MAIL PACKET

NO. 3

October 27, 2026

(25) Pages

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 _____

Palmeri ELECTRIC LLC
413-625-6356
Shelburne, Mass.

PROPOSAL

TO: (Buyer)

Town of Heath
ATTN Tim Lively

Date:

Project Location:

1 East Main St
Heath MA

Project Description:

Wire multi zone relay and boiler

Architect:

We propose to furnish and install the work described below, subject to the terms and conditions printed on the back of this sheet:
In order to begin the work, please sign, date and return both documents. Upon receipt we will contact you to schedule the approved work
This is a check/cash price

Wire boiler multi zone relays and zone Valves
Includes prevailing wage

-Use existing circuit and thermostat wires

-Wire new boiler with Taco relay box and zone valves
(Boiler and heating components to be suppled by others)

Estimated Cost----------$1,975.00

Accepted by (BUYER)_____

Title _____ **Date**_____

Respectfully Submitted,
(SELLER)PALMERI ELECTRIC LLC
By *BRAD OSGOOD-Residential Manager*

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Palmeri Electric LLC
413-625-6356
Shelburne, Mass.

TERMS AND CONDITIONS

Acceptance of this proposal by Buyer shall be acceptance of all terms and conditions recited herein which shall supersede any conflicting term in any other contract document. Any of the Buyer's terms and conditions in addition or different from this proposal are objected to and shall have no effect. Buyer's agreement herewith shall be evidenced by Buyer's signature heron or by permitting Seller to commence work for project.

1. This proposal may, at the option of the company, be withdrawn if not accepted within thirty days from its date.

2. Any alteration or deviation from plans and/or specifications dated prior to the date hereof involving extra cost of labor and material will be executed only upon a written order for the same, and will become and an extra which will be paid to us upon invoicing.

3. Payment to be made as follows: Net cash payable 10 days upon invoicing.

4. All sums not paid when due shall bear interest at 1-1/2% per month or the maximum legal rate permitted by law, whichever is less; and all costs of collections including reasonable attorney's fees, shall be paid by Buyer.

5. Nothing in the contract agreement shall require Seller to continue performance if timely payments are not made to Seller for suitably performed work or stored materials.

6. No back charges or claim of the Buyer for service shall be valid except by an agreement in writing by the Seller before the work is executed, except in the case of the Seller's failure to meet a requirement of the contract agreement. In such event, the Buyer shall notify the Seller of such default, in writing, and allow the Seller reasonable time to correct any deficiency before incurring any costs chargeable to the Seller.

7. Buyer is to prepare all work areas so as to be acceptable for Seller under contract. Seller will not be called upon to start work until sufficient areas are ready to insure continued work.

8. Seller shall be given a reasonable time in which to make delivery of materials and/or labor to commence and complete the performance of the contract. Seller shall not be responsible for delays or defaults where occasioned by any cause of any kind and extend beyond its control, including but not limited to: delays caused by the owner, general contractor, architect and/or engineer, delays in transportation, shortages of raw materials, civil disorders, labor difficulties, vendor allocations, fires, floods, accidents, epidemics, pandemics and acts of God. Seller shall be entitled to equitable adjustments in contract amount for additional cost due to unanticipated raw materials costs and unanticipated project delays or accelerations.

9. Work called to herein is to be performed during the Seller's regular working hours. All work performed outside of such hours shall be charged for at rates or amounts agreed upon by the parties at the time overtime is authorized.

10. Nothing in this agreement shall serve to void Seller's right to file a lien or claim on its behalf in the event that any payment to Seller is not timely made.

11. Buyer shall if, the owner does not, purchase, and maintain all risk insurance upon the full value of the entire work and/or materials delivered to the jobsite which shall include the interest of Seller.

12. Seller's employees will provide services to Buyer on behalf of Seller ("Services"). If within 12 months after the completion of the Services, Buyer hires Seller's employee(s) who provided Services to Buyer, Buyer agrees to pay Seller an amount equal to the Seller's employee(s) hourly billing rate as of the time the employee(s) resigns from Seller multiplied by 2080 hours. Such amount shall be paid in a lump sum within 30 days of the date of the employee(s) hire by Buyer. Within five business days after Buyer offers a job to Seller's employee(s), and Seller's employee(s) accept the position, Buyer agrees to notify Seller in writing of the hire.

CONSTRUCTION OF AGREEMENT

This instrument is to be construed as a Massachusetts contract, is to take effect as a sealed instrument, sets forth the entire contract between the parties, is binding upon and inures to the benefit of the parties hereto and their respective heirs, devisees, executors, administrators, successors and assigns, and may be canceled, modified or amended only by a written instrument executed by both Palmeri Electric, LLC and Buyer.

The interpretation and enforcement of this Agreement, and the legal relationship thereby created, shall be governed by the laws of the Commonwealth of Massachusetts without reference to it's conflict of law provisions. The parties hereby assent to the exclusive jurisdiction and venue of the courts of the Commonwealth of Massachusetts over any issue arising from or related to this agreement.

The undersigned represents that he/she is duly authorized and has full authority to enter into this agreement by and behalf of Buyer.

I have read, understand, and agree to these terms & conditions.

BUYERS SIGNATURE_____ DATE_____

PRINTED NAME AND TITLE_____

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Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs

Department of Environmental Protection

Address: 100 Cambridge Street, Suite 900, Boston MA 02114 | **Phone**: 617-292-5500

Maura T. Healey, Governor
Kim Driscoll, Lieutenant Governor
Rebecca Tepper, Secretary
Bonnie Heiple, Commissioner

October 14, 2026

Mia Francesconi
Town Coordinator
18 Jacobs Road
Heath, MA 01346

Dear Ms. Francesconi:

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the Town of Heath Recycling Dividends Program funds under the Sustainable Materials Recovery Program. The Town of Heath has earned 13 points and will receive $7,800.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. This year, we are awarding more than $5.15 million in SMRP funding to 282 municipalities and regional groups.

Recycling programs play a vital role in limiting our dependence on landfills and incinerators, reducing greenhouse gas emissions, and supporting economic activity in the Commonwealth. SMRP funds foster investment in local programs including recycling equipment, organics diversion, outreach and education, pilot programs, school recycling, toxics reduction, and more. Please refer to the RDP & Small-Scale Approved Spending Categories for more information. MassDEP has invested in developing nationally recognized tools to assist municipalities with reducing recycling contamination and improving public awareness of smart recycling practices. We encourage you to utilize the Recycle Smart MA website and its resources, and to consult with your MassDEP Municipal Assistance Coordinator for assistance in implementing these best practices.

To accept your grant award, please sign and return the attached RDP Contract via email before **January 15, 2027**. After we receive your signed RDP contract, funds will be sent to your community.

Should you have any questions, please email Rachel Smith at Rachel.Smith@mass.gov. Thank you for your continued commitment to recycling and waste reduction in Massachusetts.

Sincerely,

Bonnie Heiple, Commissioner

GRANT SCOPE OF WORK BETWEEN THE
COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION ("MassDEP")
AND THE Town of Heath ("Grantee")

Pursuant to the Green Communities Act, relevant provisions of which are codified at M.G.L. c. 25A, Section 11F(d) and the regulations promulgated thereunder at 310 CMR 19.300 and in support of the Massachusetts Solid Waste Master Plan developed pursuant to M.G.L. c. 16, Section 21, MassDEP has awarded the Town of Heath ("Grantee") a Sustainable Materials Recovery Program Grant ("Grant") under the Recycling Dividends Program ("RDP"). The Municipality has earned a payment of $7,800. MassDEP and Grantee shall collectively be referred to as the Parties.

The RDP provides payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction. Municipalities receive payments according to the number of points their program earns based on the 2026 Grant Details: Recycling Dividends Program document and number of residential households served as described below. The RDP provides an incentive for municipalities to improve their recycling programs by implementing best practices and reward communities with model recycling and waste reduction programs.

DURATION OF THE GRANT:
The term of this Scope of Work shall be in effect until the municipality has expended all RDP funds and reported to MassDEP on use of funds. Invoicing and reporting deadlines are described below.

RESPONSIBILITIES OF GRANTEE:

1. Authority: The signatory of this Scope of Work is authorized by the governing body of Grantee to enter into this Grant Scope of Work on behalf of Grantee and accept and utilize this Grant.

2. Commonwealth Terms and Conditions: Grantee shall comply with the Commonwealth Terms and Conditions and other requirements set forth in Grantee's executed Master Agreement.

3. Failure to Comply: If, in the judgment of MassDEP, Grantee fails to comply with any of its responsibilities as identified in the Grant Scope of Work, then, at the election of MassDEP, (a) Grantee may be deemed ineligible to participate for what time remains of the Grant period; and/or (b) title to all Grant materials purchased with these Grant funds immediately and without any further steps shall be transferred to MassDEP; and/or (c) MassDEP may find Grantee not eligible to seek another Sustainable Materials Recovery Program Grant for up to three years; and/or (d) Grantee shall repay the Grant funds to MassDEP within 90 days. MassDEP may provide written notice to Grantee of any such failure to comply. Such notice may provide a time period and manner for Grantee to cease or remedy the failure. Such notice from MassDEP of any such failure by Grantee is not a precondition to MassDEP's right to select options (a), (b), (c) and/or (d) above. Grantee shall follow the instructions of MassDEP regarding possession of the Grant materials (e.g., collection container). The Parties hereby agree to execute any and all documents necessary to accomplish said transfer. Furthermore, Grantee shall transfer or arrange to transfer actual possession of said materials to an authorized representative of the Commonwealth of Massachusetts or its designee.

4. Recycling in Practice: Grantee has established paper, bottles, and cans recycling in all municipal buildings, offices and meeting spaces, including schools. Grantee shall continue such paper, bottles, and cans recycling during the term of the Grant.

5. Environmentally Preferable Products (EPP) Procurement Policy: Grantee has adopted a Sustainable Purchasing or EPP Procurement Policy. The Policy is either bylaw or ordinance enacted by the decision-making entity of the municipality and includes a commitment to purchasing products and services offered through the Operational Services Department (OSD)'s Environmentally Preferable Products and Services Program; reducing waste by prioritizing reuse and donation of goods and equipment, and purchasing products that are durable, reusable and refillable; and adherence to Federal Comprehensive Procurement Guidelines, or other established criteria, for minimal accepted recycled content levels when purchasing office supplies.

6. RDP Payment Calculation: MassDEP has calculated the RDP Payment using the table below which shows payment brackets based on the number of households served by the municipal solid waste program and the point value for each bracket. See the 2026 Grant Details: Recycling Dividends Program document.

# of Households that Receive Trash Service Provided by the Municipality	Point Value - Basic Level 1-9 pts.	Point Value - Advanced Level ≥ 10 pts. & RDP EJ Populations
0 - 4,999	$420	$600
5,000 - 7,499	$770	$1,100
7,500 - 9,499	$910	$1,300
9,500 - 12,499	$1,260	$1,800
12,500 - 16,999	$2,100	$3,000
17,000 - 24,999	$2,450	$3,500
25,000 - 31,999	$2,800	$4,000
32,000 - 99,999	$4,550	$6,500
100,000 +	$7,000	$10,000

7. Program Criteria: The Grantee, through its RDP application, certifies that all points earned are for programs that were in place between July 1, 2025 and June 30, 2026 and that these programs fully meet the performance standard set forth in the 2026 Grant Details: Recycling Dividends Program document.

8. Use of Funds: RDP Payments shall be expended on activities and programs listed on MassDEP's Approved Spending Categories for RDP & Small-Scale Initiatives Funds, to enhance the performance of the Municipality's waste reduction programs. **Use of a dedicated account is required**. Funds may be carried over to future years and accumulated to fund a larger eligible expense or project. Planned use of funds shall be noted on the annual RDP Spending Report. However, MassDEP may delay, modify, or deny future RDP payments if municipality is not expending funds.

9. Recordkeeping: The Municipality shall be responsible for keeping documentation (i.e., proof of purchase in the form of an invoice which lists the vendor's name and address, item purchased, item price, number of items purchased and shipping costs if any) by calendar year, of how RDP funds were expended and the remaining balance of RDP funds. MassDEP may conduct record audits to ensure compliance.

10. Reporting: The Grantee shall file an annual Recycling and Solid Waste survey and the RDP Spending Report by February 15, via ReTRAC, for the duration of this Grant. Failure to comply with these reporting requirements may jeopardize future grant awards.

11. Environmental Compliance: Grantee understands receipt of a grant from MassDEP does not in any way imply that Grantee is in compliance with applicable environmental regulations. This Grant Scope of Work

shall not be construed as, nor operate as, relieving Grantee or any other person of the necessity of complying with all applicable federal, state, and local laws, regulations and approvals. Grantee's facility(ies) are subject to inspection at any time by MassDEP and noncompliance with applicable environmental regulations may result in formal enforcement actions, including penalties.

12. Addendums: Should MassDEP award additional Grant funds, an addendum to the Grant Scope of Work shall be provided to Grantee. The same terms and conditions apply to the addendum.

13. RDP Award Calculation: The Grantees payment has been calculated as the Net RDP points earned multiplied by Value of each point (identified in Section 6 above).

RDP Category	RDP Points Earned as Verified by MassDEP
Bulky Items Collection	**1**
Center for Hard to Recycle Materials (Charm)	**2**
Curbside Recycling Regulations	**0**
Diversity, Equity, and Inclusion	**0**
Household Hazardous Waste (HHW)	**2**
Organics / Food Waste	**0**
Recycle Center Access	**0**
Reuse Programs	**2**
Solid Waste Reduction	**5**
Waste Prevention Outreach and Education	**1**
Total RDP Points Earned	**13**
Point Deducted Due to Late Submission of Minimum Eligibility Requirements	**0**
Net RDP Points	**13**
Value of Each Point	**$ 600**
RDP Payment Amount	**$7,800**

IN WITNESS WHEREOF, MassDEP and Grantee hereby execute this Grant Scope of Work.

COMMONWEALTH OF MASSACHUSETTS

_____ _____

John Fischer, Deputy Division Director, Solid Waste (Date)
Department of Environmental Protection

Town of Heath
Municipal Official(s) Authorized to sign: **Selectboard Chair, Town Coordinator**
VC6000191825

_____ _____

(Signature) (Date)

_____ _____

(Print Name) (Title)

Checklist for Recycling Dividends Program (RDP) Grant Award

This document contains important grant deadlines and requirements.

STEP ONE: EXECUTE THE CONTRACT

It is the responsibility of the municipal Recycling Contact to ensure that the RDP Scope of Work is signed by an individual currently holding one of the Titles listed on the Authorized Signatory Listing form, which your municipality filed with MassDEP in 2022. If the person(s) listed on the form has changed (e.g., a new Mayor has been elected), the municipal official with the same Title may sign the RDP Scope of Work and a new Authorized Signatory Listing form **IS NOT REQUIRED**.

Please sign and email the RDP Scope of Work to **Rachel.Smith@mass.gov** for processing of payment no later than **January 15, 2027**, or funds may be forfeited.

Acceptable forms of signature are:

1. Traditional "wet signature" (ink on paper, scan, and email),
2. Electronic signature that is either hand drawn using a mouse or finger if working from a touch screen device, OR
3. Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign.

STEP TWO: TRACK EXPENDITURES BY APPROVED EXPENSE CATEGORY

- This is not a reimbursement-based grant. Your award payment will be processed as soon as the RDP Scope of Work is returned.
- However, you are required to keep track of approved expenditures, by expense categories. Please review the list of **Approved Spending Categories** to determine the appropriate category. Items/activities are listed in the category deemed most appropriate in cases where there is overlap.
- Be prepared to be audited.

STEP THREE: REPORT EXPENDITURES AND REMAINING BALANCE

- The municipality is required to report all expenditures from the previous calendar year no later than **February 15, 2027**.

Contact **Cathy.Doodnauth@mass.gov** or **Rachel.Smith@mass.gov** with any questions.

Outlook

FW: Davenport land update

From Assessors <assessors@townofheath.org>
Date Wed 10/14/2026 3:18 PM
To BOS <BOS@townofheath.org>; Robyn Provost <robyn@townofheath.org>

Good afternoon Selectboard,
Following some extensive research on the Davenport property that was purchased by the Town of Heath, it's clear that the parcel that the Parks & Rec Committee wanted to acquire is not what was actually acquired in 2022. It was brought to my attention by Jordan Lively, as his family owns hundreds of acres in that area, that the landowners may not be accurate as it related to the Assessor's maps.
If you read the deed for Rotima S.A., Inc. (formerly Atwater), it notes the land in Heath & Charlemont with boundaries running along said Colrain Town Line which can only be Map 229, Lot 9. The land purchased by the Town from the Davenport, Heirs [Map 236, Lot 5] does not mention the Colrain town line which it would need to in order to connect with Catamount State Forest (which was part of the allure to buy this parcel as it would connect the Shapiro land to Catamount). I repeatedly asked to have this clarified before the purchase was finalized by the town and was assured by the Town Coordinator that a Title Search would determine if the parcels were incorrect. Following the research, it's clear that wasn't done and therefore we paid $15K for land that doesn't meet the criteria for which it was purchased.
I'm hopeful that any map information that is on our kiosks or out to the general public does not reflect this inaccurate data as it could lead individuals to being on private lands which are not open to the public. The revisions on ownership are being sent off to our mapping company for them to update, including the GIS mapping with the state.
I am confident in my research and am grateful to Jordan for bringing this to our attention. Moving forward, I hope the town does its due diligence before acquiring anymore land that is now off the tax rolls (likely permanently) and dead ends at the Charlemont line providing no benefit to the town.
Best,
alice

Alice Wozniak, MAA
Director of Assessing
Town of Heath
PO Box 35
Heath, MA 01346
(413) 337-4934 Ext. #003

From: Patricia McGahan <pmcgahan75@gmail.com>
Sent: Wednesday, May 27, 2026 10:24 AM
To: Assessors <assessors@townofheath.org>
Cc: BOS <towncoordinator@townofheath.org>; Anne Emmett <emmetanne@sbcglobal.net>; Robyn Provost <robyn@townofheath.org>
Subject: Fwd: Moving the Kiosk

Hi Folks,
Can time be scheduled to update property maps to show the actual ownership and property lines for parcels 1 and 2 in Jordan's email?
It would not only be helpful to Jordan, but also to the Parks & Rec Committee which has put a hold on seeking any more grants to allow time to resolve this and the culvert issue.
I appreciate any effort you could put in,
-Pat McGahan
Heath Parks & Rec Committee

---------- Forwarded message ---------
From: **Jordan Lively** <jjlively55@gmail.com>
Date: Tue, May 26, 2026 at 10:05 AM
Subject: Re: Moving the Kiosk
To: Patricia McGahan <pmcgahan75@gmail.com>
Cc: Will Emmet <wemmet@sbcglobal.net>

Hi, That would be a much better location for us, but its unclear how close to the road you are talking about? I think, unless it is right next to the other kiosk by the community hall (I like that location the best), it should be pushed back to the edge of the tree line, and not as close to the road as it is now. I still feel that since its cemented in, and has a roof, it should be considered a structure, and meet the 50' zoning set back from the road.

While on the subject of the Kiosk, Id like to point out a discrepancy in the map. The town bought the 'Davenport Family Forest' thinking it was triangle 2 in the map, since that is what the town tax maps have it listed as. I've tried explaining to everyone that first, its incorrect, its actually triangle 2, and secondly the drawing of triangle 1 is way off from reality anyway (it is claiming a share of my familys land). The Parks and rec seems to have decided that they did in fact buy triangle 1 instead of triangle 2, but its my understanding no professional deed research or surveying was done. The town tax maps/ Assessors office still has that parcel being owned by Atwaters. Im just finding it quite unethical that the Parks and rec is cutting trails, putting up signs, and making maps on land they aren't even sure they own. And, the main reason Im bringing this up here, is the map on the kiosk is showing that the town bought and owns both of those triangles, which is incorrect (both are green).

I understand this is all probably just a mistake on the map, but it keeps happening. Whether its the town as a whole, or the Parks and rec, everyone needs to get this figured out and stop claiming land that they dont actually own.

Thanks,
Jordan Lively

Outlook

Ridge

From Thomas Lively <thomas.lively01@gmail.com>
Date Sat 10/17/2026 8:50 AM
To BOS <bos@townofheath.org>

COA met with Tucker Jenkins Thursday to discuss the RIDGE program. After meeting with him and having our questions answered the members of COA voted unanimously to recommend the Select Board vote to join the program. This opportunity to access more long term support for the physical and mental wellness of our seniors appears to be a logical next step in the support systems available.
Sue Lively
COA Chair

West County EMS Discussion

Meeting Summary | September 30, 2026

Meeting overview

The September 30 meeting focused on refining the proposed regional EMS startup model, identifying remaining financial and governance questions, and preparing to present the proposal to municipal officials. Participants supported several budget revisions but continued to raise concerns about affordability, ambulance placement, response times, and the need for accurate town-level call data.

- Date: Wednesday, September 30, 2026.
- Location: Shelburne Falls Fire District, 121 State Street, Shelburne Falls.
- Scheduled time: 1:00–2:30 p.m.
- Facilitator: Dan Nietsche, Franklin Regional Council of Governments (FRCOG).

This summary follows the agenda and distinguishes discussion and informal consensus from final municipal approval.

1. Welcome, purpose, and background

Dan welcomed participants and invited introductions, including municipal and finance representatives who were attending for the first time. He reviewed the work completed since the previous meeting, including revisions to the operating budget, development of a bunkhouse estimate, and consideration of how to bring the proposal before select boards and finance committees.

The discussion highlighted a difference in participants' familiarity with the project. Some had been involved in developing the proposal over many meetings, while newer participants wanted a clearer explanation of the underlying problem, alternatives considered, and reasons for recommending the current model.

EMS representatives emphasized that the proposal was intended to address the declining sustainability of existing ambulance services—not simply to replace a stable system with a more expensive one. They described staffing shortages, reliance on a small number of personnel, and the risk that the loss of one service would increase pressure on neighboring services. Other participants emphasized that residents may not recognize that urgency, particularly where an ambulance currently appears to be readily available.

The working proposal remained a phased startup approach: one ambulance staffed around the clock, a second staffed during selected high-demand periods, and a third available for backup or additional response when personnel are available. Participants stressed that existing call personnel and local first responders should remain part of the system.

2. Financial discussion

Operating budget and staffing

Participants reviewed the revised budget and discussed whether it adequately captured the costs of operating the proposed service. Training and professional development had been moved into the personnel section.

Budget topic	Discussion and direction
Overtime	Participants supported including an allowance equal to 20% of salaries. Per-diem coverage would not eliminate overtime caused by extended calls or shift overruns. Dan stated that he would include the allowance in the next budget revision.
Fringe benefits and taxes	The draft used 58% as a planning estimate based on municipal responses. The percentage remained an estimate rather than a fully validated final cost.
Administrative support	Participants supported restoring an administrative allowance. Discussion ranged from a half-time position to a full-time position, with approximately $55,000 referenced for the full-time salary line. The final staffing level and payroll arrangement were not clearly settled.
Payroll and records	Participants identified payroll preparation, bill payment, taxes, insurance, records requests, and litigation-related documentation as duties requiring staff time or outside services.
Ambulance billing	Billing was expected to be outsourced.
Third ambulance	Participants gave an informal thumbs-up to including the costs needed to keep the third ambulance operational and available, rather than treating it only as an inactive replacement vehicle. Dan agreed to add those costs.

These were directions for refining the working budget, not approval of a final operating budget or municipal assessments.

Fleet and ambulance placement

A substantial discussion addressed whether the proposal would reduce access to locally available ambulances. Participants questioned the effect of concentrating resources at one location, particularly for residents who currently live near an ambulance station.

The group clarified that using Colrain Ambulance as the initial service provider or headquarters would not necessarily require all three ambulances to be located in Colrain. Vehicles could

potentially remain at existing locations in Colrain, Charlemont, and Shelburne Falls, with deployment informed by staffing, call demand, geography, and further analysis. No final deployment locations were established.

Participants emphasized that the third ambulance could serve both as a replacement vehicle and as an additional response resource when call personnel are available. Keeping that vehicle available would require appropriate insurance, registration, maintenance, and supplies, but did not necessarily mean adding another continuously staffed crew or converting every vehicle to advanced life support capability.

Bunkhouse estimate

Dan presented a conceptual estimate for a rented modular bunkhouse approximately 12 feet wide and 40–44 feet long, with four bunks, heating and air conditioning, a galley, restroom, and basic furnishings.

- Estimated first-year cost: approximately $52,500, including first-year rent, site preparation, utility connections, accessibility and life-safety allowances, furnishings, communications readiness, and contingency.
- Estimated rental cost: approximately $1,650 per month.
- Estimated ongoing annual cost: approximately $25,000 at the high end, after initial setup expenses.

Participants considered whether shorter shifts would eliminate the need for a bunkhouse. EMS representatives maintained that suitable crew facilities would still be important for hygiene, potential contamination, report writing, rest, and recruitment. They also discussed their understanding of OEMS facility expectations, although the meeting did not establish a formal regulatory determination. The discussion generally favored retaining the facility allowance.

A Woodlands Partnership representative identified a potential implementation grant opportunity of up to $75,000 for a regional application that might help fund first-year bunkhouse expenses. Eligibility, timing, and an award were not confirmed.

Contributions from high-use organizations

Participants discussed approaching recreational businesses and other organizations that generate EMS demand for voluntary contributions or other support. Ideas included donations, voluntary recreational fees, municipal permit-related approaches, and legislative advocacy concerning recreation-related public-safety costs.

Several participants cautioned against assuming that recreational businesses account for most calls. A Charlemont EMS representative reported that mental-health calls had been a greater burden than mountain-related incidents in the prior year and noted that some river incidents involve independent visitors rather than commercial customers.

The discussion favored exploring supplemental funding without delaying the main proposal. No contribution was committed, and participants did not establish a funding mechanism or decide how such revenue would be allocated among towns.

3. Governance and municipal approval

Draft intermunicipal agreement

Participants reviewed the proposed intermunicipal agreement (IMA) and sought clarification about who would provide the service and how the towns would exercise oversight. The working concept was an agreement among participating municipalities, with Colrain Ambulance serving as the contracted provider, at least for the initial year. Colrain Ambulance would continue to exist as its own organization under that proposal.

Questions requiring further clarification included:

- The responsibilities and authority of the proposed advisory or oversight committee.
- The relationship between municipal oversight and the ambulance organization's own board of directors.
- Which decisions would remain operational responsibilities of the service provider.
- The agreement's duration, renewal provisions, withdrawal requirements, and process for admitting additional towns.
- Whether an interim memorandum of understanding or simpler first-year agreement would be useful while a longer-term structure is developed.

Participants noted that the agreement would need review by municipal counsel. Some questioned whether "advisory committee" adequately described the intended role and suggested clearer language defining what the body could and could not do. No final IMA was approved during the meeting.

Approval pathway and affordability

Dan asked whether the proposal was ready to be brought more broadly before select boards, finance committees, and ultimately voters. Participants supported moving toward that stage but differed on how much additional work was needed first.

Finance and municipal representatives raised concerns about substantial new assessments, potential overrides, residents on fixed incomes, and competing obligations, including the Franklin County Technical School project. Others argued that residents should be informed promptly that an additional EMS funding request was likely, rather than learning of it only after other major financial decisions.

Participants generally identified the need for a coordinated presentation explaining:

- Why the current service model is considered unsustainable.
- How staffing shortages affect actual ambulance availability.
- What alternatives the working group considered.
- Why the proposed model balances startup cost with service reliability.
- What residents would receive and what limitations would remain.
- How municipal assessments would be calculated.

The group emphasized that the proposal should be described honestly as a starting point—not as the ideal or highest-service model. More comprehensive options had been considered, but

participants had sought a less costly model that could be expanded as experience, revenue, and demand warranted.

4. Feedback and next steps

Call data and response times

Accurate town-level call data remained a major unresolved issue because the proposed assessments would reflect call volume and population. Participants discussed differences among OEMS records, dispatch records, ambulance service records, and local tracking systems. They also identified the potential for multiple ambulance reports to represent a single incident.

Particular concern centered on separating Shelburne Falls calls between Buckland and Shelburne. Participants clarified that the Buckland count shown in the working materials represented upper Buckland rather than all calls within the municipality. Address-level review was underway to improve those allocations.

Participants requested a clearer explanation of anticipated response times and the effect of ambulance placement. Residents would want to understand whether the regional model would preserve or improve their current service, especially if a vehicle were relocated.

Follow-up items

Follow-up	Responsibility or status
Revise the budget to include the 20% overtime allowance	Dan committed to incorporating it in the next revision.
Add costs for maintaining the third ambulance as an available resource	Dan committed to adding those costs following informal group support.
Refine the administrative support allowance and payroll approach	Further work needed; half-time and full-time options were discussed.
Complete town-level call-data review, especially Buckland and Shelburne allocations	Ambulance representatives described ongoing address-level review; additional assistance was offered.
Clarify IMA oversight, provider responsibilities, agreement term, and withdrawal provisions	Further drafting and municipal legal review needed.
Develop an information-session approach for select boards and finance committees	Dan agreed to brainstorm the format and approach.
Consider evening sessions	Participants noted that daytime meetings prevent some municipal officials from attending.
Include local ambulance directors and/or fire chiefs in municipal presentations	Recommended to explain local conditions and provide operational credibility.
Explore bunkhouse grant assistance and voluntary outside contributions	Opportunities were discussed, but no award, contribution, or final assignment was established.

The transcript supports these as commitments, recommendations, or unresolved work items—not as formally adopted municipal actions.

5. Wrap-up and upcoming meetings

Participants discussed publicly posted information sessions, meeting procedures, and whether a larger venue would be necessary if additional officials and residents attended. The next two working-group meetings were identified as October 14 and October 28, 2026.

2027 MIIA REWARDS STATUS REPORT as of 10/9/2026

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Heath

Automobile 2027 Rewards (Maximum Credit 3%)

% Earned	Maximum Credit % Available	Activity Description
0%	3%	**Automobile 2027 Rewards (Maximum Credit 3%)**
		Member Activities (see below)
0%	2%	Implement an Annual Motor Vehicle Records Check Policy through Massachusetts DVS (Driver Verification System) or your own internal system. Must provide number of records checked. * Auto - 2% max. ☐ At hire - .25% per dept. ☐ Annual - .5% per dept. ☐ DVS - 1% per dept.
0%	1%	Implement a GPS (Global Positioning System) or similar telematic monitoring program. Must provide invoice for credit. - .5% per department - 1% max.
0%	2%	Implement a CDL Driver Training Program * or in-house Fire Driver Training Program (Trainer certification required) - 2% max.
0%	1%	Install a vehicle safety/spatial assist system (ex: forward collision warnings, automatic braking, lane keep tools, pedestrian and cyclist detection, parking and backing assistance, adaptive cruise control etc.) - 1% max.
0%	1%	Vehicle Use Policy * ☐ Initial implementation .25% per department - 1% max. ☐ Annual update, distribution and employee sign off .25% per department - 1% max.
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service Plan (if applicable) - 1% max.
0%	1%	Implement MIIA Vehicle Backing Advisory* protocols - .25% per dept. - 1% max.
0%	3%	**MIIA Training** Attend MIIA auto related training including onsite and webinars - per topic - less than 2 hrs.- .25% , 2 - 5 hrs. - .5% , 5 hrs. and over - 1% - 3% max.
0%	3%	Participate in one of the following MIIA-sponsored Driver Training Programs - 3% max. Please note due to demand, simulator training can only be offered to members every 2 1/2 years. ☐ Police Simulator (75% Dept.) - 1% ☐ Fire Simulator (75% Dept.) - 1% ☐ DPW Simulator (75% Dept.) - 1% ☐ Police Emergency Vehicle Operations course (EVOC) .5% per person - 3% max. ☐ In Control Crash Prevention Training - 1% ☐ Onsite Fire Driver Training (75% Dept.) - 1% ☐ Safety National (online) Fire, Police, Ambulance, DPW - .5%, Attention & Distraction - .25%

Resource available on MIIA website with login

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Automobile 2027 Rewards (Maximum Credit 3%)

% Earned	Maximum Credit % Available	Activity Description
0%	3%	**Member Directed Training** - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Defensive Driver training - 1% max. ☐ Van Driver training - 1% max. ☐ Massachusetts Regional Transit Assistance Program (MArtap) - 1% max. ☐ Snow plow operator training - 1% max.
0%	2%	MIIA Learning Management System (LMS) auto related training - .25% per topic - 2% max.

** Resource available on MIIA website with login*

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General Liability 2027 Rewards (Maximum Credit 4%)

% Earned	Maximum Credit % Available	Activity Description
0%	4%	General Liability 2027 Rewards (Maximum Credit 4%)
		Member Activities (see below)
0%	1%	Develop a Cyber Incident Response Plan* **If member has MIIA cyber coverage it is critical that plan includes provision that any potential incident is reported immediately to MIIA creating the ability to deploy critical breach response resources. -** 1% max. ☐ Initial implementation of cyber incident response plan - 1% max ☐ Proof of distribution of updated (within 2 years) cyber incident response plan with sign-off from employees - 1% max ☐ Conduct a tabletop exercise employing cyber incident response plan. Agenda and attendees required - 1% max
0%	2%	Create a cyber training awareness campaign using a third-party vendor, not Executive Office of Technology Services and Security (EOTSS) since that training credit is provided under member-directed training. Documentation required .25% - 2% max.
0%	1%	Utilization of a SOC (security operation center). Documentation required.
0%	1.5%	Review sewer or water maintenance protocols with Risk Manager - inspections, vacuuming, response plan, asset management/capital budgeting, understanding of vulnerabilities* - 1.5% max. ☐ Reactive - Addressing Issues - .5% ☐ Proactive - Regular inspection and replacement of equipment - 1 - 1.5%
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service Plan (if applicable) - 1% max.
0%	3%	**MIIA Training** Attend MIIA general liability related training including onsite and webinars- per topic- less than 2 hrs - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**Member Directed Training** - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Executive Office of Technology Services and Security (EOTSS) % of participation determines credit. ☐ Cyber Table Top Exercises ☐ Work Zone Safety Training (Police or Fire) ☐ Active Intruder Response Training ☐ OSHA Walking Working Surfaces (29 CFR 1910 Subpart D) ☐ Cybersecurity training (not EOTSS)
0%	2%	MIIA Learning Management System (LMS) general liability related training - .25% per topic - 2% max.

** Resource available on MIIA website with login*

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Law Enforcement Liability 2027 Rewards (Maximum Credit of 7%)

% Earned	Maximum Credit % Available	Activity Description
0%	7%	**Law Enforcement Liability 2027 Rewards (Maximum Credit of 7%)**
		Member Activities (see below)
0%	2%	100% implementation of comprehensive body cam program. Must provide program detail and documentation of training and policy acknowledgment. - 2% max.
0%	3%	Massachusetts Police Certification/Accreditation* (MPAC) 2% Certification 3% Accreditation. Must provide MPAC letter. *Law Enforcement - 3% max. ☐ Certification 2% ☐ Accreditation 3%
0%	1%	Blue Voice subscription renewal - Must include proof of paid invoice
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service Plan (if applicable) - 1% max.
0%	3%	**MIIA Training** Attend MIIA law enforcement related training inbcluding onsite and webinars. Per topic- less than 2 hrs. - .25% 2 - 5hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**EAP Training** Attend member requested EAP town only training (must provide required excel attendance sheet) OR attend regional member webinar on the MIIA calendar - per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**Member Directed Training** - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Preventing Workplace Discrimination/Harassment ☐ Conducting Internal Discrimination Investigations ☐ Managing Reasonable Accommodations in the Workplace ☐ Mental Health Awareness ☐ Supplemental De-escalation outside of in-service training
0%	2%	MIIA Learning Management System (LMS) law enforcement related training - .25% per topic - 2% max.

** Resource available on MIIA website with login*

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Property 2027 Rewards (Maximum credit 4%)

% Earned	Maximum Credit % Available	Activity Description
0%	4%	**Property 2027 Rewards (Maximum credit 4%)**
		Member Activities (See Below)
0%	3%	Formal review of facilities management program and philosophy with Risk Manager- asset inventory, work order system, budget and capital planning, inspection and replacement, retrocommissioning or recommissioning. Pllease do not submit any documentation - 3% max ☐ Reactive - Addressing issues - .5% ☐ Proactive - Regular inspection and replacement of equipment - 2% ☐ Predictive - Recommissioning, capital planning etc. - 3%
0%	1%	Risk Management or Safety Committee Meetings (only if not in Workers' Compensation Program) - .25% per meeting. - Best practices to include: Administration, HR, DPW, Facilities, Police, Fire, Senior Center, Rec Department, IT and School.
0%	1%	Develop and implement an effective written storm protocol* that deals with pre-storm, storm, and post storm activities. This must include an effective school vacation (if applicable) and holiday week activity plan to ensure adequate heating/cooling. (Must provide a copy of protocols) * Property -1% max.
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service plan (if applicable) - 1% max.
0%	3%	**MIIA Training** Attend MIIA property related training including onsite and webinars. Per topic- less than 2 hrs. - .25% 2 -5 hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**Member Directed Training** - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Roof Inspection ☐ Facilities Management Best Practices ☐ Building Protection ☐ Asset Inventory/Capital Planning
0%	2%	MIIA Learning Management System (LMS) property related training - .25% per topic - 2% max.

** Resource available on MIIA website with login*

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Public Officials Liability 2027 Rewards (Maximum Credit of 7%)

% Earned	Maximum Credit % Available	Activity Description
0.5%	7%	Public Officials Liability 2027 Rewards (Maximum Credit of 7%)
		Member Activities (see below)
0%	1%	Creation or recent update (within 2 years) of Anti- Discriminatory/Harassment Policy (Sexual Harassment Policy only is not sufficient) - 1% max. ☐ Initial implementation with documented employee sign off - 1% ☐ Annual review with distribution and employee sign off - 1%
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service plan (if applicable) - 1% max.
0.5%	3%	**MIIA Training** Attend a MIIA public officials related training including onsite and webinars. Per topic- less than 2 hrs. - .25% 2 -5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. **(.5%) 15315 Making the Right Call: Fair, Defensible Decisions That Support Your People and Strengthen Your Workplace 05-26-26 .5**
0%	3%	**EAP Training** Attend member requested EAP town only training (must provide required excel attendance sheet) OR attend regional member webinar on the MIIA calendar - per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**Member Directed Training** - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Preventing Workplace Discrimination/Harassment ☐ Conducting Internal Discrimination Investigations ☐ Managing Reasonable Accommodations in the Workplace ☐ Diversity, Inclusion, Equity and Bias ☐ Labor Law Update ☐ First Amendment ☐ Mental Health Awareness ☐ De-escalation ☐ Open Meeting Law
0%	2%	MIIA Learning Management System (LMS) public officials related training - .25% per topic- 2% max.

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School Board Liability 2027 Rewards (Maximum Credit of 7%)

% Earned	Maximum Credit % Available	Activity Description
0%	7%	School Board Liability 2027 Rewards (Maximum Credit of 7%)
		Member Activities (see below)
0%	1%	School based Safety Committee Meeting or participation in town safety committeee meeting. - .25% per meeting. Best practices to include: Administrative, Facilities, Custodial, teaching representative and SRO.
0%	3%	Participation in **Behavioral Based De-Escalation Prevention** training program (i.e. QBS, CALM) .25- 3% max.
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service plan (if applicable) - 1% max.
0%	3%	**MIIA Training** Attend a MIIA school board related training including onsite and webinars. Per topic- less than 2 hrs. - .25% 2 - 5hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**EAP Training** Attend member requested EAP town only training (must provide required excel attendance sheet) OR attend regional member webinar on the MIIA calendar. per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max.
0%	3%	**Member Directed Training -** Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ Conducting Internal Discrimination Investigations ☐ De-escalation ☐ Managing Reasonable Accommodations in the Workplace ☐ Preventing Workplace Discrimination/Harassment ☐ Title IX (management level) ☐ Sexual Abuse ☐ Mental Health Awareness
0%	2%	MIIA Learning Management System (LMS) school board related training - .25% per topic - 2% max.

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Workers' Compensation 2027 Rewards (Maximum Credit 3%)

% Earned	Maximum Credit % Available	Activity Description
0.25%	3%	Workers' Compensation 2027 Rewards (Maximum Credit 3%)
		Member Activities (see below)
0%	3%	Written Safety Programs/Standard Operating Procedures (SOPs) ☐ Trenching & Excavation - .5% - 1% * ☐ Confined Space - .5% - 1% * ☐ Lockout /Tagout - .5% - 1% *
0%	1%	Risk Management/Safety Committee Meeting -.25% credit will be given per documented meeting. Meeting agenda must be submitted for credit. Best practice is to include representatives from: Administration, HR, DPW, Police, Fire, IT, Schools, Senior Center and Recreation.
0.25%	0.25%	Completion of Workers Compensation Audit by 12/31/26 - .25%
0%	2%	Department Tool Box Talk Program- please consult with your MIIA Risk Manager to earn rewards in this category. Rewards are based on the quality and quantity of your program.Please do not submit documentation. 2% Max ☐ Seasonal/ Quarterly program – applicable seasonal topics covered each quarter. - .5% ☐ Monthly tool box talk program - rotating topics each month with submitted agendas and attendance. - 1% ☐ Advanced monthly toolbox talk program- rotating employee presenters with submitted agendas, presenter info and attendance, - 2%
0%	1%	Design a training program for a Competent Person* including: awareness training, site-specific training and decision making authority. - .5% per competency.
0%	1%	Completion of an advisory risk management recommendation as presented in the member's Risk Analysis Service plan (if applicable) - 1% max.
0%	3%	**MIIA Training** Attend MIIA workers compensation related training including onsite and webinars. Per topic- less than 2 hrs. - .25%. 2 - 5hrs. - .5%, 5 hrs. and over - 1% - 3% max.

** Resource available on MIIA website with login*

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Heath

Workers' Compensation 2027 Rewards (Maximum Credit 3%)

% Earned	Maximum Credit % Available	Activity Description
0%	3%	**Member Directed Training - MIIA Focus Areas** Workers Comp Loss Focus Areas. - Individualized training of 1 hour or more (not conference based) per topic - less than 2 hrs. - .25%, 2 - 5 hrs. - .5%, 5 hrs. and over - 1% - 3% max. Only the following topics will be considered for credit: ☐ OSHA 10 ☐ Slips trips & falls ☐ Chainsaw/Chipper ☐ MFAA Custodial Conference ☐ Workplace Violence ☐ Work Zone Safety ☐ SOP Lockout/Tagout/Trenching/ Confined Space ☐ Ladder ☐ Accident/Incident Investigation
0%	2%	MIIA Learning Management System (LMS) workers compensation - related training - .25% per topic - 2% max.