

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/81966561673?pwd=2Q1kymEaULYBVGVeBRruD5hqNAAD6q.1>

Meeting ID: 819 6656 1673

Passcode: 958391

Dial into meeting: +1 646 558 8656

Wednesday, February 25, 2026 from 3:30 to 5:00 pm

Votes May Be Taken

1. Call to Order and Approve any outstanding meeting minutes: 2/11/26
2. Review of new Capital Article Requests (Police Chief Jason Haskins, invited)
 - a. Replace Two Police Vehicles (K9 and Patrol) (\$161,000)
 - b. Police Station HVAC Rehabilitation (\$37,100)
3. Discuss scope adjustment to Colle Building capital request – addition of mechanical systems improvements to interior flooring improvements for same overall project value of \$25,000
4. Review slate of capital requests and updates, vote remaining recommendations
5. Update on upcoming meetings:
 - Clean Water Facility Retreat, Tuesday 3/3, 1:30-3PM @ CWF
 - Joint Meeting with Finance Committee, Wednesday 3/11, 6-7:30PM via Zoom
6. FY27-31 Capital Plan Update
7. Topics not anticipated in the 48 hour posting requirements
8. Adjournment

Special Article Request – Capital

Two Equipped Police Vehicles (K9 and Patrol) – Why is it essential that the Town makes this investment in the current fiscal year? ATTACHMENT

Why This Investment Is Essential in the Current Fiscal Year

This request is driven by documented vehicle age, mileage, escalating maintenance costs, and operational reliability concerns.

1.) K9 Cruiser Replacement

The current K9 cruiser is a 2017 Ford Explorer with 150,212 miles (as of 2/10/26). The department averages approximately 16,000–18,000 miles per year per cruiser. The three-year average annual repair cost for this vehicle is \$4,164.61.

Police vehicles operate under severe duty conditions, including extended idling, emergency response driving, and 24-hour deployment. The widely accepted service life for a 24-hour police cruiser is approximately 100,000 miles. This vehicle is now 50,000 miles beyond that benchmark and continues to experience increasing repair costs and downtime.

Because this is a K9 vehicle, reliability is even more critical. Breakdowns not only impact response capability but also create potential safety risks for both the handler and the K9.

2.) Patrol Cruiser (#5) Replacement

Cruiser #5, also a 2017 Ford Explorer, had 147,563 miles when it became inoperable approximately five (5) months ago. The vehicle is beyond repair and has been removed from service.

The loss of this cruiser has already reduced fleet capacity. Operating with fewer frontline vehicles increases wear and mileage on the remaining cruisers and accelerates the need for additional replacements.



SPECIAL ARTICLE REQUEST – Financial

FY 27

Please complete this form in its entirety!

This is a capital request (*building repair, vehicles, and equipment costing >25,000 and lasting > 5 years*)

This is a general financial request

Department: Police Submitted by: Chief Jason Haskins

Item/Project Cost: \$161,000 Date Prepared: 02/17/26

Item/Project Title: Two Equipped Police Vehicles (K9 and Patrol)

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 **\$161,000**, or any other amount, for the purpose of purchasing and equipping two police vehicles, including one K9 cruiser and one fully equipped patrol cruiser with mobile data terminal (MDT) and electronic citation printer.*

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

- 1.) Purchase of a fully equipped police K9 Cruiser: \$79,083.15
- 2.) Purchase of a fully equipped police patrol cruiser with MDT (laptop) and E-citation printer: \$81,868.76

Both vehicles will be outfitted for full patrol use and placed into immediate frontline service.

Scoping Questions (for Capital and purchases)

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? Procurement and execution of this project will be managed by Chief Jason Haskins. No external design, engineering, or construction resources are required. Vehicle specifications are standardized law enforcement packages.

Why is it essential that the Town makes this investment in the current fiscal year?

See attached document.

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

Critical Importance

Highly Important

Moderately Important

Comments and additional information:

Overall Fleet Condition and Operational Impact

The Montague Police Department currently owns 15 police vehicles. Within the fleet are:

- One (1) 2014 Ford Explorer
- One (1) 2016 Ford Explorer
- Five (5) 2017 Ford Explorers with mileage ranging from 149,281 to 161,111 miles (as of 2/10/26)
-

The average annual repair cost for these seven vehicles is approximately \$2,530 per vehicle, with two vehicles exceeding \$4,000 annually. Additionally, four of the remaining 2017 cruisers are known to have water pump issues, with estimated repair costs of approximately \$3,000 per vehicle.

Compounding the financial concern is operational downtime. When cruisers are out of service:

- Remaining vehicles absorb additional mileage and wear.
- Maintenance costs escalate more rapidly.
- Officers experience delayed or interrupted responses due to mechanical failures.
- Emergency response capability is strained when vehicles break down enroute to calls.

Delaying replacement does not eliminate the cost; it shifts it into higher maintenance expenses, reduced reliability, and increased risk.

Fiscal Responsibility and Timing

Replacing these vehicles now stabilizes fleet reliability, reduces escalating maintenance costs, and prevents further compounding wear on the remaining cruisers.

This request does not expand the fleet. It maintains operational capacity by replacing one vehicle that has failed and one that has significantly exceeded its expected service life.

Failure to act this fiscal year will likely result in:

- Continued high repair expenditures
- Increased fleet downtime
- Accelerated deterioration of other cruisers
- Greater replacement costs in future fiscal years

This request represents a necessary and responsible investment to maintain public safety operations at current service levels.

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Police vehicles operate under severe duty conditions, including extended idling, emergency response driving, and 24-hour deployment. The widely accepted service life for a 24-hour police cruiser is approximately 100,000 miles. This vehicle is now 50,000 miles beyond that benchmark and continues to experience increasing repair costs and downtime.

Because this is a K9 vehicle, reliability is even more critical. Breakdowns not only impact response capability but also create potential safety risks for both the handler and the K9.

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Quote

#QUO5486

12/4/2025

of

McGovern MHQ Inc

401 ELM ST
MARLBOROUGH MA 01752
United States

Bill To

MONTAGUE POLICE DEPT
180 TPKE RD
TURNERS FALLS MA 01376
United States

Ship To

MONTAGUE POLICE DEPT
180 TPKE RD
TURNERS FALLS MA 01376
United States

Sales Rep	PO #	Memo	Expected Ready Date		
Steven Anderson					
VIN	Make	Model	Color		
Quantity	Item	Description	Contract ID	Rate	Amount
VEHICLE					
1	K8A	2026 FORD INTERCEPTOR POLICE UTILITY AWD	GBPC/BAPERN	\$44,796.00	\$44,796.00
1	99W	3.3L v6 DI Hybrid Engine		\$0.00	\$0.00
1	44U	10-Speed Auto Transmission		\$0.00	\$0.00
1	UM	Agate Black		\$0.00	\$0.00
1	51R	Spot Lamp - LED Bulb Driver Only-Unity		\$388.00	\$388.00
1	DELIVERY FEE	DELIVERY FEE N/A, CUSTOMER TO RETRIEVE		\$0.00	\$0.00
VEHICLE SUB					\$45,184.00
CONTRACT EQUIP					
1	2854090	Rainguard; Ventvisor®; Low Profile; Outside Channel With Tape-On; Smoke; Acrylic; Set Of 4 Ford Explorer 2020-2025		\$160.00	\$160.00
1	4417161	FLOOR LINER 1ST ROW FORD EXPLORER 2021+		\$175.00	\$175.00
1	TINT22	TINT WINDOWS FRONT ONLY 40%		\$210.00	\$210.00
1	PAINT-SERIALIZED	SUBLET VIN Controlled Paint Order PAINT TWO FRONT DOORS WINDOWS DOWN YZ WHITE		\$1,250.00	\$1,250.00

Quantity	Item	Description	Contract ID	Rate	Amount
1	GRAPHICS-INHOUSE	CUSTOMER SPECIFIC GRAPHICS KIT - PATROL W/K9 IDENTIFIER		\$995.00	\$995.00
2	VTX9E	VERTEX SUPER-LED DUO BLU/WHT - HEADLIGHTS		\$217.00	\$434.00
1	36-2125	Pushbumper Police Interceptor Utility 2020-2025		\$802.00	\$802.00
1	36-6005W4	Push Bumper Light Channel 23.5 inch Whelen 4 Hole		\$54.00	\$54.00
4	I2E	DUO LINEAR ION BLUE/WHITE BLK - PB TOP RAIL		\$250.00	\$1,000.00
2	TSS0E	T-SERIES SURFACEMT DUO BLU/WHT - PB SIDES		\$250.00	\$500.00
2	U180E	U-SERIES DUO BLUE/WHITE - UNDER MIRRORS		\$325.00	\$650.00
1	U18050	U-SERIES MIRROR MT (PAIR) FORD PIU		\$25.00	\$25.00
1	EB2EEEE	WHELEN CORE PACKAGE W/ LEGACY WeCanX DUO F-B/W R-B/A 2 A/R W/TD'S		\$5,450.00	\$5,450.00
2	PSE02FCR	STRIP-LITE+ DUO FLASHR BLU/WHT 1/4 GLASS WINDOWS		\$255.00	\$510.00
2	PSBKT90	STRIP-LITE+ 90 DEG MT KIT		\$25.00	\$50.00
2	TSS0EX	T-SERIES SURFACEMT BLU-WHT/SMK - REAR GATE ON PLASTIC ABOVE REAR PLATE		\$255.00	\$510.00
2	TSS0E	T-SERIES SURFACEMT DUO BLU/WHT - gate open warning/plate illumination		\$250.00	\$500.00
2	VTX9E	VERTEX SUPER-LED DUO BLU/WHT - TAIL LIGHTS		\$217.00	\$434.00
1.5	Labor	Labor - TIE HEADLIGHTS/TAIL LIGHTS TO CORE		\$125.00	\$187.50
1	C399	CENCOM CORE WCX CONTROL CENTER		\$0.00	\$0.00
1	CCTL6	WeCanX KNOB/SLIDE CONTROL HEAD		\$0.00	\$0.00
1	C399SP	SCANPORT KIT FOR C399		\$0.00	\$0.00
1	SA315P	SA315P SPEAKER, BLACK PLASTIC		\$0.00	\$0.00
1	SAK1	SA-315 MOUNT KIT UNIVERSAL - PB TOP		\$0.00	\$0.00
2	CEM16	WeCanX 16 OUTPUT EXPANSION MOD		\$301.00	\$602.00
1	C-VS-1012-INUT-2-H	VS CONSOLE 22' ANGLED 20-25 PIU HOUSING ONLY		\$790.00	\$790.00
1	C-FP-1	1" Filler Plate - TOP OF ANGLED SECTION		\$0.00	\$0.00

Quantity	Item	Description	Contract ID	Rate	Amount
1	C-EB30-APR-1P	1-Piece Equipment Mounting Bracket 3" Mounting Space Fits Motorola APX-4500 Remote Radio - UNDER 1" FILL		\$0.00	\$0.00
1	C-EB40-CCS-1P	1-Piece Equipment Mounting Bracket 4" Mounting Space Fits Whelen Cencom CCSRN CCSRNTA MPC03 - UNDER RADIO		\$0.00	\$0.00
1	C-FP-2	2" Filler Plate - UNDER SIREN - PLACE CABIN DOME SWITCH HERE, CENTERED - ON IGNITION		\$0.00	\$0.00
1	3SRCCDCR	3" ROUND SPLIT RED/WHT COMPART - CABIN CEILING OVER CONSOLE		\$150.00	\$150.00
1	PLSW30	ROCKER SWITCH ON-OFF-ON - INSTALL ON CONSOLE (SEE NOTE ABOVE)		\$0.00	\$0.00
1	C-USB-3	USB-C & USB TYPE A DUAL PORT CHARGER - INSIDE BLANK AT BOTTOM OF ANGLED SECTION IN CONSOLE - IGNITION		\$135.00	\$135.00
1	C-AP-0325-1	3" Accessory Pocket 2.5" Deep - BY OUTLETS, FLAT SECTION		\$65.00	\$65.00
1	CUP2-1001	Self-Adjusting Double Cup Holder - BEHIND POCKET		\$65.00	\$65.00
1	C-FP-5	5" Filler Plate - BEHIND CUPHOLDERS		\$0.00	\$0.00
1	C-ARM-108	ARMREST SIDE MOUNT FLIP UP		\$195.00	\$195.00
2	C-MCB	Mic Clip Bracket		\$16.00	\$32.00
2	MMSU1	MAGNETIC MIC CLIP SINGLE UNIT		\$64.00	\$128.00
1	500-0006	12" Tablet Post w/ 500-0004 (UDB-01); 10" Keyboard Post & Adjustable Tray for 12" Keyboard; Mid-Section on Side Mounting Plate. Mounts to vertical surface		\$756.00	\$756.00
1	EZRIDER2020UTILITYBK	K9 INSERT INTER UTILITY BLK POWDER COAT		\$4,800.00	\$4,800.00
1	COOLGUARD	K9 COOL GUARD TEMP SYSTEM		\$3,500.00	\$3,500.00
1	COOLGUARDM9RESOLV	M9 RESOLV MODULE & WIRE HARNESS		\$650.00	\$650.00
1	COOLGUARDPAGEZSYSTEM	EZ SYSTEM COOL GUARD PAGER SYSTEM		\$660.00	\$660.00
1	TK0241ITU20	CARGO BOX DSC- Drawer Sliding With Combination Lock - HOLDS 2 GUNS BSN- Base Sliding With No Lock		\$1,879.00	\$1,879.00
1	TPA9289	Cargo Radio Tray With No lock TRN		\$465.00	\$465.00
1	TF0292ITU20	Freestanding kit for Setina cargo vault 2020+ PIU *NOT COMPATIBLE WITH: -EZ Lift Cargo Deck		\$425.00	\$425.00
2	3SRCCDCR	3" ROUND SPLIT RED/WHT COMPART - REAR GATE		\$150.00	\$300.00

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1	Customer Supplied Item	Customer Supplied Items - MDT INC DOCK, PRINTER AND ALL ASSOCIATED ITEMS		\$595.00	\$595.00
1	GPIN2148	GPSD+/C29/C32/C23/CABLES KIT MDT/RADIO ALL IN ONE ANTENNA		\$495.00	\$495.00
1	ASFC155U2821	Tri-band Radio antenna mast: VHF (150-160), UHF (450-520), 700-800		\$0.00	\$0.00
1	C29F-5F	5M CS29 CABLE ASSY FMEF		\$0.00	\$0.00
1	CAMPFP	FME to MINI UHF antenna Adaptor		\$0.00	\$0.00
1	Customer Supplied Item	Customer Supplied Items - DUAL HEAD RADAR		\$295.00	\$295.00
1	Wire Harness - Patrol & Slick Top	Wire Harness - Patrol & Slick Top		\$870.00	\$870.00
1	SHOP SUPPLIES	SHOP SUPPLIES - K9		\$270.00	\$270.00
	CONTRACT EQUIP SUB				\$32,348.50
	NON CONTRACT EQUIP				
	NON CONTRACT EQUIP SUB				\$0.00
	TRADE IN				
	TRADE IN SUB				\$0.00

Subtotal	\$77,532.50
Tax (0%)	\$0.00
Total	\$77,532.50

TERMS AND CONDITIONS

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ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

Print Name

Title

Signature



Quote

#QUO5941

2/3/2026

of

McGovern MHQ Inc

401 ELM ST
MARLBOROUGH MA 01752
United States

Bill To

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1	ASFC155U2821	Tri-band Radio antenna mast: VHF (150-160), UHF (450-520), 700-800		\$0.00	\$0.00
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	CONTRACT EQUIP SUB				\$26,810.50
	NON CONTRACT EQUIP				
	NON CONTRACT EQUIP SUB				\$0.00
	TRADE IN				
	TRADE IN SUB				\$0.00

Subtotal	\$71,994.50
Tax (0%)	\$0.00
Total	\$71,994.50

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ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

Print Name

Title

Signature

Date: 2/3/26
 Customer: Montague, MA PD
 Contact: Peter Lapachinski
 Phone:

A140 w/Printer



Sales Contact: Andrew Harootunian
 Phone: 401-301-4162
 Email: aharootunian@northeast-mdt.com
 Quote #:

Sourcewell Contract - #090122-GET

QTY	Category	Description			Extended
1	LTE	GETAC - A140G2 Ultra 5 125U, W/ Webcam, Microsoft Windows 11 Pro, 16GB RAM, 512GB, WIFI + BT + GPS / Glonass + 4G LTE	\$4,099.00	\$4,099.00	\$4,099.00
Total Price Base Configuration					\$4,099.00

ACCESSORIES & ADDITIONAL SERVICES

QTY	Category	Description			Extended
1	Charger	GETAC : Getac 11-16V, 22-32VDC Vehicle adapter / Charger (120W for Docking Station)	\$109.99	\$109.99	\$109.99
1	Dock	Getac A140 docking station	\$799.00	\$799.00	\$799.00
1	Computer Mount	Tablet and Keyboard Mount with Two Telescopic Post	\$650.00	\$650.00	\$650.00
1	Keyboard	Backlit, Rubber, Touchpad, USB, Two Cables, US	\$250.00	\$250.00	\$250.00
1	Printer	I80 USB Printer Kit	\$450.00	\$450.00	\$450.00
1	Printer Mount	Keyboard Printer Mount	\$399.00	\$399.00	\$399.00
1	Antenna	4 in 1 antenna. Dual Cell/LTE, Wi-Fi and GNSS	\$411.00	\$411.00	\$411.00
1	Charge Guard	Havis 12v Charge Guard	\$101.00	\$101.00	\$101.00
1	Installation	Installation of Antenna	\$150.00	\$150.00	\$150.00
1	Installation	Installation of Computer	\$600.00	\$600.00	\$600.00
1	Installation	Installation of Printer	\$150.00	\$150.00	\$150.00
1	Shipping	Shipping	\$100.00	\$100.00	\$100.00
Discount	0.00%	Total Discounted Price Accessories			\$4,169.99

\$8,268.99

Name/Date Rank: _____
 Signature: _____
 Date: _____

TERMS ARE NET 30 FROM DATE OF ORDER

QUOTE EXPIRES ON FEBRUARY 13TH 2026

DEVICES ARE BUILT TO ORDER - NO RETURNS/EXCHANGES

ALL ORDERS SUBJECT TO Northeast MDT TERMS & CONDITIONS

LEAD TIME IS APPROXIMATELY 4-6 WEEKS

All prices and descriptions are subject to change without notice. This price list is a quotation only and is not an order or offer to sell. No contract for sale will exist unless and until one of the following occur: 1.) a purchase order has been issued by you and accepted by Northeast MDT's LLC or 2.) an order is place on-line and accepted by Northeast MDT's LLC or 3.) a written proposal is accepted by you. The prices contained in this list may not be relied upon as the price at which Northeast MDT's LLC will accept an offer to purchase products unless expressly agreed to by in writing. Product specifications may be changed by the manufacturer without notice. It is your responsibility to verify product conformance to specifications of any subsequent contract. All products are subject to availability from the manufacturer. Prices quoted may not include applicable taxes. Sales tax will be included on the invoice. Products are non-returnable unless approved in writing by Northeast MDT's LLC Technologies within 30 days of invoice date. Those approved returns may be subject to a restocking fee. Payment terms are available upon credit approval; unless otherwise stated in writing, terms shall not exceed 30 days from date of invoice. Questions about these and other terms and conditions should be addressed by your sales representative.

Special Article Request - Capital

Police Station HVAC Rehabilitation – Why is it essential that the Town makes this investment in the current fiscal year? ATTACHMENT

This project addresses system reliability, officer and prisoner safety, and operational continuity within a 24-hour police facility.

1.) The Current System Is Outdated and No Longer Supported

The building is currently operating on an Andover Controls Continuum platform that is no longer supported by the manufacturer and is two generation old.

Unsupported systems present several risks:

- Inability to obtain replacement parts
- Limited technical support
- Increased vulnerability to full system failure
- Potential compatibility and software issues

If the system fails, the police station could experience prolonged HVAC outages with no immediate repair solution.

2.) Gas Detection Sensors Are Beyond Service Life

The CO sensor in the Sally Port and CO₂ sensors associated with RTU 2 have exceeded their expected service life of 5–7 years

Aging gas detection sensors can become unreliable and may:

- Fail to detect elevated carbon monoxide levels from vehicles in the sally port
- Trigger false alarms
- Fail to respond appropriately to unsafe air conditions

Given that the sally port is used for prisoner transport and vehicle intake, functioning CO detection is a critical life-safety component for officers, prisoners, and staff.

3.) Failing Controller Indicates Imminent System Breakdown

The controller serving AHU 4 is reporting sensor failures and stalled programs, indicating imminent failure

A controller failure could result in:

- Loss of heating or cooling to portions of the building
- Improper ventilation
- Inability to properly regulate temperature in critical areas

As a 24-hour public safety facility, the police station cannot tolerate prolonged HVAC outages.



SPECIAL ARTICLE REQUEST – Financial

FY 27

Please complete this form in its entirety!

This is a capital request (*building repair, vehicles, and equipment costing >25,000 and lasting > 5 years*)

This is a general financial request

Department: Police Submitted by: Chief Jason Haskins

Item/Project Cost: \$37,100 Date Prepared: 02/17/26

Item/Project Title: Police Station HVAC Rehabilitation

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 **\$37,100**, or any other amount, for the purpose of rehabilitating and upgrading the Police Station HVAC control system.*

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

The project includes retro-commissioning services to test and verify HVAC control inputs and outputs, including temperature and pressure sensors, fans, pumps, and dampers. This ensures that system components — including in-floor heat, air handling units, rooftop units, and the geothermal platform — are operating properly.

The proposal also includes replacement of aging gas detection sensors: one carbon monoxide (CO) sensor in the sally port and three carbon dioxide (CO₂) sensors associated with RTU 2. These sensors have exceeded their expected service life and must be replaced to maintain safe air quality monitoring.

In addition, the existing Andover Controls system is outdated and no longer manufacturer-supported. The upgrade includes installation of a new Schneider automation server, power supply, workstation software, and updated graphics and alarms.

Finally, one failing controller serving AHU 4 will be replaced due to sensor faults and stalled programs.

Total project cost: \$37,100.

Scoping Questions (for Capital and purchases)

Please elaborate in the comments box at bottom of the page

	Yes	No
Do you have a written estimate or proposal for the scope of work? <i>If yes, attach the estimate</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a lease option for this expense?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this item or project replace a capital asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will this create ongoing costs or savings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will this leverage grant or other external funding?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this request identified on the Capital Improvement Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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? Procurement and execution of this project will be managed by Chief Jason Haskins in coordination with CTC Inc. This is a specialized HVAC controls upgrade requiring qualified building automation technicians. No separate engineering design contract is required.

Why is it essential that the Town makes this investment in the current fiscal year?

See attached document.

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

Critical Importance



Highly Important



Moderately Important



Comments and additional information:

Retro-commissioning the system ensures that existing equipment is functioning properly and identifies issues before they become larger and more expensive failures. The current system is two generations old.

Addressing these issues proactively:

- Reduces the likelihood of emergency repair costs
- Extends the life of existing HVAC infrastructure
- Improves system efficiency
- Protects the Town from larger capital expenses resulting from full system failure

Delaying this project increases the likelihood of a more costly emergency repair or full system replacement.

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PO Box 377
8 Renfrew Street
Adams, MA 01220

413-743-8282 (Office)
413-743-2435 (Fax)
www.ctcinc-bas.com

Attn: Montague Police Dept
Re: HVAC and Control System

2/12/26

Chief Haskins,

Thank you very much for your time on site and allowing us to review your Andover Controls HVAC Control System.

As discussed – please find the following to be a summary of all of our system improvement recommendations.

Item: Retro Commission components

We recommend testing all controller inputs (temperature sensors, provers, pressure sensors) and all controller outputs (fans, pumps, dampers, zone dampers) to confirm the end devices are following commands. This would include In Floor Heat, AHU, RTU, and Geo platform

- (2) technicians for (1) day

A detailed report of what was found will be issued after the inspection is done – with recommended repairs priced for review

Item: Gas Detection Sensors

You have (1) CO Sensor in the Sally Port and (3) CO2 sensors on RTU 2. These sensors have a life span of 5-7 years – and then their readings become unreliable – causing the system to react/not react to actual conditions. We recommend replacing these.

- (1) Belimo CO Gas Detection Sensor – installed
- (3) Veris Wall Mount CO2 Sensors – installed

Item: System Upgrade

The system that you are currently operating (Andover Controls Continuum) is outdated and no longer supported by the manufacturer (Schneider Electric bought Andover Controls and has replaced that entire line with their own controllers)

A recommended upgrade would include a new PC, Schneider Automation Server, Schneider Power Supply, and Schneider Workstation software and license. You would receive new graphics, updated alarms and trending, and new interface. All field controllers can be reused and imported into the new platform.

Item: Bad controller

The controller currently running AHU 4 (Andover I2920 serial # 2846513) is reporting issues – sensor inputs are changing rapidly, points showing in Red (disabled) that are not disabled, programs are stalled. This is an indicator that failure is eminent.

Warranty on a replacement controller will be 18 Months

CTC Inc

building automation systems

PO Box 377
8 Renfrew Street
Adams, MA 01220

413-743-8282 (Office)
413-743-2435 (Fax)
www.ctcinc-bas.com

Item: Graphic Issue

Geo Pump 3 was not reporting the proper data on the graphic – this was corrected while on site

Item: Scheduling

A request was made to have a separate schedule for each HVAC device created (currently all follow 1 schedule) with a “launch” button placed on the Graphics.

As above: \$ 37,100.00

Thank you for your consideration on the above proposal. As mentioned during our visit – we do not charge for training – so if at any point you would like another visit – please let us know.

Please contact our office if there are any questions or concerns about this proposal. Many Thanks!

Matthew Pitoniak
Principal - CTC Inc.

Montague FY27 Capital Cycle Requests As of February 11, 2026									
Submitted by	Project Description	On Cap Plan	Amount Requested	Quote Received	CIC Vote	Winter STM	Annual ATM	Funding Source	Notes/Comments
Airport	Industrial Blvd Multi-Use Path and Pioneer Aviation Restroom Renovation	NO	\$142,500	NO	5-0			95% FAA, 5% Town Match (\$2.85M overall), Cannabis Impact Fees for Town Match	Grant funding applied for January 2026; decision expected March 2026
Airport	Up-fit and repair F-450 Truck	NO	\$26,000	NO	5-0				
CWF	Secondary Clarifier Mechanism Replacement (x2)	YES	\$966,000	YES	5-0				
CWF	Super Duty Work Truck with Plow and Lights	YES	\$85,000	YES	5-0				
CWF	Wastewater Facility Planning Study	YES	\$125,000	YES	5-0				CWSRF grant eligible
DPW	Replace 2013 Wacker Neuson RD 12 -A Roller	YES	\$35,000	YES	5-0				
DPW	Replace 2013 F-350 4WD Pickup	YES	\$80,000	YES	5-0				
DPW	Large used excavator	YES	\$150,000	YES	5-0				
DPW	Replace 2014 2032R Tractor	YES	\$65,000	YES	5-0				
DPW	Transfer Station Security Gate	YES	\$30,000	YES	5-0				
DPW	Equipment and major repairs (Discretionary)	YES	\$75,000	n/a	5-0				
DPW	Alley and non-Ch90 road paving	YES	\$30,000	n/a	5-0				
DPW	Sidewalk replacement and repair	YES	\$15,000	n/a	5-0				
Selectboard	Colle Building Interior Flooring & Mechanical Systems Improvements	YES	\$25,000	NO	5-0				
Shea Theater	Facility and Theatrical System Upgrades	YES	\$100,000	YES	5-0			50% MA Cultural Council, 50% Town Match (\$200k overall)	Grant funding applied for December 2025; decision expected May 2026
Police	Replace Two Police Vehicles (K9 and Patrol)	YES (just 1)	\$161,000	YES				1 cruiser from PD operating budget, 1 from Free Cash	
Police	Police Station HVAC Rehabilitation	NO	\$37,100	YES					
General Fund Total			\$778,100						
Airport Enterprise Total			\$26,000						
CWF Enterprise Total			\$1,176,000						
Colle RRA Total			\$25,000						
Cannabis Impact Fee Total			\$142,500						
Grand Total			\$2,147,600						
Capital Projects in development (not ready for FY27 ATM)			On CIP					Current Funding Source Balances (10/31/2025)	
Parks & Recreation	Unity Park Fieldhouse Furnace Replacement	YES						Town Capital Stab.	\$2,606,382
Parks & Recreation	Montague Center Blacksmith Shop Renovation	YES						CWF Retained Earnings	\$230,675
GMRSD	Sheffield Auditorium spot repointing/exterior repairs	YES						Airport Retained Earnings	\$8,144
GMRSD	Sheffield Admin repave parking lot	YES						Free Cash	\$840,400
GMRSD	Hillcrest parking lot and sidewalk repairs	YES						CWF Capital Stabilization	\$276,747
GMRSD	Track and Tennis Court replacements	NO						GMRSD Capital Stabilization	\$262,985
GMRSD	New elementary school study (MSBA)	YES						Colle RRA	\$440,984
CWF	Robust odor control unit	YES						Cannabis Impact Fee Stab.	\$180,106
CWF	Trailer scale	YES							
DPW	Avenue A traffic signal replacements (2)	YES							