

## **MONTAGUE SELECTBOARD MEETING**

**VIA ZOOM**

**Monday, January 27, 2025 AGENDA**

**Join Zoom Meeting: <https://us02web.zoom.us/j/84824815799>**

**Meeting ID: 848 2481 5799    Passcode: 774436    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. 6:30PM    Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:30    Approve Minutes: Selectboard Meeting January 13, 2025, if available
3. 6:30    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. 6:32    **Pole Location Hearing**
  - Eversource and Verizon New England, Inc. are requesting to install one (1) jointly owned midspan pole (Pole #189/16M) to be located approximately one hundred thirty-four (134) feet southeasterly from exiting pole #189/16, To provide new riser service at 390 Millers Falls Road.
  - Eversource and Verizon New England Inc. are requesting permission to install 180/5MNew 40 CL2 midspan pole for a new service at 2 Foster Road
5. 6:40    **Brian McHugh, FCRHRA**
  - Preview of FY24-25 Community Development Block Grant (CDBG) program
  - Designation of Christopher Nolan-Zeller as Environmental Certifying Officer
6. 6:55    **Ted Harvey, FRCOG Senior Economic Development Planner**
  - Review of 1/14/25 Downtown Partnership Business Meeting
  - Request for \$4,000 funds for shared downtown Business Coordinator Pilot. Potential funding source: Community Development Discretionary Account
7. 7:05    **Winter Special Town Meeting**
  - To review, make recommendations, approve, and execute February 12, 2025 Special Town Meeting warrant, attached hereto, votes may be taken
8. 7:10    **Personnel Board**
  - Place Sgt. Jacob Dlugosz on 111F status effective January 1, 2025
  - Appoint Elizabeth Walber to RiverCulture Steering Committee, for a 3-year term effective January 28, 2025
  - Establish Carnegie Library Building Steering Committee
  - Appoint Members to the Library Building Steering Committee as follows: Dorinda Bell-Upp, Ariel Elan, David Dempsey, Lydia Ievins, Caitlin Kelley, Josh Lively, Christopher Nolan-Zeller, Patricia Perham, William Quale

**Montague Selectboard Meeting**  
**January 27, 2025**  
**Page 2**

- 9: 7:20      **Assistant Town Administrator's Business**
- Authorize Montague Public Library to apply for LifePath's Age and Dementia-Friendly Community Grant
  - Authorize grant agreement in the amount of \$100,000 with Mass Libraries Board of Library Commissioners for Planning and Design for Carnegie Library
  - Review Franklin Regional Council of Governments (FRCOG) 2025 District Local Technical Assistance (DLTA) requests
  - Other Project Updates
10. 7:30      **Town Administrator's Business**
- Approve 2025 Annual Class II License for Gregory Precourt, Montague Garage Inc.
  - Correspondence and discussion relating to the 2024 HERO Act local options for additional benefits to disabled veterans
  - FY26 Budget notes and next steps
  - MMA Meeting News/ Governor's Announcements re FY26 Budget
  - Topics not anticipated within 48 hours of posting
11. 7:45      Executive Session in accordance with G.L. c. 30A, § 21 (3) To discuss strategy with respect to litigation with FirstLight Power, Inc. if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

**Next Meeting:**

- Selectboard, Monday, February 3, 2025, at 6:30 PM, 1 Avenue A, Turners Falls and via ZOOM.

SPECIAL TOWN MEETING  
TOWN OF MONTAGUE  
COMMONWEALTH OF MASSACHUSETTS  
February 12, 2025

Franklin, ss.

To either of the Constables of the Town of Montague in the County of Franklin:

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Montague qualified to vote in Town affairs to meet in the Turners Falls High School Theater, 222 Turnpike Road, Montague on Wednesday, February 12, 2025, at 6:30 P.M. and to act on the following articles and any motions which may be presented.

**ARTICLE 1:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$36,000 or any other amount for the purpose of supplementing the FY25 Reserve Fund Budget, or pass any vote or votes in relation thereto.

(Finance Committee Request)

**ARTICLE 2:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$12,500, or any other amount, for the purpose of purchasing and installing cable related equipment for MCTV and anything incidental or related thereto, or pass any vote or votes in relation thereto.

(Selectboard Request)

**ARTICLE 3:** To see if the Town will vote to appropriate the sum of \$20,547 for the purpose of increasing the amount appropriated pursuant to Article #13 of the May 4, 2024, Annual Town Meeting, which provided funding for the tuition and transportation for a Smith Vocational Montague student, or pass any vote or votes in relation thereto.

(Town Accountant Request)

**ARTICLE 4:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$24,751.20, or any other amount, for the purpose of increasing the amount appropriated pursuant to Article #18C of the May 22, 2021, Annual Town Meeting, which provided funds for bid and project overruns, or pass any vote or votes in relation thereto.

(Town Administrator Request)

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$48,500, or any other amount, for the purpose of conducting a conference room and breakroom renovation at the Clean Water Facility, including any and all incidental and related costs, or pass any vote or votes in relation thereto.  
(Clean Water Facility Request)

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$24,000, or any other amount, for the purpose of supplementing the FY25 Airport operating budget with \$7,000 going to Airport PT Intern, \$13,000 to the Airport Build and Grounds, and \$4,000 to the Airport Equipment Repair and Maintenance account and any and all incidental or related costs, or pass any vote or votes in relation thereto.

(Airport Request)

**ARTICLE 7:** To see if the Town will vote pursuant to General Laws Chapter 41, Sections 1 and 106 to change the office of Tree Warden from an elected office to an appointed office.

(Selectboard Request)

**ARTICLE 8:** To see if the Town will vote to accept as a public way the roadway known as Sandy Lane, as heretofore laid out by the Selectboard and shown on a plan of land entitled "Proposed Street Acceptance Plan 'Sandy Lane' Plan of Land in Montague, Massachusetts," dated January 18, 2024, prepared by Harold L. Eaton and Associates, Inc., on file with the Town Clerk, and authorize the Selectboard to acquire, by gift, purchase, and/or eminent domain, the fee to and/or easements in Sandy Lane for all purposes for which public ways are used in the Town of Montague and any drainage, utility and/or other easements related thereto, or pass any vote or votes in relation thereto.

(Selectboard Request)

Given under our hands this 27th day of January in the Year of Our Lord Two Thousand and Twenty-Five.

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Richard Kuklewicz, Chairman  
Selectboard, Town of Montague

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Matthew Lord

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Christopher M. Boutwell, Sr.

Franklin, ss Montague, MA January \_\_\_\_\_, 2025

Pursuant to the within warrant, I have warned the Inhabitants of the Town of Montague by posting attested copies of the same in a conspicuous place in each of the Post Offices, Libraries, and the Town Hall of the Town of Montague at least fourteen days before said meeting as within directed.

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Constable of Montague

## ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

By the Selectboard of Montague, Massachusetts:

Notice having been given and a public hearing held, as provided by law, IT IS HEREBY ORDERED THAT:

NSTAR ELECTRIC COMPANY DBA EVERSOURCE AND VERIZON NEW ENGLAND, INC. be and they are hereby granted joint or identical locations for and permission to construct and maintain a line of poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way hereinafter referred to, as requested in petition of said Companies dated the 19th day of November, 2024.

All construction under this order shall be in accordance with the following conditions: Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked **18138238** filed with and made a part of said petition. There may be attached to said poles by said EVERSOURCE not to exceed 18 wires and 2 cables, and by VERIZON NEW ENGLAND INC. not to exceed 40 wires and 4 cables, and all of said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 12 feet from the ground elsewhere.

The following is the public way along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Location - Millers Falls Road, Millers Falls

Install one (1) jointly owned midspan pole (Pole #1 89/16M) to be located approximately one hundred thirty-four (134) feet southeasterly from exiting pole #189/16.

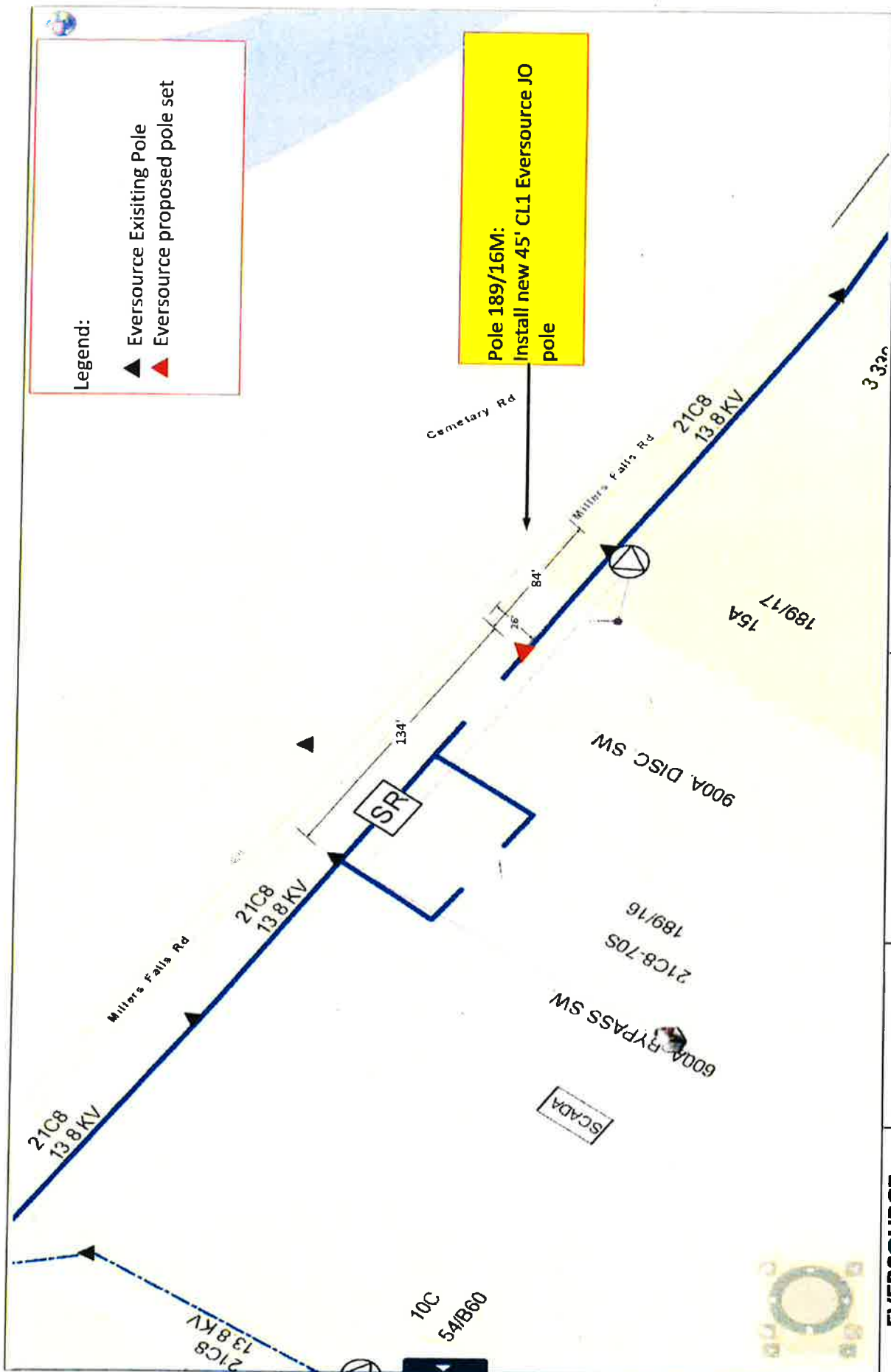
Reason - To provide new riser service at 390 Millers Falls Road.

Also, that permission be and thereby is granted to each of said Companies to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

Legend:

- ▲ Eversource Existing Pole
- ▲ Eversource proposed pole set

Pole 189/16M:  
Install new 45' CL1 Eversource JO  
pole



<b>EVERSOURCE</b>	Designer: David Meagher	Addr: 390 Millers Falls Rd	Town: Millers Falls	EC:	WO: 18138238
	Fel: 413-585-1828	Ckt: 21C8	AWC: Hadley	Sht 1 of 1	FWD: 80198354
Date:	Pri V: 13.8	Pole: 189/16M	Scale: NTS	<b>New midspan pole for new riser service</b>	

I hereby certify that the foregoing order was adopted at a meeting of the Selectboard of Montague, Massachusetts held on the 27th \_\_\_\_\_ day of January \_\_\_\_\_, 2025.

\_\_\_\_\_  
Town Clerk

We hereby certify that on January 27, \_\_\_\_\_ 2025, at 6:30 \_\_\_\_\_ o'clock PM, at Montague Town Hall \_\_\_\_\_ a public hearing was held on the petition of the EVERSOURCE and VERIZON NEW ENGLAND INC. for permission to construct the line of poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the way upon which the Companies are permitted to construct the line of poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

\_\_\_\_\_  
Richard Kuklewicz

\_\_\_\_\_  
Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectboard of Montague, MA

#### CERTIFICATE

I hereby certify that the foregoing is a true copy of a joint location order and certificate of hearing with notice adopted by the Select Board of the Town of Montague, Massachusetts, on the 27th \_\_\_\_\_ day of January \_\_\_\_\_ 2025 and recorded with the records of location orders of said town, Book \_\_\_\_\_, Page \_\_\_\_\_. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
**TOWN COPY**



I hereby certify that the foregoing order was adopted at a meeting of the Selectboard of Montague, Massachusetts held on the 27th \_\_\_\_\_ day of January \_\_\_\_\_, 2025.

\_\_\_\_\_  
Town Clerk

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Richard Kuklewicz

\_\_\_\_\_  
Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectboard of Montague, MA

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Attest:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
**EVSOURCE COPY**

I hereby certify that the foregoing order was adopted at a meeting of the Selectboard of Montague, Massachusetts held on the 27th \_\_\_\_\_ day of January \_\_\_\_\_ 2025.

\_\_\_\_\_  
Town Clerk

We hereby certify that on January 27, 2025 at 6:30 \_\_\_\_\_ o'clock PM, at Montague Town Hall a public hearing was held on the petition of the EVERSOURCE and VERIZON NEW ENGLAND INC. for permission to construct the line of poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the way upon which the Companies are permitted to construct the line of poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

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Richard Kuklewicz

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Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectboard of Montague, MA

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Attest:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
**VERIZON COPY**

## ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

By the Board of Selectmen of the Town of **Montague**, Massachusetts.

Notice having been given and a public hearing held, as provided by law, IT IS HEREBY ORDERED: that EVERSOURCE ENERGY and VERIZON NEW ENGLAND INC. are hereby granted joint or identical locations for and permission to construct and maintain a line of poles and their respective wires and cables to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way hereinafter referred to, as requested in petition of said Companies dated this 7th day of October 2024.

All construction under this order shall be in accordance with the following conditions: Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked – **18528860** filed with and made a part of said petition. There may be attached to said poles by EVERSOURCE ENERGY not to exceed 18 wires and 2 cables, and by VERIZON NEW ENGLAND INC. not to exceed 40 wires and 4 cables, and all of said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 8 feet from the ground elsewhere.

The following is the public way along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

**2 Fosters Rd:** 180/5MNew 40 CL2 Eversource installed midspan pole for a new service at 2 Fosters Rd

Also that permission be and thereby is granted to each of said Companies to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

Legend:  
 ▲ = Existing Eversource Pole Set  
 ▲ = New Eversource Pole Set



	Designer: David Meagher	Addr: 2 Fosters Rd	Town: Montague	EC:	WO: 18528860
	Tel: 413-585-1828	Ckt: 21C7	Pole: 180/5M	AWC: Hadley	Sht 1 of 1
	Date: 10/4/2024	Pri V: 8.32	Scale: NTS	<b>New midspan pole</b>	

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of **Montague**, Massachusetts held on the 27th day of January, 2025.

\_\_\_\_\_  
Clerk of Selectmen

We hereby certify that on January 27, 2025, at 6:30 o'clock PM, at Montague Town Hall a public hearing was held on the petition of **EVERSOURCE ENERGY** and **VERIZON NEW ENGLAND INC.** for permission to construct the line of poles, wires, cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the way upon which the Companies are permitted to construct the line of poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

Richard Kuklewicz

\_\_\_\_\_  
Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectmen of the Town of Montague  
Massachusetts

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Attest:

\_\_\_\_\_  
Town Clerk

Verizon

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of **Montague**, Massachusetts held on the 27th day of January, 2025.

\_\_\_\_\_  
Clerk of Selectmen

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Richard Kuklewicz

\_\_\_\_\_  
Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectmen of the Town of Montague  
Massachusetts.

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\_\_\_\_\_  
Town Clerk

EVERSOURCE

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of **Montague**, Massachusetts held on the 27th day of January, 2025.

\_\_\_\_\_  
Clerk of Selectmen

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Richard Kuklewicz

\_\_\_\_\_  
Matt Lord

\_\_\_\_\_  
Chris Boutwell

Selectmen of the Town of Montague  
Massachusetts.

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Attest:

\_\_\_\_\_  
Town Clerk

Town

TOWN OF MONTAGUE  
Community Development Block Grant Program (CDBG)

FY2025 Informational Meeting

January 27, 2025, 7:00 p.m.

**NOTICE:**

The purpose of this meeting will be to discuss and solicit public input for the FY2025 Massachusetts Community Development Block Grant application. Local citizens are encouraged to attend to learn more about the CDBG application process and funded activities.

**DISCUSSION OF FY2025 CDBG APPLICATION PROCESS**

- **Eligible Activities: Activities must benefit low/moderate income people or eliminate slum/blight**
  - **Housing assistance:** rehabilitation of substandard dwelling units, lead paint abatement, rehabilitation of shelters or transitional housing, site development costs for new housing projects (in very limited instances, new housing construction), and relocation.
  - **Public facilities:** design, senior centers, neighborhood centers, parks and playgrounds, youth centers, architectural barrier removal, and other types of facilities that serve the needs of low- and moderate-income persons.
  - **Infrastructure:** design, reconstruction of streets and sidewalks, drainage improvements, upgrade of water supply and distribution systems, and construction or repair of sewer lines, including infrastructure to housing projects.
  - **Public Social Services:** day care subsidies, substance abuse counseling, community policing, elder services, first-time homebuyer counseling and down payment assistance, assistance for the homeless, disabled, illiterate adults, abused children, battered spouses and other predominantly low- and moderate-income clientele.
  - **Planning Projects:** planning and pre-development assistance; it must be demonstrated that upon implementation the planned activities will meet a national objective.



- **Process**

- Informational meeting allows residents and town departments to bring projects to the Board of Selectmen for their review and eligibility for CDBG funding.
- The Board of Selectmen works with Town Administrator and Assistant Town Administrator to select activities to make the grant application as competitive as possible
- The Town will hold a public hearing in March to present Activities that will be included in the FY 2025 CDBG Application

## **PRESENTATIONS OF POTENTIAL ACTIVITIES THAT MAY BE INCLUDED IN THE FY2025 CDBG APPLICATION**

Program presentation by Brian McHugh, HRA, Director of Community Development

Items that have been communicated at the town level, seeking public input on these and other projects:

- An Avenue A Streetscape Construction Project
  - Social Services (4 @ \$25,000 each)
  - Housing Rehabilitation Program (possibly)
- A Public Hearing will be held in early March to discuss and approve final grant application activities.
  - Selectboard to identify Environmental Certifying Officer

### **Some updates from Executive Office of Housing and Livable Communities:**

Up to \$25,000 of costs for Lead Remediation work on Housing Units will be given as a grant to homeowner – included when calculating project cost, but not included as part of the loan

“Build America Buy America Act” (BABAA) Requirement under Title IX of the Infrastructure Investment and Jobs Act for projects receiving more than \$250,000 in Federal Assistance requires that all iron and steel products, as well as specific construction materials (including metals, PVPC pipe, lumber and drywall) must be produced in the United States. Language must be included in contracts and cost estimates.

- **Application due: April 14, 2025**
- **Single Community Maximum Funds Available: \$850,000**

**RESIDENT PRIORITIES, COMMENTS and CONCERNS**

**TOWN INFORMATION SHEET**

**MONTAGUE**

**STATS**

**4,070 Housing Units\***

**3,757 occupied housing units (81% built prior to 1979)\***

**Population 8,251 (20% 65 years and older)\***

*\*Taken from the ACS 2016-2020 5 Year Franklin County Profiles*

**HUD Community Low/Moderate Income Scores ..... FY25 Grant: 43.5% / Score of 9**  
**..... FY24 Grant: 50.6% / score of 10**

**Housing Rehabilitation Program Income funds: ..... None on hand currently**

**Original Outstanding Mortgages..... \$4,576,155.48\***

*..... (\*balance calculations vary, depending on the loan terms at time of issue)*

**Previous participation in CDBG Programs 38 Times**

**Current Outstanding Mortgages:**

<b>YEAR</b>	<b>PROGRAM/TOWNS</b>	<b>MORTGAGES</b>
1984	Greenfield, Montague, Shelburne and Buckland	\$4,645
1986	Montague	\$85,685
1987	Montague	\$98,220
1988	Montague	\$208,241
1989	Montague	\$388,471
1990	Montague	\$162,104
1991	Montague, Sunderland, Gill	\$127,759
1992	Montague, Leverett, Shutesbury & Sunderland	\$106,200
1993	Montague & Gill	\$147,911
1994	HOME	\$0.00
1994	Northfield, Montague, Greenfield & Leyden	\$73,915
1995	Montague (Lake Pleasant)	\$56,795
1996	Wendell, Warwick, Orange, Montague & Bernardston	\$67,393
1997	Montague	\$40,000
1998	Montague, Colrain, Shelburne	\$76,418
1999	Montague, Orange & Wendell	\$119,623
2000	Montague	\$10,003
2000	Montague Façade	\$0.00
2002	Montague, Leverett & Greenfield	\$108,452
2003	Heath, Amherst, Colrain, Gill, Montague & Orange	\$165,178

2003	Montague (PF/AB)	\$0
2004	Montague, Amherst, Deerfield, Gill & Greenfield	\$235,989
2005	Montague (PF/INFRA)	\$0.00
2006	Montague & Ashfield	\$87,710
2007	Montague	\$171,030
2009	Montague	\$215,521
2010	Northfield, Monroe, Mont.Cntr, Sunderland	\$112,185
2011	Montague	\$76,370
2012	Montague	\$129,923
2013	Montague	\$155,705
2014	Montague (Turners Falls)	\$127,490
2015	Montague (Lake Pleasant)	\$190,510
2016	Montague (Turners Falls)	\$173,891
2017	Montague	\$98,180
2018	Montague	\$146,752
2020	Montague	\$295,090
2021	Montague	\$115,673
2022.23	Montague	\$140,489
HRRLF	Program Income	\$125,280
	<b>TOTAL OUTSTANDING MORTGAGES</b>	<b>\$4,504,312</b>

## FCHRA's Housing Rehabilitation Program

### **Project Summary:**

- Housing Rehabilitation Programs are administered by the Franklin County Regional Housing & Redevelopment Authority (HRA) on behalf of a town.
  
- The Program is designed to meet one of the Department of Housing & Urban Development's (HUD) national objectives by providing safe, decent, sanitary housing to persons of low or moderate income through the elimination of building, plumbing, electrical and sanitary code violations.
  
- The Program is also designed to increase the energy efficiency of homes by making general weatherization improvements, insulating homes, and replacing outdated heating systems and hot water tanks with Energy Star rated boilers, furnaces, and domestic hot water systems.

### **Program Design:**

- 0% deferred payment loans are available to households whose incomes are under the limits listed below. Declining balance loans are fully forgiven over the course of 15 years. If the property transfers ownership prior to 15 years, the balance will be pro-rated without interest, at the time of sale or transfer. Pro-ration of loans can be structured in different ways, e.g., loans can be forgiven in equal parts on the anniversary date of a loan closing or payback can be structured so that loans do not become forgivable until a set year after a loan closing and then decline to \$0 at year 15.

**Income Limits**  
(updated 05/01/2024)

<u>#FAMILY MEMBERS</u>	<u>MAX. ANNUAL GROSS INCOME</u>
1	\$61,350
2	\$70,100
3	\$78,850
4	\$87,600
5	\$94,650
6	\$101,650
7	\$108,650
8	\$115,650

- Loans are generally no greater than \$60,000 per unit. However, if homes need inherently expensive improvements such as lead paint removal, asbestos abatement, a new artesian well, handicapped accessibility modifications, septic system replacement, or historic preservation, then loans can be made for up to \$70,000.
  
- EOHLIC has determined that up to \$25,000 of costs for Lead Remediation work on Housing Units will be given as a grant to the homeowner – this amount is included when calculating the overall project cost available, but will not be included as part of the loan.

- Loans are intended to make improvements to existing conditions. Removal and replacement of roofs, windows, siding, and electrical, plumbing and heating system repairs and replacement are typical. But other improvements like flooring replacement, bathroom upgrades, and new cabinets may be eligible if conditions are determined to be “sub-code.”
- Applicants are required to provide proof of ownership, verification of income for all household members over 18 years of age, verification that property tax payments are current, and verification of homeowner’s insurance.
- Houses built prior to 1978 are tested for the presence of Lead Paint by a certified lead paint inspector. Some level of lead paint remediation may be required if lead paint is found, even if there are no children living at the property. If there are children under the age of 6, the project will include full de-leading of the property. All inspection fees are calculated in to the total cost allowed per unit, but the fees themselves are not included in the loan amount. In other words, the loans are for the construction cost and mortgage recording fee only.
- Inspections of properties are made by a qualified Housing Rehab Specialist from HRA. The Rehab Specialist inspects the premises for code compliance and substandard conditions. A detailed Work List is then written up and sent to each homeowner along with instructions for contractors to bid on the project. The bid package includes materials specifications and a list of contractors who have been pre-qualified to work for the Program. However, owners may choose to solicit bids from contractors who are not on HRA’s list as long as the contractors are licensed and insured. Homeowners are typically given four weeks to submit bids to HRA. Each bid is reviewed for completeness and cost reasonableness.
- Loans are awarded to projects determined to be the most needy. HRA ranks each project using a criteria point system that factors in household income, code violations, and other demographic indicators such as the number of elderly or handicapped persons living at a property. Once a project is chosen, HRA prepares contracts and verifies contractor’s licenses and insurance. A loan closing is then conducted by HRA.
- Notices to Proceed are sent to each contractor with information on progress payments. HRA’s Rehab Specialists act as the liaison between owners and contractors. When a contractor submits an invoice for work performed, HRA staff inspects the work for quality and conformance with the contract specifications. Payments are made directly by HRA to the contractors upon approval of the Rehab Specialist and homeowner. Final payments are made only when all applicable municipal inspectors and lead paint inspectors have also approved of the project.



# Rural Downtown District Management Study

## Turners Falls Stakeholder Presentation – January 14, 2025



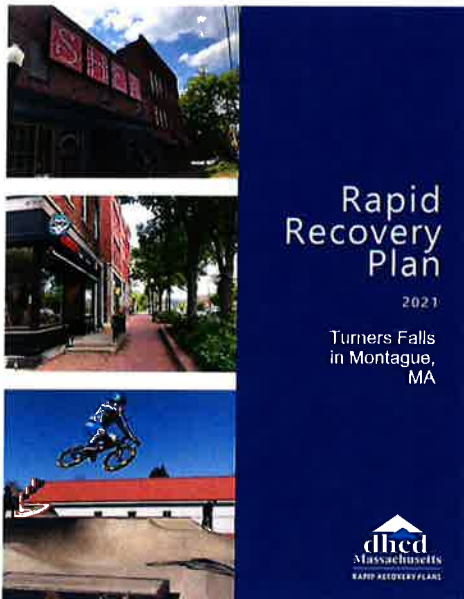
# Agenda

- Introductions
- Project Overview/History
- Summary of Research
- Findings and Recommendations
- Next Steps
- Questions/Discussion/Feedback





## Project Overview/History



- In 2023, FRCOG applied for and received funding from the State to explore various models to support a rural downtown district management structure.
- The need for additional administrative capacity was identified in the Commonwealth's Rural Policy Plan (2019) and as a high priority during the Local Rapid Recovery Planning process in 2021.
- The goal is to create a model for rural downtowns and village centers, with dedicated staff to support and complement municipal efforts, coordinate with the business community, and be sustainable over time.
- The focus area for this study were Turners Falls, Shelburne Falls, and Northfield Center.

## Summary of Research



- We researched the communities' needs to identify the critical elements necessary to create a sustainable program. We found that:
  - Businesses and foot traffic are critical to creating and sustaining vibrant downtowns.
  - Businesses need additional support and generating foot traffic requires constant effort.
  - Additional coordination is needed to keep the region relevant and capture people's time and disposable income.
  - Other efforts (e.g., individual business associations) were narrowly focused and underfunded leading to burnout, splintering, and dilution.
- The time is now to re-invest in the downtowns of Franklin County.

## Summary of Research – Focus Areas



### **Business Development & Advocacy**

- Coordination
- Technical Assistance
- Workforce
- Lending
- Recruitment & Retention
- Unified Voice
- Funding
- Seat at the Table
- Liaison to Municipality



### **Infrastructure & Placemaking**

- Parking
- Parking Management
- Placemaking & Public Spaces
- Storefront & Facade Improvements
- Outdoor Dining
- Infrastructure Investments
- Curb Appeal



### **Arts & Culture**

- Special Events
- Creative Economy
- Business Support
- Public Art Activations
- Regional Branding/Identity
- Outdoor Recreation



### **Marketing & Communication**

- Marketing
- Social Media
- Website
- Branding
- Tourism
- Event Promotion

## Key Findings

1. Too costly for every town to hire dedicated staff.
2. Create a “Downtown Coordinator” in an existing regional organization.
3. Full-time benefitted position will provide consistency, reduce volunteer burnout.
4. Public investment may be needed to launch the pilot project.
5. MDI and the Rural Development Fund grants provide essential seed money to launch the project.
6. Sustainability over time will require participation by all stakeholders.
7. Project includes several downtowns, municipalities, business and property owners, corporate anchors, and regional entities (FRCOG, FC Community Development Corporation, and the FC Chamber).
8. Better coordination of resources will:
  - a. Maximize the project’s overall impact.
  - b. Bolster grassroots initiatives, regional collaboration, and targeted investment.
  - c. Leverage existing assets including outdoor recreation, arts and culture, and the creative economy.
9. There are more projects and needs than ever before; now is the time.

## Recommendations

1. **Apply a phased approach to implementing the model to ensure community support and effectiveness:**
  - a. Initial phase will be to conduct a pilot project using grant funds to initially launch the model.
  - b. The pilot will allow time to refine the scope and activities to be undertaken, focus on engagement with stakeholders, and demonstrate the proof of concept and value proposition for the model.
2. **Create a “Downtown Coordinator” position that will be:**
  - a. A full-time, shared position, whose work will be tailored to meet the needs of each community while also leveraging cooperative opportunities.
  - b. Responsible to coordinate with stakeholders (businesses, community groups, volunteers) and compliment/add value to existing efforts and advance new initiatives in each downtown.
  - c. Active in seeking regional and state resources and opportunities for the downtowns.
3. **House the “Downtown Coordinator” in a regional organization.** Some of the benefits include:
  - a. Provides an efficient structure for managing the position and contributes cash and/or in-kind resources to supplement the cost of the position.
  - b. Reduces potential for redundancy of activities, aligns, and leverages existing services offered by the host agency.
  - c. Adds staff capacity to concentrate and enhance support in defined geographic areas.
  - d. Housed in a 501(c)(3) entity will allow contributions can be tax deductible and earmarked for this work.

# Franklin County Rural Downtown District – General Model

## Areas of Support



## Structure

Franklin Regional Council of Governments (FRCOG)  
Mass Development  
Mass Cultural Council  
Mass Office of Business Development



Franklin County Community Development Corporation

Downtown Coordinator enhances access to business development lending programs, fiduciary agent & technical services

Franklin County Chamber of Commerce and Regional Tourism Council \*

Downtown Coordinator

Participating communities guide work to be conducted by the Downtown Coordinator

Shelburne Falls    Northfield Center    Turners Falls

## Funding

- Municipal Contributions
- Downtown Business / Property Owners
- State Grants
- Sponsorships

\*The Chamber of Commerce is one option for an existing organization

## Preliminary Costs

### Revised model shows a base budget for 3 downtowns at \$98,000

(Key changes: adjusted salary and reduced program expenses)

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<b>Administration:</b>	<b>\$84,000</b>
<b>Program Expenses:</b>	<b>\$6,000</b>
<b>Misc. Costs:</b>	<b><u>\$8,000</u></b>
<b>Total expenses</b>	<b>\$98,000</b>

Assumptions: 1 FTE (Salary \$65,000 + benefits at 30%, \$19,500), Miscellaneous is overhead and direct costs.

Program expenses are minimized but are important to support project implementation. Additional funding may be available from grants/sponsorships.

## Model Implementation: A Phased Approach

### **PILOT/Launch Phase**

- The Launch Phase will allow the following:
  - Host organization hires Downtown Coordinator.
  - Steering committee or working group formed in each downtown with representatives from the municipality, businesses, property owners, arts organizations, non-profit organizations etc. to establish goals/priorities and to work with the Downtown Coordinator.
  - Define how the shared position will work in partnering communities and best leverage the host's assets as well as local, regional, state and other opportunities.
  - Implement 1-3 priority activities in each downtown.
  - Engage stakeholders and evaluate the effectiveness and value of model.
  - If backed, conduct outreach on next phase of the model and build support for and refine funding contribution levels.



## Model Implementation: A Phased Approach

### Transition Phase

- If the partnering entities want to continue the initiative, there would be increased levels of funding from municipalities and business/property owners.
- Strategically pursue additional grant funding to offset project implementation costs.
- Seek modest funding via sponsorships for events and programming in each community.
- Begin coordination and implementation of key projects in each downtown.



## Model Implementation: A Phased Approach

### Sustainability Phase

- If the partnering entities want to ensure sustainability over time and increase the level of commitment, a formal structure would be established to collect funds and establish set agreements.
  - Engage and inform stakeholders about different district organization options.
  - Develop and build support for broader participation



## Model Implementation: A Phased Approach

### Expansion Phase

- If the downtown (s) in Franklin County are interested in joining this initiative, explore expansion to more than one full-time Downtown Coordinator.
- If Downtown Coordinator services are expanded, contributions from the new municipalities, businesses, and property owners in these communities will be required.



## Next Steps

- **Finalize Report – January/February 2025**  
*To be made available online*
- **Rural Downtown Coordinator PILOT Project**
  - Rural Development Fund grant award to FRCOG for services in Northfield Center, Shelburne Falls and Turners Falls.
  - Begins in February/March 2025 for a 12–18-month period.
  - Additional contributions from FRCOG’s DLTA program and selected host organization to be sought and nominal contributions to be requested from participating municipal governments and downtown businesses and property owners.



## Franklin Regional Council of Governments

### **RE: FY 2026 Municipal Budget Request for the Rural Downtown Coordinator Pilot**

Dear Montague Selectboard,

This is a request for a financial contribution of \$4,000 in FY2026 to the Rural Downtown Coordinator pilot project. The purpose of the contribution from each of the four participating municipalities of Buckland, Montague, Northfield and Shelburne, as well as other contributions being sought, will allow the pilot project period to extend from 12 to 18 months.

This project originated from the recognition that for our rural communities to sustain dynamic, vibrant downtowns & village centers, the business community needs support. The Franklin Regional Council of Governments (FRCOG) received an Efficiency & Regionalization grant to look at this challenge, working with the downtowns of Shelburne Falls, Downtown Turners Falls and Northfield Center.

The forthcoming Rural Downtown District Management Study collected information about the needs of these communities and assessed different structures for providing such support (such as municipal staff, business association, and formal district management organization for example). Through this analysis and input from a regional committee consisting of municipal officials and representatives from state and regional organizations, the study has developed a recommended model. The model has a professional Downtown Coordinator staff-person who is shared among the three downtowns/village centers and housed in a regional organization. The Coordinator will be able to provide support to each downtown community as guided by a volunteer downtown committee, while also pursuing cooperative opportunities and leveraging other available resources under the guidance of a host organization.

The funding model proposed to sustain this position would include annual contributions from the participating municipal governments, from downtown businesses & property owners, from the regional host organization, and supplemented by grant opportunities at the regional and state level as available.

A copy of the final study will be available in early February. A link to the publication will be shared at that time.

To determine if this concept is effective and feasible, a pilot project is being undertaken. FRCOG was recently awarded a Rural Development Fund (RDF) grant to initiate a pilot of the Rural Downtown Coordinator concept with Shelburne Falls, Downtown Turners Falls and Northfield Center. We are currently in the process of publicly procuring a regional host organization to house the Downtown Coordinator position.

The RDF will be able to substantially fund the Downtown Coordinator position for one year. However, in order to supplement this budget and ensure an 18-month period of implementation that encompasses two summer seasons, contributions are being sought from the four participating municipalities in the amount of \$4,000 each. Other voluntary contributions will be requested from downtown businesses & property owners in each community, the FRCOG's District Local Technical Assistance (DLTA) for calendar years 2025 and 2026 (as identified as a priority on the DLTA Request Form by each participating town), and a contribution from the regional host organization.

**The FRCOG is formally requesting a \$4,000 municipal contribution in FY 2026 from the Town of Montague for the Rural Downtown Coordinator Pilot Project.** The funding would be submitted to the selected regional host organization in FY 2026. A public procurement process is underway currently to select the organization, which will be concluded in early February.

Over the course of this pilot project, as guided by the respective volunteer downtown committees and operating under the host organization, the Downtown Coordinator will provide services to enhance existing efforts and pursue new projects with the intention of creating more dynamic downtowns that generate greater economic activity. If toward the end of this pilot period, the Downtown Coordinator model is regarded as being successful and having a positive benefit to the downtowns, the participating municipalities and downtown business communities can choose to sustain this program through increased contributions in the future. However, participation in this pilot project does not obligate or commit the municipality to future funding.

If there are any questions or comments, please contact Ted Harvey at [tharvey@frcog.org](mailto:tharvey@frcog.org) or 413-774-3167, ext. 165.

Sincerely,

*Ted Harvey*

Ted Harvey, Senior Economic Development Planner

Franklin Regional Council of Governments

Regional Rural Downtown District – **Project breakdown by grant funding sources:**  
Prepared by Town of Montague staff

**Work done up to now:**

Work done up to the present date was funded through the FY23 Efficiency and Regionalization grant from the Commonwealth’s Community Compact Program.

- Project name: Regional Rural Downtown District
- Awardee: Franklin Regional Council of Governments – (Buckland, Greenfield, Montague, Shelburne) –
- Grant amount: \$171,000

Consultants from BSC Group assisted with this. Heather Gould and Jeff Bagg are the BSC group contacts.

FRCOG held two TF business stakeholder meetings, including:

- 9/19/2023 Turners Falls Business Community Stakeholder meeting #1 at Discovery Center
- 1/14/2025 Turners Falls Business Community Stakeholder meeting # at the Shea

Learn more about grant program here: <https://www.mass.gov/info-details/efficiency-and-regionalization-grant-recipients>

**Work moving forward:**

- Rural Development Fund grant: FRCOG was awarded \$100,000 through the Rural Development Fund to support its Rural Downtown District Pilot Project, which will execute downtown district management services in Turners Falls, Northfield Center, and Shelburne Falls.

Specifically, FRCOG will use this grant to fund a full-time ‘business coordinator’ position for 12 months as part of the Rural Downtown District Pilot Project. The business coordinator will be responsible in assisting business communities in downtown Turners Falls, Northfield Center, and Shelburne Falls. FRCOG is asking participating municipalities to contribute \$4,000 each to extend the pilot program to 18 months.

The Rural Development Fund is administered through the MA Executive Office of Economic Development (EOED). Learn more here: <https://www.mass.gov/how-to/rural-development-fund>

FRCOG issued a RFP found [here](#) to hire a Host organization. The response deadline is at 2:00pm on February 3. The host organization will be responsible for hiring and

Regional Rural Downtown District – **Project breakdown by grant funding sources:**  
Prepared by Town of Montague staff

managing the business coordinator who will work with downtown business communities in Turners Falls, Northfield Center, and Shelburne Falls over the next 12-18 months.

- Massachusetts Downtown Initiative (MDI Grant):

The Town of Montague was awarded a \$25,000 grant through the Massachusetts Downtown Initiative (MDI Grant) to be used towards creating a explore possible district management organizational models to better support the downtown business community of Turners Falls.

The Town of Northfield also was awarded a \$25,000 grant through the Massachusetts Downtown Initiative (MDI Grant) to be used towards creating a explore possible district management organizational models to better support the downtown business community of Northfield Center.

Both Towns will be working with consultant Anne Burke on this initiative. you can check out Ann's experience and expertise on this site and among others

The Massachusetts Downtown Initiative (MDI Grant) is administered through the MA Executive Office of Economic Development (EOED). Learn more here:  
<https://www.mass.gov/info-details/massachusetts-downtown-initiative-mdi>



SPECIAL TOWN MEETING  
TOWN OF MONTAGUE  
COMMONWEALTH OF MASSACHUSETTS  
February 12, 2025

Franklin, ss.

To either of the Constables of the Town of Montague in the County of Franklin:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Montague qualified to vote in Town affairs to meet in the Turners Falls High School Theater, 222 Turnpike Road, Montague on Wednesday, February 12, 2025, at 6:30 P.M. and to act on the following articles and any motions which may be presented.

**ARTICLE 1:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$36,000 or any other amount for the purpose of supplementing the FY25 Reserve Fund Budget, or pass any vote or votes in relation thereto.

(Finance Committee Request)

**ARTICLE 2:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$12,500, or any other amount, for the purpose of purchasing and installing cable related equipment for MCTV and anything incidental or related thereto, or pass any vote or votes in relation thereto.

(Selectboard Request)

**ARTICLE 3:** To see if the Town will vote to appropriate the sum of \$20,547 for the purpose of increasing the amount appropriated pursuant to Article #13 of the May 4, 2024, Annual Town Meeting, which provided funding for the tuition and transportation for a Smith Vocational Montague student, or pass any vote or votes in relation thereto.

(Town Accountant Request)

**ARTICLE 4:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$24,751.20, or any other amount, for the purpose of increasing the amount appropriated pursuant to Article #18C of the May 22, 2021, Annual Town Meeting, which provided funds for bid and project overruns, or pass any vote or votes in relation thereto.

(Town Administrator Request)

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$48,500, or any other amount, for the purpose of conducting a conference room and breakroom renovation at the Clean Water Facility, including any and all incidental and related costs, or pass any vote or votes in relation thereto.  
(Clean Water Facility Request)

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$24,000, or any other amount, for the purpose of supplementing the FY25 Airport operating budget with \$7,000 going to Airport PT Intern, \$13,000 to the Airport Build and Grounds, and \$4,000 to the Airport Equipment Repair and Maintenance account and any and all incidental or related costs, or pass any vote or votes in relation thereto.

(Airport Request)

**ARTICLE 7:** To see if the Town will vote pursuant to General Laws Chapter 41, Sections 1 and 106 to change the office of Tree Warden from an elected office to an appointed office.

(Selectboard Request)

**ARTICLE 8:** To see if the Town will vote to accept as a public way the roadway known as Sandy Lane, as heretofore laid out by the Selectboard and shown on a plan of land entitled "Proposed Street Acceptance Plan 'Sandy Lane' Plan of Land in Montague, Massachusetts," dated January 18, 2024, prepared by Harold L. Eaton and Associates, Inc., on file with the Town Clerk, and authorize the Selectboard to acquire, by gift, purchase, and/or eminent domain, the fee to and/or easements in Sandy Lane for all purposes for which public ways are used in the Town of Montague and any drainage, utility and/or other easements related thereto, or pass any vote or votes in relation thereto.

(Selectboard Request)

Given under our hands this 27th day of January in the Year of Our Lord Two Thousand and Twenty-Five.

---

Richard Kuklewicz, Chairman  
Selectboard, Town of Montague

---

Matthew Lord

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Christopher M. Boutwell, Sr.

Franklin, ss Montague, MA January \_\_\_\_\_, 2025

Pursuant to the within warrant, I have warned the Inhabitants of the Town of Montague by posting attested copies of the same in a conspicuous place in each of the Post Offices, Libraries, and the Town Hall of the Town of Montague at least fourteen days before said meeting as within directed.

---

Constable of Montague

# Town of Montague Personnel Status Change Notice

Authorized Signature: \_\_\_\_\_

Employee # 1892

## General Information:

Full name of employee: Jacob Dlugosz Department: MPD

Title: Police Officer - SGT Effective date of change: 1/1/2025

## New Hire:

Permanent: Y N If temporary, estimated length of service: \_\_\_\_\_

Hours per Week: \_\_\_\_\_ Union: \_\_\_\_\_

Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (annual/ hourly)

Board Authorizing: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

## Grade/Step/COLA Change:

Union: \_\_\_\_\_

Old Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (annual/hourly)

New Pay: Grade \_\_\_\_\_ Step \_\_\_\_\_ Wage Rate: \_\_\_\_\_ (annual/ hourly)

Notes:

## Termination of Employment:

Resignation: \_\_\_\_\_ Retirement: \_\_\_\_\_ Involuntary Termination: \_\_\_\_\_

## Other:

\_\_\_\_\_ Unpaid Leave of Absence Termination Date: \_\_\_\_\_

\_\_\_\_\_ Unpaid Sick Leave Termination Date: \_\_\_\_\_

**111F** Other/Specify: **injured on duty** \_\_\_\_\_

## Copies to:

\_\_\_\_\_ Employee

\_\_\_\_\_ Department

\_\_\_\_\_ Board of Selectmen

\_\_\_\_\_ Treasurer

\_\_\_\_\_ Accountant

\_\_\_\_\_ Retirement Board

\_\_\_\_\_ Town Clerk

January 15th, 2025

To: The Montague Select Board

From: Elizabeth Walber

[lizwalber@gmail.com](mailto:lizwalber@gmail.com)

RE: RiverCulture Steering Committee Appointment

Montague Select Board,

I'm excited to share my intent and interest in joining the RiverCulture Steering Committee and hope to increase RiverCulture's capacity for all projects through this appointment. I've worked in public access television since 2019 and held a board position with Montague Community Television since June of 2024. I'd like to increase collaboration among RiverCulture, Montague Community Television, and other public access/film & video creators, organizations, and resources locally. I have the time and technical competence to contribute to RiverCulture's upcoming projects.

Sincerely  
Liz Walber

Name: WALBER, ELIZABETH

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Elizabeth Walber

**DATE:** January 27, 2025

**COMMITTEE:** RiverCulture Steering Committee

**TERM:** 3 Years

**TERM EXPERATION:** January 28, 2028

**SELECTMEN, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Elizabeth Walber personally appeared and made oath that  
he/she would faithfully and impartially perform his/her duty as a member of the  
RiverCulture Steering Committee according to the foregoing  
appointment.

**Received** \_\_\_\_\_ **and entered in the records of the**  
**Town of Montague.**

\_\_\_\_\_  
**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25,  
of the General Laws, the Open Meeting law.

\_\_\_\_\_  
**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must  
notify the Town Clerk in writing before such action takes effect.

## Library Building Steering Committee

### **Mission:**

Having received immediate funding from and entry into the Massachusetts Public Library Construction Program, the Library Building Steering Committee will support and facilitate the planning and design phase and, if approved, the construction phase of the Montague's main library building project.

### **Committee members to be appointed:**

Tricia Perham, Chair of the Montague Public Libraries Trustees' Building Committee and Vice President of Renaissance Builders, Town Meeting Member, Montague Center Resident

Will Quale, Chair of the Montague Public Libraries Trustees, Member of the Building Committee, Town Meeting Member, Montague Common Hall Board Member, Montague Center Resident

Lydia Ievans, Secretary of the Montague Public Libraries Trustees, Member of the Building Committee, Turners Falls resident

David Dempsey, Member of the Friends of the Montague Public Libraries and former Associate Director of Museum Services at the Smith College Museum of Art, Town Meeting member, Montague Center resident

Ariel Elan, Member of the Capital Improvements Committee, Member of DPW Facility Building Committee, Town Meeting Member, Montague Center resident

Dorinda Bell-Upp, Chair of Montague's Finance Committee, Town Meeting Member, Turners Falls resident

Josh Lively, Chair of the Montague Zoning Board of Appeals, former Chair of the Capital Improvements Committee, Town Meeting Member, Member of DPW Facility Building Committee, Owner of Lively Builders, Montague resident

Caitlin Kelley, Director of the Montague Public Libraries

Chris Nolan-Zeller, Montague Assistant Town Administrator

Name: Bell-Upp, Dorinda

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Dorinda Bell-Upp

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

Richard Kuklewicz

Matt Lord

Chris Boutwell

Dorinda Bell-Upp personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.



Name: Elan, Ariel S.

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Ariel S. Elan

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

Richard Kuklewicz

Matt Lord

Chris Boutwell

Ariel S. Elan personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Dempsey, David

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** David Dempsey

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

- Richard Kuklewicz
- Matt Lord
- Chris Boutwell

David Dempsey personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

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**APPOINTED OFFICIAL**

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Name: Ievins, Lydia

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Lydia Ievins

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE**                      **TERM STARTS:** 1-28-2025

Richard Kuklewicz

Matt Lord

Chris Boutwell

Lydia Ievins personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Kelley, Caitlin

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Caitlin Kelley

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE**

**TERM STARTS:** 1-28-2025

Richard Kuklewicz

Matt Lord

Chris Boutwell

Caitlin Kelley

Caitlin Kelley personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the **Town of Montague.**

\_\_\_\_\_  
**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

\_\_\_\_\_  
**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Lively, Josh

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Josh Lively

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

Richard Kuklewicz

Matt Lord

Chris Boutwell

Josh Lively personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Nolan-Zeller, Christopher

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Christopher Nolan-Zeller

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE**                      **TERM STARTS:** 1-28-2025

- Richard Kuklewicz
- Matt Lord
- Chris Boutwell

Christopher Nolan-Zeller personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

\_\_\_\_\_  
**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

\_\_\_\_\_  
**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Perham, Patricia

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** Patricia Perham

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE**                      **TERM STARTS:** 1-28-2025

- Richard Kuklewicz
- Matt Lord
- Chris Boutwell

Patricia Perham personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.

Name: Quale, William

**MONTAGUE APPOINTED OFFICIAL**

**NAME:** William Quale

**DATE:** January 27, 2025

**COMMITTEE:** Library Building Steering Committee

**TERM:** Upon Completion

**TERM EXPIRATION:** Upon Completion

**SELECTBOARD, TOWN OF MONTAGUE** **TERM STARTS:** 1-28-2025

- Richard Kuklewicz
- Matt Lord
- Chris Boutwell

William Quale personally appeared and made oath that he/she would faithfully and impartially perform his/her duty as a member of the Library Building Steering Committee according to the foregoing appointment.

Received \_\_\_\_\_ and entered in the records of the Town of Montague.

**MONTAGUE TOWN CLERK**

This is to acknowledge that I have received a copy of Chapter 30A, Sections 18 - 25, of the General Laws, the Open Meeting law.

**APPOINTED OFFICIAL**

\*\*\*If you choose to resign from your appointed position during your term, you must notify the Town Clerk in writing before such action takes effect.



The Montague Center Oral History Project has two primary goals: 1) to enrich the lives of older adults by building connections through storytelling and engagement with younger listeners; and 2) to preserve stories about Montague Center— past and present. By collecting, preserving, and sharing our oral histories, we aim to transmit knowledge from one generation to the next, while facilitating meaningful interactions between people. We will enhance our understanding of the past by illuminating personal experience while strengthening relationships between community members, creating a cohesive and connected community fabric.

While the Project is largely supported through the work of Montague Public Libraries staff and local volunteers, we seek grant funding to pay for the editing of recorded oral histories into thematic podcasts that will be shared with the public.

Award-winning audio engineer/producer [Jesse Olsen Bay](#) will edit the recordings. With over 25 years of professional experience, including producing the Colrain Library's recent "People's History of Colrain" oral history podcast, Bay will expertly shape our recordings into a series of 20–30-minute podcasts, based on themes such as "Annual Rituals", "The Music of Montague" and "Montague Stores and Businesses Over the Years". The podcasts will incorporate the recorded stories of Montague residents, with music and sound effects.

Over the last few months, the group has defined the project scope, hosted a very successful introductory kick-off event featuring local stories and fundraising, purchased high-quality recording equipment to ensure the integrity of the recordings, and organized both in-person and hybrid oral history trainings. In early 2025 our listeners will be collecting memories from their elderly neighbors. Once the audio files are amassed, Olsen Bay will edit them for ease of listening as well as produce podcasts around themes that come up in multiple recordings—think *This American Life* but about Montague Center! While Olsen Bay has volunteered many hours already to this project, it is imperative that he be paid for synthesizing the raw oral histories into themed podcasts that will be shared with the community. This grant will enable us to do that.

Thus far 39 Montague residents have signed up as "listeners" to record their neighbor's stories. After completing training on oral history best practices, they will be lent recording devices to record their neighbors' stories. The listeners will record elder community members' recollections, offering prompts such as "What was it like growing up here?" "How has the village changed?" "Who were the personalities that made this place unique?" "What is it important for younger and/or newer residents to know about the village's past?"

The first round of listening sessions (early 2025) will prioritize villagers who grew up in Montague Center and/or villagers over eighty years old who have lived here for a significant part of their life. Some of our residents are living with dementia and their neighbors are eager to work with them to record their stories before they are lost.

The recorded pieces will be edited and posted on the library website for everyone to enjoy in early Spring 2025. Internationally renowned photographer, John Rae, will photograph each interviewee to give a face to the recorded voices.

This project also seeks to support the social service needs of elders in the community and to reduce isolation – a now recognized risk factor for unhealthy aging. We anticipate that community elders will feel comfortable sharing obstacles they might be encountering with oral history listeners. Our listeners are trained to be ready for such conversations and will provide warm handoffs to the Montague Villages', a local non-profit dedicated to supporting senior citizens.

Throughout the project planning process, we have worked with Montague Villages because our missions dovetail nicely. They connect older residents with younger volunteers who can help them age in place and also maintain bonds with the community. We want our elders to feel honored and heard. We also want to preserve their stories for future generations. After a deep listening session we anticipate many relationships will grow and these important social connections will be strengthened.

The Montague Center Oral History Project will preserve the stories of our elderly residents for the future. It will also strengthen the community fabric around those elders, helping them to remain a vibrant part of the village.

### **Budget**

Audio editing	2 hrs per interview x 25 interviews x \$50	2500
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This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.

CONTRACTOR INFORMATION: Contractor Legal Name: Town of Montague, d/b/a; COMMONWEALTH INFORMATION: Department: Massachusetts Board of Library Commissioners, MMARS Code: BLC; Contract Manager Name: Caitlin Kelley; Business Mailing Address: 90 Canal Street, Suite 500, Boston, MA 02114; Vendor Code: VC 6000191893; Vendor Code Address ID: AD 001

NEW CONTRACT / CONTRACT AMENDMENT: Procurement or Exception Type (Check one option only); Current Contract End Date; Amendment Amount; Amendment Type (Check one option only)

TERMS AND CONDITIONS: The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding (Check ONE option): Commonwealth Terms and Conditions

COMPENSATION (Check ONE option.): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See Prompt Pay Discounts Policy.

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment.

SUPPLIER DIVERSITY PROGRAM (SDP) PLAN: Does the Supplier Diversity Program apply? YES/NO

ANTICIPATED START DATE (Complete ONE option only.): The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: 1. may be incurred as of the Effective Date

CONTRACT END DATE: Contract performance shall terminate as of June 30, 2026, with no new obligations being incurred after this date unless the Contract is properly amended.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR: Signature and date must be captured at time of signature. Signature: Caitlin Kelley, Date: [blank], Print Name: Caitlin Kelley, Print Title: Library Director

# Massachusetts Libraries

## BOARD OF LIBRARY COMMISSIONERS

### CONTRACTOR AUTHORIZED SIGNATORY LISTING

LIBRARY LEGAL NAME: \_\_\_\_\_ LIBRARY NAME: \_\_\_\_\_

**(Must match Form W-9 tax classification)**

VENDOR CODE: \_\_\_\_\_

(all vendor references - in this document - refer to the entity listed as the "Legal Name")

**INSTRUCTIONS:** All vendors must provide a listing of individuals who are authorized as legal representatives who can sign contracts and other legally binding documents related to the contract on the vendor's behalf.

There are three types of electronic signatures that will be accepted on this form: 1) Traditional "wet signature" (ink on paper); 2) Electronic signature that is either: a. hand drawn using a mouse or finger if working from a touch screen device; or b. An upload picture of the signatory's hand drawn signature; 3) Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign. Typed text of a name not generated by a digital tool, computer generated cursive, or an electronic symbol are not acceptable forms of electronic signature.

**NOTICE:** Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the vendor (and others) challenging the existence of a valid Contract due to alleged lack of actual authority to execute the document by the signatory.

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of these authorized signatories.

Authorized Signatory Name	Signature (As it will appear on contract or other documents)	Title	Phone Number	Email Address
Caitlin Kelley		Library Director		librarydirector@montague-ma

**Please note you cannot self-certify your own signature as a single signer listed above**

I certify that the above Authorized Signatories are the:

Mayor, Town/City Administrator, Town/City Manager, Town/City Finance Director, or Town/City Attorney.

**AND/OR:**

the Library Director who is **confirmed by the City/Town** that they are an **authorized officer** for said City/Town.

I also **certify** that the names of the individuals identified on this listing are current as of the date of execution below. The individuals listed are authorized to sign contracts and other legally binding documents related to contracts with the Massachusetts Board of Library Commissioners (MBLC) on behalf of the City/Town. I understand and agree that the City/Town has a duty to ensure that this listing is immediately updated and communicated to the MBLC whenever the listed authorized signatories are no longer authorized to sign contracts with the MBLC or when new signatories are designated.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Updated 5/28/2024

## **Department Head Signature Authorization for MMARS**

By signing this document, the BLC employee who created or edited the MMARS document and the undersigned agree to comply with all Comptroller laws, regulations, policies, and procedures.

Department employees processing transactions in MMARS are hereby granted permission to submit said documents to final.

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Library/location/town/city/vendor

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Tracey Dimant, Head of Operations & Budget

---

Date

---

Comments/Other/Misc:

# Massachusetts Libraries

## BOARD OF LIBRARY COMMISSIONERS

mass.gov/mbic

### **Massachusetts Public Library Construction Program**

#### **Planning and Design Phase Assurances Agreement**

The municipality agrees in writing to the following assurances 1 through 24, taken from the regulations for Program 605 CMR 6.05 (2) (c), and also based on full municipal enforcement and compliance with federal, state and local laws, rules and regulations.

1. An assurance that new, remodeled or renovated library buildings will be planned for a minimum operational life of 30 years;
2. An assurance that the Applicant will continue the library's participation and qualification in programs established by or the successors to M.G.L. c. 78, § 19A and 19B (State Aid to Public Libraries). Should the Applicant fail to be certified by the Board to receive State Aid during the period from acceptance into the MPLCP grant program, until project completion and final payment, this will be considered a breach of the contract;
3. An assurance that the Applicant and contractors will not knowingly employ, compensate, or arrange to compensate any employee of the Board during the term of the project, unless such arrangement is permitted under the provisions of M.G.L. c. 268A;
4. An assurance that the Board will have the authority to review and approve plans, specifications, bid documents, contract awards, payments and all documents of obligation or expenditure for the project;
5. An assurance that the owner's project manager, architect and other contractors of an approved public library project were selected using procedures as issued by the Designer Selection Board under the provisions of M.G.L. c. 7C, §§ 44 through 58;
6. An assurance that the Applicant will submit the project to local, regional or state boards or agencies for comment and/or approval as may be required by law or regulation;
7. An assurance that the Applicant will assist the Board in complying with the Massachusetts Environmental Policy Act, M.G.L. c. 30, §§ 61 through 62H;
8. An assurance that the building will be designed to minimize or eliminate embodied and operational carbon and use of fossil fuels throughout its life cycle, including construction materials/processes and ongoing operations.
9. An assurance that life cycle cost estimates of all technically feasible energy systems as defined in M.G.L. c. 149, § 44M, will be considered during design in order to ensure that the energy system with the lowest life cycle cost estimate will be identified in accordance with the provisions of M.G.L. c. 149, § 44M;

# Massachusetts Libraries

## BOARD OF LIBRARY COMMISSIONERS

mass.gov/mblc

10. An assurance that the Applicant will closely monitor the cost effects of building program and design decisions and materials and systems selections so that the facility can be constructed and operated in a cost effective, sustainable, and staff efficient manner considering the type of project and structure;
11. An assurance that there will be an evaluation of flood hazard so that the facility to be constructed will be located to prevent potential flood hazards, as far as is practicable;
12. An assurance that there will be an evaluation of resiliency measures informed by the guidelines and/or tools detailed in the Program Notice;
13. An assurance that the building will be designed to minimize the effects of vandalism, weather conditions and natural conditions and that materials and finishes will be selected to minimize operational costs and maintenance. This includes provision of a fire rated enclosure for any automated or manually operated exterior book or nonprint materials return that penetrates a wall of the building;
14. An assurance that the Applicant will comply with M.G.L. c. 9, § 26 and 27C and 950 CMR 71.00: Protection of Properties Included in the State Register of Historical Places and any additional Massachusetts Historical Commission legal and regulatory requirements, including that which affords the Massachusetts Historical Commissioner the opportunity to review and comment as early as possible in the planning stages of the project;
15. An assurance that the building will be designed in compliance with Americans with Disabilities (ADA) federal standards and 521 CMR: Architectural Access Board, including those requirements for making alterations to historical properties to ensure that property and building are readily accessible and usable by individuals with disabilities unless a variance has been obtained for all noncompliant features;
16. An assurance that the Applicant will provide adequate supervision during the term of the project including architectural supervision and, when required, an owner's project manager that meets the qualifications required by M.G.L. c. 7C, §§ 44 through 58 and M.G.L. c. 149, § 44A½;
17. An assurance that the Board will not be held responsible for meeting any increased costs or increasing the amount of the grant award beyond the provisional award;
18. An assurance that the Board, the Governor or his designee, the Secretary of Administration and Finance, and the State Auditor or his designee will have the right, at reasonable times and upon reasonable notice, to examine the books, records and other compilations of data of the Applicant which pertain to the performance of the provisions and requirements of this agreement. Upon request, the Applicant will furnish to the Board copies of any such books, records and compilations. In all contracts or subcontracts entered into by the Applicant concerning the project, there will be included a provision requiring similar access by the Board to the contractor's or subcontractor's books, records and other

# Massachusetts Libraries

## BOARD OF LIBRARY COMMISSIONERS

mass.gov/mblc

compilations of data which pertain to the project according to Executive Order 195: Vendor Contracts of April 27, 1981;

19. An assurance that the Applicant will file required monthly reports, will submit every iteration of design for review by the Board, and will notify the Board when the MPLCP Level of Design of the approved public library project is completed. Within six months of completion, the Applicant must supply a certified reporting of expenditures by category, a list of financial sources, and other documentation;

20. An assurance that all grant funds received by the Applicant from the Massachusetts Public Library Construction Program will be placed in an interest-bearing account separate from other Applicant accounts, and that a copy of the first statement from this account from the financial institution will be provided to the MBLC within 45 days of receipt of the first grant payment. All planning and design grant funds, including interest income, will be retained in this account until they are expended for purposes specified in the planning and design grant application. Purposes specifically excluded include all those specified in the definition in 605 CMR 6.02: Eligible Costs;

21. An assurance that preparation of documents according to 605 CMR 6.08(2)(a) will be completed and submitted within one year of signing a grant agreement with the Board for the planning and design phase, unless the municipality withdraws from the MPLCP before entering the construction phase;

22. An assurance that a grant agreement with the Board for the construction phase of the project will be signed in the fiscal year following the signing of a grant agreement for the planning and design phase, unless the municipality withdraws from the MPLCP before entering the construction phase or the project design is unsuccessful;

23. An assurance that if a municipality chooses to withdraw from the MPLCP after the planning and design phase by either official letter or documented certified vote, or if the project design is unsuccessful, no funds for the construction phase will be disbursed;

24. An assurance that the project will comply with all current state and local building codes for libraries and all applicable standards and procedures.

**For the Grantee:**

Grant Agreement Approved by

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type/Print Name: Caitlin Kelley

Title & Board/Committee: Library Director



# Massachusetts Libraries

## BOARD OF LIBRARY COMMISSIONERS

mass.gov/mbic

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type/Print Name: \_\_\_\_\_

Title & Board/Committee: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type/Print Name: \_\_\_\_\_

Title & Board/Committee: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type/Print Name: \_\_\_\_\_

Title & Board/Committee: \_\_\_\_\_

**For the Commonwealth of Massachusetts, Board of Library Commissioners**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name: Maureen Amyot, Director



## 2025 District Local Technical Assistance (DLTA) Request Form

Municipality: Montague

Date: 01/27/2025

Your Name: Christopher Nolan-Zeller

Board/Department: Assistant Town Administrator

**INSTRUCTIONS:**

1. Review form with Town/City committees, boards, and departments, and **compile one consolidated request form.**
2. Check the column or box for each project your Town/City is interested in. Provide a contact name and email for each project.
3. Rank your top 3 priorities at the end of the form.
4. **Email completed form to Ted Harvey ([tharvey@frcog.org](mailto:tharvey@frcog.org)) by January 31, 2025** (contact Ted with questions).

**NOTE:** For planning purposes, the 2025 DLTA year is January 1, 2025 through December 31, 2025. Projects could commence as early as February 1; projects involving fieldwork likely won't commence until May.

✓ YES	CLIMATE CHANGE ADAPTATION AND RESILIENCE/ENERGY & ENVIRONMENT	Contact for Project: name & email or phone #
	<p><b>Evacuation Route Assessment and Evacuation Route Map Update.</b> Assess current emergency evacuation routes within the county (last updated in 2011/2012) and develop updated maps for Franklin County towns and public safety agencies. In the past decade, hazard risk profiles (the likelihood of occurrence + the severity of impact) have grown, specifically the risk posed by flooding, HazMat incidents and wildfires, that will be incorporated into analysis and identification of routes.</p>	
✓	<p><b>FEMA Floodplain Map Changes.</b> Assist towns with reviewing and submitting comments on recently released Draft FEMA Floodplain Maps. There will only be a 90-day period to submit feedback once the comment period opens in early Spring 2025.</p>	<p><b>Maureen Pollock</b>  <a href="mailto:mpollock@montague-ma.gov">mpollock@montague-ma.gov</a></p>
✓	<p><b>Hazard Mitigation Plan Update.</b> Assist towns with securing funding and updating of expiring Multi-Hazard Mitigation Plans. Priority will be given to municipalities with plans expiring in 2025.  <i>Available only to: Ashfield, Bernardston, Colrain, Conway, Deerfield, Erving, Gill, Greenfield, Leverett, Montague, and Whately.</i></p>	<p><b>Chris Nolan-Zeller</b>  <a href="mailto:chrisn@montague-ma.gov">chrisn@montague-ma.gov</a></p>
	<p><b>Mapping of Floodprone Areas.</b> As part of a statewide effort, create a GIS dataset of locations that are vulnerable to flooding for use by FRCOG when working on local and watershed-based projects and by the Commonwealth for reference when developing statewide policies, funding opportunities and programs.</p>	

✓	<b>Northfield Mountain Pumped Storage Project/Turners Falls Dam FERC relicensing and MassDEP 401 Certification of Water Quality process.</b> Provide technical assistance, advocacy, testimony, and analysis, and participate as an intervenor and stakeholder on behalf of impacted towns.	<b>Walter Ramsey</b> <a href="mailto:walterr@montague-ma.gov">walterr@montague-ma.gov</a>
	<b>Planning to Protect Public Drinking Water Supplies.</b> Assist towns with creating plans, such as a Wellhead Protection Plan, to manage and protect their water supply, including drought management planning.	
	<b>Pollinator Habitat Plan.</b> Create a town pollinator plan that expands the regional Franklin County pollinator habitat plan. The town plan includes identification and mapping of existing and potential pollinator habitat, review of land use regulations, landscape management recommendations, and planting plans for a variety of landscapes and built environments to support pollinator life cycle needs. <i>Available to: Charlemont, Erving, Gill, Hawley, Leverett, Leyden, Monroe, New Salem, Northfield, Rowe, Sunderland, Warwick and Whately, as all other towns have a plan or have one underway.</i>  If there is interest, 1-2 regional collaboration meetings could be scheduled to share local success stories, funding for design and planting, etc. for the towns that have completed plans.	
	<b>River Corridor Management Best Practices .</b> Identify opportunities to update land use regulations, update municipal planning documents and coordinate reviews with Conservation Commissions for projects in the mapped River Corridor. <i>Available only to: Ashfield, Bernardston Conway, Colrain, Heath, Greenfield and Leyden.</i>	
	<i>See Zoning and Comprehensive Planning for zoning-specific technical assistance.</i>	

✓ YES	<b>COMMUNITY, HOUSING AND ECONOMIC DEVELOPMENT</b>	<b>Contact for Project: name &amp; email or phone #</b>
✓	<b>Brownfields Redevelopment Support.</b> Provide site-specific technical assistance to support assessment, clean-up, and/or redevelopment of a brownfield site, with property owner support.	<b>Chris Nolan-Zeller</b> <a href="mailto:chrisn@montague-ma.gov">chrisn@montague-ma.gov</a>

	<p><b>Business and Industry/Sector Assistance (please specify):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Support access to small business development/entrepreneurship assistance resources.</li> <li><input type="checkbox"/> Provide industry specific support to expand, promote and/or preserve important economic sectors: <ul style="list-style-type: none"> <li>○ Agriculture, Food &amp; Farm System</li> <li>○ Manufacturing</li> <li>○ Tech Economy</li> <li>○ Tourism/Outdoor Recreation</li> </ul> </li> <li><input type="checkbox"/> Other: _____</li> </ul>	
	<p><b>Community Economic Development (please specify):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Conduct survey to understand what residents, businesses and visitors want for economic activity in their downtown/village center or community.</li> <li><input type="checkbox"/> Conduct a parcel-level analysis of downtown/village center uses and businesses, and identify properties with potential for redevelopment.</li> <li><input type="checkbox"/> Develop a downtown/village center economic development action plan to identify and prioritize potential projects.</li> <li><input type="checkbox"/> Provide technical assistance to create new or expand planned industrial or business park land.</li> <li><input type="checkbox"/> Prepare guidance and identification of resources for site-specific property development or redevelopment for economic development uses.</li> <li><input type="checkbox"/> Provide technical assistance to advance a project identified in a Local Rapid Recovery Plan.</li> <li><input type="checkbox"/> Other: _____</li> </ul>	
✓	<p><b>Downtown District Support.</b> Support and enhance the Rural Development Fund grant received to pilot a Downtown District Coordinator for the village centers of Northfield Center (Northfield), Shelburne Falls (Buckland and Shelburne) and Turners Falls (Montague).</p>	<p><b>Maureen Pollock</b>  <a href="mailto:mpollock@montague-ma.gov">mpollock@montague-ma.gov</a></p>
	<p><b>Historic Preservation Planning.</b> Provide technical assistance developing town historic preservations plans, identifying potential National Register nominations, and assessing and implementing other preservation related tools, such as local historic district guidelines.</p>	
	<p><b>Housing Production Plans/Housing Plans.</b> Assist towns with the creation or update of a Housing Production Plan or Housing Plan.</p>	
✓	<p><b>Outdoor Recreation/Open Space Planning.</b> Provide technical assistance to support municipal Open Space and Recreation Plan (OSRP) or OSRP Update (such as identifying funding resources or assessing mapping</p>	<p><b>Maureen Pollock</b>  <a href="mailto:mpollock@montague-ma.gov">mpollock@montague-ma.gov</a></p>

	needs), or to enhance or promote outdoor recreation/adventure tourism activities in the community (such as inventorying existing or potential assets).	
	<b>Public Art/Cultural Planning.</b> Provide technical assistance to support cultural/public art planning, including how to create and implement a project that fosters economic and main street activity. Such projects could include assisting with the development of a public art project or pop-up park, or conducting an inventory of existing cultural and public art assets in the community.	
	<i>See Zoning and Comprehensive Planning for zoning specific technical assistance.</i>	

✓ YES	REGIONAL PLANS AND CAPACITY BUILDING	Contact for Project: name & email or phone #
	<b>Abandoned and Distressed Property Inventory and Action.</b> Inventory abandoned and distressed properties and work with town stakeholders to prioritize action through receivership or other methods.	
✓	<b>IT Training and Policy Development. (please specify)</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Training for local officials on using Artificial Intelligence (AI) in local governments and developing municipal policies for AI use.</li> <li><input type="checkbox"/> <b>Develop an education program around cybersecurity for municipal officials.</b></li> </ul>	Chris Nolan-Zeller <a href="mailto:chrisn@montague-ma.gov">chrisn@montague-ma.gov</a>
	<b>Local Official Continuing Education Workshops.</b> Continue to offer workshops to Select Board, Planning Board, Board of Health, Finance Committee members and other public officials (expand workshop series to include more planning topics; diversity, equity and inclusion; fiscal planning; open meeting law; school finance; new state policies and initiatives; ADA requirements, etc.). <b>Please share your ideas for workshop topics:</b> _____	
	<b>Municipal Succession Planning.</b> Consider how towns can prepare for retirements of long-term public servants in key municipal positions (appointed, elected and volunteer) through development of a Citizen's Academy, succession planning, participation in career fairs and expos, diversification of the municipal workforce, etc.	
	<b>Public Information and Warning.</b> Continuing from the analysis conducted in October through November, the project will move to how a possible regional emergency communication system would work and the costs involved including outlining actionable recommendations for enhancing local and regional public information and warning systems, develop an implementation timeline and securing necessary resources to address identified gaps and optimize systems.	

	<b>Regional Sheltering and Heating and Cooling Centers Plan Update.</b> Assess the capacity of emergency shelters and heating/cooling centers in the region. The project will identify regional strengths and gaps related to sheltering and then revise the outdated regional shelter plan (last updated in 2016) to meet the new needs for the county. This project will also include a table-top exercise to test the revised plan and those that would put it into action.	
	<b>Regional Debris Management Plan Update.</b> The project will identify regional strengths and gaps in managing debris removal and storage after an incident. It will then update the outdated regional debris management plan (last revised in 2015) to better meet the county's needs. Debris management addresses not only woody debris, such as trees, but also demolition materials and white goods, both of which may contain hazardous substances. The project will conclude with a tabletop exercise to test the revised plan.	
	<b>Rural Policy Plan (RPP) Implementation and Update.</b> Advocate for projects, programs and policies that benefit Franklin County, e.g. changes to Chapter 90 and PILOT formulas; advocate for a Municipal Building Authority, and dedicate funding to refresh the RPP.	
	<b>Strengthen Emergency Preparedness and Response.</b> Work with first responders and Emergency Management Directors to strengthen regional emergency response and coordination re: implementation of the recommendations of the Covid After Action reports; and explore the development of new emergency management services like all hazards preparedness, mitigation strategies, and training and exercises.	

✓ YES	SHARED SERVICES	Contact for Project: name & email or phone #
✓	<b>Franklin County EMS Regionalization.</b> Support the efforts of ambulance service and towns to explore the feasibility, structure, governance and financing of a regionalized EMS services.	Chris Nolan-Zeller <a href="mailto:chrisn@montague-ma.gov">chrisn@montague-ma.gov</a>
	<b>Municipal Planner Services.</b> Explore the potential of sharing professional planning services with other communities to support the Planning Board, Conservation Commission and/or ZBA on a contract basis. These services could include professional technical assistance on procedural processes, site plan review, peer review consultant support, and related matters.	

✓	<p><b>Municipal Service Sharing Feasibility, Matchmaking, or Other Technical Assistance (please specify):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Department of Public Works services: <i>Please be specific:</i> _____</li> <li><input type="checkbox"/> Facilities management of municipal buildings and grounds</li> <li><input type="checkbox"/> Grant administration/management</li> <li><input type="checkbox"/> Human Resource management</li> <li style="background-color: yellow;"><input checked="" type="checkbox"/> Information Technology, Digital Equity and Cybersecurity: design regional shared services to maximize technology resources across communities and make the region competitive for digital equity and cybersecurity state and federal funding.</li> <li><input type="checkbox"/> Municipal Financial Services: <i>Please be specific:</i> _____</li> <li><input type="checkbox"/> Public safety <ul style="list-style-type: none"> <li><input type="checkbox"/> Fire services sharing</li> <li><input type="checkbox"/> Police</li> </ul> </li> <li><input type="checkbox"/> Regional Wood Bank</li> <li><input type="checkbox"/> Other: _____</li> </ul>	<p><b>Chris Nolan-Zeller</b>  <a href="mailto:chrisn@montague-ma.gov">chrisn@montague-ma.gov</a></p>
	<p><b>New Collective Purchasing ideas (please specify):</b> _____</p>	
	<p><b>Older Adult Services (please specify):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Age and Dementia-friendly community planning (application to the AARP Network; development of an assessment and an action plan for the Town; assistance with implementing an existing plan)</li> <li><input type="checkbox"/> Senior Center Expansion, Regional Sharing</li> <li><input type="checkbox"/> Other: _____</li> </ul>	

✓ YES	TRANSPORTATION	Contact for Project: name & email or phone #
	<b>Complete Streets Improvements.</b> Assess local roads for potential for Complete Streets improvements.	
	<b>Roadway Speed Study.</b> Assess roadway speeds and prepare speed zoning study to provide guidance for new or revised regulatory speed limits on local roadways.	
	<b>Signs and Lines Assessment.</b> Assess signs and pavement markings for clarity, visibility and reflectivity. Assess for obstructions to visibility like overgrown vegetation at intersections and near roads.	
	<i>See note about Roadway Culvert Assessments wait list at end of request form.</i>	

✓ YES	ZONING AND COMPREHENSIVE PLANS	Contact for Project: name & email or phone #
	<b>ADU Zoning Assistance.</b> Provide technical assistance and guidance about complying with recent changes to Accessory Dwelling Unit zoning regulations under the recently passed Affordable Homes Act.	
	<b>Comprehensive Plans (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Provide technical assistance and guidance in advance of a Comprehensive Plan, such as draft scope of work, grant research and application, form committee, etc.</li> <li><input type="checkbox"/> Conduct a community wide survey and/or other forms of public outreach to inform a new or updated Comprehensive Plan vision and goals.</li> </ul>	
	<b>Zoning Bylaws and/or City Ordinance Development (please specify):</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Clean energy (e.g. large scale solar facility, battery storage, bylaws and/or updates to solar bylaws to protect pollinator habitat)</li> <li><input type="checkbox"/> Floodplain Bylaw/Ordinance updates with the new state model Floodplain Bylaw for the FEMA regulated 100-year floodplain</li> <li><input type="checkbox"/> Housing/Mixed Use: Diversifying housing options / Short-Term Rental</li> <li><input type="checkbox"/> Stormwater management-related/flood resilience zoning</li> <li><input type="checkbox"/> Other: _____</li> </ul>	

RANK	Of all of the projects you selected, what are your municipality's <u>top three</u> DLTA project priorities?
	<p><b>Your Municipality's Top 3 Choices:</b></p> <ol style="list-style-type: none"> <li><b>1. Franklin County EMS Regionalization</b></li> <li><b>2. Hazard Mitigation Plan Update</b></li> <li><b>3. Outdoor Recreation/Open Space Planning</b></li> </ol>



	<b>CULVERT ASSESSMENTS: WAITING LIST <u>IS CLOSED FOR 2025</u></b>	
	<p><b>Culvert Assessments.</b> Assess roadway culverts to identify the crossings that are at risk due to more frequent and intense storm events caused by climate change. Information will help towns prioritize infrastructure upgrades in addition to providing an inventory of physical infrastructure.</p> <p><b>Due to high demand, the following towns are in queue for culvert assessments in 2025:</b> Buckland (Spring 2025), Rowe, Warwick and Whately</p> <p><b>FRCOG will reopen the waiting list in 2026.</b></p>	

THE COMMONWEALTH OF MASSACHUSETTS

NUMBER

FEE

TOWN OF MONTAGUE

10

\$110.00

USED CAR DEALER'S LICENSE – CLASS II

TO BUY AND SELL SECOND-HAND MOTOR VEHICLES

In accordance with the provisions of Chapter 140 of the General Laws with amendments thereto Gregory Precourt, Montague Garage Inc.

is hereby licensed to buy and sell second-hand motor vehicles at \_\_\_\_\_

10 Station Street, Montague

on premises described as follows:

Display 2 used cars inside and 2 outside

January 27, 2025

THIS LICENSE EXPIRES JANUARY 1, 2026

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES.

(OVER)



**Department of Veteran Services**

294 Main Street • Greenfield, MA 01301

Phone 413-772-1571 • Fax 413-772-1401

[www.greenfield-ma.gov](http://www.greenfield-ma.gov)

Christopher Demars, Director

Laura Thorne, Assistant

Stacey Geneczko, Deputy Director

Jeffrey Cochran, VSO

**UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT**

*Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district*

Member Towns

*Ashfield*

*Bernardston*

*Buckland*

*Charlemont*

*Colrain*

*Conway*

*Deerfield*

*Erving*

*Gill*

*Greenfield*

*Hawley*

*Heath*

*Leverett*

*Leyden*

*Monroe*

*Montague*

*New Salem*

*Northfield*

*Plainfield*

*Rowe*

*Shelburne*

*Shutesbury*

*Sunderland*

*Warwick*

*Wendell*

*Whately*

Town of Montague Select Board

1 Avenue A

Turners Falls, MA 01376

Select Board Chair Richard Kuklewicz,

The Act Honoring, Empowering and Recognizing Our Service members and Veteran (Hero Act) Chapter 178 of the Acts 2024 has allowed the Cities and Towns of Massachusetts to adopt Section 23 which adds two new veteran property tax exemptions clauses, Clause 22I and 22J to the General Laws, c.59, §5.

I have attached the DLS Bulletin BUL-2024-5 that has been sent to each municipality for review. As of today, the only City or Town of our District to vote and enact these clauses is the City of Greenfield.

As the Director of Veterans Services, I highly encourage each and every town in our district to adopt these new clauses for our veterans. I have received many calls from veterans within our District about the adoption of these clauses and I always refer them to speak to their local government to have them voted on.

I am inquiring as the Towns Veteran Services Director to know if your Town has looked into these new clauses and whether or not they will be brought forward for a vote to adopt.

Respectfully,

Chris Demars  
Director



# DLS

DIVISION OF LOCAL SERVICES  
MA DEPARTMENT OF REVENUE

Geoffrey E. Snyder  
Commissioner of Revenue

Sean R. Cronin  
Senior Deputy Commissioner

## Bulletin

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BUL-2024-5

### RECENT LEGISLATION

TO: Local Officials

FROM: Kenneth Woodland, Chief, Municipal Finance Law Bureau

DATE: August 2024

SUBJECT: An Act Honoring, Empowering and Recognizing Our Servicemembers and Veterans (“HERO” Act) Chapter 178 of the Acts 2024.

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To keep you informed of legislative developments, the Division of Local Services (“Division”) periodically publishes a **BULLETIN** summarizing new laws that affect municipal budgets and local tax assessment, administration and collection. Each issue usually contains a cumulative summary of session laws enacted to that time and indicates whether the Division has issued any further implementation guidelines. This edition of the **BULLETIN** instead focuses on a recent legislative change affecting municipal finance found in Chapter 178 of the Acts 2024 (hereinafter “Act”), entitled An Act Honoring, Empowering and Recognizing Our Servicemembers and Veterans (“HERO” Act).

These changes provide two new local options that increase certain veteran exemption amounts and changes how to determine eligibility for the motor vehicle exemption for a veteran with a 100% disability rating or is unemployable due to their service-connected disability.

**1. Generally, what are the municipal finance related provisions in the “HERO” Act?**

Section 23 adds two new veteran property tax exemption clauses, Clauses 22I and 22J, to General Laws, c. 59, §5, which is the statute that establishes local property tax exemptions for individuals and organizations. Additionally, Section 24 changes how eligibility for the motor vehicle exemption for a veteran with a service-connected disability is established under G.L. c. 60A, § 1.

**2. When do these provisions go into effect?**

As the Act contained a preamble, the Act's effective date is the date it was signed by the Governor – August 8, 2024. However, for exemptions allowed under G.L. c. 59, § 5, the exemption qualifying date is generally July 1. Changes in property tax exemption laws will generally apply prospectively as of the next qualification date after the effective date of the amendments. As such, municipalities will be able to adopt Clauses 22I and 22J, as described herein, for Fiscal Year 2026.

Conversely, the change under G.L. c. 60A, § 1 is effective presently for calendar year 2024 excises.

**3. How does a municipality implement these changes?**

Clauses 22I and 22J are local options that must be accepted by a city or town to apply in that municipality. Acceptance requires a vote of the legislative body (town meeting, town council or city council) subject to the municipality's charter. G.L. c. 4, § 4. No local action is needed for the change under G.L. c. 60A, § 1 to go into effect.

**4. What would be the impact of Clause 22I?**

Clause 22I, if accepted, would increase the amount of the tax exemption granted to veterans on their domiciles under Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F annually by a cost-of-living adjustment (COLA) determined by the Department of Revenue (DOR) based on the consumer price index (CPI). This would work like the annual COLA adjustment determined by DOR that is already a local option for certain senior exemption amounts and financial means standards. See G.L. c. 59, § 5, Clauses 17E, 17F and 41D.

For example, if a Clause 22 recipient will receive a \$400 exemption and the community accepts this option, and the CPI increases by 5%, the total exemption amount would increase to \$420.

**5. What would be the impact of Clause 22J?**

Clause 22J, if accepted, provides an additional exemption up to 100% of the amount of the tax exemption granted to veterans on their domiciles under Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F. This would work like the optional additional exemption that is already a local option under G.L. c. 59, § 5C½ for all persons granted exemptions on their domiciles as veterans, seniors, blind persons, and surviving spouses. Clause 22J will not apply in a year in which the city or town already uses G.L. c. 59, § 5C½ to grant an additional exemption to all persons granted exemptions. It is an option for cities and towns that do not use that general additional exemption to be able to just grant one for persons granted veteran exemptions. As with the general additional exemption, the application of the Clause 22J additional exemption cannot reduce the tax owed below what the taxpayer would owe on 10% of the current assessed valuation of the domicile. However, unlike the general additional exemption, the exemption granted to veterans can result in the taxpayer paying less than the taxes paid in the preceding fiscal year. To implement, the city or town must vote to accept the statute and establish the additional exemption percentage before the July 1 beginning of the fiscal year in which that percentage will first apply. The voted percentage will continue to apply in subsequent years unless and until another percentage is voted before the July 1 beginning of a later fiscal year.

**6. How does the change to G.L. c. 60A, § 1 effect the veteran motor vehicle excise process?**

This section changes how eligibility for the motor vehicle exemption for a veteran with a service-connected disability is established under G.L. c. 60A, § 1. Currently, the Medical Advisory Board (MAB) within the Registry of Motor Vehicles (RMV) determines that the veteran has the qualifying disability. Under the amendment, eligibility will be based on a disability determination by the U.S. Department of Veteran Affairs (VA), as is the case with other motor vehicle and property tax exemptions available to veterans. Now, a veteran will qualify for a motor vehicle exemption if the VA determines they have a 100% disability rating or deems them unemployable due to their service-connected disability.

**7. What is the impact in a community that adopts both Clause 22I and 22J?**

Both Clauses would operate together. For example, if a Clause 22 recipient will receive a \$400 exemption and the community accepts Clause 22I, and the CPI increases by 5%, the total exemption amount would increase to \$420. If the community further accepts Clause 22J (or G.L. c. 59, § 5C½) and increases by the maximum 100% the amount of the tax exemption granted to veterans, in this example, the total exemption will increase to \$840.

**8. Do any of these provisions effect the state reimbursement?**

As Clauses 22I and 22J are local options that must be accepted by a city or town to apply in that municipality, there is no additional state reimbursement for the cost of the additional exemptions.

Conversely, the veteran exemptions granted pursuant to the new provisions in G.L. c. 60A, § 1 will be fully reimbursed by the Commonwealth.

**SAMPLE ACCEPTANCE VOTES  
(Consult with municipal counsel)**

**ADJUSTED EXEMPTION AMOUNT CLAUSE 22I**

VOTED: That the city/town accept General Laws Chapter 59, Section 5, Clause 22I, which authorizes an annual increase in the amount of the exemption granted under General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, \_\_\_\_\_.

**OPTIONAL ADDITIONAL VETERAN EXEMPTION CLAUSE 22J**

VOTED: That the city/town accept General Laws Chapter 59, Section 5, Clause 22J, which authorizes an annual increase in the amount of the exemption granted under General Laws Chapter 59, Section 5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by [insert percentage increase up to 100% e.g., 50%, 70%, 100%] of the personal exemption amount, subject to the conditions in Clause 22J, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, \_\_\_\_\_.

 Outlook

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## Adoption of the HERO Act

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**From** Ken Sumrall <thisoughtadoit@yahoo.com>

**Date** Mon 1/13/2025 1:51 PM

**To** Walter Ramsey <WalterR@montague-ma.gov>

Good afternoon Mr. Ramsey,

I am asking that the Town of Montague act upon the opportunity to conduct a vote on the adoption of the HERO ACT Section 23.

This adoption would provide some needed additional financial relief to veterans, seniors, and others who would benefit.

Thank you,  
Ken Sumrall  
79 G St, Turners Falls

[Yahoo Mail: Search, Organize, Conquer](#)

Diane Sumrall  
79 G Street  
Turners Falls, MA 01376  
603-401-1585

Walter Ramsey, Town Administrator  
Town of Montague  
1 Avenue A  
Turners Falls, MA 01376

January 13, 2025

Dear Mr. Ramsey,

My name is Diane Sumrall. I am a life-long resident of Turners Falls and my husband is a disabled veteran. Veteran Exemptions have been around for many years but they have not kept up with inflation and an exemption amount passed in 1960 or before has not been updated to today's dollars. I am writing you as Massachusetts passed the "Hero Act" and I am hoping Montague will be among the communities that accepts Clauses 22I and 22J. I am requesting that these clauses be presented at Town Meeting so that the Town may vote to accept these clauses or not. I know that this will cost the Town money and that Clause 22J provides an additional exemption up to 100% of the amount of the tax exemption granted to veterans on their domiciles so the Town would have to determine the additional percentage if any. I would appreciate you keeping me informed of any decisions the Town makes. Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Diane Sumrall".

Diane Sumrall