

MONTAGUE CAPITAL IMPROVEMENTS COMMITTEE

MEETING AGENDA

HYBRID: Meeting will be held in the Annex Meeting Room of Montague Town Hall, 1 Avenue A, Turners Falls, MA, and VIA ZOOM

Join Zoom Meeting:

<https://us02web.zoom.us/j/84949777722?pwd=NXGaJVDO0bcPv7mkwFEPmguw46Zaxq.1>

Meeting ID: 849 4977 7722

Passcode: 682112

Dial into meeting: +1 646 558 8656

Wednesday, December 10, 2025 from 3:30 to 5:00 pm

Votes May Be Taken

1. Call to Order and Approve any outstanding meeting minutes: 12/3/25
2. 3:30PM – Review of Department of Public Works (DPW) Capital Article Requests (DPW Superintendent Sam Urkiel, invited)
 - a. Replace 2013 Wacker Neuson RD 12-A Roller (\$35,000)
 - b. Replace 2010 Ford Focus (\$50,000)
 - c. Replace 2013 F-350 4WD Pickup (\$80,000)
 - d. Large Used Excavator (\$150,000)
 - e. Replace 2014 2032R Tractor (\$65,000)
 - f. Transfer Station Automatic Gate (\$30,000)
 - g. Equipment and Major Repairs (Discretionary) (\$75,000)
 - h. Alley and Non-Chapter 90 Road Paving (\$30,000)
 - i. Sidewalk Replacement and Repair (\$15,000)
3. Discuss DPW long-term capital needs and ongoing capital projects including but not limited to:
 - a. Dump truck replacements (10-wheels approved 2024, 2025; 6-wheel approved 2025)
 - b. Collections System Rehab Phase 2
 - c. Alley Re-pavings
4. 4:15PM – Review of Airport Capital Article Requests (Airport Manager Bryan Camden, invited)
 - a. Up-fit and Repair F-450 Truck (\$26,000)
5. Discuss Airport long-term capital needs and ongoing capital projects including but not limited to:

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- a. Pioneer Aviation Ramp Project
 - b. Pioneer Aviation Backup Generator
- 6. Topics not anticipated in the 48 hour posting requirements
 - 7. Set next meeting date and time; remaining department heads to invite
 - 8. Adjournment

[illegible]



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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 Town Administrator.

Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$35,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>1.5 ton roller</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 **\$35,000**, or any other amount, for the purpose of purchasing a roller, 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.)*

The roller is used by the department to compact materials including asphalt and aggregates.

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☒☐

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase will replace a 2013 RD12 Wacker Neuson roller. This replacement request follows the capital improvement plan.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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 Town Administrator.

Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$50,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>Admin Vehicle</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 Purchasing an Admin Vehicle, 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.)*

The vehicle will be used for transportation to and from work sites and town buildings with documents and supplies. Will also be used for trainings and time sensitive parts.

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☒☐

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase will replace an ageing 2010 Ford Focus. This replacement request follows the capital improvement plan of 12 years for a vehicle.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

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Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$80,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>Ford F-350 Pickup</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 **\$80,000**, or any other amount, for the purpose of Purchasing an F350 pickup, with plow and salt spreader, 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.)*

The truck will be used for transportation to and from work sites and town buildings with parts, supplies, trailers, and equipment. Will also be used for snow & Ice removal and treatment in the winter.

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☒☐

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase will replace an ageing 2013 F-350 pickup. This replacement request follows the capital improvement plan of 12 years for a truck.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



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Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$150,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>Large Used Excavator</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 **\$150,000**, or any other amount, for the purpose of purchasing a large used excavator 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.)*

The excavator will be used for sewer work, drainage work as well as maintenance.

Scoping Questions

Yes

No

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☐☒

Will this item or project replace a capital asset?

☐☒

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐

Describe how the project/ purchase will be managed

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase will increase the department's capabilities, save money on equipment rental.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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 Town Administrator.

Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$65,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>Tractor</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 **\$65,000**, or any other amount, for the purpose of Purchasing a tractor, 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.)*

The tractor is used in the department to treat and remove snow from sidewalks, rototill various sites for plantings, lift and spread materials in tight spaces.

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☒☐

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase will replace an ageing 2013 2032r John Deere Tractor. This replacement request follows the capital improvement plan. Significant rust repair has been completed on the cab to protect the operator.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
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Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	DPW	Submitted by:	Sam Urkiel
Item/Project Cost:	\$30,000	Date Prepared:	November 6, 2025
Item/Project Title:	Transfer Station Automatic Gate		

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 **\$30,000**, or any other amount, for the purpose of purchasing an automatic gate for the transfer 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.)*

A new gate with secure access including new footings and electrical work.

1-6' high x 32' wide aluminum cantilever slide gate produced by "Tymetal"

2-4" 40wt galvanized counterbalance posts

1-4" 40wt galvanized catch post

Posts set in concrete footings

1 DoorKing 9150 h.p. gate operator, 1 Miller 10k Wireless Edge Kit-2 edges, 2 transmitters, 1 receiver, 1-EMX IRB-MON Photo Eye

Set, 1 XLPE Loop Wire and Sealer, 1 DoorKing Single Channel Loop Detector, 1 365 Day Timer, 1-DoorKing Digital Stand-Alone

Keypad, 1 42" gooseneck post-Pad Mount, 1 Concrete operator pad, 1-SonoTube footing

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☒☐

If yes, attach the estimate

Is there a lease option for this expense?

☐☒

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☒☐

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchased by DPW, no external oversight needed.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

Purchase is necessary to increase the safety and security at the transfer station. It will reduce illegal dumping and unwanted access to the site. The gate at the transfer station is often left open during the day to allow access for trucks, equipment and vendors. It increases the risk and liability to the town. Vendors are frequently collecting refuse and waste on their own schedules without securing the lock behind them. Some unwanted visitors used this time to dispose of items without paying.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
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Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>DPW</u>	Submitted by:	<u>Sam Urkiel</u>
Item/Project Cost:	<u>\$75,000</u>	Date Prepared:	<u>October 30, 2025</u>
Item/Project Title:	<u>Equipment and major repairs (Discretionary)</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 **\$75,000**, 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 recurring fund addresses unforeseen expenses where timeliness is important, it is not possible to secure Town Meeting appropriation, and the magnitude of such costs would quickly exhaust the Finance Committee Reserve fund. Request is for up to \$75,000, but will be reduced to amount needed to replenish fund at level of \$75,000 based on account balance as of March 1, 2026.

Scoping Questions**Yes****No**

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

☐☒

If yes, attach the estimate

Is there a lease option for this expense?

☐☒

Will this item or project replace a capital asset?

☒☐

Will this create ongoing costs or savings?

☐☒

Will this leverage grant or other external funding?

☐☒

Is this request identified on the Capital Improvement Plan?

☒☐**Describe how the project/ purchase will be managed**

Who will manage procurement and execution of the project? Will external resources be required for design, engineering, procurement, or construction oversight?

Purchases will be made and work overseen by the Montague DPW.

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

Make your argument for why this project is necessary and timely. Articulate the benefits of the project. If necessary, describe the consequences of inaction.

This fund is needed to keep the Department's equipment in running order, and to fund new and replacement equipment as needed.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

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Please complete this form in its entirety! Initial Submission due 10/30/2025.

Department:	<u>Airport</u>	Submitted by:	<u>Bryan Camden for Airport Commission</u>
Item/Project Cost:	<u>\$26,000</u>	Date Prepared:	<u>10/25/25</u>
Item/Project Title:	<u>Up-fit and repair F-450 Truck</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 \$, or any other amount, for the purpose of << >>, 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.)*

In 2023 the airport purchased a 1994 Ford F-450 pickup truck from a municipal auction website for use around the airport, including snow removal, spill response, and building maintenance. While over 30 years old, the vehicle is in remarkable condition with no rust and has less than 19,000 miles. The purchase was made out of the airport operating budget funds, and in 2025 the airport equipped the vehicle with a new 10' snowplow and running gear totaling \$10,850. Also in 2025 the airport had the vehicle repaired totaling \$7,845, which included full replacement of the brakes, oil seals, tires, and suspension system. Upon completion of this work the expected remaining life of the vehicle is 15+ years. Currently the vehicle has a large utility box style body with a water pump and storage tank, and while somewhat useful, limits the overall function of the vehicle. We were aware of this when the vehicle was purchased and the intended plan was to upgrade the vehicle over the course of 2-4 years. Our intentions in FY27 would be to remove the existing body and install a 10' aluminum flatbed body OR a 8' standard vehicle bed body (depending on time of purchase cost). In addition, install 4 aluminum locking tool boxes with lighting and backup camera system. Estimated costs are as follows: Purchase bed- \$13,000 Purchase boxes (4)- \$4,000 Purchase Lighting- \$2,000 Install items & paint- \$6,000 Misc Costs- \$1,000

Scoping Questions

Please elaborate in the comments box at bottom of the page

Do you have a written estimate or proposal for the scope of work?

If yes, attach the estimate

Is there a lease option for this expense?

Will this item or project replace a capital asset?

Will this create ongoing costs or savings?

Will this leverage grant or other external funding?

Is this request identified on the Capital Improvement Plan?

Yes**No**☐☐☐☒☐☒☒☐☐☒☐☒**Describe how the project/ purchase will be managed**

The airport manager will oversee this project. Vendors will be selected based upon prior performance on similar project and job completion timeline.

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

This project will allow the airport to continue to use already existing equipment in a more efficient manor without having to purchase a new vehicle with an overall cost exceeding \$70,000. While this request is to spend money on an older piece of second hand equipment, the condition and total investment to this point justifies the continued investment to keep the asset in operation for at least another 15 years. While this can be deferred a year or more, we have see the cost of upfitting in both labor and materials continue to increase year to year with no real indication that waiting may see a price decrease. In addition, as the airport daily duties and overall traffic have increased we are seeing the demand increase on all equipment, so preparing a vehicle to meet our needs now will help us keep our safety and operation standards to the highest level.

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

Critical Importance

Highly Important

Moderately Important

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Comments and additional information: