless are committed to improving student learning outcomes while advancing safety protocols.

The district expects to use these funds, if awarded, to support training of district threat assessment teams utilizing the Comprehensive School Threat Assessment guidelines in collaboration with local law enforcement.

Congressionally Directed Spending Project Request

Housing and Urban Development - Economic Development Initiative

Senator Ed Markey, Senator Elizabeth Warren, Congressman Jim McGovern

Town of Montague Request

Turners Falls Avenue A Streetscape Improvement Project



Montague Primary Point of Contact:

Steven Ellis StevenE@montague-ma.gov, 413-863-3200 ext. 110
Montague Town Hall, 1 Avenue A, Turners Falls, MA 01376

Federal Staff Contacts

Senator Ed Markey

Karlee Popken Karlee_Popken@markey.senate.gov (202) 224-4410

Senator Elizabeth Warren

Chris Gongora Chris_Gongora@warren.senate.gov (413) 788-2690

Congressman Jim McGovern

Ryan Early Ryan.Early@mail.house.gov (202) 225-6101

**FY23 Community Project Submission
Avenue A Streetscape Improvement Project
Town of Montague, Village of Turners Falls, MA**

Congressional Directed Spending Project Request

Housing and Urban Development - Economic Development Initiative

Submission to: Senator Ed Markey and Senator Elizabeth Warren

(Also Submitted to Congressman Jim McGovern)

Staff Contacts: Karlee Poken Karlee.Popken@markey.senate.gov
Chris Gongora Chris.Gongora@warren.senate.gov

Montague Primary Point of Contact:

Steven Ellis StevenE@montague-ma.gov, 413-863-3200 ext. 110
Montague Town Hall, 1 Avenue A, Turners Falls, MA 01376

Project Priority: 1

Project Name: Montague/Turners Falls Avenue A Streetscape Improvements

Project Cost: \$975,000

Brief Description of Proposal

The Avenue A Streetscape Improvement Project will restore an ADA compliant, pedestrian-oriented streetscape in the Turners Falls village center. Located within an Environmental Justice Area, Avenue A is Montague's retail, dining, and entertainment center, and a state-designated Cultural District. This bid ready project would complete the north end of the Avenue A Streetscape, replacing aged and heaving brick sidewalks with a new brick and cement concourse designed to enhance longevity and accessibility. New traffic signals and pedestrian-scale lighting will enhance safety, accessibility, visual appeal and walkability, consistent with the Town's Livability, COVID "Rapid Recovery" and ADA Transition plans.

Importance to Massachusetts

The strength of the Commonwealth lies in the vitality of its municipalities. The Town of Montague, located in Franklin County, typifies both the opportunity and challenge faced by former industrial communities in the state's northwestern corridor. Montague's Turners Falls village center is renowned for its evolution from a declining industrial center to a vibrant community. At its heart is Avenue A, which is the setting for an arts, dining, and entertainment economy that has been carefully cultivated. A truly unique and important place, the Turners Falls downtown has the distinction of being both an Environmental Justice Area and a State designated Cultural District.

The health and vibrance of our downtown economy is both treasured and fragile. Incomes and property values in Franklin County substantially lag those of the state overall and that is most evident in Turners Falls. This economic disadvantage, coupled with substantial population loss in the broader

region, leave this economic and cultural center particularly vulnerable to economic crises. The pandemic severely damaged our downtown economy and the economic lives of our downtown residents; who are resilient, but also disproportionately disadvantaged economically.

We believe Montague is poised for recovery and that the Commonwealth desperately needs aspiring communities like Montague to thrive, particularly in western Massachusetts. The Commonwealth is stronger if all of its regions are actively moving toward prosperity and Turners Falls – an urban village that plays the role as a de facto Gateway City in our region – is central to the region’s prosperity.

This modest investment in the Avenue A Streetscape Improvement Project would help transform our downtown’s physical landscape, enhancing the appeal of existing businesses and entertainment venues and attracting new investment to restore those that have closed. It would create economic opportunity and restore jobs lost in a village center surrounded by affordable housing with only limited access to public transportation (no night or weekend service). It would also improve accessibility throughout the north end of the downtown corridor, improving access to Town Hall and the MA DCR’s Discovery Center. Further, it would uplift the immediate neighborhood, which is home to many of our most vulnerable residents.

This project is good for Montague and good for Massachusetts. It aligns with Commonwealth’s goals of “rapid recovery” in the wake of COVID; of creating opportunity in low-income communities; and of improving the accessibility of public and private services. It would accomplish in what year what would otherwise require several years – perhaps a decade – of CDBG funded projects. The Commonwealth needs communities such as Montague to prosper and rebuild their working age populations and this is a simple and cost-efficient approach to progressing toward that goal.

Description of Benefit to Local Community

The Avenue A Streetscape Improvement Project is a community priority because it would enhance the safety and accessibility in our arts, dining and retail district, which is also home to essential municipal services and educational resources, such as the state DCR’s Discovery Center. This is particularly important now in the wake of the COVID pandemic, which cause the closure of several businesses, including landmark dining establishments.

A designated Environmental Justice Area, Turners Falls benefits from over 200 units of affordable housing in the immediate vicinity of this project - a significant concentration for Franklin County. Residents without cars or with limited mobility require ADA compliant sidewalks and adequate lighting to accomplish everyday tasks, and need access to the employment provided by downtown establishments. Taking a slightly boarder view of our community, the Turners Falls village center serves as a critical gathering point for the larger Franklin County region.

These improvements have been a major point of emphasis in Montague for several years, resulting in a series of small projects funded by a succession of grants, largely from CDBG as well as the MA Office on Disability. This is reflected in our strategic planning. Improvements to lighting, safety and walkability were strongly featured in the 2013 Turners Falls Livability Plan and re-affirmed as a community priority in the 2020 Livability Plan update. They are also priorities in our ADA Transition Plan and COVID Rapid Recovery Plan. The Town has vetted this ongoing improvement project through numerous community hearings over several years.

Budget Breakdown Required *(Please provide a brief budget breakdown of the project, including the sources and amounts of non-federal matching funds.)*

A line item budget is available on the website that supports this request at...

<https://www.montague-ma.gov/p/1500/Avenue-A-Streetscape-Improvement-Project-FY23-CDS-Earmark-Request>).

The components of the work described in this proposal complement and complete improvements that have already been made or are in the process of construction or bid preparation. The total cost of the rehabilitation of sidewalks and traffic signals, and addition of pedestrian-scale lighting on the North End of Avenue A is projected to be \$1,534,594. The costs not included in this application include \$559,594 in previously awarded FY20 and FY21 CDBG grants. The FY20 grant is currently under construction, with the FY21 grant expected to be bid this spring. The Town will use staff resources to manage procurement and construction management, expected to be in the vicinity of \$25,000.

Construction Budget

GENERAL MOBILIZATION \$28,000

DEMOLITION \$43,055

EARTHWORK/SITE PREPARATION \$3,900

SITE DRAINAGE and UTILITIES \$91,400

PAVING and SITE IMPROVEMENTS \$520,273.75

Sub-Total \$686,628.75

15% Contractor O+P \$102,994.31

15% Contingency \$102,994.31

12% inflation \$82,395.45

TOTAL CONSTRUCTION \$975,012.83

The above budget is subject to inflation escalator due to the design cost having been last updated in December 2020, however, current FY21 CDBG funded project bids came in within those estimates in February 2022.

Note that Montague has previously used \$1.2M in CDBG grants, \$90,000 in MA Office on Disability grants, and \$66,737 in MA Complete Streets grants to make improvements to the larger and immediately adjacent Avenue A corridor.

List Any Entities or Organizations Partnering in or Supporting the Project

The Town of Montague is working closely with the Franklin County Housing and Redevelopment Authority (FCHRA), which is overseeing construction management for the current CDBG-funded improvements that will complement this proposed project to restore the North End of the Avenue A

Streetscape. FCHRA also owns and maintains many affordable housing units on and in the immediate vicinity of Avenue A.

The project is a critical priority of the Montague Selectboard and has the support of local businesses, the Franklin County Chamber of Commerce, The Franklin County Community Development Corporation, the Shea Theater, the Franklin Regional Council of Governments and Massachusetts legislators Representative Natalie Blais and Senator Jo Comerford. Further, agencies of the Commonwealth of Massachusetts funded Montague's COVID Rapid Recovery Plan and ADA Transition Plan, which call for these improvements.

Three Concise Points to Justify Use of Congressionally Directed Spending

1. This project is consistent with federal goals for economic recovery, social and economic equity, and accessibility. It directly impacts business sectors hardest hit by COVID, in an Environmental Justice Area, and facilitates access to essential government and other services.
2. This bid-ready project would dramatically accelerate streetscape improvements and progress toward those goals, avoiding the cost and time inefficiency of pursuing improvements piecemeal over many years.
3. It would allow the Town to deploy future CDBG and other grant resources to other critical infrastructure, housing rehabilitation/development, and human services-related initiatives.

Additional Details

Montague is a small community in a region largely forgotten by those with capital. It is substantially more challenging to attract resources and investment here than in most of Massachusetts, so government must make strategic investments to facilitate community and economic development. The village of Turners Falls is our largest and most complex population center. The halting pace of its redevelopment presents great risk to our future, but is the best we can afford. This earmark request would help catalyze our recovery, restoring and solidifying the slow and steady gains we'd made over the past two decades.

Additional information pertaining to this request, including the narrative, budget, and photo exhibits, can be found at: <https://www.montague-ma.gov/p/1500/Avenue-A-Streetscape-Improvement-Project-FY23-CDS-Earmark-Request>

Organization Capacity

Montague's success in redevelopment to date has been born of thoughtful investments in staff capacity. As a community of 8,500, we are fortunate to have a full time Town Administrator, a Community and Economic Development Planner, and Assistant Planner, as well as an experienced DPW superintendent and foreman. This team has implemented numerous projects of this or greater scale within the past five years, including construction of a new DPW facility, major wastewater collection system enhancements, numerous road and sidewalk construction projects, including nearly identical improvements on Avenue A, and an ongoing bridge replacement project that is beginning

construction now. Once approved, we are well positioned to bid this project in spring 2023 for construction in the summer 2023 season.

Jobs Created

We anticipate this project will result in the restoration of business activity along the full Avenue A corridor. This includes three restaurants that have permanently or temporarily closed and several now-vacant storefronts. It is also expected to help leverage construction of a 16,000 ft² medical services complex, with a land development agreement under development for that site, which is located in the project area. Assumed employment impact of the project is in the vicinity of 110 jobs.

3 restaurants: 45 jobs

3 retail storefronts: 15 jobs

38 Avenue A Medical Complex: 50 jobs

Jobs Sustained

As noted, Montague's Turners Falls village center is the primary retail, dining and entertainment destination for the community and the county. It is also economically fragile, with virtually all of its businesses locally owned and operated with a shoestring budget. We cannot say specifically how many jobs will be lost if this project is not completed, but we've received word from local businesses that we must do more to create a welcoming and accessible context in which they can operate their businesses. This doesn't allow us to accurately estimate lost employment, but the presence of that possibility is very real.

Prior Federal Funding

The community is in receipt of the first half of \$2,402,826 in funding as a Non-Entitlement Unit through the ARPA CSLFRF program. The first installment of \$1,201,403 was received in July 2021 with the second equal installment expected on or about July 2022.

The Town received the following CDBG awards through the MA DHCD:

FY17: \$490,611

FY18: \$737,395

FY19: \$612,050

FY20: \$675,519

FY21: \$788,174

The Town of Montague has implemented all grant funded projects and complied with all requirements thereto, with no negative findings or concerns known.

Future Requests for CDS?

The Town does not presently anticipate a request but does not wish to foreclose on the possibility. This particular project is self-contained and should not require additional spending once completed through funding provided through this request.

Turners Falls Avenue A- Phase III Streetscape
Montague, MA
Apr-22

GENERAL MOBILIZATION

Item	Description	Unit	Quantity	Unit Price	TOTAL
1	Mobilization	LS	2	\$6,000	\$12,000
2	Traffic Control	LS	2	\$8,000	\$16,000
Subtotal					\$28,000

DEMOLITION

Item	Description	Unit	Quantity	Unit Price	TOTAL
1	Removal of trees (including stump)	EA	5	\$300	\$1,500
2	Sawcut Concrete Pavement	LF	250	\$15	\$3,750
3	Sawcut Bit Conc. Pavement	LF	135	\$5	\$675
4	Remove Bit. Conc. Pavement	SF	300	\$3	\$900
5	Remove Conc. Pavement	SF	3150	\$5	\$15,750
6	Remove mud mat	SF	3310	\$3	\$9,930
7	Remove Brick	SY	125	\$6	\$750
8	Remove and dispose of planter	EA	7	\$1,000	\$7,000
10	trench in soil	LF	400	\$3.50	\$1,400
11	bore under walk	LF	100	\$14.00	\$1,400
Subtotal					\$43,055

EARTHWORK/SITE PREPARATION

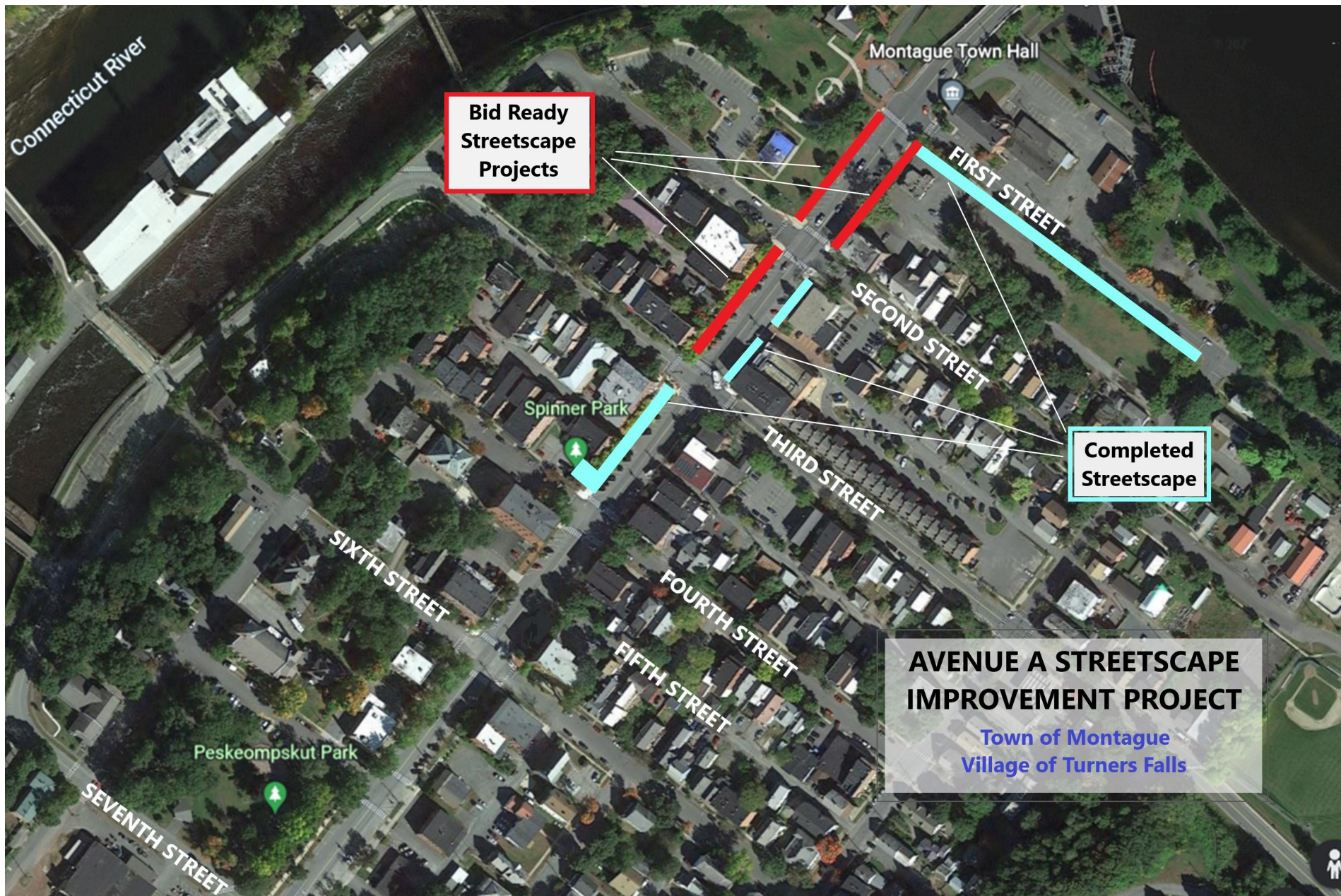
Item	Description	Unit	Quantity	Unit Price	TOTAL
1	Erosion control for catch basins	EA	3	\$800	\$2,400
2	excavate unsuitable gravel base	LS	1	\$1,500	\$1,500
Subtotal					\$3,900

SITE DRAINAGE and UTILITIES

Item	Description	Unit	Quantity	Unit Price	TOTAL
1	fix and extend water lines	LS	1	\$6,400	\$6,400
3	connect to electric	LS	2	\$2,000	\$4,000
4	enclosure with meter	EA	2	\$5,500	\$11,000
5	pedestrian lights	EA	5	\$10,000	\$50,000
9	trenching conduits, etc	LS	1	\$20,000	\$20,000
Subtotal					\$91,400

PAVING and SITE IMPROVEMENTS

Item	Description	Unit	Quantity	Unit Price	TOTAL
1	Concrete Sidewalk and ramp	SF	3850	\$7.50	\$28,875.00
2	brick paving and concrete base	SF	2485	\$30	\$74,550.00
4	granite	LF	422.5	\$600	\$248,780.00
5	skate stoppers	EA	10	\$280	\$2,800.00
8	trees	EA	5	\$500	\$2,500.00
9	trash receptacle	EA	2	\$1,000	\$2,000.00
10	benches on planter	EA	4	\$2,235	\$8,940.00
11	top soil	CY	15	\$32	\$480.00
12	seed	SY	85	\$1.75	\$148.75
13	planting mix	CY	37.5	\$32.00	\$1,200.00
14	New Traffic Lights at 3rd	LS	1	\$150,000.00	\$150,000.00
				Subtotal	\$520,273.75
				TOTAL	\$686,628.75
				15% Contractor O+P	\$102,994.31
				15% Contingency	\$102,994.31
				12% inflation	\$82,395.45
				TOTAL CONSTRUCTION	\$975,012.83



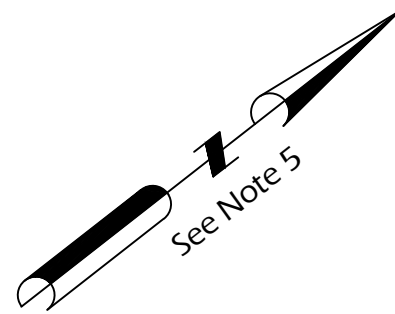
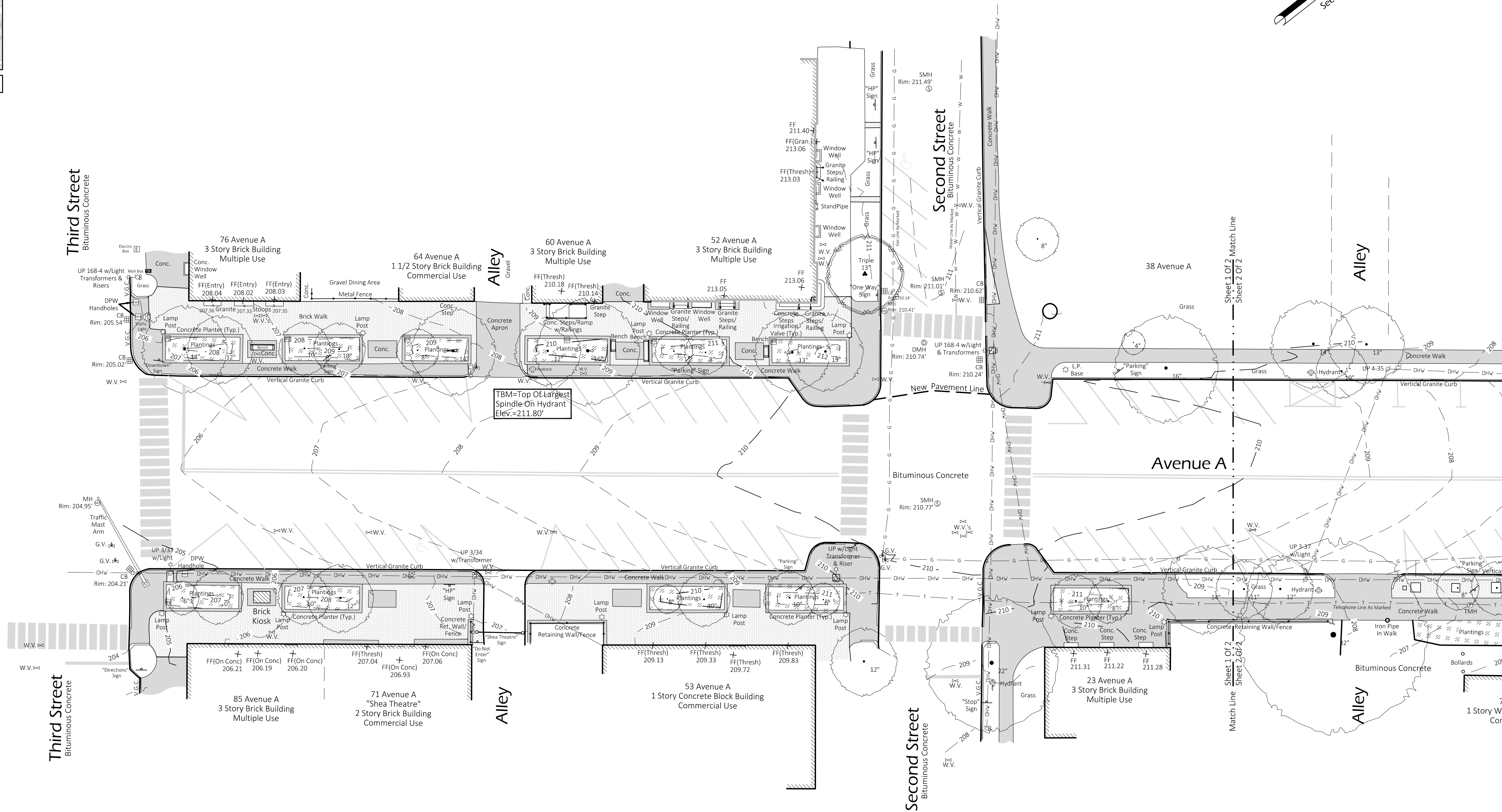
**Bid Ready
Streetscape
Projects**

**Completed
Streetscape**

**AVENUE A STREETSCAPE
IMPROVEMENT PROJECT**
Town of Montague
Village of Turners Falls



LOCUS PLAN - Not To Scale Map Data © 2017 Google



Owner Of Record

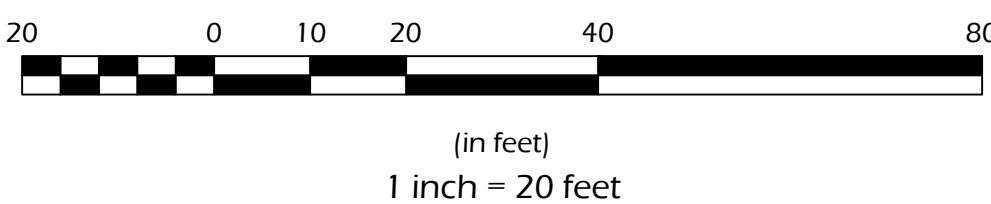
Town Of Montague
1 Avenue A
Montague, Massachusetts 01376
LOCUS
Avenue A
Montague, Massachusetts 01376

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Legend

- | | | | | | |
|--|-------------------|--|-----------------------------|--|--------------------|
| | Deciduous Tree | | Utility Pole w/ Light | | Fire Hydrant |
| | Coniferous Tree | | Utility Pole w/ Transformer | | Guy Wire |
| | Light Post | | Catch Basin, Square | | Electric Meter |
| | Floodlight | | Drain Manhole | | Sewer Manhole |
| | Plaque | | Gas Gate Valve | | Irrigation Control |
| | Sign, Single Post | | Water Gate Valve | | |

Graphic Scale



Notes

- The Record Conditions Survey Depicted Hereon Was Obtained By Partial Field Surveys Performed Between July 30, 2015 And November 20, 2017 By The Berkshire Design Group, Inc.
- The Purpose Of This Plan Is To Provide A Plan Illustrating This Surveyors Interpretation Of Constructed Improvements, Natural Features, Observable Monuments, Obtainable Plans And Deeds Of Record, Witness Testimony, And Any Other Plans And Deeds Which May Affect The Locus Property At The Time And Date Of The Partial Field Survey.
- This Plan Does Not Show Any Unrecorded Or Unwritten Easements Which May Exist. A Reasonable And Diligent Attempt Has Been Made To Observe Any Apparent, Visible Uses Of The Land; However, This Does Not Constitute A Guarantee That No Such Easements Exist.
- This Plan And Survey Were Prepared Using GNSS And Conventional Survey Methods. A Leica TS15 Total Station Was Used Having An Accuracy Of 5" And 5 PPM. A Leica GS14 Network RTK Was Used Having Subcentimeter Accuracy. All GNSS Data Is Post Processed With Rapid And Precise Ephemeris To Produce The Most Accurate Results Possible.
- The Basis Of Bearings, Azimuths, And The North Arrow Shown Hereon Is The Massachusetts State Plane Coordinate System (NAD83). The Basis Of The Elevations Depicted Hereon Is A Grid Separation Calculation Based On Geoid12A Resulting In NAVD88.

Plan Of Land
Located In
Village Of Turners Falls
Montague, Massachusetts
(Franklin County)

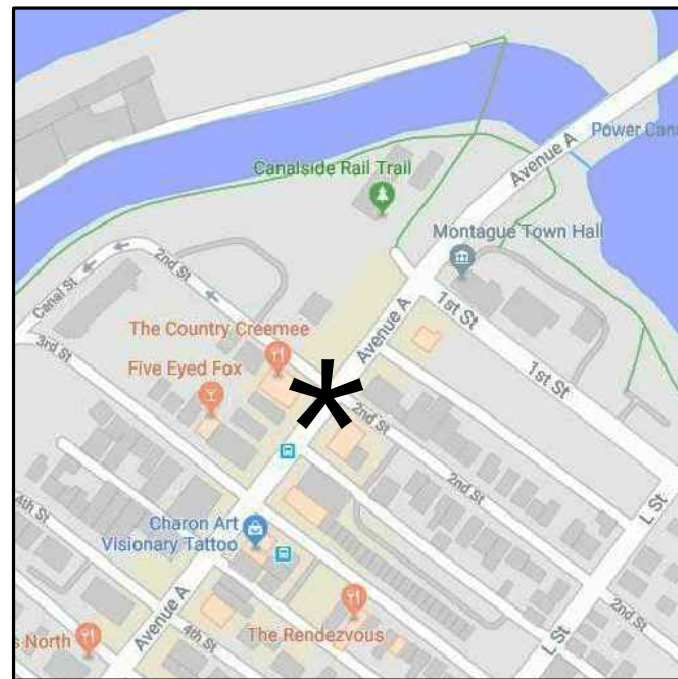
Prepared For
The Town Of Montague

Revisions

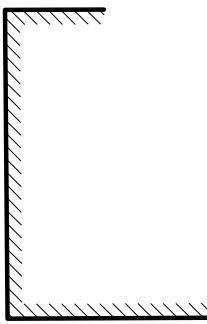
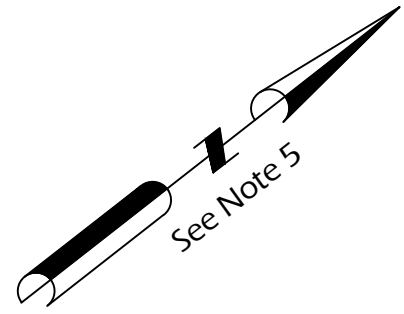
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JSM
Checked By:
DRE

Sheet Number

1 of 2



LOCUS PLAN - Not To Scale Map Data © 2017 Google



Landscape Architecture
Civil Engineering
Planning
Land Surveying

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(413) 582-7000 • FAX (413) 582-7005

Email: bdg@berkshiredesign.com
Web: http://www.berkshiredesign.com

REGISTRY USE ONLY

Plan Of Land
Located In
Village Of Turners Falls
Montague, Massachusetts
(Franklin County)

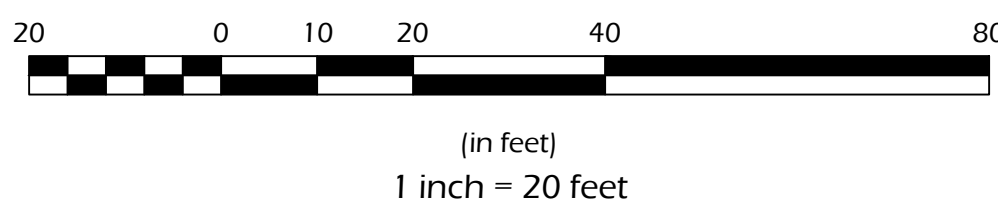
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Graphic Scale



Deciduous Tree
Coniferous Tree
Light Post
Floodlight
Plaque
Sign, Single Post

Legend

Utility Pole w/ Light
Utility Pole w/ Transformer
Catch Basin, Square
Drain Manhole
Gas Gate Valve
Water Gate Valve

Fire Hydrant
Guy Wire
Electric Meter
Sewer Manhole
Irrigation Control

Notes

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- The Purpose Of This Plan Is To Provide A Plan Illustrating This Surveyors Interpretation Of Constructed Improvements, Natural Features, Observable Monuments, Obtainable Plans And Deeds Of Record, Witness Testimony, And Any Other Plans And Deeds Which May Affect The Locus Property At The Time And Date Of The Partial Field Survey.
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I Declare That This Survey And Plan Were Prepared In Accordance With The Procedural And Technical Standards For The Practice Of Land Surveying In The Commonwealth Of Massachusetts And That This Plan And Survey Have Been Prepared In Accordance With The Rules And Regulations Of The Registers Of Deeds And That This Plan Shows The Property Lines Of Existing Ownership And The Lines Of Streets And Ways Shown Are Those Of Public Or Private Ways Already Established And That No New Lines For The Division Of Existing Ownership, Or New Ways Are Shown.

David R. Enberg, PLS #47142

Date

Avenue A Streetscape Improvement Project

Town of Montague, Village of Turners Falls

Project Area, Even Side of Street: First to Third Street Block



Completed Area (After Shot), Even Side of Street: Third to Fourth Street Block

Municipal Investment Spurs Private Investment!



Project Areas, Odd Side of Street: First to Third Street Block (2nd to 3rd already funded)

