

Summary of FY22-23 Capital Article Requests

As of November 17, 2021

Submitted by...	Project Description	Dept Rank	Winter STM	Annual ATM	Comments
Capital					
Selectboard	5th Street Bridge Contingency Funds	1	\$ 250,000		Stabilization likely source - replenish with FL funds in FY23
Cemetery Commission (DPW)	Repair of Burnham St. Cemetery Retaining Wall	1	\$ 10,000		Quotes were +/- \$43k. DPW do work, but needs materials
WPCF	WPCF Facility Screw Pumps	1		\$ 690,000	2nd quote is double \$. May need controls and wet well work
WPCF	WPCF Back-Up Generator (450kW)	2		\$ 130,000	
WPCF	RTV with plow and salt spreader	3		\$ 24,000	
Selectboard	Town Hall Main Roof	1		\$ 140,000	Estimate for 110k, no masonry or antenna removal
Selectboard	Shea Theater Front Roof	2		\$ 60,000	Small portion of roof that was not replaced, awaiting estimate
Library	Carnegie Library Moisture/Flooding Remediation	1		\$ 60,000	awaiting quotes
Library	Montague Center Library Truss Repair	2		\$ 20,000	awaiting quotes
Library	Montague Center Library Masonry Repair	3		\$ 100,000	Quote in hand, project on advice of structural engineer
DPW	Replacement of Sewer/Storm Drain Vector Truck			\$ 480,000	Will consider lease to own option
DPW	DPW Discretionary			\$ 100,000	
Board of Assessors	Upgrade Assessing Software and Servers	1		\$ 45,000	requested in the event that IT grant funding is not awarded
GMRSD	Hillcrest Floor Covering Repair/Replacement	1	TBD		Expect a stopgap project. Requests not due until Dec 1st
Non-Capital					
Parks and Recreation	Unity Park Security Camera System	1	\$ 4,000		
Parks and Recreation	Riding Lawn Mower	2	\$ 2,500		
DPW	Sidewalk and Street Repair Funding			\$ 15,000	for materials associated with miscellaneous repair needs
Conservation Commission	Supplement to Waidlich Conservation Fund	1		\$ 10,000	
Total			\$ 266,500	\$ 1,874,000	



Town of Montague

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.

FY 22

Please complete this form in its entirety! Due November 2, 2020

Check here if this request is for FY22 Special Town Meeting

Department: Selectboard Submitted by: Steven Ellis

Item/Project Cost: \$250,000 Date Prepared: November 1, 2021

Item/Project Title: Supplemental Funding for 5th Street Bridge Project

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 \$250,000 or any other amount for the purpose of making additional funding available to support execution of the 5th Street Bridge Project, 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 entered into an agreement with FirstLight Power as part of its exchange of easements to facilitate the 5th Street Pedestrian Bridge project, which will be constructed in part on FirstLight property. Included in that agreement was a \$250,000 contribution to the Town for the purpose of providing/upgrading utility access to Canal Road. Under the terms of this agreement, these funds can reasonably be used to support installation of the new structure that will carry those utility lines or to cover a portion of the cost of the utility lines themselves. In this way, the funds could be used to reduce expenditures against other Town appropriations or to extend available project contingency, which presently stands at \$78,038 and is below the recommended amount of \$233,866.

These funds will need to be deposited in and then appropriated from a new stabilization account created for this purpose. As a matter of timing, this is recommended to be a winter STM request, as it will provide maximum flexibility during project implementation.

Enter response

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

n/a

- If yes, please attach estimate

Are grant or other funds available to offset cost? (yes/no)	This is a supplement to grant and other previously appropriated funds
Please specify grant program/source of funds	MassWorks/Town Appropriations
Value of the offset	\$
Probability of availability	%

Will this be a lease or a recurring expense? (yes/no)	No
If yes, over how many years:	
If yes, will payment vary (yes/no; attach payment plan):	

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

Is this expected to require other investments? (yes/no)	No
Increased(+) /decreased(-) operational cost (if no, "0")	\$ + / -
Increased(+) /decreased(-) equipment or material cost (if no, "0")	\$

Why is it essential that the Town makes this purchase in the coming fiscal year?

Construction will begin this winter and be completed during calendar year 2022. The project may benefit from financial flexibility and timely availability of funds will be essential. This funding may also be used to offset other Town appropriations, allowing us to spend less of allocations from capital stabilization or ARPA grant funds.

Relative Priority

Overall priority of this item or project to the Town

Critical	High	Moderate	Low
X	O	O	O

If you are submitting more than one project, how does this rate relative to the others

First	Second	Third	Fourth or Lower
X	O	O	O

Comments on relative priority:

Top project remaining on FY22 docket

5th Street Pedestrian Bridge and Intersection Improvements

Additional Town Meeting Background Materials – Article 8

October 14, 2021

Project Background

For decades, the Turners Falls “Canal District” has been in a state of decline. Once a center of our economy, the area no longer provides substantial employment or other benefits to residents. Fortunately, we are now realizing progress at key locations, setting the stage for redevelopment and economic opportunity.

Central to the district’s success is the former Southworth Paper Mill at 36 Canal Road (the Mill), which closed in 2017. Shortly thereafter, the Town-owned pedestrian bridge spanning the power canal at 5th Street was condemned and permanently closed. This left the District with no dedicated pedestrian crossing and cut the Mill off from its parking on Canal Street.

A new owner purchased the Mill in 2019 and his vision, and those of other Canal District property owners, helped leverage a \$2,163,000 MassWorks grant for the “Gateway Improvement Project.” This investment reflects state economic development officials’ belief in the viability and value of the Mill property and their commitment to supporting Canal District redevelopment. A new pedestrian bridge, which included reconfiguration of the 5th and Canal Street intersection to improve pedestrian and bike path user safety, was the central feature of the project. New sidewalks along Canal Street and pedestrian-scale lighting were also part of the plan.

Bidding, Budget and Shortfall

Following the grant award, several complications challenged project design, stemming from the existing bridge location, the canal structure itself, state and federal requirements, and the need for coordination with FirstLight Power and other abutters. Resolving these issues required several iterations of the bridge’s location and design. Nonetheless, the project was ready for construction bidding this September.

The final design, coupled with recent escalations in labor and material costs, presented an expected cost that was higher than originally anticipated. This led the Town to segment the procurement into a “Base Bid,” focused on the bridge and 5th Street intersection improvements, and two “Bid Alternates,” focused on the sidewalks along Canal Street and lighting enhancements. This was expected to allow the Town to award the Base Bid within the original grant amount, with the addition of one or both alternates considered unlikely, but possible in the event of an excellent bid.

Bids were not due until after the STM warrant needed to be set. To better ensure the Town’s ability to award the Base Bid (or perhaps add one or both alternates), the Selectboard recommended \$200,000 be appropriated at this Special Town Meeting (Article 8) for the project. Unfortunately, despite response from five state-qualified bidders, the lowest Base Bid exceeded the grant by \$535,665. This presented two major challenges:

1. Even with the additional \$200,000 requested from Town Meeting, there would not be sufficient funds available to award the contract without another available source.
2. Simply having the bare minimum required to award the Base Bid is not sufficient, as additional funds are needed for “contingency,” which is used to pay for any change orders that may arise from unanticipated conditions encountered during construction. Engineers have recommended 10% of construction cost.

A Path Forward

The Selectboard, Finance Committee, and Capital Improvements Committee had previously recommended the \$200,000 STM request for funding of this project. They met on October 12 to discuss the bid results and consider a path forward. Following discussion, the Selectboard moved to use \$491,493 of available ARPA (Coronavirus relief) funding to cover project expenses that are eligible under that grant. This funding, in tandem with the \$200,000 request in article 8, would allow award of the Base Bid to David J. Roach & Sons and provide \$78,038 in contingency as the project starts.

The following tables summarize the bid results, budget and costs (shortfall), recommended sources available as of October 16, and other sources that could be tapped with a future vote of Town Meeting to either increase available funding or reduce the use of the presently recommended sources. Failure to allocate sufficient sources at the present time will seriously jeopardize this project.

Bids Results

Company	Base Bid	Alt 1	Alt 2
David G Roach and Sons	\$2,338,664.50	\$512,000.00	\$159,953.50
Baltazar Contractors, Inc	\$2,549,831.00	\$325,000.00	\$146,680.00
MIG Corporation, Inc.	\$2,797,664.00	\$455,000.00	\$299,442.00
Northern Construction Service, LLC	\$3,526,929.00	\$500,000.00	\$135,889.00
New England Infrastructure, Inc	\$3,955,295.00	\$320,000.00	\$211,642.00

Alt 1: Replace Canal St. sidewalk between 5th and 3rd. Add sidewalk on St. between 5th and 7th.

Alt 2: Add pedestrian scale lighting of new pedestrian bridge and the Canal St. intersection.

Grant Budget, Costs, and Shortfall (Base Bid Only)

MassWorks Grant		\$2,163,000
Engineering and Construction Oversight	\$360,000	
Construction: Apparent Low Bid - Base Bid Only	\$2,338,665	
Balance - No Contingency		(\$535,665)
Balance – with Recommended Contingency	\$233,866	(\$769,531)

Alternative Funding Strategies to Allow Base Bid Award

Possible Sources to Cover Funding Gap		(\$769,531)
<i>Recommended</i>		
STM Appropriation (Pending Vote 10/16)	\$200,000	
ARPA Eligible Expenses (\$2.4M available)	\$491,493	
<i>Sub-total</i>	<i>\$691,493</i>	
<i>Balance (Contingency)</i>		<i>\$78,038</i>
<i>Available for Future Appropriation (Additional or Replacement)</i>		
FirstLight Funds (utilities - from bridge agreement)	\$250,000	
Receipts Reserved: Sale of Real Estate	\$446,706	
Town Capital Stabilization	\$1,130,136	
Supplemental Chapter 90 (if provided)	TBD	



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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.

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

Department:	<u>Cemetery Commission (DPW)</u>	Submitted by:	<u>Judith Lorei</u>
Item/Project Cost:	<u>\$35,000- \$43,000</u>	Date Prepared:	<u>10/25/21</u>
Item/Project Title:	<u>Burnham Cemetery Retaining Wall Repair</u>		

✓ Check here if this request is for FY22 Special Town Meeting

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 \$48,000 or any other amount for **the purpose of repairing a failed retaining wall at the Town owned Burnham Cemetery, including clearing of trees and any related tasks**, 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 Burnham Cemetery is a town-owned cemetery located on [South High Street](#) in Montague City. A retaining wall is collapsing into an abutter’s yard, in part due to pressure on the embankment it contains due to substantial overgrowth of trees. The wall requires substantial reconstruction, including bringing in new fill, as well as substantial tree work to reduce the likelihood that this or other similar problems will occur again.

Excavation and wall repair is expected to cost in the vicinity of \$27,000, with an additional \$8,000-16,000 in tree removal and stump grinding, depending on the extent of tree clearing that is to be performed. \$8,000 would account for the most essential area, adjacent to the failing wall, while \$16,000 would allow for more preventative work along the ridgeline as well.

Enter response

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

Yes

- *If yes, please attach estimate*

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

No

Please specify grant program/source of funds

Value of the offset

\$

Probability of availability

%

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

No

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

No

If replacement, estimate surplus value: \$

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

No

Operational cost impacts (if no, "0") \$ + / -

Equipment or material cost impacts (if no, "0") \$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

This retaining wall is collapsing into private property. The condition is expected to worsen over time.

Relative Priority

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

Critical Importance

Highly Important

Moderately Important

O

X

O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First

Second

Third

Fourth or Lower

X

O

O

O

Comments on relative priority:

This is the only capital request submitted by the Cemetery Commission in the current fiscal year.

Final recommendation of Capital Improvements Committee:

O Support

O Not Support

Comments on Recommendation:







October 5, 2021

ESTIMATE for Burnham Cemetery

Excavate for new stone wall

at least 2 wks

Remove Existing stone wall which is already fallen down

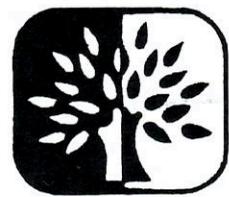
Restake and rebuild wall from ground up

Materials will be brought in for some rebuilding of wall

Bigger rocks will be brought in for base along with crushed stone

All materials, labor and equipment are included in this estimate

NOT TO EXCEED \$27,000



Edwards Tree Service

62 Mormon Hollow Road
Wendell via Millers Falls, MA 01349
Office: 978-544-7452 • Cell & Text: 413-325-7823

Matt Edwards — Certified Arborist
WWW.EDWARDSTREESERVICE.MA.COM
Email: EDWARDSTREE1@AOL.COM

Name BURNHAM CEMETERY, C/O JUDITH

Address S. HIGH ST. MONT.

Phone 617 824 2594 (508)

Description: **OBJECTIVE 1**
- CLEAR TREES CLOSE TO STONE WALL IN AREA OF WALL CAVING OVER. 30 FEET.

OBJECTIVE 2
- CLEAR TREES ALONG WALL FROM ROAD TO ROAD. INCLUDING 2 TREES BY LOWER LOT. GRIND STUMPS.

Estimate:	①	2	DAYS	(16 HR)	①	\$ 255	PER HR.	}	4080
		1	HR	MINI EXCAVATOR	①	\$ 95			760
		2	HR	LOG TRUCK	①	\$ 95			190
									<u>5030</u>
	②	5	DAYS	CROW				}	10200
		24	HR	MINI					2280
		6	HR	LOG TRUCK					570
									<u>13050</u>

Notes: MUST HAVE COMPLETE ACCESS THRU NEIGHBORS, REMOVAL OF FENCE, ETC.

① 5000
TOTAL COST \$ ② 13000

MD tree Svc
63 West Leyden rd
Leyden MA 01337
413 834 3402

FREE ESTIMATES

FULLY INSURED



COMPLETE TREE SERVICE
& STUMP GRINDING

25 YEARS EXPERIENCE

413-834-3402

WORK

TO:

Cemetery High St

DATE

10/4/21

YOUR WORK ORDER NO.

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

- take down marked trees on west side of wall

- grinding of marked stumps

- total \$13000

Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for

work and was completed in a substantial workmanlike manner for the agreed sum of _____

Dollars (\$ 3000).

Partial Full invoice due and payable by: _____

Month

Day

Year

Dated _____

Month

Day

_____ with our Agreement Proposal

No. _____



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

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

Department: WPCF Submitted by: Chelsey Little

Item/Project Cost: \$690,000 Date Prepared: 11/01/2021

Item/Project Title: Facility Screw Pumps (x2)

Check here if this request is for FY22 Special Town Meeting

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 \$690,000 or any other amount for the purpose of purchasing facility Screw Pumps and any and all incidental installation 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.)

Evoqua Internalift Screw Pumps (See Attachment)
Controls? (not included)
Wet Well and Concrete/Brick Rehab? (not included)

Enter response

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

If yes, please attach estimate

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

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

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

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

yes

If replacement, estimate surplus value:

scrap

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

no

Operational cost impacts (if no, "0")

\$ + / -

Equipment or material cost impacts (if no, "0")

\$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

The facility's current Internalift Screw Pumps were placed into service around 2002. The life expectancy for these units are 20+/- years. Last year, the facility had to patch two holes in the pumps and is concerned about their remaining effective operation. Delaying the replacement of these pumps could lead to a catastrophic failure, requiring emergency response action and costly extended bypass pumping. (These pumps pump approximately 1 million gallons per day-during dry weather- from the lower end of the facility to the upper end, which is located above grade and cannot be gravity fed.)

The facility plans on staying with the Archimedes style pumps, as they are more efficient, cost relative to, and require less overall maintenance than other types of pumps.

Relative Priority

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

Critical Importance



Highly Important

Moderately Important

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First



Second

Third

Fourth or Lower

Comments on relative priority:

As this is a crucial piece of equipment, it is extremely important that it be replaced in order to avoid an emergency situation where the current pumps are left inoperable. It runs in the same critical importance as the back-up generator.

Final recommendation of Capital Improvements Committee:

Support

Not Support

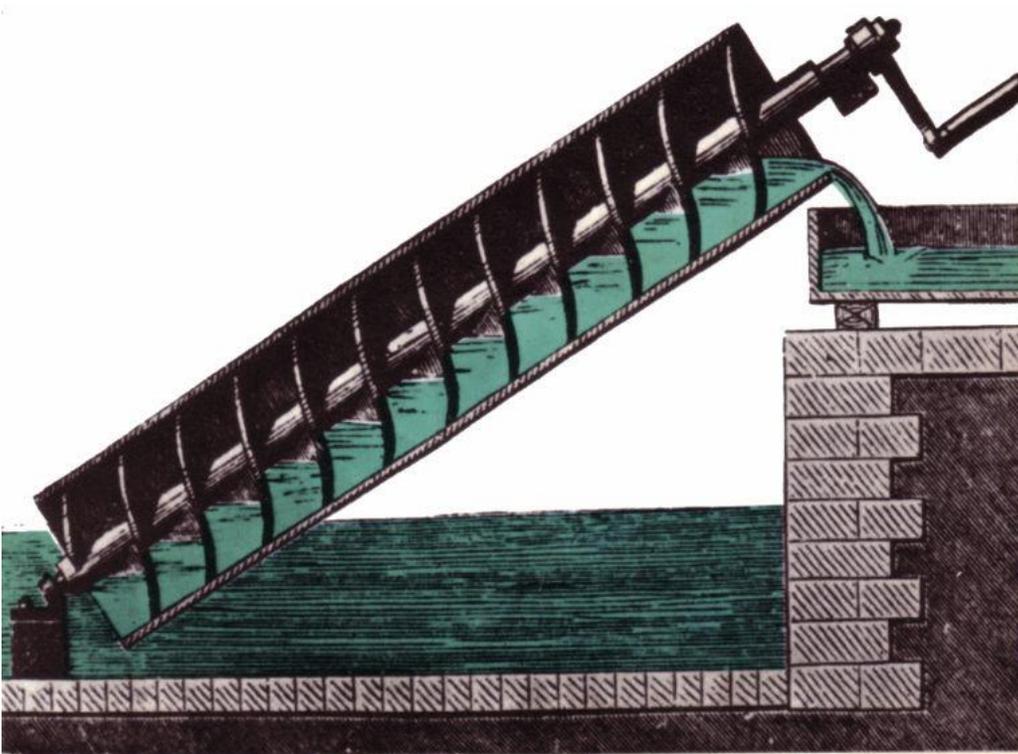
Comments on Recommendation:

--

Current Internallift Screw Pumps (with painted screw covers)



Archimedes Screw Pump Principal



TO: Robert J. Trombley
Consulting Superintendent

Chelsey Little
BSBS MPH, Superintendent

PLANT: Montague, MA WPCF

SUMMARY:

Evoqua Water Technologies LLC (Evoqua) proposes to furnish the equipment specified in this quotation in accordance with the scope of supply described in this quotation and subject to the Clarifications/Exceptions and Standard Terms of Sale stated herein:

The information in this quotation (including drawings, designs and specifications) is confidential and/or proprietary and has been prepared solely for the recipient's use in considering the purchase of the equipment and/or services described herein. Transmission of all or any part of this information to others, or use by the recipient, for other purposes is expressly prohibited without Evoqua's prior written consent.

ITEM & DESCRIPTION (See following pages for further description)

PRICE

Item A: Two (2) new 48" Carbon Steel Internalift Screw Pump Systems\$689,600

Evoqua's price includes only the specific items detailed in this quotation. Items not specifically identified herein are to be furnished by others. Please refer to the 'Excluded Items' section of this quotation for a list of items to be furnished by others.

QUOTATION VALIDITY:

This quotation is **budgetary**.

Recent Market conditions have resulted in exceptionally volatile prices for materials. This means that the cost used for developing the prices in this quotation are subject to escalation.

FREIGHT:

Included. Pricing is FCA shipping point with standard freight allowed to the job site. Our price does not include any costs for unloading, transporting onsite, phased shipments or storage.

Budgetary Pricing
September 27, 2021



Brian Emery
630/837-5640, ext. 227
be@lakeside-equipment.com

TO:
Fred Croy
The Maher Corporation
Rockland, MA 02370

PROJECT:
Montague MA

EQUIPMENT	UNIT PRICE	QTY	TOTAL
Lakeside Type C Enclosed Screw Pump 48-inch Diameter - Two (2) Flights	\$698,400	2	\$1,396,800

NOTE: BECAUSE OF CURRENT VOLATILITY OF STEEL PRICES, BUDGETARY COST OF EQUIPMENT MAY BE SUBJECT TO CHANGE

SCREW PUMP DESIGN DATA

Unit Capacity:	3,750 gal/min	Drive Arrangement:	Base-mounted
Lift:	26.45 feet	Upper Bearing:	6-inch
Pump Speed:	52 rpm	Lower Bearing:	10-inch
Horsepower:	40.0 hp	Inclination:	45-degrees
Screw Diameter:	48.00 inches		

SCREW PUMP COMPONENTS

48-inch dia. x -in thick rotating outer tube	6-inch upper bearing
Two (2) 0.1875-inch thick flights	10-inch roller type lower bearing
40 hp premium efficient TEFC motor	Oil lubrication system
Base-mounted reducer	Stainless steel anchor bolts
Belts & sheaves with steel belt guard	Shop prime painting
Drive coupling with steel coupling guard	
Spare parts	

Components are carbon steel construction unless noted otherwise

EXCLUSIONS

Erection of equipment	Electrical conduit and wiring
Concrete and grouting	Electrical control panel (disconnect, motor starter, etc..)
Piping and valves	Level sensor (ultrasonic or float switches)
Lubricants	Finish painting

OPTIONAL ITEMS

UNIT PRICE

NOTES

FOB:	Chariton, Iowa	Approvals:	7 to 8 weeks
Full Freight Allowed to Job Site		Shipment after Approval:	26 to 27 weeks
Start-Up Service:	10 days in 3 trips	Shipping Weight per Unit	19,000 lbs
Warranty:	One (1) year	Installation Time per Unit: (Excluding Grout)	hours



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

Department: WPCF Submitted by: Chelsey Little

Item/Project Cost: \$130,000 Date Prepared: 10/29/2021

Item/Project Title: Facility Back-Up Generator

Check here if this request is for FY22 Special Town Meeting

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 \$130,000 or any other amount for the purpose of purchasing a facility Back-up Generator and any and all incidental installation 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.)*

DFEJ Commercial Diesel Generator 450kW Standby 60Hz
(See Attachment)

Enter response

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

- If yes, please attach estimate

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

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

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

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

yes
unsure

If replacement, estimate surplus value:

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

yes
Operational cost impacts (if no, "0") \$ + / -
Equipment or material cost impacts (if no, "0") \$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

The facility's current generator is original to the secondary system upgrade that was done in 1979. Due to lack of parts available for continued maintenance, the generator will soon become inoperable. As this is the back-up supply of power to all of the pumps, motors, blowers, coms, alarms, etc at the facility, the loss of power would be devastating.

It is recommended by the facility's current generator technician that the generator be replaced ASAP before it becomes an emergency.

It is also a requirement per Mass State Regulations, that the facility be equipped with a backup generator in order to avoid interference in treatment and potential non-treated sewage overflow in the event of power loss.

Note: The generator is currently located INSIDE the main office, which causes extreme noise levels and potentially noxious fumes for staff. The new generator will be located outdoors, and that room will be converted into a meeting/conference room space that the facility currently doesn't have.

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First	Second	Third	Fourth or Lower
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on relative priority:

As this is a crucial piece of equipment, it is extremely important that it be replaced in order to avoid an emergency situation where the current generator is left inoperable.

Final recommendation of Capital Improvements Committee: Support Not Support

Comments on Recommendation:

Current Original Facility Generator, adjacent to the admin office space





Generator Quote

Project: Town of Montague DPW
 Quotation: Town of Montague DPW

2021

August 5, 2021

Prepared by

Mike Gray
 (508) 415-1234
 mike.gray@cummins.com

We are pleased to provide you this quotation based on your inquiry.

Item	Description	Qty
1	DFEJ Commercial Diesel Generator Set, 450kW Standby 60Hz U.S. EPA, Stationary Emergency Application 450DFEJ, Diesel Genset, 60Hz, 450kW-Standby Rating Duty Rating-Standby Power (ESP) Emission Certification, EPA, Tier 2, NSPS CI Stationary Emergency None Standards & Compliance Cert-Seismic, IBC2000, IBC2003, IBC2006, IBC2009, IBC2011 Voltage-120/208, 3 Phase, Wye, 4 Wire Alternator-60Hz, 12 Lead, Broad Range, 125/105C Aluminum Sound Attenuated Level 2 Enclosure, with Exhaust System Enclosure Color-Sandstone, Aluminum Wind Rating-150 MPH, Aluminum Housing Fuel Tank-Sub Base, 850 Gallon, UL142 Compliant Listing, ULC-S601-07 Fuel Water Separator Control Mounting-Left Facing PowerCommand 2.3 Controller Analog Meters-AC Output LCD Control Display Relays-Genset Status, User Configured Stop Switch-Emergency, Externally Mounted Relay-Alarm Shutdown Control Display Language-English Circuit Breaker or Entrance Box or Terminal Box-Right Only Circuit Breaker or Terminal Box, Left-None Circuit Breaker-1200A, Right Circuit Breaker on Right side, 3-Pole, UL 600, IEC 690, 100% CB or EB or TB-None Bottom Entry, Right Engine Air Cleaner-Normal Duty External Battery Charger-12 Amp, Regulated Engine Cooling-Radiator, 40C Ambient Shutdown-Low Coolant Level Coolant Heater-208/240/480 Volts AC, Below 40F Ambient Temperature Cummins Certified Test Record Genset Warranty-2 Years Base Literature-English Packing-None, Base Mounted Housing	1
2	Annunciator-Panel Mounted With Enclosure (RS485)	1
3	Exhaust Stack	1
4	Freight & other charges	1

TOTAL: \$ 110,000.00

Quote value does not include any tax.

NOTE:

+ ~\$20k install / more
 out old / demo



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

Department: WPCF Submitted by: Chelsey Little

Item/Project Cost: \$24,000 Date Prepared: 10/29/2021

Item/Project Title: Facility RTV w/plow and salt spreader

 **Check here if this request is for FY22 Special Town Meeting**

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 \$24,000 or any other amount for the purpose of purchasing a Rough Terrain Vehicle (RTV), 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.)*

Kubota Diesel RTV
(See Attachment)
John Deer Gator Work Series (base price, no options)
(See Attachment)

Enter response

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

Yes (online quote only)

- *If yes, please attach estimate*

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

no

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

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

no

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

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)

Operational cost impacts (if no, "0")

Equipment or material cost impacts (if no, "0")

Why is it essential that the Town makes this purchase in the coming fiscal year?

The facility is split between two buildings, requiring the moving of parts/supplies/equipment etc back and forth between the admin end and the operations end. (Approx 800+ft) A golf cart was used to help staff move these items, but has since become inefficient and recently experienced an electrical fire in the components. A utility vehicle would provide greater storage and transport ability in order to facilitate the many projects and daily operations of the facility.

The plow and sander attachments would assist in plowing and maintaining the many feet of sidewalks, driveways, walkways, etc that are at the facility.

Relative Priority

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

Critical Importance Highly Important Moderately Important

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First Second Third Fourth or Lower

Comments on relative priority:

Second to the Generator replacement
Staff are currently having to use a loader, or a small dolly to physically walk parts and equipment to the other end of the facility, causing delays in productivity.

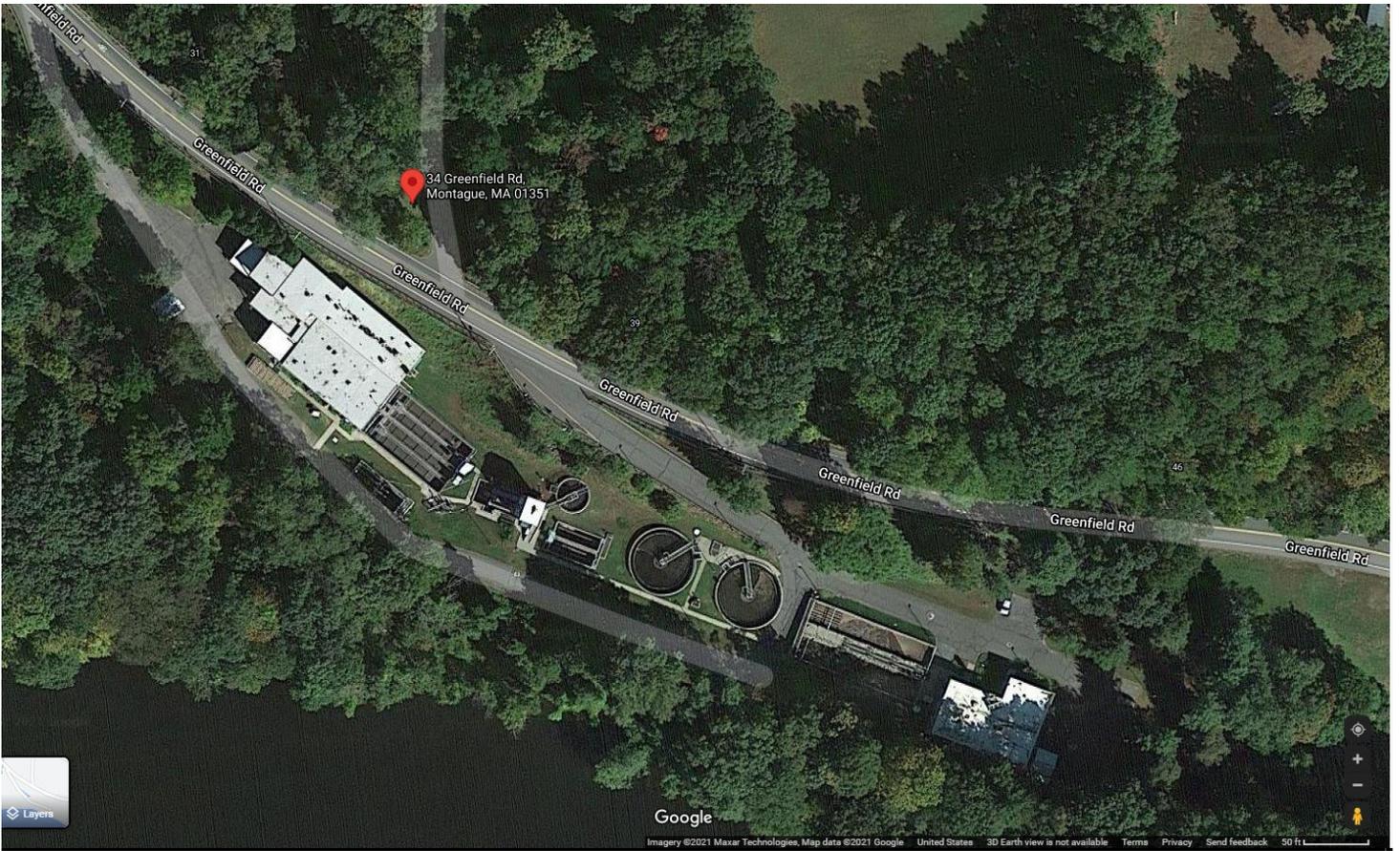
Final recommendation of Capital Improvements Committee: Support Not Support

Comments on Recommendation:

Current Golf Cart



Satellite Image of Facility's Two-Ends



-- Standard Features --

-- Custom Options --



V Series

RTV-X1120DWL-HS

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu In
+24.8 Gross Eng HP
60 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 17 mph
High 0 - 29 mph
Reverse 0 - 17 mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 6.4 qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
Length 40.5 in
Depth 11.2 in
Load Capacity 1102 lbs
Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

KEY FEATURES

Digital Multi-meter
Speedometer
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench seats
with driver's side seat adjustment
Underseat Storage Compartments
Lockable Glove Box
Deluxe Front Guard
(radiator guard, bumper, and lens
guard)

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Dash-mounted Parking Brake
Horn
Spark Arrestor Muffler
Retractable 3-point Seat Belts
Half-doors
Adjustable Headlights
Rear Protection Screen

DIMENSIONS

Width 63.2 in
Height 79.5 in
Length 120.3 in
Wheelbase 80.5 in
Tow Capacity 1300 lbs
Ground Clearance 10.4 in
Suspension Travel 8 in
Turning Radius 13.1 ft

Factory Spray-on Bedliner

"L" Models Only

Bright Alloy Wheels (Silver-painted)

Silver-painted with machined surface

TIRES AND WHEELS

Heavy Duty Worksite 25 x 10 - 12, 6 ply

RTV-X1120DWL-HS Base Price: \$17,099.00

(1) HEAVY LOAD DAMPER - FRONT	\$285.50
K7591-99180-HEAVY LOAD DAMPER - FRONT	
(1) 72" XTRA DUTY FRONT BLADE W/ELECTRO- HYDRAULIC LIFT AND ANGLE	\$4,149.00
V5060-72" XTRA DUTY FRONT BLADE W/ELECTRO- HYDRAULIC LIFT AND ANGLE	
(1) SALT SPREADER 3 CU FT REAR MOUNTED	\$1,720.00
V5002-SALT SPREADER 3 CU FT REAR MOUNTED	

Suggested List Price w/ Options: \$23,253.50

Available Manufacturer Rebates:

Cash Customer Instant Rebate Up To: (\$300.00)

Spreader - Driveway
Plow - Sidewalks + light spots

*Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges are not included.

This MSRP configuration program is for informational purposes only. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individual Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

Home > Gator Utility Vehicles > Traditional Gators
> HPX815E Work Series Utility Vehicle



HPX815E

Work Series Utility Vehicle

☆☆☆☆☆ (0) Write a review

- Electronic switch for instant 4WD engagement
- New dash display, including fuel gauge
- 16.4 cu ft (.46 cu m) cargo box with a 1,000 lb (450 kg) capacity
- Powerful diesel engine system

STARTING AT:

\$13,099.00 USD¹

Add to Cart

Build Your Own

Find a Dealer >



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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.

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

Department: Selectboard Submitted by: Steven Ellis

Item/Project Cost: \$140,000 (revised 11.10.21) Date Prepared: November 1, 2021

Item/Project Title: Replacement of Town Hall Main Roof

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 \$140,000 or any other amount for the purpose of replacing the Montague Town Hall roof, including removal of unnecessary appurtenances and any other related tasks, 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.)*

Montague’s Town Hall main roof is comprised of asphalt shingles. Age of the roof is uncertain, but aerial drone footage reveals cracking of shingles along the ridge line and weakening of shingles throughout. Large pieces of shingles were found on the ground under the eaves this past summer, though no leaks have been detected, possibly because there is more than one layer of shingles on the roof.

As part of this project, all shingles and defunct antennae would be removed, the deck repaired if necessary and new asphalt shingles would be installed. There is a smaller EPDM roof above the stairwell which is believed to be in good condition and not in need of replacement.

Enter response

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

Yes

- *If yes, please attach estimate*

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

no

Please specify grant program/source of funds

Value of the offset

\$

Probability of availability

%

Is there a lease option for this expense? (yes/no)	no
If yes, what is max years:	
Is payment schedule known (yes/no; attach plan):	

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

Will it create other ongoing costs or savings? (yes/no)	Avoids future capital expenses if leaking begins
Operational cost impacts (if no, "0")	\$ + / -
Equipment or material cost impacts (if no, "0")	\$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

This project was expected to be necessary in the next 3 to 5 years during an assessment two years ago. Deterioration seemed to accelerate in the past year and we believe this is the time for repair this is the time to do it, before it leaks. Critical archives and cabling run through the attic. We need to stay ahead of it.

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
O	X	O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First	Second	Third	Fourth or Lower
X	O	O	O

Comments on relative priority:

Recommended improvements to the Shea Theater roof are in some ways more important from the standpoint of current leaking, but the impact of leaks in Town Hall could be more severe, particularly given the changes from 2020 to 2021.

R & H ROOFING, LLP

59 South Street, Easthampton, MA 01027

(413) 527-9378-PH

(413) 527-8244-FX

October 29, 2021

Montague- Roofing Budget 2022

1 Avenue A Turner Falls, MA

ASPHALT SHINGLES RIP & REPLACE TOWN HALL

1. Demo existing shingle roof, flashings, and drip edges. Expected [2] layers.
2. Furnish and install ice and water shield at the eaves, per the manufacturer's required specifications.
3. Furnish and install synthetic underlayment at the remaining exposed decking, per the manufacturer's required specifications.
4. Furnish and install new ridge vent at the new shingle roof, per the manufacturer's specifications.
5. Furnish and Install new architectural shingles roofing system per the manufacturer's specifications.
6. Furnish and install aluminum sheet metal flashings (drip edge, rake edge, step flashings) as required per manufacturer's specifications.
7. Clean the site and remove debris

SCHEDULE OF VALUES

ASSUMPTIONS, CLARIFICATIONS, AND EXCLUSIONS

FOLLOW ON THE NEXT PAGE

R & H ROOFING, LLP

59 South Street, Easthampton, MA 01027

(413) 527-9378-PH

(413) 527-8244-FX

October 29, 2021

Montague- Roofing

1 Avenue A Turner Falls, MA

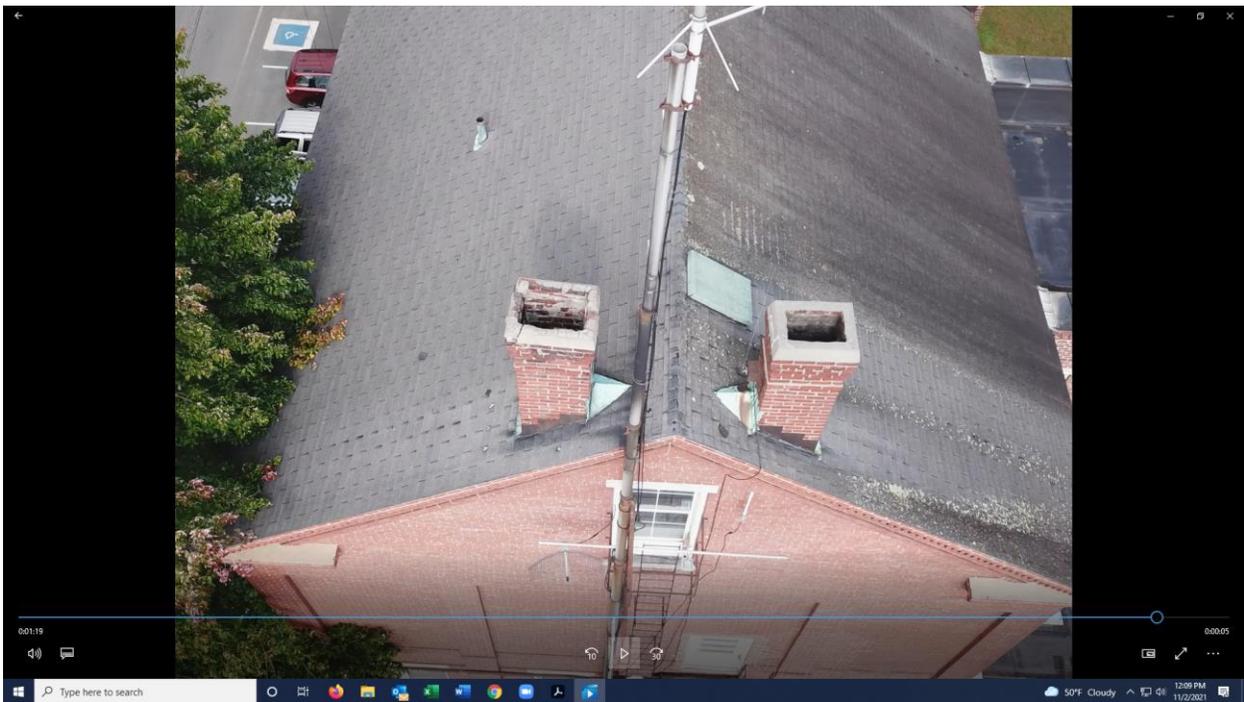
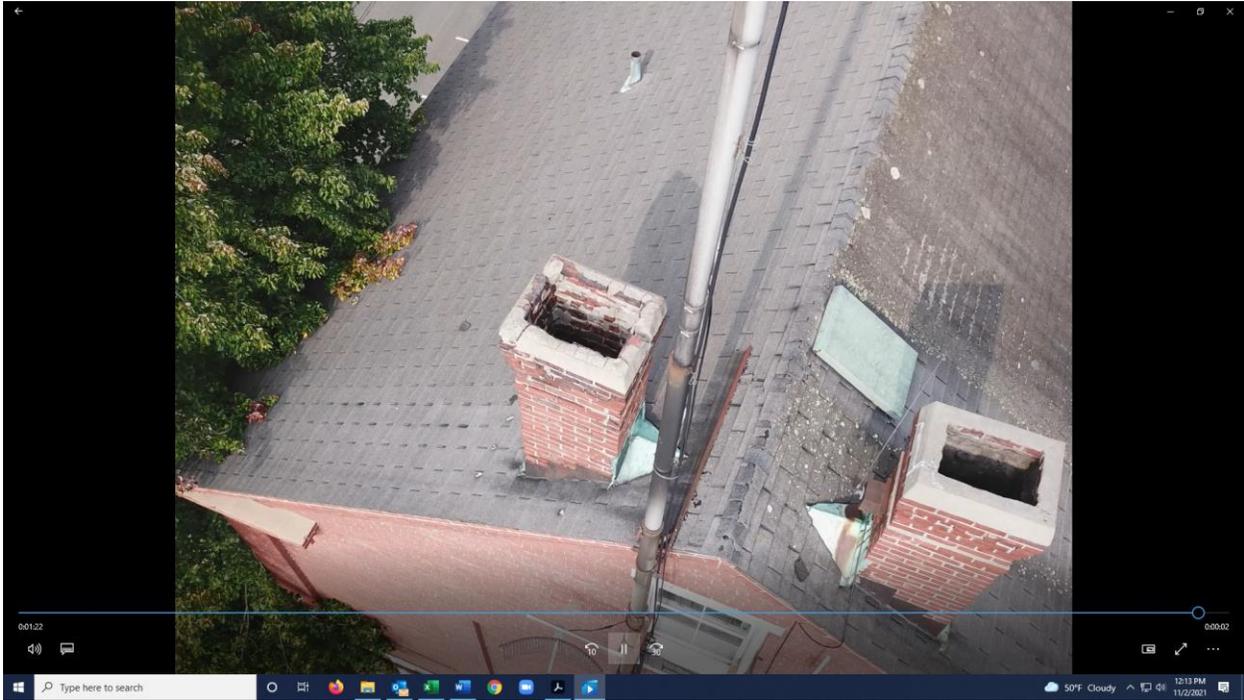
SCHEDULE OF VALUES

<i>Approx 6000 Sq ft Rip and Replace Asphalt Shingles</i>	\$110,000.00	LABOR+MATERIALS+	<i>Plywood Sheathing Replacement +\$100.00 per 4x8 sheet</i>
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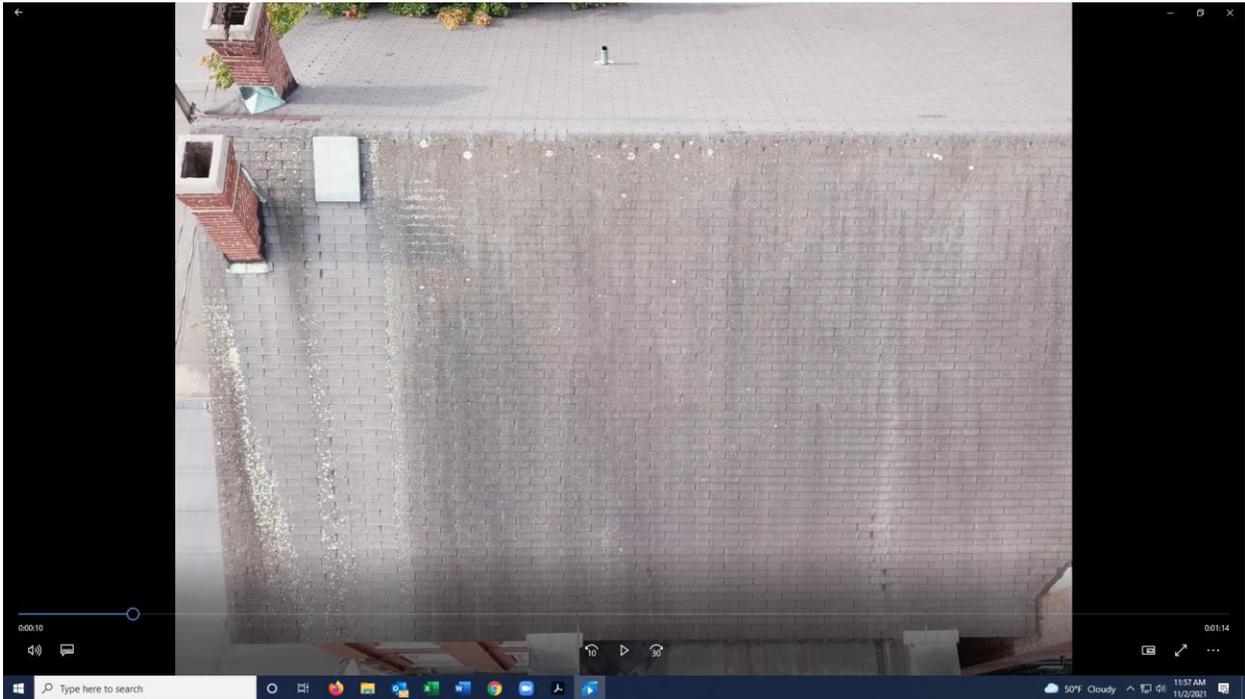
ASSUMPTIONS CLARIFICATIONS, AND EXCLUSIONS

1. The removal or handling of any and all asbestos/hazardous containing materials is not included
2. Construction control is not included.
3. Sales tax is included.
4. Prevailing wage rates are included.
5. Construction control is not included.
6. Winter conditions are not included including snow removal.
7. It is assumed that R&H Roofing will have unimpeded access to load and unload the materials and the equipment needed to perform our job duties on a daily basis.
8. Dumpsters are included.
9. Roof sheathing replacement is calculated as an extra line item in the schedule of values.
10. With the shortage of building materials currently, shingle production is only at 3 standard colors.
11. This proposal does not include the cost of a permit with the building official.

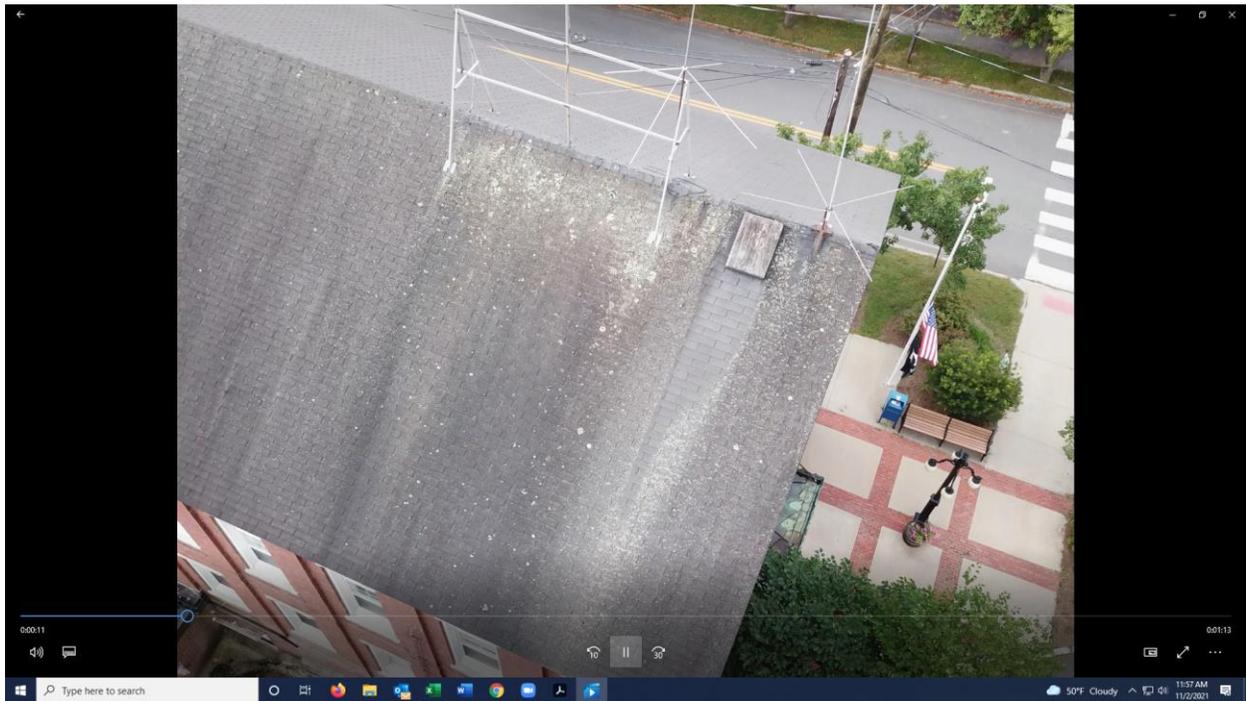
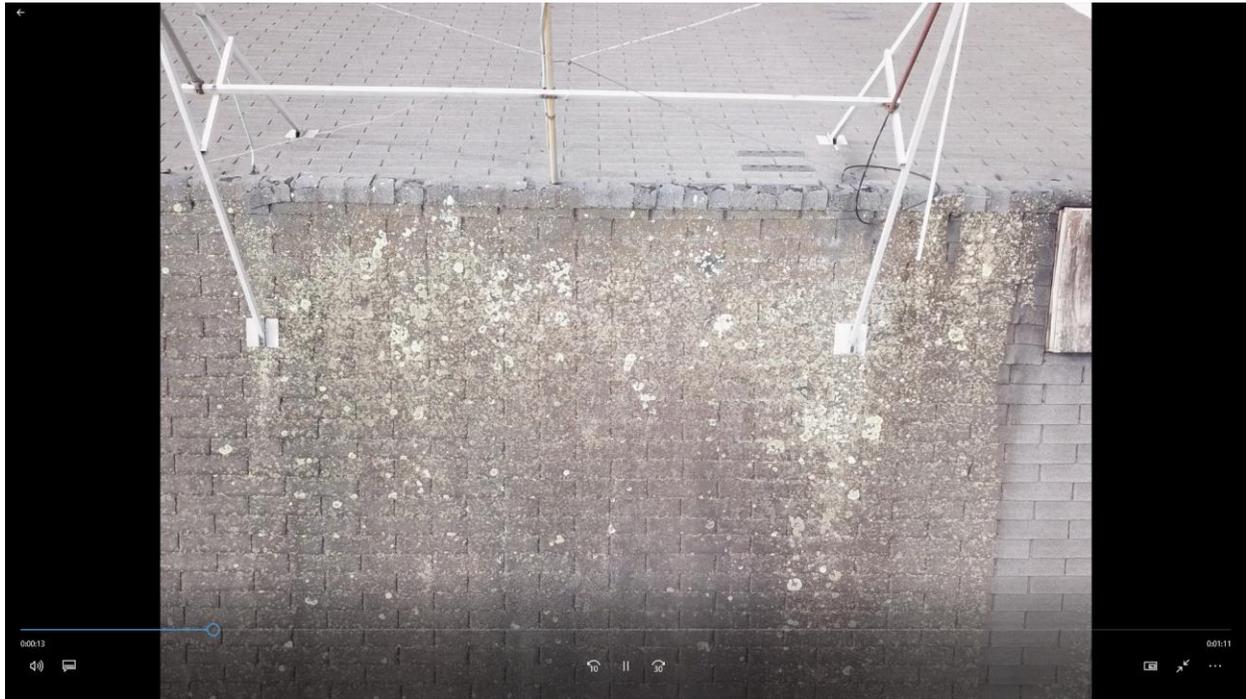
Town Hall Roof – Drone Shots October, 2021



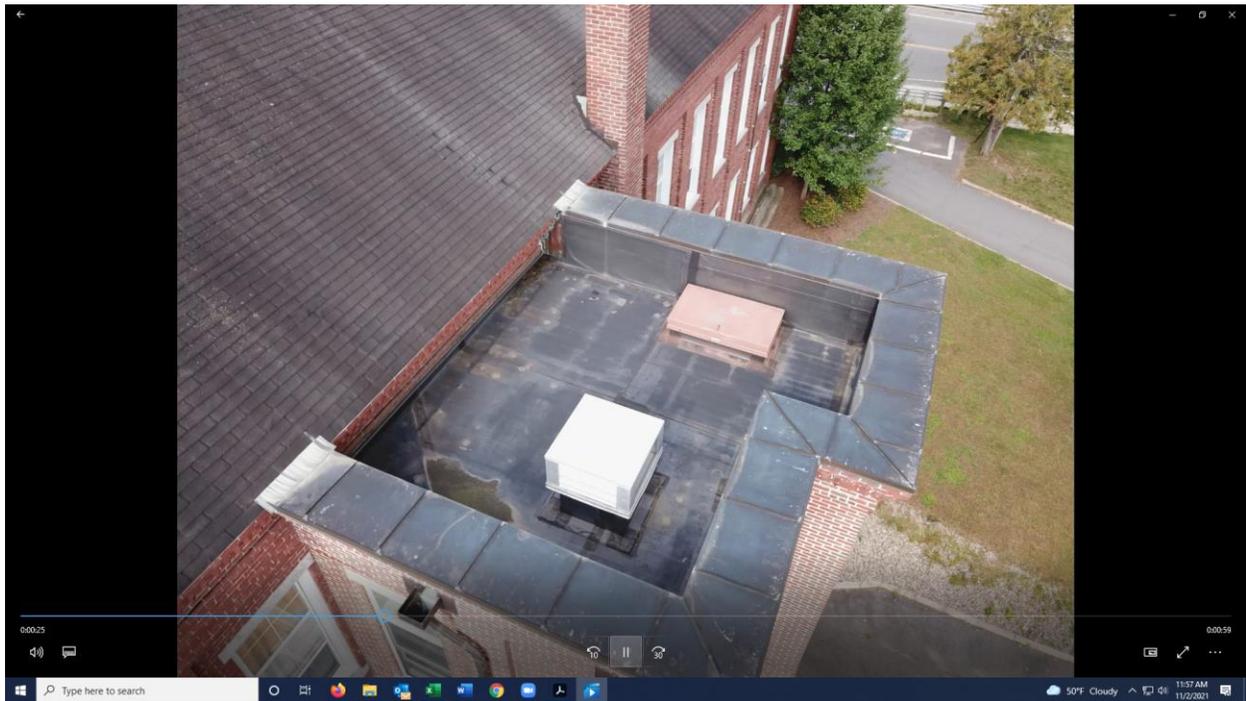
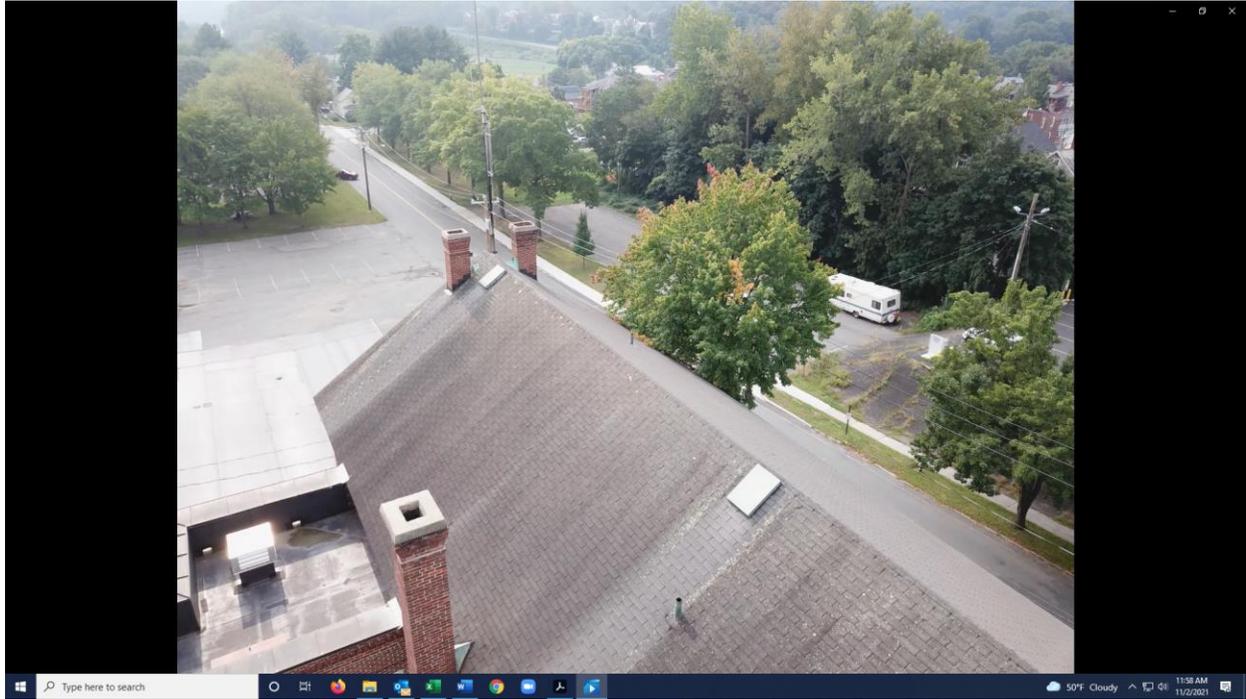
Town Hall Roof – Drone Shots October, 2021



Town Hall Roof – Drone Shots October, 2021



Town Hall Roof – Drone Shots October, 2021





Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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.

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

Department: Selectboard Submitted by: Steven Ellis

Item/Project Cost: \$60,000 Date Prepared: November 1, 2021

Item/Project Title: Replacement of Shea Theater Lower/Front Roof

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 replacing the Shea Theater lower/front roof, including removal and reinstallation of HVAC unit and any other related tasks, 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 replaced the failing EPDM Main Roof of the Shea Theater three years ago, about two years after a recoating of the EPDM on the lower roof, which it was hoped would get several years out of it. That smaller section, a large portion of which is covered by the building's HVAC unit, has continued to be a source of small leaks despite additional patching.

It has become clear that this section of the roof requires replacement, which will be made more complex by the need to remove this very large HVAC unit during the repair.

Enter response

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

Requesting

- If yes, please attach estimate

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

possibly

Please specify grant program/source of funds

MCC Capital Facilities Grant

Value of the offset

\$

Probability of availability

%

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

no
If yes, what is max years:
Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

no
If replacement, estimate surplus value: \$

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

Avoids future capital expenses if leaking worsens
Operational cost impacts (if no, "0") \$ + / -
Equipment or material cost impacts (if no, "0") \$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

This project was expected to be necessary in the next several years, but really needs attention now. This is causes some ongoing damage to interior appointments of the main lobby.

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
O	X	O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First	Second	Third	Fourth or Lower
O	X	O	O

Comments on relative priority:

Improvements to the Shea Theater roof are in some ways more important than those to the Town Hall roof from the standpoint of current leaking, but the impact of leaks in Town Hall could be more severe given it is the operational center of the Town.



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

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

Department: Montague Public Libraries Submitted by: Caitlin Kelley

Item/Project Cost: \$60,000 Date Prepared: 10/27/2021

Item/Project Title: Moisture Remediation at the Carnegie Public Library

Check here if this request is for FY22 Special Town Meeting

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 Moisture Remediation at the Carnegie Public Library, 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 Carnegie Library regularly suffers from seepage and flooding due to poor drainage along three sides of the building. Water enters at multiple points, making the basement office unsuitable for regular habitation by staff due to growth of mold and mildew. Per the recommendations of structural engineer Bob Leet, PCA360's Property Condition Assessment, and mason James Finnegan, it is the intent of the library director and library trustees to re-direct water away from the building's foundation by repairing the exterior's concrete aprons, installing a drain (between the library's driveway and the library building), repaving and regrading the driveway, installing a holding tank for rain water to drain into, installing a drainage pipe in the library's ramp, and minor masonry repairs.

Enter response

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

Forthcoming

- If yes, please attach estimate

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

No

Please specify grant program/source of funds

Value of the offset	\$
Probability of availability	%

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

If yes, what is max years: _____

Is payment schedule known (yes/no; attach plan): _____

Will this item or project replace old equipment? (yes/no) No

If replacement, estimate surplus value: \$ _____

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

Operational cost impacts (if no, "0") \$ + / - _____

Equipment or material cost impacts (if no, "0") \$ +/- _____

Why is it essential that the Town makes this purchase in the coming fiscal year?

Repeated water seepage has contributed to poor air quality, the degradation of historic materials, and damage to the basement's window frames, drop ceiling, and wood paneling. Though measures have been taken to improve air quality, so long as water keeps coming in there will continue to be problems.

Additionally, two major floods have occurred in the last year and more can be expected, given anticipated changes in weather patterns due to climate change. It is essential that the building's interiors, collections, and technology be protected from future weather events.

Because the basement is not suitable for habitation by staff due to poor air quality, two full-time library staff members are forced to share, as their office, a first-floor room that had formerly been a public space for meetings, quiet study, and reference services. Library patrons have often expressed their interest in being able to use that space once more.

Finally, the project will improve accessibility and employee safety around the building's exterior and especially its back entrances.

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
■	○	○

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First



Second



Third



Fourth or Lower



Comments on relative priority:

Despite known mold and mildew problems, the Carnegie Library's basement continues to be used as office space for the library director and the children's programming assistant and houses the book sale repository for the Friends of the Library, a situation that is untenable for the long term.



Final recommendation of Capital Improvements Committee:

Support

Not Support

Comments on Recommendation:



November 11, 2021

P.O.B. 881
Wendell, MA 01379

Tel: 978-544-8000
WhetstoneEng97@gmail.com

Caitlin Kelley
Library Director
Montague Public Libraries
201 Avenue A
Turners Falls, MA 01376

RE: Carnegie Library Drainage; Project #21077

Ms. Kelley,

I visited the Carnegie Library in the presence of Caitlin Kelley, Linda Hickman and Tricia Perham on October 26, 2021. I was shown several drainage issues the library is experiencing and asked to provide potential solutions to ensure the continued viability of the building.

The first issue we examined was the lack of drainage for the center of the concrete handicap ramp. The handicap ramp has an approximately 12' x 5' center vegetated area which is lower than the surrounding concrete with no means of draining other than filling up to the ramp level and flowing over the walkway.

As the southwest side of the ramp already has drainage issues I will discuss later, and the grade at northeast side of the ramp is considerably lower than this center area and drains away from the building, it appears the best solution would be to drill through the sidewalls of the ramp and underlying fill and provide a simple pipe drain to grade to the northeast. A cleanable sump and grate would also need to be installed inside the center area to be sure the drain pipe did not eventually clog.

The next issue we looked at consists of the presence of mold in the finished walls, especially the southwest wall, and basement floor. In fact, the carpets were removed after some flooding in December, 2020, because of mold. The fact that the basement floors become wet far from the exterior walls is an indication that at least part of the problem may be the groundwater level, but as the library is dug into a hill it is possible most of the problem is caused by improper drainage control.

An inspection of the southwest exterior of the building revealed several potential run-off issues. Visible issues include an improperly installed rain gutter over the rear basement door, the fact that the driveway has been repaved more than once without regrading, thus raising the grade and preventing surface flow and building run-off from flowing away from the building, and several concrete drainage aprons lying along the foundation which have heaved and now direct water toward the foundation.

At the least the rain gutter should be fixed by a competent carpenter, and the concrete aprons should either be re-set, or possibly resurfaced with a non-shrink mortar such as Silpro Easy Patch to direct water away from the foundation.

The driveway presents more of a problem, as there is not enough room between the building and driveway for any meaningful drainage structure. To allow for water to drain away from the building and then onto 7th Street the area needs to be restored to its original grade, which will require removing the existing pavement, then excavating the area properly before repaving.

However, as I noted before, the presence of moisture in the concrete slab away from the exterior walls may indicate a deeper groundwater issue as well. If a decision is made to redo the

driveway, it might be prudent as well to install a subsurface drainage trench leading directly to the storm drain on 7th Street. Given the current uncertainties in the market it is difficult to give an accurate estimate of the cost of this work, especially as a full design has not even been created, but the range is probably from a few hundred dollars to fix the gutter and concrete aprons, to several thousand dollars to drain the handicap ramp, to an estimated total cost of \$65,000 to also regrade the driveway and install a subsurface drainage trench.

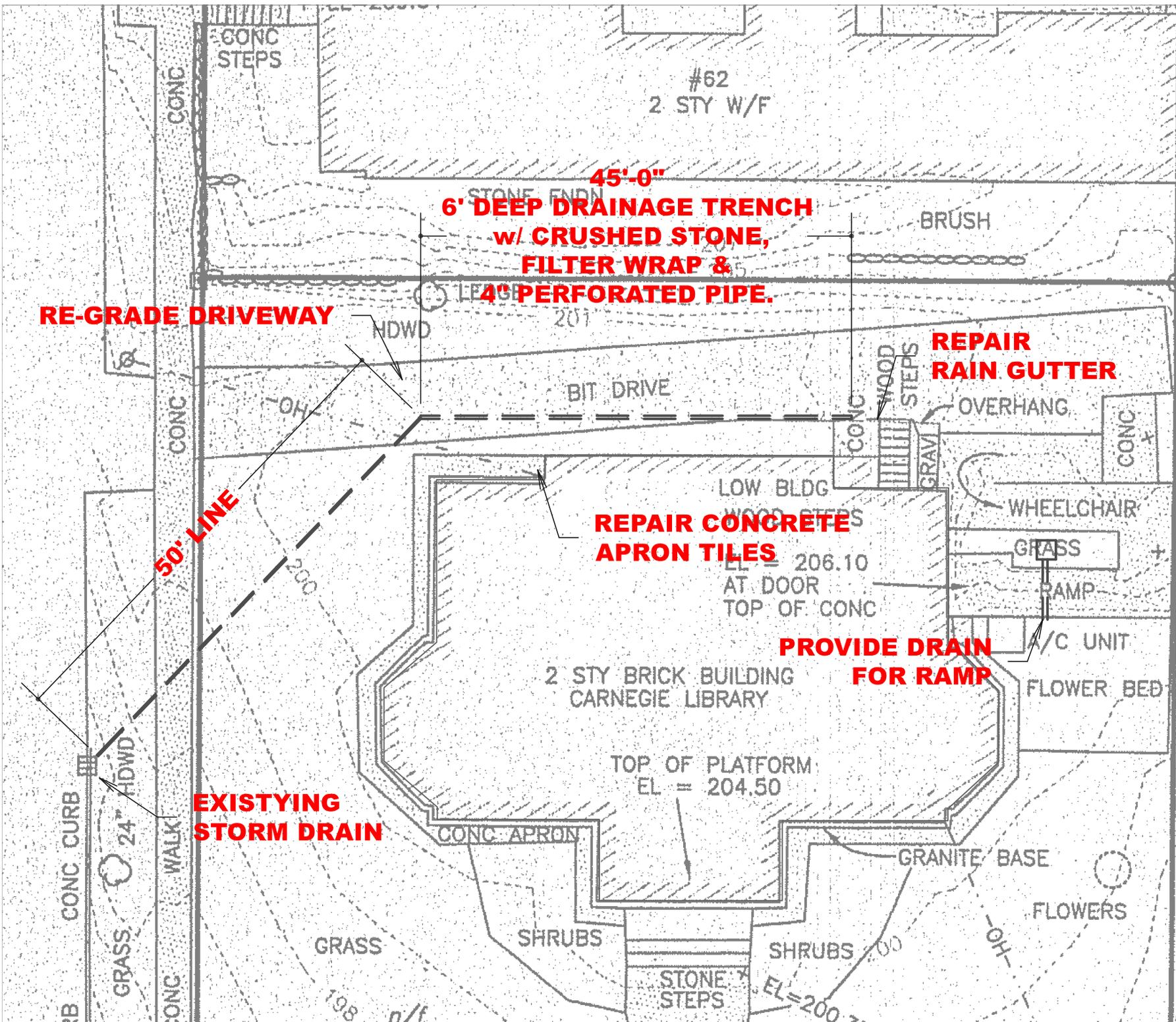
I have included a schematic drawings show the positions of the proposed repairs.
Please call if you have any questions or concerns.

Sincerely,

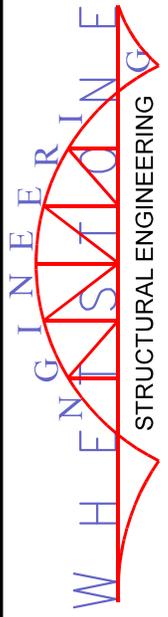


Robert Leet, P.E.





SCHEMATIC DRAINAGE PLAN	DES. BY	RTL
	DWN. BY	RTL
LIBRARY REPAIR	SCALE	NTS
	DATE	11/17/24
CARNEGIE LIBRARY TURNERS FALLS, MA	PROJECT NO.	21077
	REV.	
DWG. NO.		SK-1



WhetstoneEng97@gmail.com
 P.O.B. 881 WENDELL MA 01379
 TEL: 978-544-8000



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

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

Department: Montague Public Libraries Submitted by: Caitlin Kelley

Item/Project Cost: \$20,000 Date Prepared: 10/27/2021

Item/Project Title: Roof Repair and Truss Work at the Montague Center Library

Check here if this request is for FY22 Special Town Meeting

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 \$20,000 or any other amount for the purpose of Roof Repair and Truss Work at the Montague Center Library, 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 library director and library trustees were alerted of the need to reinforce one of the Montague Center Library’s trusses in PCA360’s Property Condition Assessment, dated Jan 15, 2021, as well as by structural engineer Bob Leet of Whetstone Engineering, in his report dated August 12, 2021.

Leet noted, “I discovered that the east end of the southernmost truss underwent significant water damage at some point in the past. Although some repairs were made, and the leak apparently fixed, the end of the truss does not appear to have been sufficiently repaired.”

Additionally, a decommissioned heating unit, located in the building’s mezzanine and tied in to the roof, is the main culprit of the roofline’s sag. Its removal will lessen the burden on the roof.

Enter response

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

Forthcoming

- If yes, please attach estimate

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

No

Please specify grant program/source of funds

Value of the offset	\$
Probability of availability	%

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

No

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

No

If replacement, estimate surplus value: \$

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

Yes	
Operational cost impacts (if no, "0")	\$ + / -
Equipment or material cost impacts (if no, "0")	\$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

Bob Leet of Whetstone Engineering recommended in his Aug 12, 2021 report that these repairs be completed "as soon as the budget allows," explaining that though the truss has not yet shifted in position, "once it begins to deform the repair will be significantly more expensive, as it may require jacking the truss back into place."

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First	Second	Third	Fourth or Lower
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on relative priority:

The town has already contributed significant funding to increase the structural soundness of the Montague Center Library's roof. These simple and relatively inexpensive fixes will prevent what could be significant, costly damage down the road. Additionally, the library director and library trustees have already identified a contractor who has experience with similar truss projects and is interested in the work.



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

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

Department: Montague Public Libraries Submitted by: Caitlin Kelley

Item/Project Cost: \$100,000 Date Prepared: 10/28/2021

Item/Project Title: Masonry Repair at the Montague Center Library

Check here if this request is for FY22 Special Town Meeting

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 \$100,000 or any other amount for the purpose of *Masonry Repair at the Montague Center Library*, 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.)*

Structural engineer Bob Leet, PCA360's Property Condition Assessment, and mason James Finnegan agree that the masonry at the Montague Center Library needs repointing, especially by the foundation and roofline; the corbelling needs repair to ensure that more bricks do not dislodge; the bricks should be sealed to prevent future damage; and cracks in the bricks on the front door façade of the building should be addressed.

Enter response

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

Yes

- If yes, please attach estimate

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

No

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

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

No

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

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)

Operational cost impacts (if no, "0") \$ + / -

Equipment or material cost impacts (if no, "0") \$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

The masonry at the Montague Center Library is 162 years old. Though patch repairs have been made to both the corbelling and the brick façade, these repairs were never meant to be long term solutions. Bricks from the corbelling continue to dislodge periodically, presenting an ongoing safety hazard to library staff and members of the public. The building needs a comprehensive overhaul to ensure its continued structural integrity.

Relative Priority

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

Critical Importance Highly Important Moderately Important

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First Second Third Fourth or Lower

Comments on relative priority:

Final recommendation of Capital Improvements Committee: Support Not Support

Comments on Recommendation:



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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.

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

Department: MONTAGUE DPW Submitted by: Tom Bergeron Superintendent

Item/Project Cost: _____ Date Prepared: _____

Item/Project Title: Sewer Vac and Router Truck

Check here if this request is for FY22 Special Town Meeting

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 \$480,000 or any other amount for the purpose of funding a new Sewer/Vac truck 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.)*

This truck will allow to DPW to router the main line sewer and to vacuum the sewer manhole as well as clean and vacuum out the near 4 thousand catch basins that we have. The truck will also unplug sewer lines that can cause backups in the lines.

Enter response

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

yes

- *If yes, please attach estimate*

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

no

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

Is there a lease option for this expense? (yes/no)	yes
If yes, what is max years:	5
Is payment schedule known (yes/no; attach plan):	Not now

Will this item or project replace old equipment? (yes/no)	yes
If replacement, estimate surplus value:	\$25 to 50,000

Will it create other ongoing costs or savings? (yes/no)	
Operational cost impacts (if no, "0")	\$ + / -
Equipment or material cost impacts (if no, "0")	\$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

The vehicle that the new truck will replace is a 2005. The Vector is one of the most important pieces of equipment in our fleet. This truck cleans and vacuums out sewers as well as vacuums out catch basins.

Relative Priority

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

Critical Importance	Highly Important	Moderately Important
X	O	O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First	Second	Third	Fourth or Lower
O	O	O	O

Comments on relative priority:

We are only one of two towns in all of Franklin County to have this type of truck, to lose this would be huge loss to our community as well as it being available to help out the smaller towns in an emergency

Final recommendation of Capital Improvements Committee: O Support O Not Support

Comments on Recommendation:



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

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

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

Department: MONTAGUE DPW Submitted by: Tom Bergeron Superintendent

Item/Project Cost: \$100,000 Date Prepared: Nov,10 2021

Item/Project Title: Discretionary Fund

Check here if this request is for FY22 Special Town Meeting

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 \$100,000 or any other amount for the purpose of funding large repairs or new or used trucks or equipment, 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.)

This account addresses unforeseen expenditures where timeliness is important, It is not possible to secure town meeting appropriation, and the magnitude of such expenditures would quickly exhaust the Finance Committee reserve fund. \$100,000 was requested by the DPW. This years expenditures have to purchase a knuckle for the Kubota excavator, this allow the operator to move the bucket in many directions instead of moving the machine. There has been several thousand spent for truck parts, \$8000 to purchase a transmission machine in order to change the fluids in the pick-up transmissions.

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)

NO

Please specify grant program/source of funds

Value of the offset \$

Probability of availability %

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

YES RECURRING EXPENSE

If yes, what is max years:

Is payment schedule known (yes/no; attach plan):

Will this item or project replace old equipment? (yes/no)

IT COULD

If replacement, estimate surplus value: \$

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

Operational cost impacts (if no, "0") \$ + / -

Equipment or material cost impacts (if no, "0") \$ +/-

Why is it essential that the Town makes this purchase in the coming fiscal year?

This account will help keep our equipment in running order and new equipment purchased as needed

Relative Priority

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

Critical Importance
XXXO

Highly Important
O

Moderately Important
O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First
O

Second
O

Third
O

Fourth or Lower
O

Comments on relative priority:

[Empty text box for comments]

Final recommendation of Capital Improvements Committee:

O Support

O Not Support



Town of Montague

SPECIAL ARTICLE REQUEST – CAPITAL EXPENSE

FY 23

This form is intended for use with capital article submissions ≥ \$25,000 with a lifespan of 5+ years. For major building projects, please consult the Town Administrator. Please complete this form in its entirety! Initial Submission due November 1

Department: Assessing Dept Submitted by: Karen Tonelli
Item/Project Cost: \$45,000 Date Prepared: October 21, 2021
Item/Project Title: Conversion – Computer Assisted Mass Appraisal software/hardware/possible new server

Check here if this request is for FY22 Special Town Meeting

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 \$45,000 or any other amount for the purpose of Assessing Software Conversion, 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 current version of software used by the Assessing Department is outdated and does not work well with new Windows applications. As a result, we are experiencing software issues from the mundane (data is not refreshed) to the significant (security issues, glitches with updates). An existing article for this purpose (ATM 5/3/14 Article #13) has a balance of \$4,750 that can be applied to this expense.

Enter response

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

Yes – we have two (2) estimates

- If yes, please attach estimate

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

Table with 2 columns: Question, Answer. Rows: Yes, Community Compact Funding, \$45,000, 80%

Please specify grant program/source of funds

Value of the offset

Probability of availability

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

no

If yes, what is max years:

n/a

Is payment schedule known (yes/no; attach plan):

n/a

Will this item or project replace old equipment? (yes/no)

yes

If replacement, estimate surplus value:

\$unknown

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

Yes – increase in annual support

Operational cost impacts (if no, "0")

\$ + / unknown

Equipment or material cost impacts (if no, "0")

\$ +/-unknown

Why is it essential that the Town makes this purchase in the coming fiscal year?

The Assessing software is a critical component of our appraisal functions. It is important to have software that is both secure and problem free to ensure continuation of timely cash flow via the tax billing process.

Relative Priority

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

Critical Importance

Highly Important

Moderately Important

XX

O

O

If you are submitting more than one project, how does this rate relative to the others you are submitting?

First

Second

Third

Fourth or Lower

XX

O

O

O

Comments on relative priority:

Converting assessment data is very time consuming. It requires attention to detail on multiple levels to ensure correct property data is carried over from one system to another and, as such, the timing of when to do a project of this size should be well thought out. With the mandatory quinquennial revaluation now behind us, I believe 2023 is the time to attend to this important task.

Along with the two (2) estimates we've received, I have attached the grant application that has been submitted for this project. Thank you.

Karen Tonelli

 **VISION**
GOVERNMENT SOLUTIONS

September 16, 2021

Karen Tonelli
Town of Montague
One Avenue A
Turners Falls, MA 01376

Dear Ms. Tonelli:

Vision Government Solutions is pleased to provide a proposal for the installation of our Computer Assisted Mass Appraisal software, *Appraisal Vision™*, as well as related conversion services. Below please find the price to convert your present AssessPro CAMA system to our Vision 8 CAMA software.

The price to convert your data, install the software and provide training is as follows:

Appraisal Vision v8 CAMA Software*	\$35,000 (6 Users)
Integrated GIS Module	Included
Data Conversion of Real Estate Assessment Information**	Included
Data Conversion of Personal Property Data	\$2,000
Training (2 Days)	Included
Installation	Included
Cloud Hosted Solution	\$4,500 / year
Annual Software Maintenance (Begins 30 days after software installation)	\$7,146 / year

*This Proposal does not include any license fees for third-party products such as ESRI's ArcGIS, SPSS, the Marshall & Swift Cost Calculators, database software, or any hardware.

** Includes all property characteristics data and sketches for the current year, and assessment history and sales transfer history for as many years as are stored in the existing CAMA system. (We will need to obtain the electronic data in an ASCII file format along with an unambiguous file layout and existing field cards from the Town.) For sketches, the Town will need to provide sketch data in a non-proprietary traverse/string language format which shows "pen" movements for each sketch shape, and also links each shape to its associated sketch label. The data shall also include pointers from which we can derive spatial relationship between shapes. The scope of the conversion is based on the assumption that the data has been cleansed prior to extract and delivery to Vision. Assumes 4,500 – 5,000 parcels.



Patriot Properties, Inc.
 113 Pleasant Street, Marlborough, MA 01848
 Ph: (781) 586-9670 // Fax: (781) 586-4667
www.patriotproperties.com

AP5 – UPGRADE PROPOSAL

Montague, MA Montague Town Hall,, One Avenue A Turners Falls, MA 01376 Karen Tonelli Ph: (413) 863-3200 assessor@montague-ma.gov	Date: 9/14/2021 Contact: Jeff Leone Phone: (781) 586-9670 x2035 E-Mail: jeff@patriotproperties.com
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SOFTWARE / SERVICES	EXPIRATION DATE	DATE
AssessPro AP5 Upgrade (RE/PP/WEB) Approx. 4,400 Parcels	90 DAYS	Date: 9/14/2021

Item	Description	Initial Cost	Annual
AssessPro AP5	AP5 Client Server Upgrade, RE & PP	\$14,100.00	\$9,160.00
Conversion	7 Years / (7) Databases	Included	N/A
Conversion	(0) Additional Database(s) \$750.00 each	\$0.00	N/A
WebPro AP5	WebPro AP5 - Hosted Online Property Search	Included	Included
Training	AssessPro AP5 Training	Included	N/A
Set-Up	Installation and Set-up	Included	N/A
SUBTOTAL		\$14,100.00	\$9,160.00
TOTAL		\$14,100.00	\$9,160.00

Server (Recommended) Requirements: Windows Server 2016 or Greater, SQL Server 2016 or Greater, Intel XEON Quad Core 3.0 GHz or better, (4 cores. Add 1 core for every additional 2 yrs. Of data) OS Partition – 2x 256 GB SSD Drives on Raid 1, Data Partition 1 TB of usable disk space, 32GB RAM

Workstation (Recommended) Requirements: Windows 10 (or Greater) 64 bit, Intel i5 Core 3.0 GHz or better, 256 GB SSD, 8 GB RAM Minimum, 1024 x 768 monitor resolution (96dpi), 512 MB RAM video card to run GIS Viewer

ESRI Licensing and Maintenance: ESRI ArcGIS Engine Single Use License is required for every workstation using "GISPRO" the AssessPro GIS Viewer. Additional ESRI ArcGIS Engine SU license(s) can be purchased for \$400.00 each. ESRI charges an annual fee of \$100.00 for each ArcGIS Engine license(s) purchased. "GISPPRO Online" requires an Esri ArcGIS Server license and (1) ArcGIS Desktop license to publish map layers to the server. All ESRI maintenance fees will be invoiced directly from ESRI, not Patriot Properties

WebPro Customers – If you are currently using WebPro (Hosted), the AP5 version is included. **WebPro Source Code customers** hosting their own versions of WebPro will need to request additional options.

Which category most accurately describes your project?

Grant Amount Requested:

\$45,000

Will your community be contributing 25% or more of the initial project implementation cost?

No

What is the primary impact of this project?

There are very significant impacts on both internal operations and interaction with the public.

Purpose - describe the proposed project, including purpose of the grant request, the capital asset needed, project objectives, and the challenges this project would address:

The Town of Montague is seeking to acquire a new server and new software for the Town Assessing Department. The goal of this project is to modernize the Town Assessing Department and allow them to update records while out in the field, as well as streamline the interaction between the department and residents.

The grant funding will be used to acquire a new server and the software licensing.

Benefits - identify project benefits including efficiencies, cost savings, enhanced service levels, and/or improved public access to local government services:

The two major benefits of updating the assessing software present in the form of improved security and reliability of Town systems, along with improved digital workflows for the Town assessing department.

The first advancement is found in improved reliability, security, and technology maintenance. The current software requires the Town to support Windows 7, an operating system that is end-of-life as of January of 2020. This negatively impacts the security posture of the Town by forcing the Town to run an operating system that is no longer receiving critical security updates. The new software will allow the Town to update the computers in the assessing department to an updated/supported operating system, in turn, improving the security of the Town.

The Assessors' office will find substantial efficiencies with the added ability to enter data directly from the field into the assessing software. This reduces wasted productivity and the opportunity for error that can occur when field notes must be transcribed from paper notes into the existing system.

How will the community sustain this investment?

Ongoing maintenance and support costs have been identified and are included in our operating budget.

Sustainability - in more detail, please identify any new costs that will be incurred and how the costs will be paid for or offset, including ongoing operational costs. Describe how this new initiative will be financially viable for the long-term once established:

The Town will begin including the ongoing maintenance of the new assessing software in its operating budget.

Measures of Success - what defines success for this project? Describe how the success of the project will be evaluated. Include expected measurable improvements in service delivery or efficiency:

This project will be considered a success when:

- The Town decommissions its Windows 7 workstations
- The Assessing Department can update the database from the field

Project Budget - provide a realistic project budget estimate. Include breakdown of amount requested by activity/task:

Server & OS Software: \$15,000

Assessing Software: \$30,000

Project Timeline - provide a timeline for the proposed project. Note projects must be completed before or by January 31, 2023:

Week 1: Grant award.

Week 2: Town makes a final decision on software for assessing.

Week 3: Town orders hardware and software.

Week 4-6: Hardware and software arrive.

Week 7-8: The implementation schedule is finalized.

Week 9: Implementation schedule is communicated out to staff.

Week 11-17: Implementation.

Week 18: Punch list generated

Week 20: Project close.

Please enter any additional comments you have about your application: