

MONTAGUE CAPITAL IMPROVEMENTS COMMITTEE

MEETING AGENDA

Meeting Accessible via Zoom Only

<https://us02web.zoom.us/j/7415198772> or Phone: (646) 558-8656

Meeting ID: 741 519 8772 PassCode: 1754

Wednesday, August 30, 2023 from 3:15 to 4:30 pm

Votes May Be Taken

1. Call to Order and Approve any outstanding meeting minutes: 6/14/23
2. Review and consider Capital Article Requests for October 10 Special Town Meeting
 1. Parks and Rec- Montague Center Playscape PARC grant match- up to \$160,000
 2. Clean Water Facility- Facility Generator Installation \$TBD based on 8/21 bid opening results
 3. Clean Water Facility- Pump Station Generator Replacement (x2) \$95,000
 4. DPW- Skid Steer- \$90,000
 5. Non-capital articles- Clean Water Facility Local Limits Study \$60,000 and collections system regulatory compliance \$TBD
3. American Rescue Plan Act (ARPA) Capital Projects- status updates (ATA)
 1. Old Town Hall slate roof repair, masonry repair, windows
 2. Town Hall Annex roof solar
 3. Skatepark lighting
 4. Vactor dumping pad
 5. Clean Water Facility Operations Building boiler
4. Topics not anticipated in the 48 hour posting requirements
5. Establish next meeting date(s)
6. Adjournment



Town of Montague
SPECIAL ARTICLE REQUEST – NO FUNDING

FY 24

*This form is intended for use with special article submissions with no financial request
Please complete this form in its entirety!*

| | | | |
|---------------------|---------------------------------|----------------|----------------------|
| Department: | Parks & Recreation | Submitted by: | Jon Dobosz, Director |
| Item/Project Cost: | \$500,000 | Date Prepared: | 8/3/2023 |
| Item/Project Title: | Montague Center Park PARC Grant | | |

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 \$500,000, or any other amount, 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, 121, 122, & 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; and, further to dedicate said property to park and active recreation purposes under the provisions of G.L. Chapter 45, Section 3 in perpetuity; 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, or pass any vote or votes in relation thereto.

Description: *(Provide a full description of the item or service to be purchased. This will be used for the background information. Use attachments as needed.)*

The Montague Parks & Recreation Department (MPRD) in collaboration the Montague Center Park Planning Committee is pursuing the Parkland Acquisition & Renovation for Communities (PARC) Grant through the State Office of Energy & Environmental Affairs to fund renovations to Montague Center Park. The PARC Grant is a reimbursement program where Montague is eligible to have up to 68% of the project's cost covered by said grant. However, the Town of Montague (through Town Meeting vote) must appropriate 100% of the total project cost prior to seeking grant reimbursement. The project timeline will entail a formal design process for FY2024 and construction for FY2025, with improvements to the playground area being the primary focus. This article will also permanently dedicate Montague Center Park as a space strictly for active recreation purposes under Massachusetts general law.

Enter response

Is this expected to require other investments? (yes/no)

| | Yes |
|--|---|
| Increased(+) /decreased(-) operational cost (if no, "0") | <p>\$ + / -</p> <p>Years 1 – 10: \$1,200 annual cost for wood chips; P&R Operating Budget</p> <p>After 10 years – minimal maintenance to equipment; P&R Operating Budget</p> <p>15+ years – moderate costs due to possible replacement of some items. Capital expenditure may be necessary</p> |
| Increased(+) /decreased(-) equipment or material cost (if no, "0") | <p>If the entire grant is spent on the playground area, then a formal parking lot must be constructed. This would be a possible capital expenditure.</p> |

Why is it essential that the Town approves this article in the coming fiscal year?

MPRD has applied for grant funding through the PARC Grant for FY24, and Town Meeting must approve the above noted article by the end of this calendar year to be eligible for funding.

Relative Priority

Overall priority of this item or project to the Town

| | | | |
|----------|------|----------|-----|
| Critical | High | Moderate | Low |
| X | O | O | O |

If you are submitting more than one non-spending special article, how does this rate relative to the others

| | | | |
|----------|--------|-------|-----------------|
| First | Second | Third | Fourth or Lower |
| X | O | O | O |

Comments on relative priority:

Being a priority in Montague's **Community Development Strategy (2018 – 2023)*, the origin of the Montague Center project can be traced back to 2017 when a public meeting sponsored by the Parks & Recreation Department (MPRD) was held to gauge community interest and generate ideas for park improvements. Approximately thirty residents attended with many speaking passionately about the park and its importance to the community. A project committee was quickly formed, and after a series of meetings, the group decided to approach The Conway School of Landscape Architecture to facilitate a master plan process. The Conway School accepted the project, and in the spring of 2019 after meeting with the committee and hosting a series

of public workshops, the project students created a conceptual design that was well received by the community. The Master Plan properly identified current, physical characteristics, defined opportunities and drawbacks, and made recommendations that would better serve the community. As was perfectly stated in the plan, *“Community members would like to see Montague Center Park become a more inviting space that better reflects the vibrancy of their village.”*

A key, yet not surprising conclusion of the master plan focused on making major improvements to the playground. The playground currently consists of a slide, merry-go-round, overhead ladder, climbing structure, balance beam, and a tot swing set; a rather undynamic playground that is rarely used by the community. If awarded, the PARC Grant will focus almost exclusively on this area.

Final recommendation of Board of Selectmen:

☐ Support

☐ Not Support

Comments on Recommendation:



Fall 2023 Special Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 24

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

Please complete this form in its entirety! Initial Submission due August 10

Department: CWF Submitted by: Chelsey Little, Superintendent

Item/Project Cost: \$95,000 Date Prepared: 8/16/2023

Item/Project Title: Pump Station Generator Replacements x2

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 **\$95,000**, or any other amount, for the purpose of replacing two pumping station generators, 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.)*

Generators x2: \$35,000 each = \$70,000
Electrical Contractor: \$10,000
Demo of old units and site prep (by CWF staff): \$10,000
Crane/Heavy Equipment to load/offload generators: \$5,000

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:

Only scrap value

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

no

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

The two generators serve the G St("The Patch") and J St (behind Food City) pumping stations. Both generators were installed in 1981. A recent preventative maintenance and inspection report performed by the service technician, PowerGen Technologies LLC, has recommended replacement as parts on the generators have become obsolete and cannot be replaced if the generators fail. DEP/MGL also requires operable and serviceable generators at all wastewater pumping stations in order to prevent a backup and discharge of untreated sewage during power outages.

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:

In-line with other critically important requests

Final recommendation of Capital Improvements Committee:

☐ Support

☐ Not Support

Comments on Recommendation:

POWER GEN TECH LLC , 44 HOPYARD RD ,STAFFORD CT 06076

Preventative Maintenance Inspection

| | | | | | |
|---------------------------------------|----------------------|--------------------|-------------------------------------|----------------------------|----------------------------------|
| Customer Name MONTAGUE WPCF | | RO# 1768 | Technician RICK GLUCK | Unit ID G STREET | Date February 18, 2023 |
| Street G STREET | | | Engine Mod. No. 3-154 | S/N | MFG. PERKINS |
| City TURNERS FALLS | State MASS | Zip | Generator Mod. No. 17 DJY | S/N | MFG. EMPIRE |

| MAKE FOLLOWING CHECKS BEFORE STARTING ENGINE: Running Time Meter Reading 170.9 Hours Fuel Type DIESEL Level 5/8 Oil Level OK Water Level OK Water Temp. 100 °F Trickle Charge Rate of Start Bat. 13 VDC | | | Bldg Load Test <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Customer Declined | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|----------|--------------------------|---|--------|---------|-----------|--------------------------|--------------------------|--|------------|--------------------------|--|--|--|--------------------------|--|--|--|--------------------------|----------|-----------------|------------|--------------------------|--|--|--|--|--|--|
| BATTERY MAINTENANCE Battery Mfgr. EXIDE Type 3T No. Cells 6 Battery Date: 8-22' Level: <input type="checkbox"/> OK <input type="checkbox"/> Added <input checked="" type="checkbox"/> No Service Charging System <input checked="" type="checkbox"/> OK <input type="checkbox"/> See Notes Connections & Terminals <input checked="" type="checkbox"/> OK <input type="checkbox"/> See Notes | | | ATS (1) ZENITH ATS (2) _____ Manufact. ZENITH Manufact. _____ Model No. 100 A Model No. _____ Serial No. _____ Serial No. _____ | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FILTERS <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Changed</th> <th>Quan.</th> <th>Part #</th> <th>Checked</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>1</td> <td>SPIN ON</td> <td>YES</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>1</td> <td>CANISTER</td> <td>YES</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | | | Changed | Quan. | Part # | Checked | <input type="checkbox"/> | 1 | SPIN ON | YES | <input type="checkbox"/> | | | | <input type="checkbox"/> | | | | <input type="checkbox"/> | 1 | CANISTER | YES | <input type="checkbox"/> | | | | START ENGINE. NOTE TIME REQUIRED TO START: 2 (sec). AFTER ENGINE HAS BEEN IN OPERATION FOR 15 MINUTES, STOP ENGINE AND CHECK THE FOLLOWING: <input checked="" type="checkbox"/> Selector Switch should be in the "Automatic" Position. <input checked="" type="checkbox"/> Generator Output Circuit Breaker in the "ON" Position. <input checked="" type="checkbox"/> Visual Inspection for Oil or Water Leaks. | | |
| Changed | Quan. | Part # | Checked | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | 1 | SPIN ON | YES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | 1 | CANISTER | YES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AIR INTAKE SYSTEM INSPECTION <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Checked</th> <th>Part #</th> <th>Changed</th> </tr> </thead> <tbody> <tr> <td>OK</td> <td></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> | | | Checked | Part # | Changed | OK | | <input type="checkbox"/> | MAKE THE FOLLOWING CHECKS JUST PRIOR TO SHUTDOWN AFTER THE 15 MINUTE OPERATION. Oil Pressure 75 Water Temp. 155 °F Frequency 61 Charge Rate of Start Bat. 13 VDC | | | | | | | | | | | | | | | | | | | | |
| Checked | Part # | Changed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OK | | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| COOLING SYSTEM Hose Inspected ok DCA Checked na Antifreeze Test -39 °F Water Pump OK Drive Belts OK Dampers NA | | | CHECK ALARMS <input checked="" type="checkbox"/> OK <input type="checkbox"/> See Notes | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IGNITION SYSTEM <input type="checkbox"/> OK <input type="checkbox"/> See Notes <input checked="" type="checkbox"/> N/A Distributor Number: NA Sparkplugs: | | | BLOCK HEATER Volts 120 Watts 1000 Model HOTSTART Hose Size 5/8 Type TANK Shut Offs NO | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | EXERCISE TIME Day clock From inop To _____ <input type="checkbox"/> AM <input type="checkbox"/> PM <input type="checkbox"/> Load <input type="checkbox"/> No Load | | | | | | | | | | | | | | | | | | | | | | | | | | |

NOTE ANY UNUSUAL CONDITIONS AND COMMENTS:

1, FIND NO AC VOLTAGE OUTPUT , TROUBLESHOOT , FIND FAILED AC VOLTAGE REGULATOR , LOCATE NEW SPARE PART AT PLANT, REPLACE /REWIRE NEW VOLTAGE ADJUST TO 240 VOLT OK, TEST WITH LOAD OK

NOTE EXCITOR STATOR WIRING IS DISCOLORED BLACK, FROM HEAT AND YEARS OF SERVICE 40+ .

PART IS OBSOLETE, SITE MAY CONSIDER TO REPLACE UNIT IN FUTURE .

| | |
|-----------|-------|
| SIGNATURE | Title |
|-----------|-------|



Fall 2023 Special Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 24

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

Please complete this form in its entirety! Initial Submission due August 10

| | | | |
|---------------------|--------------------|----------------|--------------------------------|
| Department: | CWF | Submitted by: | Chelsey Little, Superintendent |
| Item/Project Cost: | \$60,000 | Date Prepared: | 8/16/2023 |
| Item/Project Title: | Local Limits Study | | |

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 **\$60,000**, or any other amount, for the purpose of performing a local limits study, 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.)*

Engineering Services \$50,000
Industrial Waste Survey: \$7,000
CWF in-kind field sampling and analysis \$3,000

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)

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 new EPA National Pollutant Discharge Elimination System Permit (NPDES) requires an updated Local Limits Study to be completed. The last Local Limits Study was done in 1998, and since then the industrial landscape has changed drastically. A Local Limits Study is used to determine loading limits (think of it like a pie) at the wastewater treatment facility, taking into consideration industry types and volumes of discharge compared to normal residential loadings (think pieces of the pie with how large each piece is depending on the type of industry discharges vs residential discharges.) It is important to have this study performed in order to set enforceable discharge limits on significant industrial users that can be supported by data and lawfully enforced.

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:

Required per EPA

Required to set enforceable limits on industrial users

Final recommendation of Capital Improvements Committee:

☐ Support

☐ Not Support

Comments on Recommendation:

Quotes/Estimates/Photos/etc

From: Lisa Muscanell

Sent: Friday, October 29, 2021 8:34 AM

To: WPCF Superintendent <WPCF.SUPT@montague-ma.gov>

Subject: RE: Local limits

Chelsey -

P.S. I did want you to know that we recently worked on a local limits study for Wareham, MA...our fee was about \$50,000 and included a \$15,000 laboratory testing allowance. Just wanted to share the "order of magnitude" cost with you for planning purposes. If you'd like us to perform an Industrial Waste Survey (IWS), that would be a separate cost - maybe another \$5K-\$7.5K.

Lisa

Lisa M. Muscanell-DePaola, PE

Wright-Pierce | Lead Project Engineer | Project Manager direct 860.852.1912 | office 860.343.8297



Fall 2023 Special Town Meeting

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Please complete this form in its entirety! Initial Submission due August 10

Department: MONTAGUE DPW Submitted by: Tom Bergron

Item/Project Cost: \$ 90,000 Date Prepared: August 7, 2023

Item/Project Title: Skid Steer

Proposed Article Wording:

To see if the town will vote to raise and appropriate, transfer borrow, or otherwise provide the sum of \$90,000 or any other amount for the purpose of purchasing a skid steer. or pass any other 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 skid steer will give the DPW the ability do many different things with attachments, we will able to cut the grass at both of the solar field that is the towns responsibility, the grade is so steep we cannot use our tractor, also mill small areas of road in order to repave, load trucks if necessary change attachments and fill trucks with snow for snow removal off the streets, backfill ditches when a smaller machine can stay in its own lane. The Turners Falls airport has a skid steer now which we use but getting it is not always easy when we are in need for it, although the airport dose have many attachments that we can use on the skid steer and are more available than the machine itself.

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)

no

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

Relative Priority

Your assessment of the 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 DEP also monitors the grass cutting around the burn dump solar fields.

Final recommendation of Capital Improvements Committee:

O Support

O Not Support

Comments on Recommendation: