

**JOINT SELECTBOARD, BOARD OF HEALTH and FINANCE COMMITTEE
MEETING NOTICE**

Due to COVID-19 Public Participation will be by:

Join Zoom Meeting: <https://zoom.us/j/97863220148>

Meeting ID: 978 6322 0148 Password: 845082

Dial into meeting: +1 646 558 8656 or +1 312 626 6799 or +1 301 715 8592

Monday, November 23, 2020

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

Meeting Being Taped

Votes May Be Taken

1. 6:30 PM Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken
2. 6:30 Board of Health Chair opens the meeting, roll call taken
3. 6:31 Approve Minutes:
 - Joint Selectboard and Board of Health, November 16, 2020
4. 6:32 Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment
5. 6:35 Personnel Board
 - Authorize the transfer of 111F payroll expenses for October and November to the 111F Insurance Fund
 - Authorize subsequent payrolls (beginning with the payroll dated 12/4/2020) for Lee Laster to be charged directly to the 111F Insurance Fund
6. 6:40 Brian McHugh, FCRHRDA
 - Approve extension of contract between the Town and Sciaba Construction Corporation for the Spinner Park Restoration Project to June 1, 2021
7. 6:45 COVID-19 Updates and Action Items
 - Review of any Updated State Guidance or Orders
8. 6:55 Flower Power Growers, Inc.
 - Proposed Cannabis Cultivation and Processing Facility at 180 Industrial Boulevard, (Map 17, Lot 58)
9. 7:05 Walter Ramsey
 - Request extension of Judd Wire, Sandy Lane Parking lot until April 1, 2021, \$600/year
 - Discuss Judd Wire intent to purchase in 2021
10. 7:09 Finance Committee Chair opens the meeting, Roll call taken
11. 7:10 FY21 Tax Classification Hearing
 - Review of Excess Levy Capacity Impact on Tax Rates
 - FY2021 Tax Classification Presentation

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PAGE 2

12.7:30

Bryan Camden, Airport Manager

- Airport Commission acquisition of Pioneer Aviation property: Update and business plan
- Request to provide services to charity; use of Airport truck with donated trailer to pick up wreaths for "Wreaths Across America 2020" from December 12th – 16th

13. 8:00

Town Administrators Report

- Request by Franklin County Sheriff's Dept. for use of Town Hall Annex Shed for storage
- Update Regarding FRTA Plans for Montague Business Facility
- Topics not anticipated in 48 hour posting

Upcoming Meetings:

- Selectboard Meeting, **MONDAY, November 30, 2020, 6:30 PM** via Zoom

WendyB-Montague Board of Selectmen

From: CarolynO-Montague Town Accountant
Sent: Wednesday, November 18, 2020 2:42 PM
To: cwilliams@montague.net; Christopher Boutwell ; Michael Nelson; Rich Kuklewicz (rkuklewicz@gmail.com); StevenE - Montague Town Administrator; WendyB-Montague Board of Selectmen
Subject: Nov 23rd Agenda item - move 111F Exp to 111F Insurance Fund
Attachments: 111F Fund Expense worksheet 11-18-20.xlsx

To all,

Chief Williams will have an agenda item next Monday (11/23) requesting that :

1. The Selectboard authorize the transfer of 111F payroll expenses for October and November to the 111F Insurance Fund
2. The Selectboard authorize subsequent payrolls (beginning with the payroll dated 12/4/2020) for Lee Laster to be charged directly to the 111F Insurance Fund

The attached file shows the current balance in the 111F Insurance Fund, expected additional revenues for FY2021, expenses for Oct-Nov to be transferred, remaining expenses to be transferred for Dec2020 to Jun2021, and the remaining balance in the 111F insurance fund at the end of FY2021.

Please let me know if you have any questions. I will plan to attend the SB's Zoom meeting to provide any additional information needed.

Carolyn Olsen
Town Accountant
(413) 863-3200 x121

TOWN OF MONTAGUE

And

SCIABA CONSTRUCTION CORPORATION

SPINNER PARK RESTORATION PROJECT

CONTRACT

ADDENDUM #1

THIS ADDENDUM made this 23rd day of November, 2020 by and between the TOWN of MONTAGUE hereinafter referred to as the "Grant recipient", and SCIABA CONSTRUCTION CORPORATION, hereinafter referred to as the "Contractor".

WITNESSETH THAT: The "Grant Recipient" and the "Contractor" intend to amend their agreement dated the 30th day of March, 2020 in the following manner:

4. TIME OF COMPLETION

The Town of Montague and the General Contractor, Sciaba Construction Corporation, mutually agree to amend **Section 4.** of their contract to extend the time of completion to June 1, 2021 to complete the entirety of the project. This extension is subject to the funding agency, Department of Housing and Community Development (DHCD), extending the Town's grant until June 30, 2021.

All other terms of this AGREEMENT shall remain in effect unless expressly stated and agreed upon in writing by all parties.

IN WITNESS WHEREOF, the "Grant Recipient" has executed this Agreement as of the day and year first above written.

TOWN OF MONTAGUE

SCIABA CONSTRUCTION CORPORATION

Richard Kuklewicz, Selectboard – Chair

Edward Sciaba, Owner



Town of

Montague

8

Proposed Cannabis Cultivation Outreach Mtg + Public Hearing -- SCHEDULED

Tuesday, November 24, 6:30 pm until 8:00 pm

Remote via Zoom

A meeting of the Planning Board

MONTAGUE PLANNING BOARD

NOTICE OF PUBLIC HEARING

AND COMMUNITY OUTREACH MEETING

The Montague Planning Board will hold a public hearing at 6:30 PM on Tuesday, November 24, 2020 to consider a special permit and site plan review application submitted by Flower Power Growers, Inc. pursuant to Montague Zoning Bylaw Sec.

8.10 and 5.2.8(b) to permit a 100,000 square foot marijuana cultivation and manufacturing establishment. Notice is also hereby given that a Community Outreach meeting will be held concurrently with the hearing. The proposed greenhouse facility is located at 180 Industrial Blvd, Turners Falls, MA and the property is identified as Assessors Map 17 Lot 58. The public will be encouraged to ask questions and share comments. Application, plans describing the project, and project contact information is available at www.montague-ma.gov. Hearing will be held remotely via ZOOM due to COVID emergency orders.

Join Zoom Meeting

<https://zoom.us/j/97492073758?pwd=MjNwR25WQmFzR1FTWTdxSURZZTQxQT09>

Meeting ID: 974 9207 3758

Passcode: 292645

One tap mobile

+16465588656,,97492073758#,,,,,0#,,292645# US (New York)

+13017158592,,97492073758#,,,,,0#,,292645# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 974 9207 3758

Passcode: 292645

[SP 2020-05 Flower Power Growers Plan Set for Web](#) (2020-11-09 at 1:31 PM)

[SP 2020-05 G2030 Flower Power Growers Inc- Signed Application](#) (2020-11-09 at 1:23 PM)

Posted to: Planning Board

**FLOWER POWER GROWERS, INC.
COMMERCIAL DEVELOPMENT
INDUSTRIAL BOULEVARD
MONTAGUE, MA**

IMPACT STATEMENT

October 27, 2020

SVE PROJECT NO: G2030

**Prepared for:
Flower Power Growers, Inc.
377 Main Street
Greenfield, MA 01301
(413) 774-2867**

**Prepared By:
SVE Associates
P.O. Box 1818
439 West River Road
Brattleboro, VT 05302
(802) 257-0561**

The Flower Power Growers, Inc. Commercial Development Project is located at the end of Industrial Boulevard in Montague, MA. The property is owned by the Town of Montague. The property is located between the Connecticut River and Industrial Boulevard. The property contains 7.89 acres of wooded area just north of Industrial Boulevard. The property is located in the Industrial District. It is bordered on the west by a dirt access road and woods. To the east is another dirt access road and beyond that is the property of Lightlife Foods Realty LLC. Refer to the attached aerial photographic exhibit of the area for contextual purposes. The property is moderately sloped from South to North. Near the North property line, the property there is a steep embankment that descends down to the Connecticut River. Review of the Franklin County Soils Maps indicates the property is underlain primarily by Carver Loamy Coarse Sand. This soil is classified as an A Soil.

The Flower Power Growers, Inc. is developing this site for the cultivation of marijuana. The project will be developed in three phases. Phase 1 is the construction of a 13,720 SF Greenhouse, a 6,500 SF Headhouse, and a 22,955 SF parking area. Phase 2A will be adding new construction of a 30,240 SF Greenhouse, a 19,950 SF Headhouse, and a 15,295 SF parking lot expansion. Phase 2B will be the construction of a 35,280 SF Greenhouse connected to the Phase 2A Greenhouse. The building will be designed and maintained to be compatible in appearance with other industrial park properties. The two headhouse buildings will accommodate the loading and unloading of materials. Access to the property will be through one main gated entrance. The entrance will be constructed to accommodate large tractor trailer trucks as well as employee vehicles. There is no expected adverse impacts as a result of this development.

Approximately 3.40 acres of the property will be developed into impervious area (pavement and roof). Catch basins and Dry Wells will be installed to provide collection of surface water drainage. The storm water will be routed to the proposed infiltration basins. Within the infiltration basins will be various dry wells connected with perforated pipe to help promote groundwater recharge year-round in accordance with the Conservation Commission Regulations for the Industrial Park. The infiltration basins and drainage structures will provide retention and recharge of ground water resources as stated in the Storm Water Management Plan (SWMP). The

SWMP assess storm water impacts associated with this development. Proposed grading of the development was designed to preserve the flow and quality of surface and ground water.

The property is serviced by municipal water and sewer facilities located within Industrial Boulevard. The eight-inch sewer main in Industrial Boulevard has adequate capacity to accept sewer flow from the development. Water Service laterals are available at the property line so no cutting into Industrial Blvd will be required unless a larger lateral is required for fire protection systems. Electric facilities are available within the Industrial Boulevard Right of Way. The owner will coordinate with Western Massachusetts Electric Company (Eversource) to provide new electric service connections to the project. Existing landscape will be preserved along Industrial Boulevard frontage to protect scenery. Refer to Project plans for the proposed site, grading and utilities for the development of the property.

The east side of the property is where the Phase 1 buildings will be constructed and is where the main entrance to the project is located. The main entrance is designed to meet the turning radius requirements, creating sufficient room for the trucks to maneuver for loading and unloading of materials. Employee parking and pedestrian entrance are located on the west side of the Phase 1 buildings. The project will provide 64 total parking spaces (all phases). The estimated average weekly traffic will be 15 trips of trucks (all phases) for product receiving and transfer.

Exterior lighting will be consistent with other developments within the Industrial Park. The site lighting will consist of building downcast wall packs. Lighting will not adversely affect abutting properties.

The commercial development has been designed to be consistent with other industrial businesses within the park. This meets the town's requirements for industrial park development. This development allows an exciting business to expand within the Town.

JUDD WIRE INC.

124 Turnpike Road

Turners Falls, MA 01376

9/10/2020

PROPOSAL FOR LEASE OF SANDY LANE PARKING LOT, TURNERS FALLS, MA 01376

To Walter Ramsey:

Montague Town Planner

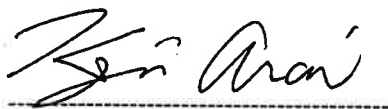
It is Judd Wire Inc.'s objective to purchase the parking lot on Sandy Lane, Turners Falls, MA. However, Judd Wire, Inc. would like to propose the continuation of our lease for the parking lot because of the follow reasons:

- In light of COVID 19, the approval process that is mandatory with our parent company Sumitomo Electric, Inc. has not been able to be reviewed.
- Property purchases are brought to the Sumitomo Board of Directors for approval.
- Due to COVID 19 Sumitomo Board of Directors next scheduled meeting is for early 2021.

For these reasons, Judd Wire, Inc. is proposing an extension to the lease agreement for the Sandy Lane parking lot.

Please accept our proposal to extend the lease agreement to April 1, 2021 at an increase from \$100/year to \$600/year.

Sincerely yours,



Kenji Arai

President

Judd Wire Inc.

**Renewal of
Lease of Real Property to
Judd Wire Inc.**

- I. The Town of Montague, a municipal corporation duly organized under the laws of the Commonwealth ("LANDLORD"), acting by and through its Selectboard, its employees, agents, contractors and representatives does hereby lease to Judd Wire, Inc., ("TENANT"), a corporation with its principal place of business at 124 Turnpike Road, Turners Falls, MA 01376, a parcel of land as described below, under the following conditions.
- II. **PREMISES**
A description of the demised premises is attached as Exhibit "A" and becomes a part of this agreement.
- III. **OCCUPANCY**
The TENANT shall use the leased premises for the construction of parking facilities to be used by employees and visitors of the Judd Wire Inc. Said facilities shall be constructed and secured to the mutual satisfaction of the TENANT and the LANDLORD in accordance with construction proposals submitted and approved by the Town.
- IV. **TERMS**
The term of this Lease shall be for **six (6) months** commencing at the time that the TENANT becomes liable for the payment of rent set forth in Clause VII below.
- V. **CONDITIONS OF PREMISES**
TENANT acknowledges and agrees that it accepts the Premises in "as in" condition for the purpose of this Lease, and the LANDLORD has made no representation or warranty regarding the fitness of the Premises for the intended use.
- VII. **RENT**
The TENANT shall first become liable for payment of rent at such time as the TENANT first occupies the premises. The TENANT shall pay the LANDLORD rent a rate of six hundred dollars (\$600.00) per year. This rental rate may be changed in subsequent Leases at the option of both parties.
- VIII. **ALTERATION OF THE PROPERTY**
TENANT shall not make any alterations or improvements upon the Premises unless approved by the LANDLORD.
- IX. **CONDUCT OF LEASE**
Compliance with Laws

TENANT shall at all times perform the Permitted Use in accordance with all applicable laws, statutes, ordinances, regulations, permits, orders and requirements of governmental authorities and with all requirements of its insurance policies.

Repairs of Damage

TENANT will neither cause nor suffer any waste of the Premises, and shall maintain the Premises in good order and repair at all times.

Security

LANDLORD is not responsible for the security of the Premises, which shall be the sole responsibility of the TENANT.

Cost of Operations

TENANT shall be solely responsible for any and all costs and expenses associated with the exercise of its rights under this Lease.

X RISK OF LOSS

TENANT agrees that it shall use and occupy the Premises at its own risk, and the LANDLORD shall not be liable to the TENANT for any injury or death to persons entering the Premises pursuant to the Lease, or loss or damage to vehicles, equipment, structures or other personal property of any nature whatsoever of the TENANT, or of anyone claiming by or through any of them, that are brought upon the Premises pursuant to the Lease, except if such injury, death, loss or damages is caused by the willful act or gross negligence of LANDLORD, or its employees, agents, contractors or invitees.

XI. INDEMNIFICATION

TENANT agrees to indemnify, defend and hold harmless the LANDLORD against any claim by any person for any injury or death to persons or loss or damage to property relating in any way to TENANT'S exercise of its rights under this lease. The provisions of this paragraph shall survive the termination of this Lease.

XII RIGHTS OF LANDLORD TO ENTER

The LANDLORD reserves the right and the TENANT shall permit the LANDLORD to enter upon and use the Premises at any time and for any and all purposes at LANDLORD'S sole discretion, provided that the LANDLORD'S use shall not interfere with the TENANT'S Permitted Use.

XIII TERMINATION

This Lease is terminable at any time by the LANDLORD or the TENANT following notice by certified U.S. Mail, return receipt requested, to the other party. The Lease shall expire on the date specified in such notice. If this LEASE is terminated, the TENANT shall, within the time specified in the Notice or, if no time period is specified, within 30 days of the date of the Notice, arrange for the disposition of any equipment or improvements made to the Premises during the course of this Lease.

XIV MISCELLANEOUS

This Lease may not be modified except in writing, duly executed by both parties.

This Lease contains the entire agreement of the parties and there are not other agreements or understandings between the parties regarding the subject matter of the Lease.

The TENANT is not authorized to bind or involve the LANDLORD in any contract to incur any liability for or on the part of the LANDLORD; likewise, the LANDLORD, its employees, agents,

contractors or invitee, is not authorized to bind or involve the TENANT in any contract or to incur any liability for or on the part of the TENANT.

If any portion of this Lease is declared to be illegal, unenforceable or void, then all parties to this Lease shall be relieved of all obligations under that portion; provided, however, that the remainder of this Lease shall be enforced to the fullest extent permitted by law.

The captions in this Lease are inserted for convenience of reference only and in no way define, describe or limit the scope or intent of this Lease or any of the provisions thereof.

This Lease shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts, and any and all legal actions brought in connection with this Lease shall be brought in courts within the Commonwealth of Massachusetts.

This Lease is to take effect as a sealed instrument.

LANDLORD: TOWN OF MONTAGUE

By:

It's Selectboard

TENANT: JUDD WIRE INC.

By:

Date: _____

Summary of Rationale and Impact of Decision to Carry Excess Levy Capacity

November 23, 2020

Until FY20, the Town of Montague had annually taxed to its levy limit, maximizing resources available to provide the facilities, staff, vehicles, and equipment necessary to maintain essential programs and services. This approach was necessary due to a range of circumstances, including limited growth in the value of various forms of property and significant reductions in state aid initiated in response to recessions in 2002 and 2009.

Levy growth has improved markedly over the past several years, including "New Growth," which determines the amount a community may levy through taxes beyond 2 ½ percent. From FY13-17, New Growth averaged a solid \$224,027, beginning a positive trend. It accelerated from that point, averaging \$565,154 from FY18-20. This expanded the total resources available to fund the Town budget and allowed the Town to build responsible levels of reserves, which will benefit us in the years to come.

New Growth creates additional levy capacity that can be utilized by taxing to the limit. This will typically increase tax bills as well as Free Cash for later Town use. It can also be left unused as "Excess Levy Capacity," which reduces taxation, but can introduce constraints by providing less Free Cash. In FY20, the Town broke with past practice and left \$300,000 in Excess Levy Capacity, taxing below what the law allows in order to minimize increases in the tax rates. We carried that \$300,000 excess capacity forward into our budget planning for FY21, to continue the benefit to taxpayers.

The Assessors' office receives New Growth data into the summer and early Fall, and late submissions this year included unanticipated New Growth in the personal property of utilities. This increased FY21 New Growth above the originally estimated \$250,000 to \$404,142. As a result of this change, budget reductions, and other factors, the Town was able to increase the amount of Excess Levy Capacity carried in the FY21 budget from \$300,000 to \$509,000.

The table below highlights the impact of Excess Capacity levels on Montague's real estate and personal property tax rates. The scenarios show the effect of carrying: no excess capacity, as in the past; \$300,000, as in FY20; and \$509,000, as in FY21. These calculations reflect analysis based on the FY20 tax rate as split by a "factor" of 0.8478. The split tax rate has the net effect of shifting a portion of the tax burden from the residential class to the commercial/ industrial/personal property class.

Note: Because the factors Assessors can use are dictated by state formulas, the rates in this table are not a perfect representation of rates to be considered by the Selectboard during its FY21 Tax Classification Hearing. It is only intended to highlight the impact of this practice on rates.

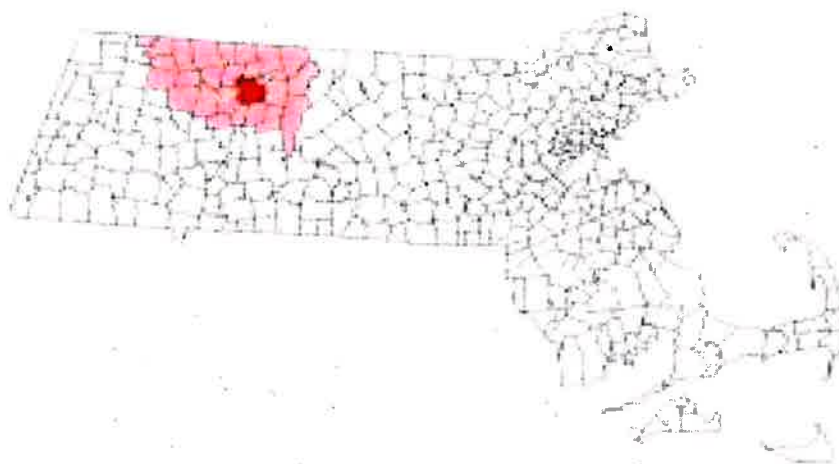
FY21 Scenarios: Impact of Excess Capacity (EC) Level				
FY20		FY21 Tax Rate (w/ FY20 factor applied)		
		EC = Zero	EC \$300k	EC \$509k
Residential	\$17.57	\$17.90	\$17.63	\$17.46
Commercial, Industrial, Personal Property	\$26.94	\$27.61	\$27.20	\$26.93

TOWN OF MONTAGUE



FY2021 TAX CLASSIFICATION PRESENTATION

November 23, 2020 7:10 p.m.



Overview

Tax classification allows communities to have separate tax rates for different classes of property and allows the Board of Selectmen to make a decision on an annual basis as to whether or not to shift the tax burden from one class of property to another. Should the Board of Selectmen decide to shift the tax burden, they also must adopt a residential factor which will determine the percentage of the tax levy to be paid by the residential property owners. This results in two different tax rates (known as a “split tax rate”). Shifting the burden from the residential taxpayers to the commercial, industrial and personal property taxpayers does not change the total levy to be taxed, but rather it changes the allocation of the tax levy to be borne by each class.

Notable Changes

The FY2021 tax levy is \$19,695,631 which represents an increase of 4.75% over last year's levy of 18,803,349. The levy is the total amount taxed and is the difference between all appropriations made since the previous year's tax rate was set minus revenues from sources other than property taxes such as funds received from the state, local excise and other receipts.

Upward trends continue with respect to the total taxable valuation in Montague. The total valuation of all taxable classes of property for FY2021 increased to \$956,359,089 which is up 5.4% from the previous year. The additional taxable value amounts to \$49,038,076 and, similar to last year, is mostly attributable to increased assessments for the major utilities. A rise in market values for single and multi-family residences is evident from an analysis of sales that took place in Montague in the calendar year 2019.

The average assessment of a single family residence in Montague is up from \$203,817 to \$216,291. A total of 85 single family residences were analyzed during the previous year to determine the FY2021 assessed values.

Tax Shift Options

The four options when setting a multiple tax rate are:

- a tax shift from residential and open space to business property owners (see chart)
- an open space discount that shifts taxes from open space to residential property owners
- a residential exemption that shifts taxes on lower valued owner-occupied residential property to other residential property owners
- a small commercial exemption that shifts taxes on small business property to other commercial and industrial property owners.

A factor of .8478 was voted last year and resulted in a residential rate of \$17.57 and a commercial/industrial rate of \$26.94. **Should a similar shift be voted this year, the estimated residential rate would decrease .13¢ to \$17.44 and the commercial/industrial/personal property rate would increase .04¢ to \$26.98. A single rate would yield \$20.59 for all classes of properties.** Using the average assessment for a single family home previously mentioned and the same shift used last year the average property tax bill for a single family residence would increase to \$3,772.11 or in \$191.05 additional taxes. This represents a 5.3% increase in residential taxes.

The table below lists options in 1% increments with a range of 1 to 1.40%.

CIP Shift	Res Factor	Res SP	Comm SP	Ind SP	PP SP	Res ET	Comm ET	PP ET
1.0000	1.0000	66.9019	3.9302	17.4891	11.6788	20.59	20.59	20.59
1.2500	0.8763	58.6274	4.9128	21.8614	14.5985	18.05	25.74	25.74
1.2600	0.8714	58.2964	4.9521	22.0363	14.7153	17.95	25.95	25.95
1.2700	0.8664	57.9654	4.9914	22.2112	14.8321	17.84	26.15	26.15
1.2800	0.8615	57.6344	5.0307	22.3860	14.9489	17.74	26.36	26.36
1.2900	0.8565	57.3035	5.0700	22.5609	15.0657	17.64	26.57	26.57
1.3000	0.8516	56.9725	5.1093	22.7358	15.1824	17.54	26.77	26.77
1.3100	0.8466	56.6415	5.1486	22.9107	15.2992	17.44	26.98	26.98
1.3200	0.8417	56.3105	5.1879	23.0856	15.4160	17.33	27.18	27.18
1.3300	0.8367	55.9795	5.2272	23.2605	15.5328	17.23	27.39	27.39
1.3400	0.8318	55.6486	5.2665	23.4354	15.6496	17.13	27.60	27.60
1.3500	0.8268	55.3176	5.3058	23.6103	15.7664	17.03	27.80	27.80
1.3600	0.8219	54.9866	5.3451	23.7852	15.8832	16.93	28.01	28.01
1.3700	0.8170	54.6556	5.3844	23.9601	16.0000	16.82	28.21	28.21
1.3800	0.8120	54.3246	5.4237	24.1350	16.1167	16.72	28.42	28.42
1.3900	0.8071	53.9936	5.4630	24.3098	16.2335	16.62	28.63	28.63
1.4000	0.8021	53.6627	5.5023	24.4847	16.3503	16.52	28.83	28.83

Open Space Discount

This option allows a discount of up to 25% of land that is maintained in a natural condition. Since there is currently no land classified as Open Space in Montague, this discount is not recommended by the Board of Assessors.

Residential Exemption

This option allows a discount to property that is the principal residence of a taxpayer. The discount cannot exceed 20% of the average assessed value of residential properties. This option would *increase* the residential rate and shift the burden to multi-family and second home owners. Currently only 14 of 351 communities in Massachusetts have adopted this exemption. This option makes sense only if a community has a significant percentage of non-owner occupied properties which Montague does not. This exemption is not recommended by Board of Assessors.

Small Commercial Exemption

This option allows for a 10% discount to certain commercial properties that meet criteria established by the state. Only businesses that have been certified by the Massachusetts Department of Workforce Development as having no more than an average of ten employees in the previous year would be eligible. It is important to note that the owner of the property (not the actual business owner) benefits from this exemption and is not required to pass any savings to the qualified business. The tax burden is redistributed to the non-qualifying commercial property owners in the form of a higher tax rate. A review of assessor's records shows that a most of businesses eligible are rented by tenants who would not benefit from this exemption, therefore, this exemption is not recommended by the Board of Assessors.

Pioneer Aviation Purchase Projected Revenue

Revenue Source	Monthly Revenue	Location / Building	Total After Expenses
Aircraft Tie Downs	\$750	Outdoors	\$9,000
Aircraft Hanger Storage	\$1,250	Hanger P1, P2	\$15,000
Aircraft Maintenance	\$1,000	Hanger P2	\$12,000
Aviation Fuel	\$1,200	Outside / Hanger P1	\$14,400
Industrial Storage	\$8,400	Hanger P1, Warehouse	\$100,800
Aviation User Fees	\$500	Hanger P1, P2, Outside	\$6,000
Non Aviation User Fees	\$1,200	Outside	\$14,400

*P1- Pioneer Hanger, P2 Maintenance Hanger

Total Monthly Revenue- \$14,300

Revenue (expected) 1/1/21-7/1/21- \$60,000

Total Annual Revenue- \$171,600

Projected Expenses FY21 Budgeted Repairs / Improvements

Lighting Repairs \$2,500- Exterior lighting on warehouse, hangers needs to be replaced for security and safety.

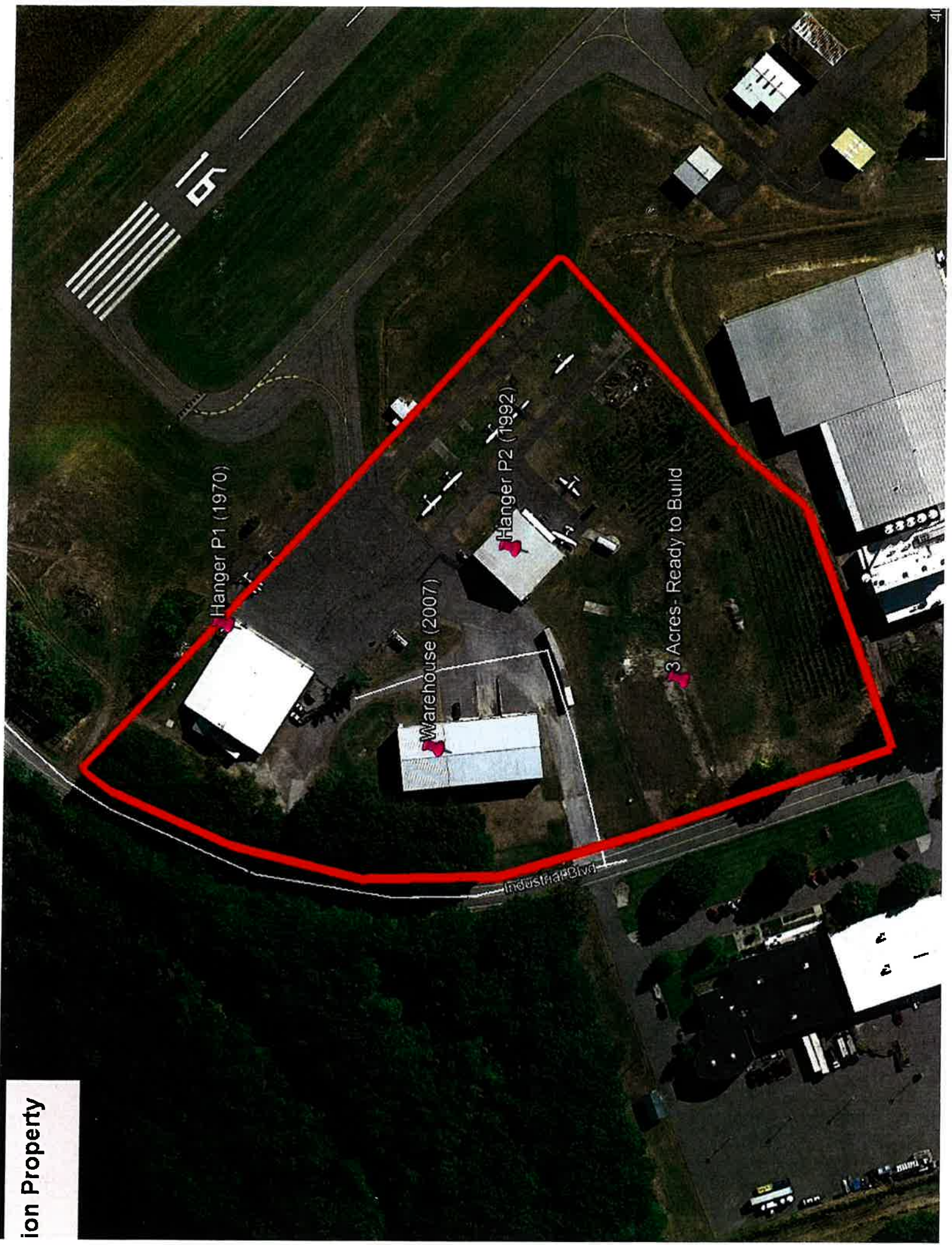
Safety Upgrades \$1,900- Fire protection inspected, First Aid Kits, proper PPE

Security \$2,000- Camera systems and door locks to be installed and or replaced.

Fuel System \$4,000- Repair and leaking pipes, replace hoses, ground reel, certify metering, safety signs.

Buildings / Grounds \$3,000- Remove overgrown trees, replace damaged windows, remove trash and scrap metal.

Environmental \$2,900- Install secondary containment where needed, establish spill response procedures, spill kits.



Pioneer

Title / Name	Account #	FY21 Base	FY21 Increase	FY21 Total	FY22 Expected	
P/T Wages	600-5-482-5114	22,869.00	11,500.00	34,369.00	60,000.00	(Includes Insurance / Retirement- 40 hr / wk, D7 \$23.87)
Intern / Co-Op	600-5-482-5124	6,500.00	9,500.00	16,000.00	17,000.00	(30 Hours / Week, \$13.75-\$14.50, 40 Weeks)
Electricity	600-5-482-5211	1,250.00	2,500.00	3,750.00	3,500.00	
Natural Gas	600-5-482-5214	950.00	1,000.00	1,950.00	1,350.00	
Water	600-5-482-5231	500.00	1,500.00	2,000.00	2,000.00	
Building & Grounds	600-5-482-5241	5,000.00	6,500.00	11,500.00	11,500.00	3 additional buildings, 6 mow-able acres, repairs
Beacon Lights	600-5-482-5251	2,000.00	2,500.00	4,500.00	4,500.00	Additional taxiway lighting for Pioneer Apron
Legal	600-5-482-5302	0.00	1,650.00	1,650.00	1,350.00	
Seminars / Training	600-5-482-5314	500.00	1,800.00	2,300.00	2,300.00	Annual fuel safety training, 2 workers @ \$800 each
Prof / Technical	600-5-482-5315	500.00	1,100.00	1,600.00	1,600.00	
Internet	600-5-482-5341	1,650.00	1,500.00	3,150.00	3,250.00	Business internet / credit card terminal for Pioneer
Misc Parts & Acc	600-5-482-5443	850.00	1,000.00	1,850.00	2,000.00	
Gasoline	600-5-482-5481	3,000.00	2,000.00	5,000.00	6,000.00	Expected increase in expenses / market price
Clothing Allowance	600-5-482-5582	300.00	1,250.00	1,550.00	3,500.00	Uniforms / PPE for fueling / Workboots
Insurance	600-5-482-5740	4,250.00	7,000.00	11,250.00	13,000.00	
Cell Phone	600-5-482-5145	300.00	0.00	300.00	600.00	2 Employee- \$300 Each / Year
Snow Removal	600-5-482-5275	1,100.00	0.00	1,100.00	1,200.00	
Postage	600-5-482-5344	125.00	0.00	125.00	200.00	
Advertising	600-5-482-5345	1,250.00	0.00	1,250.00	2,000.00	Trade Publications / Websites for fuel sales
Office Supply	600-5-482-5420	800.00	0.00	800.00	1,000.00	
House Expense	600-5-482-5500	650.00	0.00	650.00	1,200.00	Renovations / repairs to heating systems
Dues	600-5-482-5730	400.00	0.00	400.00	500.00	
Travel	600-5-482-5710	950.00	0.00	950.00	1,000.00	
Part Time Worker		0.00	0.00	0.00	16,000.00	(19 Hours / Week, \$14.50 Hr)
Indirect Expenses (Town)		0.00	0.00	0.00	6,000.00	
Total Expense		55,694.00	52,300.00	107,994.00	162,550.00	
Expected Revenue		54,290.00	57,000.00	111,290.00	158,550.00	
Surplus / Profit		-1,404.00	4,700.00	3,296.00	12,950.00	

FY21 Base= Original budget allocated at annual town meeting

FY21 Increase= Needed additional funds to operate Pioneer Aviation

FY21 Total= Original and "Pioneer" allocation budget total

FY22 Expected= The FY22 operational budget expected as of Nov 7th 2020

Indirect Expenses (Town)= Expenses related to town provided services to be reimbursed from revenue

EXPENDITURES		Actual FY2019	Actual FY20	Budget FY21	Expended thru 12/31/2020	FY22 Level Services Request	FY22 BOS & Fin Comm Recommend
5114	Full Time Manager D6	19,253.52	12,907.33	22,869		50,117	
5124	PT FCTS Intern	2,588.00	2,088.50	6,500		17,000	
	Full Time Benefits					5,500	
	Part Time Employee					15,722	
5145	Cell Phone Stipend	300.04	300.04	300		600	
	TOTAL PERSONAL SERVICES	#REF!	#REF!	29,669	#REF!	88,939	-
	Pioneer Costs						
	Utility (Electricity, Natural Gas, Water, Internet)					5,500	
	Building & Grounds R & M					4,500	
	Beacon Lights R & M					2,500	
	Legal					1,500	
	Insurance					7,000	
	Office Supply					1,000	
	Gasoline					2,500	
	Misc. Parts & Accessories					1,200	
	Indirect Expense (Town)					6,000	
	Snow Removal Services					350	
5211	Electricity	7,257.31	4,301.03	1,250		1,100	
5214	Natural Gas	1,148.91	295.09	950		750	
5231	Water	423.90	108.50	500		350	
5241	Building & Grounds R & M	6,357.29	4,341.49	8,000		8,000	
5251	Beacon Lights R & M	1,161.04	457.36	2,000		2,000	
5275	Snow Removal Services	2,282.03	1,290.47	1,100		1,000	
5302	Legal	140.00		-		250	
5314	Seminars/Training	46.79	112.76	500		500	
5315	Other Professional & Technical	496.29	443.86	500		650	
5341	Telephone/Internet	1,196.72	696.74	1,650		1,650	
5344	Postage	173.38	182.20	125		125	
5345	Advertising	198.29	1,316.05	1,250		1,000	
5420	Office Supplies	717.58	1,208.06	800		1,000	
5443	Misc. Parts & Accessories	621.10	515.81	850		800	
5481	Gasoline		3,197.40			3,000	
5500	House Expense	1,284.35	616.69	650		1,200	
5582	Clothing Allowance	139.00	74.97	300		3,000	
5710	Travel	205.00	1,013.28	950		900	
5730	Dues	255.00	425.00	400		400	
5740	Insurance	2,146.00	3,920.00	4,250		4,400	
	TOTAL EXPENSES	26,249.98	24,516.76	55,694		64,125	-
710-5900	LT Debt - Pioneer Aviation					25,000	
751-5900	LT Int - Pioneer Aviation					5,000	
	TOTAL DEBT					30,000	
	TOTAL AIRPORT	#REF!	#REF!	85,363		183,064	183,064

Staffing - Base Wages excluding Overtime/Shift/Holiday

Date of Hire	Title	Grade/Step	Hrly Rate	Rate #1 Hrs	Total Annual
5/11/2017	Airport Manager Full Time	D6	23.64	2,120	50,116.80
7/1/2021	Part Time Employee	A2	15.49	1,015	15,722.35

183,064.35 Requested Funding:

183,064.35

50,000.00 Projected Income

130,000.00 Pioneer income

5,000.00 solar income

Taxation

185,000.00

1,935.65 Surplus

WendyB-Montague Board of Selectmen

From: StevenE - Montague Town Administrator
Sent: Wednesday, November 18, 2020 8:06 PM
To: WendyB-Montague Board of Selectmen
Subject: FW: collaboration

Please include this message from Sheriff Donelan in the Selectboard's Monday Meeting materials

From: Christopher Donelan
Sent: Wednesday, November 18, 2020 1:47 PM
To: StevenE - Montague Town Administrator
Subject: collaboration

Hi Steve,

I am writing to seek the assistance of the Board of Selectmen with our TRIAD program, which supports senior Citizens in Franklin County. TRIAD's Medical Assistance program seeks storage space and would like to ask to use space in the Town Hall.

The Medical Assistance Program accepts donations of medical equipment which is then refurbished by inmates at the House of Correction. These items are then given to people who are leaving the hospital, rehab or a nursing home to return to their residence. We keep an inventory of hospital beds, wheel chairs, walkers, scooters, shower chairs and lifts that we bring to a residence to make going home from the hospital a possibility for a senior citizen. Many seniors have their hospitalization or stays in rehab extended only because they cannot be safe at home. This program changes that.

Our TRIAD program serves many seniors in Montague, so folks in your town are the direct beneficiaries of these services. The Sheriffs office has had many successful collaborations with the Town of montague, we hope this program can be added to them.

If you know anyone in your community who might be in need of any medical equipment, the can call The Sheriff's TRIAD Office at 413-774-4726

Thank You

Chris

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Sheriff Christopher J. Donelan
Franklin County Sheriff's Office
160 Elm St. Greenfield Ma 01301