

1MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, October 16, 2023

AGENDA

Join Zoom Meeting:

<https://us02web.zoom.us/j/87035541545?pwd=cnl4RllBd2QvWkZ1MGpUT3RmdmhxUT09>

Meeting ID: 870 3554 1545 Passcode: 365333 Dial into meeting: +1 646 558 8656

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

Meeting Being Taped

Votes May Be Taken

1. 6:00 PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:00 Approve Selectboard Minutes from September 25 and October 2, 2023
3. 6:00 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:02 Chelsey Little, Clean Water Facility Superintendent
 - Authorize DOER Grant Application Submission for Hydroelectric Feasibility Study for \$6,000. Chair to Sign Attachment B
 - Facility Upgrade Discussion-Future Planning
 - CWF Featured in TPOs (Treatment Plant Operator's) [October Cover Story](#)
 - Abstract on Industrial Pretreatment Accepted for Presentation at NEWEA's (New England Water Environment Association's) Annual Conference
 - Discharge Report Monthly Summary for September
4. 6:30 Tom Bergeron, DPW Superintendent
 - Sewer Collection Operations Report
 - Lead Collection System Operator Percent Time on Sanitary Sewer
 - Dell Street/Fairway Ave Erosion Investigation
 - Montague City Road Construction Update
 - Strathmore Mill Updates
5. 6:45 Personnel Board – Review of Finance Committee Stipend Recommendations
6. 7:00 Jon Dobosz, Director of Parks and Recreation
Use of public property:
 - Sawmill River 10k for Monday, January 1, 2024
 - Montague Soap Box Races for Sunday, June 2, 2024
7. 7:05 Megan McDonough, Pioneer Valley Habitat for Humanity Executive Director
 - Review of concept plans for development at First Street
 - Request consideration of reducing units from 6 to 5
 - Next Steps

Montague Selectboard Meeting
October 16, 2023
Page 2

8. 7:20 Assistant Town Administrator's Business
- Execute Order of Taking for South Street Bridge Replacement Project: 5 Year Temporary Construction Easement affecting 9 South Street owners Elliot and Carol Allis.(4,237 Square Feet)
 - Environmental Protection Agency FY24 Brownfields Cleanup Grant Opportunity- Strathmore Mill Partial Demolition. Application due November 13.
 - Closeout of Montague Center Library (Old Town Hall) Masonry project.
 - Invitation from Jo Comerford to participate in 86th Citizen's Legislative Seminar
9. 7:30 Town Administrator's Business
- Town Meeting Recap and Follow-ups
 - Farren Care Center Property Donation Updates
 - Six Town Regional Planning Board Financial Report Meeting Invitation
 - Falls Fest Reminder, Event on Saturday, October 21

OTHER:

Next Meeting:

- Selectboard, Tuesday, October 17, 2023 at 6:30PM, 1 Avenue A, Turners Falls, and via ZOOM
- Selectboard, Monday, October 23, 2023 at 6:30 PM, via ZOOM

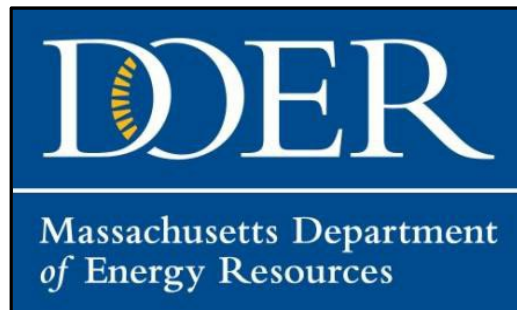
THE COMMONWEALTH OF MASSACHUSETTS

**EXECUTIVE OFFICE OF ENERGY AND
ENVIRONMENTAL AFFAIRS**

DEPARTMENT OF ENERGY RESOURCES

Patrick C. Woodcock, COMMISSIONER

**100 Cambridge Street, Suite 1020
Boston, MA 02114**



Program Opportunity Notice (PON)

Document Title: Municipal Energy Technical Assistance Grant Program

COMMBUYS Bid Number: BD-23-1041-ENE01-ENE01-79726

Agency Document Number: PON-ENE-2023-004

Issued September 19th, 2022

Please Note: This is a single document associated with a complete Bid (also referred to as Solicitation) that can be found on www.COMMBUYS.com. All Bidders are responsible for reviewing and adhering to all information, forms, and requirements for the entire Bid, which are all incorporated into the Bid. Bidders may also contact the COMMBUYS Helpdesk at COMMBUYS@state.ma.us or the COMMBUYS Helpline at 1-888-MA-STATE. The Helpline is staffed from 8:00 AM to 5:00 PM Monday through Friday Eastern Standard or Daylight time, as applicable, except on federal, state and Suffolk County holidays.



Municipal Energy Technical Assistance Grants

September 2022
PON-ENE-2023-004



GRANT APPLICATION

BACKGROUND

Municipal Energy Technical Assistance Grants (Grants) are Grants that provide funding to independent third parties to aid municipalities, regional school districts, and water/wastewater districts in the study, negotiation, development and/or management of clean energy projects. The Grants are offered on an annual basis if funding is made available. The amount of available funding, for future Grant rounds may vary. The cumulative total of actual awards depends upon the number of applications received, their eligibility and the funding allocation available for this Grant program.

AWARD

An applicant may receive a Grant not to exceed fifteen thousand dollars (\$15,000) for Municipal Energy Technical Assistance, except for the zero-energy and zero-ready assessments, and microgrid evaluations, where the maximum allowable Grant amount is not to exceed five thousand dollars (\$5,000). Zero-energy and zero-ready integrated design services are eligible for the maximum Grant in an amount not to exceed fifteen thousand (\$15,000).

Funding will be provided by the Department of Energy Resources (DOER). The budget for this grant program is three hundred thousand dollars (\$300,000). The budget may be increased or decreased at the sole discretion of the DOER.

ELIGIBILITY

The DOER Green Communities Division is making available, Municipal Energy Technical Assistance (META) Grants to **ALL** 351 Massachusetts municipalities, regardless of Green Community designation status, **IN ADDITION** all regional school districts and water/wastewater districts are eligible to apply for grants under this Program Opportunity Notice.

- Previous META grant recipients must have completed all aspects of their previous grants, including all reporting, in order to apply for this current opportunity. Preference will be given to applicants that have not received META awards previously.
- All grant-funded projects must be completed by September 30, 2024. Funds not expended by then will be forfeited.
- All applicants may apply for META grants that meet the eligibility requirements specified in **Section B) Project Type** of the grant application.

APPLICATIONS & AWARDS

Applications will be accepted until **4:00PM EST on November 18th, 2022**. **Applicants will be notified that their application was received.** **NOTE:** To be deemed complete, an application **MUST** contain the required signature in Attachment B (Certification of Application), the attachments containing all the required information requested under Eligibility Requirements below as applicable, and all information requested in Attachment A (Project Summary).

EVALUATION CRITERIA

Projects funded through this Program Opportunity Notice (PON) are expected to contribute to the Commonwealth's commitment to achieve Net Zero emissions in 2050 and its efforts to combat climate change and protect vulnerable communities. For more information on the Commonwealth's strategies, policies, goals, and benchmarks relating to its climate policy, please refer to law [An Act Creating a Next-Generation Roadmap for Massachusetts Climate Policy](#) signed by Governor Charlie Baker in 2021 and the comprehensive planning document [Massachusetts Clean Energy and Climate Plan for 2025 and 2030](#), released in 2022.

DOER will evaluate and rank applications based on multiple criteria, including the following:

- Likelihood that the potential projects will result in the displacement of fossil fuels
 - Priority will be given to proposed projects that limit and/or eliminate the use of fossil fuels through strategic electrification: the powering of buildings and vehicles with electricity instead of fossil fuels in a way that increases efficiency and results in a long-term reduction in GHG emissions
- Project viability, and a demonstrated commitment by the applicant to move forward with the project should the study results prove technically and financially favorable (if applicable)
- Resulting project's potential for significant environmental and/or financial benefits
- Extent of energy efficiency measures already undertaken or planned on-site
- Completeness of the application, including the thoroughness of the draft scope of services for the consultant/vendor. NOTE: DOER reserves the right to reject incomplete applications
- Direct benefits to Environmental Justice (EJ) Communities. Applicants are encouraged to describe how projects would benefit EJ Communities in the project narratives. (An example of a project would be efficiency improvements in buildings located in or used by residents of EJ neighborhoods). Click here to access the [2020 EJ Map Viewer](#).

ASKING QUESTIONS

This (PON) is being conducted under 815 CMR 2.00, and has been distributed electronically using COMMBUYS, the Commonwealth's official procurement record system (<http://www.commbuys.com>). The project name is the Municipal Energy Technical Assistance Grant Program, and the project number is PON-ENE-2023-004. Correspondence to DOER should include the project number as well as the title. All notifications and amendments to this PON will be posted on COMMBUYS. It is the responsibility of every potential respondent to check COMMBUYS for any addenda or modifications to a PON to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to respondents who fail to check for amended PONs or submit inadequate or incorrect responses.

Respondents may not alter PON language or any PON component files. Those submitting a proposal must respond in accordance with the PON directions and complete only those sections that prompt a respondent for a response. Modifications to the body of this PON, specifications, terms and conditions, or which change the intent of this PON are prohibited. Any unauthorized alterations will disqualify a response.

All proposals and information submitted in response to this PON are subject to the Commonwealth of Massachusetts Public Records Law, M.G.L., Chapter 66, Section 10, and to Chapter 4, Section 7 and Subsection 26. Any statements in submitted responses that are inconsistent with these statutes shall be disregarded.

- This application is available as PON-ENE-2023-004 on COMMBUYS (as a "Bid.")
- All questions must be submitted by 5 PM on November 7, 2022, to COMMBUYS
- All answers shall be posted by 5 PM on November 10, 2022, to COMMBUYS
- To find an item on COMMBUYS: log into [COMMBUYS](http://www.commbuys.com), locate the Bid, acknowledge receipt of the Bid, and scroll down to the bottom of the Bid Header page. The "Bid Q&A" button allows Bidders access to the Bid Q&A page.
- To submit an application, see the Instructions on page 12.

MUNICIPAL ENERGY TECHNICAL ASSISTANCE GRANT APPLICATION

A) APPLICANT INFORMATION

Municipality/Regional School District/Water or Wastewater District	Street Address
City/Town	Zip code
CEO Name	CEO Title
Grant Point of Contact	Title
Telephone	Email

B) PROJECT TYPE

Application Requirements:

- Please check the appropriate box next to the desired study
- Applicants **must** include the specified documentation and/or meet the requirements noted under its desired project type for the application to be considered complete and eligible.
- Only projects proposed on municipally owned property are eligible, unless otherwise noted under the project type.

☐ **Community Shared Solar (CSS)¹** (please choose one)

- ☐ Assessment to explore a community shared solar system on private or public property

Application must include:

- Letters of expression of interest from at least five utility customers in the community.
- A letter from a solar industry representative familiar with CSS documenting a conversation it has had with the community.

- OR -

- ☐ Development of a community shared solar system on private or public property

Application must include:

- A site assessment (Google Earth maps or <http://pvwatts.nrel.gov/> can provide assessment information)
- Outline of the business/ownership model

¹ For additional information on Community Solar, please review the following report:

[Community Shared Solar: Review and Recommendations for Massachusetts Models](#)

[Community Shared Solar: Implementation Guidelines for Massachusetts Communities](#)

- Assessment of community interest
- Letters of commitment from at least five CSS participants
- A feasibility study or site assessment for the identified site. The study or assessment must, at a minimum, include the following information for ground-mounted systems:
 - Visuals that demonstrate there is little to no shading (buildings, structures, trees). Noting that trees will be removed is not acceptable and such proposals are ineligible for META funding
 - Visuals that demonstrate there are utility lines nearby Please mark utility lines clearly on your documents
 - Visuals that demonstrate the site is either flat, or if sloping, that the system will face south
- For roof-mounted systems:
 - Age of the roof
 - Visuals that demonstrate solar access (clearly show any HVAC equipment, trees, structures that cause shading)

☐ **Microgrid Systems** (request cannot exceed \$5,000) - Evaluation of potential microgrid systems

Application must include:

- Price quotes and scope from the proposed consultant
- Applicant must state if the targeted site(s) is/are known at this time. If so, please include a description of site.

☐ **Energy Resiliency** – Investigation of clean energy resiliency opportunities at critical municipal facilities

Application must include:

- Approximate number of people served by the facility daily
- Approximate number of people served by the facility during an emergency
- Existing distributed generation and/or backup infrastructure (type and capacity)

☐ **For investigation of demand reduction strategies via energy storage at public facilities, please attach:**

- Annual energy consumption of facility
- A copy of a recent bill showing demand charges
- Interval data for the proposed facility (if exists)
- If paired with existing municipally owned solar PV, identify system location and size
- If paired with new solar PV a site assessment must be provided. Please attach a site assessment, at a minimum include the following:

Roof-mounted systems

- Age of roof and visuals that demonstrate solar access (clearly show any HVAC equipment, trees, structures)

Ground-mounted systems (including canopies)

- Visuals that demonstrate the site is either flat, or if sloping, the system will face south and there is no shading (buildings, structures, trees). Noting that trees will be removed is not acceptable and such proposals will be ineligible for META.
- Confirmation that proposed site meets the characteristics of a Category 1 land use in the most recent guidelines of the Solar Massachusetts Renewable Target (SMART) program. [Visit the SMART website](#) for more information.
- Visuals that demonstrate there are utility lines nearby. Please mark utility lines clearly on your documents

Wind Feasibility and Procurement – Technical assistance for feasibility study, engineering drawings, and/or bid specifications

Application must include:

- Documentation of site control and zoning/permitting language affirming the potential project is an allowed use at proposed location without a discretionary permit
- A draft scope of work to be used in soliciting potential vendors. Scope of work must include, at a minimum:
 - Site analysis/assessment, including feasibility and anticipated energy production
 - Ideal system size and specifications
 - Electrical upgrades necessary for the building
 - Cost/payback analysis including any incentives and financing options
- The annual energy consumption of public facility/facilities identified as a potential off-taker

☐ **Renewable Thermal Studies**

- ☐ Biomass – Conversion to clean burning efficient biomass or wood pellet or chips fueled heating system
- ☐ Heat Pump – Conversion to high-efficiency heat pump system (air, water, or ground sourced)
- ☐ Solar Hot Water – Addition of a solar water collector to supplement domestic hot water and/or space heating (either stand-alone or in combination with one of the above heating systems)
- ☐ W/WW Heat Pumps – Conversion to water or wastewater source heat pumps

Application requirements for all renewable thermal technical studies, the building must have at least one of the following:

- An audit that confirms the building is properly weatherized and insulated, i.e., measures to address the building envelope were not recommended in the audit due to the building being well-sealed. **Please attach a copy of this building audit**
- Documentation that the building has been properly weatherized and insulated within the last five years; this can include invoices for air sealing and insulation. **Please attach a copy of this documentation**
- An audit stating that the building cannot be further insulated without major renovation. For example, brick or masonry buildings cannot add wall insulation without major renovations to add insulation on the interior wall of every room. Attic spaces in these buildings, however, often can be insulated without major renovation and documentation must be shown that these spaces have been weatherized and insulated. **Please attach a copy of this audit**

NOTE: For conversion to water or wastewater source heat pumps, proof of a prior audit or weatherization is not required, but weatherization must be included in the scope of the study as a separate measure, as well as the impact of its implementation on the sizing and design of the water/wastewater source heat pumps.

☐ **Owner's agent services for energy savings performance contract**

Application must include:

- A solicitation for an Energy Services Company (ESCO) must have been issued for each affected municipality and/or public entity, and solicitations must be filed with the DOER per M.G.L. ch.25A.
- For each affected municipality or public entity, please specify the date the procurement was issued for selection of the ESCO vendor

- For each affected municipality or public entity, please specify the date of acknowledgement of receipt from DOER of the “Notice of EMS Procurement” per M.G.L Ch. 25A

☐ **Audit of oil, propane, or electric resistance heated building**

Application must include:

- A draft scope of work to be used in soliciting potential vendors that meets ASHRAE Level 2 standards
- The scope of work must require the vendor prioritize building electrification energy measures

(NOTE: Audits that do not meet ASHRAE Level 2 standards will not be reimbursed through this grant)

☐ **Energy efficiency technical assessments of processes at public water supply and wastewater treatment facilities.** Grant funds can be used for up to fifty percent (50%), not to exceed the maximum award amount, of assessment for facilities served by utility efficiency programs. Applicants must commit to working with their existing utility efficiency programs if funded with a META grant

Application must include:

- Energy efficiency technical assessments MUST conduct an in-depth study for one or more major treatment processes or pieces of equipment. Studies may not focus on typical building energy efficiency measures, such as lighting and heating

☐ **Retro-Commissioning** – A study to determine efficacy and scope of building retro-commissioning. A qualifying study will include utility data review, building management system performance review, and the specification development for retro-commissioning project.

Application must include:

- A brief building description
- Square footage (must be a minimum of 20,000 square feet)
- A general HVAC description (central plant as well as distribution systems for both heating and cooling)
- Controls system description, including brand, age, date of last software update
- A list of major equipment, including the number and age of each type
- A brief renovation, retrofit, and equipment replacement history
- Building Energy Use Intensity (kBtu/square feet). [Mass Energy Insight](#) can calculate building EUI. Priority given to buildings with EUIs between fifty (50) and one hundred and twenty (120)
- Commitment to implement cost-effective retro-commissioning measures identified

☐ **Proposed Zero-Energy Building** – A proposed zero-energy ready, zero-energy and/or passive (PHI or PHIUS) building (please choose one)

☐ Feasibility Study (request cannot exceed \$5,000)

- OR -

☐ Building Integrated Design Services

Application must include:

- Documentation that the governing body (e.g., Select Board, Town Council, Mayor, School Committee), has authorized appropriated funds for the study (if applying for a feasibility study) OR the design, engineering and/or construction of a new building (if applying for building integrated design services). Please include a copy of certified meeting minutes for this authorization.
- List of each team members including a description of their experience working on passive (PHI or PHUS) and zero-energy projects

- For a feasibility study:
 - Documentation of the energy use intensity (EUI) expected before incorporating renewables to reach design goals (zero-energy ready, zero-energy or passive (PHI or PHIUS.))
- For building integrated design services:
 - Documentation of energy modeling completed assessing design goals (zero-energy ready, zero-energy and/or passive (PHI or PHIUS.))
 - Documentation of the Energy Use Intensity (EUI) expected before incorporating renewables to reach design goals (zero-energy ready, zero-energy or passive (PHI or PHIUS.))
 - Evidence of engagement with the MassSave Program Administrators New Construction program

☐ **Fleet Assessment** – Technical assessment and recommendations for transitioning a public fleet to electric and/or hybrid vehicles.

Application must include:

- Current fleet size and class (e.g., small, medium, and heavy-duty vehicles)
- Total fuel usage for previous fiscal year (gasoline, diesel, and, if applicable alternative fuels)
- Commitment from applicant to implement cost-effective vehicle measures identified
- Draft scope of work should include:
 - Collecting and reviewing existing vehicle data to determine drive-cycles and system duty-cycles (use of telematics is recommended)
 - Recommended vehicle replacement strategy, including vehicle costs, and estimated energy and fuel savings
 - Necessary charging equipment required for the recommended strategy. Studies should also note any facilities upgrades needed to support the recommended vehicles and charging equipment
 - Other implementation issues and barriers for transitioning to electric and hybrid electric vehicles, including maintenance and service impacts

ATTACHMENT A – PROJECT SUMMARY

PLEASE ATTACH A DETAILED SUMMARY OF THE PROJECT, LIMITING YOUR RESPONSE TO NO MORE THAN 10 PAGES.

The following must be included for the application to be deemed complete. You must address each bullet:

- Applicants must include a **scope of services** that they intend to use when soliciting third-party municipal energy consultant. Please pay close attention to the specific application requirements and documentation for each category in the section above.
 - **NOTE: Applicants are highly encouraged to use META grants to procure consulting/engineering services of vendors on statewide contract PRF74. [Click here to access vendor list and user guide.](#)**
- Estimated annual clean energy benefits of the proposed study (e.g., kWh saved, MMBtu saved, clean energy kWh generated). If META is being provided to identify the clean energy benefits (audits, for example), those benefits must be reported to the DOER following completion of META services, if awarded
- Steps completed in the project to date (e.g., town approvals)
- Confirmation that the technical assistance project will be completed by September 30, 2024
- Please explain why a third-party municipal energy consultant is critical for your entity to implement this project
- A description of municipal support for project implementation following grant-funded work.
- Please note in the summary the amount of grant requested:
 - Fifteen thousand (\$15,000) including for integrated design services for zero-energy or zero-ready new construction
 - Five thousand dollars (\$5,000) for a zero-energy or zero-energy-ready building assessment,
 - Five thousand dollars (\$5,000) for evaluation of potential microgrid systems

ATTACHMENT B – CERTIFICATION OF APPLICATION

CERTIFICATION OF APPLICATION

The Certification of Application below must be provided as a *scanned pdf with signature*.

For joint applications, one certification must be submitted for each municipality.

CERTIFICATION OF APPLICATION

The **Chief Executive Officer** must complete this certification.

I, _____ am authorized to execute said Application on behalf of -
_____, the applying municipality, regional school district,
or water/wastewater district.

I verify that the information in the Municipal Energy Technical Assistance Grant Application is true.

[Signature of Chief Executive Officer]

[Title of Chief Executive Officer]

[Date]

NOTE: THE CHIEF EXECUTIVE OFFICER IS DEFINED AS THE MANAGER IN ANY CITY HAVING A MANAGER AND, IN ANY TOWN, HAVING A CITY FORM OF GOVERNMENT, THE MAYOR IN ANY OTHER CITY, AND THE BOARD OF SELECTMEN IN ANY OTHER TOWN UNLESS SOME OTHER OFFICER OR BODY IS DESIGNATED TO PERFORM THE FUNCTIONS OF A CHIEF EXECUTIVE OFFICER UNDER THE PROVISIONS OF A LOCAL CHARTER OR LAWS HAVING THE FORCE OF A CHARTER.

FOR REGIONAL SCHOOL DISTRICTS, THE CHIEF EXECUTIVE OFFICER IS THE SUPERINTENDENT.

FOR WATER/WASTEWATER DISTRICTS, THE CHIEF EXECUTIVE OFFICER IS THE SUPERINTENDENT.

INSTRUCTIONS — If you have any problems or questions about the application process, please contact Paul Carey, paul.s.carey@mass.gov

- **No paper submission** is accepted for the grant application. The process is electronic only.

Application Materials Checklist – ARE YOUR MATERIALS READY?

- ☐ Begin each of your electronic files with your municipal/entity name followed by wording that makes the content of the file clear – **REQUIRED**
- ☐ META Grant Application (Word or PDF file)
- ☐ Summary of Project (Attachment A) (Word or PDF file)
- ☐ Signed Certification of Application (Attachment B) (PDF file)
- ☐ Supporting Audits, Studies, MOUs, other documentation.

Please only submit once. If you made a mistake, or forgot something, please contact Paul Carey at Paul.S.Carey@mass.gov

META Grant Application Process

1. Email the required documents to Paul.S.Carey@mass.gov.
2. You will receive an email indicating receipt of the documents. Determination of the grant award will not occur at this time.

Get Help

Pre-Grant Application Process - [Contact your Regional Coordinator](#)

Application Process and Technical Issues - Contact Paul.S.Carey@mass.gov



September 20, 2023

Chelsey Little
Montague WPCF

**RE: Montague WPCF
Hydro Turbine Feasibility Study**

JKMuir, LLC is pleased to submit this proposal to provide assistance to Montague WPCF in evaluating the feasibility of installing a hydro turbine at the facility.

Project Understanding

JKMuir will provide a high-level feasibility analysis of a hydro turbine for the Montague WPCF. The goal of the project is to determine the cost effectiveness of a turbine. The evaluation will include evaluating up to two potential locations to install a turbine, estimating potential energy production and energy cost savings, estimating the equipment cost, and identifying potential funding sources available. Following the analysis, the results will be provided in a memo format.

The following proposal outlines the effort for the hydro feasibility analysis. The scope includes review of facility plans, photos and data provided by facility staff, coordination with hydro turbine manufacturers to determine feasibility of installation and equipment cost, development of energy production estimates, research into available funding sources, as well as meetings and coordination with Montague WPCF to discuss results and recommendations.

Scope of Work

The scope of work includes a preliminary analysis of hydro opportunities:

- Information about the potential turbine installation locations to be provided by Montague WPCF. Relevant information includes a facility hydraulic profile, dimensional drawings showing available space in each potential turbine installation location (up to two locations to be evaluated), elevation drawings, photos, and historic hourly or daily flow, pressure and/or level at each location if available. It is anticipated that this effort will focus on two potential locations including chlorine contact tank overflow weir and the outfall pipe.
- Develop preliminary, high-level calculations of energy production potential, based on average flow and head.
- JKMuir will develop a preliminary list of manufacturers/technologies that may be appropriate for the application based on configuration and available flow and head.
- Obtain cost estimates for the equipment from manufacturers. Cost estimate to include equipment cost only.



- Identify potential funding sources.
- Present findings in a summary memo. Evaluation is intended to be high level for the purposes of estimating the magnitude of the opportunity and feasibility.

Scope of work does not include the following:

- Analyzing utility data, summarizing electrical usage, or development of blended electrical rate for the savings analysis.
- Development of incentive, funding, or grant applications.
- Site visits or in-person meetings.
- Detailed cost estimating.

Fees

The tasks outlined above can be provided for a fee of \$6,000. Invoices will be sent monthly based on percent of work complete.

Thank you for the continued opportunity to work with Montague WPCF. Please contact me at (860) 249-0989 Ext 700 if you have questions or would like to discuss the proposed scope of work.

Sincerely,

JKMuir, LLC

Jennifer Muir, P.E.

TREATMENT PLANT OPERATOR

tpo

DEDICATED TO WASTEWATER & WATER TREATMENT PROFESSIONALS

tpomag.com
OCTOBER 2023

HEARTS AND MINDS:
Cartoon mascots teach
wastewater treatment | 36

TECHNOLOGY DEEP DIVE:
Innovative solids
dewatering | 48

Chelsey Little
Plant superintendent/pre-treatment coordinator
Montague, Mass.

Big Challenge? No Problem.

**CHELSEY LITTLE AND HER TEAM ENGINEERED
A BIG TURN-AROUND UNDER A CONSENT ORDER**
12

SUSTAINABLE OPERATIONS:
Co-digestion to
boost biogas | 22

Montague Permit Results Summary September 2023

Parameter	Permit Required Limitation	Result
Flow	1.83 MGD (Average Monthly)	0.61
BOD mg/L	30 mg/L (Average Monthly)	9.8
BOD % Removal	>/= 85.0% (Average Monthly)	96.3%
TSS mg/L	30 mg/L (Average Monthly)	7.3
TSS % Removal	>/= 85.0% (Average Monthly)	96.4%
pH Low	6.0 SU (Daily)	7
pH High	8.3 SU (Daily)	8.3
<i>E. coli</i> (Daily)	409.0 MPN (Daily Max)	344.8
<i>E. coli</i> (Rolling)	126.0 MPN (Geomean Average)	22.2
Total Chlorine	1.0 mg/L (Daily Max)	0.79

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

BOD=Biochemical Oxygen Demand

TSS= Total Suspended Solids

pH= potential hydrogen (acid/base scale)

SU= Standard Units

mg/L= milligram per liter

MPN= Most Probable Number

*Note: Summary subject to change pending final data review and submittal to EPA/DEP

urement)

CSO Lead Hours
July-September 2023

	Hours spent on Sewers	Total hours in month	% spent working in sewers
July	81	160	51%
August	62	190	33%
September	36	150	24%
Total of 3 months	179	500	36%

Finance Committee Review of Stipends and Recommendations for FY25

During FY2018 the Finance Committee did a thorough evaluation of all stipends for effect in Fiscal Year 2019, with the intention of reviewing the stipend values for FY2025 in FY2023. The focus would be to account for changes in the position requirements and to adjust for inflation. We also decided that five years was too long to wait before a review, and that the new stipends should be reviewed after three years.

All 25 stipend recipients were asked via email to explain any changes in their duties since 2019. Three weeks after sending the email, only 7 responses have been received (from a total of 5 individuals), and of the responses received, the most apparent change was inflation/cost of gas for inspections.

APPROACH TO STIPEND REVIEW

Some of the considerations include:

- It can reasonably be accepted that stipends for board positions and additional duties are token amounts that should still be reasonably adjusted for inflation
- It can reasonably be accepted that stipends for work such as inspections should adequately compensate the employee for the time and gas spent on such work
- It is in the Town's best interest to provide adequate compensation for both inspection work and additional duties outside of the main job description to attract qualified applicants
- It is also in the Town's best interest to provide sufficient token payments for board members to both attract residents to those roles and to reimburse residents at least partially for additional costs incurred in filling those roles, without which they would not be able to participate in governing
- All stipends should be round dollar amounts and stipends paid monthly should be evenly divisible by 12
- Those stipends already increased at the 2023 ATM and new positions would not require an adjustment at this time. (Moderator, Board of Registrars, Farmers Market Manager, Hearing Officer)

The remaining stipends were categorized as either direct pay for work (inspector stipends, tree warden, IT positions) or tokens (board stipends).

The increase in inspector stipends was somewhat arbitrary but was intended to provide more professional compensation for professional work and to recognize transportation costs.

After considering several perspectives on how to determine an overall increase to account for inflation we selected 12% as the standard increase.

TREATMENT OF SPECIFIC POSITIONS

The Forest Warden position and workload was somewhat unclear, but it seemed high in comparison to what were thought to be comparable positions, so it was first slightly reduced and then increased by 12% so that there would still be an increase in the stipend, but it would be less out of line.

The Tree Warden, Emergency Management Director and Town IT Coordinator stipends were increased 12% and then adjusted to an even dollar amount that would be evenly divisible for 12 monthly payments.

The Police IT Administrator stipend was increased to the \$6,000 requested by the Selectboard after discussion of and agreement with their rationale.

The Animal and Barn Inspector positions had the most research and discussion. Job descriptions and annual estimates of time spent were reviewed. The Barn Inspector's estimated workload was valued at 62 hours @\$20 (higher than current minimum wage and allowing for mileage costs). This would be \$1,240 which was then increased by 12% and rounded to \$1,400. For the Animal Inspector, the current compensation was deemed adequate for the average annual hours, so it was just increased by 12% to \$1,764.

BOARD STIPENDS

For board stipends, the Finance Committee reviewed the original structure:

1. Start with the Selectboard member stipend
2. Provide 75% of that amount to members of the Board of Assessors and Board of Health, and then
3. Provide a 10% differential for committee chairs.

There was no interest in adjusting those proportions, so the Selectboard member stipend was increased by 12% and the other calculations followed and were adjusted to be even dollar amount evenly divisible for 12 monthly payments.

Finally, the hourly ranges of Schedule II were considered, even though they are not technically stipends. It was decided to increase the top of each range by \$2 to account for inflation and to provide more flexibility to departments.

At the request of the GMRSD School Committee Chair, the Finance Committee discussed providing stipends to the School Committee members, and the Finance

Committee is in favor, but noting that this requires the approval of Town Meeting in both towns, and postponing any discussion of appropriate amounts until it was known that Gill is also in favor.

SCHEDULE I
Elected Officials

<u>TITLE</u>	<u>FY24 BUDGET</u>	<u>FY25 REQUEST</u>	<u>FY25 RECOMMEND</u>
MODERATOR	500	500	500
SELECTBOARD			
Chairman	2,355	2,640	2,640
Second/Third Members	2,140	2,400	2,400
BOARD OF ASSESSOR			
Chairman	1,765	1,980	1,980
Second/Third Members	1,605	1,800	1,800
TAX COLLECTOR/TREASURER	78,423*	82,394**	82,394
*Step 9			
**Step 10			
TREE WARDEN	1,575	1,764	1,764
BOARD OF HEALTH			
Chairman	1,765	1,980	1,980
Second/Third Members	1,605	1,800	1,800

SCHEDULE II
Appointed Officials

<u>TITLE</u>	<u>FY24 BUDGET</u>	<u>FY25 REQUEST</u>	<u>FY25 RECOMMEND</u>
<u>ANNUAL STIPENDS</u>			
BOARD OF REGISTRARS (3)	625	625	625
BOARD OF REGISTRARS Town Clerk	900	900	900
EMERGENCY MGMT DIRECTOR	5,765	6,444	6,444
ANIMAL INSPECTOR	1,575	1,764	1,764
BARN INSPECTOR	1,050	1,400	1,400
IT COORDINATOR	2,100	2,352	2,352
POLICE IT ADMINISTRATOR	3,000	6,000	6,000
FOREST WARDEN	1,710	1,882	1,882
HEARING OFFICER	2,500	2,500	2,500
FARMERS MARKET MANAGER	4,000	4,000	4,000
<u>RATES PER INSPECTION</u>			
ASST. BUILDING INSPECTOR	35.00	45.00	45.00
GAS INSPECTOR	35.00	45.00	45.00
PLUMBING INSPECTOR	35.00	45.00	45.00
ELECTRICAL INSPECTOR	35.00	45.00	45.00
<u>HOURLY RATES</u>			
EXTRA CLERICAL	<u>Ranges/hr.</u> 15.00-16.75	<u>Ranges/hr.</u> 15.00-18.75	<u>Ranges/hr.</u> 15.00-18.75
ELECTION WORKERS	15.00-17.75	15.00-19.75	15.00-19.75
SUMMER HIGHWAY	15.00-16.75	15.00-18.75	15.00-18.75
SNOW PLOW DRIVERS	15.00-25.00	15.00-27.00	15.00-27.00
PART TIME POLICE OFFICERS	25.00-28.00	25.00-30.00	25.00-30.00
PART TIME DISPATCHERS	22.00-25.00	22.00-27.00	22.00-27.00
PARKS & RECREATION	14.25-21.50	15.00-24.25	15.00-24.25
AIRPORT INTERN	14.25-16.00	15.00-18.75	15.00-18.75

SCHEDULE II
Appointed Officials

NON-UNION EMPLOYEES NOT SHOWN ABOVE (placed on NAGE Scale)

	<u>Grade</u>	<u>Range FY2024</u>		<u>Range FY2025</u>	
<u>SALARIED</u>		Start	End	Start	End
TOWN ADMINISTRATOR	J	100,946	124,233	103,470	127,339
ASSISTANT TOWN ADMIN	I	91,770	112,940	94,064	115,764
TOWN ACCOUNTANT	G	65,636	80,384	67,277	82,394
TAX COLLECTOR/TREASURER	G	65,636	80,384	67,277	82,394
TOWN CLERK	G	65,636	80,384	67,277	82,394
CHIEF OF POLICE	I	91,770	112,940	94,064	115,764
DPW SUPERINTENDENT	H	83,428	102,672	85,514	105,239
DIRECTOR OF HEALTH	G	65,636	80,384	67,277	82,394
LIBRARY DIRECTOR	G	65,636	80,384	67,277	82,394
CWF SUPERINTENDENT	H	83,428	102,672	85,514	105,239
<u>HOURLY</u>					
EXECUTIVE ASSISTANT	E	24.40	30.02	25.01	30.77
POLICE LIEUTENANT	G+8.5%	40.11	44.50	40.95	45.44
POLICE CUSTODIAN	A	16.35	20.12	16.76	20.62

Informational Only: Fiscal Year 2025 budgeted wages –

TOWN ADMINISTRATOR	127,339	EXECUTIVE ASSISTANT	30.77
ASSISTANT TOWN ADMIN	98,828	DPW SUPERINTENDENT	105,239
TOWN ACCOUNTANT	82,394	DIRECTOR OF HEALTH	78,806
TAX COLLECTOR/TREAS**			
TOWN CLERK	75,746	LIBRARY DIRECTOR	82,394
CHIEF OF POLICE*	132,905	CWF SUPERINTENDENT	105,239
POLICE LIEUTENANT	45.44	POLICE CUSTODIAN	20.62

*includes additional 20% educational incentive pay

** elected term ends 5/20/25 – balance of FY25 as appointed



Board of Selectmen Town of Montague

1 Avenue A (413) 863-3200 xt. 108
Turners Falls, MA 01376 FAX: (413) 863-3231

REGISTRATION FOR ASSEMBLY, PUBLIC DEMONSTRATION, OR USE OF PUBLIC PROPERTY (Not for Peskeompskut Park or Montague Center Common)

All information must be complete. This form must be returned to the Board of Selectmen within a minimum of 10 days prior to the assembly.

Name of applicant: Jon Dobosz

Address of applicant: 56 First St., Turners Falls, MA 01376

Phone # of applicant: 863-3216

Name of organization: Montague Parks & Recreation Department

Name of legally responsible person: Town of Montague

Location of assembly: Montague Center Village Common & Streets/Roads (see attached)

Date of assembly: Monday, January 1, 2024

Time of assembly: Begin: 7:00am End: 2:00pm

Number of expected participants: 200

If a procession/parade:

Route: _____

Number of people expected to participate: _____

Number of vehicles expected to participate: _____

Subject of demonstration: Annual Sawmill River 10K Run

Attach a copy of your insurance policy or liability binder indicating a minimum policy of \$1Million Individual/\$3Million Group.

*****Signatures:

Police Chief: _____ Date: _____

Comments/Conditions: _____

Board of Selectmen, Chairman: _____ Date: _____

Comments/Conditions: The Sawmill River 10K Run is a road race that attracts approximately 150 – 200 runners every New Years Day. The entire race route will take place in the village of Montague Center, and will be a distance of 6.2 miles. The Parks & Recreation Department utilizes this event as a major fundraiser for its Sponsor-A-Child Scholarship Program. MPRD will be utilizing the Montague Common Hall as its central location; registration, communication, food service, award presentations, and possible entertainment. The race will begin at 10:00am near the Montague Center Town Common (Center St.), and will follow a route that includes Greenfield Rd, Ferry Rd., South Ferry Rd., Meadow Rd., Old Sunderland Rd., and Main St. (map included). Race day registration will begin at 9:00am, so runners and volunteers will start to arrive around 8:00am. Between runners, volunteers and spectators, there may be well over 200 people in the village common area at one time.

Additional Comments: A few minutes prior to the starting signal, vehicular traffic traveling south on Turners Falls Rd. (after coming over the railroad bridge) will either be diverted down Swamp Rd. or Depot St. by a police officer. Said diversion will take approximately 5 – 10 minutes, then the road will re-open for regular vehicular traffic. Food needing to be cooked will be done so at the First Congregational Church kitchen across the common in Montague Center. It will then be transported over to the Common Hall. All food and beverage served is included in the entrance fee of the race. Alcohol will not be served during the event. The race route will also be treated with sand prior to the race if necessary.



Board of Selectmen Town of Montague

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All information must be complete. This form must be returned to the Board of Selectmen within a minimum of 10 days prior to the assembly.

Name of applicant: Jon Dobosz

Address of applicant: 56 First St., Turners Falls, MA 01376

Phone # of applicant: 863-3216

Name of organization: Montague Parks & Recreation Department

Name of legally responsible person: Town of Montague

Location of assembly: First St., Unity Park, and Unity Hill

Date of assembly: Sunday, June 2, 2024

Time of assembly: Begin: 7:00am End: 5:00pm

Number of expected participants: 20- 30 with 1,000 – 2,000 spectators

If a procession/parade:

Route: _____

Number of people expected to participate: _____

Number of vehicles expected to participate: _____

Subject of demonstration: **Montague Soap Box Races**

Attach a copy of your insurance policy or liability binder indicating a minimum policy of \$1Million Individual/\$3Million Group.

Signatures:

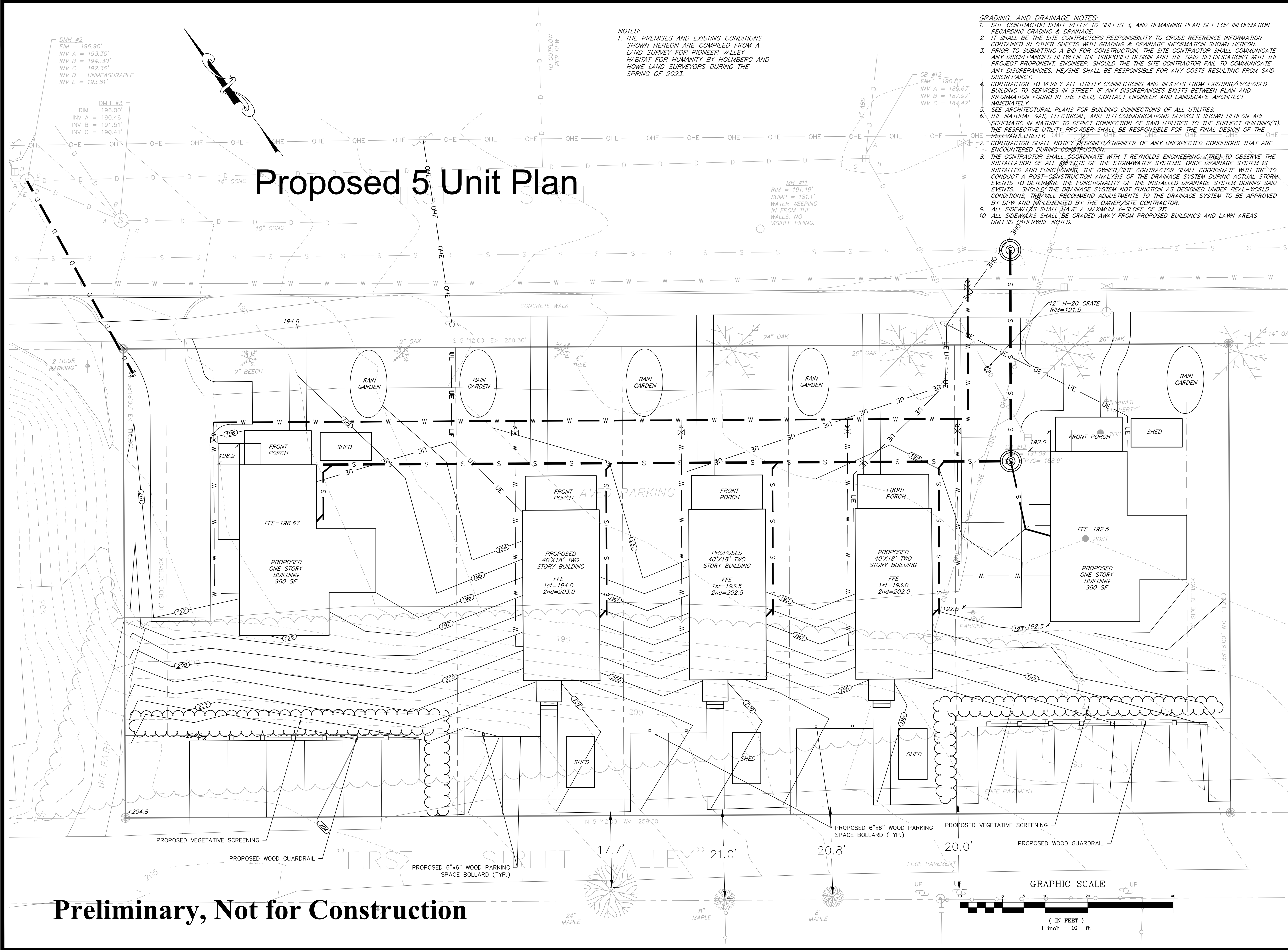
Police Chief: _____ Date: _____

Comments/Conditions:

Board of Selectmen, Chairman:_____Date:_____

Comments/Conditions: The Montague Soap Box Planning Committee is looking to re-schedule the date of the Soap Box Races to Sunday, June 2, 2024 from late summer in hopes of maximizing participation. The entire race route will take on First St., starting at the Unity Hill intersection and proceeding down First St. to the L St. intersection. The street between these two points will be closed to regular vehicular traffic at the time noted above. We anticipate food vendors operating at the parking lot next to the Unity Park Basketball Court, and the park's main parking lot half will be closed to accommodate race infrastructure. The dirt parking lot on the other side of First St. will include announcers on a trailer, with sound projected out to the spectators that will include race commentary. Both sides of the Unity Hill and First St. will have hay bales and snow fencing, where appropriate, to ensure racer/spectator safety. EMT/medical personnel will also be in attendance during the event. The Parks & Recreation Department utilizes this event as a major fundraiser for its Sponsor-A-Child Scholarship Program.

Additional Comments: A police detail may be needed at the intersection of First and L to control and re-direct traffic.



NOTES:
1. THE PREMISES AND EXISTING CONDITIONS SHOWN HEREON ARE COMPILED FROM A LAND SURVEY FOR PIONEER VALLEY HABITAT FOR HUMANITY BY HOLMBERG AND HOWE LAND SURVEYORS DURING THE SPRING OF 2023.

- GRADING AND DRAINAGE NOTES:**
1. SITE CONTRACTOR SHALL REFER TO SHEETS 3, AND REMAINING PLAN SET FOR INFORMATION REGARDING GRADING & DRAINAGE.
 2. IT SHALL BE THE SITE CONTRACTORS RESPONSIBILITY TO CROSS REFERENCE INFORMATION CONTAINED IN OTHER SHEETS WITH GRADING & DRAINAGE INFORMATION SHOWN HEREON.
 3. PRIOR TO SUBMITTING A BID FOR CONSTRUCTION, THE SITE CONTRACTOR SHALL COMMUNICATE ANY DISCREPANCIES BETWEEN THE PROPOSED DESIGN AND THE SAID SPECIFICATIONS WITH THE PROJECT PROPONENT, ENGINEER. SHOULD THE THE SITE CONTRACTOR FAIL TO COMMUNICATE ANY DISCREPANCIES, HE/SHE SHALL BE RESPONSIBLE FOR ANY COSTS RESULTING FROM SAID DISCREPANCY.
 4. CONTRACTOR TO VERIFY ALL UTILITY CONNECTIONS AND INVERTS FROM EXISTING/PROPOSED BUILDING TO SERVICES IN STREET. IF ANY DISCREPANCIES EXISTS BETWEEN PLAN AND INFORMATION FOUND IN THE FIELD, CONTACT ENGINEER AND LANDSCAPE ARCHITECT IMMEDIATELY.
 5. SEE ARCHITECTURAL PLANS FOR BUILDING CONNECTIONS OF ALL UTILITIES.
 6. THE NATURAL GAS, ELECTRICAL, AND TELECOMMUNICATIONS SERVICES SHOWN HEREON ARE SCHEMATIC IN NATURE TO DEPICT CONNECTION OF SAID UTILITIES TO THE SUBJECT BUILDING(S). THE RESPECTIVE UTILITY PROVIDER SHALL BE RESPONSIBLE FOR THE FINAL DESIGN OF THE RELEVANT UTILITY.
 7. CONTRACTOR SHALL NOTIFY DESIGNER/ENGINEER OF ANY UNEXPECTED CONDITIONS THAT ARE ENCOUNTERED DURING CONSTRUCTION.
 8. THE CONTRACTOR SHALL COORDINATE WITH T REYNOLDS ENGINEERING, (TRE) TO OBSERVE THE INSTALLATION OF ALL ASPECTS OF THE STORMWATER SYSTEM. ONCE DRAINAGE SYSTEM IS INSTALLED AND FUNCTIONING, THE OWNER/SITE CONTRACTOR SHALL COORDINATE WITH TRE TO CONDUCT A POST-CONSTRUCTION ANALYSIS OF THE DRAINAGE SYSTEM DURING ACTUAL STORM EVENTS TO DETERMINE THE FUNCTIONALITY OF THE INSTALLED DRAINAGE SYSTEM DURING SAID EVENTS. SHOULD THE DRAINAGE SYSTEM NOT FUNCTION AS DESIGNED UNDER REAL-WORLD CONDITIONS, TRE WILL RECOMMEND ADJUSTMENTS TO THE DRAINAGE SYSTEM TO BE APPROVED BY DPW AND IMPLEMENTED BY THE OWNER/SITE CONTRACTOR.
 9. ALL SIDEWALKS SHALL HAVE A MAXIMUM X-SLOPE OF 2%.
 10. ALL SIDEWALKS SHALL BE GRADED AWAY FROM PROPOSED BUILDINGS AND LAWN AREAS UNLESS OTHERWISE NOTED.

T Reynolds Engineering

Civil Engineers
Planning, Design, and Permitting Services
ph: 413 387-8078 fax: 413 727-3477
email: terry@treynoldsenr.com
www.treynoldsenr.com

152 Maplewood Terrace
Florence, MA 01062

**Grading, Erosion Control and
Utilities Plan**

Great Falls, First Street Project
First Street
Turners Falls, MA

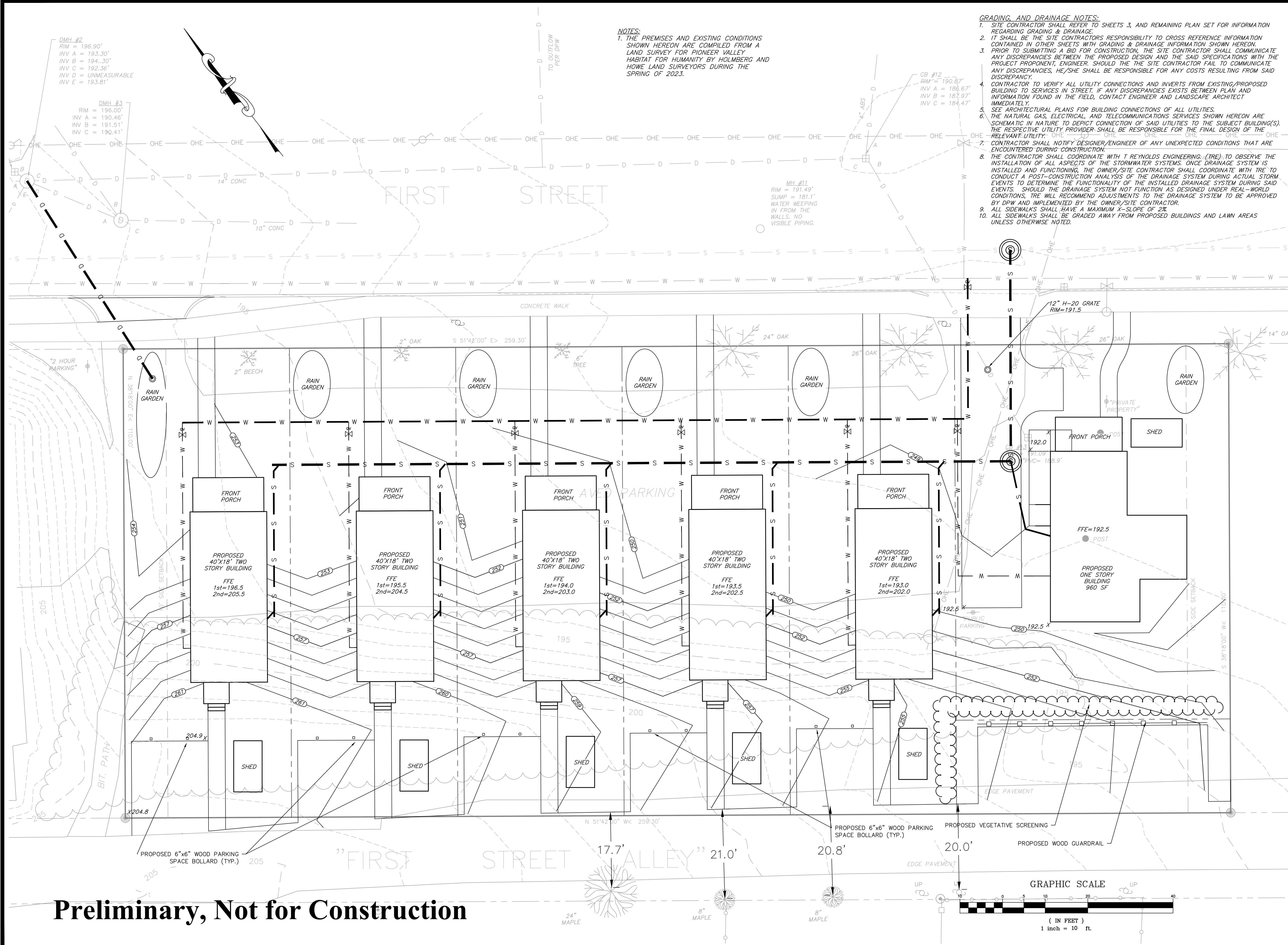
PREPARED FOR:
Pioneer Valley
Habitat for Humanity
140 Pine Street
Florence, MA 01062

REVISIONS:	DATE:

UNAUTHORIZED ALTERATION OF
THIS DOCUMENT IS A VIOLATION OF
MASSACHUSETTS STATE LAW

PROJECT NO: 23-0703
DRAWING: Eng Plan 10-2-23
ISSUE DATE: 10/11/23
SCALE: 1" = 10'
SHEET NO.

5 OF 8



NOTES:
1. THE PREMISES AND EXISTING CONDITIONS SHOWN HEREON ARE COMPILED FROM A LAND SURVEY FOR PIONEER VALLEY HABITAT FOR HUMANITY BY HOLMBERG AND HOWE LAND SURVEYORS DURING THE SPRING OF 2023.

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**Grading, Erosion Control and
Utilities Plan**

Great Falls, First Street Project
First Street
Turners Falls, MA

PREPARED FOR:
Pioneer Valley
Habitat for Humanity
140 Pine Street
Florence, MA 01062

REVISIONS:	DATE:

UNAUTHORIZED ALTERATION OF
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MASSACHUSETTS STATE LAW

PROJECT NO: 23-0703
DRAWING: Eng Plan 9-25-23
ISSUE DATE: 9/25/23
SCALE: 1" = 10'
SHEET NO.

COMMONWEALTH OF MASSACHUSETTS

FRANKLIN, SS.

TOWN OF MONTAGUE

ORDER OF TAKING

At a regularly convened meeting of the Selectboard of the Town of Montague, held on this 16th day of October, 2023, it was voted and ordered as follows:

The Town of Montague, acting by and through its Selectboard by virtue of and in accordance with the authority of the provisions of Massachusetts General Laws Chapter 79, Chapter 82, Sections 21-24, as amended, and the vote taken under Article 10 of the March 2, 2023 Special Town Meeting, a certified copy of which is attached hereto and recorded herewith, hereby takes by eminent domain, for all purposes for which public ways are used in the Town of Montague, including, without limitation, for the purpose of undertaking the South Street Over Sawmill River Bridge Reconstruction Project (the "Project"), the following interests in, on and under certain parcels of land abutting or near South Street, Montague, Massachusetts, and shown more particularly on a plan entitled "Plan of Easement Prepared for the Town of Montague South Street Over the Sawmill River Montague, Massachusetts," dated September 18, 2023, prepared by WSP USA, Inc., recorded with the Franklin Registry of Deeds in Plan Book _____, Plan _____ (the "Plan"), as set forth more particularly below:

A temporary construction easement in, on, over, under, along and across the parcel of land shown on the Plan as "Parcel TE-1" (the "Easement Premises"), for the purpose of undertaking the Project, including, without limitation, grading land, waterway restoration, control of water, temporary floating silt fence, access, tree removal, wire fence removal and disposal, constructing, operating, improving, maintaining, repairing, replacing, relocating, realigning and/or reconstructing slopes of excavation and/or embankment and/or roads, driveway aprons, bridges, sidewalks, retaining walls, stone walls, landscaping, loaming, planting trees, seeding, paving, and/or erosion control, which temporary easement shall terminate automatically five (5) years from the date on which this Order of Taking is recorded with the Franklin Registry of Deeds without the necessity of recording any instrument with said Deeds.

The Town shall have the right to enter upon and pass over the Easement Premises from time to time by foot, vehicle, or heavy equipment, for any and all purposes stated herein and uses incidental or related thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein.

No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Easement Premises for the duration of the easement by the Owner.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcel of land subject to said easement is owned or supposed to be owned and/or formerly owned by the party listed in Schedule A, which party is hereinafter collectively referred to as Owner. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owner being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us.

No damages are awarded to the Owner in connection with the taking as the Owner has waived the right to an appraisal and damages, and has donated the easement to the Town.

No betterments are to be assessed under this taking.

IN WITNESS WHEREOF, the members of the Montague Selectboard have hereunto set their hands and seals this 16th day of October, 2023.

TOWN OF MONTAGUE,
By its Selectboard

Richard Kuklewicz, Chair

Christopher Boutwell, Vice Chair

Matthew Lord, Clerk

COMMONWEALTH OF MASSACHUSETTS

Franklin, ss.

On this 16th day of October, 2023, before me, the undersigned Notary Public, personally appeared _____, member of the Town of Montague Selectboard, as aforesaid, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the Town of Montague.

Notary Public
My Commission Expires:

SCHEDULE A

LIST OF OWNERS

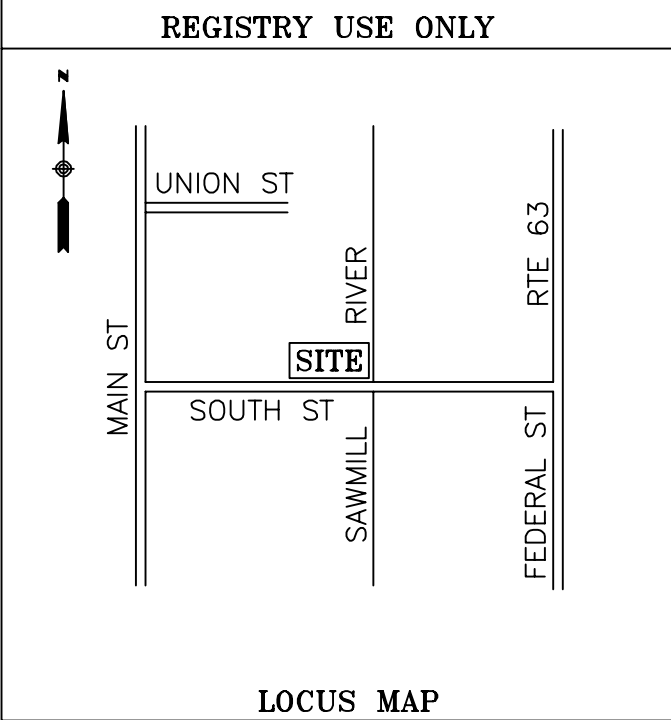
Property Owner: Elliot C. Allis, Jr. and Carol S. Allis

Interest Taken: Parcel TE-1 (4,237± S.F.) (Temporary Easement)

Property Address: 9 South Street, Montague, Massachusetts

Property Owner Address: 9 South Street, P.O. Box 100, Montague, MA 01351

Deed Reference: Franklin Registry of Deeds, Book 2674, Page 43



Drawn By	RBP	Date	Job No.
Surveyed By	MG/JG	SEPTEMBER 18, 2023	52680A37
Checked By	DPP	Scale	Sheet No.
Book No.	CHA-96	1"=40'	1 OF 1

52680A37-EASEMENT PLAN.dwg

CERTIFICATE OF DONATION

Owner(s) & Mortgagee(s)/Lender(s) of Record: Elliot and Carol Allis

City/Town: Montague Fed Aid Number: 609247

Project: South Street Bridge Replacement

Parcel Number (ROW Plans) & Square Footage(s):

In Fee: — Permanent Easement(s): —

Temporary Easement(s): TE-1 4,237 square feet

Temporary Easement Term(s): (Term must be approved by DOT Right of Way Compliance Administrator and is not to be less than three years from the date of recording at the Registry of Deeds): 5 (Five) Years

This is to certify that the above referenced parcel(s) were donated by the owner(s) and mortgagee/lender(s) as provided for in the provisions of Title III, Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The conveyance of these parcels will be accomplished by deed or Order of Taking and recorded in the Registry of Deeds.

This donation is made of my/our free will. I/we waive my/our right(s) to an appraisal and compensation. I/we have been given the Federal Aid Acquisition Guide for Property Owners and have reviewed it.

Elliot Allis Carol Allis

Owner(s)/Authorized Representative

****All Owners of Records must sign****

8/29/23
Date

[Signature]
Mortgagee/Lenders(s) Authorized Representative

****All Owners of Records must sign****

10/10/23
Date

[Signature]
Authorized City/Town Official - Title

9/13/23
Date

Note: If the subject parcel(s) is/are owned by a corporation, estate, trust, etc., then an appropriate document, authorizing this donation must be attached to this document.

Note: An executed Affidavit from the municipality must be attached for this document to be valid for ROW Certification.



TOWN CLERK'S OFFICE

TOWN OF MONTAGUE
One Avenue A
Turners Falls, MA 01376
413-863-3200 Ext. 203

Kathern F. Pierce
Town Clerk

Tina M. Sulda
Asst. Town Clerk

SPECIAL TOWN MEETING
TOWN OF MONTAGUE
COMMONWEALTH OF MASSACHUSETTS
March 2, 2023

ARTICLE 10: MOVED: That the Town vote to (a) authorize the Selectboard to acquire by purchase, gift, eminent domain or otherwise, the fee to and/or permanent and/or temporary easements for public way purposes, including without limitation, for the construction, alteration, installation, maintenance, improvement, repair, replacement and/or relocation of a bridge, rights of way, sidewalks, drainage, utilities, driveways, guardrails, slopes, grading, rounding, landscaping, and other appurtenances and/or facilities, to enable the Town to undertake the South Street Over Sawmill River Bridge Project and for any and all purposes incidental or related thereto, in, on and under certain parcels of land, and land adjacent to and within 200 feet of said parcels, and shown more particularly on plans entitled "Massachusetts Department of Transportation Highway Division Plan and Profile of South Street Over Sawmill River Bridge No. M-28-026 in the Town of Montague, Franklin County," dated November 22, 2022, prepared by WSP USA Inc., said plans on file with the Town Clerk, as said plans may be amended and/or incorporated into an easement plan; and, further (b) authorize the Selectboard to enter into all agreements and take any and all actions as may be necessary or appropriate to effectuate the foregoing purposes.

PASSED/UNANIMOUS VOTE

A TRUE COPY
ATTEST:

Montague Town Clerk

OVERVIEW

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: FY24 GUIDELINES FOR BROWNFIELD CLEANUP GRANTS

ACTION: Request for Applications (RFA)

RFA NO.: EPA-I-OLEM-OBLR-23-15

ASSISTANCE LISTING NO.: 66.818

DATE: The closing date and time for receipt of applications is **NOVEMBER 13, 2023**, 11:59 p.m. Eastern Time (ET). Applications must be submitted through www.grants.gov. Applications received after 11:59 p.m. ET on **NOVEMBER 13, 2023**, will not be considered. Please refer to the *Due Date and Submission Instructions* in [Section IV.B.](#) and [Appendix 1](#) for further instructions.

FUNDING/AWARDS: EPA anticipates awarding an estimated 65 Cleanup Grants for an estimated total of \$95 million, subject to the quality of applications received, availability of funds, and other applicable considerations.

SECTION I. – FUNDING OPPORTUNITY DESCRIPTION

The Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) was amended by the Small Business Liability Relief and Brownfields Revitalization Act in 2002 to include Section 104(k), which provides federal financial assistance authorities for brownfields revitalization, including grants for assessment, cleanup, and revolving loan funds. The Brownfields Utilization, Investment, and Local Development (BUILD) Act (Public Law 115-141) enacted in 2018 reauthorized EPA’s Brownfields Program and made additional amendments to CERCLA that affect EPA’s brownfield grant authorities, and ownership and liability provisions. (Note: References to CERCLA in this solicitation refer to CERCLA as amended by the 2002 Small Business Liability Relief and Brownfields Revitalization Act and the 2018 BUILD Act.) EPA’s Brownfields Program provides funds to empower states, Tribal Nations, communities, and nonprofit organizations to prevent, inventory, assess, clean up, and reuse brownfield sites. This guidance provides information on applying for **Cleanup Grants**. This program is being funded by the Infrastructure Investment and Jobs Act (Public Law 117-58, the “Bipartisan Infrastructure Law”).

A **brownfield site is defined** in CERCLA § 101(39) as real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, controlled substances, petroleum, or petroleum products, or is mine-scarred land.

A critical part of EPA’s Brownfields Program is to ensure that residents living in communities historically affected by economic disinvestment, health disparities, and environmental contamination have an opportunity to benefit from brownfields redevelopment. EPA’s Brownfields Program has a rich history rooted in environmental justice and is committed to helping communities revitalize brownfield properties, mitigate potential health risks, and restore economic vitality.

EPA expects that funding awarded will advance the Biden Administration’s [Justice40](#) Initiative which establishes a goal to deliver 40 percent of the overall benefits from key federal investments to disadvantaged communities.¹

As described in [Section V.A.](#) of this announcement, applications will be evaluated based on the extent to which the applicant demonstrates: a vision for the cleanup, reuse and redevelopment of brownfield sites and a strategy for leveraging resources to help accomplish the vision; the environmental, social, health and economic needs and benefits of the target area(s); strong community engagement; reasonable costs, eligible tasks, and appropriate use of grant funding; the capacity for managing and successfully implementing the cooperative agreement; and other factors.

¹ To identify geographically defined disadvantaged communities by census tract, applicants should use the Climate and Economic Justice Screening Tool, created by the White House Council on Environmental Quality. See <https://screeningtool.geoplatform.gov>. In addition, disadvantaged communities include all Federally Recognized Tribes, whether or not they have land. See www.whitehouse.gov/wp-content/uploads/2023/01/M-23-09_Signed_CEQ_CPO.pdf.

Please carefully review [Section III.B.15.](#) of these guidelines, Section IV of [EPA's Solicitation Clauses](#), and Section D. in the FY24 [Brownfields Frequently Asked Questions \(FAQs\)](#).²

For the purposes of these guidelines, the term “grant” refers to the cooperative agreement that EPA will award to a successful applicant. Please refer to [Section II.C.](#) for a description of EPA’s anticipated substantial involvement in the cooperative agreements awarded under these guidelines.

EPA urges applicants to review the FY24 [FAQs](#).

I.A. Description of Grant

Cleanup Grants provide funding to carry out cleanup activities at brownfield sites owned by the applicant. An applicant may only submit ONE Cleanup Grant application in the FY24 competition cycle. Applicants may request either:

- Up to \$500,000 to clean up one brownfield site or to allocate up to \$500,000 among multiple sites;
- Between \$500,001 and \$2,000,000 to clean up one brownfield site or to allocate among multiple sites; or
- Between \$2,000,001 and \$5,000,000 to clean up one brownfield site or to allocate among multiple sites.

An applicant may request funding to address hazardous substances³ and/or petroleum⁴ contamination at one or more brownfield sites. If contamination at the site is co-mingled with both hazardous substances and petroleum contamination and the hazardous substances and petroleum-contaminated areas of the site are distinguishable, the application must address both eligibility criteria. If the hazardous substances and petroleum are co-mingled and not easily distinguishable, the applicant must indicate which contaminant is predominant and respond to the appropriate site eligibility criteria. An applicant cannot propose an alternate site if a site identified in the application is determined by EPA to be ineligible for funding. (Contact your Regional Brownfields Contact listed in [Section VII.](#) for more information.)

An applicant must be the sole owner of the site(s) that is the subject of its Cleanup Grant application and must own the site(s) by **NOVEMBER 13, 2023**, to be eligible to receive a Cleanup Grant. For the purposes of eligibility determinations in these guidelines only, the term “own” means fee simple title through a legal document (for example, a recorded deed); unless EPA approves a different ownership arrangement (for example, a nominee agreement or 99-year

² The FY24 Brownfields Frequently Asked Questions (FAQs) are available at www.epa.gov/brownfields/frequently-asked-questions-about-multipurpose-assessment-rlf-and-cleanup-grants.

³ Hazardous substance sites eligible for funding are those sites with the presence or potential presence of hazardous substances, pollutants, contaminants, sites that are contaminated with controlled substances or that are mine-scarred lands. For more information, please refer to the FY24 [FAQs](#).

⁴ Petroleum sites eligible for funding are those sites that meet the definition set forth in CERCLA § 101(39)(D)(ii)(II), as further described in Section 1.3.2. in the [Information on Sites Eligible for Brownfields Funding under CERCLA § 104\(k\)](#).

irrevocable lease). (Note: EPA strongly recommends contacting the Regional Brownfields Contact listed in [Section VII](#), to ensure the proposed site(s) is eligible for funding prior to submitting your application.) EPA will find applicants ineligible if they do not meet the ownership requirement by **NOVEMBER 13, 2023**. If awarded a Cleanup Grant, the recipient must retain ownership of the site(s) for the duration of time in which Brownfields Cleanup Grant funds are disbursed for the cleanup of the site(s). Refer to threshold criterion [Section III.B.4](#), and FY24 [FAQs](#) for additional information.

Consistent with the direction on cost sharing in the Bipartisan Infrastructure Law, cost sharing and matching funds are not required under this competition.

Cleanup Grant applicants must have an ASTM E1903-19 Phase II environmental site assessment report(s) or equivalent site investigation report(s) completed that indicates a basic understanding of what contaminants need to be cleaned up on each site, even if further Phase II assessment work is required prior to application submission. Refer to threshold criterion [Section III.B.8](#), for additional information.

For examples of grant project accomplishments across the country, please see the EPA [Brownfield Grant Recipients Success Stories](#).⁵ For more information on a range of brownfield funding topics, please refer to the FY24 [FAQs](#).

I.B. Uses of Grant Funds

In addition to direct costs associated with the cleanup of a brownfield site, Cleanup Grant funds may be used for:

1. Direct costs associated with programmatic management of the grant, such as required performance reporting, cleanup oversight, and environmental monitoring of cleanup work.

All costs charged to Cleanup Grants must be consistent with the requirements at 2 CFR Part 200, Subpart E.

2. A local government (as defined in 2 CFR § 200.1, *Local Government*, and summarized in [Section III.A](#), of these guidelines and the [Health Monitoring Fact Sheet](#)⁶) may use up to 10% of its grant funds for the following activities:
 - a. health monitoring of populations exposed to hazardous substances from a brownfield site; and
 - b. monitoring and enforcement of any institutional control used to prevent human exposure to any hazardous substance from a brownfield site.
3. A portion of the Brownfields Grant may be used to purchase environmental insurance. (See the FY24 [FAQs](#) for additional information on purchasing environmental insurance.)

⁵ The *Brownfield Grant Recipient Success Stories* are available at www.epa.gov/brownfields/brownfield-grant-recipient-success-stories.

⁶ The *Health Monitoring Fact Sheet* is available at www.epa.gov/brownfields/brownfields-public-health-and-health-monitoring.

Grant funds cannot be used for the payment of:

1. Direct costs for proposal preparation;
2. a penalty or fine;
3. a federal cost share requirement (for example, a cost share required by other federal funds);
4. administrative costs, including all indirect costs and direct costs for grant administration, in excess of five (5) percent of the total amount of EPA grant funding, with the exception of financial and performance reporting costs (which are considered allowable programmatic costs and not subject to the 5% limitation);
5. a response cost at a brownfield site for which the recipient of the grant or a subaward is potentially liable under CERCLA § 107;
6. a cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the cleanup; or
7. unallowable costs (e.g., lobbying) under 2 CFR Part 200, Subpart E.

See the FY24 [FAQs](#) for additional information on ineligible grant activities and unallowable costs.

I.C. EPA Strategic Plan Linkage

The activities to be funded under this announcement support [EPA's FY 2022-2026 Strategic Plan](#).⁷ Awards made under this announcement will support Goal 6 – Safeguard and Revitalize Communities, Objective 6.1 – Clean Up and Restore Land for Productive Uses and Health Communities of [EPA's Strategic Plan](#). All applications must be for projects that support this goal and objective.

I.D. Measuring Environmental Results: Anticipated Outputs/Outcomes

EPA requires that applicants adequately describe environmental outputs (performance measures) and outcomes to be achieved under assistance agreements.⁸ Applicants must include specific statements describing the environmental results of the proposed project in terms of well-defined outputs and, to the maximum extent practicable, well-defined outcomes that will demonstrate how the project will contribute to EPA's Strategic Plan and the goal and objective described above in [Section I.C.](#)

Applicants are required to describe how funding will help EPA achieve environmental outputs and outcomes in their responses to the ranking criteria in [Section IV.E.](#) Outputs and outcomes

⁷ EPA's Strategic Plan is available at www.epa.gov/planandbudget/strategicplan.

⁸ EPA Order 5700.7, EPA's Policy for Environmental Results under EPA Assistance Agreements is available at www.epa.gov/grants/epa-order-57007a1-epas-policy-environmental-results-under-epa-assistance-agreements.

specific to each project will be identified as deliverables in the negotiated workplan if the application is selected for award. Recipients will be expected to report progress toward the attainment of expected project outputs and outcomes during the project performance period. Outputs and outcomes are defined as follows:

1. Outputs

The term “outputs” refers to an environmental activity, effort, and/or associated work products related to an environmental goal or objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period. The expected outputs for the grants awarded under these guidelines are cleaned up brownfield sites. Other outputs may include the number of community meetings held, the number of Analysis of Brownfield Cleanup Alternatives (ABCA) completed, the number of community involvement and cleanup plans completed, and/or the number of underground storage tanks pulled.

2. Outcomes

The term “outcomes” refers to the result, effect, or consequence that will occur from carrying out the activities under the grant. Outcomes may be environmental, behavioral, health-related, or programmatic; must be qualitative or quantitative, and may not necessarily be achievable during the project period. Expected outcomes of Brownfield Grants include the number of jobs created and funding leveraged through the economic reuse of sites; the number of acres made ready for reuse; acres of greenspace created for communities; and the minimized exposure to hazardous substances and petroleum contamination.

I.E. Supporting Environmental Justice

EPA defines environmental justice as the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. EPA has this goal for all communities and persons across the nation. Environmental justice will be achieved when everyone enjoys the same degree of protection from environmental and health hazards and equal access to the decision-making process to have a healthy environment in which to live, learn, and work.⁹

Some communities experience disproportionate and adverse environmental, human health, climate-related and other cumulative impacts, as well as the accompanying economic challenges of such impacts. These disproportionate and adverse impacts can result from industrial, governmental, commercial and/or other actions, and are more likely to affect low-income and communities of color.

Environmental justice can be supported through equitable development approaches and intentional strategies to ensure that underserved communities, and other communities with environmental justice concerns, have the opportunity to participate in and benefit from decisions

⁹ For more information, please visit www.epa.gov/environmentaljustice.

To: Town Administrators/Coordinators/Managers, Selectboards and Finance Committees
From: Alan Genovese and Greg Snedeker, Chair and Vice Chair respectively
Date: October 8, 2023
RE: Six Town Regionalization Planning Board Financial Report

As you are aware the Planning Board has been working on your behalf to research the feasibility of forming a new regional school district by combining the middle and high schools of the Pioneer Valley and Gill Montague Regional School Districts. Our research over the past three plus years identified significant educational advantages. The financial data that was gleaned several years ago is outdated given the changes to minimum contributions, Student Opportunity Act etc... and therefore, we are concluding our research with a recent financial report that generates respective town assessments.

Before the Planning Board deliberates on its recommendation for the Selectboards/Towns to consider, it is imperative that you have an opportunity to review the report, ask questions and provide feedback to us.

Would it be possible for your Selectboards and Finance Committees to attend an in-person meeting on the evening of November 14th? We are presently working on holding the meeting at the Gill Town Hall or the Gill Elementary School (time TBD). We are not planning on this being a hybrid meeting. The Abrahams Group (Mark and Matt), who authored the report, will participate remotely to present and field questions. The report will be distributed to you prior to this meeting to make it more productive. Given the significance of their report and your feedback, we believe an in-person meeting is appropriate as we come together as towns to better understand the implications of such an endeavor. Please let Greg Snedeker at (gksnedeker@gmail.com) know ASAP if this date works for the majority of you.

This meeting could be followed up by a remote meeting if you feel there is a need to do so once you have had an opportunity to meet individually. It is our intent to follow up on The Abrahams Group presentation by having your STRPB representatives, Greg and I attend one of your Selectboard meetings to hear your feedback.

The Planning Board expects to make its recommendation(s) in the next few months. If you would like more information on the STRPB, please visit our website at <https://sites.google.com/view/strpb/home>

Thank you for reviewing and responding to this communication. We are all in this together!

Live Music & Performances at Five Downtown Locations

FALLS FEST

TURNERS FALLS

SATURDAY, OCTOBER 21

JAMES MONTGOMERY Wes Brown Jazz Trio **TRAILER PARK** Stella Kola **TOMMY FILIAULT**
Jenny Burtis **JIM MCRAE** Curly Fingers Dupree **KEVIN MCCARTHY & BRUCE RICHARDSON**
Orienteering with Zeke Jakub **AWESOME ART IN MOTION** Shea Theater Makers Market **CLOUDGAZE**
DJ Rouch **STORYTELLING WITH MNEMOSYNE** **SPOOKAROUND** **BURRIE JENKINS** Adelaide Fay



Featured Headliner
The James Montgomery Band
Blues Icon For More Than 40 Years
4:45PM Peskeompskut Park

1-6PM FREE!

Avenue A & Third Street
Family Activities

Peskeompskut Park
Spinner Park
The Rendezvous
The Shea Theater
Great Falls Discovery Center

Peskeompskut Park Beer Garden
1-6pm. CASH ONLY



TURN OVER!

WWW.FALLSFESTTURNERS.COM

Sponsored with the generous support of the Town of Montague, 253 Farmacy and Greenfield Savings Bank and considerable volunteer support from Montague Public Libraries, Klondike Resources LLC, The Shea Theater, Nova Motorcycles, DCR, and RiverCulture