

MONTAGUE SELECTBOARD MEETING

VIA ZOOM

Monday, December 8, 2025

AGENDA

Join Zoom Meeting <https://us02web.zoom.us/j/84252671185>

Meeting ID: 842 5267 1185 Passcode: 217799 Dial into meeting: +1 646 558 8656

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

Meeting Being Taped

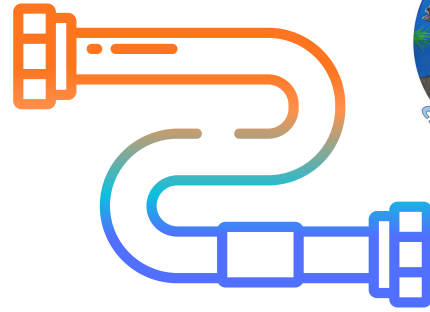
Votes May Be Taken

1. 6:00PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:00 Approve Minutes: Selectboard Meeting December 1, 2025, if available
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. 6:05 **Chelsey Little, Sewer Commission**
 - Millers Falls Flow Update for 2025
 - Clean Water Facility Staffing Request: Mechanic
5. 6:20 **Licenses**
 - RiverCulture "Use of Public Property" and "Entertainment License", Spinner Park on Friday December 12 from 6-7pm for It's a Wonderful Night in Turners Falls, visit from Santa with two-piece band playing holiday music
 - RiverCulture "Use of Public Property" Montague Center Common, Saturday, December 13 from 1:30-2pm for a visit from Santa sponsored by the Montague Center Fire Department
6. 6:25 **Wendy Bogusz, Town Clerk**
 - Requested changes to Town Clerk Department Job Descriptions
 - Proposed changes to Town Clerk fees
7. 6:35 **Assistant Town Administrator's Business**
 - Shea Theater Cultural Facilities Grant Application Letter of Support and request for matching funds
 - Transfer \$2,380.67 into Shea Theater from Community Development Discretionary Account
 - Franklin Regional Council of Governments Municipal Priority Projects Survey
 - Other Updates
8. 6:45 **Town Administrator's Business**
 - Accept Sustainable Materials Recovery Program Municipal Grant (\$8,400)
 - Farren Redevelopment updates: Town awarded Technical Assistance from Urban Land Institute to help guide the land disposition process.
 - Topics not anticipated in the 48-hour posting requirements

Next Meeting:

Selectboard: Monday, December 15, 2025, at 6:30PM via ZOOM.

Millers Falls Flow: 2025



4A

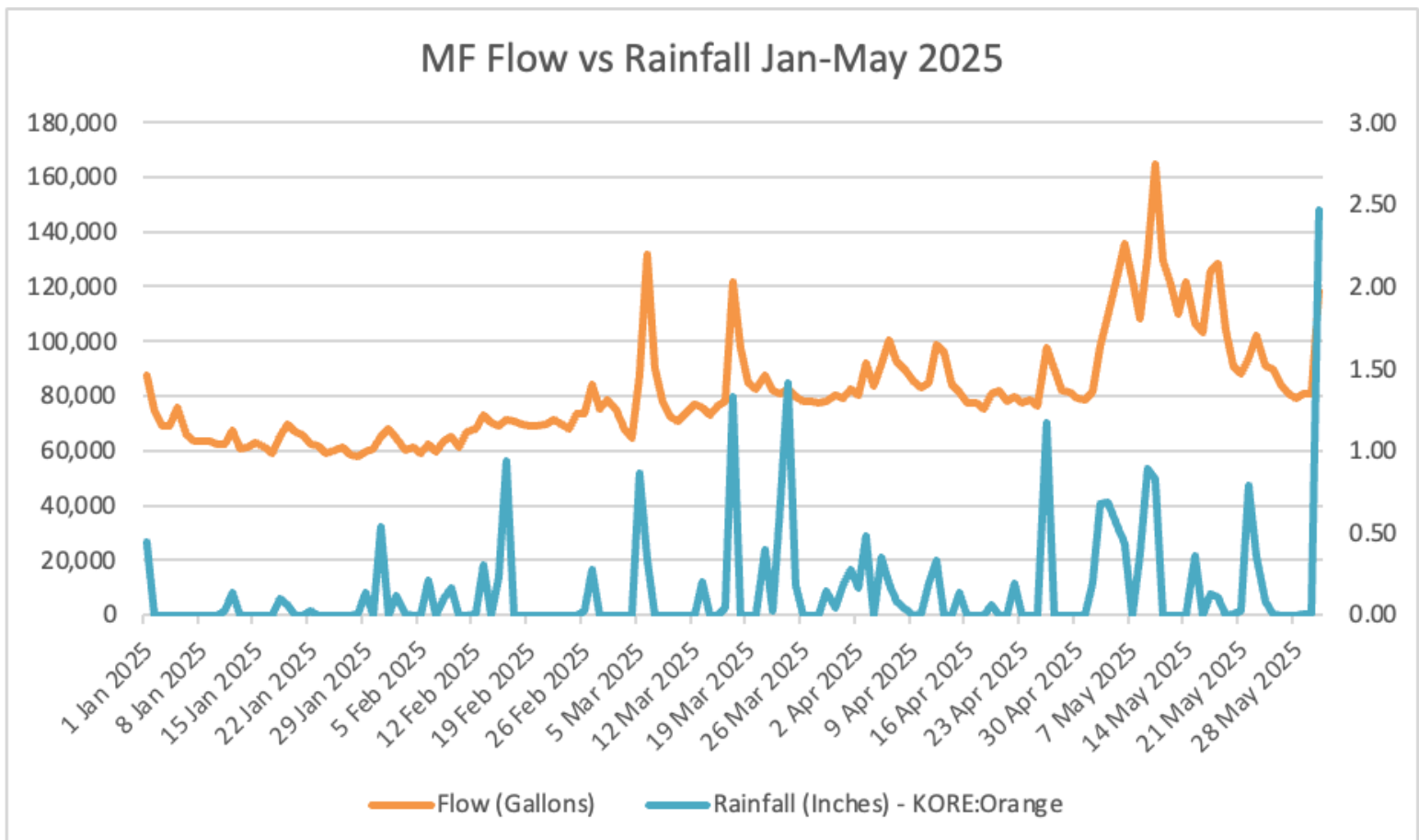
Time period: 01/01/2025 - 12/01/2025

Overview

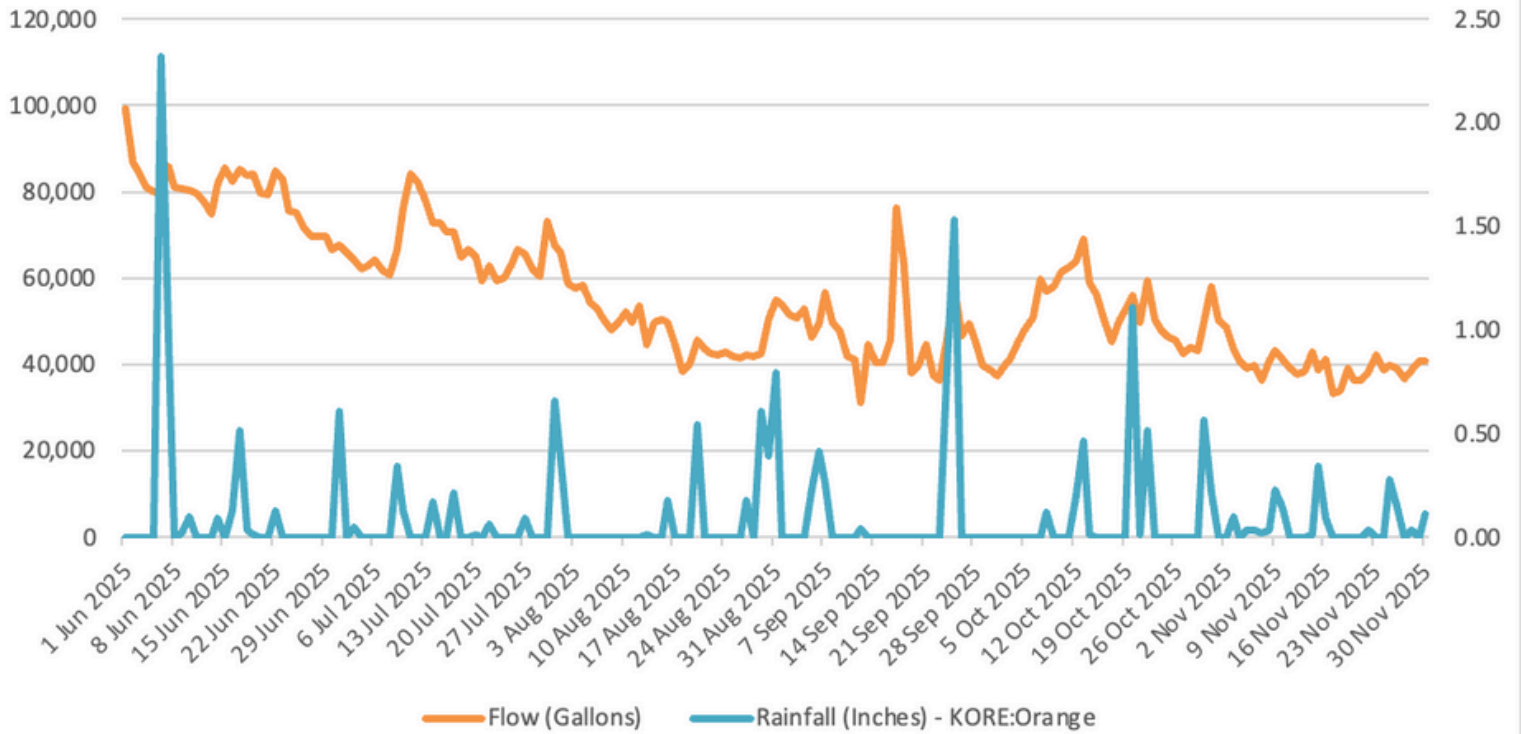
Contracted Limit: 33,191,000 gallons/year (90,934 gallon daily average)

Total to Date: 22,469,132 gallons (61,559 gallon daily average)

Min: 30,816 gallons/day in November **Max:** 164,999 gallons/day in May



MF Flow vs Rainfall June-Nov 2025





Town of Montague • Massachusetts

Clean Water Facility

34 Greenfield Rd
Montague, MA 01351
TEL. (413) 773-8865

CWF Staffing Request-Mechanic

Summary

The CWF seeks to create a full time Mechanic position to assist the Lead Mechanic with the wide array of maintenance, work requests, emergency repairs, and equipment rebuilds required to keep the wastewater treatment facility and remote pump stations in working order.

Current Capacity

Currently, the facility has a full-time Lead Mechanic position, which is responsible for all general maintenance of equipment at the wastewater facility, eight remote pump stations, and four remote grinder pumps located throughout Town. Annually, this equates to managing over **181 assets**, performing over **315** preventative maintenance tasks, and responding to an average of **33** emergency repairs. (Data from task analytics Nov 24, 2024-Nov 23, 2025.)

Many systems within wastewater treatment are well beyond their anticipated lifespan, which requires a substantial amount of maintenance to keep them operational. While the facility has been able to upgrade some of the systems and equipment, new equipment still requires preventative maintenance and can experience breakdowns at any given time. Having only one position responsible for much of the mechanical work has created a perpetual backlog of maintenance tasks, which inevitably causes unplanned and emergency downtime on equipment, and causes delays in rehabbed equipment being placed in service again. (Compounding backlogs also occur when the Lead Mechanic uses any time off.)

Future Capacity

Assets are not expected to be reduced, as all current equipment must be operational 24/7, and must remain redundant as per Mass General Law governing wastewater facilities. The amount of maintenance required to adequately run wastewater treatment in Montague is not anticipated to decrease, and as equipment ages, the need for maintenance is anticipated to increase.

Proposal Budgetary Impacts

The CWF proposes a full-time Mechanic (Grade F, \$25.92-\$33.83/hour) who will work exclusively under the Lead Mechanic, and whose time would be dedicated to maintenance tasks, including but not limited to:

- Performing preventative maintenance daily rounds
- Diagnosing mechanical problems; offering recommendations on repair/replacement

- Repairing equipment generated from work requests
- Responding to emergencies/mechanical troubleshooting
- Preparing seasonal equipment for use
- Assisting with equipment rebuilds

Despite the staffing budget increase, the facility foresees several cost savings and cost avoidances with having a dedicated position working closely with the Lead Mechanic. Two major examples include preventing unplanned downtime on equipment, and expanding the ability to rebuild equipment in-house, which saves tens of thousands annually as compared to sending equipment out to be refurbished via a third party.

Conclusion

Unlike many other wastewater facilities of similar size, the Montague CWF is extremely unique in that it employs an in-house mechanic on staff. The wastewater mechanic positions are highly specialized and require on the job apprenticing to acquire the specific skills needed to work on equipment. Ensuring another dedicated mechanical position will aid in maintaining continuity of operations, which in turn facilitates greater permit compliance, and will aid in offsetting the increasing costs of maintaining equipment.

5A



**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: Suzanne LoMaato

Address of applicant: 1 Avenue A Turners Falls

Phone # of applicant: 413-863-3200 ext. 115

Name of organization: RiverCulture

Name of legally responsible person: T. O. M.

Location of assembly: Spinner Park

Date of assembly: Friday, December 12, 2025

Time of assembly: Begin: 6pm End: 7pm

Number of expected participants: 80

If a procession/parade: Visit from Santa

Route: _____

Number of people expected to participate: _____

Number of vehicles expected to participate: _____

Subject of demonstration: It's a Wonderful Night in Turners Falls

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

Signatures:

Police Chief: [Signature] Date: 12/1/25

Comments/Conditions: _____

Board of Selectmen, Chairman: _____ Date: _____

Comments/Conditions: _____

music: Its a Wonderful Night in Turners Falls

TOWN OF MONTAGUE
APPLICATION FOR AN ENTERTAINMENT LICENSE
SPECIAL AND REGULAR

PURSUANT TO CHAPTER 140, SECTION 183-A (SEVEN DAYS)
CHAPTER 140, SECTION 181

Date of Application: 11/24/25 Date Approved: Fee: 0

To the Local Licensing Authority:

The undersigned respectfully applies for an Entertainment License for daily operation, calendar year 20 25 during the following hours:

Sunday	from:	to:	Thursday	from:	to:
Monday	from:	to:	Friday	from:	to:
Tuesday	from:	to:	Saturday	from:	to:
Wednesday	from:	to:	Legal Holiday	from:	to:

This is a "special entertainment permit" request? DATE: 12/12/25 { yes } { no }

This is an annual renewal? { yes } { no }

1. NAME OF APPLICANT: Suzanne Lo Manto TELEPHONE: 413-863
2. D/B/A: River Culture 3200 ext 115.
3. PREMISES: Spinner Park, Ave A + Third St. BUSINESS PHONE:

4. The specific categories of licensed entertainment sought to be approved are:

Radio Jukebox Video Jukebox Pinball Machines
Wide Screen TV Television/Cable Pool Tables Tuba + trumpet

Automatic Amusement Devices: Video Games, Number of: Type: Video or Keno

Dancing by patrons size of floor
Instrumental Music number of instruments & amplifiers
Live Vocalists number of persons/type of show
Exhibition type
Trade Show type
Athletic Event type
Play type
Readings of Poetry or other
New Years Eve "after midnight entertainment"

Indoors: Size of area to be used: Allowed: Number of People: 80 Allowed:
Outdoors: Size of area to be used: Available Parking:

Alcohol to be served: NO

Applicant Signature

*****OFFICE USE ONLY*****

Board of Health Date
Police Department, Chief Date 12/1/25

Fire Department, Chief Date

Board of Selectmen, Chairman Date

Inspector of Buildings Date

5B

Board of Selectmen Town of Montague

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

Event Application for use of PESKEOMPSKUT PARK and MONTAGUE CENTER TOWN COMMON

Name of applicant Suzanne LoManto

Name of business/group sponsoring proposed event if applicable: River culture

If applicable, number of years your organization has been running this event in Montague?

Address 1 Avenue A, Turners Falls

Contact phone 413-863-3200

Contact email riverculture@montague-ma.gov

FID

Dates of proposed event Sat. 12/13

Location: Montague Center Common

Hours 1:15 - 2pm

Setup:

Clean Up:

Approximate number of people expected to attend 40

What provisions will be made regarding clean up of site?

Will the proposed event be:

- ☐ Musical
- ☐ Theatrical
- ☐ Exhibitions
- ☐ Amusements
- ☐ Wedding
- ☐ Other

Visit from Santa via
Montague Center Fire Dept.

Fully & specifically describe content of the proposed exhibition, show and/or amusements:

Fully & specifically describe the premises upon which the proposed event is to take place.

Visit from Santa-Montague
Center Common

Use back of form or attach a map of the premises indicating parking area(s), entertainment area(s), vendor area(s), location & number of toilets, location & number of garbage receptacles, garbage storage area, camping area(s), and location of first aid/medical stations.

Will vendors be selling:

- ☐ merchandise
☐ food/beverage
☐ alcohol
☐ other services _____

Fully & specifically describe the extent to which the event and/or premises would affect public safety, health, or order. If serving alcohol, indicate separate serving area, approved server i.e. TIPS trained. (separate license required to serve alcohol)

N/A

Describe the appropriate level and nature of security and/or traffic control that would be needed and what provisions have been made.

N/A

What provisions will be made regarding first aid and emergency medical care?

Fire Dept. on site

Are you also applying to place signs within Montague to advertise or give directions to your event? (See the Montague Building Inspector)

If so, at which locations?

No

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

I attest that to my knowledge the information provided in this application is accurate and not misleading.

N/A

Signature of applicant

Date

11/24/25

License fees:

Monday – Saturday = \$25.00 per day

Sunday = \$50.00

BOARD OF SELECTMEN – Approval

POLICE CHIEF - Approval / Comments

James D. Heslop

Date:

Date:

12/1/25

BOARD OF HEALTH – Approval / Comments

N/A

Date:



TOWN CLERK'S OFFICE

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

townclerk@montague-ma.gov

Wendy M. Bogusz
Town Clerk

Tina M. Sulda
Assistant Town Clerk

6A

DATE: December 3, 2025

TO: Walter Ramsey
Town Administrator

FROM: Wendy Bogusz
Town Clerk

RE: Town Clerk Department Job Descriptions

Good Afternoon Walter:

While reviewing our department's job descriptions I noticed a few items that need to be corrected and added to the Physical Skills section of the Town Clerk, Assistant Town Clerk and Administrative Assistants descriptions. Previously the weight limit was 30 pounds but it should be changed to 50 pounds as our ballot machines weigh 45 pounds when empty. I have highlighted the updates in yellow below.

TOWN CLERK

Physical Skills:

Minimal physical demands are required to perform most of the work. The work principally involves sitting, with intermittent periods of stooping, walking, standing and traveling between town hall and polling locations during elections. May be required to lift/move objects such as files, boxes of papers/ballots, polling machines, office supplies, and office equipment weighing up to 50 pounds. At election time, physical work may be required to handle election materials and equipment.

ASSISTANT TOWN CLERK

Physical Skills:

Minimal physical demands are required to perform most of the work. The work principally involves sitting, with intermittent periods of stooping, walking, standing and traveling between town hall and polling locations during elections. May be required to lift/move objects such as files, boxes of papers/ballots, polling machines, office supplies, and office equipment weighing up to 50 pounds. At election time, physical work may be required to handle election materials and equipment.

ADMINISTRATIVE ASSISTANT

Physical Skills:

Minimal physical demands are required to perform most of the work. The work principally involves sitting, with intermittent periods of stooping, walking, standing and traveling between town hall and polling locations during elections. May be required to lift/move objects such as files, boxes of papers/ballots, polling machines, office supplies, and office equipment weighing up to 50 pounds. At election time, physical work may be required to handle election materials and equipment.

Municipality	Certified Copies	Marriage Intentions	Spay/Neuter	Intact	Business Certificates	Street List	Raffle/Bizarre
Sold FY24	490	30	no data	no data	39	4	3
Sold FY25	570	29	732	97	40	26	5
Sold FY26 as of 11/30/25	405	15	94	23	20	11	1
Proposed Montague	No Change	\$40.00	\$10.00	\$15.00	\$30.00	\$15.00	\$20.00
Current Montague	\$10.00	\$30.00	\$5.00	\$10.00	\$25.00	\$10.00	\$10.00
Amherst	\$10.00	\$40.00	\$5.00	\$15.00	\$60.00	\$10.00	no data
Athol	\$10.00	\$25.00	\$8.00	\$15.00	\$40.00	\$15.00	\$10.00
Deerfield	\$10.00	\$20.00	\$10.75	\$15.75	\$20.00	\$10.00	\$20.00
Erving	no data	no data	\$10.00	\$15.00	no data	no data	no data
Gill	\$5.00	\$15.00	\$15.00	\$20.00	\$20.00	\$10.00	\$0.00
Greenfield	\$20.00	\$50.00	\$20.00	\$25.00	\$50.00	\$26.50	\$40.00
Hadley	\$10.00	\$25.00	\$5.00	\$10.00	\$40.00	\$15.00	no data
Northfield	\$5.00	Resident - \$15 Non Res- \$18	\$5.00	\$10.00	\$20.00	no data	no data
Sunderland	\$10.00	\$20.00	\$10.00	\$15.00	\$30.00	\$10.00	\$20.00
Orange	\$10.00	\$30.00	\$10.00	\$20.00	\$40.00	\$10.00	\$15.00

*Certified Copy increase seen with Real ID requirements



Office of the Selectboard Town of Montague

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December 8, 2025

Mass Cultural Council
10 St. James Avenue, 3rd Floor
Boston, MA 02116-3803

On behalf of the Montague Selectboard, I am pleased to offer our strong support for the Shea Theater Arts Center, Inc.'s application to the Massachusetts Cultural Council's Cultural Facilities Fund.

The Shea Theater, located in the Town-owned building at 71 Avenue A in the village of Turners Falls, is one of Montague's most important cultural assets. Operated by Shea Theater Arts Center, Inc. under a long-standing lease, the venue provides performances, arts education, and community events that contribute significantly to the vitality of Turners Falls and the region.

The proposed project will address essential facility needs, including:

- Exterior improvements, such as façade work and an accessible lift;
- Interior upgrades, including deferred maintenance and replacement of the aging fly system;
- Sound and lighting enhancements to meet contemporary performance standards.

These upgrades are crucial for ensuring the Shea's long-term sustainability, accessibility, and safety. The Selectboard supports the Shea Theater Arts Center, Inc.'s efforts to secure this funding and recognizes the importance of assembling a viable local match. While any specific commitments will be subject to appropriation of funding by Town Meeting, we are supportive of the overall goal of meeting the match requirement and strengthening this public asset.

The Shea Theater plays a central role in Montague's cultural and economic life, and we respectfully encourage the Mass Cultural Council to give this application full consideration.

Sincerely,

Matthew Lord
Chair, Montague Selectboard
Town of Montague, Massachusetts

Community Development Discretionary Account

Transfer Request

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

Authorization to transfer \$ 2,380.67

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

To: CD Shea Theater (225-5-184-5240-000)

Request Date: 12/08/2025

Matthew Lord, Selectboard Chair

Balances before transfer

CD Discretionary Unallocated: \$64,714.69

CD Shea Theater: (\$380.67)

Balances post transfer

CD Discretionary Unallocated: \$62,334.02

CD Shea Theater: \$2,000.00



Office of the Selectboard Town of Montague

1 Avenue A (413) 863-3200 Ext. 107
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MEMORANDUM

Date: November 26, 2025
To: Selectboard
From: Chris Nolan-Zeller, Assistant Town Administrator
Re: FRCOG Municipal Priority Projects

On November 20, Walter and I received an email from Bob Dean, Director of Municipal Services for the Franklin Regional Council of Governments (FRCOG). In this email, he explained that FRCOG is currently soliciting lists of priority projects from all 26 municipalities they serve, specifically those projects that may need grant funding to implement.

These lists will be used by FRCOG to (1) illustrate the continued need for funding to the region by state and federal partners, and (2) assist with matching our needs with eligible federal and state funding resources. FRCOG has received grant funding from the state to assist communities in the region with grant applications, and has requested we provide them with a list of projects with the project name, brief description, current status, estimated cost, and relative priority number.

After meeting this week, Walter and I have compiled the following list to submit to FRCOG, and are seeking input from the Board on whether to keep this list or make any revisions.

Priority #	Project Name	Brief Project Description	Current Status	Estimated Cost
1	Strathmore Cleanup / Canal District Improvements	Continue building on the current Strathmore cleanup project to include Alternates 1-3 for building demolition, allowing for the removal of all Town-owned buildings from this hazardous	Project has received grant funding from state earmark and EPA Brownfields Cleanup grant, but current budget only allows for removal of about half of the site's Town-owned buildings.	\$8.3 million

The Town of Montague is an Equal Opportunity Provider & Employer.

		site. Funds are also desired for redevelopment of the site into a riverfront park.		
2	Former Farren Site Redevelopment	Redevelop the currently vacant Farren Care Center property into a walkable mixed-use village center for Montague City.	Strategic re-zoning took place in 2025 and was approved by Town Meeting. The Town is now soliciting expert advice from development and real estate professionals about promoting development of the site in a way that will benefit the Town's housing and economic development goals.	Unknown
3	Clean Water Facility Improvements	Planning, design, and construction for improvements to the Town's aging wastewater treatment facility.	Despite several repairs in recent years, the maintenance needs of the older half of the Clean Water Facility continue to pose a major burden for Town staff and resources. The Town is seeking \$125,000 in grant funds to conduct an evaluation and facility plan.	\$125,000 for planning stage, unknown design and construction costs

The Town of Montague is an Equal Opportunity Provider & Employer.

SIGN AND RETURN THIS DOCUMENT TO MASSDEP VIA EMAIL

**GRANT SCOPE OF WORK
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION (“MassDEP”)
AND THE Town of Montague (“Grantee”)**

Pursuant to the Green Communities Act, relevant provisions of which are codified at M.G.L. c. 25A, Section 11F(d) and the regulations promulgated thereunder at 310 CMR 19.300 and in support of the Massachusetts Solid Waste Master Plan developed pursuant to M.G.L. c. 16, Section 21, MassDEP has awarded the Municipality a Sustainable Materials Recovery Program Grant (“Grant”) under the Recycling Dividends Program (“RDP”). The Municipality has earned a payment of \$8,400. MassDEP and Grantee shall collectively be referred to as the Parties.

The RDP provides payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction. Municipalities receive payments according to the number of points their program earns based on the [2025 Details: Recycling Dividends Program](#) and number of residential households served as described below. The RDP provides an incentive for municipalities to improve their recycling programs by implementing best practices and reward communities with model recycling and waste reduction programs.

Duration of the Grant: The term of this Scope of Work shall be in effect until the municipality has expended all RDP funds and reported to MassDEP on use of funds.

RESPONSIBILITIES OF THE MUNICIPALITY

1. **Authority:** The signatory of this Grant Scope of Work is authorized by the governing body of the Grantee to enter into this Grant Scope of Work on behalf of the Grantee and accept and utilize this Grant.
2. **Commonwealth Terms and Conditions:** The Grantee shall comply with the Commonwealth Terms and Conditions and other requirements set forth in the Grantee’s executed Master Agreement.
3. **Failure to Comply:** If, in the judgment of MassDEP, the Grantee fails to comply with any of its responsibilities as identified in the Grant Scope of Work, then, at the election of MassDEP, (a) the Grantee may be deemed ineligible to participate for what time remains of the Grant period; and/or (b) title to all Grant materials purchased with these Grant funds immediately and without any further steps shall be transferred to MassDEP; and/or (c) MassDEP may find the Grantee not eligible to seek another Sustainable Materials Recovery Program Grant for up to three years; and/or (d) the Grantee shall repay the Grant funds to MassDEP within 90 days. MassDEP may provide written notice to the Grantee of any such failure to comply. Such notice may provide a time period and manner for the Grantee to cease or remedy the failure. Such notice from MassDEP of any such failure by the Grantee is not a precondition to MassDEP’s right to select options (a), (b), (c), and/or (d) above. The Grantee shall follow the instructions of MassDEP regarding possession of the Grant materials (e.g., collection container). The Parties hereby agree to execute any and all documents necessary to accomplish said transfer. Furthermore, the Grantee shall transfer or arrange to transfer actual possession of said materials to an authorized representative of the Commonwealth of Massachusetts or its designee.
4. **Recycling in Practice:** The Grantee has established paper, bottle, and can recycling in all municipal buildings, offices and meeting spaces, including schools. The Grantee shall continue such paper, bottle and can recycling during the term of the Grant.
5. **Notification of Buy Recycled Policy:** The Grantee has established a written policy which promotes a preference for the purchase of recycled products in lieu of non-recycled products and distributes an annual notification of the Buy Recycled Policy, ordinance or by-law to all staff, department heads and employees with purchasing authority. This notice shall be sent from the Mayor, Board of Selectmen, Town Manager, Town Administrator or Chief Purchasing Officer and highlights specific opportunities to buy recycled products, the benefits of buying recycled products, and encourages the purchase of these products. The Grantee shall continue to send an annual notification during the term of the Grant.
6. **RDP Payment Calculation:** MassDEP has calculated the RDP Payment using the table below which shows payment brackets based on the number of households served by the municipal solid waste program and the point value for each bracket. See [2025 Details: Recycling Dividends Program](#) guidance document for additional information on point value.

RDP Payment Brackets:

# of Households that Receive Trash Service Provided by the Municipality	Point Value - Basic Level 1-9 pts.	Point Value - Advanced Level ≥ 10 pts. & RDP EJ Populations
0 - 4,999	\$420	\$600
5,000 - 7,499	\$770	\$1,100
7,500 - 9,499	\$910	\$1,300
9,500 - 12,499	\$1,260	\$1,800
12,500 - 16,999	\$2,100	\$3,000
17,000 - 24,999	\$2,450	\$3,500
25,000 - 31,999	\$2,800	\$4,000
32,000 - 99,999	\$4,550	\$6,500
100,000 +	\$7,000	\$10,000

1. **Program Criteria:** The Municipality, through its RDP application, certifies that all points earned are for programs that were in place between July 1, 2025 and June 30, 2026 and that these programs fully meet the performance standard set forth in the [2025 Details: Recycling Dividends Program](#) guidance document.
2. **Use of Funds:** RDP Payments shall be expended on activities and programs listed on the [Approved Spending Categories](#) for the Recycling Dividends Program and Regional Small Scale Initiative Funds, to enhance the performance of the Municipality's waste reduction programs. **Use of a dedicated account is required.** Funds may be carried over to future years and accumulated to fund a larger eligible expense or project. Planned use of funds shall be noted on the Annual RDP Spending Report. However, MassDEP may delay future RDP payments if municipality is not expending funds.
3. **Record Keeping:** The Municipality shall be responsible for keeping documentation (i.e., proof of purchase in the form of an invoice which lists the vendor name and address, item purchased, item price, number of items purchased and shipping costs if any) by calendar year, of how RDP funds were expended and the remaining balance of RDP funds. MassDEP may conduct record audits to ensure compliance with this Contract.
4. **Reporting:** The Grantee shall file an annual Recycling and Solid Waste survey and the RDP Spending Report by February 15, via ReTRAC, for the duration of this Grant. Failure to comply with these reporting requirements may jeopardize future grant awards.
5. **Environmental Compliance:** The Grantee understands receipt of a grant from MassDEP does not in any way imply that the Grantee is in compliance with applicable environmental regulations. This Grant Scope of Work shall not be construed as, nor operate as, relieving the Grantee or any other person of the necessity of complying with all applicable federal, state, and local laws, regulations and approvals. The Grantee's facility(ies) are subject to inspection at any time by MassDEP and noncompliance with applicable environmental regulations may result in formal enforcement actions, including penalties.
6. **Addendums:** Should MassDEP award additional Grant funds, an addendum to the Grant Scope of Work shall be provided to the Grantee. The same terms and conditions apply to the addendum.

1. **RDP Payment Calculation:**

The Municipality's payment has been calculated as follows:

(NET RDP POINTS EARNED) x (VALUE OF EACH POINT)

a. Bulky Items	1
b. Center for Hard to Recycle Materials	1
c. Curbside Recycling Regulation	0
d. Diversity, Equity, and Inclusion	0
e. Household Hazardous Waste	2
f. Organics	2
g. Recycling Center Access	0
h. Reuse Programs	2
i. Solid Waste Reduction	5
j. Waste Prevention Outreach and Education	1
 TOTAL RDP POINTS EARNED	 14
 POINT DEDUCTED DUE TO LATE SUBMISSION	 N/A
 NET RDP POINTS EARNED	 14
 VALUE OF EACH POINT	 \$600
 RDP PAYMENT AMOUNT	 \$8,400

IN WITNESS WHEREOF, MassDEP and the Grantee hereby execute this Grant Scope of Work.

COMMONWEALTH OF MASSACHUSETTS

By: _____
John Fischer, Deputy Division Director, Solid Waste
Department of Environmental Protection

(Date)

Town of Montague

Municipal Official(s) Authorized to sign: **Chair Selectboard, Town
Administrator
VC6000191893**

By: _____
(Signature)

Matthew Lord

(Print Name)

Dec. 8, 2025

(Date)

Selectboard Chair

(Title)



The Commonwealth of Massachusetts Department of Environmental Protection

Address: 100 Cambridge Street, Suite 900, Boston, MA 02114

Phone: 617-292-5500

Maura T. Healey
Governor

Kim Driscoll
Lieutenant Governor

Rebecca Tepper
Secretary

Bonnie Heiple
Commissioner

November 12, 2025

Walter Ramsey
Town Administrator
Town of Montague
1 Avenue A
Turners Fall, MA 01376

Dear Walter Ramsey:

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the Town of Montague Recycling Dividends Program funds under the Sustainable Materials Recovery Program. The Town of Montague has earned 14 points and will receive \$8,400.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. This year, we are awarding more than \$4.2 million in SMRP funding to 291 municipalities and regional groups.

Recycling programs play a vital role in limiting our dependence on landfills and incinerators, reducing greenhouse gas emissions, and supporting economic activity in the Commonwealth. Recycling Dividend Program funds foster investment in local programs including recycling equipment, organics diversion, outreach and education, pilot programs, school recycling, toxics reduction, and more. Please refer to the [RDP Approved Expenses List](#) for more information. MassDEP has invested in developing nationally recognized tools to assist municipalities with reducing recycling contamination and improving public awareness of smart recycling practices. We encourage you to utilize the [Recycling IQ Kit](#) and [Recycle Smart MA](#) website and to consult

with your MassDEP [Municipal Assistance Coordinator](#) for assistance in implementing these best practices.

To accept your grant award, please sign and return the attached RDP Contract via email to Cathy Doodnauth at Cathy.Doodnauth@mass.gov before **January 15, 2026**. After we receive your signed RDP contract, funds will be sent to your community. The receipt of grant funds is contingent upon the grantee being able to certify that it will comply with the Massachusetts General Laws, including G.L. c. 40A, § 3A, the MBTA Communities Act. Compliance with the MBTA Communities Act is determined by the Executive Office of Housing and Livable Communities.

Should you have any questions, please email Rachel Smith at Rachel.Smith@mass.gov. Thank you for your continued commitment to recycling and waste reduction in Massachusetts.

Sincerely,



Bonnie Heiple, Commissioner