

JOINT FINANCE COMMITTEE AND SELECTMEN'S MEETING MINUTES
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
FEBRUARY 8, 2017

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Chairman John Hanold opens the meeting

- Meeting was opened at 6:00 PM in the Upstairs Meeting Room
- **Finance Committee Members Present:** John Hanold, Fred Bowman, Michael Naughton, Chris Menegoni and Patricia Pruitt. Greg Garrison was absent.
- **Selectmen Present:** Michael Nelson. Chris Boutwell and Richard Kuklewicz were absent.
- **Others Present:** Town Accountant Carolyn Olsen, Town Planner and Conservation Agent Walter Ramsey and DPW Superintendent Tom Bergeron. Town Administrator Steven Ellis was absent.
- The Finance Committee Chair announced that the meeting is being recorded by MCATV, and asked if anyone else was recording the meeting. No one identified themselves.

Minutes -

Finance Committee Moved:

To approve the minutes of February 1, 2017.

Vote: 5 In Favor 0 Opposed 0 Abstained

Department Budgets

Numbered and underlined questions with answers in a different font are from previous e-mails. Additional information received at meeting follows the questions and answers.

Planning

- For Fiscal Year 2017, Mr. Ramsey secured a team of 5 graduate interns that helped with a specific planning project – Powering Forward, a plan for the Turners Falls power area (the fish ladder to Railroad Salvage) that comprehensively evaluated the entire area and determined where to focus. The interns provided a final report with nice visualizations. Mr. Ramsey believes that this project will more than pay for itself through eventual grants and private development, and will assist the town going into FERC negotiations and with the ATB case with First Light. Mr. Ramsey sees this as a way to tie together several ongoing projects, solidifying where we're going as a community. The plan for this year's intern is to get someone with GIS qualifications, to update the current GIS layers and organize the information.
- The Planning Board is looking to update the town's official zoning map. This has not been done in many years.
- Mr. Naughton asked if it would make sense to expand the knowledge base for GIS. Mr. Ramsey supports this idea, but is not sure who else would do it. Mr. Naughton suggested spreading the work up updating the GIS to the Building Inspector or DPW staff would make sense. Mr. Menegoni suggested having intern knowledgeable about GIS train town staff.
- Mr. Hanold asked if there was a long term forecast for the intern line item. Given his workload, Mr. Ramsey will take as much help as he can get into future years.
- Regarding the reallocation of \$250 from the Telephone line item to Office Supplies and Dues and Memberships, Mr. Naughton said that since phone costs for most departments are moving to the Shared Costs budget, we don't want to automatically assume departments can just use the money

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elsewhere in their departmental budget. Mr. Ramsey noted that the line items that were increased were originally underfunded.

MEDIC

This budget is a single item for Director's Liability Insurance, which is required because MEDIC still owns the property at 34 Avenue A. There is a purchase and sale agreement for the property, but it may take up to a year from now to be finalized, which means the insurance will be needed through Fiscal Year 2018.

Topics not anticipated within in the 48 hour posting requirements

A Reserve Fund Transfer Request in the amount of \$184 for the MEDIC Director's Insurance was received today from Mr. Ramsey. The premium came in higher than expected. The Finance Committee agreed to waive approval by the Board of Selectmen. Mr. Nelson said he would vote in favor if there were a quorum present.

Finance Committee Moved:

To transfer \$184 from the Reserve Fund to MEDIC Director's Insurance, account 001-5-182-5710.

Vote: 5 In Favor 0 Opposed 0 Abstained

Planning Special Articles

There are no special articles planned by the Planner, and Mr. Ramsey is not directly speaking to any special or annual town meeting articles. Mr. Ramsey is in the process of looking at capping the burn dump by Sandy lane, but hopes that this can be done within the existing appropriation. The cost of the capping may be offset by developers of solar arrays on the property.

DPW Budgets

Numbered and underlined questions with answers in a different font are from previous e-mails. Additional information received at meeting follows the questions and answers.

Snow & Ice

1. What is expected change on Pager pay? The new contract increases the weekly amount from \$120 to \$140, and adds additional amounts for holiday weekends. Contract states they must get a minimum of 10 weeks of pager pay.
2. Our impression is that buy-ahead of Salt & Sand is not feasible. Is that correct? Is there any way to pull FY2018 needs into FY2017 if this winter is mild? We purchase enough salt/sand at the end of the season to have a small supply for the next winter season. Any surplus left in any budget is turned back to be included in the following year's Free Cash.
 - Salt and sand is ordered weekly during the snow season, with a minimum of three trailer loads of salt to mix with the sand.
 - When the sand is swept up in the spring, it gets used as fill.

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3. After a couple of lower years the Plow Items line was used heavily in FY2017 and is up again in FY2018. Is this a cyclical pattern, such that FY2017 spending would be enough to reduce the spending for FY2018? The plow blades are basically a wear item and are needed every year. This takes up good part of the budget; the other big cost is replacing aging snow plows.
 - A cutting edge costs about \$100 and will only last for one good storm. The DPW hasn't used many edges this winter since most of the weather events have been ice rather than snow. Used edges are sold for scrap.
 - A new plow blade was purchased this year, which accounts for the jump in the actual expenses.
 - Mr. Nelson asked how the budget for this year is going. So far, things are good.

Solid Waste

1. Describe change in Landfill Monitoring and Transfer Station staffing. The Franklin County Solid Waste Management District has been contracted to do inspections at the transfer station on a regular basis and there are two engineering inspections on the closed portions. The transfer station staffing was changed from having a full-time employee work an unusual week, working a half-day Wednesday and a half-day Saturday to having a part-time employee working just those transfer station hours. This is working well and it alleviates the loss of an employee from the DPW crew every Wednesday.
 - The cost of monitoring landfills includes testing of wells and monitoring of methane. This expense will not go away when landfills are capped.
 - The new compactor has reduced costs; were hauling/replacing 2 containers a week, now container is replaced once every two months.
2. Are Materials Removal forecasts based on existing contracts or something else? Increases seem high compared to FY2017 experience (Any seasonal impact?). Increases are based on existing contracts, but increased volume also increases costs, and volume is expected to increase.

Utilities

1. Pattern of increases and "same-as-before" is uneven, compared to FY2017 history and prior years. Is there a reason Police Electric and DPW Electric and Water jump but several Water and Sewer don't? Any change in use-pattern of public buildings? The Police Electric Budget has been increased to accommodate their usage with more personnel and having to use portable heaters in the winter.
2. If bottom-line budgeting is your approach, what is risk of using same total as FY2017? The DPW increases reflect current use levels.
3. Are there any conservation/efficiency efforts Montague is pursuing, or could pursue in the future? All efficiency methods available are in use and anything that could be an advantage to the Town is pursued.
 - Mr. Naughton asked if Mr. Bergeron had any suggestions to reduce energy costs. Mr. Bergeron suggested converting to LED lighting in all buildings and LED street lights (which will make the street lights the town's responsibility). Ms. Olsen suggested replacing/insulating town hall windows, insulating town hall walls, and replacing the rear door in this meeting room. All of these things come at a significant investment.

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Public Works

1. A series of accounts related to Parts, Repair & Maintenance, etc., are growing in spite of steady spending in FY2017. What is changing in the future? Even with the purchase of new equipment we still have numerous older vehicles that need repairs, and the new ones are so computerized that you still need some diagnostics done by a trained professional on that equipment. Also, parts on the newer equipment are more costly because of all the high tech emissions etc.

2. Describe how the staff increase for Grounds/Buildings has affected the backlog of your work - is this affecting your request? The increase in staffing for Grounds/Buildings has helped out tremendously; work is being accomplished in a more timely fashion and the extra staff is cutting down on the backlog of work. Also with more people, work that in the past had to be sourced out can be done in house.
 - Mr. Bergeron is currently looking to fill his last vacancy for a truck driver/laborer.
 - The increase of two employees last year, one in Grounds, one in Building Maintenance, has been very helpful. These groups of employees help out with doing sidewalks, which gets it done faster and with less overtime.

Town Building Maintenance Study

An annotated version of the original March 1, 2016 document was distributed. The original list has had additions from discussions with Steve Ellis and Jim Whiteman.

- Mr. Nelson said the snag that slowed process was with the less obvious things that weren't visible.
- Mr. Hanold stated that the Finance Committee kept getting a crisis repair list, but he wanted an awareness of all issues, with a plan to address them. Mr. Hanold also wants to know what can be done in-house within the operating budget, versus capital investments for building improvements.
- After considerable discussion of the issues at the libraries, a consensus of what is wanted in the study and how it would be used was established.
- The process will start with creating a list of all repairs and maintenance needed, noting what can be done in house and what needs to be contracted out. Ms. Olsen will distribute the revised document to all departments for additional input on needs. When input is added, Ms. Olsen will have Steve Ellis and Jim Whiteman review and add comments.
- The revised list will be put into an excel file with columns for items such as estimated cost, priority, likely funding sources, whether the item can be done in-house or contracted out, and whether it can be done within existing department appropriations, will require additional department appropriations, or will require a special article.
- Two specific goals are a comprehensive list of needs, and a two-part plan for resolving the items. The first plan would address items that can be met with departmental appropriations, and the second would be a capital plan for the remaining items. In-house Capital items will be segregated and provided to the Capital Improvements Committee for their analysis, prioritization, and planning.
- The plans would address issues such as what makes the most sense to spend money on first, the interrelationships between different items, how long each building is expected to stay in use, and potential reuse of any buildings that may be vacated for their current purpose and re-purposed.

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Special Article requests received for March 2, 2017 Special Town Meeting

Special articles will include the following requests:

1. Receive the report of the Public Works Facility Planning Committee and act thereon.
2. Establishment of a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred by a police officer during the performance of his/her duties. This acceptance would also allow insurance reimbursements to go into this fund rather than being a general receipt.
3. Appropriate an additional \$3,000 as the town's share of AIP-19. \$8,350 was previously appropriated.
4. Appropriate money to stabilize the Strathmore Building per order of the State Fire Marshal
5. Approval of changes in positions in the Town of Montague Employee Association.
6. Approval of changes in positions in the United Electrical, Radio and Machine Workers of America, Local 274.

Next Meeting Dates:

February 15, 2017	Building Inspector/ZBA, WPCF, and STM Article recommendations
February 22, 2017	FCTS, Initial meeting with CIC
March 1, 2017	GMRSD
March 8, 2017	Town Administrator
March 15, 2017	Final Revenue Estimates, final Affordable Assessment due, Preliminary Budget Recommendations, March 22, 2017 Final meeting with CIC
March 29, 2017	Draft warrant to KP-Law, Review Special Article Requests
April 5, 2017	Draft Finance Committee Report, vote on Special Article requests
April 12, 2017	Revise Finance Committee Report and Policy Actions
April 19, 2017	Final votes, reconsiderations, approve Finance Committee Report
May 3, 2017	Any pre-Town Meeting actions needed
May 6, 2017	Annual Town Meeting
May 10, 2017	Any post-Town Meeting actions needed

Meeting adjourned at 8:10 PM

List of Documents and Exhibits:

- February 1, 2017 Minutes
- Planning & DPW FY2018 Budget Requests
- Cemeteries FY2018 Budget and information on sign replacement
- Board of Health FY2018 Budget Q & A
- Building needs

Minutes Approved February 15, 2017

John Hanold, Finance Committee Chair

Richard Kuklewicz, Selectboard Chair

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TO: John Hanold, Montague Finance Committee
FROM: Judith Lorei, Montague Cemetery Commission
DATE: February 5, 2017
RE: Budget request for town cemetery signage

The Montague Cemetery Commission requests \$3,000 to replace signs for six of our seven town cemeteries (a new sign was donated last year for the Dry Hill Cemetery, so is not included in this request).

In fall of 2016, I visited six of seven Montague Town cemeteries to assess the condition of the signs. I found the signs to be in various states of disrepair from peeling paint to cracked surfaces to gaping holes and missing pieces of board. In case of the East Mineral Road Cemetery, the sign was gone entirely. Only the two posts that held the sign were left standing. Neighbors of the Chestnut Hill Cemetery called me to say that they have been using string and wire over the past year in an effort to keep that sign from falling apart. I've included photos in my email to provide a visual of their poor condition.

Turners Falls' residents, Nina Rossi and David Detmold built and painted the sign for the Dry Hill Cemetery last year as part of the town's project to create trails and a trailhead in that area. They did such a professional job of constructing that sign (photo included), that I approached them about making the other cemetery signs in keeping with the design and construction of the one for the Dry Hill Cemetery. While I appreciate their generosity in constructing that sign at no cost, I asked them to provide me with a quote to build and paint six cemetery signs. We would ask the highway department to install them as they did for Dry Hill Cemetery.

Their estimate for building and hand painting is \$500 per sign. This estimate includes paint, high-grade plywood and posts. This cost seems reasonable to me. I feel confident in the quality of their work and their ability to deliver.

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2/5/17 Responses to BOH Budget questions. Questions are underlined

1. Line 5420 Office Supplies, after a couple of very high years 2015 - 2016 is down for 2017 but rising a lot for 2018. Is something unusual happening?

I appreciate the email regarding my budget.

The first event I would mention is hiring and outfitting our new part-time health inspector. Kathern Pierce joined the department in September 2014. Items consisting of larger sums are listed below. *This list is not inclusive of all purchases for 2015 -2016.*

Two copies of 2013 Federal Food Code	146.28
Two work stands rearranging for newly hired health inspector	593.98
Toner	452.96
28" Adjustable work station	359.99
Thermo-labels for inspection of automatic hot water dishwashers.	64.50
Folders, batteries, calendars	176.27
Due to risk of Avian Flu I required animal inspector to disinfect her boots between barn inspections this is for bactericide/virocide	94.99
Folders, sheet protectors, toner/ink	492.34
4 Badges with holders	361.80
Violation citation booklets to write tickets for pooper scooper violators, overflowing dumpsters and other non-criminal disposition issues (hence the badges!)	85.41
Total	2828.52

Highlights from 2014- 2015

Relative humidity and temperature data loggers	167.53
Office chair, two drawer file, privacy panel	599.85
Office chair	159.95
Toner, packing tape, post its	235.02
Toner	294.96
Toner (I was able to purchase one very nice printer with grant money)	894.12
Digital Inspection Camera	452.27
Two licenses for Office 2013 (Dell Marketing, L.P.)	642.82
Hobbs and Warren (no carbon required food inspection report sheets required by the state dept of public health)	364.00
Total	3810.52

- Trainings are expensive. We are training a new inspector and I hold 4 required state licenses that require a varying accumulations of CEU's annually. Not to mention just keeping up with changes to existing regulations.
- We find printer cartridges are literally "killing" our office supply budget at \$602.74
- Since I cannot keep a public health nurse employed in Montague because we only offer a 5 hour per week position. I have in the past and continue to purchase technology and tools that will assist and

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expedite my many mandated duties. So I have more time to do the nurse duties as required by law. I think it is reasonable for a department that is underfunded/staffed (as concerns the nurse) to spend money to facilitate conducting job duties required of public health in an expeditious manner.

- Since July 1, 2015 my office handles the electronic burial permits. Eliminating the burial agent line item of \$600/year. *When the State went to electronic burial records the previous burial agent requested to retain the \$600 annual stipend she previously received for producing hand written ones. The production of an electronic burial record takes under a two minutes; I felt the (electronic) duties were not commensurate with the requested compensation so now my staff issue burial permits as part of our salaried duties.*
- Training for myself and our dedicated health inspector is expensive. The expansive purview of the board of health requires attendance many trainings annually.

The Board of Health has always prided itself on being a science based department. We have, through grant funding sought by me, acquired 4 iPads over the years, *in preparation for the day when our inspectional services will be automated and inspection findings*, we also grant funded a very nice printer, LED flashlights and other items Soon inspectional orders to correct will be accomplished in the field using tablets that will fractionalize the time it now take to produce handwritten orders. Tablet based inspection technology will also standardize legal language and mandates in written orders; this will help in court proceedings. At little cost to the town our department is the most scientifically based inspectional service in the area.

2. The newspaper recently reported you have requested a grade-step assignment for the Public Health Nurse, but nothing has been spent in FY2017 and the historical pattern of spending and budgeting is volatile. Can you tell us what your plans are?

I think sometime we forget, *myself included*, that Montague is the second most populous town in Franklin County, we have a mandate and a duty to protect our residents and as we all know disasters and disease do not respect town boundaries. John, since 2011 I have hired *and trained 3 public health nurses*; each of them quit because 5 hours per week did not fit into their schedule, they find other jobs with more hours or worse they wanted to do more for our community but were hobbled by town meeting voters who refused to fund a nurse.

I have advertised again for a 5 hour per week nurse (I lost \$1,000 in that line item last year) because of state mandates and the fact that the board of health is chronically understaffed. The Board of Health is legally responsible for following up on all communicable diseases as well as vaccine preventable diseases. The state electronically tracks over 100 reportable diseases; the local Board of Health receives daily electronic reports on persons with disease in our community. Some patients require Board of Health follow up. For example, a person working in Montague as a food handler tests positive for Hepatitis A; it is the job of my department to stop that person from handling/serving food to the public until they are no longer contagious. This is no small thing, Hepatitis A in an elderly person or an immunocompromised person can be fatal. That is one of 10 really good examples I could give for having a nurse.

Public Health Nursing programs improve the health of the community, identifies and begins remediation of health disparities, diagnoses and intervenes potential killers like hypertension, diabetes, and poor dental care, these services literally save lives and keep national health care costs down. PH nurses also provides much needed services to the elderly and homebound including

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immunizations and medication management; keeping our elders safe at home and not jamming up emergency rooms due to lack of medication management.

Below is not “required reading” but an overview of Montague’s history with public health nurses and predictions if the town continues to ignore the value of employing at least a ½ time nurse.

(History: When I arrived as the Director of Public Health in April 2000 Montague employed a 20/week nurse; her name was Joan Pajak, she was smart, great with people, held a BSN and MS, she had been here for several years before I stated here and intended to stay, she was “dug in”. Joan held office hours, conducted an enormous amount of preventive health care examinations and referrals to our population, Joan got the uninsured on insurance plans through a grant she and I collaborated on. She wrote and got grants for medication management for our elders. *It is well documented that our emergency rooms are unnecessarily over crowded due to elders having trouble with taking their medications correctly.* Joan visited each village (except, I think, Montague City) once a month checking BP’s, counseling patients, testing for diabetes and very significantly helping disenfranchised people. She followed up on communicable diseases, possible rabies exposures, and a thousand other public health related duties.) We lost Joan in 2008 when she resigned because she could no longer take the threat of losing her 20 hour position *every fiscal year*, she had a family she was raising with her husband. Since then our nursing department has slipped into nothing.

Since Presidential Directive HSPD-8 (attached below) by George Bush after the attack on September 11, **2001 Local Boards of Health are mandated first responders**, yet 16 years later Boards of Health are still treated by state and local government as if no such mandate was issued. Fire, Police, EMS are given nearly everything they request or require since September 11, 2001 to deal with all types of threats and emergencies *AS WELL THEY SHOULD*. But it is to our own peril that we continue to ignore the first responder mandate of public health.

The general population, and in particular our own town government, remains largely ignorant to the fact that the mandate of public health changed after the Presidential Directive and to this day, some 16 years, later public health has not *received funding, tools, training, encouragement, respect or press it deserves*. Given a biological attack or a simple flu strain run amok, as in 1918, this country will see the consequences of its stubborn refusal to support an exemplary public health infrastructure **at the local level**.

Who isn’t gratefully awed by the look, functionality and capability of a well maintained fire truck carried highly trained, well equipped individuals to the rescue?

I am.

I am also grateful for police men and women who could save my life in an instant. How well do fire and police do in the face of MRSA, SARS, HIV/AIDS, Anthrax, H1N1, or the 1918 type flu? I can promise one thing; bullets and water from a hose will have no impact yet we ignore this **fact every single day** in spite of really intelligent people from the CDC, WHO and other worldwide organizations telling us to prepare every day.

Given the current political volatility in this country; rethinking the role of a strong well-staffed public health department including a nurse is timely to say the least.

Montague is supposed to be the lead town in the “Montague Area” Emergency Dispensing Site “EDS” Coalition. The Montague Area “EDS” includes the towns of Wendell, Erving, and Gill a total population of over 12,000 people. It is also extremely likely that, should a public health crisis occur or we are attacked families from Northfield and Warwick and many other places will come to

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Montague for prophylaxis or other required lifesaving treatment. **We are NOT prepared.** We will not be prepared because Montague residents don't grok the need for a nurse and the urgency of the board of health to assign someone at least ½ time to emergency preparedness. Adding Northfield and Warwick; Montague could be looking at an influx of people seeking treatment and or prophylaxis, antibiotics, or injections up to over 8,500 that is a total of 17, 000.00 people.

We are also not prepared for the effects of global warming on emerging pathogens. I am once again endeavoring to find a Registered Nurse to work 5 hours per week for the town because that is what I have been "given". I will again waste town resources and my time training someone who won't likely stay here. Montague will continue to be a mediocre participant in its own EDS. The town doesn't understand the gravity of the situation but one thing will remain true the town was warned, coerced, and educated by its very knowledgeable director of public health over and over again and she was ignored over and over again- we need a nurse! I could use someone 15 hours a week because without a nurse I do the communicable disease follow up, burial permits, emergency planning (which is currently done poorly and will likely be ineffective because we have no staff to work on planning for a public health crisis should one arise). I overspend the office supplies line to augment my department with the tools I need to make my testimony in court professional and scientific. The faster I can conduct a scientifically sound environmental assessment the quicker I can get to the nurses job duties, a job I am not trained for.

Homeland Security Presidential Directive / HSPD-8

Subject: National Preparedness

Purpose

(1) This directive establishes policies to strengthen the preparedness of the United States to prevent and respond to threatened or actual domestic terrorist attacks, major disasters, and other emergencies by requiring a national domestic all-hazards preparedness goal, establishing mechanisms for improved delivery of Federal preparedness assistance to State and local governments, and outlining actions to strengthen preparedness capabilities of Federal, State, and local entities.

Definitions

(2) For the purposes of this directive:

(a) The term "all-hazards preparedness" refers to preparedness for domestic terrorist attacks, major disasters, and other emergencies.

(b) The term "Federal departments and agencies" means those executive department-mints enumerated in 5 U.S.C. 101, and the Department of Homeland Security; independent establishments as defined by 5 U.S.C. 104(1); Government corporations as defined by 5 U.S.C. 103(1); and the United States Postal Service.

(c) The term "Federal preparedness assistance" means Federal department and agency grants, cooperative agreements, loans, loan guarantees, training, and/or technical assistance provided to State and local governments and the private sector to prevent, prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies. Unless noted otherwise, the term "assistance" will refer to Federal assistance programs.

(d) The term "first responder" refers to those individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, **public health**, clinical care, public works, and other skilled support personnel (such as equipment operators) that provide immediate support services during prevention, response, and recovery operations.

(e) The terms "major disaster" and "emergency" have the meanings given in section 102 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122).

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- (f) The term "major events" refers to domestic terrorist attacks, major disasters, and other emergencies.
- (g) The term "national homeland security preparedness-related exercises" refers to homeland security-related exercises that train and test national decision makers and utilize resources of multiple Federal departments and agencies. Such exercises may involve State and local first responders when appropriate. Such exercises do not include those exercises conducted solely within a single Federal department or agency.
- (h) The term "preparedness" refers to the existence of plans, procedures, policies, training, and equipment necessary at the Federal, State, and local level to maximize the ability to prevent, respond to, and recover from major events. The term "readiness" is used interchangeably with preparedness.
- (i) The term "prevention" refers to activities undertaken by the first responder community during the early stages of an incident to reduce the likelihood or consequences of threatened or actual terrorist attacks. More general and broader efforts to deter, disrupt, or thwart terrorism are not addressed in this directive.
- (j) The term "Secretary" means the Secretary of Homeland Security.
- (k) The terms "State," and "local government," when used in a geographical sense, have the same meanings given to those terms in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101).

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Upcoming Town Expenses – As of March 1, 2016

Shea Theatre

1. Replace Roof (When possible, but within 1-2 years) - Update Jan 2017: Drainage rocks that were on the roof have been removed as they are obsolete. With them gone, Tom believes his staff can find and fix leaks exponentially better. He estimates we can get by at least a few more years with the current roof
2. Replace HVAC system (When possible, within 1-2 years)
3. Salt damage – need to use environmentally appropriate salt. Rotting water and gas mains and bleeding into basement.

Carnegie Library

1. Repair roof bumpout roofs (Within <1 year) - DONE
2. Repair front steps (When possible, within 1 year) - DONE
3. Sand and paint old ceiling repairs (When possible, within 1-2 years)
4. Repair cracks around foundation (Within <1 year) - DONE
5. Paint exterior (1-2years)
6. Repair handicapped ramp (When possible, within 1-2 years) - DONE
7. Upgrade bathroom on main level (When possible) Bathroom not really appropriate for renovation, no vent, not accessible
8. Potential air quality issues in the basement (1-2 years). Basement was originally intended as storage/theater, was not properly renovated to office space, which caused current issues. Heavy rain causes increase in hydro pressure in building. Ventilation correction needed. Get rugs and bad paneling out of basement, put up dryback on walls after wire brushing.
9. Handicapped accessibility of basement and second floor
10. Tear out carpet
11. Does Montague need 3 libraries: as a matter of practicality, yes.
12. Basement windows won't open.
13. Overuse of salt is damaging ramp and basement walls
14. Needs air movement
15. Waterproof, use jail staff to help with basement
16. Paint TL windows

Montague Library

1. Scrape and paint exterior of windows (When possible, within 1-2 years)
2. Repoint bricks (When possible, within 1-2 years) – I think this was done
3. Repair front steps (When possible, within 1-2 years) – I think this was done too
4. Basement moisture, exterior wall, something by handicap ramp. Excavate/landscape
5. 2nd floor has no heat, lots of keys
6. Roof flashing by chimneys
7. Bad 350 gallon tank.

Millers Library

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1. Paint exterior wall (Within 1 year)

Town Hall

1. Replace Roof (3-5 years)- immediate problem/water leaks \$70K were thought fixed.
2. Main roof 5-10 years.
3. Awning \$10-12k
4. Fix front awning (Within 1 year)
5. Removal of town hall annex (In appx 5 years, after new DPW built)
6. Repair front corner, smaller job

Senior Center (Assumes facility stays in current building)

1. Paint exterior (Scheduled Summer 2016 with Sheriff Dept) - DONE
2. Upgrade electrical outlets (Within 1 year)
3. Sand and varnish floor (When possible) (In process Jan 2017) - DONE
4. Replace Roof (Within 3-5 years)
5. Fix Kitchen Walls (Within 1-2 years) – In process Jan 2017)
6. Replace windows (When possible, but within 3 years)

Parks and Rec

1. Paint 2 Unity Building exterior walls (Scheduled Summer 2016) – 1 completed Summer 2016/limited
2. Park improvements in Rutters and Norma Park (2 years)-grant
3. Field house roof
4. Maybe highland shed

Colle

1. Stain and repair window sills (<1 year)
2. Salt damage – need to use environmentally appropriate salt. Rotting water and gas mains and bleeding into basement.
- 3.

Sidewalks

1. Repair or replace 11 Ave A sidewalk ramps (When possible, within 1-2 years)
2. Repairs to Ave A sidewalks (When possible, within 1-2 years)

Repair 10 planter boxes on Avenue A (When possible, within 1-2 years)

Sidewalk repairs on Montague St (<1 year – Chapter 90 money)

Strathmore

Abatement of hazardous materials (1 year)

Selective demolition (2 years)

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Other Projects

Replace all road signs (by federal mandate) (1-2 years)

Remove obsolete/unneeded road signage (1-2 years)

Flooding mitigation on Montague City Road (5 years – town pays design costs)

Avenue A streetlight extension project (<1 year – using CDBG money) – Scheduled for Summer 2017

Last mile broad band improvements (1-3 years)

Canal Street parking lot (< 1 year – grant funded)

Major Projects

Raze Railroad Savage (2 years – likely use CDBG money)

New DPW building (2-3 years)

Current DPW Building

Paint Exterior (Within 3 years)

St. Anne's Church/Rectory

Unsure of what this building will bring us, but need to keep it on close radar.

*Note: This list does not include any WWTP or School expenses