

**Town of Bernardston
Selectboard Meeting Minutes**



Board Members

Brian J. Keir

Stanley D. Garland, Chairman

Kenneth R. Bordewieck

Minutes for the meeting of January 24, 2024

Meeting held at Bernardston Town Hall
38 Church St, Bernardston, MA 01337

Selectboard Members Present:

Stan Garland
Ken Bordewieck
Brian Keir

Others Present:

See sign-in roster

Stan called the meeting to order at 6:00pm.

Warrants

Stan motioned to approve the Payroll Warrant in the amount of \$56,516.92.
Brian seconded and the motion was approved 3-0.

Stan motioned to approve the Vendor Warrant in the amount of \$59,269.50.
Brian seconded and the motion was approved 3-0.

Minutes

Stan motioned to approve the minutes of the Special Meeting on January 8, 2024. Brian seconded and the motion was approved 3-0.

Stan motioned to approve the minutes of the Regular Meeting on January 10, 2024. Brian seconded and the motion was approved 3-0.

Stan motioned to approve the minutes of the Special Meeting on January 11, 2024. Brian seconded and the motion was approved 3-0.

Stan motioned to approve the minutes of the Special Meeting on January 17, 2024. Brian seconded and the motion was approved 3-0.

Stan motioned to approve the minutes of the Special Meeting on January 18, 2024. Brian seconded and the motion was approved 3-0.

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Selectboard Meeting Minutes
January 24, 2024
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Calendar and Announcements

Stan read the calendar and announcements as presented on the attached agenda.

Citizen Concerns: None

Appointments: None

New Business:

- District Local Technical Assistance (DLTA) Project Requests: The FRCOG has again received District Local Technical Assistance (DLTA) funding from the MA Executive Office of Housing and Livable Communities (EOHLC) to help municipalities. In the past, the fund has allowed the FRCOG to assist our member municipalities on projects that promote regionalization of services and local and regional planning. On January 13, 2024, the Town Administrator sent an email to all Department Heads, Board, Committee and Commission Chairs asking for what projects they are interested in pursuing. The results are in and the Selectboard reviewed and compiled one list on behalf of the Town. Ken made a motion that the Town of Bernardston's Top 3 Priorities are:

1. Business and Industry/Sector Assistance. Provide industry specific support to Outdoor Recreation and complete the Town of Bernardston Open Space and Recreation Plan (OSRP). Submitted by the Bernardston Planning Board.
2. Municipal Service Sharing Feasibility, Matchmaking, or Other Technical Assistance. This includes but is not limited to Highway Department Equipment sharing services, Grant Administration/Management sharing services, Fire sharing services, senior sharing services. Submitted by the Highway Superintendent, Fire Chief and the Council on Aging Director.
3. Road Speed Study: Assess roadway speeds and prepare speed zoning study to provide guidance for new or revised regulatory speed limits on local roadways. Submitted by the Highway Superintendent.

...and the Town of Bernardston's 2 Alternates are:

1. Older Adult Services. Senior Center expansion, regional sharing. Submitted by the Council on Aging Director.
2. Evacuation Route Assessment and Evacuation Route Map Update. This project will assess current emergency evacuation routes within the county (last updated in 2011/2012) and develop updated maps for Franklin County towns and public safety agencies.

Brian seconded the motion and it was approved, 3-0.

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Custodial Services Discussion: The Highway Superintendent, Brian Miner, has received inquiries from Department Heads about custodial duties in their buildings. At present, the Highway Department, staff member Bob Smith, provides custodial services to the Town Hall offices every Friday and provides partial custodial services to the Senior Center a couple times a week. Bob's current custodial services schedule coupled with his other responsibilities does not allow anymore additional custodial services for town buildings seeking this service. The Highway Department recommends that if we want to add custodial services for other town buildings, we would need to consider the following based on the requested level of service:

1. Police station- 4 hours per week.
2. Senior center- 10 hours per week (this would be adding to the time Bob already spends there and it would be replacing the custodian that the senior center pays for out of their budget).
3. Library - 6 hours per week
4. Fire Station - 2 hours per week
5. Town Hall - adding 1 hour a week above and beyond what Bob already does to provide a higher level of service.

In total - 23 hours per week plus an additional 105 hours of overtime for snowstorms for shoveling those buildings. This would have to be an additional position added to the DPW staff. If this is something the Town would like to do, the Highway Department will provide the additional services if given the manpower to do so. Currently, the Highway Department is not staffed or budgeted to take this on. The Highway Department Superintendent is looking for some direction on how to proceed with the inquiries. The Selectboard decided to table the discussion recognizing that the consideration of custodial services will get flushed-out during the FY25 Budget process.

Lock in Oil: The Town of Bernardston is looking to lock in Diesel, Gas and Oil through the Lower Pioneer Valley Educational Collaborative (LPVEC) in FY25. The pricing we can get through LPVEC is a fixed price for the fiscal year. However, the premium cost of delivery and the federal taxes are more expensive than with our current supplier, Sandri. In addition, Sandri will not accommodate Lock in Oil pricing for the upcoming fiscal year. If prices spike during the coming year we may be better off with the contract through LPVEC. LPVEC pricing is as follows:
Diesel: \$2.46 per gallon
Unleaded Gas: \$2.00 per gallon
Heating Oil: \$2.46 per gallon

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LPVEC representative Paul Schroeder stated that we are better off with the contract through LPVEC but, if pricing stays close to where they are within .25 cents, we may be better off with Sandri. Brian Miner suggested that maybe we could consider doing a 50-50 split and only lock in 50% of our usage with the contract. Ken made a motion to stay with our current supplier, Sandri. Brian seconded the motion and it was approved, 3-0.

New Road Plate Sale Quote: Due to the changes in rules with OSHA the Town of Bernardston is in need of a trench plate that is required when doing culvert replacement and digging over three feet deep along the roads. Attached is a quote for \$6,969.29 from United Rentals Trench Safety. Brian is not looking to purchase the trench plate at this time. He wants to know if this is something we should add to his FY25 budget? The Selectboard decided to table the discussion recognizing that the consideration of a new road plate will get flushed-out during the FY25 Budget process.

Vote By Mail Opt Out: In accordance with the Votes Act of 2022, and effective June 23, 2022, it is required that the Selectboard vote, upon a recommendation from the Board of Registrars for in-person early voting options for the local annual Town election. A meeting of the Board of Registrars was held on Thursday, January 11, 2024 and following a discussion on in-person early voting, it was unanimously voted to recommend to the Selectboard to conduct three (3) days of in-person early voting on April 30th, May 1st and May 2nd during regular business hours of the Town Clerk and to be held at Town Hall. Ken made a motion to approve three (3) days of in-person early voting on April 30th, May 1st and May 2nd during regular business hours of the Town Clerk and to be held at Town Hall. Brian seconded the motion and it was approved, 3-0.

In addition, the Votes Act of 2022 requires that early vote by mail is mandatory for local elections unless the Selectboard holds a public hearing not later than 45 days (March 22d) prior to the Annual Town Election and vote to opt out of early vote by mail. It is the recommendation of the Board of Registrars to NOT offer early vote by mail for our local Town election in 2024. The Board of Registrars agreed that the cost of .92 cents per ballot mailed to all those who request "all elections this year" on the vote by mail application and the additional hours required for personnel will place a financial burden on the Town Clerk budget. Ken made a motion to NOT offer early vote by mail for our local town election in 2024 as per the recommendation from the Board of Registrars. Brian seconded the motion and it was approved, 3-0.

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Old Business:

- Model Host Community Agreement Pubic Comment: Elizabeth Lydon from Mead, Talerman & Costa, submitted comments to the Cannabis Control Commission (CCC) on January 17th, with a redline draft on behalf of the Town. A summary of the changes are included in our packets and Elizabeth is happy to submit any additional comments the Selectboard may have. The Heirloom Collective attorney, Attorney Sacco, met with Elizabeth on January 18th to discuss the redlines and he is amenable to all the changes proposed in the model but requested that we wait to see if there are any other revisions by the CCC before finalizing the draft. Stan made a motion to approve the redline draft as written by Mead, Talerman & Costa with the understanding that we will wait to see if there are any other revisions by the CCC before finalizing the draft. Brian seconded the motion and it was approved, 3-0.

Town Administrator Report:

-Brian Minor provided an update in reference to the **Commonwealth vs. Andrew Delvalle**. On January 8, 2024, before Judge Maznec in Greenfield District Court, the named defendant submitted to facts sufficient to warrant a finding of guilty on the charges of breaking and entering daytime with intent to commit a felony. The case was continued without a finding for a period of 6 months with the order that the defendant comply with the following conditions: Stay 50 yards away from the Bernardston DPW. The defendant will be monitored by the Greenfield District Court Probation Department.

-Massachusetts Selectboard Handbook: There is a new 2024 Selectboard Handbook available on-line at the MMA website. Not only will this handbook help current Selectboard members, it will also help candidates for the office, and is available to the public to enhance their understanding of local government.

-Deadline for Town Warrant Materials: April 1st is the deadline for all warrant materials. The plan is to have the Selectboard review and approve the warrant at the April 17th Regular Selectboard meeting which will give the Town Clerk enough time to do what she has to do, etc.

Other Business Unknown at time of posting:

-The Town Settlement Report has been completed and received! In general, the Town Hall building foundation is in acceptable condition with areas of water/frost damage along the North side of the building, eroded/damaged mortar joints at both the exterior brick masonry joints and interior brick masonry piers, and broken or damaged brick units.

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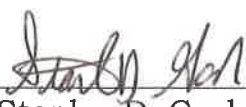
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A competent mason can make these repairs and restore the structure integrity of the foundation. The Town has scheduled an appointment with a mason at 2:45 pm on Tuesday, January 30th, 2024.


Adjourn

With no further business to be discussed, Stan motioned to adjourn the meeting at 6:47pm. Brian seconded and the meeting adjourned.

Attested by: Karen Kelly, Town Administrator

 _____, Chairman
Stanley D. Garland

 _____
Kenneth R. Bordewieck

 _____
Brian J. Keir

Town of Bernardston
Selectboard Meeting Agenda
Wednesday, January 24, 2024, 6:00PM



Bernardston Town Hall, 38 Church Street, Bernardston MA

Board Members

Brian J. Keir

Stanley D. Garland, Chairman

Kenneth R. Bordewieck

Call to Order – 6:00pm

Warrants

- Payroll and Vendor; weeks ending January 20, 2024

Meeting Minutes: Special Meeting of January 8, 2024; Regular Meeting of January 10, 2024; Special Meeting of January 11, 2024, Special Meeting of January 17, 2024 and Special Meeting of January 18, 2024.

Calendar & Announcements

- The Board of Health Meeting is scheduled for Thursday, February 1, 2024 at 3:30pm, Town Hall
- The Bernardston cheerleaders and the Bernardston basketball teams will be selling Feb raffle calendars. The cost is \$10 each with 29 amazing prizes. We would like to thank the following businesses for their donations to make this possible: Pioneer Valley Brewery, Antonio's Pizza, Sweet Lucy's, The Farm Table, Terrazza Restaurant, Pioneer Valley Tires, Raynor Garage doors, Gary's Coins of Turners Falls, Green River Builders and Bee Happy Flowers.
- January 15, 2024 was the start of open burning season here in Massachusetts and will go through May 1st. Just a friendly reminder that burning hours are from 10:00am to 4:00pm. Fires must be at least 75' away from any building or structure and you must have means of extinguishing ready at all times. Burning regulations are subject to change due to weather or environmental restrictions. Before you burn, remember permits are required by law. For more information on how to obtain a permit in Franklin County, go to www.fcburnpermits.com. Thank you for your cooperation in maintaining a safe environment!

Citizens Concerns

Appointments

New Business

- District Local Technical Assistance (DLTA) Project Requests
- Custodial Services Discussion
- Lock in Oil

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*Selectboard Meeting Agenda
January 24, 2024
(continued)*

New Business

- New Road Plate Sale Quote
- Vote by Mail Opt Out

Old Business

- Model Host Community Agreement Public Comment

Town Administrator Report

Other Business Unknown at time of posting

Adjourn

This meeting was posted on Monday, January 22, 2024 @ 6:00am

Subject **DLTA - District Local Technical Assistance Project Requests**
From Clara Lopez <CLopez@frcog.org>
To Clara Lopez <CLopez@frcog.org>
& Linda Dunlavy <LindaD@frcog.org>, Bob Dean <BDean@frcog.org>
Date 2024-01-09 11:32



- DLTA 2024 Request Form.docx(~74 KB)
- 2024 DLTA cover letter.pdf(~445 KB)

TO: Franklin County Town Officials
FROM: Linda Dunlavy, FRCOG Executive Director
DATE: January 4, 2024
RE: **District Local Technical Assistance Project Requests**

The FRCOG has again received District Local Technical Assistance (DLTA) funding from the MA Executive Office of Housing and Livable Communities (EOHLC) to help municipalities.

What are the funds used for?

Since 2006, DLTA funding has allowed the FRCOG to assist our member municipalities on projects that promote regionalization of services and local and regional planning. The funding also supports the Community Compact Best Practices program. The expanded list of Community Compact Best Practices is available at <https://www.mass.gov/info-details/community-compact-best-practice-areas>.

Three NEW things in FY24!!

1. We are changing how we select projects and create budgets starting in FY24, especially with Planning projects. Historically, we tried to ensure that all or most of our member municipalities were part of a project every year. Often, this meant it took multiple years to complete a project like an Open Space and Recreation Plan. Starting with this round of funding, we will do fewer Planning projects, but with more robust budgets, so projects will be done more quickly. However, this means not every town will get or be part of a DLTA project each year. We will track projects to ensure that every town receives a project every three years or so. (We encourage all towns to utilize the Community Compact Program to pursue projects not selected for DLTA funding.)
2. This year's funding will again include additional funds that allow the FRCOG to help our member municipalities seek federal funding for priority projects. New to our project solicitation form is a question about your municipal project priorities. Please list your priorities and we will use the lists to monitor grant programs and potential funding opportunities.
3. Some towns ask if we can provide part-time professional planner support services to municipal Planning Boards. This year's form also includes a question about your interest in sharing a Planner so we can assess whether there is a way to create a part-time or full-time position to offer these services to a select number of towns on an on-going contract basis.

What do we need from you?

We need to know what projects your Town is interested in pursuing. Attached is a form that contains a list of potential projects. **Please share this form with your town or city's boards, committees and departments. We ask that the Select Board/Mayor compile one consolidated response on behalf of the municipality and email it back to us as soon as possible, but no later than January 31, 2024.**

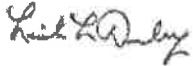
We will prioritize the projects based on the following criteria:

- Projects that meet the DLTA program's eligibility requirements.
- Projects that can be largely completed within the program's time period (by 12/31/24).

- Projects that have the demonstrated support of the municipality.
- Projects that result in implementation.
- Projects that, in total, serve as many municipalities as possible.
- Projects that meet demonstrated regional needs and priorities.

Thank you for your help and input in this process. We are looking forward to working with you. Please contact us with questions and **please submit your completed form to the FRCOG by January 31st, 2024, by emailing Clara Lopez at clopez@frcog.org**. If you need to mail or fax the form instead, or need more time to complete it, please reach out to Clara to make arrangements.

Thanks,



Linda Dunlavy
Executive Director

Clara G. López
Administrative Services Assistant
*13-774-3167 X 101

she/her/ella



Franklin Regional
Council of Governments

12 Olive St.
Greenfield, MA 01301

www.frcog.org • [Find us on Facebook](#) • [Twitter:@FranklinCOG](#)

2024 District Local Technical Assistance (DLTA) Request Form

Municipality: Town of Bernardston

Date: January 24, 2024

Your Name: Karen Kelly, Town Administrator

Board/Department: Selectboard Office

INSTRUCTIONS:

1. Review form with Town/City committees, boards, and departments, and **compile one consolidated request form.**
2. Check the column or box for each project your Town/City is interested in. Provide a contact name and email for each project.
3. Rank your top 3 priorities at the end of the form.
4. At the end of this form, please also identify any priority municipal projects and your potential interest in sharing a municipal planner.
5. **Email completed form to Clara Lopez at clopez@frcog.org by January 31, 2024.** Contact Bob Dean with questions at bdean@frcog.org.

NOTE: If all Franklin County towns respond on or before 1/31/2024, we aim to have projects selected by early February.

✓ YES	CLIMATE CHANGE ADAPTATION AND RESILIENCE/ENERGY & ENVIRONMENT Also see MUNICIPAL AND REGIONAL CAPACITY BUILDING for resilience capacity-building projects.	Contact for Project: name & email or phone #
X	<p>Evacuation Route Assessment and Evacuation Route Map Update. This project will assess current emergency evacuation routes within the county (last updated in 2011/2012) and develop updated maps for Franklin County towns and public safety agencies. In the past decade, hazard risk profiles (the likelihood of occurrence + the severity of impact) have grown, specifically the risk posed by flooding, HAZMAT incidents and wildfires.</p>	Peter Shedd Email/phone: 4c1pshehd@comast.net/ (413) 522-8775
	<p>Northfield Mountain Pumped Storage Project/Turners Falls Dam FERC relicensing and MassDEP 401 Certification of Water Quality process. Provide technical assistance, advocacy, testimony, and analysis, and participate as a convener and stakeholder on behalf of impacted towns.</p>	
	<p>Pollinator Habitat Plan. Create a town pollinator plan that expands the regional Franklin County pollinator habitat plan. The town plan includes identification and mapping of existing and potential pollinator habitat, review of land use regulations, landscape management recommendations, and planting plans for a variety of landscapes and built environments to support pollinator life cycle needs. <i>Note: Work in the following towns is completed or underway: Ashfield, Bernardston, Buckland, Colrain, Conway, Deerfield, Greenfield, Heath, Montague, Orange, Shelburne, Shutesbury, Wendell.</i></p>	
	<p>Regional Coordination to Manage Flood Risks on the Deerfield River. Convene a Resilient Deerfield River Watershed steering committee to cooperatively implement the recommendations in the Framework for Resilience. Work with neighboring watershed towns to prioritize and implement appropriate river corridor management strategies, flood resiliency, and infrastructure improvements. Towns in the Deerfield River Watershed include: <i>Ashfield, Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Greenfield, Hawley, Heath, Leyden, Monroe, Rowe, Shelburne</i></p>	
	<p>River Corridor Management Zoning. Amend zoning bylaw to align with mapped River Corridor (only: Ashfield, Bernardston Conway, Colrain, Heath, Greenfield, Leyden)</p>	
✓ YES	ECONOMIC DEVELOPMENT AND HOUSING	Contact for Project: name & email or phone #
	<p>Brownfields Redevelopment Support. Provide site-specific technical assistance to support the assessment, clean-up, and/or redevelopment of a brownfield site, with property owner support.</p>	

<p>X</p>	<p>Business and Industry/Sector Assistance.</p> <ul style="list-style-type: none"> ≡ Provide and support access to small business assistance resources. ≡ Provide industry specific support to expand, promote and/or preserve important economic sectors: <ul style="list-style-type: none"> ○ Manufacturing ○ Outdoor Recreation (Complete OSRP Project) ○ Tourism ○ Agriculture ≡ Other: _____ 	<p>Christina Slocum-Wysk Email: BernardstonPB@gmail.com Phone: (413) 648-5408</p>
	<p>Community Economic Development (please specify):</p> <ul style="list-style-type: none"> ≡ Conduct survey to understand what residents, businesses, and visitors want for economic activity in their downtown/village center or community. ≡ Conduct a parcel-level analysis of downtown/village center uses and businesses, and identify properties with potential for redevelopment. ≡ Develop a downtown/village center economic development action plan to identify and prioritize potential projects. ≡ Provide technical assistance to create new or expand planned industrial or business park land. ≡ Prepare guidance and identification of resources for site-specific property development or redevelopment for economic development uses. ≡ Support to develop and implement a pop-up park or public art project, including how to create and implement a project that fosters economic and main street activity. <i>Work can include assistance in developing a funding campaign for MassDevelopment Commonwealth Places funding.</i> ≡ Provide technical assistance to advance a project identified in a Local Rapid Recovery Plan. ≡ Other: _____ 	
<p>X</p>	<p>Historic preservation planning. Provide technical assistance developing town historic preservation plans, identifying potential National Register nominations, and assessing and implementing other preservation related tool such as local historic district guidelines.</p> <p>Regional Housing Plan. Complete a Regional Housing Plan for Franklin County with local, regional, and statewide recommendations to increase and diversify the region's housing stock for all incomes.</p> <p>See Zoning section below for housing-related zoning assistance.</p>	<p>Jennifer Reynolds Email/phone: coa@townofbernardston.org (413) 648-5413</p>

✓ YES	MUNICIPAL AND REGIONAL CAPACITY BUILDING	Contact for Project: name & email or phone #
	Abandoned and Distressed Property Inventory and Action. Inventory abandoned and distressed properties and work with town stakeholders to prioritize action through receivership or other methods.	
X	<p>IT Training and Policy Development. (please specify)</p> <ul style="list-style-type: none"> ≡ Training for local officials on using Artificial Intelligence (AI) in local governments and developing municipal policies for AI use. ≡ Develop an education program around Cybersecurity for municipal officials. <p>Local Official Continuing Education Workshops. Continue to offer workshops to Select Board, Planning Board, Board of Health, Finance Committee members and other public officials (diversity, equity and inclusion; fiscal planning; open meeting law; school finance; new state policies and initiatives; ADA requirements, etc.).</p> <p><i>Please share your ideas for workshop topics:</i> _____</p>	Jennifer Reynolds Email/phone: coa@townofbernardston.org/(413) 648-5413
	Municipal Succession Planning. Consider how towns can prepare for retirements of long-term public servants in key municipal positions (appointed, elected and volunteer) through development of a Citizen's Academy, succession planning, participation in career fairs and expos, etc.	
	Public Information and Warning. Franklin County communities use multiple methods to provide public information and warning to their citizens (websites, social media, mass notification software, bulletin boards, etc.). This project will identify the methods and platforms currently used, which of those are the most effective, and identify the supports communities need for maintaining effective public information and warning systems for their communities, as well as what may be needed for the region as a whole.	
X	Regional Municipal Wage & Classification Study. Expand sections of the Franklin County Wage and Classification Study to include data on salaries and benefits of municipalities outside of but near Franklin County to provide information on competing salaries.	Jennifer Reynolds Email/phone: coa@townofbernardston.org/(413) 648-5413
	Regional Sheltering and Heating and Cooling Centers. Assess the capacity of emergency shelters and heating/cooling centers in the region. The assessment will identify regional strengths and gaps related to sheltering and generate an availability and capacity report for emergency shelters, heating, and cooling centers in the region for local Emergency Management Directors and the Franklin County Regional Emergency Planning Committee.	
	Rural Policy Plan Implementation. Advocate for projects, programs and policies that benefit Franklin County, e.g. changes to Chapter 90 and PILOT formulas; advocate for a Municipal Building Authority.	

	<p>Strengthen Emergency Preparedness and Response. Work with first responders and Emergency Management Directors to strengthen regional emergency response and coordination re: implementation of the recommendations of the Covid After Action reports; and explore the development of new emergency management services like all hazards preparedness, mitigation strategies, and training and exercises.</p>	
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✓ YES	SHARED SERVICES	Contact for Project: name & email or phone #
X	<p>Municipal Service Sharing Feasibility, Matchmaking, or Other Technical Assistance (please specify):</p> <ul style="list-style-type: none"> ≡ Department of Public Works services: <i>Please be specific:</i> Highway Department Equipment ≡ Facilities management of municipal buildings and grounds ≡ Grant administration/management ≡ Human Resource management ≡ Information Technology, Digital Equity and Cybersecurity: design regional shared services to maximize technology resources across communities and make the region competitive for digital equity and cybersecurity state and federal funding. ≡ Municipal Financial Services: <i>Please be specific:</i> _____ ≡ Public safety <ul style="list-style-type: none"> ○ Ambulance services and EMTs ○ Fire services sharing ○ Police Other: Senior Services; 	<p>Jennifer Reynolds Email/phone: coa@townofbernardston.org/(413) 648-5413</p> <p>Peter Shedd Email/phone: 4c1pshedd@comast.net/(413) 522-8775</p> <p>Brian Miner Email/phone: dpw@townofbernardston.org/(413) 522-8337</p>
X	<p>New Collective Purchasing ideas (please specify):</p> <ul style="list-style-type: none"> ≡ Expansion of fuel bids to include these additional fuels: All bidding services ≡ Other: _____ 	<p>Brian Miner Email/phone: dpw@townofbernardston.org/(413) 522-8337</p>
X	<p>Older Adult Services (please specify):</p> <ul style="list-style-type: none"> ≡ Age and Dementia-friendly community planning (application to the AARP Network; development of an assessment and an action plan for the Town; assistance with implementing an existing plan) ≡ Senior Center Expansion, Regional Sharing ≡ Other: _____ 	<p>Jennifer Reynolds Email/phone: coa@townofbernardston.org/(413) 648-5413</p>
	<p>Water & Sewer Operator training opportunities. Inventory, assess, recruit and market water and sewer operator training.</p>	

✓ YES	TRANSPORTATION	Contact for Project: name & email or phone #
X	<p>Roadway Speed Study. Assess roadway speeds and prepare speed zoning study to provide guidance for new or revised regulatory speed limits on local roadways.</p> <p>Signs and Lines Assessment. Assess signs and pavement markings for clarity, visibility and reflectivity. Assess for obstructions to visibility like overgrown vegetation at intersections and near roads.</p>	<p>Brian Miner Email/phone: dpw@townofbernardston.org/(413) 522-8337</p>

✓ YES	ZONING, POLICIES, AND PLANS*	Contact for Project: name & email or phone #
	<p>Comprehensive Plans</p> <ul style="list-style-type: none"> ≡ Provide technical assistance and guidance in advance of a Comprehensive Plan, such as draft scope of work, grant research and application, form Committee, etc. ≡ Conduct a community wide survey and/or other forms of public outreach to inform a new or updated Comprehensive Plan vision and goals. ≡ Update an existing Comprehensive Plan chapter to reflect changes in the community and new data (e.g. Climate Resiliency, Housing, Economic Development, etc.) 	
	<p>Wellhead Protection Plans to Protect Public Drinking Water Supplies. Develop a Wellhead Protection Plan, which can help towns manage and protect their water supply sources.</p>	
	<p>Zoning Bylaws and/or City Ordinance Development (please specify):</p> <ul style="list-style-type: none"> ≡ Clean energy (e.g. large scale solar facility, battery storage, bylaws and/or updates to solar bylaws to protect pollinator habitat) ≡ Floodplain Bylaw/Ordinance updates with the new state model Floodplain Bylaw for the FEMA regulated 100-year floodplain ≡ Housing/Mixed Use: Diversifying housing options / Accessory Dwelling Units / Short-Term Rental ≡ Stormwater management-related/flood resilience zoning ≡ Other: _____ 	

RANK	Of all of the projects you selected, what are your municipality's <u>top three DLTA project priorities?</u>
<p>Your Municipality's Top 3 Choices:</p> <ol style="list-style-type: none"> 1. 2. 3. 	

	<p><u>CULVERT ASSESSMENTS: WAITING LIST IS CLOSED FOR 2024</u></p>	
	<p>Culvert Assessments. Assess roadway culverts to identify the crossings that are at risk due to more frequent and intense storm events caused by climate change. Information will help towns prioritize infrastructure upgrades in addition to providing an inventory of physical infrastructure.</p> <p>Due to high demand, the following towns are in queue for culvert assessments in 2024. FRCOG will reopen the waiting list in 2025.</p> <p>Shutesbury (Spring 2024) Orange (Spring/Summer 2024) Buckland (Fall 2024)</p>	

	<p>MUNICIPAL PROJECT PRIORITIES</p> <p>With additional DLTA funding, the FRCOG is available to assist with grant research, preparation, writing and fiduciary services. Please identify your top municipal GRANT WRITING project priorities.</p>	<p>Contact for Project: name & email or phone #</p>
	<p>1. Window Replacement – Powers Institute</p> <p>2.</p> <p>3.</p>	<p>Jennifer Reynolds Email/phone: coa@townofbernardston.org/(413) 648-5413</p>

	<p>MUNICIPAL PLANNER SERVICES</p> <p>Is your town interested in potentially sharing professional planning services with other communities to support the Planning Board and/or ZBA on a contract basis? These services could include professional technical assistance on procedural processes, site plan review, peer review consultant support, and related matters.</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p>Contact for Project: name & email or phone #</p>
		<p>Christina Slocum-Wysk Email/phone: townclerk@townofbernardston.org/(413) 648-5408</p>

Subject **Custodial duties**

From Brian Miner <dpw@townofbernardston.org>

To Bernardston Selectboard <bos@townofbernardston.org>, Brian Keir
<brkeir@msn.com>

Date 2024-01-11 07:41



I have been getting some inquiries from department heads about custodial duties in their buildings that don't currently get those types of services. Currently Bob cleans the town hall every Friday and has partial responsibility of cleaning in the senior center a couple times during the week. Bob also shovels the senior center, town hall and in front of the library after all snowstorms. This along with other responsibilities brings Bob to his 40 hours a week and over the that with snow and ice. We don't currently have the man power to take on anymore custodial responsibilities for town buildings.

To add custodial for other town buildings we would need the following based on the requested level of service:

Police station- 4 hours per week

Senior center- 10 hours per week (this would be adding to the time Bob already spends there and it would be replacing the custodian that the senior center pays for out of their budget)

Library - 6 hours per week

fire station - 2 hours per week

town hall - adding 1 hour a week above and beyond what bob already does to provide a higher level of service.

totaling - 23 hours per week plus an additional 105 hours of overtime for snowstorms for shoveling those buildings. This would have to be an additional position, added on to the DPW.

If this is something the town would like to do that's fine, and we can provide that additional service if we are given the manpower and budget to do it. Currently we are not staffed or budgeted accordingly to take this on.

I am looking for some direction on how to proceed with the requests that I feel are not "Building maintenance" and are custodial in nature. I am thinking that Department heads need to be reminded of what the building maintenance program was designed for. I am also getting requests that are not through the selectboard office on a request form.

Thank you!

--

Brian Miner
Superintendent
Bernardston DPW
413-522-8377



6500

December 29, 2023

Dear LPVEC Diesel Co-op Participant:

Attached is the Buy Order document you need to lock in a price for next fiscal year (FY 25).

Also note that you have the option to buy on the spot market only and not lock a fixed price. It's your choice. Just let the vendor know you are renewing the contract for FY 2025.

Any fuel you need after you have used all your fixed price fuel is bought off the spot market margin. Any fixed price fuel you don't use within the FY you need to account for per section 10 of your contract.

The oil market has been a roller coaster with war and the economy in the driver's seat. January 2025 NYMEX settled at \$2.4508 yesterday. Prices are a little less than this time last year. So all in all it is a good time to lock in.

My recommendation at this time is to lock in now when these prices are in a dip. I think that a target of under \$2.50 the Jan. 2025 NYMEX is reasonable in this market.

DON'T Procrastinate!! Now is a good time to buy. Many folks waited last year and ended up with much higher prices.

Instructions for executing a buy order are on the next page.

Also in this document is the Authorization as Agent form for those of you who want me to execute your Buy Orders for you. Fill out the Authorization along with your Buy Order and email them both to me.

Please call (413-237-4089) or e-mail (pschroeder@lpvec.org) me with any questions.

Thanks for your participation.

Paul W. Schroeder
Manager, Energy Services

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN•WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK•TOLLAND•GRANVILLE•WEST SPRINGFIELD



INSTRUCTIONS FOR FIXED PRICE FUTURES PROGRAM
ULS Diesel BID

1. Decide how much fuel you will probably use next fiscal year. Then decide how much of your estimated use you are willing to buy at a fixed price and therefore "own". Then subtract any unused fixed price gallons you have for the current year. [You are responsible for all the gallons you commit to the fixed price so usually people fix about 80% of a normal year's use. See Section 10 of your contract.]

**YOU DO NOT NEED TO LOCK TO BUY OFF THE SPOT MARKET PRICE.
Just let the vendor know that you are renewing your contract for next year.**

2. Also decide what month you will start taking delivery of the fixed price oil (usually July).
3. Fill in the "Notice of Buy Order" for your Trailer and/or your Metered Pump Wagon loads with the above information along with your name and address, etc.
4. Watch the futures market and decide which day to lock on the futures price. [NOTE: You can lock a fixed price at any time between Now and October for next FY delivery.] OR execute the enclosed Authorization for Designation as Agent and send me both your filled out "Notice of Buy Order" and "Authorization for Designation as Agent". **NOTE: do not send the buy order to the vendor if you want me to do this.**
5. Email the "Notice of Buy Order" to your vendor by noon of the day you wish to lock. (This is because it only gives the vendor until 2:30 to make the trades to cover your fixed price.) Follow up with a phone call to make sure they got it. Your final price will be the close of market settlement for that day plus the vendor's margin plus applicable taxes and fees.
6. Congratulations, you are now an expert on buying futures.
7. OR, Fill it out and email it to me with an Authorization form and I'll do it for you. BUT don't send it to the Vendor or they will lock immediately.

Questions or suggestions? Paul W. Schroeder
e-mail: pschroeder@lpvec.org

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NOTICE OF BUY ORDER

Diesel Fuel

METERED PUMP TRUCK DELIVERIES Section 2

_____ (date)

This Notice of Buy Order is for the Fixed Price Future Program as defined by the Diesel Fuel Bid of the Lower Pioneer Valley Educational Collaborative and Participants in the Western Massachusetts Fuel Co-operative. By executing this Buy Order, the signator agrees to the terms and conditions listed in the Diesel Fuel Bid. This order is also considered as a contract renewal in the case of successive years as defined in the bid.

This buy order is for _____ gallons of Additive Premium Diesel Fuel at the fixed price based on the New York Mercantile Exchange, Heating Oil No. 2, futures settle price for January 2025 as published in the Wall Street Journal for Today PLUS the contract Margin and Overhead price of \$ 0.4995 as awarded from the Diesel Fuel Bid for Metered Pump Truck deliveries, Section 2.

The receipt of the Fixed Future Priced Fuel will commence on _____, 2024 and continue until the above specified amount of fuel is delivered.

Any additional gallons purchased before the fixed price begins or after the number of gallons listed above is used, will be purchased based on the New Haven Low Spot Market Price plus the contract Margin and Overhead price of \$ 0.3795 as awarded from the Diesel Fuel Bid for Section 2, Metered Pump Truck.

THIS BUY ORDER IS MADE TO:

Joseph Cote
Dennis K. Burke, Inc.
555 Constitution Dr.
Taunton, MA 02780
Phone: 800-289-2875
Fax: 617-884-7638
joe.cote@burkeoil.com

By: _____

(signature of authorized buyer)

_____ (print name)

_____ (title)

_____ (awarding authority)

_____ (address)

Phone: _____ Fax: _____

Notice: This buy order must be received by your supplier by 12 noon of the day you wish to fix the futures price. Follow up with a phone call to make sure they got it.

AUTHORIZATION OF
DESIGNATION AS AGENT
FOR FIXED PRICE FUTURES PROGRAM
ULS Diesel Fuel

13-22160
BY: 03/24/2015

The _____ (Awarding Authority) hereby appoints and designates Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as its Agent for fixing the price on the purchase of _____ gallons of Diesel fuel under the Fixed price Futures Program of the Western Mass. Fuel Cooperative Bid.

The Awarding Authority agrees to take delivery of the above specified gallons of fuel, at the fixed price locked by its Agent, in Fiscal Year 2025.

The Lower Pioneer Valley Educational Collaborative offers this service for the benefit of the Western Massachusetts Fuel Cooperative members and in no way will it or its Employees, acting as an Agent, be liable for any losses to the Awarding Authority, including a drop in prices in the fuel markets, that may result from this price.

(signature) _____ (print name)

(title)

(awarding authority)

(address)

Phone: _____
Fax: _____

Please send me this form with your filled out "Notice to Buy Order" so I know what to fix for you.

Do Not send this or the Buy Order to the Vendor

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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7000

0

December 29, 2023

Dear LPVEC Unleaded Gas Co-op Participant:

Attached is the Buy Order document you need to lock in a price for next fiscal year (FY 25).

Also note that you have the option to buy on the spot market only and not lock a fixed price. It's your choice. Just let the vendor know you are renewing the contract for FY 2025.

Any fuel you need after you have used all your fixed price fuel is bought off the spot market margin. Any fixed price fuel you don't use within the FY you need to account for per section 10 of your contract.

Fixed Prices are for Regular Grade Only.

The Gasoline market has been a roller coaster with war and the economy calling the shots. January 2025 NYMEX for RBOB (reformulated blend stock) has been hovering around \$2.000 for a month now. Also prices are more or less than this time last year. So all in all it is a good time to lock in.

My recommendation at this time is to lock in now while these prices are in a dip. I think that a target of around \$2.00 for the Jan. 2025 NYMEX RBOB is reasonable in this market. There is considerable pressure on the market to go up so now is a good time to lock in.

DON'T Procrastinate!! Now is a good time to buy. Many folks waited last year and ended up with much higher prices.

Instructions for executing a buy order are on the next page.

Also in this document is the Authorization as Agent form for those of you who want me to execute your Buy Orders for you. Fill out the Authorization along with your Buy Order and email them both to me.

Please call (413-237-4089) or e-mail (pschroeder@lpvec.org) me with any questions.

Thanks for your participation.

Paul W. Schroeder
Manager, Energy Services

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE

174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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INSTRUCTIONS FOR FIXED PRICE FUTURES PROGRAM
Unleaded Gasoline Bid **Regular Grade Only**

1. Decide how much fuel you will probably use next fiscal year. Then decide how much of your estimated use you are willing to buy at a fixed price and therefore "own". Then subtract any unused fixed price gallons you have for the current year. [You are responsible for all the gallons you commit to the fixed price so usually people fix about 80% of a normal year's use. See Section 10 of your contract.]

**YOU DO NOT NEED TO LOCK TO BUY OFF THE SPOT MARKET PRICE.
Just let the vendor know that you are renewing your contract for next year.**

2. Also decide what month you will start taking delivery of the fixed price fuel (usually July).
3. Fill in the "Notice of Buy Order" for your Trailer or Trailer compartment and/or your Metered Pump Wagon loads with the above information along with your name and address, etc.
4. Watch the futures market and decide which day to lock on the futures price. [NOTE: You can lock a fixed price at any time between Now and October for next FY delivery.] OR execute the enclosed Authorization for Designation as Agent and send me both your filled out "Notice of Buy Order" and "Authorization for Designation as Agent". **NOTE: do not send the buy order to the vendor if you want me to do this.**
5. Email the "Notice of Buy Order" to your vendor by noon of the day you wish to lock. (This is because it only gives the vendor until 2:30 to make the trades to cover your fixed price.) Follow up with a phone call to make sure they got it. Your final price will be the close of market settlement for that day plus the vendor's margin plus applicable taxes and fees.
6. Congratulations, you are now an expert on buying futures.
7. OR, Fill it out and email it to me with an Authorization form and I'll do it for you. BUT don't send it to the Vendor or they will lock immediately.

Questions or suggestions? Paul W. Schroeder
e-mail: pschroeder@lpvec.org

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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AUTHORIZATION OF
DESIGNATION AS AGENT
FOR FIXED PRICE FUTURES PROGRAM
Unleaded Gasoline Regular Grade

The _____ (Awarding Authority) hereby appoints and designates Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as its Agent for fixing the price on the purchase of _____ gallons of Regular Unleaded Gasoline under the Fixed price Futures Program of the Western Mass. Fuel Cooperative Bid.

The Awarding Authority agrees to take delivery of the above specified gallons of fuel, at the fixed price locked by its Agent, in Fiscal Year 2025.

The Lower Pioneer Valley Educational Collaborative offers this service for the benefit of the Western Massachusetts Fuel Cooperative members and in no way will it or its Employees, acting as an Agent, be liable for any losses to the Awarding Authority, including a drop in prices in the fuel markets, that may result from this price.

(signature)

(print name)

(title)

(awarding authority)

(address)

Phone: _____

Fax: _____

Please send me this form with your filled out "Notice to Buy Order" so I know what to fix for you.

Do Not send this or the Buy Order to the Vendor

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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NOTICE OF BUY ORDER

Unleaded Gasoline

METERED PUMP TRUCK DELIVERIES Section 3

_____ (date)

This Notice of Buy Order is for the Fixed Price Future Program as defined by the Unleaded Gasoline Bid of the Lower Pioneer Valley Educational Collaborative and Participants in the Western Massachusetts Fuel Cooperative. By executing this Buy Order, the signator agrees to the terms and conditions listed in the Unleaded Gasoline Bid. This order is also considered as a contract renewal in the case of successive years as defined in the bid.

This buy order is for _____ gallons of Regular Grade Unleaded Gasoline at the fixed price based on the New York Mercantile Exchange, NYH RBOB, futures settle price for January 2025 as published in the Wall Street Journal for Today PLUS the contract Margin and Overhead price of \$ 0.2815 as awarded from the Unleaded Gasoline Bid for Metered Pump Truck deliveries, Section 4.

The receipt of the Fixed Future Priced Fuel will commence on _____, 2024 and continue until the above specified amount of fuel is delivered.

Any additional gallons purchased before the fixed price begins or after the number of gallons listed above is used, will be purchased based on the New Haven Low Spot Market Price plus the contract Margin and Overhead price of \$ 0.1815 as awarded from the Unleaded Gasoline Bid for Section 3, Metered Pump Truck.

THIS BUY ORDER IS MADE TO:

Joseph Cote
Dennis K. Burke, Inc.
555 Constitution Dr.
Taunton, MA 02780
Phone: 800-289-2875
Fax: 617-884-7638
joe.cote@burkeoil.com

By: _____
(signature of authorized buyer)

_____ (print name)

_____ (title)

_____ (awarding authority)

_____ (address)

Phone: _____ Fax: _____

Notice: This buy order must be received by your supplier by 12 noon of the day you wish to fix the futures price. Follow up with a phone call to make sure they got it.



3000

December 29, 2023

Dear LPVEC Fuel Oil Co-op Participant:

Attached are the Buy Order documents you need to lock in a price for next fiscal year (FY 25). We are able to lock in next year's oil price any time between January 2 and October 30, 2024.

Also note that you have the option to buy on the spot market only and not lock a fixed price. It's your choice. Just let the vendor know you are renewing the contract for FY 2025.

Any fuel you need after you have used all your fixed price fuel is bought off the spot market margin. Any fixed price fuel you don't use within the FY you need to account for per section 10 of your contract.

As usual the oil market has been Highly Volatile Only more so. (I know I say this every year, but it is unfortunately too true.) As with everything right now, prices are being driven by the war in the middle east, which has sent energy prices through the roof and back down to at least semi reasonable, where it is now.

January 2025 NYMEX settled at \$2.4508 yesterday. A little less than this time last year.

DON'T Procrastinate!! Now is a good time to buy. Many folks waited last year and ended up with much higher prices.

My recommendation at this time is to figure out what you can swing in your budgets and lock when the market matches or is lower than your budget estimate. I think that now is a reasonable time to buy. Prices have been creeping back upward recently.

I post prices every day on our web site:

<http://www.lpvec.org/wp-content/uploads/CURRENT-PETROLEUM-PRICES-PAGE.doc>

This is a direct link to the page. The LPVEC website has been acting strange and it's hard to access through the Energy Prices Page

Instructions for executing a buy order are on the next page.

Also in this document is the Authorization as Agent form for those of you who want me to execute your Buy Orders for you. Fill out the Authorization along with your Buy Order and email them both to me.

Please call (413-237-4089) or e-mail (pschroeder@lpvec.org) me with any questions.

Thanks for your participation.

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE

174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

SERVING AGAWAM! EAST LONGMEADOW! HAMPDEN-WILBRAHAM! LONGMEADOW! LUDLOW! SOUTHWICK-TOLLAND! WEST SPRINGFIELD

Paul W. Schroeder
Manager, Energy Services

SPRINGFIELD

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE

174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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INSTRUCTIONS FOR FIXED PRICE FUTURES PROGRAM
#2 FUEL OIL BID

1. Decide how much fuel you will probably use next fiscal year. Then decide how much of your estimated use you are willing to buy at a fixed price and therefore "own". [You are responsible for all the gallons you commit to the fixed price so usually people fix 80% of a normal year's use.]
2. Also decide what month you will start taking delivery of the fixed price oil (usually October).
3. Fill in the "Notice of Buy Order" for your Trailer and/or your Metered Pump Wagon loads with the above information along with your name and address, etc.
4. Watch the futures market and decide which day to lock on the futures price. [NOTE: You can lock a fixed price at any time between now and October 30 for next FY delivery.] OR execute the enclosed Authorization for Designation as Agent and send me both your filled out "Notice of Buy Order" and "Authorization for Designation as Agent". Send them to me (not the vendor).
5. Email the "Notice of Buy Order" to your vendor by **noon** of the day you wish to lock. Follow up with a phone call to make sure they got it. We don't know the final price until the close of the market around 3pm. The vendor has 3 hours to make the trades to cover your fixed price. That's how the market works.
6. OR, Fill out the buy order and email it to me with an Authorization form and I'll do it for you. If I am your agent, DO NOT send your buy order to the vendor. Send it to me only with the Authorization form.

IF YOU DON'T WANT A FIXED PRICE, DON'T DO ANYTHING AND YOU WILL GET THE DAILY MARKET PRICE AUTOMATICALLY. JUST LET THE VENDOR KNOW YOU ARE RENEWING THEIR CONTRACT FOR FY 2025.

Questions or suggestions? Paul W. Schroeder 413-237-4089,
e-mail: pschroeder@lpvec.org

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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AUTHORIZATION OF
DESIGNATION AS AGENT
FOR FIXED PRICE FUTURES PROGRAM
#2 HEATING FUEL OIL

The _____ (Awarding Authority) hereby appoints and designates Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as its Agent for fixing the price on the purchase of _____ gallons of #2 heating fuel oil under the Fixed price Futures Program of the Western Mass. Fuel Cooperative Bid.

The Awarding Authority agrees to take delivery of the above specified gallons of oil, at the fixed price locked by its Agent, in Fiscal Year 2025.

The Lower Pioneer Valley Educational Collaborative offers this service for the benefit of the Western Massachusetts Fuel Cooperative members and in no way will it or its Employees, acting as an Agent, be liable for any losses to the Awarding Authority, including a drop in prices in the fuel oil markets, that may result from this ice.

(signature) _____ (print name)

(title)

(awarding authority)

(address)

Phone: _____
Fax: _____

Please send me this form with your filled out "Notice to Buy Order" so I know what to fix for you.
NB. DO NOT FAX THE BUY ORDER TO YOUR VENDOR IF YOU WANT ME TO DO IT.

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089 PHONE 413-735-2200 FAX 413-735-2280

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GREENFIELD, MA 01301
Phone: (413) 772-2121

Customer Number: 4215

Prices Effective As Of: 01/16/2024 at 00:01 AM

To place an order call (413) 772-2121

Prices subject to change due to market conditions.

Prices shown include mark-up and freight.

Price	Tax	Price + Tax	Product Description
3.15780	0.24214	3.39994	Clear ULSD OnRd
3.42300	0.24214	3.66514	Diesel WB Clear Prem
2.35780	0.24193	2.59973	Regular Gas

When it comes to quality, we deliver.

Subject **Fwd: New Road Plate Sale Quote**
From Brian Miner <dpw@townofbernardston.org>
To Bernardston Selectboard <bos@townofbernardston.org>
Date 2024-01-18 13:18



- Road Plate Sale Quote 01182024 PDF.pdf(~226 KB)

Karen, due to the changes in rules with OSHA now ruling municipalities in Massachusetts we are in need of a trench plate while doing culvert replacement and digging over three feet deep along the roads. Attached is a quote for this trench plate for the Board to look at. I am wondering if this is something that they would like me to add to my budget request for next fiscal year? Thanks!

----- Original Message -----

Subject: New Road Plate Sale Quote
Date: 2024-01-18 10:00
From: Brian Shumway <bshumway@ur.com>
To: "dpw@townofbernardston.org" <dpw@townofbernardston.org>

Hey Brian,

Good speaking with you earlier. I have attached the sale quote for the 6x10 road plate with coil nut and lifting ring. Lead time is 1-2 weeks. Let me know if you would like to move forward. Thank you again!

Brian Shumway
United Rentals Trench Safety
Cell: 508-330-5313
Office: 508-842-3790
Email : bshumway@ur.com

--
Brian Miner
superintendent
Bernardston DPW
413-522-8377

TOWN OF BERNARDSTON
Office of the Town Clerk



P.O. Box 504, 38 Church St., Bernardston, MA 01337
Christina Slocum-Wysk, Town Clerk

Email: townclerk@townofbernardston.org
Phone: 413-648-5408

To: Bernardston Selectboard

From: Christina Slocum-Wysk, Board of Registrars Clerk
Board of Registrars

Date: January 17, 2024

RE: Early Voting Options and Recommendation for Annual Town Election 2024

In accordance with the Votes Act of 2022, and effective June 23, 2022, it is required that the Board of Selectmen vote, upon a recommendation from the Board of Registrars for in-person early voting options for the local annual Town Election.

A meeting of the Board of Registrars was held on Thursday, January 11, 2024, and following discussion on in-person early voting for the local discussion, it was unanimously voted to recommend to the Board of Selectmen to conduct three (3) days of in-person early voting on April 0th, May 1st and May 2nd during the regular business hours of the Town Clerk and to be held at the Town Hall. Should your Board vote in favor of the recommendation of the Registrars that vote must take place not later than 5 days before the Start of in-person early voting (April 25th). The Board of Registrars requests that this be placed on an Agenda and acted upon prior to that date and as early as possible for the Town Clerk to advertise this option to voters.

In addition, be advised that the Votes Act of 2022 requires that early vote by mail is **mandatory for local elections** unless the Board of Selectmen hold a public hearing not later than 45 days (March 22nd) prior to the Annual Town Election and vote to opt out of early vote by mail. It is the recommendation of the Board of Registrars to NOT offer early vote by mail for our local town election in 2024. The Board of Registrars agreed that the cost of .92 cents per ballot mailed to all those who request "All elections this year" on the vote by mail application and the additional hours required for personnel will place a financial burden on the Town Clerk Budget. In the past four years the average number of voters for a town election was 109. There are approximately 1,800 registered voters in Bernardston. In 2020 there were 577 voters who voted by mail. Should a voter check "All Elections" on the application, the town clerk office will mail a letter with the Presidential Primary ballot notifying the voter that vote by mail for the town election is not being offered and they may vote early in person or on the day of the town election.

Should your board decide to offer vote by mail for the town election then additional funds may be required to meet the cost of postage and personnel.

Thank you for your consideration in this matter.

Subject **Model HCA Public Comment**
From Elizabeth Lydon <liz@mtclawyers.com>
To Commission@CCCMass.com <Commission@CCCMass.com>
adimatteo@mma.org <adimatteo@mma.org>
Date 2024-01-17 14:30

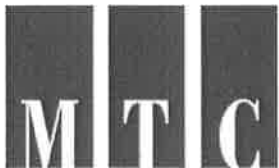


- CCC model HCA_redline.docx(~40 KB)

Dear Cannabis Control Commission,

My firm represents multiple municipalities in their negotiations with marijuana establishments in Massachusetts. In reviewing the model HCA, I have made recommended revisions in redline, attached. The attached draft includes changes requiring that the Company not only obtain the necessary approvals but maintain them for the duration of the contract. It also requires that the Company provide notice to the Town before or on the anniversary date of the final license so that the Town is aware that the time period has commenced for it to provide documentation of impacts. I would also request that lack of notice be considered a material breach of the contract because without it, the Town loses its ability to collect fees. Further, suspension of operations for a period of six months or more is typically included as a condition of breach. Although not included in the attached draft, the failure to mitigate odors from a facility that rises to the level of nuisance, after notice from the Municipality, also typically would constitute a breach of the Agreement. I also request clarification regarding the language in 3(c) as it is confusing as written. Finally, although the language mimics the regulations in terms of the time period allowed for the facility to remit payment of impact fees, a Municipality is requesting reimbursement for costs already incurred when it requests impact fees, and under a contract with any other type of business, that business would only be allowed thirty days to submit payment, as would the Town, but here, the facility has months to pay, even if it is not disputed. Therefore, I respectfully request that the CCC reconsider the language of the regulations regarding payment, as well as the mandatory donation to the social equity establishments, as these payments would constitute a distribution of public money (reimbursement of money spent by the Municipality) to fund private marijuana businesses in violation of the Anti-Establishment Clause of the Constitution.

Thank you for your consideration of my comments.



Elizabeth Lydon
[she/her/hers]
Mead, Talerman & Costa, LLC
227 Union Street · New Bedford, Massachusetts · 02740
Phone 774.202.5414
liz@mtclawyers.com · www.mtclawyers.com

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HOST COMMUNITY AGREEMENT

Between

[MUNICIPALITY]

And

[COMPANY NAME]

This Host Community Agreement (“Agreement”) is entered into and executed this [DAY] day of [MONTH], [YEAR] by and between [COMPANY NAME], a business entity certified and recorded with the Massachusetts Secretary of the Commonwealth (the “Company”) applying for and/or currently holding a license issued by the Cannabis Control Commission (the “Commission”) and the Municipality of [MUNICIPALITY] (“the Municipality”).

WHEREAS, the Company is applying for a Commission license (the “Applicant”) and/or is currently licensed by the Commission as a Marijuana Establishment(s) or Medical Marijuana Treatment Center(s) (the “Licensee”), and is located within or plans to locate within the Municipality;

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

WHEREAS, the Company and the Municipality (collectively, the “Parties”) intend by executing this Agreement to comply and satisfy the provisions of G.L. c. 94G, § 3(d), as applicable to the licensed operation(s) of the Marijuana Establishment and/or Medical Marijuana Treatment Center, with such operations to be ~~done~~conducted in accordance with applicable zoning, laws, bylaws, or ordinances of the Municipality; and

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

1. Terms.

Where applicable, the following terms shall hold the same meaning and definitions as defined by the Commission in 935 CMR 500.000 *et seq* and 935 CMR 501.000 *et seq.*, as applicable:

- a) Marijuana Establishment (ME) means a Marijuana Cultivator (Indoor or Outdoor), Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Microbusiness,