

August 25, 2026

Town of Heath Select Board

18 Jacobs Road
Heath, MA 01346

Re: Letter of Intent and Expression of Interest – Former Library Space at Sawyer Hall

Dear Members of the Heath Select Board,

I am writing to formally express my interest in leasing the former library space on the first floor of Sawyer Hall for **A Foragers Trade**, my locally operated small business.

I am proposing to use the space primarily as an office, studio, inventory and e-commerce workspace, with a small retail showroom component for antiques, vintage goods, art, books, natural-history items, and other carefully selected merchandise.

My business currently involves sourcing, researching, cataloging, photographing, marketing, and selling antique and vintage merchandise through online marketplaces, regional markets and shows, and retail vendor spaces. Sawyer Hall would provide a central location from which I could consolidate these activities while also establishing a modest public-facing presence here in Heath.

Proposed Use of the Space

The former library would function primarily as a clean, low-impact **office and studio environment**. Proposed activities would include:

- Storage and organization of antique and vintage inventory
- Research, identification, cataloging, and documentation of merchandise
- Product photography and preparation of online listings
- E-commerce order processing, packing, and shipping
- Office and administrative functions
- Display of selected merchandise in a small showroom
- Scheduled and occasional retail hours
- Customer appointments and local merchandise pickup
- Consignment and resale opportunities for area residents
- Acceptance of appropriate donated items
- Potential purchase of antiques, vintage goods, collections, and other items directly from residents

The proposed studio use would not involve industrial manufacturing, painting, refinishing, or similar high-impact workshop activities. The intention is to maintain the former library as an orderly office, studio, storage, and showroom environment.

Community Benefit

I believe this use could provide a practical service to Heath and surrounding communities while returning an underutilized municipal space to productive use.

A public-facing showroom would give residents an opportunity to shop locally for antiques, vintage goods, books, art, and unusual objects without requiring the operation of a conventional full-time retail store.

I would also like the business to provide an accessible local resource for residents who have items they no longer want but do not necessarily want to discard. Depending upon the item, I could potentially purchase it, accept it for consignment, accept it as a donation, or help determine whether it has a viable resale market.

This model encourages reuse and recirculation of existing goods while helping keep usable and historically interesting material from being unnecessarily discarded. It also creates an opportunity for older objects, books, household goods, art, and locally relevant material to remain in circulation.

My work with antiques and vintage material involves researching the history, age, origin, construction, and cultural context of objects. I would welcome opportunities for the Sawyer Hall showroom to reflect that interest in preservation and local material history.

Business Experience

A Foragers Trade builds upon my experience in independent business ownership, antique and vintage resale, e-commerce, regional flea and antique markets, vendor-based retail, research, inventory management, marketing, customer service, and business operations.

My professional background also includes project management, estimating, construction, land-based work, and business administration. These experiences have required organization, independent responsibility, financial planning, communication, and the ability to manage projects and physical assets effectively.

I believe that combination of experience would allow me to be a responsible steward of the Sawyer Hall space while developing a viable small business presence within the building.

Proposed Lease Terms

Because I would be establishing the Sawyer Hall location as a new component of the business, I would prefer to begin with a **month-to-month lease**, or another short-term arrangement agreeable to the Town, with the possibility of continuing or renewing the lease based upon the success of the arrangement.

I would like to propose an initial rental rate of **\$350 per month**, with the understanding that this is intended as a starting point for discussion with the Select Board.

I recognize that the Town's 2025 Request for Proposals established different minimum rental and lease-term expectations. Because the space remains available more than a year after that solicitation, I respectfully ask the Board to consider whether a revised rental arrangement may now be appropriate.

My goal would be to establish an arrangement that is financially sustainable for the business while providing the Town with rental income, responsible occupancy of the former library, and an additional small-business and community resource within Sawyer Hall.

I would be happy to meet with the Select Board to discuss the proposed use, answer questions, tour the space again if appropriate, and discuss lease terms and any requirements the Town may have regarding insurance, public access, signage, parking, or use of the building.

Thank you for considering my proposal. I appreciate the opportunity to explore bringing A Foragers Trade into Sawyer Hall and would welcome the chance to discuss how the space could serve both the needs of my business and the Heath community.

Sincerely,

Casey Clark
A Foragers Trade
Heath, Massachusetts

Heath Municipal Light Plant (MLP)
18 Jacobs Road
Heath, MA 01346

September 10, 2026

To: Heath Selectboard and Heath Finance Committee

From: Art Schwenger, Chair, Heath Municipal Light Board (MLB)

Re: Transfer of Funds to the Town of Heath from the Heath Municipal Light Plant

The Heath MLB voted at their meeting on September 10, 2026 to transfer to the Town an amount of \$60,000 from net broadband revenue for fiscal year 2027.

This will bring the total of transfers to the Town to \$410,000 since the start of fiber network operations.

In addition to this transfer, the MLP will continue to pay for the Town's municipal network internet connection as well as the MLP Manager's salary.

The MLB is pleased this amount has been made available for transfer. The MLB recommends that the town use these funds to lower the town's broadband loan principal. However, the decisions for the use of the money is entirely at the discretion of the Selectboard or Town Meeting vote as allowed by law.

The MLB intends to continue utilizing the MLB Statement of Priorities in decision-making relative to MLP finances including determination of funds in excess of expenses that may be available to transfer to the Town. However, much of the transfers to date have been in part derived from excess construction funding, state EOHED grants and contract savings. Future transfers are expected to be smaller since the main source of network income may be limited to subscriber payments.

A rectangular box containing a handwritten signature in black ink. The signature is cursive and appears to read 'Art Schwenger'.

Attachment: Statement of Priorities, Revised as of May 2, 2023

Statement of Priorities

The Heath MLP will operate the Heath Broadband network consistent with prudent industry practice to provide reliable and affordable Internet service to Heath Broadband customers. Operating expenses and necessary maintenance and repairs will be covered by revenue generated by customer subscriptions to Heath Broadband.

Revenue that exceeds operating expenses will be directed to the objectives listed below. The objectives are listed in order of priority. The MLB will review the objectives annually or as needed and may make changes.

#1 - to pay for critical network needs such as maintenance, expansion and repair. An operating reserve to meet these needs, as well as other objectives identified by the MLB, will be established by the MLB from revenues.

#2 - to fund a Depreciation Reserve. The Depreciation Reserve will be sufficient to replace the Town-owned assets related to the MLP at their expected end-of-life. These assets include the electronics necessary to operate the Broadband network, the fiber distribution network, and the MLP central hut.

#3 - to cover the salary and benefits of the MLP Manager.

The MLB intends to use the approved priorities in decision-making relative to Heath MLP finances. Funds in excess of what is needed to meet the priorities will be transferred to the town upon approval by the MLB. Use of these transferred funds will be at the discretion of the Select Board, or Town Meeting vote, as allowed by law.



Outlook

Re: Taylor Brook Road heath MA concern ...

From Town Clerk <TownClerk@townofheath.org>

Date Thu 9/10/2026 8:54 AM

To Mark <mcdpaintwork@gmail.com>

Cc BOS <BOS@townofheath.org>

Thank you, Mark, for sharing your concerns. I am passing your email on to the Select Board for review.

Mary Sumner

Town Clerk

Town of Heath

Office: Jacobs Road Municipal Center

18 Jacobs Road

(413) 337-4934 ext.006

mailing address:

PO Box 35

Heath, MA 01346

From: Mark <mcdpaintwork@gmail.com>

Sent: Wednesday, September 9, 2026 6:49 PM

To: Town Clerk <townclerk@townofheath.org>

Subject: Taylor Brook Road heath MA concern ...

You don't often get email from mcdpaintwork@gmail.com. [Learn why this is important](#)

Dear Town Clerk,

I am writing out of genuine concern regarding the increasingly dangerous traffic conditions on Taylor Brook Road in Heath, particularly the stretch passing through Mohawk Estates.

Taylor Brook Road is a narrow, unpaved mountain road with no sidewalks. Despite this, it is used daily by many pedestrians, including elderly residents taking morning walks, dog walkers, parents with strollers, families from Mohawk Estates, children, cyclists, and mountain bikers.

There is currently little to alert motorists to the number of pedestrians using this road, and vehicle speeds have become extremely concerning.

Within the past month, I have personally witnessed two frightening near misses involving children who were using the road responsibly and vehicles traveling at what appeared to be dangerously excessive speeds. At the current rate, I genuinely fear that it is only a matter of time before someone is seriously injured or killed.

I reported one of these incidents to our local police officer, who was extremely kind, helpful, and understanding of my concerns. I greatly appreciated the way he handled the matter.

I am a seasonal resident at 136 Taylor Brook Road, and I am astonished by the speeds at which some vehicles travel this small mountain road. This is not simply an inconvenience or a complaint about traffic—it is a serious public-safety concern.

I am respectfully asking the Town to consider appropriate measures to reduce speeds along this section of Taylor Brook Road, including establishing and clearly posting a 25 MPH speed limit where legally permissible, appropriate "Thickly Settled" or similar warning signage, and additional signs alerting motorists to pedestrians and children.

A few well-placed signs would seem to be a relatively inexpensive measure that could make an enormous difference. If they prevent even one serious accident, they will have been well worth the effort.

I make this request with no anger or confrontation whatsoever. It is simply a sincere and humble plea for the Town's help before a tragedy occurs. The safety of a child, pedestrian, cyclist, or resident is worth taking action now rather than after an accident.

Thank you very much for your time, patience, and consideration. I would sincerely appreciate any assistance the Town can provide in addressing this situation.

Respectfully,

Mark McDonagh

136 Taylor Brook Road

Heath, MA



CLASS DATA ANALYSIS

Location



Taylor Brook
Between Heath Estates and
Colrain Line
Latitude: 42.674400
Longitude: -72.788450

Map Satellite



Analysis Time Period



Start	End
9/3/2026 1:58 PM	9/11/2026 12:21 PM

Vehicles Analyzed



957

Unclassed



Unclassed
Volume: 8
Pct of Total: 0.8%
Average Speed: 10 MPH
Length: 12' 4"

Motorcycles



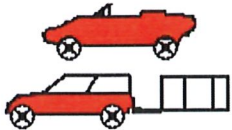
Motorcycles
Volume: 17
Pct of Total: 1.8%
Average Speed: 19 MPH
Length: 6' 9"

Bicycles



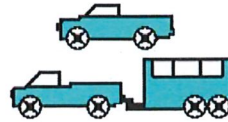
Bicycles
Volume: 1
Pct of Total: 0.1%
Average Speed: 15 MPH
Length: 4' 6"

Cars Trailers



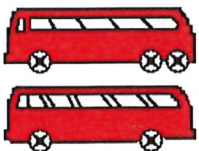
Cars Trailers
Volume: 439
Pct of Total: 45.9%
Average Speed: 17 MPH
Length: 9' 5"

2 Axle Long



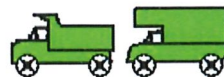
2 Axle Long
Volume: 76
Pct of Total: 7.9%
Average Speed: 29 MPH
Length: 13' 7"

Buses



Buses
Volume: 36
Pct of Total: 3.8%
Average Speed: 41 MPH
Length: 25' 4"

2 Axle 6 Tire

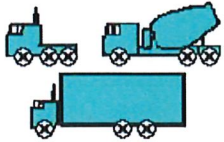


2 Axle 6 Tire
Volume: 372
Pct of Total: 38.9%
Average Speed: 37 MPH
Length: 16' 11"



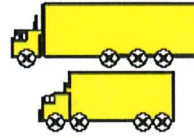
CLASS DATA ANALYSIS

3 Axle Single



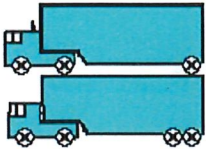
3 Axle Single
Volume: 2
Pct of Total: 0.2%
Average Speed: 14 MPH
Length: 20' 8"

4 Axle Single



4 Axle Single
Volume: 0
Pct of Total: 0.0%
Average Speed: 0 MPH
Length: 0' 0"

<5 Axl Double



<5 Axl Double
Volume: 6
Pct of Total: 0.6%
Average Speed: 31 MPH
Length: 47' 0"

5 Axle Double



5 Axle Double
Volume: 0
Pct of Total: 0.0%
Average Speed: 0 MPH
Length: 0' 0"

>6 Axl Double



>6 Axl Double
Volume: 0
Pct of Total: 0.0%
Average Speed: 0 MPH
Length: 0' 0"

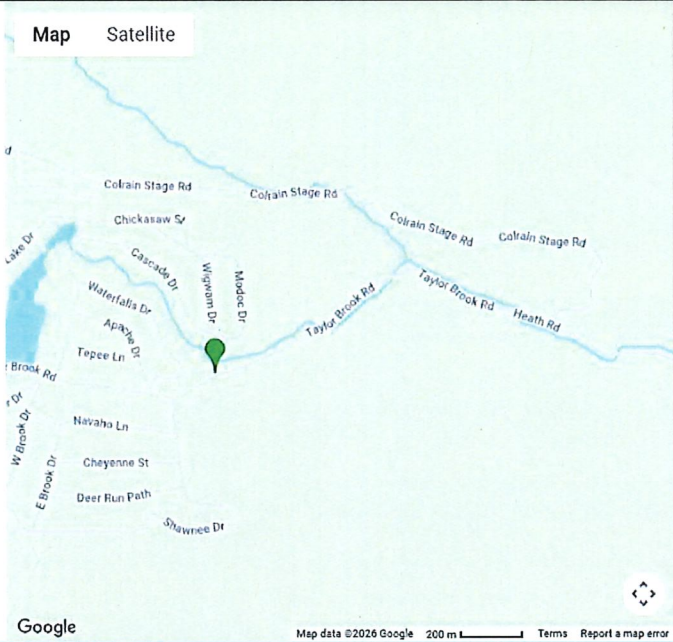


SPEED DATA ANALYSIS

Location



Taylor Brook
Between Heath Estates and
Colrain Line
Latitude: 42.674400
Longitude: -72.788450



Analysis Time Period



Start	End
9/3/2026	9/11/2026
1:58 PM	12:21 PM

Vehicles Analyzed



957

Speed Limit



30

Total Enforceable Violations



154

Average Speed



27

% Enforceable Violations



16%

85th Percentile Speed



39

Enforcement Tolerance



10

Peak Time of Violations



9/6/2026
4:58 PM

Franklin Regional Council of Governments
12 Olive St Suite2 Greenfield MA 01301



Town: Heath
 Counter: 14
 Func. Class: 0, Local
 Station ID: 1390024
 Road: Taylor Brook
 Location: Between Heath Estates and Colrain Line
 Latitude: 42.674400
 Longitude: -72.788450
 Requested By: Town/FRCOG

8/31/2026 Time	Monday			Tuesday			Wednesday			Thursday			Friday			Weekday Average			Saturday			Sunday		
	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	1	0	0	0	0	0	1	0	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0	0	0	0	0	0	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0	0	0	0	0	0	1
3:00	*	*	*	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0	0	0	0	0	0	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	1	0	0	1	0	0	0	0	0	1	0	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	1	2	1	1	2	1	0	0	0	0	0	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	3	0	0	3	0	0	2	1	0	0	0	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	2	0	0	2	0	0	3	3	3	3	1	1
8:00	*	*	*	*	*	*	*	*	*	*	*	*	2	1	2	2	1	2	2	5	6	6	2	3
9:00	*	*	*	*	*	*	*	*	*	*	*	*	4	4	9	4	4	4	4	2	7	7	3	4
10:00	*	*	*	*	*	*	*	*	*	*	*	*	2	3	3	2	3	8	12	3	4	3	4	4
11:00	*	*	*	*	*	*	*	*	*	*	*	*	5	4	4	5	4	5	10	5	10	3	4	4
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	6	6	3	6	3	8	8	5	8	8	5	5
1:00	*	*	*	*	*	*	*	*	*	1	1	4	4	7	4	2	2	4	7	11	11	5	3	3
2:00	*	*	*	*	*	*	*	*	*	9	8	6	6	9	8	8	8	7	12	16	10	3	5	7
3:00	*	*	*	*	*	*	*	*	*	4	6	2	3	2	4	4	4	3	3	16	10	4	7	5
4:00	*	*	*	*	*	*	*	*	*	3	4	1	1	8	6	2	6	1	12	4	4	8	8	2
5:00	*	*	*	*	*	*	*	*	*	2	3	3	3	11	7	2	7	3	10	6	6	2	2	2
6:00	*	*	*	*	*	*	*	*	*	4	6	0	0	2	4	2	6	9	14	4	1	2	2	2
7:00	*	*	*	*	*	*	*	*	*	1	4	2	2	7	6	2	6	10	4	4	4	2	2	2
8:00	*	*	*	*	*	*	*	*	*	2	2	0	0	5	4	0	4	6	4	4	4	2	2	2
9:00	*	*	*	*	*	*	*	*	*	2	1	1	5	5	2	2	3	13	4	1	1	3	3	3
10:00	*	*	*	*	*	*	*	*	*	0	0	0	0	2	1	0	0	5	1	5	1	0	0	0
11:00	*	*	*	*	*	*	*	*	*	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	27	35	46	127	81	70	50	120	98	127	72	128	56	56	56
Day	0	0	0	0	0	0	0	0	0	62	62	11:00	9:00	9:00	9:00	11:00	9:00	10:00	10:00	9:00	10:00	10:00	10:00	10:00
AM Peak												11:00	9:00	9:00	9:00	11:00	9:00	10:00	10:00	10:00	9:00	10:00	10:00	10:00
Volume										9	8	5	9	9	9	5	9	8	12	7	7	4	4	4
PM Peak										2:00	2:00	12:00 PM	5:00	5:00	2:00	2:00	2:00	9:00	3:00	3:00	3:00	4:00	4:00	4:00
Volume										9	8	6	11	11	8	8	8	13	16	10	10	8	8	8

Franklin Regional Council of Governments
12 Olive St Suite2 Greenfield MA 01301



Town: Heath
 Counter: 14
 Func. Class: 0, Local
 Requested By: Town/FRCOG

Station ID: 1390024
 Road: Taylor Brook
 Location: Between Heath Estates and Colrain Line
 Latitude: 42.674400
 Longitude: -72.788450

9/7/2026	Monday			Tuesday			Wednesday			Thursday			Friday			Weekday Average			Saturday			Sunday		
Time	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified	A to B, None	B to A, None	Specified
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	1	0	0	2	0	0	2	0	0	1	0	0	1	0	0	0	0	0	0	0	0
6:00	1	1	1	4	0	4	4	0	0	2	0	0	3	0	0	3	0	0	0	0	0	0	0	0
7:00	3	0	0	5	2	1	3	1	3	2	1	2	2	4	2	3	3	2	0	0	0	0	0	0
8:00	11	1	1	5	1	4	2	4	0	4	0	2	2	0	0	5	1	0	0	0	0	0	0	0
9:00	7	5	2	2	1	4	3	1	3	3	0	3	5	2	2	4	3	2	0	0	0	0	0	0
10:00	7	2	1	1	0	0	1	1	1	1	2	2	2	3	2	2	2	2	0	0	0	0	0	0
11:00	6	5	4	4	5	3	2	2	3	3	0	8	7	4	5	4	4	4	0	0	0	0	0	0
12:00 PM	10	4	1	1	2	3	2	2	2	2	2	1	1	1	1	3	2	2	0	0	0	0	0	0
1:00	8	1	4	4	2	4	2	2	4	4	1	1	1	1	1	5	3	2	0	0	0	0	0	0
2:00	3	3	6	6	6	2	4	2	4	1	3	3	1	1	1	3	3	4	0	0	0	0	0	0
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9:00	0	1	1	1	3	0	0	0	1	1	4	1	1	1	1	0	0	0	0	0	0	0	0	0
10:00	0	1	0	0	0	0	0	0	1	1	1	1	1	1	1	0	0	0	0	0	0	0	0	0
11:00	0	1	1	0	1	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0
Total	70	50	42	40	42	46	42	48	42	45	38	24	42	18	48	43	91	0	0	0	0	0	0	0
Day	120		82							83														
AM Peak	8:00	9:00	7:00	11:00		6:00	7:00		8:00	9:00		11:00	11:00		8:00	11:00								
Volume	11	5	4	5		4	3		4	3		8	7		5	4								
PM Peak	12:00 PM	3:00	2:00	2:00		3:00	3:00		6:00	4:00		12:00 PM	12:00 PM		1:00	3:00								
Volume	10	6	6	6		8	5		6	6		1	1		5	5								
Comb Total	120		82			88			145			169			211				225					128
ADT		ADT: 117		ADT: 117																				

TOWN OF HEATH

MASSACHUSETTS



SELECT BOARD

September 11, 2026

Rachel M. Lewis
121 Elm Street
Shelburne Falls, MA 01370

Dear Rachel,

The Select Board voted unanimously on Tuesday, September 8, 2026, to offer you the temporary, unbenefited position of Town Nurse for the remainder of FY '27 (Fiscal Year 2027) which ends on June 30, 2027. This position is approximately five (5) hours per week at an hourly rate of \$45.50. We believe that your considerable nursing experience and positive, energetic demeanor will be invaluable to us.

As discussed in your interview, the Board of Health and Select Board are actively reevaluating the permanent Town Nurse position's job description and pay grade (salary range) to better align the position with the needs of the Town. The boards hope to present this new job description and pay grade at the next Annual Town Meeting (ATM) in May of 2027 for consideration by voters. If you choose to accept this offer, and after working in this temporary position of Town Nurse for a reasonable period, it is the hope of both boards that you will assist in providing recommendations that will help shape the new job description.

If you choose to accept this offer, please fill out the acceptance section below and return the letter to me at your earliest convenience.

Please do not hesitate to let me know if you have any questions or if you'd like to discuss this offer or the position details further. A hard copy of this letter has been mailed to the address listed above.

Sincerely,

Mia Francesconi, Town Coordinator
Town of Heath Select Board

I, (print name) Rachel Lewis accept this offer for employment by the Town of Heath as outlined above.

9/14/2026

Date

Signature

WEST COUNTY EMS PLANNING MEETING

Meeting Summary

Date: August 19, 2026

Duration: 1 hour, 34 minutes

Next Meeting: September 16, 2026, at 1:00 PM

Overview. The group continued planning for a sustainable regional EMS solution for West County. Discussion focused on the urgency of the staffing crisis, possible governance and assessment structures, budget refinement, grant opportunities, and a coordinated approach to public and municipal outreach.

Key Discussion

- The project remains on a timeline intended to produce a workable proposal before Thanksgiving, allowing municipalities time to consider the plan during their budget-development processes. The current DLTA funding period ends in December.
- The current volunteer/call-based EMS system is increasingly difficult to sustain because of workforce shortages, aging personnel, limited volunteer availability, and competition from paid EMS employment. Several services were described as operating close to failure.
- The practical choice may not be between the current system and a regional system; it may be between a sustainable regional model and progressively reduced or unavailable local ambulance coverage.
- Mutual-aid reliance was identified as a concern. South County reportedly responded into West County 43 times in the prior year, with potential response times of 25 to 40 minutes in some circumstances.

Service Model and Staffing

- The previously discussed “good” service model remains the apparent starting point: a staffed 24/7 system with one ALS ambulance and one BLS ambulance, with a longer-term objective of moving toward a more robust two-ambulance, 24/7 model.
- Participants discussed coverage during simultaneous calls, the role of part-time EMTs, use of existing personnel across agencies, mutual aid, and integration with first responders and fire departments.
- A broader unified regional fire/EMS organization could be operationally beneficial but was considered substantially more complex and outside the immediate scope of this effort.
- The draft budget includes a part-time/per-diem staffing line. The potential cost of upgrading a vehicle to ALS capability was identified as a strong candidate for grant funding.

Governance and Assessments

- A phased governance approach remains the leading concept: begin under the existing Colrain Ambulance nonprofit structure, with a potential future transition to a regional district model. FRCOG is developing a draft governance framework.
- Municipal leaders need clearer information on the proposed service, governance, cost framework, and response-time benefits before towns can make informed decisions.
- There was little support for an assessment model relying heavily on Equalized Valuation (EQV). Several communities indicated that it would be difficult to support.

- The most promising direction appeared to be assessment models based on demand/call volume and population, excluding or greatly reducing EQV. Models 6 and 7 were specifically referenced for further consideration.
- Participants recommended using a three- or five-year rolling average of calls rather than annual call counts to prevent sharp year-to-year assessment swings.
- Municipal affordability remains a central challenge. Potential annual assessments ranging from roughly \$50,000 to \$500,000 could require overrides or difficult budget decisions in communities with constrained tax capacity.

Grants and Financing

- Potential funding sources discussed included USDA, FEMA Assistance to Firefighters grants, state and federal earmarks, and other public-safety and rural-health programs.
- The Helmsley Charitable Trust Rural Healthcare Program was identified as a potentially promising source of significant startup and capital support. Staff are working to establish contact and clarify eligibility and application expectations.
- Grant applications and post-award administration require capacity for budgeting, reporting, reconciliation, and compliance. FRCOG may be able to support grant writing and related administrative work.
- Grants and earmarks could make phased implementation more affordable, but municipalities will ultimately need to plan for ongoing operating costs.

Outreach and Action Items

- **FRCOG/Dan:** Continue developing the draft governance model.
- **FRCOG/Dan:** Refine the budget, including benchmarking municipal fringe-benefit rates and presenting options for whether ALS vehicle upfit costs are included in or separated from operating costs.
- **EMS directors:** Review the draft budget line by line and confirm that it is operationally credible and can be explained confidently to municipal officials and residents.
- **Municipal representatives:** Brief select boards, finance committees, and other local leadership before a larger regional public/officials meeting is held.
- **All participants:** Review the draft press release and public pamphlet and submit edits or tracked changes.
- **Communications materials:** Add clear contact information to both the press release and pamphlet before distribution.
- **Future outreach:** Plan a larger West County meeting for select boards, municipal officials, and interested residents after local leaders have been brought up to speed.

REGIONAL EMS DEPARTMENT - ANNUAL OPERATIONAL BUDGET

1 ALS Ambulance and 1 BLS Ambulance

1 truck on 24/7/365 and 1 BLS (Only EMTs) truck on for 8 hours a day for four of the most busy times and days

EXPENSES

<i>PERSONNEL - STAFFING CONFIGURATION</i>			
	<i>Number of Staff</i>	<i>Annual Cost</i>	<i>Salary</i>
Paramedics (Full-Time)	5	\$ 350,000	\$70,000
EMT-Basic (Full-Time)	5	\$ 275,000	\$55,000
Administrative Staff		\$ -	\$55,000
Director/Chief	1	\$ 120,000	\$120,000
Per diem / Part Itme		\$ 120,000	
Overtime		\$ 149,000	20% of total salary before OT Added
Subtotal		\$ 865,000	
Subtotal Salaries	11	\$ 894,000	
Fringe/Benefits/Taxes (58%)		\$ 518,520	
Subtotal Personnel		\$ 1,412,520	
<i>VEHICLE OPERATIONS & MAINTENANCE</i>	<i>\$/Gallon</i>	<i>Annual Cost</i>	<i>Notes</i>
Ambulance Fuel	\$5.00	\$ 71,400	60,000
Vehicle Maintenance & Repairs		\$ 15,000	
Vehicle Insurance		\$ 12,000	
Communications Equipment Maint. & Assessment		\$ 6,000	
Ambulance and Agency Licensure		\$ 2,500	
Subtotal Vehicle Operations		\$ 106,900	
<i>MEDICAL SUPPLIES & EQUIPMENT</i>		<i>Annual Cost</i>	<i>Notes</i>
Subtotal Medical Supplies		\$ 50,000	
<i>FACILITY & ADMINISTRATIVE</i>		<i>Annual Cost</i>	<i>Notes</i>
Administrative Office Supplies - including IT purchases		\$ 3,000	Computers, phones, software
Facility Overhead		\$ 40,000	Station maintenance
Insurance & Liability		\$ 12,000	General liability
Patient Care Reporting Software		\$ 7,000	
Subtotal Administrative		\$ 62,000	
<i>TRAINING & PROFESSIONAL DEVELOPMENT</i>		<i>Annual Cost</i>	<i>Notes</i>
Continuing Education (CEUs)		\$ 8,500	All paramedics & EMTs
Annual Recertification Fees		\$ 1,000	State licensing
Conferences & Professional Development		\$ 3,000	Leadership training
Uniform Reimbursement		\$ 5,500	
Subtotal Training		\$ 18,000	
<i>CAPITAL COSTS</i>			
Replace truck every 8 yrs		\$ 50,000	
TOTAL ANNUAL OPERATIONAL BUDGET		\$ 1,699,420	

REVENUE

Estimated insurance receipts		\$ 330,000	\$600/call x 938 avg calls
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ANNUAL BUDGET

\$ 1,369,420

ALS Upfit for one truck

\$ 125,000 1st year only

This may not be needed as the equipment to turn a
BLS truck to ALS can be carried to the BLS truck.

WHAT IS BEING STUDIED?

A large group of town and public safety officials have been exploring a collaborative model for ambulance service in west county.

The goal: stabilize and sustain the emergency response and medical care residents expect.

WHY NOW?

Three ambulance services based in Charlemont, Colrain, and Shelburne Falls currently serve seven towns. They rely heavily on part-time and on-call EMTs, but that staffing model is becoming harder to maintain.

LOCAL PRESSURES

- EMS call volume continues to rise.
- Fewer residents are available to respond on call.
- Fewer people are entering EMT training.
- Recruiting and retaining qualified practitioners is increasingly difficult.
- Payroll, fuel, supplies, and other operating costs are rising.

A LOCAL EXAMPLE

Charlemont recorded nearly 300 calls last year, while its active EMT roster declined from 19 in 2000 to fewer than 10 today.

Without a sustainable approach, response times may get longer and local services may become harder to maintain.

THE FUNDING CHALLENGE

Ambulance services have traditionally relied on billing insurance, Medicare, and Medicaid for each call. But reimbursement rates have not kept pace with the cost of staffing, training, fuel, medical supplies, and equipment.

WHAT THAT MEANS

Even when a service answers more calls, revenue per call may not cover the cost of providing care. In some cases, an ambulance response can operate at up to a 50% loss.

A regional model will not eliminate the funding gap on its own. Towns may need to make direct annual contributions to sustain service.

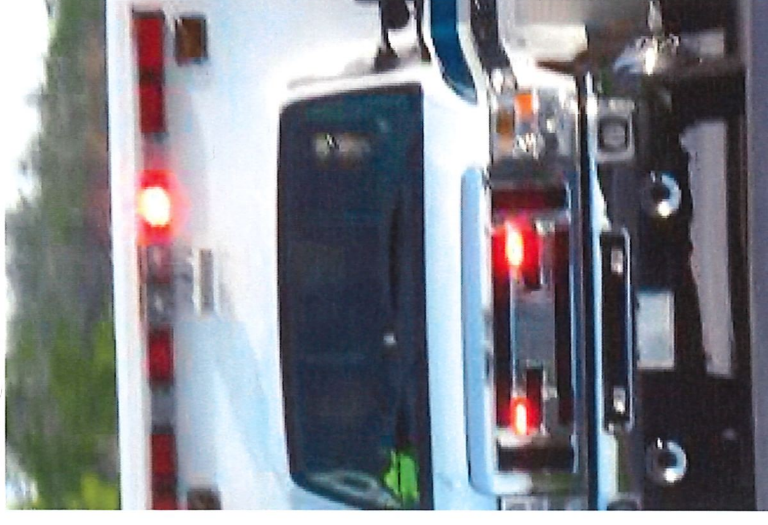
COMMUNITY PRIORITY

Leaders are working to balance reliable emergency care with affordability, especially for residents on fixed incomes and towns managing other budget and capital needs.

This is not about creating an extravagant new service. It is about protecting dependable local care.

WEST COUNTY AMBULANCE COLLABORATION PROJECT

Informational Brochure



West County Studying Ambulance Collaboration

GREENFIELD, Mass. Benefiting from the experience of Deerfield, Northfield, Orange, North Adams, and other Massachusetts communities that have implemented regional ambulance services, an informal working group of town officials has been meeting to explore whether that approach is right for western Franklin County.

Emergency planners from the Franklin Regional Council of Governments have organized meetings with municipal leaders, initiating discussions with several west county towns to clarify priorities, concerns, and opportunities for collaboration. In parallel, emergency medical service (EMS) directors have provided detailed operational and financial data that has helped develop a draft budget for a potential regional EMS service—one that, for the first time, may ask towns to contribute directly to keep the service running.

A System Under Strain

Currently, three emergency ambulance services based in Charlemont, Colrain, and Shelburne Falls serve seven towns. Those ambulances are staffed by part-time or on-call EMTs, a model that is no longer sustainable, according to Gary Ponce, director of the Colrain Volunteer Ambulance Service. "We have seen this day coming. The three directors have been meeting for some time to find ways to work together to improve emergency medical care by improving the quality of the practitioners and reducing response time. We are thankful this bigger discussion is taking place," Ponce said.

Charlemont's director, Dana Johnson, echoed that urgency: "I was never a fan of regionalization of EMS, but the world has changed, the economics have changed, and small community ambulances, like ours, across the country are closing their doors. No one wants that to happen here."

This local strain reflects a broader pattern across rural EMS systems nationally. A 2025 analysis in the AMA Journal of Ethics found that rural EMS response remains a critical local government function even as it is increasingly staffed by a shrinking pool of licensed on-call professionals, and that existing funding streams, billing, grants, volunteerism, and local tax support are proving insufficient without more robust, recurring public investment. Massachusetts EMS providers statewide have faced similar pressure: between 2019 and 2023, EMT wages rose 16 percent and paramedic wages rose 12 percent, while fuel costs climbed 35 percent and medical supply costs rose 12 percent. But Medicare and Medicaid, which cover many ambulance calls, haven't paid providers enough to keep

up. The result: 13 of Massachusetts' 14 counties, including Franklin County, now have "ambulance deserts" defined as areas where ambulance response times are more than 25 minutes and can climb to 45 minutes.

Why Billing Alone Won't Fix It

Ambulance services have traditionally funded themselves by billing insurance companies for each call. But that model is breaking down: insurance and Medicare/Medicaid reimbursements are fixed and haven't kept pace with rising costs, so no matter how many calls a service runs, the money coming in per call isn't growing to match expenses. That leaves a widening gap that user fees alone cannot close—a gap that, in most of the communities that have already regionalized, towns have had to fill directly through their budgets.

Compounding Pressures

The working group—made up of EMTs, fire officials, town administrators, and selectboard members points to a few additional pressures driving the crisis locally. EMS call volume keeps rising every year, while fewer residents are available to respond "on call" since more people now work outside their local town. At the same time, fewer people are pursuing EMT training in the first place, shrinking the pool of responders even as demand grows.

In Charlemont, calls rose to nearly 300 last year, even as the number of active EMTs on the roster fell from 19 in 2000 to fewer than 10 today. Directors cite staffing as their top concern and expanding staffing means expanding payroll—despite increased overhead costs. Similar recruitment and retention pressures have driven ambulance service closures across rural New Hampshire, Vermont, and West Virginia, and stem largely from a Medicare reimbursement formula that has not been rebased in nearly three decades even as operating costs have climbed.

What's at Stake for Residents

If the current funding model continues unchanged, response times in west county towns are likely to get longer, not shorter, as it becomes more difficult to recruit and retain practitioners and tighter budgets stretch existing crews further. A regional model can help spread costs across more towns and increase staffing, but it does not eliminate the underlying gap between what ambulance calls bring in and what it costs to keep crews staffed, trained, and equipped. That gap can be as much as a 50% loss on a call for ambulance service. Closing that gap will very likely require towns to contribute

tax dollars directly to the service, rather than relying solely on call revenue and volunteer hours as in years past.

Balancing Cost and Care

With towns facing rising costs and capital projects that strain local budgets, whether communities can find funds to support emergency medical response remains uncertain. Community leaders are serious about controlling costs. They note that the region's senior population continues to grow, and most seniors live on fixed incomes, making them have the most difficulty affording higher taxes and fees even though they are the most frequent users of ambulance services.

"People need to know that this project's aim is to stabilize and sustain the response and medical care that people have come to expect. No one wants to create some huge extravagant service just for the sake of doing it," said Herb Guyette, Shelburne Falls Fire Chief and Ambulance Director.

Next Steps

The working group's next objectives include meeting with additional community leaders, recommending a preferred governance structure, determining a cost-sharing formula, identifying grant opportunities, and refining income and expense projections. That cost-sharing formula will determine how much each town is asked to contribute, a question officials say residents should expect to weigh in on before a formal proposal comes to the towns in spring 2027.

This is a product delivered to FRCOG from Sarah Reynolds – Thank you!

A nonprofit **501(c)(3) ambulance service** in Massachusetts is eligible for a surprisingly broad range of state, federal, and private foundation grants. In fact, being a nonprofit can make your organization eligible for funding that municipal ambulance services cannot access.

For a rural ambulance service like one serving western Franklin County, I would focus on the following opportunities.

Federal Grants

FEMA Assistance to Firefighters Grant (AFG)

This is the single largest grant opportunity for nonprofit ambulance services.

Eligible applicants include **non-affiliated nonprofit EMS organizations**. Funds may be used for:

- Ambulances
- Cardiac monitors
- Stretchers
- Power cots and power loaders
- CPR devices (Lucas, AutoPulse)
- Radios
- PPE
- Training
- Infection control equipment
- Station improvements related to responder health
- Wellness and behavioral health programs
- EMS equipment and supplies

USDA Rural Development – Community Facilities

Excellent for rural Massachusetts organizations.

Can fund:

- New ambulances
- Ambulance stations
- Building renovations
- Generators

- Medical equipment
- Communications systems

Funding is available as:

- Grants
- Low-interest loans
- Combination grant/loan packages

Small rural communities often receive the highest priority.

HRSA Rural Health Grants

The Health Resources and Services Administration offers grants for:

- Rural EMS expansion
- Telehealth
- Community paramedicine
- Workforce development
- Behavioral health integration
- Substance use response

These are particularly valuable if your service covers medically underserved rural communities.

SAMHSA Grants

Can support:

- Behavioral health crisis response
 - Mobile crisis partnerships
 - Naloxone distribution
 - EMS mental health initiatives
 - Overdose prevention
-

Department of Transportation / NHTSA

Funds may be available for:

- EMS education
- Trauma systems

- Pediatric EMS
- Data collection
- Highway safety initiatives

These often flow through the state EMS office.

Massachusetts Grants

Massachusetts Office of Emergency Medical Services (OEMS)

OEMS periodically administers grants for:

- EMS training
- Naloxone
- Equipment
- Pediatric readiness
- Data improvements

Availability varies by year.

MEMA / Homeland Security

If your ambulance participates in regional emergency preparedness, grants may support:

- Radios
 - Mass casualty trailers
 - Decontamination equipment
 - Incident command
 - Rescue equipment
 - Training
-

Massachusetts Department of Public Health

DPH periodically funds programs involving:

- Opioid response
- Community paramedicine
- Mobile integrated health
- Rural healthcare access

Private Foundation Grants

These are often easier to obtain than federal grants.

Firehouse Subs Public Safety Foundation

One of the best programs for EMS.

Can fund:

- AEDs
- Power stretchers
- Vehicle extrication equipment
- Rescue tools
- PPE
- EMS equipment

Helmsley Charitable Trust

Has invested heavily in rural EMS nationwide.

Typical projects include:

- Cardiac monitors
- Ultrasound
- Ventilators
- Ambulances
- Rural telemedicine
- EMS technology

Leona M. and Harry B. Helmsley Rural Healthcare Program

Especially strong for:

- Rural ambulance services
 - Critical access hospitals
 - EMS modernization
- 

The Boston Foundation

Occasionally funds:

- Health equity
 - Community health
 - Emergency response partnerships
-

Massachusetts Medical Society Charitable Foundation

Supports nonprofit organizations improving access to healthcare, particularly underserved populations. Grants are generally in the \$5,000–\$20,000 range for qualifying nonprofits.

Other Potential Funding

A nonprofit ambulance may also pursue:

- Community Health Improvement grants from nonprofit hospitals.
- Corporate giving from utilities, banks, and regional employers.
- Local community foundations, such as the Community Foundation of Western Massachusetts, for equipment or community health projects.
- Congressional Community Project Funding (earmarks) for major capital projects such as ambulances or facilities.

If this is a regional Western Franklin County ambulance

Given the discussions in western Franklin County about a regional ambulance service, a nonprofit regional EMS organization would likely be competitive for grants emphasizing rural collaboration and regional service delivery.

A strong first five-year grant strategy could include:

Year	Priority Grant	Potential Uses
1	FEMA AFG	Cardiac monitors, power cots, radios, PPE
1	USDA Community Facilities	Ambulance purchase or station improvements
2	Helmsley Charitable Trust	Advanced EMS equipment and technology
2	OEMS/DPH	Community paramedicine and training
3	Hospital Community Benefit Grants	Mobile integrated health, preventive care
	Annual Firehouse Subs Public Safety Foundation	Rescue equipment, AEDs, power stretchers

For a **regional 501(c)(3) ambulance serving Charlemont, Rowe, Hawley, Heath, Colrain, Buckland, Shelburne, and neighboring towns**, there are realistic opportunities to secure **\$500,000 to over \$2 million** in grant funding over several years by combining federal, state, and private sources. Rural regional EMS organizations are often attractive candidates because funders value shared services, expanded coverage, and improved access to emergency care in underserved areas.

If you formed a **Massachusetts Regional Ambulance District** through special legislation (similar to a fire district), the district would generally be treated as a **governmental entity** rather than a nonprofit. That would make it eligible for many municipal, state, and federal grants, although it would lose access to some foundation grants that are limited to 501(c)(3) organizations.

For a regional ambulance district serving communities like Charlemont, Rowe, Heath, Hawley, Buckland, Shelburne, and neighboring towns, these would be the primary funding opportunities:

Federal Grants

FEMA Assistance to Firefighters Grant (AFG)

Although best known for fire departments, AFG also allows eligible public EMS organizations to apply.

Potential uses include:

- Ambulances
- Cardiac monitors
- Power stretchers and loaders
- CPR devices
- Radios
- PPE
- Rescue equipment
- Training
- Infection-control equipment
- Wellness and behavioral health initiatives

Awards can range from tens of thousands of dollars to well over \$1 million depending on the project and applicant.

USDA Rural Development – Community Facilities

This is one of the strongest programs for rural ambulance districts.

Eligible projects include:

- New ambulance stations
- Ambulances
- Renovations
- Medical equipment
- Generators
- Communications systems

Rural western Massachusetts communities often score well because of their population size and economic characteristics.

Department of Health and Human Services (HRSA)

Programs may fund:

- Rural EMS systems
 - Community paramedicine
 - Telehealth
 - Workforce recruitment and retention
 - Mobile integrated health
 - Rural healthcare partnerships
-

Department of Transportation / NHTSA

Funding may support:

- EMS system improvements
- Pediatric EMS
- Trauma systems
- EMS education
- Data collection

These grants are often administered through the Massachusetts Office of Emergency Medical Services.

Massachusetts Grants

Massachusetts Office of Emergency Medical Services (OEMS)

Depending on available funding, OEMS may offer grants for:

- Equipment
 - EMS training
 - Pediatric readiness
 - Data improvements
 - Naloxone
 - Workforce initiatives
-

Massachusetts Emergency Management Agency (MEMA)

A regional ambulance district could be eligible for grants supporting:

- Emergency communications
 - Mass casualty response
 - Incident command
 - Regional emergency preparedness
 - Hazard mitigation planning
-

Department of Public Health (DPH)

Potential funding areas include:

- Opioid response
 - Community paramedicine
 - Behavioral health partnerships
 - Rural healthcare access
 - Public health preparedness
-

Executive Office of Public Safety and Security (EOPSS)

Periodic grants may support:

- Communications
 - Regionalization initiatives
 - Emergency response capabilities
 - Interoperability projects
-

Congressional Community Project Funding (Earmarks)

A regional ambulance district would likely be an eligible governmental applicant for requests through your congressional delegation.

Possible projects include:

- Ambulances
- EMS headquarters
- Training facilities
- Communications infrastructure
- Emergency operations centers

Regional Planning Grants

Organizations such as the Franklin Regional Council of Governments (FRCOG), state agencies, and federal rural development programs sometimes provide planning funds for:

- Regionalization studies
- Feasibility analyses
- Strategic planning
- Shared services implementation

These can help with the startup phase before the district is fully operational.

Advantages of a Regional Ambulance District

Grant reviewers often look favorably on applicants that:

- Serve multiple municipalities.
- Improve service to rural or underserved areas.
- Demonstrate cost savings through shared services.
- Increase resilience and mutual aid capacity.
- Show strong local financial commitment.

A regional district can often make a stronger case than a single small town because it serves a larger population and has broader regional impact.

Compared to a 501(c)(3)

Regional Ambulance District	Nonprofit 501(c)(3) Ambulance
FEMA AFG	✓
USDA Rural Development	✓

Regional Ambulance District	Nonprofit 501(c)(3) Ambulance
HRSA Rural Health	✓
OEMS / DPH	✓
MEMA / Homeland Security	✓
Congressional earmarks	✓
Private foundation grants limited to nonprofits	✗
Municipal infrastructure grants	✓

For a Charlemont–Rowe–West County regional system

If your long-term vision is a public ambulance district serving multiple hilltowns, I would prioritize these funding opportunities in the first several years:

1. **USDA Community Facilities** for a station and ambulances.
2. **FEMA AFG** for medical equipment, power stretchers, radios, and PPE.
3. **HRSA Rural Health** for workforce development and community paramedicine.
4. **MEMA/EOPSS** for communications and regional preparedness.
5. **Congressional Community Project Funding** for major capital investments such as a headquarters facility or ambulance fleet.

A regional ambulance district could also be structured to own facilities and equipment while partnering with neighboring hospitals, fire departments, and EMS providers, making it an attractive candidate for grants that emphasize regional collaboration and long-term sustainability.

Intermunicipal Agreement for Advanced and Basic Life Support Services

BY AND BETWEEN

[XXXXXXXXXX] AND [PARTICIPATING MUNICIPALITY NAMES]

This Intermunicipal Agreement is made this [DAY] day of [MONTH], [YEAR], by and between [XXXXXXXXXX] and [PARTICIPATING MUNICIPALITY NAME] (hereafter referred to as the "Participating Municipality").

WITNESSETH THAT:

WHEREAS, the [PARTICIPATING MUNICIPALITY NAME] desires to access the services of Advanced and Basic Life Support Services (EMS) from [XXXXXXXXXX]; and

WHEREAS, [XXXXXXXXXX] is willing and capable of providing the services of Advanced and Basic Life Support Services EMS to the Participating Municipality; and

WHEREAS, each of the Municipalities has authority to enter into this Agreement pursuant to M.G.L. c. 40, §4A; and

NOW, THEREFORE, in consideration of the foregoing premises, which are hereby incorporated into and hereby made part of the terms and conditions of this Agreement and the mutual covenants hereinafter set forth, it is agreed as follows:

Article I. Purpose

The purpose of this Agreement is for the towns to participate in a shared costs and services arrangement pursuant to M.G.L. c. 40, § 4A, whereby [XXXXXXXXXX] shall act as the "host agency" and operate or administer EMS services, subject to the terms of this Agreement, for the purpose of serving the emergency medical service needs of the member towns. It is also intended to preserve each member town's immunities under M.G.L. c. 258.

Article II. Term of Agreement

A. Agreement dates shall be [START DATE] -- [END DATE] of each fiscal year. The initial agreement shall be during the period [INITIAL TERM START DATE] through [INITIAL TERM END DATE]. The term of this agreement will renew automatically for [RENEWAL TERM LENGTH], after which it must be ratified again.

B. M.G.L. c. 40, §4A further provides: all agreements put into effect under this section shall provide sufficient financial safeguards for all participants, including, but not limited to, accurate and comprehensive records of services performed, costs incurred, and reimbursements and contributions received; the performance of regular audits of such records; provisions for officers responsible for the agreement to give appropriate performance bonds; and periodic financial statements to be issued to all participants.

Article III. Responsibilities of [XXXXXXXXXX]

A. [XXXXXXXXXX] will provide Advanced and Basic Life Support (ALS) services to the Participating Municipality according to the standards set forth by the Office of Emergency Medical Services of Massachusetts.

B. [XXXXXXXXXX] shall semiannually invoice the Participating Municipality, pursuant to the Assessment Fee Structure in Attachment A.

C. During the term of this agreement, [XXXXXXXXXX] shall provide Advanced and Basic Life Support (ALS) services to the residents under the service area of this agreement.

D. This service shall be available on the agreed upon schedule during the entire term of the Agreement.

E. Said services shall be provided through personnel duly trained and certified in accordance with the requirements of the Commonwealth of Massachusetts Office of Emergency Medical Services. [XXXXXXXXXX] shall employ, train, and supervise all necessary personnel to perform the services required by this Agreement.

F. [XXXXXXXXXX] shall maintain no fewer than [NUMBER OF ALS AMBULANCES] ALS-certified ambulances with which to provide the services.

G. [XXXXXXXXXX] shall bill third-party insurance carriers for services provided to residents of all member municipalities.

H. [XXXXXXXXXX] shall convene a meeting of the Advisory Committee, which is made up of all municipalities entering into this agreement, at least semiannually, with the option to hold additional meetings at the Advisory Committee's request.

I. [XXXXXXXXXX] shall produce a [NUMBER OF YEARS]-year EMS Capital Improvement Plan, which will be funded by the creation and maintenance of a Receipts Reserved for Appropriation account established under Chapter 40, Section 5F, entitled [ARRF / ACCOUNT NAME]. In fiscal year [FISCAL YEAR 1], the assessments will be offset by [OFFSET PERCENTAGE 1] of the average insurance revenue over fiscal years [REFERENCE FISCAL YEARS 1]. In fiscal year [FISCAL YEAR 2], the assessments will be offset by [OFFSET PERCENTAGE 2] of the average insurance revenue over fiscal years [REFERENCE FISCAL YEARS 2]. In fiscal year [FISCAL YEAR 3], the [ARRF / ACCOUNT NAME] will be financed by [ARRF FUNDING PERCENTAGE] of the average insurance revenue from municipalities with contract agreements for fiscal years [REFERENCE FISCAL YEARS 3]. For fiscal year [FUTURE FISCAL YEAR] and beyond, the method for calculating assessments and financing the [ARRF / ACCOUNT NAME] will be reviewed and agreed upon between the municipalities party to this agreement. The [ARRF / ACCOUNT NAME] shall only be used to fund the items on the approved [NUMBER OF YEARS]-year EMS Capital Improvement Plan.

J. [XXXXXXXXXX] shall provide the Participating Municipality with annual reports concerning the ambulance service under this Agreement. At minimum, such reports will include the following information:

- The number of calls per municipality.
- Current staffing and training levels.
- Amount of revenue collected, including municipal assessments.
- Insurance fees collected.
- Current Capital Improvement Plan.
- The report, due by [ANNUAL REPORT DUE DATE], will include the next fiscal year's assessment amounts for each municipality.

Article IV. Responsibilities of [Participating Municipality Name]

A. During the term of this Agreement, the Participating Municipality agrees to pay [XXXXXXXXXX] the semiannual assessment as provided in Attachment A. If [XXXXXXXXXX] does not receive payment by the due date provided in Attachment A, then [XXXXXXXXXX] may levy an administrative fee equal to [LATE FEE PERCENTAGE] of the value of the late invoice when [XXXXXXXXXX] re-invoices.

Article V. The Advisory Committee

A. Each municipality's Chief Elected Official will designate one representative and one alternate to the Advisory Committee.

B. The Committee will be tasked with approving and annually reviewing the fee schedule and assessment formula.

Article VI. Indemnification and Insurance

A. Each municipality hereto shall indemnify, defend, and hold the other harmless from and against any and all claims, demands, liabilities, actions, causes of action, costs, and expenses, including attorney's fees, arising out of the indemnifying party's breach of this Agreement or the negligence or misconduct of the indemnifying party, or its agents or employees.

Article VII. Waivers

A. All covenants, conditions, duties, and obligations contained herein can be waived only by written agreement by and between the parties. Such waivers shall not be effective unless they are in conformity with all other requirements of law. Forbearance or indulgence in any form or manner by either party shall not be construed as a waiver, nor in any way limit the legal or equitable remedies available to either party. No waiver of any default or breach shall constitute a waiver of any subsequent default or breach.

Article VIII. Amendments

A. No amendment to this Agreement shall be effective unless it is in writing, signed by the duly authorized representatives of both parties, and complies with the provisions of this Agreement and all other regulations and requirements of law.

Article IX. Force Majeure

A. No municipality in this contract shall be liable to the other, nor be deemed to be in breach of this Agreement, for failure or delay in rendering performance arising out of causes factually beyond its control and without its fault or negligence. Such causes may include, but are not limited to, acts of God or the enemy, wars, fires, floods, epidemics, quarantine restrictions, strikes, unforeseen freight embargoes, or unusually severe weather. Dates and times of performance shall be extended to the extent of the delays excused by this covenant, provided that the party whose performance is affected notifies the other promptly of the existence and nature of such delay.

Article X. Assignability

A. The parties shall not assign any interest in this Agreement, and shall not transfer any interest in the same, without prior written consent of [XXXXXXXXXX]. No subcontract may be awarded by either party, the purpose of which is to fulfill in whole or in part the services required herein, without said written consent of the other.

Article XI. Termination

A. This agreement may be terminated by either party for any reason upon [NOTICE PERIOD] written notice, or if not funded at annual town meeting. The notice shall be sent via certified mail, return receipt requested. Such notice shall be signed by authorized officials of the parties. In the event the Participating Municipality terminates this agreement before the conclusion of the current invoiced period, [XXXXXXXXXX] will reimburse the Participating Municipality for the time remaining in the current invoice period based on a prorated scale by the month.

Article XII. Conflict of Interest

A. No officer, employee, agent, or member of the governing bodies of the Participating Municipality and [XXXXXXXXXX] shall participate in any decision or service relating to this Agreement that affects the personal interest of such officer, employee, agent, or member of the governing bodies, whether such interest is direct or indirect. The Participating Municipality and [XXXXXXXXXX] shall take all reasonable actions necessary to ensure that their officers, employees, agents, and members of their governing bodies are aware of the requirements of, and comply with, Massachusetts General Laws, Chapter 268A, the Conflict of Interest Law.

Article XIII. Severability

A. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless remain in full force and effect.

Article XIV. Applicable Law

A. The parties agree to comply with all applicable local, state, and federal laws, regulations, and orders relating to the completion of this Agreement. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

Signatures

[LEAD MUNICIPALITY GOVERNING BODY NAME]

[AUTHORIZED SIGNATORY NAME / TITLE] Date

[PARTICIPATING MUNICIPALITY GOVERNING BODY NAME]

[AUTHORIZED SIGNATORY NAME / TITLE] Date

Attachment A

Municipality	Historical Insurance Revenue Reference	Assessment Period 1	Assessment Period 2	Assessment Period 3	Future Assessment Period
[MUNICIPALITY NAME 1]	[AMOUNT / FORMULA]	[AMOUNT]	[AMOUNT]	[AMOUNT]	[TO BE DETERMINED / FORMULA]
[MUNICIPALITY NAME 2]	[AMOUNT / FORMULA]	[AMOUNT]	[AMOUNT]	[AMOUNT]	[TO BE DETERMINED / FORMULA]

[MUNICIPALITY NAME 3]	[AMOUNT / FORMULA]	[AMOUNT]	[AMOUNT]	[AMOUNT]	[TO BE DETERMINED / FORMULA]
[MUNICIPALITY NAME 4]	[AMOUNT / FORMULA]	[AMOUNT]	[AMOUNT]	[AMOUNT]	[TO BE DETERMINED / FORMULA]

For [FISCAL YEAR / PERIOD 1], it is agreed that the assessment amounts are derived from [ASSESSMENT FORMULA DESCRIPTION].

For [FISCAL YEAR / PERIOD 2], it is agreed that the assessment amounts are derived from [ASSESSMENT FORMULA DESCRIPTION].

For [FISCAL YEAR / PERIOD 3] and beyond, it is agreed that [XXXXXXXXXX] will present a formula to the Advisory Committee for consideration. If averages are used for data going forward, the minimum period for this purpose shall be [NUMBER OF YEARS] years unless that amount of data is not available.

White Heating

245 Leshure Road
Rowe, MA 01367

Phone # (413)339-4734

Estimate

Date	Estimate #
8/18/2026	905-B

Name / Address
Town of Heath Attn: Selectmen 1 Main St Heath MA 01346

Ship To
Main St Heath Ma

Terms	Project
Due on receipt	

Item	Description		Total
Estimate	Estimate to Supply and Install Eight (8) Feet of "Fin-Clamp" heating element in the existing Post Office Room of the Sawyer Hall Building at 1 Main St, Heath aka Heath Town Hall, and to supply a Six (6) Zone Relay to be installed by Electrician		1,458.43

	Subtotal	\$1,458.43
	Sales Tax (6.25%)	\$0.00
	Total	\$1,458.43

Job requests with estimates over \$1,000.00 will require a 50% deposit before work commences. Due to fluctuating market prices and job specifics, actual invoice may vary from estimate. Estimates are valid for only 15 days. All parts installed and supplied by White Heating remain the property of White Heating until final payment has been collected.

By signing this estimate and forwarding with a 50% deposit we both agree that work will commence within 30 days and the balance due for completed work is due 14 days of invoicing.

Signature _____



Outlook

Firewall replacement - update & pricing

From Derec Morneault <dmorneault@northeastit.net>

Date Thu 9/17/2026 9:19 AM

To BOS <bos@townofheath.org>

Good morning Mia,

Apologies for the delay on the info and pricing for this. After reviewing the setup following our last call, our recommendation is a step-up model from the previously quoted model. This is to accommodate the fiber internet in the current fiber hut setup.

- The firewall replacement we're looking at is the Unifi Cloud Gateway Fiber; our pricing on that comes to ~ \$475.

I'll have my Sales team draft the formal quote for you to review and e-sign. If you have any questions, as always do not hesitate to reach out.

Cheers,



Northeast IT Systems, Inc.

Derec Morneault

Client Success Manager

413.736.NEIT(6348) ext.113

dmorneault@northeastit.net

www.northeastit.net

2107 Riverdale Street, West Springfield MA 01089

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