



# Montague Fall or Winter Special Town Meeting SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

This form is intended for use with capital article submissions  $\geq$  \$25,000 with a lifespan of 5+ years. For major building projects, please consult the Town Administrator.

Budget Year  
**FY 23**

**Please complete this form in its entirety! Initial Submission due November 1**

Mark "X" as applicable:      Fall STM or   **X**   Winter STM

Department: Buildings/Assessors/Health Submitted by: Steven Ellis

Item/Project Cost: \$60,000 Date Prepared: October 26, 2022

Item/Project Title: Inspectional Services Vehicle

### Proposed Article Wording:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of **\$60,000** or any other amount, for the purpose of purchasing, equipping, and operating an inspectional services vehicle, including any and all incidental and related costs, or pass any vote or votes in relation thereto.

### Detailed Description for Background Materials: *(Provide a full description of the item or service. Use attachments as needed.)*

The Town of Montague's buildings, health, and assessors' office staff make extensive use of their personal vehicles for the ongoing purpose of on-site inspections. Although they receive mileage-based reimbursement, the Town's insurance does not protect them against accidents or vandalism. Arrival to inspectional sites in a clearly marked town vehicle would better demonstrate that the individual is an agent of the Town. Additionally, the work performed by these departments is not always popular and this would lessen the likelihood that a disaffected party might target their vehicle. The vehicle would be devoted only to these department, who would endeavor to schedule collaboratively and establish an approach to prioritization where any conflicts may exist.

This vehicle should be an AWD/4WD vehicle, as winter inspections in remote locations and visits to in-process construction sites will predictably render a simple economy vehicle less than adequate on some occasions. This vehicle will also need to be allowable under the Green Communities program requirements.

*Enter response*

Have you received an estimate as a basis for cost? (yes/no)

**No**

- If yes, please attach estimate

Are grant or other funds available to offset cost? (yes/no)

Is there a lease option for this expense? (yes/no)

Will this item or project replace old equipment? (yes/no)   
If replacement, estimate surplus value:

Will it create other ongoing costs or savings? (yes/no)

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

Town staff responsible for inspections have long held concerns regarding the vulnerability and wear & tear to their vehicles when used for daily inspections throughout Town. This was brought forward in FY22 and there were concerns that it would require a clearer understanding of other departments' needs before proceeding with the request. No other department leaders expressed interest/need for this support and the affected offices look forward to working together on implementation.

**Relative Priority**

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

Critical Importance       Highly Important       Moderately Important

If submitting more than one request, where does this stand as a priority relative to the others you are submitting?

First       Second       Third       Fourth or Lower

Comments:

This is the only capital request submitted by these departments. They appreciate your consideration.

Final recommendation of Capital Improvements Committee:  Support       Not Support

Comments on Recommendation:

