



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>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

Yes

No

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

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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X

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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: Airport Submitted by: Bryan Camden

Item/Project Cost: \$ 142,500 (Local Share) Date Prepared: 2/3/2026

Item/Project Title: Install Multi-Use Pathway along Industrial Blvd & Renovate Pioneer Aviation Restrooms

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.)*

This project, if funds are awarded, would be to construct 4,800' of multi use pathway along Industrial Blvd, starting at the intersection of Millers Falls Road and Industrial Blvd, and terminating at the Frank County Technical School main entrance. In addition, this project will also fund the upgrades to the Pioneer Aviation restrooms and passenger waiting area to meet ADA regulation, with a special focus on family oriented gathering space in the passenger terminal. In December 2025 the airport applied for funding totaling \$2,850,000 from the FAA's Airport Terminal Program, a funding pool of no less than 1 billion dollars annually (2021-2026) that can be used specifically for terminal repairs, replacement, and surrounding services including ground transportation and last mile infrastructure installation. The intended plan is to install a pedestrian / bicycle pathway to transition them from using the roadway to a much safer pathway. Inside of the Pioneer Aviation hangar the indented work would include removing 3 undersized restrooms and installing a single large ADA compliant unisex restroom and shower room. In addition, work would also include renovating an existing space to accommodate additional passenger / crew waiting space as well as a meeting room / family waiting area. Work would be expected to begin over the summer of 2026 with all planning and engineering.

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?

Management will be under the FAA at a funding source level. At the local level the airport resident engineer firm Gale Associates will oversee all work, engineering, and funding management.

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.

Funding for this potential project is being offered by the FAA at 95% federal share and 5% local contribution of \$142,500. The project local share could be taken from the Cannabis Impact Funds (882-150-3200-882005) which currently sits as \$180,106.45. This project will improve pedestrian safety and enhance our already robust industrial park. In addition, it will finally connect the Franklin County Technical School and the Airport passenger terminal to the FRTA bus stop on Millers Falls Road.

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:



Doctors Island

Industrial Park Multi-use Pathway

5,100' of pathway from Millers Falls Road to JaDuke Education Center

Legend

- A 253 Farmacy
- B Charter Next Gen
- Franklin County Technical School
- Install Traffic Light for PED Crossing
- JaDuke Center-Performing Arts
- ▬ Multi-use pathway
- Non Town Owned Property
- Pioneer Aviation

Connecticut River

Deep Hole

Club

Pioneer Aviation

Charter Next Gen
Charter Next Generation

253 Farmacy

Franklin County Regional Housing &
Turners Falls Airport

Install Traffic Light for PED Crossing

Franklin County Technical School

Heat Fab

Google Earth

Image © 2026 Airbus



2000 ft



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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

Budget Year
FY 27

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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>\$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:

[Empty text box for comments and additional information]

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:

[Empty text box for comments and additional information]



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SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

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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?
<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 type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | <input 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?
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
0

Highly Important
xxOxx

Moderately Important
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Comments and additional information:



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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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>\$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
FY 27

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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>\$30,000</u>	Date Prepared:	<u>November 6, 2025</u>
Item/Project Title:	<u>Transfer Station Automatic Gate</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 **\$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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xxOxx

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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>\$30,000</u>	Date Prepared:	<u>January 5, 2026</u>
Item/Project Title:	<u>Alley and Non-Ch90 paving</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 **\$30,000** or any other amount, for the purpose of preparing and resurfacing alley and non-ch90 eligible way's, 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.)*

Funding is needed to support paving various alleys and other rights-of-way not included in the state's Chapter 90 program.

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 completed by/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.

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

Critical Importance

Highly Important

Moderately Important

xOx

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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: DPW Submitted by: Sam Urkiel

Item/Project Cost: \$15,000 Date Prepared: January 5, 2026

Item/Project Title: Sidewalk repair / 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 **\$15,000** or any other amount, for the purpose of preparing, repairing and replacing sidewalks, 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.)*

Funding is needed to support replacing and repairing sidewalks.

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 completed by/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.

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

Critical Importance

Highly Important

Moderately Important

xOx

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Comments and additional information:



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)

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 checked="" type="checkbox"/>	<input 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. 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.

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.



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	EZRIDER2020UTILITYBLK	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	PAGEZ 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

Quantity	Item	Description	Contract ID	Rate	Amount
1	PLSW30	ROCKER SWITCH ON-OFF-ON		\$0.00	\$0.00
1	Customer Supplied Item	Customer Supplied Items - 2 WAY TRUNK MOUNT RADIO		\$330.00	\$330.00
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

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

Ship To

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TURNERS FALLS MA 01376
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Sales Rep	PO #	Memo	Expected Ready Date
Steven Anderson			

VIN	Make	Model	Color
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1	PAINT-SERIALIZED	SUBLET VIN Controlled Paint Order PAINT 2 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 - MONTAGUE PATROL GRAPHICS		\$895.00	\$895.00
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
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1	U18050	U-SERIES MIRROR MT (PAIR) FORD PIU		\$25.00	\$25.00
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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
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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
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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	P1000UINT20AOSP	SINGLE PRO-CELL 1/2 PART PIU 2020 WITH POLY REAR CAGE		\$3,400.00	\$3,400.00
1	SC-920-5	UNIVERSAL RAIL GUN RACK (HANDCUFF KEY)		\$597.00	\$597.00
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
1	PLSW30	ROCKER SWITCH ON-OFF-ON		\$0.00	\$0.00

Quantity	Item	Description	Contract ID	Rate	Amount
1	Customer Supplied Item	Customer Supplied Items - 2 WAY TRUNK MOUNT RADIO		\$330.00	\$330.00
1	Customer Supplied Item	Customer Supplied Items - MDT INC DOCK,		\$595.00	\$595.00
1	Customer Supplied Item	Customer Supplied Items ETICKET SYSTEM		\$175.00	\$175.00
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				\$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

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

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 – 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.

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.

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.



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>Planning</u>	Submitted by:	<u>Josh Goldman, Treasurer STAC</u>
Item/Project Cost:	<u>\$100,000 (1:1 Grant Match)</u>	Date Prepared:	<u>1/3/25</u>
Item/Project Title:	<u>Shea Theater Capital Improvements – Match for Mass Cultural Council Facilities Grant</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 \$100,000 or any other amount, for the purpose of matching a Massachusetts Cultural Council Facilities (MCCF) Grant, 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 Shea Theater Arts Center, Inc. ("STAC") is entering its second decade as the lessee and operator of the historic Shea Theater. Over its first ten years of operation, STAC invested nearly \$1 million in capital improvements and operational upgrades that stabilized the facility and strengthened its role as a regional cultural anchor.

As STAC begins its second decade, it faces a critical need to address aging systems and infrastructure that are reaching the end of their useful lives. Many of these systems are central to the safety, accessibility, and artistic quality of performances. Timely investment is essential to maintaining the theater's vibrancy, expanding its production capacity, and ensuring safe, inclusive access for artists and audiences.

This grant request will support the following priority improvements:

- 1. Replacement and upgrade of failing sound and lighting systems**, originally installed in 2016 using a mix of new and used components, with a modern, fully integrated system that meets current performance standards and interfaces with fire and emergency systems.
- 2. Partial replacement of the theater's 100+-year-old hemp fly system**, addressing safety concerns while expanding production capabilities and improving audience experience.
- 3. Upgrades to the exterior façade and interior lobby**, including refreshed paint, new carpet, and lighting improvements to create a more welcoming environment.
- 4. Installation of an accessible lift to the stage**, ensuring access for mobility-impaired performers and advancing STAC's commitment to equity and inclusion.

Together, these improvements will modernize essential systems, enhance safety and accessibility, and position the Shea Theater to serve its community for the next decade and beyond.

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

Project implementation will be overseen by STAC's Board of Directors and management, the lessee and operator of the Shea Theater. STAC has a strong track record of successfully managing capital improvement projects and ensuring effective oversight, fiscal responsibility, and timely execution.

If funded, this project would represent the third Massachusetts Cultural Council Foundation (MCCF) grant implemented by STAC. In prior grant-funded projects, STAC has demonstrated proven expertise in working with local vendors, contractors, and community partners to successfully plan and execute improvements to the theater's facilities and infrastructure.

These past projects were completed efficiently and in accordance with all grant requirements, resulting in meaningful enhancements to the Theater that improved safety, functionality, and the overall experience for artists, audiences, and the community. STAC is well positioned to successfully implement the project and responsibly steward Town and MCCF funds.

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

Investing in the Shea Theater represents a prudent investment by the Town in an important, historically underfunded, municipally owned asset. Proactive funding protects the building's long-term value and useful life, addresses known safety and accessibility deficiencies, and avoids the higher costs and operational risks associated with deferred maintenance. By making these improvements now, the Town will help preserve prior public and private investments, stabilize future operating and capital expenditures, and ensure that the theater can continue to present the diverse programming delivered by STAC. This timely investment secures the Shea Theater's continued role as a cornerstone of the community's downtown revitalization strategy and as a critical resource for cultural engagement, demonstrating responsible stewardship of public assets for the long-term benefit of the community.

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:

The proposed project will leverage state funds through a 1:1 match to deliver critical improvements that enhance safety, accessibility, and the audience experience, while strengthening the long-term viability of the theater's operations.



**Shea Theater Arts Center, Inc
Mass Cultural Council Facility Grant Proposed Budget**

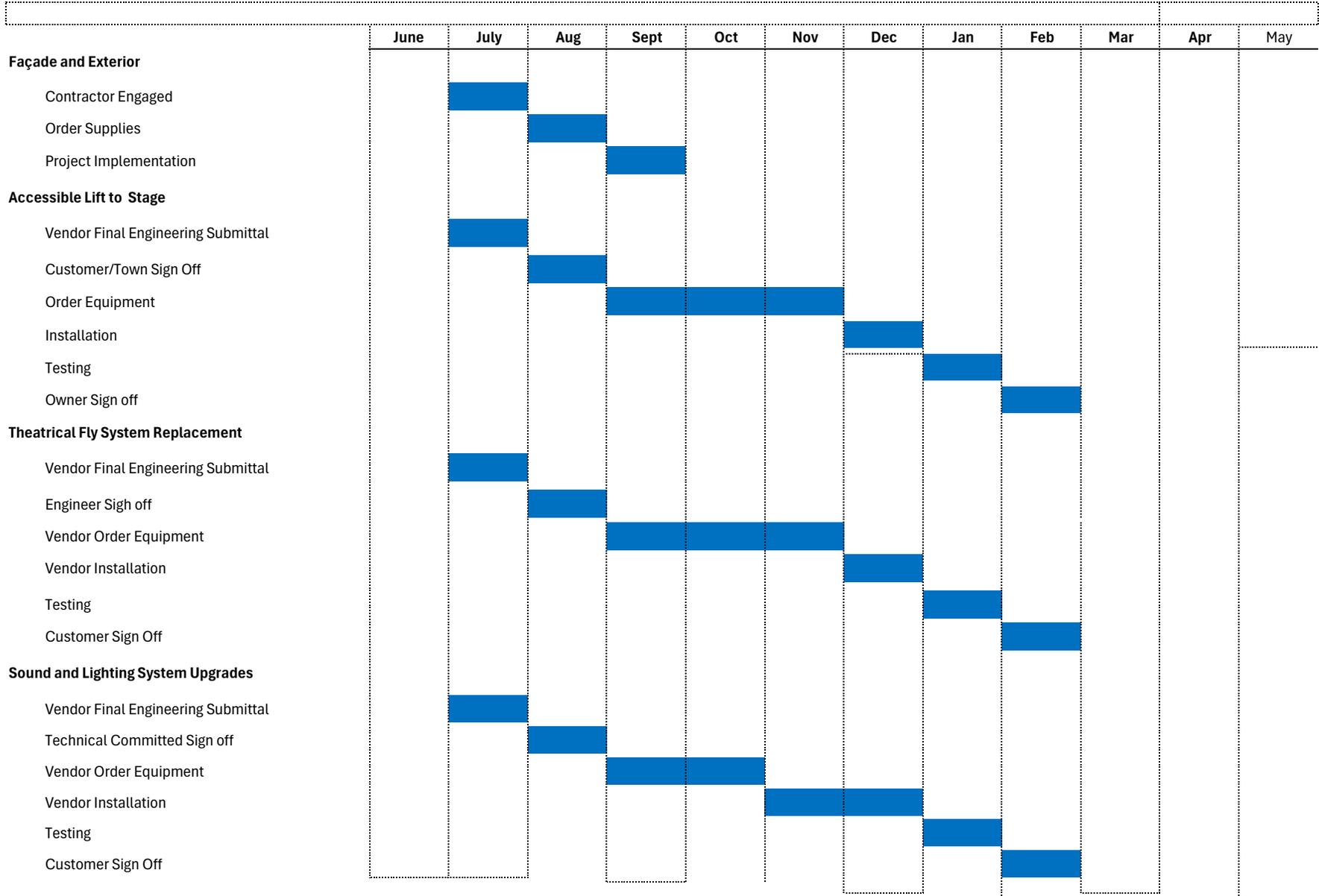
Sources of Funds

		<u>Funding Status</u>
MCCF Grant	\$ 100,000	Pending
Town of Montague	\$ 100,000	Pledged
Total	\$ 200,000	

Uses of Funds

	<u>Capital Budget</u>	<u>Source of Info.</u>	
Exterior Facilities Upgrades			
Façade and Lobby Upgrades	\$ 17,488	Contractor Bid	
Accessible Lift to Stage	\$ 63,000	Contractor Bid	0.315
Subtotal	\$ 80,488		
Interior Facilities Upgrades			
Theatrical Fly System Replacement	\$ 44,000	Contractor Bid	
Subtotal	\$ 44,000		
Theatrical Systems			
Sound and Lighting System Upgrades	\$ 75,512	Contractor Bid	
Subtotal	\$ 75,512		
Project Total	\$ 200,000		

Upload a Project Budget for a Capital Project, or a Planning Budget for Feasibility/Technical Assistance Project. Please list both the "sources" and "uses" of funds in the budget. In the "source" column indicate whether the funds are: "committed", "pledged", or "projected". In the "use" column indicate whether the costs are based on a "contractor bid", "architect estimate", or "in-house estimate".





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>Selectboard</u>	Submitted by:	<u>Assistant Town Administrator</u>
Item/Project Cost:	<u>\$25,000</u>	Date Prepared:	<u>1/26/2026</u>
Item/Project Title:	<u>Colle Building Interior Flooring & Mechanical Systems Improvements</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 replacing interior flooring and making improvements to mechanical systems in common areas of the Colle Building, 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 Colle Building is a municipally owned property leased by the Town to a local nonprofit organization, providing critical office space to support its operations and community services. The historic facility has served as a functional office environment for several decades. Over time, routine wear and aging infrastructure have highlighted the need for targeted capital improvements to maintain a safe, efficient, and professional work environment.

The proposed project focuses on two primary areas:

1. Interior Flooring Replacement

The existing flooring in the common areas, including hallways and stairwells, has reached the end of its useful life. Wear and deterioration, including cracks, uneven surfaces, and outdated materials, present both aesthetic and safety concerns. Replacing the flooring will enhance the overall appearance of the building, improve accessibility and safety for all occupants, and reduce ongoing maintenance costs.

2. Mechanical Systems Upgrades

The mechanical systems that serve the common areas, such as heating, ventilation, and air conditioning (HVAC), have become inefficient due to age and evolving building standards. Upgrades are necessary to ensure proper climate control, energy efficiency, and occupant comfort. Modernizing these systems will also support sustainability goals and help reduce operational costs over time.

These improvements align with the Town’s commitment to maintaining quality leased spaces for nonprofit partners and ensuring that the facility remains functional, safe, and welcoming. By proactively addressing these maintenance and infrastructure needs, the project will extend the usable life of the building, enhance tenant satisfaction, and uphold the Town’s stewardship responsibilities.

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?

Procurement will be overseen by the Assistant Town Administrator, and physical work will be overseen by the Department of Public Works' Maintenance staff.

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.

It is essential that the Town make this investment now to ensure the continued functionality, safety, and efficiency of the Colle Building, which serves as leased office space for a nonprofit organization providing valuable community services. The building's interior flooring and mechanical systems have reached a stage where deferred maintenance could lead to escalating costs, operational disruptions, and safety concerns.

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:

The Colle Building continues to be a self-sustaining enterprise, with rent payments deposited into the Colle Revolving Fund able to cover the cost of the Town's share of responsibility for operations and capital expenses of the building.



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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 10/30/2025.

Department:	<u>CWF</u>	Submitted by:	<u>Chelsey Little, Superintendent</u>
Item/Project Cost:	<u>\$85,000</u>	Date Prepared:	<u>11/03/2025</u>
Item/Project Title:	<u>Super Duty Work Truck with Plow and Lights</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 **\$85,000**, or any other amount, for the purpose of procuring a Super Duty Work Truck with Plow and Lights, 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.)*

Ford F350 Work Truck (Gas) w/ Plow and Hazard Lighting.....\$85,000

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?

The CWF staff will manage the procurement and execution of the equipment. No other resources required, standard vehicle purchase.

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.

The CWF currently has a small fleet of 2 (two) vehicles: a 2016 Ford Super Duty Utility Truck and a 2023 Ford E-Transit Cargo Van. This fleet size has not been updated since the early 1980's, even though the facility has seen an increase in staff and regulatory requirements. The facility would like to increase its fleet size, adding an additional Ford Super Duty Work Truck, which will primarily be used by the CWF Foreman.

The Utility Van is typically in use throughout the week for the off-site eight (8) pump stations and four (4) grinder pumps we are required to perform inspections on daily. Oftentimes, while the van is in use, the current Ford Truck is used by other staff during routine maintenance, parts runs, emergency repairs, and travel.

The CWF Foreman is responsible for overseeing the work done in the field by staff, and has been utilizing his own personal vehicle to inspect sight to sight, attend meetings, and for call-ins. It is especially unsanitary to have work clothes covered in wastewater coming into contact with staff member's personal vehicles. Staff personal vehicles are also not properly equipped in the event tools/PPE are needed in responding to sites. (Cont.)

The new work truck will also provide additional seating space for carpooling to trainings/meetings, as both the Van and the Truck only have a two (2) seat capacity.

As the CWF staff are responsible for ground maintenance of the facility and the remote pump stations, the Truck would also need to be equipped with a plow and appropriate hazard lighting.

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:

The CWF would like to use anticipated Retained Earnings from the close of FY2026 to fund the equipment purchase, which will not impact sewer rates if otherwise borrowed or raised. (Annual Retained Earnings are typically around \$200k.)

Supporting Documentation/Photos

(Similar type of requested vehicle, does not represent exactly what would be procured. Cab, bed and color might be slightly different.)





Town of Montague
SPECIAL ARTICLE REQUEST
NON-CAPITAL EXPENSE

This form is intended for use with financial requests that do not meet the standards established for "capital projects" which are generally limited to building repair, vehicles, and equipment costing >25,000 and lasting > 5 years.

Ask is for...

Winter STM
 FY27 ATM

Please complete this form in its entirety!

Department:	CWF	Submitted by:	Chelsey Little, Superintendent
Item/Project Cost:	\$125,000	Date Prepared:	11/03/2025
Item/Project Title:	Wastewater Facility Planning 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 \$125,000 or any other amount for the purpose of funding a Wastewater Facility Planning Study, 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 background information. Use attachments as needed.)*

The CWF is looking to begin the process of a major facility upgrade, with much of the focus surrounding upgrading the Preliminary and Primary Treatment half of the facility. This section of the facility is original from 1962, with minor improvements occurring in the 1980's. Unfortunately, during the Combined Sewer Overflow (CSO) upgrade in the early 2000's, many of the upgrades planned for Preliminary/Primary Treatment were cut due to budget constraints. This section of the facility currently houses various critical treatment processes and equipment such as: screening, grit removal, chemical addition, dewatering, staff workshop, pump and pipe galleys, solids holding tanks, settling tanks and associated mechanisms, scum/fats/oils/grease separators, etc.

To start the process, a Facilities Plan is required and involves a comprehensive evaluation to assess aging structures and systems, to facilitate the replacement of outdated equipment and to ensure reliable treatment for years to come. The plan will provide recommendations for improvements to buildings, structures and architectural features, electrical, plumbing, and heating ventilation and conditioning (HVAC.)

The Preliminary/Primary Treatment section of the facility has been plagued with issues, from rotted out and falling cast iron piping that has injured multiple staff members, to an irreparable HVAC system that struggles to adequately provide fresh air and heat to the building. Equipment inside the building experiences severe corrosion issues and

constantly struggles to keep up with the 24/7 treatment demands. Many pipes within the building and under the ground are original to 1962, with their visible conditions already quite concerning, and fear for their state underground where their conditions are presumed to be worse.

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)

possibly

Please specify grant program/source of funds

Value of the offset

\$

Probability of availability

%

Will this be a lease or a recurring expense? (yes/no)

n/a

If yes, over how many years:

If yes, will payment vary (yes/no; attach payment plan):

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

yes

If replacement, estimate surplus value:

Unknown at this time

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

Increased(+) /decreased(-) operational cost (if no, "0")

\$ + / -

Increased(+) /decreased(-) equipment or material cost (if no, "0")

\$

Why is it essential that the Town makes this purchase in the coming fiscal year?

This Facility Plan is an important first step in upgrading the Preliminary/Primary Treatment half of the facility. As this process will take many years, it is important to start the process as soon as possible.

Relative Priority

Overall priority of this item or project to the Town

Critical

High

Moderate

Low

If you are submitting more than one project, how does this rate relative to the others

First

Second

Third

Fourth or Lower

Comments on relative priority:

The Facility Plan falls second to the Secondary Clarifier Mechanism upgrade, but is highly important to future planning and timely replacement of equipment in the Preliminary/Primary section of the facility.

Final recommendation of Finance Committee: Support Not Support

Comments on Recommendation:

Final recommendation of Board of Selectmen: Support Not Support

Comments on Recommendation:

Supporting Documentation/Photos

October 24, 2025

Chelsey Little
Superintendent/Pretreatment Coordinator
Town of Montague – Clean Water Facility
34 Greenfield Rd
Montague, MA 01351

Re: Evaluation and Facility Plan for the Montague Clean Water Facility

Dear Ms. Little,

Based on discussions in September and October of 2025, Weston & Sampson Engineers, Inc. (the Engineer) proposes providing services to the Town of Montague (the Town) as described herein in accordance with your request to develop an Evaluation and Facility Plan for the Montague Clean Water Facility (CWF).

Project Understanding

The Montague Clean Water Facility requires a comprehensive Evaluation and Facility Plan to evaluate aging structures and systems, to facilitate the replacement of outdated equipment and to ensure reliable treatment for the years to come. It is understood that the objective of this evaluation is to assess the full treatment process, identify aging and underperforming components, and suggest improvements that will allow for successful treatment to the parameters given in the facility's National Pollutant Discharge Elimination System (NPDES) permit. The evaluation will also look at the aging building envelopes and structures at the facility, inclusive of electrical and mechanical systems, such that the evaluation includes recommendations for improvements to the buildings, structures and architectural features, electrical, plumbing and heating ventilation and air conditioning (HVAC) systems.

The Town currently owns and operates the CWF to treat community wastewater prior to discharge to the Connecticut River, treating flows up to an average monthly permit limit of 1.83 mgd (rolling average). The CWF includes the following liquid stream treatment steps: influent screening, aerated grit removal, primary clarification, secondary treatment via an activated sludge process, secondary clarification, and seasonal disinfection. With respect to the solids management process, the CWF includes the following treatment steps: septage receiving, co-thickening of primary and secondary sludge, and solids dewatering prior to hauling for off-site disposal/incineration.

In early 2022, the Town of Montague completed a Biosolids Composting Feasibility Study. This study concluded that the construction of a local compost facility was feasible and could provide a benefit to the Town. The proposed facility would compost either local biosolids (Montague only, handling approx. 4 dry tons per week) or biosolids from a limited regional area (handling approx. 10 dry tons per week). The study included technical analysis of the composting process, description and preliminary layout of the facility, significant review of odor generation and control, and a basic economic summary for the project. The study showed that a composting facility would be expensive to construct, but could be justified based on recent increases in solids disposal costs and continuing trends towards higher costs. Following the Feasibility Study, the ENGINEER worked with the Town on a Biosolids Reuse Action Plan. This effort concluded that a regional mechanical drying system, with a throughput of 8 dry tons/week, will provide environmental and financial benefits over a 20-year life cycle. This same report concluded that implementation of an aerated static pile composting system would also provide environmental and financial benefits over a 30-year life cycle.

While the Town continues to evaluate options for biosolids management, the Town is seeking to continue efforts to improve the performance of the CWF and to properly plan for on-going maintenance and capital improvement needs. As such, the Town is interested in completing an evaluation and Facilities Plan for the CWF. The ENGINEER has been asked to prepare a scope and fee for the Evaluation and Facilities Plan effort for the Town's

CWF, and the proposed scope is summarized below.

Proposed Scope of Services

Engineering services to complete the Evaluation and Facility Plan for the Montague Clean Water Facility will include performing the following tasks.

1. An initial working session will be conducted with the Town to define project goals and limitations, and to confirm the evaluation approach. Specific topics will include system and equipment maintenance and repair history, known operational issues and equipment age and condition. The Engineer will review drawings, reports, permits, operational performance data, O&M manuals and other available relevant documents provided by the Town prior to the session.
2. The Engineer's team will visit the site to evaluate and inventory structural and process component assets at the facility. We will perform visual inspection and condition assessment of existing equipment, piping, instruments, etc. A member(s) of the Town's wastewater staff will participate for efficiency, and to support discussions during the site review. The Engineer's personnel attending the site visit will include process engineers, as well as architects, structural and/or mechanical engineers, as appropriate for the scope of review. These site visits may be separated into more than one day, to best support the focus for specialized disciplines attending. Disciplines not attending the site visit (e.g., electrical and instrumentation engineers) will be consulted separately by the process and management team to discuss relevant system needs for those discipline areas.
3. Develop a comprehensive spreadsheet showing an inventory and condition assessment of all major assets (structures, systems, major equipment) at the facility. Condition ratings will be assessed based on a combination of visual inspection, asset age and criticality (risk assessment). The inventory and condition assessment will be delivered in the form of an excel spreadsheet. These findings will be discussed in a meeting with the Town operations team, to ensure that all key items are covered.
4. Following the site visit and inventory discussions, descriptive text will be developed to support the facility assessment to incorporate into an Assessment and Facility Plan report. We will review options for key areas where decision making is needed before a plan can be recommended. Areas that clearly require upgrades or replacement of similar equipment will not include any detailed alternatives analysis.
5. Provide a draft Facilities Plan report (FP) that summarizes all findings from the site visits, condition assessment, and recommended improvements for the facilities. The FP will provide recommendations and associated planning level budgetary costs for deficient components of each system component. The planning level costs will also include an allowance for engineering design services, based upon the budget expectations for the work. Our team will meet with the Town to discuss the draft FP report findings, prioritize recommendations, and determine which items shall be carried forward into the final FP recommendations.
6. Key members of our evaluation and planning team will participate in an on-site or hybrid meeting with Montague, with the expectations that our technical experts will participate virtually. Following agreement on the final recommendations, we will deliver a Final FP document in both electronic (pdf format) and hard copy for the Town's use. The final FP will include prioritization of improvements for the Town to carry forward to seek local appropriation of funds for improvements to the CWF. The FP will also provide summary information on funding options for the needed CWF improvements.
7. Based upon the discussions with the Town, and the desired packaging of future projects based upon available Capital Funding, the Engineer will be available to discuss implementation steps with the Town, including scoping and budgeting for design of improvements (to be provided under a separate contract).

Town Responsibilities and Exclusions

- The Town will make provisions for the Engineer to access the site(s), as necessary to complete the project.
- The Town will provide relevant planning and record information (e.g., mapping, as-built plans, record specifications, etc.), as available.
- The Town will coordinate any public/stakeholder involvement needed to support the project.
- No detailed design work is anticipated as part of the proposed effort. Detailed materials testing, in depth investigations and other efforts to document existing or as-built conditions are excluded from this scope.
- All permitting-related efforts, including identification of detailed permitting requirements for proposed recommendations, are excluded.
- If the Town desires to share the FP document with the State or Federal regulatory agencies, the Engineer can advise on this process; however, this scope includes no anticipated effort related to such reviews.
- All funding-related efforts, including preparation of detailed funding applications, preparation of funding approvals or reimbursement requests, are excluded.

Schedule

The Engineer will be available to initiate the proposed work starting within fourteen (14) calendar days of receipt of an executed agreement. Assuming adequate availability of information needed by the Engineer, the project would be anticipated to conclude within 120 calendar days of commencing with the work. This schedule may require adjustment based on weather or other conditions that limit the observations from physical visits to the site. The Engineer will work with the Town to accommodate reasonable changes to the schedule to allow adequate time for public and stakeholder involvement.

Cost of Services

The Engineer proposes to perform this scope of work identified herein for a lump sum fee of \$125,000. Fees will generally be billed monthly as they accrue, based upon the services performed as a percent of the total lump sum fee. Payment to the Engineer will be made within 30 calendar days of the invoice date.

The Engineer's services may be provided as described herein and in accordance with our Weston & Sampson General Terms and Conditions (dated October 28, 2024), which are a part of our agreement with you. Alternately, we can provide a separate formal agreement covering the proposed services, if this is preferred by the Town.

We are pleased to submit this proposal and look forward to working with you on this project. If you have any questions on this matter, please contact me directly.

Sincerely,
WESTON & SAMPSON ENGINEERS, INC.


Kent M. Nichols, Jr., P.E.
Vice President & Practice Leader

\\Wse03.Local\WSE\Projects\MA\Montague MA\Montague CWF Facility Plan\Evaluation And Facility Plan For The Montague Clean Water Facility Updated Draft 10242025.Docx



Annual Town Meeting

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

Budget Year
FY 27

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 10/30/2025.

Department: CWF Submitted by: Chelsey Little, Superintendent

Item/Project Cost: \$966,000 Date Prepared: 11/03/2025

Item/Project Title: Secondary Clarifier Mechanism Replacement 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 **\$966,000**, or any other amount, for the purpose of replacing two secondary clarifier mechanisms 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.)*

Secondary Mechanisms x2.....	\$760,000
Concrete Modifications.....	\$20,000
Crane (Demo and Install ~10 days)	\$20,000
Electrical Contractor.....	\$50,000
Concrete Tank Rehab/Lining Contractor.....	\$50,000
Demo/Removal of Old Equipment.....	\$20,000
Contingency 5%.....	\$46,000
Total.....	\$966,000

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?

The CWF staff will manage procurement, execution of the project, and construction oversight. No engineering services required, equipment only installation.

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.

The CWF utilizes two (2) 176,000-gallon capacity Secondary Clarifiers as an essential part of the separation of solids from liquids in the wastewater treatment process. The mechanisms in the clarifier tanks have not been replaced since initial installation occurred in 1980 and are in dire need of an upgrade. The original clarifier mechanisms were also designed with paper mill waste in mind, which is a thicker coarser material than the current waste experienced at the facility.

Over the last 45 years, there have been technological advancements in clarifier mechanisms, and the facility is looking to upgrade the current “draft tube” style mechanisms over to a more efficient “spiral blade” mechanism. Fortunately, this upgraded design runs less expensive than replacing in-kind with the “draft tube” style. The facility would also prefer to install the stainless-steel option, as to drastically increase the life of the mechanisms and reduce burdensome maintenance and treatment costs.

It is important to replace the mechanisms before they experience catastrophic failure. Many of the mechanism parts have been completely overhauled multiple times over the years and have far exceeded their lifespan. The current mechanisms also make it difficult for staff to manage the separation of solids from liquids adequately, which have

potentially added to the facility's struggle in solids "escaping" into other areas of treatment which cause permit violations. (Cont.)

Along with the mechanism upgrade, the facility would also like to perform concrete tank rehab, coating the tank with a liner to aid in extending the life of the concrete that is in constant contact with corrosive wastewater.

Staff will be performing the general contractor work, much as we have for the last several projects, to save on the enormous costs of hiring out for a general contractor, which would likely push a project like this into the \$2+ million-dollar range.

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:

Funding for this project is likely to come from borrowing, although that decision ultimately lies with the Finance Committee.

Supporting Documentation/Photos

Old Draft Tube Clarifier Mechanisms:





New Spiral Blade Clarifier Mechanisms:

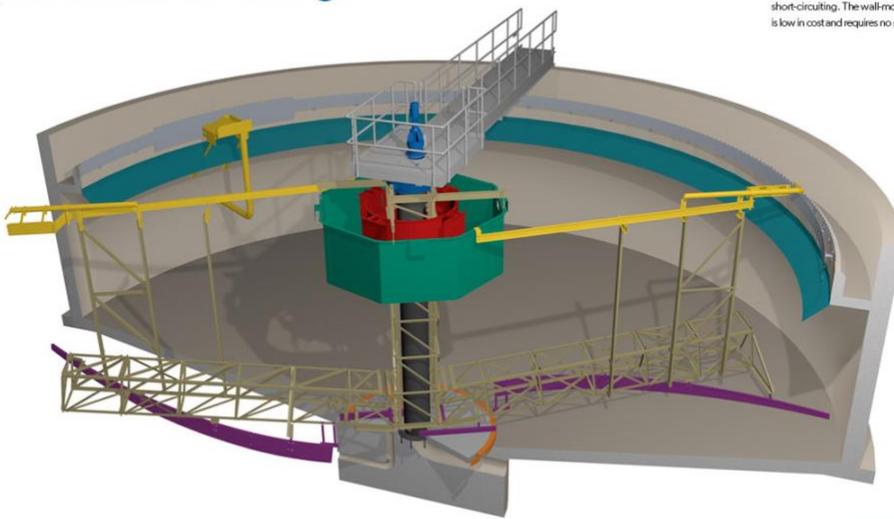
Clarifier Optimization Package

Energy Dissipating Inlet (EDI)
 Converts the high energy feed from the center column into a lower velocity flow that is gently mixed in an impinged flow into the flocculating feedwell to maximize flocculation. Side-by-side studies show a 27% reduction in effluent suspended solids when using the new Dual-Gate™ EDI versus a conventional EDI in shallow secondary clarifiers.

Spiral Rake Blades
 Increase sludge transport capacity, providing rapid solids removal, and lower sludge blankets. Eliminate septicity and denitrification.

Premium Drive Unit
 Designed for torque requirements from 1,000 ft-lbs to 6,000,000 ft-lbs, the Premium Drive Unit provides rotational force to the clarifier mechanism while resisting torque loads and overturning moments.

Center Column
 Minimizes floc shearing and reduces influent energy.

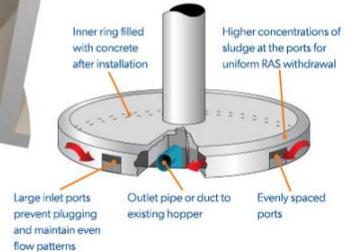


Density Current Baffle
 Eliminates wall currents and prevents short-circuiting. The wall-mounted baffle is low in cost and requires no maintenance.

Scum Removal
 Removes scum build-up from within the feedwell and from the clarifier surface. Includes a scum flushing valve that automatically opens to flush scum out of the scum trough.

Flocculating Feedwell
 Promotes hydraulic flocculation in the inlet area and is designed to eliminate scouring of the sludge blanket.

Sludge Withdrawal Ring
 Reduces the depth of the sludge blanket in a secondary clarifier—decreasing sludge scour and increasing hydraulic capacity, as well as reducing the possibility of denitrification and phosphorus removal in BNR processes. The Sludge Withdrawal Ring provides rapid solids removal in conjunction with Spiral Rake Blades, while eliminating the need for underwater seals.





WesTech Spiral Blade Quote:



Commercial Proposal

Proposal Name: Montague WPCF
 Proposal Number: 2160509
 Friday, October 03, 2025

1. Bidder's Contact Information

Company Name: WesTech Engineering, LLC
 Primary Contact Name: Butch Cardenas
 Phone: (801) 265-1000
 Email: bcardenas@westechwater.com
 Address: Number/Street: 3665 S West Temple
 Address: City, State, Zip: Salt Lake City, UT 84115

2. Budget Pricing

Currency: USD

Scope of Supply

A	Two (2) 50' Diameter Clarifier Mechanisms Model COPC1G	\$650,200
<i>Optional Items</i>		
A-1	304 SS Adder	\$107,400
	Tariffs, to be charged at actual cost	TBD
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included

Prices are valid for a period not to exceed 30 days from date of proposal.

Additional Field Service

Daily Rate (Applicable Only to Field Service Not Included in Scope)	\$1,350
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Pricing does not include field service unless noted in scope of supply but is available at the daily rate plus expenses. The greater of a two week notice or visa procurement time is required prior to departure date. Our field service policy is subject to change and can be provided upon request.

3. Payment Terms

Purchase Order Acceptance and Contract Execution	10%
Submittals Provided by WesTech	15%
Release for Fabrication	35%
Notification of Ready to Ship	40%

All payments are net 30 days. Partial shipments are allowed. An approved Letter of Credit is required if Incoterms CIF, CFR, DAP, CIP, or CPT are applicable. Payment is required in full for all other Incoterms prior to international shipment. Other terms per WesTech proforma invoice. Please note that the advising bank must be named as: Wells Fargo Bank, International Department, 9000 Flair Drive, 3rd Floor, El Monte, California 91731, USA.

4. Schedule

Submittals, after Purchase Order Acceptance and Contract Execution	10 to 12 weeks
Ready to Ship, after Receipt of Final Submittal Approval	26 to 28 weeks
Estimated Weeks to Ready to Ship	36 to 40 weeks*

*Customer submittal approval is typically required to proceed with equipment fabrication and is not accounted for in the schedule above. Project schedule will be extended to account for time associated with receipt of customer submittal approval. Due to supply chain disruptions and volatility, delivery schedule is a best estimate only and may be improved or hampered based on date of contract execution, scope selection, and materials availability.

5. Freight

Domestic	FOB Shipping Point - Full Freight Allowed to Jobsite (FSP-FFA)	
From	Final Destination	Number of Trucks / Containers
WesTech Shops	Montague, MA	Approximately 7





Commercial Proposal

Proposal Name: Montague WPCF
 Proposal Number: 2160509
 Tuesday, October 28, 2025

1. Bidder's Contact Information

Company Name: WesTech Engineering, LLC
 Primary Contact Name: Butch Cardenas
 Phone: (801) 265-1000
 Email: bcardenas@westechwater.com
 Address: Number/Street: 3665 S West Temple
 Address: City, State, Zip: Salt Lake City, UT 84115

2. Budget Pricing Currency: USD

Scope of Supply		
A	Clarifier Mechanisms, Model CLC17G	\$725,300
<i>Optional Items</i>		
A-1	304 SS Adder	\$125,000
	Tariffs, to be charged at actual cost	TBD
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included

Prices are valid for a period not to exceed 30 days from date of proposal.

Additional Field Service

Daily Rate (Applicable Only to Field Service Not Included in Scope) \$1,350

Pricing does not include field service unless noted in scope of supply but is available at the daily rate plus expenses. The greater of a two week notice or visa procurement time is required prior to departure date. Our field service policy is subject to change and can be provided upon request.

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5. Freight

Domestic	FOB Shipping Point - Full Freight Allowed to Jobsite (FSP-FFA)	
From	Final Destination	Number of Trucks / Containers
WesTech Shops	Montague, MA	Approximately 7





Town of Montague

SPECIAL ARTICLE REQUEST – NO FUNDING

O FY27 ATM

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

Department:	<u>Selectboard</u>	Submitted by:	<u>Assistant Town Administrator</u>
Item/Project Cost:	<u>N/A</u>	Date Prepared:	<u>3/4/2026</u>
Item/Project Title:	<u>Library Project Bonding Authority</u>		

Proposed article wording:

To see if the Town will vote to accept and expend Massachusetts Public Library Construction Program grant funds and to assess an additional sum in real estate and personal property taxes, for a total not to exceed \$23,704,053, for the purposes of planning, designing, permitting, constructing, equipping, and furnishing a new main library to be located at 38 Avenue A in Turners Falls. The total amount authorized to be borrowed pursuant to this order shall be reduced by (i) any grants received by project, and (ii) any other unrestricted grants or gifts received by the Town from any other source on account of this project.

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.)*

This article is considering whether to provide funding for completing the design and construction of a new Main Branch for the Montague Public Libraries. The new facility would be located at the former Cumberland Farms location at 38 Avenue A. It has been determined to be the most cost-effective option that offers the features which the Library Building Steering Committee and Board of Library Trustees believe are essential to the immediate and long-term needs of the Montague Public Libraries.

This facility would replace the aging Carnegie Library at 201 Avenue A. The current facility is significantly antiquated relative to building code and meeting the community’s needs, and has serious shortfalls from the lens of accessibility. It is also not suitable for renovation or expansion due to building and lot constraints. The current building would ultimately be sold for redevelopment after the new facility is built, and any new development would be subject to preservation requirements of the Massachusetts Historical Commission.

The project is currently budgeted at \$23,704,053. The Massachusetts Board of Library Commissioners voted on March 4, 2026, to award \$11,286,440 to the project, with the remaining \$12,417,613 to be raised locally. These costs include substantial allotments for contingencies. The assumed term of bonding would be __ years at ___% interest. Voting the present figure does not require the Town to spend the full sum, but does cap what can be spent.

Final recommendation of Selectboard:

Support

Not Support

Comments on Recommendation: