



## Annual Town Meeting

### SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

*This form is intended for use with capital article submissions ≥ \$25,000 with a lifespan of 5+ years. For major building projects, please consult the Town Administrator.*

***Please complete this form in its entirety! Initial Submission due November 1***

Department:	<u>CWF</u>	Submitted by:	<u>Chelsey Little</u>
Item/Project Cost:	<u>\$25,000</u>	Date Prepared:	<u>11/01/2022</u>
Item/Project Title:	<u>Facility RTV w/Plow and Salt Spreader</u>		

**Proposed Article Wording:**

To see if the town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$25,000** or any other amount for the purpose of purchasing a **Rough Terrain Vehicle (RTV) w/ Plow and Sander Attachments**, or pass any vote or votes in relation thereto.

**Detailed Description for Background Materials:** *(Provide a full description of the item or service. Use attachments as needed.)*

John Deer Gator Work Series (option 1)  
Kubota Diesel RTV (option 2)

*Enter response*

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

**Not official/online only**

- *If yes, please attach estimate*

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

no

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

yes

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

yes

If replacement, estimate surplus value:

**\$0**

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

no

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

The facility is split between two buildings, requiring the moving of parts/supplies/equipment etc back and forth between the admin end and the operations end. (Approx 900+ft) A golf cart was used to help staff move these items but has since become inefficient and recently experienced an electrical fire in the components. A utility vehicle would provide greater storage and transport ability in order to facilitate the many projects and daily operations of the facility.

The plow and sander attachments would assist in plowing and maintaining the many feet of sidewalks, driveways, walkways, etc that are at the facility.

Relative Priority

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

Critical Importance

Highly Important

Moderately Important



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

First

Second

Third

Fourth or Lower

Comments:

Staff currently must use a loader, or a small dolly, to physically walk parts and equipment to the other end of the facility, causing delays in productivity. This equipment was already a delayed request from last year due to other priorities.



Final recommendation of Capital Improvements Committee:

Support

Not Support

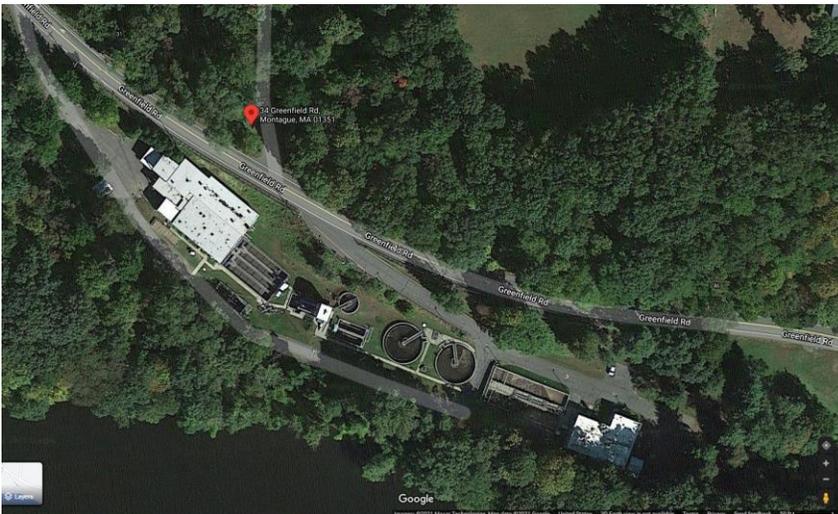
Comments on Recommendation:

# Photos/Diagrams

## Current Golf Cart



## Satellite Image of Facility



John Deere Gator



Kubota RTV





# Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

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***Please complete this form in its entirety! Initial Submission due November 1***

Department: CWF Submitted by: Chelsey Little

Item/Project Cost: \$264,000 Date Prepared: 11/01/2022 (updated 2/09/2023)

Item/Project Title: Septage Receiving Station Upgrade

### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$264,000**, or any other amount, for the purpose of **upgrading the current septage station** including any and all incidental and related costs, or pass any vote or votes in relation thereto.

### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

Septage Receiving Station: \$210,000 (see quotes section)  
Dry Pit Pump, Valve, Pipe Replacement, Concrete: \$30,000  
Crane Rental: \$2,000  
Conduit/Electrical Work: \$8,000  
Contingency 5%: 12,500  
FRCOG Procurement Assistance: \$1,500

*Enter response*

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

yes

- *If yes, please attach estimate*

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

no

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

no

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

yes

If replacement, estimate surplus value:

**No value, outdated equipment**

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

no

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

The facility generates a large percentage of revenue from septage services and is past due for an upgrade. If the current system fails, (which it did temporarily last year) there would be a drastic loss in revenue, which would in turn increase sewer user rates. The current station is not set up to monitor pH as required per MGL, and does not have an automated system for accurately tracking and monitoring haulers and their discharges. With an Industrial Pretreatment program audited by EPA, and recent emerging concerns with chemicals such as PFAS, the ability to accurately monitor and sample/test haulers and their loads is important to protect the quality of sludge the facility produces.

Relative Priority

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

Critical Importance

Highly Important



Moderately Important

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

First



Second

Third

Fourth or Lower

Comments:

Requesting use of retained earnings.

NOTE: Staff will be acting as General Contractors: bypass pumping, demoing and removing any structures and equipment currently in use, increasing the concrete pad that the station sits on, repairing/installing the pumps, valves, and piping in the dry pit, running conduit, running wiring, trenching, coordinating with vendors, etc.

Final recommendation of Capital Improvements Committee:

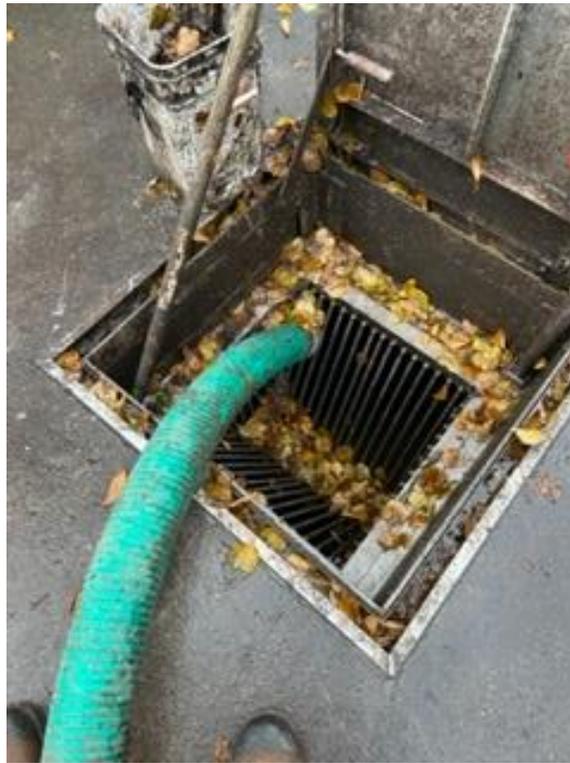
Support

Not Support

Comments on Recommendation:

## Supporting Photos/Diagrams

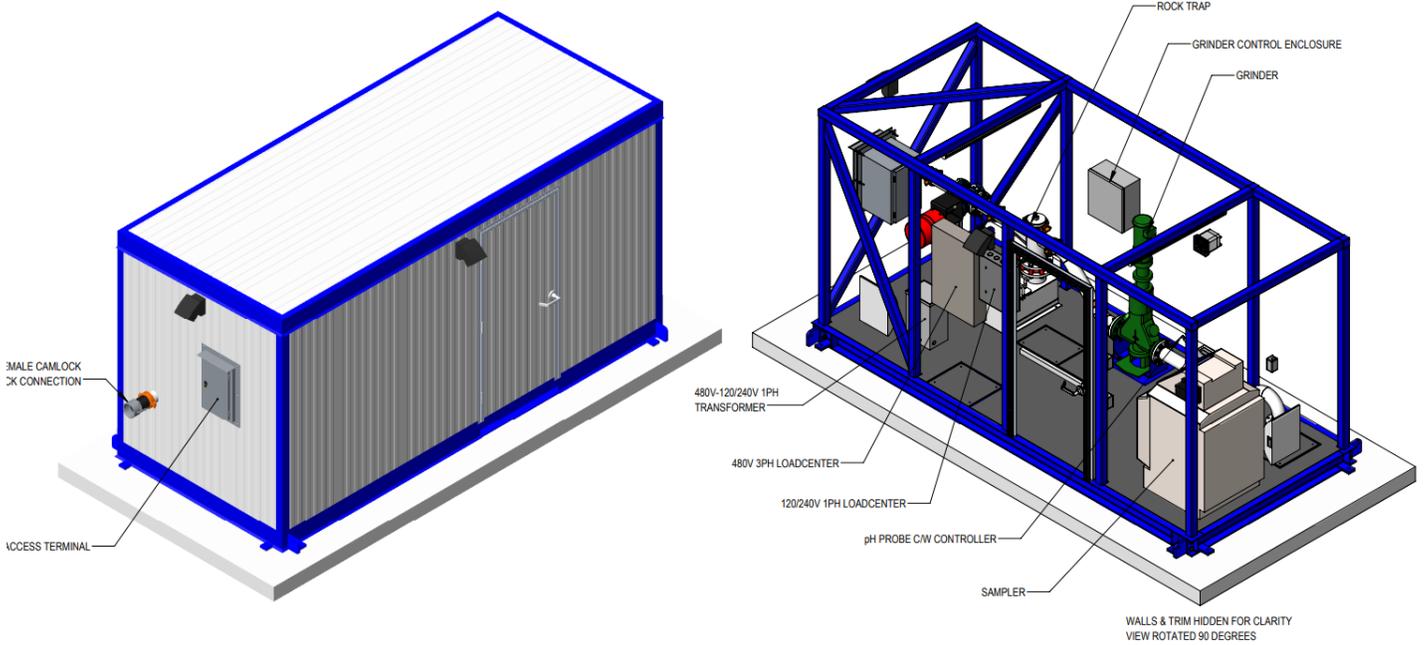
**Current Receiving Station**  
Manual Screen Only



**Current Dry Pit**  
Diaphragm Pump, Check Valves



### New Proposed Station



## Quote(s)

**Flowpoint Environmental Systems Inc.**

191 University Blvd #467

Denver, CO 80206-4613

USA

Phone: (877) 655-5585

Fax: (888) 655-5588

Email: sales@flowpointsystems.com

**PRICE QUOTATION**

Quotation Number: 0321-S-0282

Quotation Date: 2022-09-23

**Expiration Date: 2022-11-30**

Ship Via: INCLUDED

FOB: FOB FACTORY

Sales Person: JAY MORRISON

Terms: NET 30 DAYS

**To: TOWN OF MONTAGUE**

1 AVENUE A

MONTAGUE, MA 01376

Attn:CHELSEY LITTLE

Line	Part No	Description	Quantity	Rate	Extended
1	KITIMAT SRS-4"	4" SEWAGE GENERAL INCLUDES: 106" X 202" X 102" TALL INSULATED ENCLOSURE THAT C/W 4" ACTUATED PLUG VALVE, 4" MAGNETIC FLOW METER, 316SS PIPING,(1) INTERIOR AND (1) EXTERIOR LED LIGHTING, AND (2) 1500 WATT HEATERS.	1.00	-	-
2	CONTROLS-TW-AL-PR	ACCESS TERMINAL C/W PRINTER 20" WIDE X 22" TALL X 16" DEEP NEMA 3R POWDERCOATED ALUMINUM INCLUDES ALLEN BRADLEY PLC AND FLOWPOINT STAINLESS STEEL KEYPAD THROUGH WALL MOUNT	1.00	-	-
3	ROCK TRAP-4"	4" ROCK TRAP ASSEMBLY	1.00	-	-
4	INLINE GRINDER-4"	INTEGRATED INLINE GRINDER AND CONTROLS PACKAGE-4"	1.00	-	-
5	PH-RETRACTABLE	ONLINE PH ANALYTICAL CONTROL PACKAGE	1.00	-	-
6	FREIGHT-US	FREIGHT-US	1.00	-	-
7	ONSITE STARTUP	ONE DAY ONSITE STARTUP	1.00	-	-
<b>ALL PRICES ARE IN US DOLLARS</b>				<b>Quotation Total:</b>	<b>\$198,627.96</b>

**This is a quotation on the goods named, and is subject to the following conditions:**

- Taxes are not included.
- All Shop Drawing Submittals and O&M Manuals are in Electronic Form (PDF) only. Hard copies, binding, and printing costs are by others
- Payment Terms: 20% on approval of shop drawings, 80% on delivery of goods.
- FOB Factory means the Owner is responsible for the station during freight (including, but not limited to any damage to unit during freight and all shipping charges)
- Start Up services require: 1. Minimum 3 weeks notice to book 2. Completion of Start-up readiness checklist.

**In lieu of a formal purchase order commitment, to accept this quotation as your purchase order please sign below.**

Name

Position

Signature

Date

**Re: CIC follow-up Questions**

Chelsey Little &lt;WPCF.SUPT@montague-ma.gov&gt;

Thu 2/9/2023 11:23 AM

To: Assistant Town Administrator &lt;Assistant.TownAdmin@montague-ma.gov&gt;

📎 1 attachments (841 KB)

FY24 SA Request\_Capital\_CWF\_SeptageStation.pdf;

Hope this helps! I added an updated request for CIC

## 1. Generator-

- a. did you hear back from your generator contact about sourcing a used generator? I am eager to bid this out. **No, I have reached out to him again to see if hes heard anything, but not as of today**
- b. Do you want to update the Sewer Commissioners about the used vs new pivot? **I thought about potentially adding to the agenda, I can have Wendy add it to the one I submitted last night**

## 2. The CIC met yesterday and they have some questions about the septage station ATM proposal

- a. Will this increase the amount of septage that the facility receive/will it increase or sustain revenues?  
**It will not increase the amount of septage received, we anticipate receiving the same amount regardless, but it will sustain our ability to take in septage and more accurately measure the amount we get as it will have a flow meter attached to all discharges (which we do not have currently.)**
- b. It was noted that there are no engineering costs for the project. Will bid specs need to be developed? Will engineered be required at any step?  
**Engineering is not required, as the equipment is a "plug and play" style station. We will merely seat the station on top of the current tank's access port.**
- c. Can you clarify what work the CWF staff will do (i.e. site work, pad, etc)  
**Staff will be acting as Genral Contractors: bypass pumping, demoing and removing any structures and equipment currently in use, increasing the concrete pad that the station sits on, repairing/installing the pumps, valves, and piping in the dry pit, running conduit, running wiring, trenching, coordinating with vendors, etc.**
- d. Are there any electrical costs that we should anticipate?  
**Those are included with staff time/labor. A third-party electrician is not required**
- e. Do you want to consider a bigger contingency to address unknowns?  
**Seeing how projects have gone with the markets/economy lately, yes, I believe having a contingency is appropriate. However, I wouldn't anticipate any major contingency, 5%, \$12,500. I have attached updated request**
- f. Do you think we should factor in \$1,500 to hire FRCOG for procurement of the station  
**Yes, as we have many complex projects occurring at the same time, it would make sense to utilize the FRCOG to assist with procuring the station. It looks like just a 30B, so should be relatively straightforward.**

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**From:** Assistant Town Administrator <Assistant.TownAdmin@montague-ma.gov>**Sent:** Thursday, February 9, 2023 9:48 AM**To:** Chelsey Little <WPCF.SUPT@montague-ma.gov>**Subject:** CIC follow-up Questions

Hi Chelsey,

I was hoping to touch base on a couple of things. Please call me when you get chance or respond to my questions via email (whatever is easier for you)

1. Generator-

- a. did you hear back from your generator contact about sourcing a used generator? I am eager to bid this out.
- b. Do you want to update the Sewer Commissioners about the used vs new pivot?

2. The CIC met yesterday and they have some questions about the septage station ATM proposal

- a. Will this increase the amount of septage that the facility receive/will it increase or sustain revenues?
- b. It was noted that there are no engineering costs for the project. Will bid specs need to be developed? Will engineered be required at any step?
- c. Can you clarify what work the CWF staff will do (i.e. site work, pad, etc)
- d. Are there any electrical costs that we should anticipate?
- e. Do you want to consider a bigger contingency to address unknowns?
- f. Do you think we should factor in \$1,500 to hire FRCOG for procurement of the station

Walter

Walter Ramsey, AICP | Montague Assistant Town Administrator | (413) 863-3200 x 126 | [assistant.townadmin@montague-ma.gov](mailto:assistant.townadmin@montague-ma.gov)



### Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

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**Please complete this form in its entirety! Initial Submission due November 1**

Department: CWF Submitted by: Chelsey Little

Item/Project Cost: \$90,279-113,419 (see notes) Date Prepared: 2/14/2023

Item/Project Title: Operations Building Boiler Replacement

#### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$113,419**, or any other amount, for the purpose of **upgrading and replacing the fuel oil boiler to a pellet heat boiler** including any and all incidental and related costs, or pass any vote or votes in relation thereto.

#### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

Option #1: (WITH exterior pellet silo) Boilersx2,installation, delivery, licensed electrician: \$102,018

Option #2: (WITHOUT exterior silo) Boilersx2,installation, delivery, licensed electrician: \$79,980

Facility in house labor, materials, for extending/walling off boiler room: \$6,000

Contingency 5% of Option #1: \$5,401

Contingency 5% of Option #2: \$4,299

*Enter response*

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

**yes**

- If yes, please attach estimate

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

**yes**

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

**no**

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

**yes**

If replacement, estimate surplus value:

**No value, outdated equipment**

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

Yes

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

The operation building's 1980 fuel oil boiler is in desperate need of replacement. During the recent severe cold temperatures experienced, the boiler struggled to work properly. The Turners Falls Fire Dept has been called to the facility several times due to black smoke. It continues to have issues beyond normal maintenance and repair, and it is recommended to be replaced before the next heating season. All of the pipes that feed into the facility come through the operations building and need to be temperature controlled, along with many pieces of delicate equipment, motor controls, etc.

The facility would like to replace the fuel oil burner with a renewable energy source, and thus chose to use wood pellet heat. Along with reducing the carbon footprint, it is expected to save the facility on the cost of oil, with an equivalent Btus savings of approximately \$12,915 per year.

The wood pellet system will also allow for the future expansion of heat into a large section of the operations building that is currently heated by an electric heater. Although the electric heater has not been officially metered, it is estimated to use a significant amount of electricity to heat a large open space, often exposed to the outdoors. Tying into the wood pellet system will reduce the additional cost of electricity experienced in this room.

Relative Priority

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

Critical Importance



Highly Important

O

Moderately Important

O

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

First



Second

O

Third

O

Fourth or Lower

O

Comments:

Several funding options potentially available to offset the cost through green communities and state initiatives for renewable energy projects.

Final recommendation of Capital Improvements Committee:

O Support

O Not Support

Comments on Recommendation:

[Empty box for comments on recommendation]

## Supporting Photos/Diagrams





**QUOTE #368**

**SENT ON:**  
Feb 10, 2023

**RECIPIENT:**  
**Chelsey Little**  
34 Greenfield Road  
Montague, Massachusetts 01351

302 Orford Road  
PO Box 152  
Lyme, New Hampshire 03768

Phone: 603-359-8837  
Email: lghboilers@gmail.com  
Website: www.lymegreenheat.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
PES56ASME Assembly	56Kw Vacuum Boiler 191000 BTU each	2	\$23,674.00	\$47,348.00
Brock 25 ton silo 45-00906 with 60 degree hopper	9 foot round, 6 ring, 25 ton with spring lock lid, 40 degree roof, Hydrosield weather gaurd, Access plus hopper access, Digital Weight-matic scale system load cells, automatic boot slide actuator to close boot on empty bin.	1	\$31,670.00	\$31,670.00
BOM 36/56	parts required for the installation of a 36/56 boiler	2	\$2,100.00	\$4,200.00
Installation Labor	Delivery and placement of equipment, installation labor, removal of old system/tank, Internet connection to new boiler and commissioning of new systems.	1	\$14,000.00	\$14,000.00*
Licensed Electrician	Licensed Electrician to connect all power for the installation, include permitting by electrician	1	\$4,800.00	\$4,800.00
				Not included
KGT2626 (would need a 20 x 20 indoor space for these)	FleXILO Compact 9.0 ton -- Includes Bag, Leg Kit, Fill Unit, Cam, & Dust Cover	2	\$4,528.13	\$9,056.26
				Not included
MESys External Fill Connection Kit - Single	MESys External Fill Connection Kit - Single	1	\$575.00	\$575.00



**QUOTE #368**

**SENT ON:**  
Feb 10, 2023

**Total** **\$102,018.00**

\* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

**Re: Capital request question**

Chelsey Little <WPCF.SUPT@montague-ma.gov>

Wed 2/15/2023 9:08 AM

To: Assistant Town Administrator <Assistant.TownAdmin@montague-ma.gov>

We had a study done 2 years ago for heat pumps and they cannot be used in that building due to hydrogen sulfide issues.

We also do not have natural gas access here at the facility.

I did want to get a quote for replacing in kind with fuel oil, but as you know this is rushed as an emergency and haven't had a chance to get someone in. That being said, I would not recommend replacing with a fossil fuel system for the next 40 years, that's not the direction the facility should go in my opinion. Also, the fuel oil tank for that building is located underground and needs to get removed or filled in within the next few years, as underground storage tanks are in issue with regulatory agencies. It would facilitate savings in that project next year if that's the case and we no longer would need it for fuel oil storage, without having to get 6 replacement fuel oil tanks.

Here is the info regarding the savings calculation:

I estimated that you use about 6000 gallons of oil each calendar year. That is 768Mm Btu per year. at a current cost of \$27,540.00  
The equivalent pellet usage is 45 tons @ \$325/ton = \$14,625.00  
That would be a savings of \$12,915.00



**Chelsey Little, BSBS MPH**

(She/Her)

Superintendent, Town of Montague Clean Water Facility

34 Greenfield Rd, Montague MA 01351 | 413-773-8865 ext 421

"It is our collective and individual responsibility to preserve and tend to the environment in which we all live." — Dalai Lama

Create your own [email signature](#)

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### Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

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***Please complete this form in its entirety! Initial Submission due November 1***

Department: MONTAGUE DPW Submitted by: Tom Bergeron

Item/Project Cost: \$100,000 Date Prepared: October 13,2022

Item/Project Title: Discretionary Fund

#### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$100,000**, or any other amount, for the purpose of <<funding large repairs or the purchase of new or used equipment >>, including any and all incidental and related costs, or pass any vote or votes in relation thereto.

#### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

This account address unforeseen expenditures where timeliness is important, It is not possible to secure town meeting appropriation, and the magnitude of such expenditures would quickly exhaust the Finance Committee reserve fund. \$100,000 is requested by the DPW. Sum of this purchases we made with this years funds have been, Hi Tec computers to scan the trucks for problems, a Zero turn lawn mower.

*Enter response*

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

**NO**

- *If yes, please attach estimate*

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

**NO**

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

**NO**

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

**Yes it could**

If replacement, estimate surplus value:

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

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

*Make your argument for why this project is necessary and timely*  
*This account will help keep our equipment in running order and new equipment purchased as needed*

**Relative Priority**

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

Critical Importance  
XX

Highly Important  
O

Moderately Important  
O

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

First  
XX

Second  
O

Third  
O

Fourth or Lower  
O

Comments:

Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation:



# Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Form for use with capital article submissions > \$25,000 or with a lifespan of > 5 years.  
**Please complete this form in its entirety! Initial Submission due November 1**

5

Budget Year  
**FY 24**

Department: Selectboard Submitted by: Steven Ellis

Item/Project Cost: \$25,000 Date Prepared: November 1, 2022

Item/Project Title: Town Hall Carpet and Flooring Replacement

### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$25,000**, or any other amount, for the purpose of replacing or repairing carpet and other flooring in Montague Town Hall, including any and all incidental and related costs, or pass any vote or votes in relation thereto.

### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

This article would fund replacement and repair of flooring in Montague Town Hall. The primary focus will be on replacement of the carpet throughout the first floor, which is worn and badly stained, despite many attempts to clean it. The cost presented in this article reflects a plan to continue to encapsulate the asbestos containing tiles that lie below the existing carpet and underlayment.

Any funds remaining after the carpet work is performed will be dedicated to replacement of previously abated tile floor areas in the first floor basement and stairwells, as well as treatment of any painted or unpainted concrete floor surfaces in the basement level building areas.

*Enter response*

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

Yes
-----

- *If yes, please attach estimate*

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

No
----

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

No

5

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

No

If replacement, estimate surplus value:

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

No

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

The carpeting primarily presents an aesthetic concern in the Town's administrative offices and does not reflect a professional environment to visitors or staff. In limited locations it may present a trip hazard, as may loose tiles in the third floor stairwell and in other locations.

Relative Priority

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

Critical Importance

O

Highly Important

X

Moderately Important

O

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

First

X

Second

O

Third

O

Fourth or Lower

O

Comments:

This is the only capital request being presented by the Selectboard Office for consideration at the May 2022 ATM.

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Final recommendation of Capital Improvements Committee:

O Support

O Not Support

Comments on Recommendation:



Analysis Report  
prepared for  
Abide Inc.

**Report Date: 1/11/2023**

**Project Name: Montague Town Hall**

**Project #: 23053**

**SanAir ID#: 23001561**



NVLAP LAB CODE 200870-0

10501 Trade Court | North Chesterfield, Virginia 23236  
888.895.1177 | 804.897.1177 | fax: 804.897.0070 | [IAQ@SanAir.com](mailto:IAQ@SanAir.com) | [SanAir.com](http://SanAir.com)



SanAir ID Number

23001561

FINAL REPORT

1/11/2023 10:36:48 AM

5

**Name:** Abide Inc.  
**Address:** PO Box 886  
483 Shaker Road  
East Longmeadow, MA 01028  
**Phone:** 413-525-0644

**Project Number:** 23053  
**P.O. Number:**  
**Project Name:** Montague Town Hall  
**Collected Date:** 1/9/2023  
**Received Date:** 1/10/2023 10:45:00 AM

Dear Chris Coopee,

We at SanAir would like to thank you for the work you recently submitted. The 8 sample(s) were received on Tuesday, January 10, 2023 via UPS. The final report(s) is enclosed for the following sample(s): 1, 1A, 2, 2A, 3, 3A, 4, 5.

These results only pertain to this job and should not be used in the interpretation of any other job. This report is only complete in its entirety. Refer to the listing below of the pages included in a complete final report.

Sincerely,

Sandra Sobrino  
Asbestos & Materials Laboratory Manager  
SanAir Technologies Laboratory

Final Report Includes:

- Cover Letter
- Analysis Pages
- Disclaimers and Additional Information

Sample conditions:

- 8 samples in Good condition.



SanAir ID Number **5**  
**23001561**  
 FINAL REPORT  
 1/11/2023 10:36:48 AM

**Name:** Abide Inc.  
**Address:** PO Box 886  
 483 Shaker Road  
 East Longmeadow, MA 01028  
**Phone:** 413-525-0644

**Project Number:** 23053  
**P.O. Number:**  
**Project Name:** Montague Town Hall  
**Collected Date:** 1/9/2023  
**Received Date:** 1/10/2023 10:45:00 AM

Analyst: Williams, Darien

**Asbestos Bulk PLM EPA 600/R-93/116**

SanAir ID / Description	Stereoscopic	Components		Asbestos Fibers
	Appearance	% Fibrous	% Non-fibrous	
1 / 23001561-001 VAT - Hallway Outside Copy Room	Black Non-Fibrous Homogeneous		100% Other	None Detected
1A / 23001561-002 Mastic Associated W/ #1	Yellow Non-Fibrous Homogeneous		100% Other	None Detected
2 / 23001561-003 VAT - Conference Room	Black Non-Fibrous Homogeneous		100% Other	None Detected
2A / 23001561-004 Mastic Associated W/ #2	Yellow Non-Fibrous Homogeneous		100% Other	None Detected
3 / 23001561-005 VAT Under Lobby Mailboxes	Black Non-Fibrous Homogeneous		100% Other	None Detected
3A / 23001561-006 Mastic W/ #3	Various Non-Fibrous Heterogeneous		100% Other	None Detected
4 / 23001561-007 Bottom Layer - VAT Outside Treasurers Office	Grey Non-Fibrous Homogeneous		100% Other	None Detected
5 / 23001561-008 Mastic W/ #4 Sample	Black Non-Fibrous Homogeneous	15% Cellulose	85% Other	None Detected

Analyst: *Darien Williams*

Approved Signatory: *[Signature]*

Analysis Date: 1/11/2023

Date: 1/11/2023

### Disclaimer

This report is the sole property of the client named on the SanAir Technologies Laboratory chain-of-custody (COC). Results in the report are confidential information intended only for the use by the customer listed on the COC. Neither results nor reports will be discussed with or released to any third party without our client's written permission. The final report shall not be reproduced except in full without written approval of the laboratory to assure that parts of the report are not taken out of context. The information provided in this report applies only to the samples submitted and is relevant only for the date, time, and location of sampling. The accuracy of the results is dependent upon the client's sampling procedure and information provided to the laboratory by the client. SanAir assumes no responsibility for the sampling procedure and will provide evaluation reports based solely on the sample(s) in the condition in which they arrived at the laboratory and information provided by the client on the COC, such as: project number, project name, collection dates, po number, special instructions, samples collected by, sample numbers, sample identifications, sample type, selected analysis type, flow rate, total volume or area, and start stop times that may affect the validity of the results in this report. Samples were received in good condition unless otherwise noted on the report. SanAir assumes no responsibility or liability for the manner in which the results are used or interpreted. This report does not constitute and shall not be used to claim product certification, approval, or endorsement by NVLAP, NIST, or any other U.S. governmental agencies and may not be certified by every local, state, and federal regulatory agencies.

Samples are held for a period of 60 days. Fibers smaller than 5 microns cannot be seen with this method due to scope limitations.

For NY state samples, method EPA 600/M4-82-020 is performed.

**NYELAP Disclaimer:**

Polarized- light microscopy is not consistently reliable in detecting asbestos in floor covering and similar non-friable organically bound materials. Quantitative transmission electron microscopy is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos containing.

Asbestos Certifications

NVLAP lab code 200870-0

City of Philadelphia: ALL-460

PA Department of Environmental Protection Number: 68-05397

California License Number: 2915

Colorado License Number: AL-23143

Connecticut License Number: PH-0105

Massachusetts License Number: AA000222

Maine License Number: LB-0075, LA-0084

New York ELAP lab ID: 11983

Rhode Island License Number: PCM00126, PLM00126, TEM00126

Texas Department of State Health Services License Number: 300440

Commonwealth of Virginia 3333000323

Washington State License Number: C989

West Virginia License Number: LT000616

Vermont License: AL166318

Louisiana Department of Environmental Quality: 212253, Cert 05088

Revision Date: 8/14/2020



1551 Oakbridge Drive Suite B  
 Powhatan, VA 23139  
 804-897-1177 / 888-895-1177  
 Fax 804-897-0070  
 www.sanair.com

Asbestos  
 Chain of Custody

SanAir ID Number  
 23001561

Company: Abide Inc.	Project #: 23053	Collected by: Chris Coopee
Address: PO Box 886	Project Name: Muntague town hall	Phone #: 413-525-0644
City, St., Zip: East Longmeadow, MA 01028	Date Collected: 1-9-2023	Fax #: 413-525-0678
State of Collection: Account#: 2685	P.O. Number:	Email: chris@abideinc.com

Bulk			Air			Soil/Vermiculite		
ABB	PLM EPA 600/R-93/116	<input checked="" type="checkbox"/>	ABA	PCM NIOSH 7400	<input type="checkbox"/>	ABSE	PLM EPA 600/R-93/116 (Qual)	<input type="checkbox"/>
	Positive Stop	<input type="checkbox"/>	ABA-2	OSHA w/ TWA <sup>1</sup>	<input type="checkbox"/>	ABSP	PLM CARB 435 (LOD <1%)	<input type="checkbox"/>
ABEPA	PLM EPA 400 Point Count	<input type="checkbox"/>	ABTEM	TEM AHERA	<input type="checkbox"/>	ABSP1	PLM CARB 435 (LOD 0.25%)	<input type="checkbox"/>
ABB1K	PLM EPA 1000 Point Count	<input type="checkbox"/>	ABATN	TEM NIOSH 7402	<input type="checkbox"/>	ABSP2	PLM CARB 435 (LOD 0.1%)	<input type="checkbox"/>
ABBEN	PLM EPA NOB	<input type="checkbox"/>	ABT2	TEM Level II	<input type="checkbox"/>			
ABBCH	TEM Chatfield	<input type="checkbox"/>						
ABBTM	TEM EPA NOB	<input type="checkbox"/>						
Water			New York ELAP			Dust		
ABHE	EPA 100.2	<input type="checkbox"/>	PLM NY	PLM EPA 600/M4-82-020	<input type="checkbox"/>	ABWA	TEM Wipe ASTM D-6480	<input type="checkbox"/>
			ABEPA2	NY ELAP 198.1	<input type="checkbox"/>	ABDMV	TEM Microvac ASTM D-5755	<input type="checkbox"/>
			ABENY	NY ELAP 198.6 PLM NOB	<input type="checkbox"/>	Matrix	Other	<input type="checkbox"/>
			ABBNY	NY ELAP 198.4 TEM NOB	<input type="checkbox"/>			<input type="checkbox"/>

Turn Around Times	3 HR (4 HR TEM) <input type="checkbox"/>	6 HR (8HR TEM) <input type="checkbox"/>	12 HR <input type="checkbox"/>	24 HR <input checked="" type="checkbox"/>
	2 Days <input type="checkbox"/>	3 Days <input type="checkbox"/>	4 Days <input type="checkbox"/>	5 Days <input type="checkbox"/>

Special Instructions

Sample #	Sample Identification/Location	Volume or Area	Sample Type	Flow Rate*	Time* Start - Stop
1	BLACK VAT - hallway outside copy room				
1A	MASTIC ASSOCIATED w/ # 1 (black)				
2	BLACK VAT - conference room				
2A	MASTIC ASSOCIATED w/ # 2 (black)				
3	BLACK VAT under lobby mailboxes				
3A	black mastic w/ # 3				
4	Bottom layer - grey VAT outside treasurers office				
5	black mastic w/ # 4 sample				

Relinquished by	Date	Time	Received by	Date	Time
C. COOPEE	1-9-2023	1:30 PM	EDR	1/10/23	10:45 am

Unless scheduled, the turn around time for all samples received after 3 pm EST Friday will begin at 8 am Monday morning. Weekend or Holiday work must be scheduled ahead of time and is charged for rush turn around time. Work with standard turn around time sent Priority Overnight and Billed to Recipient will be charged a \$10 shipping fee.



# Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

*This form is intended for use with capital article submissions ≥ \$25,000 with a lifespan of 5+ years. For major building projects, please consult the Town Administrator.*

***Please complete this form in its entirety! Initial Submission due November 1***

Department: Parks & Recreation Submitted by: Jon Dobosz

Item/Project Cost: \$68,000 – \$128,000 Date Prepared: 10/25/22

Item/Project Title: Montague Center Improvement Project

### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$100K - \$400K, or any other sum, for the purpose of constructing and for the payment of all other costs incidental and related thereto, park improvements on the Town’s property located at Montague Center Park, Map 43, Lots 118, 119, 120, 121, & 123 which property is held by, managed and controlled by the Parks and Recreation Commission of the Town of Montague for public playground and recreation center purposes, pursuant to Massachusetts General Laws, Chapter 45, section 14 and other laws relating to playgrounds and recreation; provided, however, that such funds shall not be expended unless the Town is approved for a Parkland Acquisitions and Renovations for Communities (“PARC”) Grant from the Massachusetts Division of Conservation Services for reimbursement of all or a percentage of the project cost, and to authorize the Parks and Recreation Commission, with the approval of the Board of Selectmen, to file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from any federal, state or other funds, and to enter into such grant agreements and execute any and all instruments as may be necessary to accomplish the foregoing; and to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen is hereby authorized to borrow said amount pursuant to Chapter 44, section 7(25) of the Massachusetts General Laws, or any other authority; or pass any vote or votes in relation thereto.

### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

The Montague Center Park Improvement Project will focus on improving all areas of the facility, including but not limited to the playground, ballfield, parking and accessibility, picnic area, and other amenities. We are currently working with GZA Geo-environmental to develop a price list based on these needs. We anticipate receiving the said price list in the next few weeks. The funding request noted above reflects Montague’s financial portion (68%) of the State’s *Parkland Acquisitions & Renovations for Communities (“PARC”) Grant* which, if awarded, could range from \$100,000 to \$400,000.

*Enter response*

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

**No**

- *If yes, please attach estimate*

**Are grants or other funds available to offset costs? (yes/no)**

Yes

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

No

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

Yes

If replacement, estimate surplus value:

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

Yes

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

The Montague Center Park Improvement Project formally began in 2017, with the establishment of the project planning committee comprised of members of the village. In 2019, the committee hired The Conway School to develop a master plan. After the pandemic delay, the committee has worked tirelessly to develop an in-house design. Unfortunately, recent circumstances with regards to parking and stormwater management have broadened the complexities of the project where bid ready plans and specifications from a professional design firm will be needed. MPRD plans on applying for the PARC Grant in June of 2023.

**Relative Priority**

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

Critical Importance

**X**

Highly Important

O

Moderately Important

O

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

First

**X**

Second

O

Third

O

Fourth or Lower

O

Comments:

The Montague Center Improvement Project has been in development for several years, and we have most certainly arrived at the design and construction stages.

Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation:



### Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

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***Please complete this form in its entirety! Initial Submission due November 1***

Department: Parks & Recreation Submitted by: Jon Dobosz

Item/Project Cost: \$60,000 Date Prepared: 10/25/22

Item/Project Title: Unity Skatepark Lighting

**Proposed Article Wording:**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$66,000**, or any other amount, for the purpose of installing four permanent light towers at the Unity Skatepark, including any and all incidental and related costs, or pass any vote or votes in relation thereto.

**Detailed Description for Background Materials:** *(Provide a full description of the item or service. Use attachments as needed.)*

An on-grid price estimate is included, in addition to a breakdown of lighting use per month and an informal, hourly cost estimate of electricity.

*Enter response*

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

**Yes**

- *If yes, please attach estimate*

**Are grants or other funds available to offset costs? (yes/no)**

Possibly for a solar option

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

No

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

No

If replacement, estimate surplus value:

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

Yes

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

The skate park is quite possibly the most used recreation area within Unity Park and has regional appeal. Unfortunately, given the limited daylight for at least six months of the year, many patrons are unable to fully enjoy the facility during weekdays after school or work. This has resulted in some bringing their own portable lighting to the park, which is not necessarily a safe practice. Installing permanent lighting would greatly expand use of the facility, especially when skating conditions are favorable during the winter months. Initially, we would plan on illuminating the park until 9:00pm from September through Memorial Day, and 10:00pm from Memorial Day through Labor Day. We are currently looking at systems that can be controlled via smartphone, whereby they could be shut off during days of inclement weather.

Relative Priority

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

Critical Importance

Highly Important

Moderately Important

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

First

Second

Third

Fourth or Lower

Comments:

We are proposing that the balance of \$79,372.00 from Article #11 from 10/2/19 STM "Fieldhouse Roof" to be transferred and fund this project. A 10% contingency has been added to the estimate.

Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation:

## Unity Skate Park Lighting Use Estimates -

- **Lighting will operate until 9:00pm September through May,  
10:00pm from June through August.**

- **Amount of darkness, per month;**

○ <b>9:00pm</b>	<b>Average Use/Day</b>	<b>Average Use/Month</b>
▪ Sept. -	2 hrs.	60 hrs.
▪ Oct. -	3 hrs.	93 hrs.
▪ Nov. -	4 hrs.	120 hrs.
▪ Dec. -	4.75 hrs.	147.25 hrs.
▪ Jan. -	4.25 hrs.	127.5 hrs.
▪ Feb. -	3.75 hrs.	105 hrs.
▪ March –	3 hrs.	93 hrs.
▪ April –	1.5 hrs.	45 hrs.
▪ May –	1 hr.	31 hrs.
○ <b>10:00pm</b>		
▪ June –	1.5 hrs.	45 hrs.
▪ July –	1.5 hrs.	46.5 hrs.
▪ Aug. -	2 hrs.	62 hrs.
	<b>2.75 hrs./day</b>	<b>81 hrs./month</b>
		<b>975 – 1,000 hrs./yr.</b>

**Estimated cost, per hour of electricity = under \$1.00**

# Budget Estimate

Unity Skatepark  
Montague, MA  
October 20, 2022

## Estimate – Materials and installation

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Musco’s Light-Structure System™ as described below, and installed:

120’ x 60’ Skatepark - .....\$60,000 plus / minus 10%

Sales tax and bonding are not included. Budgets should be updated every 3 – 6 months.

## Light-Structure System™ with Total Light Control – TLC for LED™ technology

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### System Description – Light-Structure System™ in 5 Easy Pieces™

Factory built, wired, aimed, and tested lighting system includes:

- Pre-cast concrete bases and Galvanized steel poles
- Remote electrical component enclosures and Pole length wire harnesses
- Factory aimed and assembled luminaires

### On Field Performance, Control, and Warranty Services

- International Dark Sky Compliant lighting design and installation
- Control-Link® control and monitoring system for remote on/off control, dimming (high/med/low), and monitoring with 24/7 customer support.
- Warranty program that includes materials and onsite labor 25 years.

## Notes

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Estimate is based on:

- Structural code = 2015 IBC, 120 mi/h, and exposure: C, Importance Factor II.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees
- Standard soil conditions – rock, bottomless, wet, or unsuitable soil may require additional engineering, special installation methods and additional cost.

Please contact me with any questions.

Mike Mahoney  
Musco Sports Lighting, LLC  
Phone: 860-453-4325  
E-mail: Mike.Mahoney@Musco.com





### Annual Town Meeting

## SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year  
**FY 24**

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***Please complete this form in its entirety! Initial Submission due November 1***

Department:	<u>EDIC</u>	Submitted by:	<u>Walter R (For EDIC chair Richard Ruth)</u>
Item/Project Cost:	<u>\$50,000</u>	Date Prepared:	<u>11/1/2022</u>
Item/Project Title:	<u>Demolish 38 Avenue A</u>		

**Proposed Article Wording:**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$50,000**, or any other amount, for the purpose of demolishing the 2,200 square foot cinder block building at 38 Avenue A including any and all incidental and related costs, or pass any vote or votes in relation thereto.

**Detailed Description for Background Materials:** *(Provide a full description of the item or service. Use attachments as needed.)*

Property has been owned by MEDIC since 1990. The Building has been vacant since 2010 and condemned since 2013. The structure is a 2,200 cinder block on slab building. The EDIC has tried fruitlessly over the last decade plus to redevelop the site in accordance with the purpose of the taking and in conformance with community development plans. The EDIC has concluded that the market can not currently support new construction and the building is approaching a tipping point of becoming blight and a public safety hazard. The rubber membrane roof has failed and the mansard roof is showing significant signs of failure. The building was gutted and abated of asbestos containing material in 2013 using a town meeting appropriation. The EDIC proposes that the balance of \$12,099 from #1 5/5/2012 (Rehab 38 Avenue A) be transferred to fund the project. The building is not historically significant and would not be subject to the demo delay bylaw.

**Enter response**

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

<b>Yes</b>
------------

- In 2014 demo quotes ranged from \$25,000 to \$47,000 (Public Bid). The property has since been gutted and abated of asbestos containing materials.

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

No. EDIC has unsuccessfully tried to pass this cost onto developers. The expense is a barrier to reuse of the property

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

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

If replacement, estimate surplus value:

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

EDIC will not have to carry abandoned building insurance (approx \$900/ year). The Town will not have to maintain the building.

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

The market for new construction is very poor and is projected to be that way for a few years. For the last 10 years the EDIC has marketed the building with the intention to pass the demolition costs on to a developer of the site. Since then, numerous development proposals have fallen through. The mansard structure is failing and shingles are starting to fall off. The property is going to start to become a highly visible eyesore in the downtown.

Relative Priority

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

Critical Importance  
O

Highly Important  
X

Moderately Important  
O

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

First  
O

Second  
O

Third  
O

Fourth or Lower  
O

Comments:



Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation: