

**MONTAGUE SELECTBOARD MEETING
VIA ZOOM
Monday, July 1, 2024 AGENDA**

Join Zoom Meeting: <https://us02web.zoom.us/j/81807341888?>

Meeting ID: 818 0734 1888 **Passcode:** 331680 **Dial into meeting:** +1 646 558 8656

Topics may start earlier than specified, unless there is a hearing scheduled

Meeting Being Taped

Votes May Be Taken

1. 6:00PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:00 Approve Minutes: Selectboard Meeting June 17, 2024
3. 6:02 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
4. 6:04 **Flower Power Growers Inc.**
 - Execute revised Host Community Agreement with Flower Power Growers Inc.
- 5.6:15 **Personnel Board**
 - Department of Public Works Superintendent Hiring Committee Updates. Recommendation of finalist candidates, Samuel Urkiel and Hannah Tustin
 - Topics not anticipated in the 48 hour posting

OTHER

Next Meeting:

Selectboard, Monday, July 8, 2024 at 6:30 PM, 1 Avenue A, Turners Falls and via ZOOM.

TOWN OF MONTAGUE, MASSACHUSETTS
AND FLOWER POWER GROWERS INC.

HOST COMMUNITY AGREEMENT
FOR THE SITING OF A CULTIVATION AND PRODUCT MANUFACTURING
ESTABLISHMENT

THIS CULTIVATION HOST COMMUNITY AGREEMENT (the “Agreement”) is entered into this 1st day of July 2024, by and between Flower Power Growers, Inc., a Massachusetts Corporation with a principal office address of 180 Industrial Blvd. Turners Falls, MA 01376 (the “Company”), and the Town of Montague, a Massachusetts municipal corporation with a principal address of 1 Avenue A, Turners Falls, MA 01376 (the “Town”), acting by and through its Selectboard in reliance upon all of the representations made herein (the Company and Town collectively, referred to as the “Parties”).

WHEREAS, the Town and the Company entered into a Host Community Agreement, dated January 11, 2020 (the “HCA”), to locate and operate a marijuana cultivation establishment, and marijuana product manufacturer establishment (collectively and individually, the “Facility”) at the property known as 180 Industrial Boulevard, Turners Falls, Massachusetts;

WHEREAS, the Company has since established a Tier 3, Indoor, Marijuana Cultivation and Product Manufacturing Facility at the property, and was issued a final license for such operations by the Massachusetts Cannabis Control Commission on June 9, 2022;

WHEREAS, the Company commenced operations at the Facility on October 19, 2023 and wishes to continue operations in the Town;

WHEREAS, Chapter 180 of the Acts of 2022, “An Act Relative to Equity in the Cannabis Industry” (the “Act”), amends G.L. c. 94G, §3 relative to host community agreements and community impact fees effective November 9, 2022;

WHEREAS, the Company has agreed upon the provisions of a Special Permit with Site Plan Review #2020-05 that was granted by the Montague Planning Board and filed with the Montague Town Clerk on December 1, 2020;

WHEREAS, the Company shall comply with all applicable state laws and regulations, including, but not limited to G.L. c. 94G, G.L. c. 94I, 935 CMR 500.000 et seq., and 935 CMR 501.000 et seq., as applicable, and such approvals as may be issued by the Town in accordance with its local zoning, laws, bylaws, or ordinances, as may be amended;

WHEREAS, the Cannabis Control Commission issued a Host Community Agreement Determination on June 7, 2024 dictating substantial changes were required to the Host Community Agreement between the Town and the Company dated January 11, 2020, with such required changes being incorporated herein;

WHEREAS, the Company and the Town intend by executing this Agreement to comply and satisfy the provisions of G.L. c. 94G, § 3(d), as applicable to the licensed

operation(s) of the existing Marijuana Cultivator and Marijuana Product Manufacturer; with applicable zoning, laws, bylaws, or ordinances of the Municipality.

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Recitals

The Parties agree that the above Recitals are true and accurate and that they are incorporated herein and made a part hereof.

2. Community Impact Fees (CIF)

Intentionally omitted.

3. Generally Occurring Fees

Generally occurring fees are those fees which may customarily be imposed by the Municipality on non-cannabis businesses operating within its confines and shall not be considered a CIF. These fees include but may not be limited to those fees enumerated in Attachment A: List of Taxes and Generally Occurring Fees. The Company concurs and consents to the stated list of Municipality's expected Generally Occurring Fees as may be applicable and is provided herein.

The Company acknowledges and agrees that it is responsible for other taxes and fees that may be imposed by the Turners Falls Fire and Water District, including but not necessarily limited to real estate and personal property taxes, user fees, and inspection and other fees.

4. Local Concerns

The Company agrees to employ reasonable efforts to work collaboratively and cooperatively with its neighboring businesses and residents to establish written policies and procedures to address mitigation of any concerns or issues that may arise through its operation of the Establishment, including, but not limited to any and all concerns or issues raised at the Company's required Community Outreach Meeting(s) relative to the operation of the Establishment. In addition, at the request of the Selectboard, the Company shall hold community forums for discussion with neighboring residences and businesses owners in order to address community feedback and neighborhood concerns with respect to the operation of the Establishment; the Company shall establish or update its written policies and procedures to address concerns raised. Said written policies and procedures shall be presented to the Selectboard and reviewed annually by the Board as part of the Company's annual report to ensure compliance with the policies and procedures and to address any further impacts requiring mitigation. The policies and procedures addressing community impact mitigation adopted by the Company and presented to the Selectboard shall be

incorporated herein by reference and made a part of this Agreement, the same as if each were fully set forth herein.

The Company further agrees and acknowledges that in the event the Town receives five (5) or more complaints from citizens within any three (3) month period relative to the failure to mitigate conditions relative to the operation of the Establishment, the Company shall be required to meet with the Selectboard if requested by the Town, which may require that additional mitigation measures be taken, at the Company's sole expense, to address the specific nature of the complaints to the satisfaction of the Board.

The Company shall ensure that odor from the Establishment is not released so as to constitute a nuisance, in the opinion of the Selectboard, to surrounding properties. The Company shall develop an odor mitigation plan and submit the plan to the Town for approval, such approval not to be unreasonably withheld. At a minimum, the Company agrees to implement a dual odor control system at the Establishment. This system will include: (i) an internal building air scrubbing system designed to continuously remove volatile compounds from the greenhouse air during periods of closed (non-actively vented) operations, and (ii) an active vapor control system desired to neutralize odors from ventilation emission points when greenhouse is ventilation is in use. The Company shall ensure proper maintenance of all odor mitigation equipment.

Complaints received by the Town concerning odors leaving the Establishment that are detectable at abutting properties must be addressed thoroughly and expediently by the Company. The Company agrees to undertake an internal investigation and report its findings and proposed corrective actions within seven (7) days of receipt of odor complaints. The Company agrees and acknowledges that in the event that the Town receives five (5) or more complaints from citizens, within any three (3) month period, with respect to odor impacts that have not been adequately mitigated in relation to the operation of the Establishment, the Company shall be required to meet with the Selectboard, which may require that additional mitigation measures be taken at the Company's sole expense including, but not limited to, having its odor prevention mechanism and technologies reviewed and assessed by Independent Engineer, to address the specific nature of the complaints to the satisfaction of the Selectboard.

Nothing set forth herein, shall limit the authority or jurisdiction of the Building Inspector, Board of Health, or any other local enforcement official from enforcing applicable state laws and regulations, the Town's local bylaws and regulations, or the conditions of the Special Permit and/or Site Plan Approval, with respect to odor violations.

5. Local Opportunities

The Company shall, consistent with applicable laws and regulations, make good faith efforts to hire municipal residents for employment, supplier services, and/or vendor services.

6. Security

Company shall coordinate with the Montague Police Department and the Turners Falls Fire District in the development and implementation of security measures, as required pursuant to applicable regulations and otherwise, including determining the placement of exterior security cameras. Company will maintain a cooperative relationship with the Montague Police Department, including but not limited to, periodic meetings to review operational concerns and communication to Montague Police Department of any suspicious activities on the site.

7. Duration and Termination

This Agreement shall continue in effect for a term of eight (8) years from the date that the Company first commenced operations at the Facility unless terminated in accordance with the following provisions.

The Town may terminate this Agreement for cause by providing written notice to the Company in the event that: (i) Company with substantial willful or gross negligence violates any laws of the Town or the Commonwealth with respect to the operation of the Facility, and such violation remains uncured for thirty (30) days following the Town's issuance to the Company of written notice of such violation; (ii) there is any other material breach of the Agreement by the Company, which breach remains uncured for thirty (30) days following the Town's issuance to Company of written notice of such violation; or (iv) the Company's license is revoked by the Commission.

In the event of termination of this Agreement, the Company shall immediately cease all operations at the Facility. The Municipality shall not discontinue relations with the Company in bad faith and shall provide the Company with written notice of the Municipality's intention to discontinue relations with reasonable advanced notice.

8. Surety/Closure and Clean-Up

In the event the Company ceases operations at the Facility for a period greater than sixty (60) days with no substantial action taken to reopen, the Company shall remove all growing materials, plants, chemicals or hazardous materials, and cannabis paraphernalia from the Facility within one-hundred-twenty (120) days of such cessation. The Parties acknowledge that the failure to remove said materials in their entirety and within the timeframe set forth herein will cause actual damage to the Town, which damages are difficult or impracticable to calculate. Thus, in the event that such materials are not removed within said timeframe, the Company shall pay to the Town as liquidated damages, and not as a penalty.

9. Community Support

The Company in its sole discretion, may donate funds to local community initiatives in the Town as a good corporate citizen at any time it wishes. Such donations of volunteer time or money shall not be required, however, as obligations to the Town under this Agreement or otherwise.

10. Additional Obligations

Amendments to the terms of this HCA may be made only by written agreement of the Parties.

This Agreement is binding upon the Parties, their successors, assigns, and legal representatives. The Company shall not assign, or otherwise transfer or delegate its rights or obligations under this Agreement, in whole or in part, without the prior written consent of the Town, which consent shall not be unreasonably withheld. In exercising its discretion, the Town may require that the assignee, transferee or successor entity submit all information deemed relevant to such transaction by the Town and reserves the right to require such additional information as the Town deems necessary.

Events deemed an assignment include, without limitation: (i) Company’s final and adjudicated bankruptcy whether voluntary or involuntary; (ii) the Company’s takeover or merger by or with any other entity; (iii) the Company’s outright sale of assets and equity, majority stock sale to another organization or entity for which the Company does not maintain a controlling equity interest; (iv) any other change in majority ownership or status of the Company; (v) any assignment for the benefit of creditors; and/or (vi) any other assignment that requires approval by the Commission.

11. Notice Requirements

Any and all notices, consents, demands, requests, approvals or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, and shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service, or, if sent by private overnight or other delivery service, when deposited with such delivery service.

To: Town Administrator
Town of Montague
1 Avenue A
Turners Falls, MA 01376

With a copy to: Carolyn M. Murray, Esq.
Town Counsel
KP Law, P.C.
101 Arch Street, 12th Floor,
Boston, MA 02110

To Company: Ezra Hagerty CEO
Flower Power Growers, Inc.
180 Industrial Blvd.
Turners Falls, MA 01376

12. Indemnification

Company shall indemnify, defend, and hold the Town harmless from and against any and all claims, demands, liabilities, actions, and causes of actions arising out of Company's breach of this Agreement or the gross negligence or misconduct of Company, or Company's agents or employees.

13. Severability

If any term or condition of this HCA or any application thereof shall to any extent be held invalid, illegal or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this HCA shall not be deemed affected thereby unless one or both Parties would be substantially or materially prejudiced.

14. Governing Law

This HCA shall be governed by, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts and the parties submit to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

15. Representation of Authority

Each party hereto represents and warrants that it is duly organized and existing and in good standing, has the full power, authority, and legal right to enter into and perform this Amendment, and the execution, delivery and performance hereof and thereof (i) will not violate any judgment, order, state law, bylaw, or regulation, and (ii) does not conflict with, or constitute a default under, any agreement or instrument to which the Company is a party or by which the Company may be bound or affected.

Each person signing this Agreement hereby represents and warrants that he or she has the full authority and is duly authorized and empowered to execute this Amendment on behalf of the Party for which he or she signs.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this _1st_ day of _July_, 2024.

**TOWN OF MONTAGUE
SELECTBOARD**

Flower Power Growers, Inc

Richard Kuklewicz, Chair

Ezra Hagerty, CEO

Matthew Lord, Vice Chair

Christopher Boutwell, Clerk

Attachment A: List of Taxes and Generally Occurring Fees

Real Estate Taxes

Personal Property Taxes

Tax and Sewer Demand Fees

Sewer User Fees, Which May Include Industrial User Surcharges

Community Preservation Act tax (Not Currently Adopted)

Cannabis Retail Sales Excise Tax

Motor Vehicle Excise Tax

Boat Excise Tax

Meals Excise Tax

Multiple fees charged to excise tax if they go to the deputy collector (driven by MGL Chapter 60 Section 15)

Tax Title Fees (again driven by MGL)

Building Permit Fees

Special Permit and ANR Fees

Health Fees (inspections, non-compliance, vendor fees for events with food trucks, etc.)

Alcohol/Common Victualers/Entertainment Licenses or Permits

Municipal Lien Certificate Fees

Returned Check Fees

Assessors' Fees (for non-compliance with providing personal property information)

Accident Report Fees (charged by police for insurance companies)

Transfer Station Disposal Fees

Betterment Fees (None Presently, for Defined Geographies)

Samuel A Urkiel

June 1, 2024

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

RE: DPW Superintendent

Dear Town of Montague Representatives,

I'm interested in serving the Town of Montague as DPW Superintendent. I feel that I meet the job description very well, as I'm currently the Deputy Director of DPW in Greenfield. I've become very comfortable with all the requirements of municipal work, scheduling and coordination. I've gained ample experience working for large companies as well as supplying smaller ones which gave me a customer oriented mindset. I enjoy planning, developing and coordinating projects large to small with thoughtful tendencies to improve the experience, efficiencies and safety for every party. My experience gained to this point continues to grow and I would embrace the opportunity to help as Superintendent.

My summer's during college as a Quality Control Technician internship at The LANE Construction Corporation became the starting point of my career. The majority of my time was spent in the field at projects, pits, plants and quarries in New England testing construction materials for specification compliance. During that time I collected numerous material testing certifications.

After a few seasons I received a phone call from a previous co-worker offering me the opportunity to work for All State Materials Group in their Maine division as a Project Manager. I accepted this position as a chance to develop leadership qualities and to gain more experience within the heavy civil construction industry. Once in Maine I was directed to manage a quarry crushing project, then three full depth road reconstruction jobs. Those projects went well, we maintained schedules, executed on time, and stayed within budgets, there were also no injuries/accidents to speak of. However, my wife and I agreed to move home in November at the conclusion of the construction season to be closer to our families.

We returned home to Greenfield where I was offered to be one of the DPW Engineering Technicians. I quickly became involved in many improvement, replacement and redevelopment projects. I spend time designing, planning, overseeing, inspecting, reporting and maintaining records on every aspect of the town's infrastructure. I learned about Water (a 40mg reservoir, a pump station, 3 wells), Sewer (a trickling filter WPCF), Drainage (2 mile enclosed brook), and Highways.

I left Greenfield after a few years to gain more construction experience as an Assistant General Foreman back at LANE construction. I was assigned a DCR state park improvement contract and a few city & town paving contracts listed on my resume. The work was very enjoyable however the city of Greenfield wanted me back as a Field Superintendent after two paving seasons. I served as field superintendent for 3 years before being promoted to Deputy Director of the DPW. I'm currently in that position but looking to change and be challenged in new ways.

Thank you for consideration, hope to speak with you soon!

Samuel A Urkiel

Samuel A. Urkiel

South Deerfield, MA 01373

EXPERIENCE

March 19-Current

DEPARTMENT OF PUBLIC WORKS, City of Greenfield, MA

Deputy Director as of March 2022 promoted from Field Superintendent

- Efficiently conduct daily operations of 9 Divisions with 67 union member employees, including oversight of 7 union superintendents.
- Plan, coordinate and oversee city projects & programs including, water distribution & metering, sewer collection, snow & ice emergency response, highway, traffic, solid waste, parks, forestry, building facility, vehicle fleet maintenance, city projects including paving, infrastructure improvements
- Assist City Departments with Capital Improvement Projects, GBDG, Central Maintenance, Parks, Schools, Energy, GCET

May 17-March 19

THE LANE Const. Corp. / Northeast Paving Co. dba Eurovia Atlantic Coast

Assistant General Foreman

- Department of Conservation and Recreation Road and Trail Improvement Contract 6.5m, Includes reconstructions, rehab, drainage culverts, bridges
- City of Springfield Resurfacing 3.2m
- Greenfield 17-5 Resurfacing 300k
- Town of Longmeadow 2017 Resurfacing 235k
- Assist estimating department also district & plant projects

Nov 14-May 17

DEPARTMENT OF PUBLIC WORKS, Town of Greenfield, MA

Engineering Technician

- Plan, coordinate and oversee technical aspects of town infrastructure projects & programs including, paving, surveying, drafting, inspections
- Conduct I&I Investigations for DEP WWTP permitting
- Leyden Rd Water Main Replacement Project 1.3m
- Process, review and approve town permits, mark out utilities for construction

April 14-Nov 14

ALL STATE MATERIALS GROUP, Windham, ME

Project Manager, Quarry Manager

- Oversaw full depth reclamation projects (FDR), site work and paving operations
- Rt122 FDR w/emulsion road rehab 1.5m, Auburn, ME
Rt2 FDR w/Foamed Asphalt 4m, Canaan, ME
Drummond Ave FDR Reconstruction 800k, Waterville, ME
- Crushed 100k Tons of Material at Quirion Construction 1m, Augusta, ME

May 10-April 14

THE LANE CONSTRUCTION CORPORATION, Northfield, MA

Quality Control Technician, Northfield, MA & surrounding areas in MA, VT, NH, CT

- Designed, tested and analyzed Hot Mix Aggregate, Concrete, Gravel Stone and Trap Rock Production, Northfield, MA
- Barnes Air Force Base Runway Rehab 14m, Westfield, MA
I-91 Bridge Replacement 20m, Windsor, VT
I-91 Bridge Replacement 40m, Deerfield, MA
- Oversaw production of materials from quarry or pit to plants then to customers, or projects for federal, state, municipality, private work
- Completed required certifications listed below in skills under NETTCP

Nov 11-May 18

FACILITY MANAGEMENT CORPORATION, Greenfield, MA

Shift supervisor, Zamboni Driver, Zamboni Mechanic

Dec 10-May 12

BETE FOG NOZZLE INC. Greenfield, MA

Wax injection technician

- Produced wax molds for investment casting
- Counted and corrected inventory values for end of 2010 year

Oct 10-Dec 10

UNITED POSTAL SERVICE, South Deerfield, MA

- Holiday local sort, loaded outgoing packages

May 09-May 10

DEPARTMENT OF PUBLIC WORKS, Town of Greenfield, MA

Transfer Station Summer Hire, Greenfield, MA

- Collected street cans, business barrel routes and bulky items daily
- Delivered compost bins and recycling barrels

Jun 08-Sep 08

ATHLETIC FIELD OPERATIONS, Northfield Mount Hermon School, Gill, MA

- Laid out and striped all athletic fields to competition standards
- Installation of spectator seating
- Mowing and weed trimming around fields

EDUCATION

GREENFIELD COMMUNITY COLLEGE, Greenfield, MA

Associates of Science in Engineering Science, May 2013

Dual Enrolled at UMass ~ 47 Credits Taken at UMass

UNIVERSITY OF MASSACHUSETTS, Amherst, MA

Undergraduate Civil & Environmental Engineering, no degree earned

SKILLS

CAD, ESRI ArcGIS, MS Word, PowerPoint, Excel, Outlook, Access, Visual Basic, OSHA 10 hour, NETTCP Certifications: HMA Plant, HMA Field, Soils & Aggregate lab, Soils & Aggregate Inspector, ACI Grade I field inspector, Tremble, Terramodel, MSHA new Miner Training GPS positioning with Trimble and Topcon, Surveying, Class B w/air brake, Drinking Water Distribution 1D OIT, Hoisting Engineer 2B License

REFERENCES

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

June 2, 2024

To Whom it May Concern,

I have recently learned of your DPW Superintendent opening through Mr. Bergeron and am writing to submit my resume for your consideration. As someone with over a decade of dedicated, progressive municipal experience, I believe I am the perfect candidate for the Town of Montague.

I believe that my personality, professional experience, energy, and dedication to safety make me a well-rounded candidate with excellent communication, organizational, collaborative, and management skills. In my Public Works career there are several principals that I've come to be very committed to:

- One the most important things that a municipality can do is take advantage of 'other peoples' money to implement positive change in a community. I have an excellent track record with obtaining and managing grants.
- As a manager, it is my job to support members of my department with all of the 'tools' that they need to do their jobs in a safe and effective way. Whether that means equipment, funding, a schedule, or even just listening - no DPW functions without all of them.
- Regular, positive, and honest communication to the general public is essential to community buy-in on all things, no matter what.

After unexpectedly losing my position with NMH in 2023, I've taken the last year to work with a private consultant to build my knowledge base in vertical construction management while waiting for the perfect opportunity to come along.

During my time at the Massachusetts DOT, I worked on the Turners Gill Bridge, so I am very familiar with the Town of Montague geographically and operationally. I have the utmost respect for this position and I think that will help me do the job better than other candidates for this role. I have extensive experience in successful CBA negotiations and teaming up with HR professionals to find solutions to the staffing issues that plagued municipalities during the pandemic. I'm confident that based on my extensive field and career experience that I have everything you are looking for in a Superintendent. I'm optimistic that you will consider me for an interview.

Thank you for your time in reviewing my materials.

Sincerely,

Hannah L. Tustin

Education:

Greenfield Community College

2002 - 2005

Associate's Degree of Engineering Science, Phi Theta Kappa

Fall 2008

Construction Supervisor Training

Northfield Mount Hermon School 1998 - 2002

Graduated Cum Laude

Computer Skills:

Proficient in all Microsoft Office programs, Google Office suite, Procore, some accounting software, basic BlueBeam experience

Willing to learn any new software

Experiences:

December 2023 - Present - Town of Guilford

Assistant Town Clerk

*Part time (10 hours per week) assistant to the Town of Guilford Town Clerk as statutorily required. Responsibilities include election management, vital and land record processing and retention, voter management, working closely with the public for their municipal needs, liquor license processing, compiling reports, compliance with State and Local statutes in all aspects of the previously listed items

August 2023 - Present - Private Clerk of the Works/Owner's Representative Consultant

*Working closely with Scott McKusick (MQ6 Consulting) primarily on large scale (up to \$24m budget) vertical (residential and commercial) construction both new buildings and renovations. Responsibilities include in depth understanding of project budget, plans, contracts, project specifications, submittals, local and state level code, change orders, and pay requisitions. General construction activities covered carpentry, plumbing, HVAC, elevator installation, electrical, mechanical, utilities connections, sheetrock, finish carpentry, flooring, energy efficiency initiatives, building management systems, and security systems among many others. Act as liaison between owner and contractor, local officials, utilities, state officials, and other consultants as needed. Develop weekly reports for owners to cover the project's process for the week. Inspect buildings upon completion through a punch list process. Utilizing Procore to review documents and plans.

Projects to date: Dewitt Block (3 story mixed use historic renovation - Brattleboro, VT), Riverwalk Apartments (residential new construction over 40 units - White River Junction, VT), Squire House (residential renovation - Bennington, VT), Enfield Whitney Hall (municipal public safety complex historic restoration - Enfield, NH), Eagle Mill (large historic renovation of former paper mill to housing - Lee, MA)

May 2023 - Present - Owl's Head Farmstead

Owner

*All aspects of small business operations - accounting, sales, social media management (currently over 13k followers on Instagram), and production. Farm operations include a licensed home bakery that supplies five restaurants (Green River Bridge Inn, Putney Diner, Plated, Mocha Joes Cafe, and the Heart Rose Club) and four stores (Brattleboro Food Co-op, Putney Food Co-op, Guilford Country Store, Marshalls Country Store), large scale modern maple sugaring operation (1500-2000 taps plus raw sap supplied by other local property owners) which includes vacuum and reverse osmosis system, produce production (small orchard, vegetable gardens, berry bushes), and animal care.

March 2022 – May 2023 – Plant Facilities Department, Northfield Mount Hermon School

Project Manager

*Responsibilities include assisting with the development of plans, specifications, schedules, costs and other aspects of renovation and/or building projects as needed across the campus (private boarding school with faculty residences), oversight and implementation of annual capital budget and aspects of operations and maintenance budget (\$3m - \$4m) plus special projects, solicitation, review, award of bids, coordinating closely with contractors, subcontractors, and in-house trades staff to execute projects and permitting, tracking not only capital expenditures and budget, but also project specific budgets, scheduling of projects around campus life, working together with the school administration, trustees, and Master Plan to develop a five year capital plan, and all other duties as needed to ensure operational continuation or emergency response. Experience with asbestos abatement, lead abatement, mold abatement, and LEED certification.

April 2018 — March 2022 — Town of Hartford, Department of Public Works Director of Public Works

*Responsibilities include administration and oversight of the Town of Hartford's (five individual villages and services to Norwich as well) highway infrastructure, wastewater treatment systems (2), water systems (2), solid waste management (regional facility that serves 11 municipalities and commercial entities), cemeteries, and fleet management. This includes supervision of over 30 employees, human resources tasks, grant administration, fiscal and budgeting management for an annual budget of approximately \$8.5m (both tax generated and enterprise funds), large project management (multiple projects at any time up to \$7m), working closely with other Town, state, and regional departments to secure funding or permitting for projects, working closely with engineering and construction contractors to complete a wide variety of projects, working closely with the media (print, social media, and broadcast) to dispense information about day to day operations, emergencies, or special projects, speaking regularly at public meetings (various televised committees/Selectboard meetings) to present various topics, emergency management responsibilities, large event coordination, writing various reports and correspondence.

October 2012 — April 2018 — Town of Brattleboro, Department of Public Works
Highway / Utilities Superintendent

*Responsibilities include administration and oversight of the Town of Brattleboro's highway infrastructure, wastewater treatment system, water system, fleet maintenance, and distribution and storage system — this includes supervision of over 35 employees, human resources tasks, grant administration, grant close out, fiscal and budgeting responsibilities for an annual budget of over \$5 million dollars, large project management, working closely with other Town, state, and regional departments to secure funding or permitting for projects, working closely with engineering and construction contractors to complete a wide variety of projects, working closely with the media (both print, social media, and broadcast) to dispense information about day to day operations, emergencies, or special projects, speaking regularly at public meetings (various televised committees/Selectboard meetings) to present various topics, some emergency management responsibilities, large event coordination (i.e. Strolling of the Heifers, Fourth of July Parade), writing various reports and correspondence

March 2012 — October 2012 — Vermont Agency of Transportation
Technician IV, Temporary Position

*Responsibilities include minor engineering and design work, oversight of small projects, working with over twenty towns to assist them with grant application and other construction related tasks, administrative and organizational work within the engineering discipline, preparing bid and contract documents for small to medium sized construction projects, assisting the State and Towns with Tropical Storm Irene Recovery

June 2009 to June 2011 — Northfield Underwater Search and Rescue Team
Volunteer Member

*Responsibilities include response to underwater emergencies including recovering missing persons suspected of being underwater, rescuing victims in lakes and rivers, recovering evidence, handling members of the press, coordinating operations with members of other emergency response crews, coordinating with state and local police, interviewing witnesses or family members for pertinent information, maintenance of dive team equipment and inventory, weekly training and meetings, participating at various fundraisers and charitable events, participating in various children's water safety educational events, and rescue personnel at the annual River Rat Canoe Race in Athol, MA.

February 2011 to August 2011 — Cold River Materials (A Division of the Lane Construction Corporation)

Quality Control Technician

*Responsible for the quality control and materials testing of soils, aggregates, hot mix asphalt, and concrete both in a laboratory and field setting, maintaining all materials to be compliant with various state, municipal, and private specifications, working closely with state officials, maintaining records and researching various materials and construction specifications.

*Covered quality control at all four Cold River facilities as well as filling in at various plants and job sites around New Hampshire and Massachusetts

June 9, 2008 to February 2011 - MassDOT

Civil Engineer II, Resident Engineer & Assistant Resident

*Managing construction jobs for MassDOT (sometimes more than one at a time), includes fiscal management and budgeting, maintaining confidential information, managing personnel, interacting with the public, maintaining all jobsite filing and paperwork on contracts 54662, 49437

*Assigned to Gill-Montague Bridge Project, approximately \$40+ million contract including 2 bridges as assistant resident engineer

*Creating presentations for and attending various meetings regarding the Gill- Montague Bridge Project for various public organizations

March 2007 to June 9, 2008 - MassDOT

Construction Inspector I

*Responsibilities include bridge construction inspection, maintaining a daily log, assisting the Resident Engineer with the legal ledger, police bills, sub/contractor payrolls, maintaining and creating estimates, and helping to resolve construction and quantity issues on contracts 34465, 41067, 42616

May 2005 to March 2007 - MassDOT

Engineering Aide II

*Responsibilities include roadway and bridge construction inspection, maintaining a daily log, assisting the Resident Engineer with the 'LL Book', police bills, sub/contractor payrolls, maintaining and creating estimates

*Spent winter in the 'Projects' department in District Two assisting in the design ADA compliant wheelchair ramps in Belchertown and on Riverdale Road in West Springfield, MA

June 2004 to August 2004 - Northfield Mount Hermon School

Temporary Secretary in the President's Office

*Responsible for managing an office, answering telephones, filing, and maintaining confidential information

January 2003 to May 2003 - Greenfield Community College

Peer tutor

*Responsible for tutoring fellow students in mathematics and science courses, maintaining confidentiality of student identities, material covered, and learning differences

Honors/Certifications:

- April 2011 — Received NETTCP HMA Plant Inspection Certification
- December 2010 - Received NETTCP HNIA Paving Inspection Recertification Certification
- June 2010 — ACI Recertification — Concrete Field-Testing Technician Certification — Grade I
- February/March 2010 — Attending NHI In-Service Bridge Inspection Certification
- February 2010 — Received Massachusetts First Responder and CPR/AED Certification
- February 2010 — MassDOT Management Training Seminar
- April 2009 — Received NETTCP Drilled Shaft Inspector Certification
- March 2009 — Attended MTAP Superpave Seminar
- March 2009 — Attended MTAP Writing Seminar
- February 2009 — Attended NAUI SCUBA 1 Diver Training
- February 2009 - Received NETTCP QC/QA Technician Certification
- February 2009 — Received MTAP Certification in Basic Surveying January 2009 — Received OSHA 10 Training Certification
- February 2008 — Received NETTCP Driven Pile Foundation Inspector Certification March 2007 — Received NETTCP Concrete Inspector Certification
- March 2006 - Received NETTCP Paving Inspector and Nuclear Density Gauge Tech. Certification
- January 2006 - Received ACI Concrete Field-Testing Technician Certification - Grade I June 2005 - Received award for having the highest GPA among graduating engineering students
- May 2003 - Recipient of the GTD Engineering Scholarship Award
- January 2003 - Named to Phi Theta Kappa (Community College Honor Society)
- May 2002 - Recipient of the Col. Walter Scott award for Excellence in Statistics
- September 2001 - Named to Cum Laude Society (Independent High School Honor Society)

References:

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