

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, November 17, 2025

AGENDA

Join Zoom Meeting <https://us02web.zoom.us/j/89087684494>

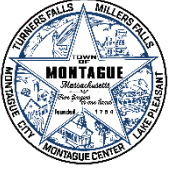
Meeting ID: 890 8768 4494 Passcode: 125358 Dial into meeting: +1 646 558 8656

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

1. 6:30 Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:30 Approve Minutes: Selectboard Meeting November 10, 2025, if available
3. 6:30 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. 6:32 **Brian McHugh, Director of Community Development**
 - Request to extend grant extensions for FY22, FY23 and FY24 Montague Community Development Block Grant program activities
5. 6:45 **Use of Public Property- Jon Dobosz, Park & Recreation Director**
 - Sawmill River 10k Road Race, Thursday, January 1, 2026, from 7:00am to 2:00pm starting at Montague Center Village
6. 6:50 **Montague Food Security and Sustainability Coalition Emergency Produce Distribution Initiative**
 - Consider authorizing a subgrant agreement in the amount of \$3,250 to Brick House Community Resource Center (acting on behalf of the Montague Food Security and Sustainability Coalition) for the purpose of purchasing produce and household groceries for food pantries in Montague. Funding source: Community Development Discretionary
7. 7:05 **Assistant Town Administrator's Business**
 - Authorize contract amendment with Tighe & Bond for engineering and environmental services – building demolition and site improvements at the Strathmore Mill Complex. Amendment value is \$1,088,550 to be funded by EPA Brownfields Cleanup Grant and state earmark.
 - Other Updates
8. 7:10 **Town Administrator's Business**
 - Commonwealth of Mass Department of Fish and Game requests a Letter of Support for Department of Fish and Game to purchase property on Ripley Road (Parcel ID 52-0-058)
 - Golden Cane Discussion
 - Topics not anticipated in the 48-hour posting requirements

Next Meeting:

- Selectboard: Monday, November 24, 2025, at 6:30PM via ZOOM.



**TOWN OF
MONTAGUE
MASSACHUSETTS**

Selectboard Office
One Avenue A
Turners Falls, MA 01376

413-863-3200
Ext. 108

Kathryn McNelis
Community Development Manager
Department of Housing & Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

RE: CDF-G-2022/2023-Montague-00967 - Program Extension

Dear Ms. McNelis,

The Town of Montague would like to request a program extension to June 30, 2026, for CDF-G-2022/2023 Montague 00967. The Franklin County Housing and Redevelopment Authority (HRA) is administering the grant for the Town and is submitting this extension for additional time to complete housing rehabilitation projects currently underway.

The original budget for Housing Rehabilitation activity was \$350,000 to complete 7 units. Six units are complete, one unit is currently under construction, and one additional unit is in the inspection/work write up stage and will go out to bid. The extension to June 30, 2026, will allow sufficient time to complete the project under construction and the project in the bidding stage to be complete, given the limitations cold weather will place on the external construction aspect of these projects.

If you have any questions regarding this Program Extension, please feel free to contact Brian P. McHugh, Director of Community Development at Franklin County Regional Housing and Redevelopment Authority, at (413) 223-5224 or bmchugh@fcrhra.org.

Sincerely,

Matthew Lord
Chair, Selectboard

Massachusetts Community Development Block Grant Program
Chapter 3 Grant Management Forms

Budget and Program Revision Form

Community/Grantee: MONTAGUE	Original Award: \$ 1,325,682.00
Program Name/Year: CDF-G-2022/2023 Grant #: 00967	Revision #: P-number (program revision) B-number (budget revision) E #2 E-number (extensions)
Contract End Date: 06 / 30 / 26	Date Revision Submitted: / /

This request is for the following change(s). Grantee check all “Requested” that apply; DHCD will initial those that are approved in the approved column

Grantee Requested	An X in the left column indicates the item is included by the Grantee, an X in the right hand column indicates DHCD approval of the item when the form is signed.	DHCD Approved
	Budget Amendment to increase the grant award to \$ _____	
	Budget Revision for:	
	• Change in administrative dollars	
	• Transfer of funds from construction to non-construction or vice versa	
	• Cumulative transfers among separately budgeted activities which exceed or are expected to exceed 10% of the approved grant award if the grant award exceeds \$100,000	
x	Program Extension (to increase period of availability of funds/period of performance) to 06 / 30 / 26	
	• This extension will extend period of performance beyond the end of the term of the current grant agreement	
	Program Revision for:	
	• Revision in scope or effectiveness of a project/program design or significant change in the accomplishment of the national objective or beneficiaries to be served.	
	• Changes in key personnel	
	• For non-construction projects, contracting out or subgranting or otherwise obtaining services of a third party to perform activities which are central to the purposes of the award if not specified in the application or grant award	
	• Other, specify _____	

This request is submitted and all relevant information specified on page 4 is provided in attachments. I understand that this revision or extension requested is not approved unless and until this form is countersigned as “approved” or “approved with revisions” by the Associate Director and returned to me.

	Matthew Lord, Selectboard Chair
Authorized Signature for Grantee:	Date 11 / 17 / 2025 Print Name & Title:

Program Rep. initial and date:	Program manager signature and date:
---------------------------------------	--

This request # _____ is _____ approved as requested
_____ approved with the modifications shown on the _____ denied
following pages numbered _____.

_____	Sandra L. Hawes, Associate Director, DCS
Authorized signature for Mass. CDBG	Print name, title, and date



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One Avenue A
Turners Falls, MA 01376

413-863-3200
Ext. 108

Kathryn McNelis
Community Development Manager
Department of Housing & Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

RE: CDF-G-2024-Montague-01001- Program Extension

Dear Ms. McNelis,

The Town of Montague would like to request a program extension to June 30, 2026, for CDF-G-2024 Montague 01001. The Franklin County Housing and Redevelopment Authority (HRA) is administering the grant for the Town and is submitting this extension for additional time to complete housing rehabilitation projects currently underway.

The original budget for Housing Rehabilitation activity was \$490,000 to complete 7 units. Between October 2024 and March 2025, 15 homeowner inquiries have been responded to by HRA, without any of them moving into complete applications. 12 of those inquiries have not responded to multiple mailings of applications and follow up phone calls by HRA, offering to assist with documentation. 1 homeowner decided to withdraw from the program pool, 1 was not income-eligible, and one is still in the process of completing their application. HRA is collaborating with the town to complete a mailing to approximately 4,500 residents to inform them of the availability of funds. Additional time will be needed to process applications and inspections.

If you have any questions regarding this Program Extension, please feel free to contact Brian P. McHugh, Director of Community Development at Franklin County Regional Housing and Redevelopment Authority, at (413) 223-5224 or bmchugh@fcrhra.org.

Sincerely,

Matthew Lord
Chair, Selectboard

Massachusetts Community Development Block Grant Program
Chapter 3 Grant Management Forms

Budget and Program Revision Form

Community/Grantee: TOWN OF MONTAGUE	Original Award: \$ 938,328.00
Program Name/Year: CDF-G-2024-Montague-01001 Grant #: 01001	Revision #: P-number (program revision) B-number (budget revision) E-number (extensions) E #1
Contract End Date: 06 / 30 / 27	Date Revision Submitted: / /

This request is for the following change(s). Grantee check all "Requested" that apply; DHCD will initial those that are approved in the approved column

Grantee Requested	An X in the left column indicates the item is included by the Grantee, an X in the right hand column indicates DHCD approval of the item when the form is signed.	DHCD Approved
	Budget Amendment to increase the grant award to \$_____	
	Budget Revision for:	
	• Change in administrative dollars	
	• Transfer of funds from construction to non-construction or vice versa	
	• Cumulative transfers among separately budgeted activities which exceed or are expected to exceed 10% of the approved grant award if the grant award exceeds \$100,000	
X	Program Extension (to increase period of availability of funds/period of performance) to 06 / 30 / 26	
	• This extension will extend period of performance beyond the end of the term of the current grant agreement	
	Program Revision for:	
	• Revision in scope or effectiveness of a project/program design or significant change in the accomplishment of the national objective or beneficiaries to be served.	
	• Changes in key personnel	
	• For non-construction projects, contracting out or subgranting or otherwise obtaining services of a third party to perform activities which are central to the purposes of the award if not specified in the application or grant award	
	• Other, specify	

This request is submitted and all relevant information specified on page 4 is provided in attachments. I understand that the revision or extension requested is not approved unless and until this form is countersigned as "approved" or "approved with revisions" by the Associate Director and returned to me.



	Matthew Lord, Selectboard Chair
Authorized Signature for Grantee:	Date 11 / 17 / 2025 Print Name & Title:
Program Rep. initial and date:	Program manager signature and date:
This request # _____ is _____ approved as requested _____ approved with the modifications shown on the _____ denied following pages numbered _____.	
Authorized signature for Mass. CDBG	Sandra L. Hawes, Associate Director, DCS Print name, title, and date



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 () & Streets/Roads (see attached)

Date of assembly: Sawmill River 10k Road Race; Thursday, January 1, 2026

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: [Signature] Date: 11-5-23

Comments/Conditions: _____

Fire Chief Notified and Reviewed: [Signature] Date: 10/27/25

Selectboard, Chairman: Matthew Lord Date: 11/17/2025

Comments/Conditions: The Sawmill River 10K Run is a road race that attracts approximately 130 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. **This year we will also be introducing a walking route,** that will begin at the same starting line as the runners, but will turn South going down School Street, then taking a right turn going Southwest onto Old Sunderland Rd., proceeding to "Four Corners" where they will take a left onto East Taylor Hill Rd. then taking a hairpin turn left going onto Old Stage Rd., walking past the Old South Cemetery, back onto Old Sunderland Rd., and proceeding to Main St. then onto the finish line at the village common. Between runners, walkers, 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 needed 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.

Running Route



Walking Route



Art Square

Montague Bookmill

Montague Center

Center Street

Station Street

Montague Post Office

West Street

South Street

Federal Street

Montague Fire Department

63

Taylor Hill
551ft

Old

1

Kellis Road

Federal Street

Old

2.05 mi

click for km



THE BRICK HOUSE

COMMUNITY RESOURCE CENTER

6

Dear Members of the Select Board,

For 15 weeks this summer and fall, the Montague Food Security and Sustainability Coalition has been collaborating with Red Fire Farm to receive and redistribute fresh organic produce to 5 pantries and a community meals site in Montague. Those organizations participating in this effort include the Heartwing Center, Community Meals/Our Lady of Peace, Montague Public Library (Millers Falls Pantry), the Finders Collective, Franklin County Survival Center and the Brick House.

We received \$24,000 worth of produce at the discounted rate of \$15,000 from Red Fire Farm. This effort was funded by the United Way.

Throughout October, the participating organizations saw a radical increase in users. As the month ended, we were seeing a 45% to 100% increase in pantry use, driven by the ending of SNAP benefits. Concurrent with this rising crisis, one of our partners, the Food Bank of Western Massachusetts, has been dramatically affected by the federal shutdown, further challenging the supply of food to pantries.

In this emerging crisis, the Food Security Coalition decided to continue our weekly distributions from Red Fire Farm and increase our financial commitment from \$1000 to \$1250 a week, to meet the rising demand.

We would like to continue these distributions through December. Nine weeks of organic produce costs \$11,250. The Brick House has donated \$2500. The Finders Collective has donated \$1000. Our Lady of Peace has pledged \$2000 and another partner of community members, DrawDown Montague, has raised \$2500, for a total of \$8,000. We would like to request \$3,250 from the Select Board to meet that goal.

While the immediate crisis of disrupted SNAP benefits will likely diminish in the near future, the problem of hunger remains acute in Franklin County and Turners Falls. The Greater Boston Food Bank's annual report, [*The Cost of Hunger in Massachusetts*](#), reported that 50% of Franklin County households are food insecure. This marks a 13% increase in the county in the past year. Even when the immediate crisis of SNAP benefit disruption has passed, the systemic problem of hunger remains.

We have several grant applications to continue this work in the new year. But your support in the short term would be invaluable. Any funding received will be spent on produce for the Montague pantries and the community meals program identified here.

Thank you for considering our request. We have enclosed a synopsis description of the Food Security Coalition, so you may better understand our goals. We are happy to provide any additional information upon request.

Sincerely,



Thomas Taaffe, PhD
Executive Director
Brick House Community Resource Center

Montague Food Security and Sustainability Coalition

Project Background: In FY24, the Town of Montague, in collaboration with Franklin Regional Council of Governments (FRCOG) and their MVP 2.0 Core Team (composed of residents, local organizations and other stakeholders) have been working on a 2-year long project that focuses on climate change vulnerability and social resilience.

Through a variety of community engagement and public outreach activities, we identified food security and the need for greater collaboration between food justice agencies and food producers as a significant issue. We have solicited feedback from our most vulnerable residents on their highest priorities. Food security was identified as a significant concern. To that end, we formed the **Montague Food Security and Sustainability Coalition**.

This project is grounded in pre-existing relationships and early collaborations between partner organizations to share resources. We seek support to grow and institutionalize this coalition, conduct planning and assessment and grow our coalition to more fully unite all sectors of the food ecosystem - and community participation in this process - to enhance long term stability for all, while robustly addressing food insecurity.

The purpose of this project is to unite local food security organizations and groups to:

- Leveraging collective capacity to better access new resources for food pantries, soup kitchens and community based groups to address food insecurity
- Grow collaboration between providers and producers for the long term sustainability of both sectors
- Grow community solidarity around shared food, resources and self-sufficiency skills
- Ensure sufficient food resources for our pantries, community meals programs and the food insecure
- Strengthen the sustainability of local farmers
- Long range planning around food security & local food production sustainability
- Develop new and greater funding resources to ensure sustainability and grow capacity to address and alleviate food insecurity

Year 1 Goals: Unite organizations addressing food insecurity in Montague, MA in common cause to alleviate hunger, encourage good nutrition, create a sustainable local network of food distributors, food producers, community members and the town. Including

1. Regular monthly meetings of Coalition members (Coalition)
2. Growing collaboration between food pantries, sharing resources and supporting common efforts, including non-food necessities (Brick House, Heartwing, Library, Survival Center, Red Fire Farms)
3. Grow Drawdown Montague network of community gardeners who donate to pantries (Drawdown Montague)
4. Establish annual cycle of community-based activities, including seed sharing, gardening classes, community events and meals (Brick House, Library, Drawdown Montague)
5. Assessment of community needs, assets and gaps, Gather data on food insecure populations so we can better assess/design strategies to increase food security (Brick House, Dave Jacke, Town, Coalition)

6. Development of a community kitchen (Brick House, Community Kitchen)
7. Support lunches for youth when school is not in session and other lunch opportunities are not available (FC Community Meals)
8. Identify other funding sources to grow and deepen coalition (Brick House, Heartwing, Library)
9. Initiate cooking & nutrition classes at Brick House & Heartwing (Brick House, Heartwing)
10. Work with town to identify places for public orchards (town, Dave Jacke, Coalition)

Year 2 Goals: Grow Montague Food Security and Sustainability Coalition to include more community members and groups

1. Initiate planning process, based on 1st year assessment results (Coalition, Town)
2. Community discussions about food access & sustainability (Brick House, Library, Heartwing)
3. Assess ways to support local farms beyond food purchase for pantries (Coalition, Red Fire Farms, Town)
4. Opening community kitchen for community meals, for those without access to kitchens, to facilitate micro business development and meals for the unhoused Community Kitchen, Heartwing, Brick House)
5. Soil Testing for gardeners (to identify health hazards & enable soil amendments to increase nutrients, plant resilience to stress and production volume) (UMass Agro, Brick House)
6. Grow Gardening Mentors Program, to match experienced and new gardeners (including porch gardeners) to promote food self-sufficiency and reduce the experiences of failure for new gardeners (Draw Down Montague, Library, Brick House)
7. Work with town to identify additional community gardens & public orchard sites
8. Expand Drawdown Montague network of community gardeners to support pantries (Draw Down Montague, Brick House, Heartwing, Survival Center, FC Community Meals)
9. Expand pantries to provide other resources and supplies (Brick House, Heartwing, Survival Center, Library, FC Community Meals)

Year 3 Goals: Develop longer-term capacity and support, institutionalized food resources (like public orchards) Build resources and funding to support growth of coalition and its partners and deepen collaboration across sectors in Montague. Grow coalition to more partners, particularly farms, other food producers, retail food stores and farmers market

1. Adopt 5 year plan to reduce food insecurity and promote healthy dietary lifestyles (Coalition, Town)
2. Explore winter gardening capacity for town (hoop houses, cloche, etc.) (Drawdown Montague, Coalition)
3. Grow existing Montague Farmers Market (Coalition, Farmers Market, Town, Red Fire Farms)
4. Recruit local restaurants and catering companies to support local food producers and distributors (coalition, local restaurants, Red Fire Farms, local farmers)
5. Begin planting public orchards, to make food freely available to all (Town, Coalition, Drawdown Montague)

6. Expand community gardens in Montague (Community Gardens, Town, Coalition)
7. Establish annual Harvest Festival to promote local farming culture and food security and celebrate community (Brick House, Town, Coalition)

Partners:

Our coalition includes:

1. The Brick House Community Resource Center
2. Drawdown Montague (home gardeners who donate to pantries)
3. The Heartwing Center
4. The Finders Collective
5. The Food Bank of Western MA
6. The Franklin Area Survival Center
7. Franklin County Technical School
8. Franklin County Community Meals Program
9. The Bag Carriers/4th Street Community Kitchen
10. The Great Falls Farmers Market
11. Town of Montague Public Libraries (Millers Falls Pantry)
12. Town of Montague Planning Department
13. Town of Montague Council on Aging
14. Red Fire Farm
15. Dynamics Ecological Design



Office of the Selectboard Town of Montague

One Avenue A
Turners Falls, MA 01376

Phone (413) 863-3200 ext. 108
Email: ferns@montague-ma.gov

Town of Montague – Community Development Discretionary Fund Subrecipient Agreement

Between the Town of Montague and the Brick House Community Resource Center For the Montague Food Security and Sustainability Coalition Produce Distribution Initiative

1. Parties

This Subrecipient Agreement (“Agreement”) is made on this 17th day of November, 2025, between the **Town of Montague, Massachusetts** (“the Town”), acting through its Selectboard, and **The Brick House Community Resource Center**, a Massachusetts nonprofit organization with offices at 24 Third Street, Turners Falls, MA (“the Subrecipient”).

2. Authority and Purpose

This Agreement is entered pursuant to the Town’s **Community Development Discretionary Fund**, which consists of local funds derived from the Town’s administration of the **Community Development Block Grant (CDBG) Program** authorized under Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et seq.).

The purpose of this Agreement is to provide limited financial support to the Brick House Community Resource Center for the purchase and distribution of fresh produce to Montague residents experiencing food insecurity, in coordination with the **Montague Food Security and Sustainability Coalition**. This is an emergency sub grant in response to extraordinary circumstances resulting in food insecurity in our community.

3. Project Description

The Subrecipient shall use the funds solely to **purchase produce and/or household groceries** to be **distributed among all public food pantries located within the Town of Montague** that participate in the **Montague Food Security and Sustainability Coalition**.

All activities supported through this Agreement must:



Office of the Selectboard Town of Montague

One Avenue A
Turners Falls, MA 01376

Phone (413) 863-3200 ext. 108
Email: ferns@montague-ma.gov

- Occur within the Town of Montague,
- Be conducted without discrimination, and
- Primarily benefit low- and moderate-income residents.

4. Funding and Payment

The Town agrees to provide the Subrecipient with a **grant of up to \$3,250** from the Community Development Discretionary Fund.

- Funds will be disbursed on a **reimbursement basis** for the purchase of products to be distributed to participating food pantries in Montague.
- The Subrecipient must submit **receipts, invoices, or other appropriate documentation** for all purchases made with the award.
- Documentation must demonstrate that all funds were used to purchase produce for eligible food distribution activities.
- Reimbursement requests shall be submitted to the Town's Selectboard office (fern@montague-ma.gov) no later than **June 30, 2026**, unless extended in writing by the Town.
- The Town reserves the right to withhold payment for any undocumented or ineligible expenses.

5. Term

This Agreement shall take effect on **November 18, 2025**, and shall terminate on **June 30, 2026**, unless extended or amended in writing by mutual agreement.

6. National Objective and Eligibility

Although funded through the Town's Community Development Discretionary Fund, this project remains subject to the eligibility and compliance requirements of the **federal Community Development Block Grant (CDBG) Program**.



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Turners Falls, MA 01376

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This activity qualifies as a **Public Service** under **24 CFR 570.201(e)** and meets the **National Objective of Benefit to Low- and Moderate-Income Persons** as defined in **24 CFR 570.208(a)(2)**.

7. Recordkeeping and Reporting

The Subrecipient shall:

- Maintain records sufficient to document all expenditures, activities, and beneficiaries served;
- Submit to the Town copies of **receipts, invoices, and proof of payment** for all purchases; and
- Provide a brief **final report** by July 15, 2026, summarizing:
 - How funds were used,
 - Quantities of produce distributed, and
 - The food pantries and estimated number of households served.

All records shall be retained for **five (5) years** following completion of the activity.

8. Compliance Requirements

The Subrecipient agrees to comply with all applicable federal, state, and local laws and regulations governing CDBG-related activities, including but not limited to:

- 24 CFR Part 570 (CDBG regulations);
- 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements);
- Title VI of the Civil Rights Act of 1964;
- Section 504 of the Rehabilitation Act of 1973;
- The Age Discrimination Act of 1975; and
- HUD's Fair Housing and Equal Opportunity requirements.



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9. Program Income

No program income is anticipated from this activity. Any program income generated must be reported to the Town and handled in accordance with CDBG regulations.

10. Suspension or Termination

The Town may suspend or terminate this Agreement if the Subrecipient fails to comply with any term of this Agreement or with applicable CDBG or federal requirements. Any unused or improperly used funds shall be returned to the Town.

11. Amendments

Any modifications to this Agreement must be made in writing and signed by authorized representatives of both parties.

12. Independent Contractor

The Subrecipient is an independent contractor and not an agent, employee, or partner of the Town. Nothing in this Agreement creates an employment or agency relationship.

13. Entire Agreement

This Agreement constitutes the entire understanding between the parties concerning this award and supersedes all prior oral or written communications regarding this matter.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.



Office of the Selectboard Town of Montague

One Avenue A
Turners Falls, MA 01376

Phone (413) 863-3200 ext. 108
Email: ferns@montague-ma.gov

For the MONTAGUE SELECTBOARD For The Brick House Community Resource Center

Matthew Lord, Chair

Date: November 17, 2025

Tom Taffe, Director

Date: _____

Community Development Discretionary Account

Transfer Request

Allocation from 225-5-184-5200 (CD Unallocated)

Request Date: 11/17/2025

Authorization to transfer \$ 3,250

From: CD Discretionary Unallocated (225-5-184-5200)

To: CD Discretionary Food Pantry Initiative (223-184-5280-223006)

Matthew Lord,
Selectboard Chair

Balances before transfer

CD Discretionary Unallocated: \$67,964.69

Balances post transfer

CD Discretionary Unallocated: \$ 64,714.69

M-5003-012
October 17, 2025

7

Walter Ramsey, AICP, Town Administrator
Town of Montague
One Avenue A
Turners Falls, MA 01376

Re: **Engineering and Environmental Services Contract Amendment Request
Building Demolition and Site Improvements at the Strathmore Mill Complex,
Turners Falls, Massachusetts**

Dear Walter:

Tighe & Bond is pleased to submit this contract amendment request to the Town of Montague to provide engineering and permitting services for the demolition of portions of the Strathmore Mill site, located in Turners Falls, MA. This amendment request is for services in addition to those outlined in our current agreement dated August 5, 2024.

Project Understanding

The Strathmore Mill complex comprises numerous buildings constructed across various decades throughout the history of the mill. Tighe & Bond has been assisting the Town over the past 15 years with Hazardous Building Materials Assessments (HBMA) and structural reviews of the deteriorating buildings.

The Town of Montague is continuing to advance the Strathmore Mill Redevelopment Master Plan, which includes demolition of multiple buildings across the site. Tighe & Bond recently updated our Abatement and Demolition Design concept from 2018 to incorporate additional demolition and redevelopment alternatives to attempt to align with the funding available for the project.

Considerations to maintain the Eagle Creek Building (Building #9) both during and post-demolition have a major impact on the cost of the project and the complexity of the demolition procedures. This amendment is for services through the design and bidding phase. As the extent of demolition and reconstruction is not yet confirmed, construction administration services are not included in this amendment. Once the scope of demolition and construction has been determined, we will provide the Town with another amendment to include those services. To provide the Town with Design Documents and to pursue Environmental permits associated with the partial demolition of the mill, Tighe & Bond proposes the following scope of services.

Scope of Services

Task 1: Meetings, Project Coordination, Site Access

Progress Meetings: Throughout the design process, Tighe & Bond will hold regularly scheduled virtual meetings with the Town to discuss progress and decisions to guide the design. We anticipate the frequency of these meetings to be every 2 weeks, and pertinent staff of the design team will attend the meetings on an as-needed basis. We have assumed each of these virtual meetings will be 1-hour in duration and will include Tighe & Bond team members pertinent to the progress of design at the time of the meeting.

Property Owner Coordination: In addition to the Town of Montague, portions of the Strathmore Mill site are owned, occupied, or easements are held by Eagle Creek Renewable Energy and First Light Power. Eagle Creek occupies Building #9, and First Light owns the access road along the adjacent canal, leading to the project site, and has other Right of Way Easements on site. We have included limited property research under Task 2.1, as part of our Site / Civil scope, to attempt to identify and locate the relevant property rights on the site.

We have presumed the Town will inform both Eagle Creek and First Light of the design and construction progress and schedule, as this project will affect their operations. Eagle Creek will be directly affected, as they will be required to vacate their building during demolition activities adjacent to Building #9. As our design documents progress, Tighe & Bond will provide the Town with our opinion on the approximate demolition schedule, including estimated dates and the length of time anticipated for Eagle Creek to vacate Building #9. The actual demolition schedule and time that Eagle Creek will be affected will be determined by the contractor's means and methods for the project. We have presumed that the Town will convey this information to Eagle Creek and First Light and discuss or negotiate their requests. Some of the items we anticipate the Town to acquire approval from either Eagle Creek or First Light include:

- Full Access to Building #9 during design and demolition
- The loss of access to Building #9 for a period of time during demolition/construction activities
- Demolition and reconstruction of some of the perimeter walls of Building #9
- Allowances for construction vehicles to utilize the canal road, and temporarily occupy property potentially not under Town ownership
- Final ownership and maintenance of the new egress stair

Tighe & Bond will assist the Town during these discussions by providing technical information pertaining to the design and anticipated schedule; however, we will not be involved in negotiating the terms with the property stakeholders.

Field Investigations: During design Tighe & Bond, and our sub-contractors, will require access to the site to verify existing conditions for preparation of the Construction Documents. We have anticipated that the Town will coordinate with the Police, Fire and other property owners to provide safe access to the site as needed throughout the design phase.

Pre-Permitting Site Meeting with MassDEP: We have included coordination and attendance at one pre-bid meeting at the Site with MassDEP personnel from the Western Regional Office. For this meeting, which MassDEP had previously offered to attend in 2025, we anticipate representatives from the following departments:

- 1) Division of Wetlands and Waterways and Natural Heritage and Endangered Species Program in reference to the wetlands and rare species permitting needed for this project.
- 2) Asbestos, in reference to the design for the asbestos abatement work needed for this demolition project, which will include Non-Traditional Work Plan submittal requirements.
- 3) Solid Waste Division, in reference to the Beneficial Use Determination (BUD) permit needed for the reuse of painted/coated brick and concrete from this demolition project as backfill under the varying building demolition alternatives.

After this meeting, our anticipation is that MassDEP will have a better understanding of the complexities of the project and can provide the Town and Tighe & Bond with recommendations that should help facilitate the permitting approval process.

Task 2: Design Development

To provide the Town with a feasible solution to demolish numerous buildings on site, Tighe & Bond previously developed conceptual alternatives progressively increasing the number of buildings to be demolished. Schematic layouts of these options are included in **Appendix A** of this amendment. After discussions with the Town, it was decided that the following demolition project(s) will be advanced to the Design Development (DD) level:

- Base Bid: Demolition of Buildings #3, 5, 6, 7, and 8
- Alternate #1: The addition of demolishing Buildings #1 and #2
- Alternate #2: The addition of demolishing Building #11
- Alternate #3: The addition of demolishing Building #4

During the DD phase, Tighe & Bond will advance each of the four design scenarios listed above to a level of completeness of approximately 50%. As part of this phase, we will utilize a sub-consultant to complete a topographic survey of the site and research the limits of property ownership. At the conclusion of the DD phase, Tighe & Bond will prepare updated Environmental permits for submission to the Authorities Having Jurisdiction and we will update our current Opinion of Probable Construction Costs (OPCC) based on the updated design. Services provided during the DD phase include:

Task 2.1: Topographic Survey & Site Civil Services

Tighe & Bond will perform the following civil/site engineering services to support the building demolition and development of the proposed grading plans of the project site. It is our understanding that the materials from the building demolition will be crushed and remain on site to fill the basement areas exposed by the demolition. The design of the proposed grades will be limited by the utilization of the crushed materials from the building demolition.

Topographic and Boundary Survey

Tighe & Bond will utilize a licensed survey subconsultant to collect existing conditions and topographic information of the project area on NAD 83 horizontal and NAVD 88 vertical datums with one-foot contour intervals. Figure 1, attached as **Appendix B**, depicts the approximate limits of the ground survey for the project. The information to be collected includes the roadway, curb lines, utilities, walkways, edge of water, fences, signs, and trees. Invert elevations will be collected at the drainage and sewer structures found within the project limits.

Our subconsultant's scope of services will include research at the Town offices, Registry of Deeds for the boundary survey of the project location, and abutting properties. Field reconnaissance will then be conducted to look for monumentation and lines of occupation to aid in the boundary survey. Temporary wood stakes will be installed at the perimeter property corners prior to the building demolition to aid in delineating the property boundary.

Task 2.2: Environmental and Historical Permitting

As the scope of the project has changed and previous permits have expired, Tighe & Bond will prepare and submit a new Notice of Intent, new MESA streamlined application, and a new historical filing with MHC for Alternate 3, which includes the demolition of Buildings 1, 2, 3,

4, 5/5A, 6/6A, 7, 8, 11, the loading dock and smokestack and north courtyard. Alternate 3 will be used for permitting as it represents the largest extent of impact. Below is a permit status list and the scope items required to complete the new filings.

Order of Conditions (OOC) - MA Wetlands Protection Act (MAWPA)

- Issued on 5/13/2019 – Expired 8/18/2023
 - Our scope includes closeout of the existing Order of Conditions through a Request for Certificate of Compliance, and the preparation and submittal of a new Notice of Intent incorporating the revised scope of project impacts. We have included one site visit with the Conservation Commission and attendance at two hearings in support of the project. We have presumed that the Request for Certificate of Compliance and Notice of Intent will be filed concurrently and that the Conservation Commission will hold public hearings on both submittals at the same meeting(s).

Natural Heritage & Endangered Species Program (NHESP):

- Determination of No Adverse Effect (MAWPA)
- Conditional Approval (MESA)
- Issued on 5/2/2019 – Expired 8/7/2025
 - Our scope includes coordination with NHESP to address potential impacts to rare and endangered species. As the project scope has changed, a new filing is required with NHESP.
 - NHESP has dual jurisdiction under both the MAWPA and the Massachusetts Endangered Species Act (MESA). The submittal is streamlined through the submittal of the new Notice of Intent application.
 - The scope includes a botanical survey by a Qualified (NHESP-approved) botanist to survey for Tufted Hairgrass and Tradescant's Aster within areas of proposed work and areas within 20 feet of work, including areas of contact between the debris collection netting and the ground.
 - Subject to NHESP pre-approval of botanist and survey protocol
 - Note that the species-specific surveys are time sensitive based on the biological cycles of each species. Tighe & Bond recommends requesting a pre-filing consultation with NHESP to discuss the project's timeline, grant funding constraints, and the anticipated limits of work relative to potential rare species habitat at and near the Project Site. The time of year for rare plant surveys is not anticipated to align with the proposed project schedule. Therefore, Tighe & Bond proposes to work with NHESP to develop conditions to avoid a "take" of both species.
 - The Tufted Hairgrass survey can be completed between July and early August
 - Tradescant's Aster can be completed between mid-July and mid-September
 - If documented within the survey area(s), additional surveys and plant protection measures must be reviewed and approved by NHESP; this effort is not included within the current scope, but can be provided as an additional service upon request.

Massachusetts Historical Commission (MHC) Determination

- 5/24/2019 - Determination of Adverse Effect relative to demolition of buildings on the State Register previously received.
 - Our scope of services includes preparation and submission of an updated Project Notification Form, coordination with the MHC and Montague Historical Commission, including one virtual meeting with each commission, negotiation of a Memorandum of Agreement, including two revisions if necessary, and preparation of final MHC Inventory Form B. We have assumed that no additional mitigation is required by MHC.

Town of Montague Special Permit:

According to the Town of Montague Zoning Map, the site is located within the Historic Industrial (HI) zoning district. The structures are existing non-conforming structures. It is anticipated that the improvements to Building 9 will require a Special Permit from the Montague Zoning Board of Appeals (ZBA) for alteration of an existing non-conforming structure per Section 5.1 of the Zoning Bylaws. Furthermore, per Section 5.2.9(c) of the Zoning Bylaw, demolition of existing structures in the HI District requires a Special Permit from the Planning Board, except for structures that have been deemed unsafe by the Inspector of Buildings.

Tighe & Bond will prepare a Special Permit application for the Planning Board and ZBA using the design plans developed for the project. The application will also include a narrative that details the Project's compliance with Montague's Special Permit approval criteria listed in Section 9.2.3 of the Zoning Bylaw. Tighe & Bond will attend one public hearing with the Zoning Board of Appeals and one public hearing with the Planning Board.

Task 2.3: Beneficial Use Determination (BUD) Permit

MassDEP issued a Beneficial Use Determination (BUD) permit for the project in June 2019, as demolition documents were being developed at that time. The BUD permit included the use of processed coated/painted brick and concrete rubble materials as backfill on site. The 2019 permit expired in June 2021.

As part of our current agreement, Tighe & Bond had begun revising the BUD permit application. With the recent demolition project changes, including the planned Base Bid for partial demolition and three Bid Alternates for additional buildings to be demolished, a new approach and additional information are needed to update the BUD permit application. This will require another site visit by Tighe & Bond to review and sample additional BUD materials to be generated from the proposed building demolition limits.

As part of this amendment request, we have budgeted for up to six samples to be collected and submitted for laboratory analysis of Massachusetts Contingency Plan 14 metals and polychlorinated biphenyls (PCBs). In the BUD permit application submittal, we will include calculations for the approximate volumes (in cubic yards) of painted/coated brick and concrete, as well as uncoated brick and concrete (which will also be part of the BUD permit application), to be generated by the building demolitions under the Base Bid and each of the three Bid Alternates. Using the scheduled survey information, we will then develop separate plans that depict the proposed placement/limits of the BUD materials to be used as backfill under the Base Bid and under each of the three Bid Alternates.

This amendment presumes the following:

- Under the Base Bid and Bid Alternate No. 1, the generated BUD materials will be used to backfill the lower two floors of Buildings #5, #6, #7, and #8 and the current courtyard area to the east of Building #9.
- Under Bid Alternate No. 2, the additional BUD materials generated will be used to backfill the lower two floors in the general footprint of Building #11 to the west of Building #4.
- Under Bid Alternate No. 3, the additional BUD materials generated will be used to backfill the lower two floors of Buildings #4 to the west of Building #9.
- The funding that the Town is using for design phase efforts associated with the BUD permit application is not from the EPA cleanup grant funding, as we have not included the preparation of a Quality Assurance Project Plan (QAPP) for the sampling and analysis of the BUD materials under this task for EPA approval. A QAPP would be required if the project was using the EPA cleanup grant funding for this work.
 - Note: We presume the EPA cleanup grant funding will be used for the selected contractor for the abatement work and for the BUD work associated with the demolition of the building.
- The BUD permit application will not propose the use of excess BUD materials for backfilling the open building footprint associated with the partially demolished former Indeck Co-Generation Plant structure that is situated on the abutting parcel to the east of the site.
- Following BUD permit application submittal, MassDEP will not require a site visit/meeting during their permit application review process, and no written response to comments from MassDEP will be required.

Task 2.4: Asbestos and Hazardous Materials Abatement Design

Tighe & Bond has previously conducted limited pre-demolition Hazardous Building Materials Assessments (HBMA) and, in 2019 – 2020, observed limited interior abatement within Buildings 1, 2, 3, 4, 5/5A, 6/6A, 7, and 8. Certain known and suspect asbestos containing materials (ACMs), primarily in the form of roofing and window caulking continue to exist in most of these buildings and require quantification / bulk sampling with results to be incorporated into the abatement / demolition design. We also conducted an asbestos assessment coupled with limited bulk sampling in accessible portions of Building 11; however, Building 11 has not been subject to abatement efforts. Asbestos insulated piping systems, etc. that penetrate through the walls of Building 9 (to remain) also need to be assessed and incorporated into the abatement / demolition design. Asbestos abatement is expected to be performed using both traditional and non-traditional abatement methods as discussed herein.

For HBMA design, we will conduct a supplemental pre-demolition HBMA with asbestos bulk sampling as described below:

- Buildings 1, 2, 3, 4, 5/5A, 6/6A, 7, and 8: Concentration will be on roofs and window systems and certain other building areas where ACMs are known to remain. We anticipate the collection and analysis of 100 bulk samples as part of this effort.
- Building 11: Includes incorporation of previous assessment efforts. We anticipate the collection and analysis of up to 40 bulk samples in and around Building 11.
- Building 9: Concentration will be on piping and equipment systems that penetrate the exterior walls of Building 9 and enter into other building areas slated for demolition. These systems will need to be abated and terminated at logical points along the

exterior walls of Building 9 to remain. The interior areas of Building 9 to remain are owned and maintained by a private entity and will not be subject to assessment or abatement. We anticipate the collection and analysis of up to 20 bulk samples around Building 9.

As part of the HBMA Design Development, we will prepare draft technical specifications for traditional site wide asbestos abatement and for hazardous materials abatement. We will also prepare a MassDEP approved Non-Traditional Work Plan (NTWP) for those ACMs that are unsafe to access or otherwise inaccessible to successfully abate prior to demolition. This task also includes a coordinated site visit with the MassDEP Asbestos Division to support the preparation of the NTWP, and two informational meeting sessions with MassDEP representatives to discuss our findings. Currently, our scope includes the preparation of one NTWP for the entire site. MassDEP may require a NTWP to be prepared on a per building basis. If that is necessary, an amendment for additional services will be required.

Task 2.5: Building Demolition Design

To develop demolition design documents, we have anticipated and included four additional site visits. These visits will be conducted by a team of two Tighe & Bond professionals to assess and identify possible building demolition strategies and separation points on a floor-by-floor basis. Separation points to be reviewed are based on the demolition Base Bid and subsequent proposed bid alternatives:

- **Base Bid:** Demolition planning for Buildings 3, 5, 6, 7, and 8. Separation points between Building 2 and Buildings 3, 5, and 6, also between Building 9 and Building 5.
- **Alternate 1:** Additional demolition planning for Buildings 1 and 2. Separation points between Building 2 and Buildings 9 and 4.
- **Alternate 2:** Demolition planning for Building 11; no added separation points are part of this alternate.
- **Alternate 3:** Demolition planning for Building 4. Separation points between Buildings 9 and 4.

Task 2.6: Structural Design Development

At each of the building's separation points, the adjacent buildings will require modifications to the walls remaining in place. These modifications will range from simple door and window infills to full reconstruction of portions of the remaining walls. The new construction will extend multiple floors in height and in many areas will require new foundations.

There will be three structural designs needed to convey the building modification requirements for the Base Bid, Alternate 1, and Alternate 3. Since Alternate 2 does not affect any directly adjacent buildings, a specific structural plan should not be required.

As part of Alternate 1, Building #9 will lose its second means of egress out of the building, which currently extends through Building #2. Due to this, an exterior egress stair will be required on the North side of Building #9, where Building #2 had previously been. As outlined under Task 1, Tighe & Bond presumes that the Town will negotiate ownership of the new stair with Eagle Creek and obtain any required access agreements needed for the construction of the stair.

As part of the Design Development phase, Tighe & Bond will visit the site to document the anticipated structural modifications needed to separate the buildings for the Base Bid and each of the Alternates. We will develop structural plans, elevations, sections and details of the proposed structural modifications.

Demolition of the Strathmore Mill buildings will result in exposing a significant elevation difference between Canal Road and the Connecticut River. After demolition has been completed, building demolition debris will be processed to be used as fill material, as outlined in Task 2.3. The fill will be placed approaching the Canal Road elevation and sloping down towards the Connecticut River. To avoid applying lateral soil pressures to Building #9's now exposed exterior walls a new cast-in-place retaining wall will be designed to resist these soil pressures.

We will advance the structural drawings to approximately 50% of completion and submit them to the Town for review. In addition, we will provide the Town with a Basis of Design memorandum, summarizing the additional building modifications anticipated from our building code review.

Task 2.7: Building Code Review

We will complete a review of the 10th Edition of the Massachusetts State Building Code, which includes the International Building Code (IBC 2021), and the International Existing Building Code (IEBC 2021). This review will be to identify required modifications or repairs to the remaining buildings based on the Level of Alterations proposed for the buildings to remain. Anticipated modifications include the new egress stair and potential Mechanical and Electrical repairs to Building #9.

Since the code review has not been completed, the exact scope of work has not been determined. In addition, coordination with Eagle Creek to allow any potential modifications to their building has not been completed. Therefore, our scope of work for Building 9 modifications will include the review of the building code and preparing a summary memo of what we determine will be the modifications required by the code. The memo will include conceptual descriptions of anticipated repairs and modifications to Building 9, to be presented to Eagle Creek by the Town to obtain written permission to implement these modifications. Once the scope of modifications to Building 9 is finalized and agreed upon by Eagle Creek, we will provide the Town with an amendment to complete the design of those modifications.

Task 2.8: Geotechnical Design Development

Geotechnical recommendations are necessary for the design of the new cast-in-place concrete retaining wall adjacent to Building 9. However, the area where the wall is to be built is not safe to enter to perform the subsurface explorations that would be necessary to develop final geotechnical recommendations. Therefore, the geotechnical design development scope includes completing a desktop study to anticipate subsurface conditions and to develop preliminary geotechnical recommendations for the structural design of the new retaining wall. Subsurface explorations are expected to be performed during construction, after demolition of the adjacent buildings. This scope of work was prepared for design and construction documents phases services only; therefore, while subsurface explorations are necessary, they are not included in this phase of work.

Tighe & Bond will review available public data sources, including Google Earth Pro, United States Geologic Survey (USGS), United States Department of Agriculture (USDA), and other available mappings. We will also review photographs of the site and nearby areas as collected by Tighe & Bond staff. Following review of the above-referenced information, we will evaluate the following:

- Anticipated subsurface soil and rock composition based on the geotechnical engineer's local experience and review of public and historical data, including descriptions of soil, bedrock, and groundwater level.

- Anticipated Geotechnical Design Concepts, including opinion of geotechnical subsurface concerns and suitability of conventional shallow foundations.
- Preliminary maximum allowable bearing pressure for design of the new retaining wall foundation.
- Anticipated seismic site classification.
- Preliminary estimated lateral earth pressures for backfill materials acting on the new retaining wall.
- Anticipated Construction and Site Considerations, including commentary on earthwork recommendations, subgrade preparation (soil/rock), and fill/backfill materials.
- Recommended future geotechnical scope including number, depth and location of explorations, sampling and in-situ testing, and laboratory testing to properly evaluate the site's subsurface conditions and provide recommendations for final design and construction.

The geotechnical engineering opinions of the expected conditions and geotechnical design or construction considerations, and any related opinions, are preliminary and cannot be considered a Geotechnical Engineer's work product until confirmed by a Tighe & Bond recommended exploration plan and Geotechnical Engineering Report. We anticipate contracting with a drilling company to complete the borings during construction after the buildings have been removed. The scope of work and costs associated with the subsurface explorations and review of those conditions is currently excluded, but will be provided under a future construction phase services amendment.

Task 3: Construction Documents

Task 3.1: Site Civil Design

Following the collection of the existing conditions data, Tighe & Bond will develop bidding documents consisting of design drawings and technical specifications for grading and stabilization of the site, following the building demolition. After demolition and construction activities are complete, we anticipate the site to be covered with loam and seed. Landscape Architectural services, or tree and shrub plantings are not included in this scope of work. The site/civil drawings for the project are anticipated to include the following sheets.

- Existing Conditions Plan
- Proposed Grading Plans coordinated with each alternative option
- Erosion Control and Site Details

Tighe & Bond will complete a stormwater design to mitigate runoff and erosion from the site, consistent with the Town of Montague's requirements for redevelopment projects. We will complete a stormwater analysis that will document the completed project will not significantly increase the peak discharge from the site. The analysis will be presented in a memorandum with a comparison between the existing site conditions and the proposed conditions. Our analysis will be limited to a 25-year storm, over a 24 hour period.

Our stormwater design will strive to meet the Town's stormwater management standards for redevelopment projects; however, the constraints of the site and demolition requirements may prohibit full compliance with these standards.

Existing utilities currently servicing Building #9 will be designed to be reconnected in kind after completion of demolition. Utilities found to be servicing other buildings will be cut and

capped or otherwise abandoned at the property line. No temporary or new utility connections or services are anticipated or included in this scope of work, and no upgrades to existing utilities is included.

Task 3.2: Building Demolition Design

To prepare 100% Construction Documents, we will advance the existing building demolition draft technical specifications and Design Development drawings. The technical sections and drawings will include a "per building" breakdown of specific demolition considerations and will incorporate the following items anticipated to assist the demolition procedures:

- For Buildings 1, 2 and 3 the design shall include provisions for river protection via net capturing systems.
- For Building 9 to remain, protection from demolition activity such as falling debris via installation of rubber matting and/or a net capturing system.
- Incorporate contractor responsibilities for dust and vibration monitoring requirements for demolition work around Building 9.
- Incorporate enclosed courtyard efforts to include demolition of the remaining stack pedestal and the courtyard tank cover.
- Incorporate demolition of remaining Building 10 brick/concrete features located north of Building 11.
- Protective measures for Tailrace #2 underneath Building 2 as it relates to Building 9 to remain.
- Abandonment of Tailrace #3 (via flowable fill) and permanent infill construction of the Tailrace outfall opening under Building 3.
- Demolition of exterior elements such as the former water/oil pumping system/stations between and north of Building 3 and the river.
- Filling of other voids in the lowermost level of Buildings 1, 2 and 3 to remain.
- Utility abandonment and cut/cap needs.
- Pavement removal in specified areas within the project limit of work boundary.
- Coordination of demolition activity involving the handling, crushing and placement of BUD material generated from the building demolition.
- Surficial riverbank debris cleanup within the project limit of work boundary.
- Establish construction vehicle/equipment access routes to and from the site up to a quarter mile from site.
- Preparation of supporting technical specifications to include Utility Abandonment, Work Restrictions, Health and Safety Plan, Temporary Utilities and Temporary Controls.

The awarded General Contractor shall be solely responsible for their construction means, methods, and safety, as well as for protection of site features and buildings to remain, compliance with all local, state and federal laws and regulations governing the work.

Task 3.3: Structural Design

As mentioned in Task 2.6 several variations of the structural modifications to the buildings are required dependent on the alternative accepted by the Town during bidding. We will advance each of the alternative structural designs to 100% Construction Documents. The scope of work anticipated and included for each alternate is described below:

Base Bid: Under the Base Bid, Buildings 3, 5, 6, 7, and 8 will be demolished. This will result in exposing the North wall, and approximately half of the East wall of Building #2, and the North wall of Building #9 to exterior conditions. In addition, the North wall of Building #9 will have sloping backfill placed adjacent to it to accommodate the elevation changes across the site.

The North wall of Building 2 is generally intact but has several significant openings requiring infills. We do not anticipate a completely new wall & foundation needed at this location, wall infills will be designed with concrete masonry units (CMU) to close existing openings in the wall. The East wall of Building 2 is also generally intact above the lowest level, however there is no clear delineation between Building 2 and Buildings 5 and 6 at the lowest level. It is likely a new foundation and delineating wall will need to be designed for the lower level and opening infills required above that elevation. We have anticipated and included the design of a shallow spread footing foundation and a new single story concrete wall at this location.

The North wall of Building 9 is currently an unreinforced brick masonry wall, unable to resist the added lateral earth pressure that will be applied to it when regrading the site. We have included the design of a new reinforced concrete retaining wall of varying height, to be placed directly adjacent to the existing Building 9 wall. The concrete wall is anticipated to be up to 20' high and supported on bedrock or soil conditions competent for spread footings. Design of deep foundation elements is currently excluded.

Alternate #1: Under Alternate 1, in addition to Buildings 3, 5, 6, 7, and 8, Buildings 1 and 2 will be demolished. Under this alternate, the North wall of Building 9 will be left in the same situation as the Base Bid, therefore the same retaining wall will be needed. With Building 2 demolished, this will now also expose the west walls of both Building 9 and Building 4.

The west walls of Buildings 9 and 4 are in poor condition with several large openings. It is anticipated that a new CMU exterior wall will be required to be designed to replace the existing brick masonry walls. Additionally, Building 9 currently utilizes Building 2 as a secondary means of egress out of the building. A new exterior egress stair will be built adjacent to the west wall of Building 9.

The existing roof of Building 4 directly adjacent to Building 9 is in poor condition, and portions of the roof have already collapsed. Since Building 4 is currently unoccupied, and will remain so, and is not anticipated to be utilized by Building 9 occupants, repairs to the roof of Building 4 are currently not included in the scope of this amendment.

Alternate #2: Alternate #2 includes the demolition of Building 11, in addition to the buildings already included. Since Building 11 is separated from the other buildings, no changes to the structural design will be required as part of Alternate #2

Alternate #3: Alternate #3 adds the demolition of Building 4 to the project. Under this alternate, only Building 9 will remain on the site. Due to the elevation changes and addition of backfill soil, a similar concrete retaining wall will be required on the South wall of Building 9, as the North. Additionally, the new CMU wall and egress stair proposed under Alternate #1 will be required.

Task 3.4: Geotechnical Design

Tighe & Bond will review foundation plans and details for compliance with the preliminary geotechnical recommendations. In addition, Tighe & Bond will prepare geotechnical related specifications, based on the preliminary recommendations for inclusion in the construction documents. The scope includes the preparation of the following specification sections:

- Subsurface Investigations

- Excavation, Backfill, Compaction, and Dewatering
- Borrow Materials
- Geosynthetics

Task 3.5: Final Construction Documents

Tighe & Bond will advance the design documents, including drawings and technical specifications to a level adequate for the Town to solicit bids from qualified general contractors. The Construction Documents will be signed and sealed by a Professional Engineer registered in the Commonwealth of Massachusetts. Included with the documents will be an OPCC based on the final Construction Documents.

As part of the Construction Documents, we will prepare a "Project Manual" including Divisions 00 and 01 specifications that define the procurement and general administrative requirements for the project.

Task 4: Bid Phase Services

We will assist the Town with public bidding of the project. We presume and have budgeted for the project to bid as one project and not be separated into multiple bid packages. Tighe & Bond's scope of services during the bid phase will be limited to the following tasks:

- Distribute bid documents electronically to contractors, subcontractors, and suppliers via Tighe & Bond's 'Projects Out to Bid' website.
- Provide the Town with up to six (6) hard copies of the bid documents for use by the Town and other agencies.
- Upload an advertisement for public bids to the Central Register and provide the Town with a copy of the advertisement for the local newspaper. We have presumed that the Town will complete the required local advertising and post the bid advertisement on the COMMBUYs website.
- Coordinate and attend (1) pre-bid meeting with the Town and prospective bidders on the project.
 - Similar to Task 1, we have presumed the Town will provide safe access to the site for prospective bidders, and will acquire the necessary approval from property owners to access those portions of the site.
- Respond to Requests for Information from bidders and prepare addenda as required.
- Coordinate and attend the bid opening for Contractors and assist the Town with opening bids.
- Prepare a tabulation of all bids received. Review qualifications and check references of the apparent low bidder.
- Provide the Town with a recommendation to award to the lowest qualified, responsive, and eligible bidder.
- Draft and issue a Notice of Award letter for the successful contractor.

Schedule

We anticipate the Design, Permitting, and Bidding Phases of the project to take approximately (10) months to complete. A preliminary schedule with project milestones is attached to this

amendment in **Appendix C**. Please note that several items within the schedule are beyond Tighe & Bond's control, including but not limited to permit approvals, negotiations with Eagle Creek, and the contractor's demolition approach and schedule.

Limitations

In an effort to provide you with a reasonable budget for the desired services, we have prepared a detailed scope of services based upon our understanding of your needs. In this same regard, the following list describes those services that were not included in the development of our scope, so that our budget can align with the Town's project budget. If these services are required, we will modify our scope of work accordingly to meet your needs.

- Preparation of as-built drawings of the remaining buildings
- Evaluation of the load capacities of any existing members of the remaining buildings
- Building 9 interior Asbestos and Hazardous Materials Survey or Specification development for Abatement
- Coordination with abutting property owners
- Subsurface explorations and geotechnical engineering
- LSP Services
- Design of temporary utilities or upgrading existing services
- Attendance at public hearings (including Conservation Commission hearing(s) and/or site walks) other than those noted
- Hydrographic survey, marking of property lines within buildings
- Preparation of easement documents
- Recording of permits/plans at Registry of Deeds
- UST closure services
- PCB building material sampling
- Preparation of a Stormwater Pollution Prevention Plan and eNOI filing with USEPA (assume that the contractor will develop)
- Meetings beyond what is noted herein
- Construction phase services, including sampling of the "post-processed" BUD materials prior to reuse as backfill during construction.
- BUD closure services, including a post-BUD placement survey and placement of a BUD Notice on the property deed
- Landscape design or plantings
- Site structures, ornamental fencing, benches, boardwalks
- Rare species surveys in addition to the rare plant survey noted above
- MESA Conservation and Management Permit
- Rare species mitigation plan
- MHC photographic recordation services

Fee

Tighe & Bond will perform the services described above for a lump sum fee of **\$1,088,550**, invoiced monthly based on the percentage complete. In the event that the scope of work is increased for any reason, the lump sum fees to complete the work shall be mutually revised by written amendment. Work shall be completed in accordance with the terms and conditions of our current agreement dated August 5, 2024.

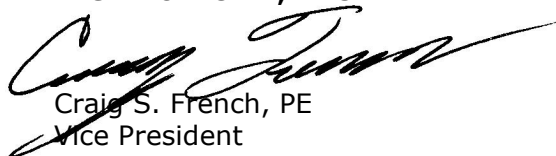
For information purposes, the below summary provides the anticipated break out of the project fee. The summary is presented to give you a better understanding of how the project budget was developed. Invoices will be submitted based on the total project fee and not individual line-item budgets.

Strathmore Mill Demolition Fee Breakdown	
Task 1: Meetings / Project Coordination:	\$137,680
Task 2: Design Development	\$516,650
Task 3: Construction Documents	\$403,780
Task 4: Bid Phase:	\$30,440
Total Fee for this Amendment:	\$1,088,550

We look forward to continuing our relationship with The Town of Montague by providing these services. If this amendment is acceptable, please sign and return one copy to our attention as your authorization to proceed. Please contact us if you have any questions, comments, or require additional information.

Very truly yours,

TIGHE & BOND, INC.


 Craig S. French, PE
 Vice President
 c: 978-660-9750
 e: csfrench@tighbond.com

Approved


 Jason L. Curtis, PE
 Senior Vice President
 c: 413-695-5207
 e: jlcurtis@tighbond.com

ACCEPTANCE

On behalf of the Town of Montague, the scope, fee, and terms of this amendment are hereby accepted.

 Authorized Representative

Matthew Lord, Selectboard Chair

 Print Name and Title

November 17, 2025

 Date

Attachments:

Appendix A: Design Phase Alternatives

Appendix B: Survey Limits

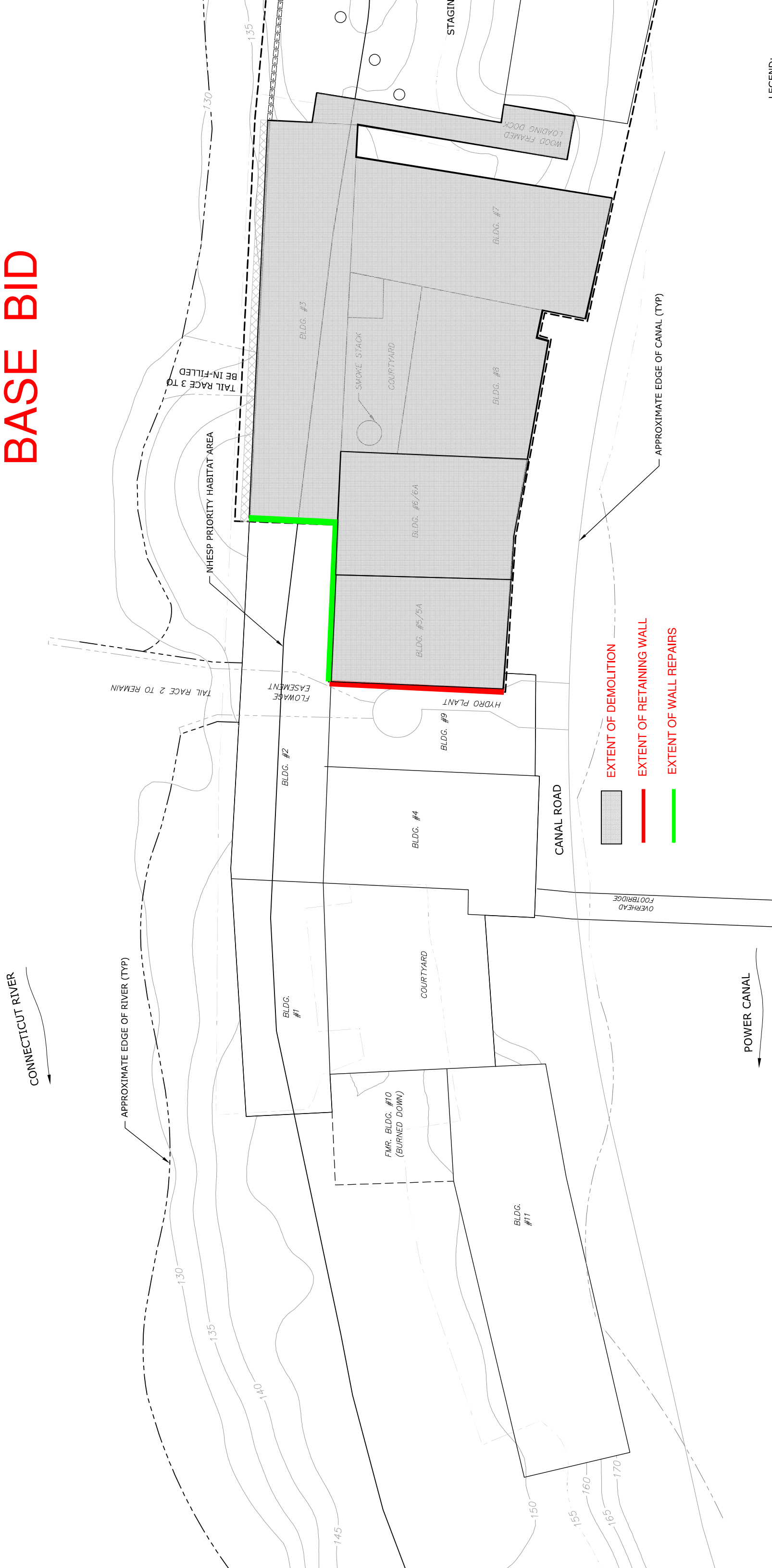
Appendix C: Preliminary Project Schedule

J:\M\M5003 Montague\012 Revised Strathmore Mill Demo Design\Proposals\Design Phase\FINAL version\Strathmore Mill Design Phase Proposal FINAL.doc

APPENDIX A

Design Phase Alternatives

BASE BID



ALTERNATE 1

CONNECTICUT RIVER

APPROXIMATE EDGE OF RIVER (TYP)

TAIL RACE 2 TO REMAIN

TAIL RACE 3 TO BE IN-FILLED

NHESP PRIORITY HABITAT AREA

BLDG. #1

BLDG. #2

LOWAGE ASSEMENT

FMR BLDG. #10
(BURNED DOWN)

COURTYARD

BLDG. #4

BLDG. #9

HYDRO PLANT

BLDG. #5/5A

BLDG. #6/6A

BLDG. #11

SMOKE STACK

COURTYARD

BLDG. #8

BLDG. #7

WOOD FRAMED
LOADING DOCK

STAGIN

CANAL ROAD

OVERHEAD
FOOTBRIDGE

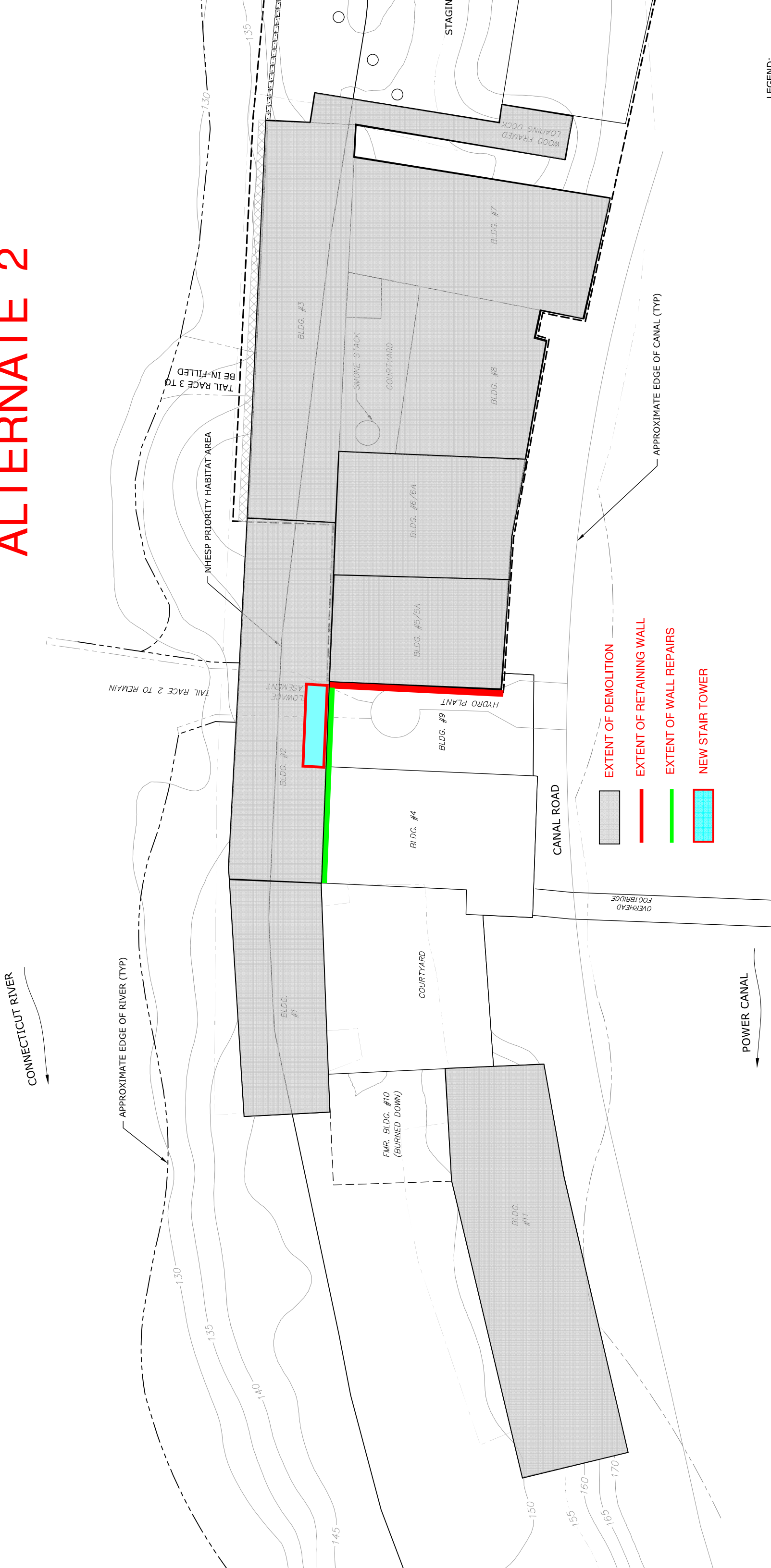
POWER CANAL

APPROXIMATE EDGE OF CANAL (TYP)

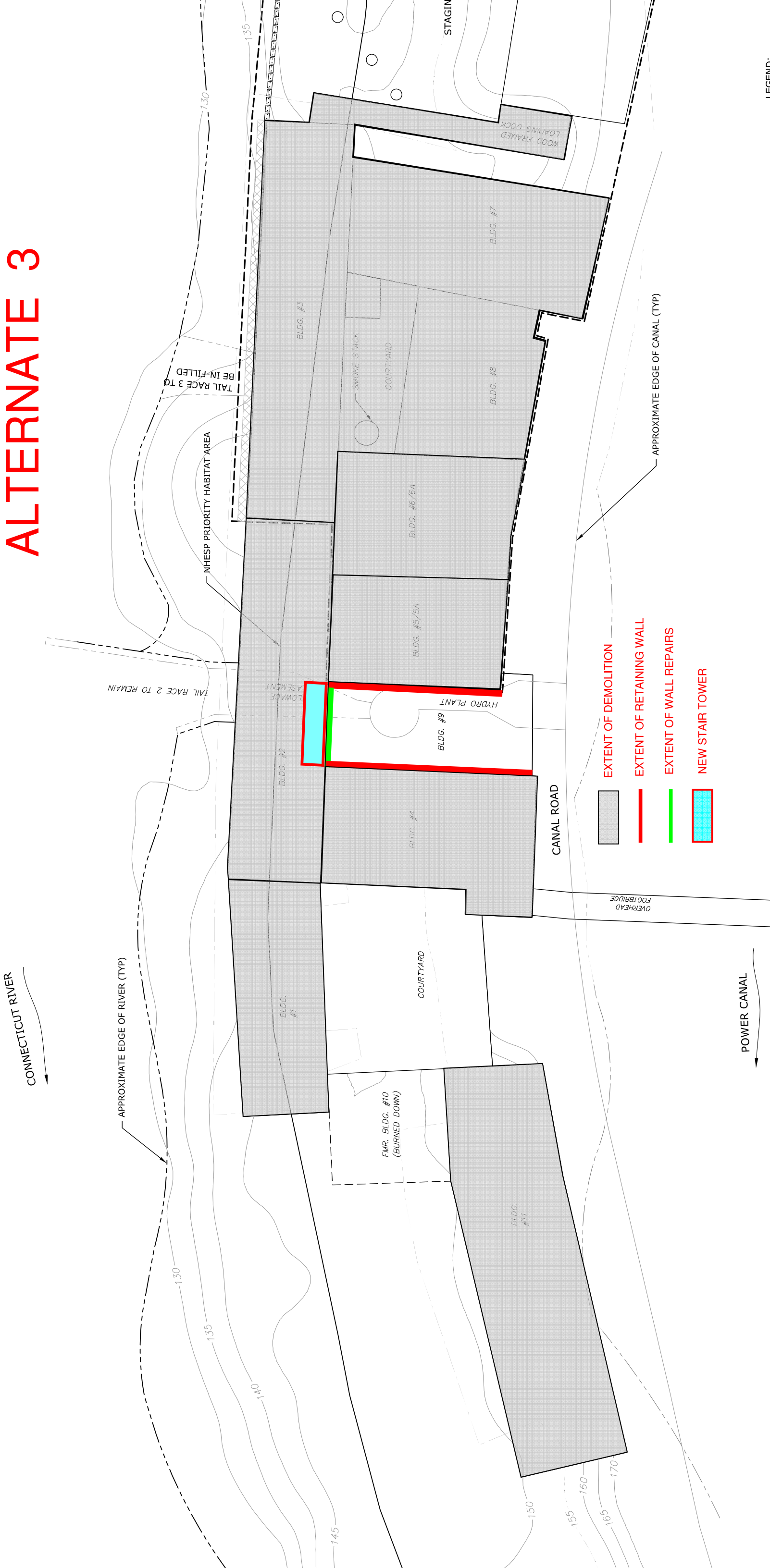
- EXTENT OF DEMOLITION
- EXTENT OF RETAINING WALL
- EXTENT OF WALL REPAIRS
- NEW STAIR TOWER

LEGEND

ALTERNATE 2



ALTERNATE 3

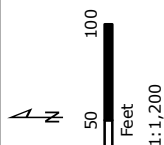


APPENDIX B

Limits of Survey - Figure 1

LEGEND

	Buildings to be Demolished
	Buildings to Remain
	Erosion and Sediment Controls
	Limit of Vegetation Removal
	Limit of Work
	Project Locus
	Limit of Demolition
	Approximate Parcel Boundary

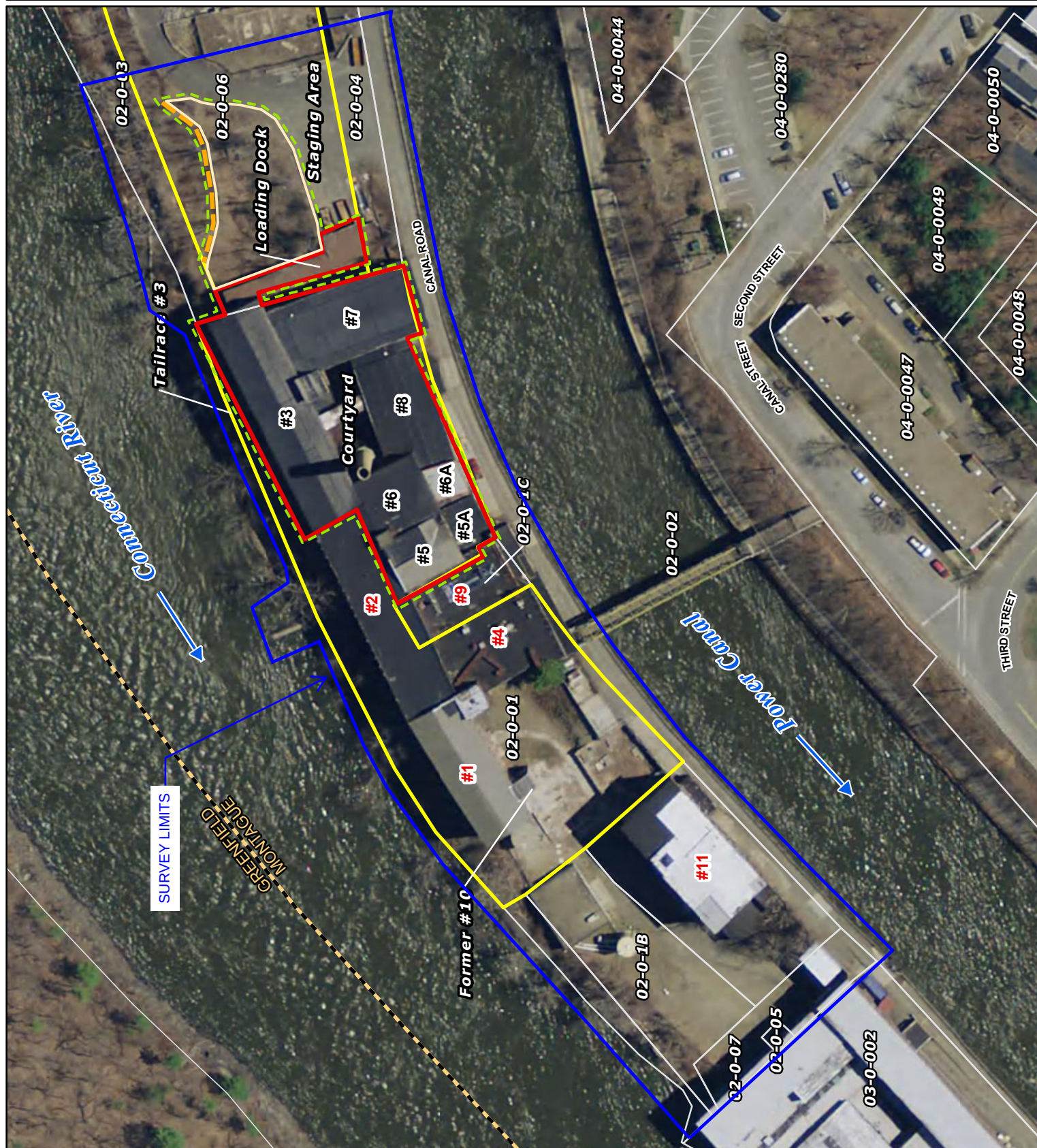


1. Based on MassGIS Color Orthophotography (2014).
2. Montague Parcels (2017); Greenfield Parcels (2018) downloaded from MassGIS and
3. No vehicle having maximum wheel loading in excess of six thousand (6,000) pounds with minimum axle spacing of at least four (4) feet along the FirstLight Travel Way; and, if the canal is downsloped, as determined by FirstLight in its sole discretion), no vehicle having maximum wheel loading in excess of four thousand (4,000) pounds shall be permitted passage along the FirstLight Travel Way.
4. Contours derived from MassGIS LIDAR Terrain Data. The location of the MassGIS canal is located entirely within the 100-foot Buffer Zone to Bank (not shown).

**Former Strathmore
Paper Mill Complex
8 & 20 Canal Road
Montague, Massachusetts**

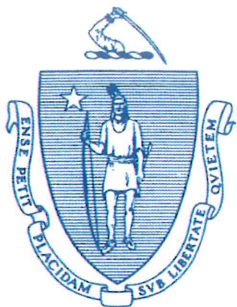
March 2019

Tighe & Bond
Engineers | Environmental Specialists



APPENDIX C

Preliminary Project Schedule



Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Commonwealth of Massachusetts

Department of Fish and Game

100 Cambridge Street, Suite 620
Boston, Massachusetts
02114



Rebecca L. Tepper
Secretary

Thomas K. O'Shea
Commissioner

November 6th, 2025

Mathew Lord, Select Board Chair
Town Hall Offices
1 Avenue A
Turners Falls, MA 01376

Dear Select Board Chair:

The Massachusetts Department of Fish and Game (DFG) is considering to purchase the fee interest in land located in the Town of Monson. This letter is intended to serve as written notice of the DFG's interest in acquiring this property.

The property under consideration contains 23 (+/-) acres of wildlife habitat. Enclosed is a locus Map Track No. 2026-1-10 that depicts the property in which the DFG is interested. The current use of the property is predominantly open space in its natural condition. If acquired, DFG, working through its Divisions of Fisheries and Wildlife, will retain the property as open space, protect and manage the wildlife resources, and provide public access for passive outdoor recreational opportunities including wildlife observation, hunting, fishing and trapping.

Payment of Property Taxes on DFG Fee Interest Acquisitions:

1. For DFG fee acquisitions completed from January 1 to June 30: Once acquired, DFG will pay the remaining real estate taxes on the property for that fiscal year, and the full real estate tax bill on that property the following fiscal year.

2. For DFG fee acquisitions completed from July 1 to December 30: Once acquired, DFG will pay the remaining real estate taxes on the property for that fiscal year.

I hope that the Select Board will consider providing a letter of support for DFG's purchase of the property, a copy of which can be emailed to me (Kevin.Chaffee@mass.gov) with the original mailed to:

Christy Edwards
Director of Capital Planning and Land Protection
Department of Fish and Game
100 Cambridge Street, Suite 620
Boston, MA 02114

Sincerely,

A handwritten signature in dark ink, appearing to read 'K. Chaffee', with a long horizontal flourish extending to the right.

Kevin Chaffee
Land Agent

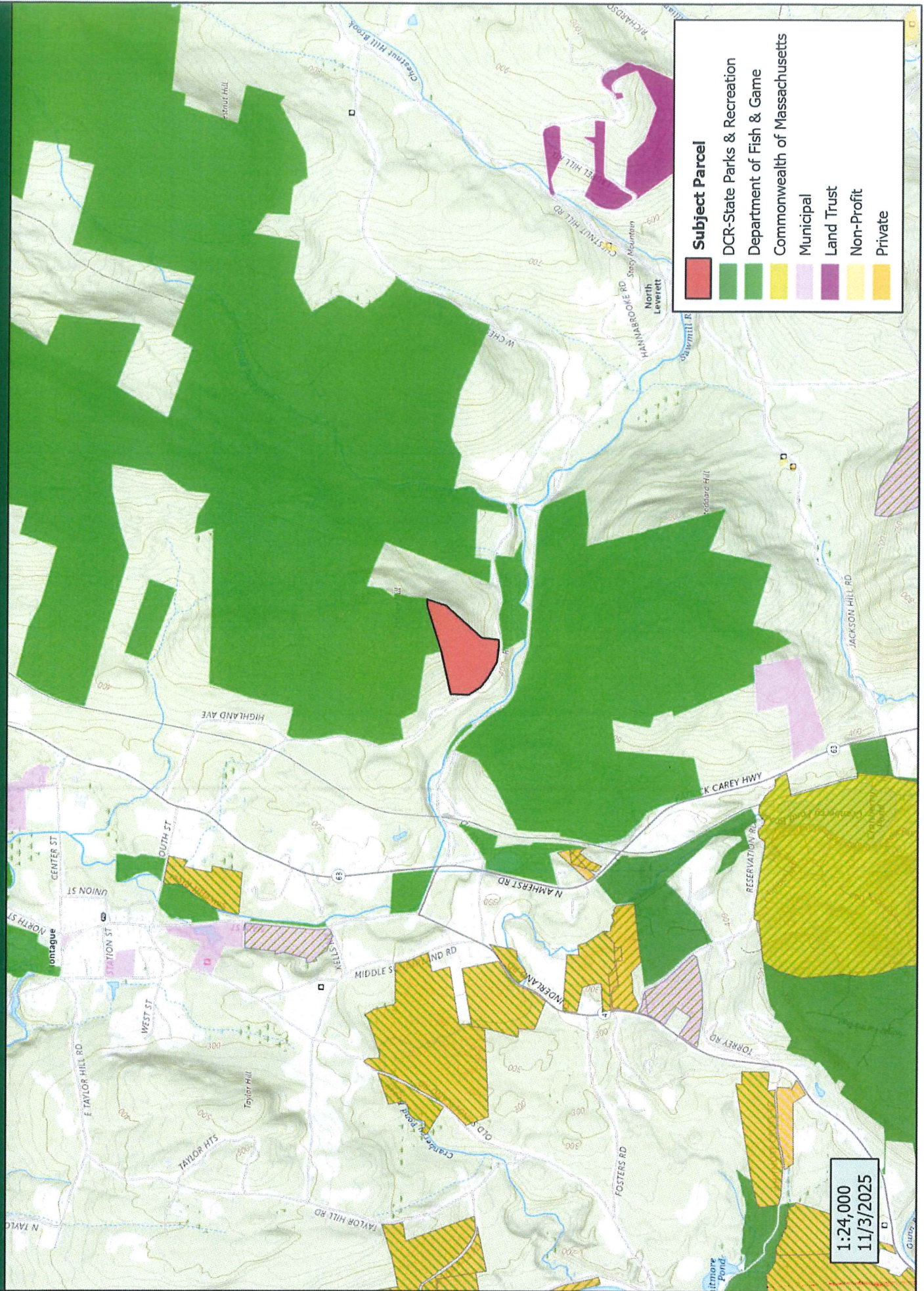
Enclosures: Map Track No. 2026-1-10

Track No. 2026-1-10

Subject Parcel

- DCR-State Parks & Recreation
- Department of Fish & Game
- Commonwealth of Massachusetts
- Municipal
- Land Trust
- Non-Profit
- Private

1:24,000
11/3/2025



1:24,000
11/3/2025