Fiscal Year 2027

Town Manager's Proposed Operating Budget



TOWN OF GREAT BARRINGTON

Liz Hartsgrove, Town Manager

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TOWN MANAGER'S FY27 BUDGET MESSAGE

To the Select Board, Finance Committee, and Residents of Great Barrington:

I am pleased to present the Fiscal Year 2027 Recommended Operating and Capital Budget for the Town of Great Barrington. This budget reflects a disciplined and policy-driven financial plan developed through structured analysis, multi-layer review, and alignment with the Select Board's adopted Strategic Priorities. It represents not only a financial document, but a statement of values, balancing service delivery, fiscal responsibility, and long-term sustainability.

The FY27 Recommended Budget is grounded in three guiding principles:

- Structural fiscal stability
- Transparent and accountable governance
- Strategic investment in core municipal services

These principles have shaped both the operating and capital recommendations and provide the framework within which this budget has been developed.

This document is presented as the foundation for deliberation. In accordance with the Budget Action Calendar, it will serve as the starting framework for the Select Board and Finance Committee as they conduct operational and capital budget reviews and determine which services and investments are most critical to fund within available revenue capacity.

Community and Fiscal Context

Great Barrington operates within the statutory constraints of Proposition 2½, which limits annual levy growth to 2.5 percent plus new growth. While this framework is designed to promote taxpayer stability, it does not move in tandem with inflationary pressures, health care cost escalation, or increases in mandated assessments. In recent years, the gap between allowable revenue growth and expenditure growth has widened, requiring deliberate and strategic prioritization.

The FY26 Review and FY27 Forecast identified significant cost pressures entering FY27. Health insurance is projected to increase by more than 8 percent. Regional school assessments are projected to rise by more than 7 percent. General liability and property insurance costs continue to trend upward. Public safety and emergency service demands remain strong, and deferred infrastructure reinvestment continues to accumulate long-term financial risk. At the same time, the Town's excess levy capacity remains limited, leaving little room for unexpected events.

Free Cash, while certified at over $11 million in FY26, must be viewed in its proper context. Historically, the Town has relied on approximately $3.9 million annually in Free Cash to offset recurring operating expenses. While that approach can moderate tax growth in the short term, it masks structural gaps and diminishes long-

term fiscal flexibility. Additionally, more than $5 million in Free Cash had previously been set aside for cannabis litigation. With that matter now resolved, those funds are being removed from Free Cash availability. This development provides clarity but reduces discretionary reserve capacity entering FY27 and reinforces the importance of treating Free Cash as a one-time resource rather than an operating subsidy.

These structural realities shaped the development of the FY27 recommendation.

FY27 Forecast and Scenario Analysis

The FY27 Forecast illustrates a structural imbalance between projected expenditures and allowable revenue growth under Proposition 2½. Even after conservative revenue assumptions and disciplined expenditure controls, the projected gap between levy capacity and required expenditures approaches $5 million. Scenario 1, which I am recommending as the starting point, narrows that gap through structural adjustments, reserve discipline, and pay-as-you-go capital funding. However, to fully sustain the level of municipal services reflected in this recommendation, the Town would require consideration of a Proposition 2½ override in the range of approximately $4.8 to $5.0 million.

An override of this magnitude is not simply a financial mechanism; it represents a community policy decision. It requires broad public understanding of the Town's fiscal condition, a shared recognition of service priorities, and a sustained commitment to structural change. Overrides are not tools to correct short-term fluctuations. They are long-term revenue resets that permanently increase the levy base. As such, they must be accompanied by demonstrated fiscal discipline and transparent reform.

For an override of this scale to succeed, several commitments are essential. First, the Town must clearly articulate what services, investments, and workforce stability the override would protect. Second, the Town must demonstrate that all reasonable internal cost controls, capital sequencing adjustments, and efficiency measures will be implemented. Third, there must be visible alignment between financial policy, strategic priorities, and budget execution. An override must be understood as a structural correction, not a continuation of past reliance on one-time resources.

Building public trust requires clear data, consistent messaging, and evidence of responsible stewardship.

At the same time, regardless of whether an override proceeds, the Town must take deliberate steps to avoid recurring structural imbalances in future fiscal years. Those steps include:

- Strengthening multi-year financial forecasting beyond a single fiscal cycle
- Continuing to eliminate reliance on Free Cash for recurring operations
- Expanding reserve policies tied to percentage-of-budget benchmarks
- Reassessing service delivery models for long-term sustainability
- Sequencing capital projects within debt ratio targets
- Pursuing regional efficiencies and shared service opportunities where feasible

The structural gap we face is not unique to Great Barrington. It reflects the broader tension between capped property tax growth and rising service costs. Addressing it requires both community engagement and disciplined governance.

Scenario 1 represents a responsible starting point. It acknowledges the full cost of service delivery, strengthens reserves, limits new borrowing, and eliminates structural reliance on Free Cash. If the community determines that maintaining current service levels and capital investment requires additional revenue, an override may provide that structural reset. However, long-term fiscal health will ultimately depend on sustained policy discipline and proactive planning.

Operating Budget Development

The FY27 Operating Budget was developed through a structured and layered review process designed to enhance transparency and accountability.

Each department submitted detailed line-item requests accompanied by narrative justification. Departments were required to:

- Identify contractual versus discretionary increases
- Explain structural changes
- Describe service impacts if requests were not funded
- Align requests with Strategic Priority areas

Following departmental submission, each request underwent Town Manager review. This review evaluated policy alignment, multi-year sustainability, financial capacity, operational impact, and revenue implications. This two-tier review process ensures that the Recommended Budget reflects both operational expertise and fiscal stewardship.

Personnel costs continue to represent the largest share of expenditures. The FY27 recommendation incorporates contractual wage obligations, projected benefit cost increases, and a modest COLA adjustment while maintaining workforce stability and continuity of essential services. Non-personnel accounts were scrutinized to distinguish one-time expenditures from recurring commitments and to ensure structural clarity.

Capital Improvement Plan and Debt Management

A central component of long-term fiscal stability, particularly if the Town were to pursue and secure an amount of a Proposition 2½ override, is disciplined capital planning and responsible debt management. Sustainable operating growth cannot be achieved without parallel discipline in capital investment strategy.

The FY27–31 Capital Improvement Plan was developed through a structured scoring and sequencing methodology designed to prioritize safety, infrastructure preservation, and operational continuity while respecting long-term debt capacity. Departments submitted standardized capital requests detailing project justification, safety implications, strategic alignment, total project cost, risk of deferral, and projected operating impacts. Initial FY27 submissions exceeded $20 million. Through structured evaluation and prioritization, those

requests were refined to approximately $6.46 million for FY27 in total between General, Enterprise and Community Preservation.

This disciplined reduction was not simply an exercise in deferral; it was a recalibration based on affordability, timing, and risk. Projects were sequenced to ensure that essential safety and infrastructure investments move forward while avoiding unnecessary expansion of long-term debt obligations.

Debt management is particularly critical at this juncture. Current debt service levels exceeds the 5–7 percent benchmark often cited by bond rating agencies as a healthy range for municipalities of our size. Therefore, sustaining long-term financial health requires that we gradually moderate this ratio over time, not exacerbate it.

Using Scenario 1 as our starting point, it reflects this approach by prioritizing pay-as-you-go capital funding where feasible and limiting new borrowing to previously obligated commitments. By funding approximately $3 million of capital from Free Cash rather than issuing additional debt, the Town reduces future fixed costs and protects levy capacity in subsequent years.

If the Town were to pursue a $4.8–$5.0 million override, the discipline demonstrated in this Capital Improvement Plan would be essential to sustaining that revenue increase over the long term. An override that merely expands operating capacity without addressing capital structure would risk recreating the same structural imbalance in future fiscal years. Conversely, pairing an override with disciplined capital sequencing and debt moderation ensures that new levy capacity is not consumed by escalating fixed obligations.

Financial stability requires predictable debt service trajectories. The Capital Improvement Plan therefore:

- Sequences major projects over a five-year horizon
- Identifies projects appropriate for pay-as-you-go funding
- Separates enterprise and general fund obligations
- Evaluates debt ratios annually before advancing new borrowing
- Prioritizes asset preservation over expansion

This approach establishes a sustainable rhythm of capital reinvestment rather than cyclical borrowing spikes. It also improves long-term forecasting accuracy, enabling policymakers to see the multi-year tax impact of today's decisions.

Equally important, disciplined capital planning strengthens the Town's credibility with residents. If the community is asked to permanently increase the levy through an override, there must be visible assurance that the additional revenue will not be absorbed by unmanaged debt growth or reactive capital decisions. A transparent, scored, and sequenced Capital Improvement Plan provides that assurance.

Moving forward, maintaining financial stability will require adherence to several core practices:

- Maintaining debt service within a target percentage of operating revenue
- Limiting borrowing to projects with defined useful lives and clear public benefit
- Continuing pay-as-you-go funding for smaller capital needs
- Updating the five-year capital plan annually with multi-year revenue modeling

- Avoiding acceleration of projects absent identified funding sources

The Capital Improvement Plan is not simply a list of projects; it is a fiscal management tool. When coupled with operating discipline and reserve policy adherence, it forms the structural backbone necessary to sustain an override responsibly and avoid future structural deficits.

Long-term fiscal stability is achieved not through a single vote, but through consistent policy application. The FY27 capital and debt strategy represents a deliberate step toward that stability.

Free Cash and Reserve Strategy

Free Cash remains one of the most significant tools available to municipalities in managing fiscal volatility. However, its strength lies not in its size, but in how it is used.

The FY27 Recommended Budget reflects a deliberate shift in Free Cash policy. Scenario 1 eliminates structural reliance on Free Cash for recurring operating costs. Instead, Free Cash is allocated to non-recurring capital investments, stabilization reserves and defined one-time expenditures. This approach restores structural clarity to the operating budget and strengthens long-term fiscal integrity.

Reserves serve three essential purposes. First, they provide liquidity and protection against unforeseen events such as economic downturns, emergency expenditures, or revenue shortfalls. Second, they protect the Town's credit profile and borrowing capacity. Third, they signal fiscal discipline to residents and investors alike.

If the Town were to pursue and secure a Proposition 2½ override in the range of $4.8 to $5.0 million, disciplined reserve management would be essential to sustaining that adjustment. An override increases the levy base permanently; it does not eliminate the need for structural discipline. Without reserve policy adherence, future fiscal pressures could reemerge and require additional corrective action.

For that reason, the FY27 recommendation dedicates a portion of Free Cash to stabilization funding consistent with Financial Policy targets. Stabilization funds provide long-term fiscal shock absorption and demonstrates forward-looking fiscal responsibility rather than reactive budgeting.

Going forward, sustaining financial stability will require consistent adherence to several reserve principles:

- Maintaining reserve balances within policy-based percentage targets of annual operating expenditures
- Avoiding the use of Free Cash for recurring operating costs
- Using Free Cash for one-time capital investments that reduce future borrowing
- Allocating a defined percentage annually to stabilization to address long-term liabilities
- Preserving sufficient liquidity to protect bond ratings and debt capacity

The structural shift reflected in FY27 is significant. It marks a transition from reactive reliance on reserves to proactive reserve management.

Financial stability is not achieved through a single override or a single fiscal year. It is achieved through disciplined and predictable application of policy. By restoring Free Cash to its intended purpose as a one-time resource for non-recurring needs and long-term stabilization the Town strengthens its ability to manage economic cycles, protect essential services, and sustain any revenue adjustments made by the community.

The Free Cash and Reserve Strategy outlined in this budget is therefore not merely an accounting decision; it is a foundational element of long-term fiscal governance.

Role of the Selectboard and Finance Committee

With the submission of this Recommended Budget, the Town now enters the next and equally important phase of fiscal governance: deliberative review and refinement by the Selectboard and Finance Committee.

The Town Manager's Recommended Budget is intentionally structured as a policy-aligned foundation for discussion. It reflects departmental input, financial forecasting, capital scoring, reserve policy alignment, and multi-year analysis. However, under the Town's Charter and established governance framework, the authority to shape and recommend the final budget to Town Meeting rests collaboratively with the Selectboard and Finance Committee.

In accordance with the adopted Budget Action Calendar, the Selectboard and Finance Committee will conduct joint operational and capital budget workshops. These sessions are designed to provide a transparent and methodical review of service levels, expenditure priorities, capital sequencing, reserve allocations, and tax impact considerations.

Through this process, elected and appointed officials will examine:

- The sustainability of operating expenditures
- The sequencing and affordability of capital investments
- Debt ratio implications
- Reserve sufficiency and policy compliance
- The structural gap between levy limits and expenditure growth
- The long-term fiscal trajectory of the Town

This is not a procedural exercise. It is a substantive evaluation of what services are essential, what investments are urgent, and what the community is willing to sustain financially.

If the Town were to consider a Proposition 2½ override, the deliberative work of the Selectboard and Finance Committee becomes even more critical. An override requires public trust. That trust is built through transparent analysis, disciplined review, and clear articulation of what the community would receive in return for a permanent increase to the levy base. The review process must therefore demonstrate that all reasonable cost controls, capital sequencing adjustments, and structural reforms have been examined prior to seeking additional revenue.

The governance model in Great Barrington is layered by design: Departments develop requests; the Town Manager refines those requests within policy constraints; the Selectboard and Finance Committee conduct public review and apply judgment; Town Meeting ultimately authorizes appropriations. This structured progression reinforces accountability at every level.

The Selectboard's adopted Strategic Priorities provide the policy lens through which funding decisions should be evaluated. The Finance Committee's charge to assess fiscal sustainability and taxpayer impact provides an additional layer of financial scrutiny. Together, these bodies ensure that the final budget recommendation reflects both strategic intent and fiscal discipline.

Equally important is the role of public engagement throughout this process. Budget workshops, hearings, and informational sessions provide opportunities for residents to understand the Town's fiscal condition and the trade-offs inherent in municipal budgeting. Sustainable financial policy requires informed participation.

The FY27 Recommended Budget is therefore not the conclusion of the process… it is the beginning of a structured, transparent, and collaborative review. The strength of that review will ultimately determine the Town's fiscal trajectory.

Looking Ahead

The Fiscal Year 2027 Recommended Budget represents a deliberate and disciplined response to the financial realities facing Great Barrington. It acknowledges the structural gap between allowable levy growth and expenditure pressures, addresses long-term capital and debt considerations, reforms Free Cash usage, and strengthens reserve discipline. Yet this budget, while balanced and policy-aligned, does not eliminate the broader structural challenges that municipalities across the Commonwealth continue to face.

The tension between capped property tax growth and rising costs for health insurance, education, infrastructure, and public safety will remain a defining feature of municipal finance in the years ahead. Absent structural reform at the state level, local governments must manage within these constraints through careful forecasting, prioritization, and community dialogue.

If the Town chooses to pursue a Proposition 2½ override in the range discussed, it must be understood not as a short-term solution but as a structural reset. An override permanently increases the levy base, but it does not eliminate the need for continued fiscal discipline. Without sustained policy adherence, the same pressures that produced today's structural imbalance could reemerge in future fiscal cycles.

Long-term stability will therefore depend on consistent application of several core practices:

- Maintaining multi-year financial forecasting that projects operating, capital, and debt trajectories beyond a single fiscal year;
- Sequencing capital investments within defined debt ratio targets;
- Continuing the elimination of recurring reliance on Free Cash;
- Strengthening stabilization and OPEB funding to address long-term liabilities;
- Evaluating service delivery models for efficiency and sustainability;
- Exploring regional collaboration and shared service opportunities where feasible;

- And engaging residents in transparent discussions about service expectations and affordability.

The FY27 Recommended Budget begins this structural recalibration. It restores clarity between one-time and recurring revenues. It prioritizes asset preservation over expansion. It aligns operating growth with defined policy parameters. It places guardrails on debt and reserve usage. Most importantly, it creates a framework within which future budgets can be built more predictably.

Sustainable fiscal health is not achieved through a single vote, a single override, or a single fiscal year. It is achieved through consistent, disciplined application of policy and transparent governance over time. The decisions made in FY27, particularly regarding capital sequencing, reserve discipline, and revenue structure, will influence the Town's financial posture for the next decade.

Great Barrington is a resilient community with strong civic engagement and a commitment to thoughtful governance. With clear financial policies, transparent analysis, and collaborative leadership, the Town is well-positioned to navigate these structural challenges responsibly.

The path forward requires both prudence and participation. This budget is a step toward long-term stability, and I look forward to continued partnership with the Selectboard, Finance Committee, and residents as we shape a sustainable fiscal future for Great Barrington.

Respectfully submitted,



Liz Hartsgrove, Town Manager
Town of Great Barrington

FINANCIAL SUMMARIES

Fiscal Year 2027 Budget Overview

The Financial Summaries section of the Fiscal Year 2027 Budget Book provides a comprehensive overview of the Town of Great Barrington's fiscal position entering FY27. This section is intended to present a clear, consolidated view of the Town's revenue structure, expenditure distribution, capital commitments, debt profile, and reserve position, and to provide context for the financial decisions reflected in the Recommended Budget.

The FY27 budget is being developed within a constrained revenue environment and against the backdrop of structural cost pressures that continue to outpace allowable levy limit under Proposition 2½. As detailed in the preceding Budget Message, the Town faces a projected structural gap of approximately $4.8 to $5 million, driven primarily by:

- Regional school assessment growth of $1,554,668 (7%)
- Health insurance increases of approximately $136,577 (7.13%)
- Insurance and liability cost growth of $4,896 (1.78%)
- Snow & Ice and other variable cost exposures of approximately $200,000
- Total Long Term Debt service obligations totaling $3,528,600

The purpose of this section is not only to present the numbers, but to explain their significance and long-term implications.

Revenue Structure

Great Barrington's General Fund revenues are heavily dependent on property taxation. For FY27:

- The Levy Limit is projected at $30,636,345
- Debt exclusions total $1,150,000
- Maximum allowable levy equals $31,786,345
- State aid (Cherry Sheet) is estimated at $1,862,408
- Local receipts are projected at $3,430,250
- Total Revenues are estimated at $58,846,005

	FY2026 Town Meeting Budget	FY2026 Budget at Tax Rate	FY2027 Proposed Budget
REVENUE:			
Tax Levy	$ 30,668,290	$ 30,572,370	$ 36,449,040
State Aid	$ 1,734,174	$ 1,840,548	$ 1,862,408
Local Receipts	$ 2,965,250	$ 2,965,250	$ 3,430,250
Enterprise Funds	$ 3,222,561	$ 4,372,561	$ 4,372,561
Free Cash to Reduce Tax Levy	$ 3,931,723	$ 3,931,723	$ -
Retained Earnings/Enterprise Funds	$ 1,150,000	$ 1,150,000	$ 855,000
Community Preservation Funds	$ 976,063	$ 1,282,735	$ 1,242,013
Free Cash for Special Article/Capital Equipment Funding	$ 446,909	$ 501,909	$ 9,949,733
Other Available Funds (Grants, Reserve Funds, etc.)	$ 6,980,000	$ 400,000	$ 685,000
Capital Expenditure Exclusions to Reduce Tax Levy	$ 90,000	$ -	$ -
TOTAL REVENUE	**$ 52,164,970**	**$ 47,017,096**	**$ 58,846,005**

Property taxes represent approximately 61.94% of total revenues, while state aid accounts for approximately 3.16% and local receipts approximately 5.83%.

This revenue composition underscores the structural sensitivity of the Town's financial position. With annual levy growth limited to 2.5% plus new growth, expenditure growth beyond that rate creates structural imbalance unless offset by policy adjustments, service modifications, or voter-approved revenue increases.

If the Town were to consider a Proposition 2½ override in the range of $4.8 to $5 million, the revenue base would permanently reset. However, sustaining that adjustment over time would require disciplined capital planning, reserve management, and operating control, as outlined in subsequent sections.

Expenditure Overview

Projected FY27 expenditures total approximately $58,846,005, allocated across major categories as follows:

- Regional School Assessment: $23,764,216
- Town Operating Budget: $17,348,228
- Vocational Assessment: $150,000
- State Assessments: $59,607
- Snow & Ice Reserve: $200,000
- Abatements/Overlay: $200,000
- Debt Service: $3,528,600

	FY2026 Town Meeting Budget	FY2026 Budget at Tax Rate	FY2027 Proposed Budget
TO BE RAISED:			
Town Budget	$ 16,692,744	$ 16,632,744	$ 17,348,228
School Budget Assessment	$ 22,209,548	$ 22,209,548	$ 23,764,216
Special Articles & Capital (Tax Levy)	$ 90,000	$ 81,400	$ 150,000
From Free Cash	$ 446,909	$ 501,909	$ 9,949,733
From Other Available Funds (Grants, Reserve Funds, etc.)	$ 6,980,000	$ 400,000	$ 685,000
Enterprise Fund (Wastewater)	$ 3,222,561	$ 4,372,561	$ 4,372,561
From Retained Earnings (Wastewater)	$ 1,150,000	$ 1,150,000	$ 855,000
Community Preservation Funds	$ 976,063	$ 1,282,735	$ 1,242,013
Total Appropriations	**$ 51,767,825**	**$ 46,630,897**	**$ 58,366,751**
OTHER AMOUNTS:			
Amounts certified for tax title purposes	$ -	$ -	$ -
State Offsets	$ 19,554	$ 19,554	$ 19,647
Snow & Ice Deficit (actual)	$ 100,000	$ 89,526	$ 200,000
Berkshire Regional Planning Assessment	$ -	$ -	$ -
Other Deficits to be Raised (Grants, etc.)	$ -	$ -	$ -
	$ 119,554	**$ 109,080**	**$ 219,647**
State Assessments	$ 77,591	$ 77,591	$ 59,607
Abatements/Exemptions	$ 200,000	$ 199,527	$ 200,000
TOTAL TO BE RAISED	**$ 52,164,970**	**$ 47,017,096**	**$ 58,846,005**

The Regional School Assessment represents approximately 57.59% of total General Fund expenditures and remains the single largest cost driver.

Personnel and benefit costs continue to comprise the majority of municipal operating expenditures, reflecting contractual obligations, workforce stabilization needs, and healthcare inflation. Debt service currently represents approximately 8.55% of operating revenues, exceeding the 5–7% benchmark commonly cited by bond rating agencies.

These expenditure dynamics frame the structural conversation for FY27 and beyond.

Capital Commitments and Debt Position

The Town's authorized capital program includes approximately $26,944,111 for open capital projects, of which $15,134,772 has been bonded, and $11,809,339 remains authorized unissued.

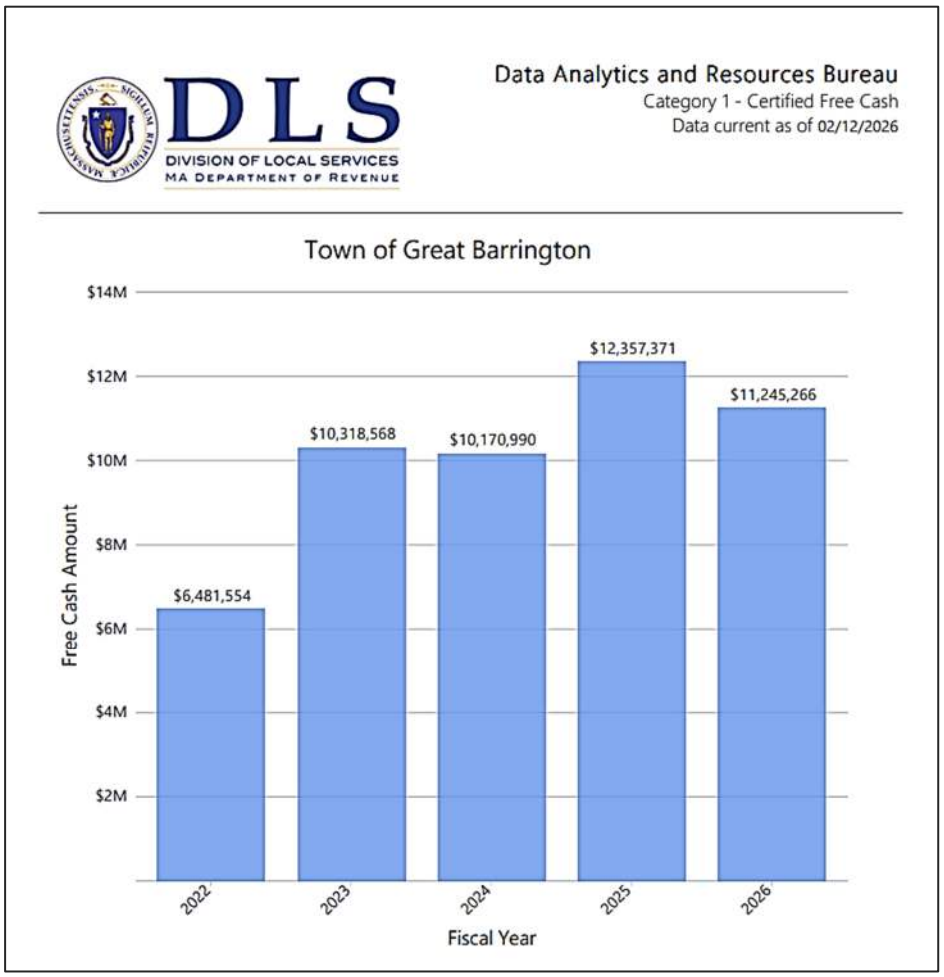
Date of Authorization	Adjusted Total Authorization	Total Bonded	*Authorized Unissued*	Fiscal Year	Project Description	Type	Dept
06/07/21	53,000.00	(39,236.00)	13,764.00	FY22	Ticket Kiosk - Transfer Station	GEN	DPW
06/07/21	100,000.00	(86,893.00)	13,107.00	FY22	Police Station Generator (Exempt)	GEN	Police
06/07/21	100,000.00	-	100,000.00	FY22	Public Restrooms (Exempt)	GEN	DPW
06/06/22	570,000.00	-	570,000.00	FY23	Building & Ground Improvements - Town Hall (Exempt)	GEN	DPW
06/06/22	100,000.00	(96,487.00)	3,513.00	FY23	Park Improvements - Parks Equipment & Community Center Insulatio	GEN	DPW
05/01/23	1,325,000.00	(406,995.00)	918,005.00	FY24	Buildings & Grounds Improvements (Exempt)	GEN	DPW
05/01/23	370,000.00	(188,796.00)	181,204.00	FY24	Parks Improvements	GEN	DPW
05/06/24	325,000.00	(200,000.00)	125,000.00	FY25	Architectual, Engineering & Planning Services (Exempt)	GEN	DPW
05/06/24	241,000.00	(150,000.00)	91,000.00	FY25	Courthouse (Exempt)	GEN	DPW
05/06/24	150,000.00	-	150,000.00	FY25	Fire Station (GB) (Exempt)	GEN	DPW
05/06/24	93,000.00	-	93,000.00	FY25	Libraries (Exempt)	GEN	DPW
05/06/24	75,000.00	-	75,000.00	FY25	Police Station (Exempt)	GEN	DPW
05/06/24	150,000.00	(80,492.00)	69,508.00	FY25	Various Emergencies/Improvements to Buildings Town-wide (Exempt	GEN	DPW
05/03/25	35,000.00	-	35,000.00	FY26	DPW Field Mower	GEN	DPW
05/03/25	400,000.00	-	400,000.00	FY26	DPW Dump Truck	GEN	DPW
05/03/25	250,000.00	-	250,000.00	FY26	DPW Excavator	GEN	DPW
05/03/25	66,000.00	-	66,000.00	FY26	DPW Utility Van	GEN	DPW
05/03/25	268,000.00	-	268,000.00	FY26	Buidlings & Grounds Improvements	GEN	DPW
05/03/25	4,025,000.00	(2,238,731.00)	1,786,269.00	FY26	Street & Bridge Improvements	GEN	DPW
05/03/25	200,000.00	-	200,000.00	FY26	Parks Improvements	GEN	DPW
05/03/25	3,000,000.00	(50,000.00)	2,950,000.00	FY26	Brookside Road Bridge/EMS Facilities	GEN	DPW
	11,896,000.00	**(3,537,630.00)**	**8,358,370.00**	**GENERAL FUND CAPITAL**			
05/05/14	13,048,111.00	(11,400,267.00)	1,647,844.00	FY15	Sewer System Improvements	SWR	Wastewater
06/22/20	300,000.00	-	300,000.00	FY21	WW Equipment/Improvements/Repairs	SWR	Wastewater
06/07/21	200,000.00	(196,875.00)	3,125.00	FY22	Sewer Manhole Rehabilitation	SWR	Wastewater
05/06/24	1,500,000.00	-	1,500,000.00	FY25	Pump Station Upgrades	SWR	Wastewater
	15,048,111.00	**(11,597,142.00)**	**3,450,969.00**	**WASTEWATER ENTERPRISE CAPITAL**			
	26,944,111.00	**(15,134,772.00)**	**11,809,339.00**	**TOTAL CAPITAL**			

The FY27–31 Capital Improvement Plan reflects a disciplined scoring and sequencing process. Initial departmental submissions exceeded $20 million, and through structured evaluation were refined to approximately $6.46 million for FY27.

Capital planning discipline is central to long-term fiscal stability. Limiting borrowing to projects with defined useful lives, sequencing investments over multiple years, and incorporating pay-as-you-go funding where feasible protects future levy capacity and strengthens bond profile credibility.

Free Cash and Reserve Position

Certified Free Cash entering FY26 totaled $11,245,266. Of that amount, $5,063,227.86 had been retained for cannabis litigation and is now being removed from availability following resolution of that matter.



Historically, approximately $3.9 million per year has been used to offset recurring operating costs. The FY27 Recommended Budget eliminates that structural reliance and instead allocates Free Cash toward:

- Non-recurring capital investments
- Stabilization funding
- OPEB contributions
- Defined one-time obligations

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
085 STABILIZATION								
85900 CAPITAL STABILIZATION								
85900 40000	BALANCE FORWARD	1,530,409.76	1,530,409.76	.00	.00	.00	1,530,409.76	.0
85900 48200	EARNINGS ON INVESTMENT	.00	.00	-14,100.08	-1,985.30	.00	14,100.08	100.0
TOTAL CAPITAL STABILIZATION		1,530,409.76	1,530,409.76	-14,100.08	-1,985.30	.00	1,544,509.84	-.9%
85950 STABILIZATION								
85950 40000	BALANCE FORWARD	769,295.09	769,295.09	.00	.00	.00	769,295.09	.0
85950 48200	EARNINGS ON INVESTMENT	.00	.00	-8,272.21	-977.68	.00	8,272.21	100.0
TOTAL STABILIZATION		769,295.09	769,295.09	-8,272.21	-977.68	.00	777,567.30	-1.1%
85975 OPEB								
85975 40000	BALANCE FORWARD	999,888.43	999,888.43	.00	.00	.00	999,888.43	.0
85975 48220	INTEREST ON CD'S	.00	.00	-82,952.80	-18,145.40	.00	82,952.80	100.0
TOTAL OPEB		999,888.43	999,888.43	-82,952.80	-18,145.40	.00	1,082,841.23	-8.3%
TOTAL REVENUES		3,299,593.28	3,299,593.28	-105,325.09	-21,108.38	.00	3,404,918.37	
GRAND TOTAL		3,299,593.28	3,299,593.28	-105,325.09	-21,108.38	.00	3,404,918.37	-3.2%

Maintaining reserve discipline is essential to preserving liquidity, protecting credit standing, and sustaining any potential override adjustment over the long term.

Structural Outlook and Fiscal Stability

The Financial Summaries presented in this section illustrate both the Town's strengths and its structural pressures. Revenue growth remains constrained by statute. Expenditure growth is influenced by factors largely outside municipal control. Capital needs require deliberate sequencing. Debt ratios require moderation. Reserve discipline must be maintained.

The FY27 Recommended Budget begins a structural recalibration — aligning recurring revenues with recurring expenditures, reducing reliance on one-time funding sources, and reinforcing capital and debt discipline.

If the Town pursues an override of approximately $4.8 to $5 million, the financial framework outlined here will be essential to sustaining that adjustment responsibly. Without continued policy adherence, structural imbalance could reemerge in future fiscal years.

This Financial Summaries section provides the detailed tables and comparative analyses necessary to inform that conversation. The narrative above is intended to provide context for those figures and to support informed decision-making.

Override Consideration

The FY27 Financial Summary reflects a projected structural gap of approximately $4.8 to $5 million, representing the difference between allowable levy growth under Proposition 2½ and projected expenditures necessary to sustain current municipal operations, capital commitments, and reserve policy targets.

This structural imbalance is not the result of discretionary expansion, but rather the cumulative effect of expenditure growth consistently outpacing the 2.5% levy cap. Major cost drivers include:

- Regional school assessment growth of $1,554,668 (7%)
- Health insurance increases of approximately $136,577 (7.13%)
- Insurance and liability cost growth of $4,896 (1.78%)
- Total Long Term Debt service obligations totaling $3,528,600
- Capital reinvestment requirements necessary to preserve infrastructure

Under Scenario 1, the Town has already implemented significant structural adjustments. The Recommended Budget eliminates reliance on Free Cash for recurring operating costs, dedicates a portion of Free Cash to stabilization and OPEB funding, sequences capital investments to reduce long-term borrowing pressure, and restrains new debt to previously obligated commitments.

Even with these reforms, maintaining the service and capital framework outlined in the Recommended Budget would require consideration of a Proposition 2½ override in the range of approximately $4.8 million to $5 million.

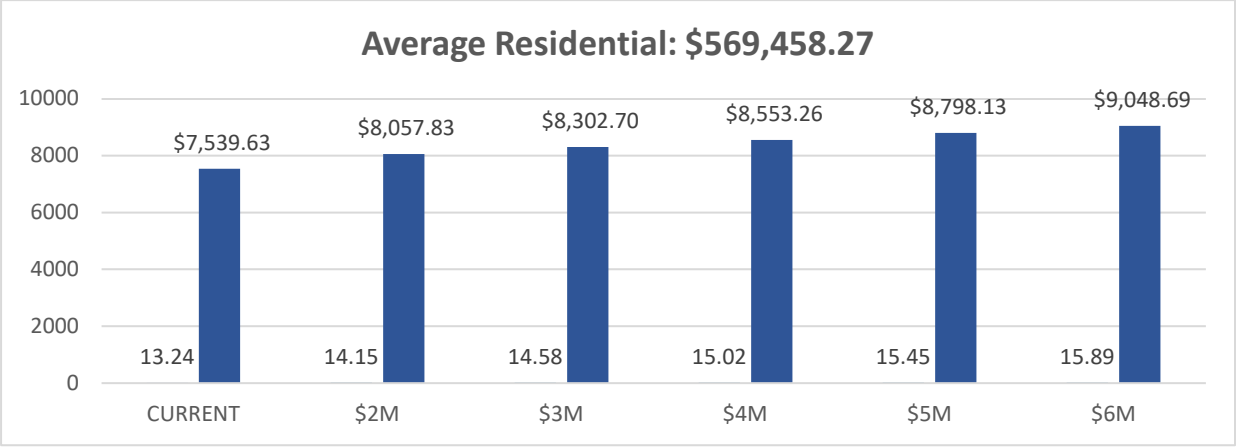
What an Override Represents

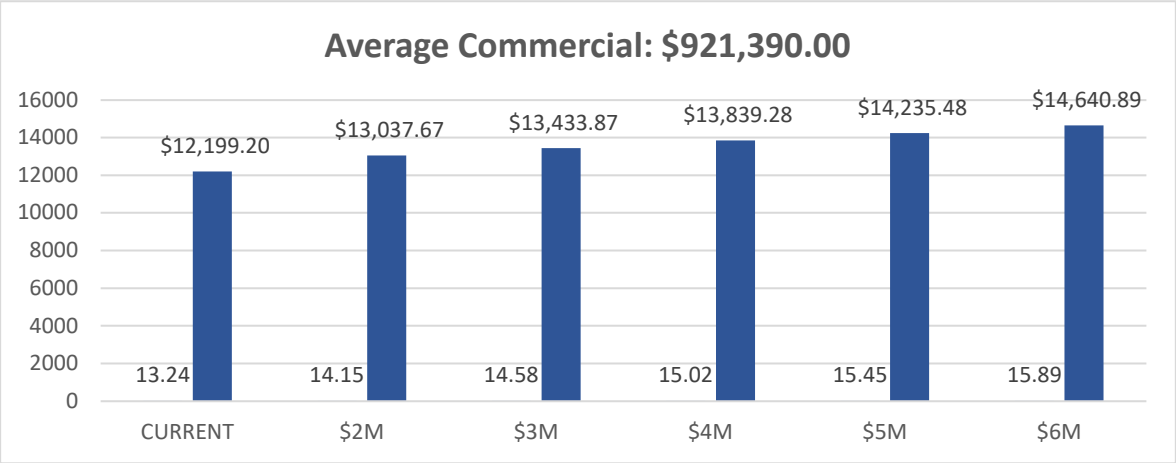
A Proposition 2½ override permanently increases the Town's levy limit. It is not a temporary adjustment. Once adopted, the override amount becomes part of the Town's tax base, and future annual 2.5% increases are calculated on that higher base. This compounding effect means that the financial implications extend well beyond a single fiscal year.

An override is therefore a structural revenue reset. It allows the Town to realign recurring revenues with recurring expenditures. It does not eliminate the need for fiscal discipline, nor does it insulate the Town from future cost pressures. Rather, it creates additional recurring revenue capacity within which disciplined budgeting must continue.

Override Levels and Household Impact

To assist policymakers and residents in evaluating the potential impact of an override, the following graphs illustrate estimated residential tax impacts at override levels of $2 million, $3 million, $4 million, $5 million, and $6 million.





These projections are based on:

- Current single tax classification of $13.24
- An average assessed residential value of $569,458.27
- An average assessed commercial value of $921,390.00
- Proportional distribution of the override across the levy base

The charts demonstrate the estimated annual increase to the average residential and commercial tax bill under each scenario.

For example, an override in the range of $5 million would result in an estimated annual increase of approximately **$1,280.50** for the average residential property. A $2 million override would reduce the annual impact proportionally but would leave a remaining structural gap that would need to be addressed through service adjustments, capital deferrals, workforce reductions, or reserve usage. A $6 million override would provide greater structural capacity and additional financial cushion but would correspondingly increase the annual tax impact.

These scenarios illustrate that the override decision is fundamentally about balancing service sustainability and affordability.

Consequences if an Override Is Not Adopted

If an override is not pursued or does not pass, the Town would need to close the projected structural gap through other means. These options could include:

- Reductions in municipal service levels
- Workforce adjustments
- Deferral of capital projects and infrastructure maintenance
- Increased reliance on reserves
- Additional debt issuance for capital needs

Each of these alternatives carries both immediate operational consequences and long-term fiscal implications. Deferring capital investment may reduce near-term costs but can increase future borrowing needs. Drawing down reserves may provide temporary relief but weakens financial resilience and bond profile strength. Service reductions may affect public safety, infrastructure maintenance, and administrative capacity.

Sustaining an Override Responsibly
Whether or not an override is adopted, the Town's long-term fiscal health depends on structural discipline.

The following section of this Budget Book outlines the Town's Multi-Year Financial Strategy, which establishes a forward-looking framework for maintaining stability beyond FY27. That strategy includes:

- Multi-year revenue and expenditure forecasting
- Defined debt ratio targets
- Capital sequencing over a five-year horizon
- Stabilization and OPEB funding benchmarks
- Elimination of recurring reliance on one-time revenues
- Annual evaluation of structural balance

If an override were adopted, its sustainability would depend directly on adherence to this multi-year strategy. An override without policy discipline risks recreating structural imbalance in future fiscal cycles. An override paired with consistent application of financial policies, capital sequencing, and reserve integrity provides a durable pathway to long-term stability.

Policy Decision

Ultimately, the override question is a community policy decision. It requires weighing the value placed on current municipal services and infrastructure reinvestment against the impact of a permanent tax adjustment.

The override consideration must therefore be evaluated within the broader financial strategy outlined in this document. The question before the community is not simply whether to increase the levy, but how to align service expectations, infrastructure reinvestment, and long-term affordability within a sustainable financial framework.

The Town's responsibility is to present the fiscal condition clearly, to outline the implications of available options, and to ensure that any path forward whether through override or structural reduction is implemented with long-term financial discipline. The Financial Summaries, the override impact analysis, and the Multi-Year Financial Strategy together provide the analytical foundation for that discussion.

Comprehensive Financial Reference and Supporting Schedules

The following pages provide the detailed financial reports, certifications, and schedules that support the Town's annual operating and capital budget. These documents offer transparency into the Town's fiscal position, state aid estimates, property tax capacity, debt obligations, and the use of certified available funds. Together, they serve as the technical foundation for the budget, inform multi-year financial planning, and ensure compliance with Massachusetts municipal finance requirements while promoting long-term fiscal stability and responsible stewardship of public resources.

FY25 Combined Balance Sheet

The FY25 Combined Balance Sheet is the Town's year-end financial report used by the Massachusetts Department of Revenue to calculate and certify Free Cash. It summarizes the Town's audited general fund results as of June 30, including available fund balance, revenue and expenditure activity, and any deficits or reserves. This balance sheet provides the basis for determining the amount of Free Cash that may be certified for appropriation in the subsequent fiscal year.

GREAT BARRINGTON

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2025
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	17,267,494.39	3,670,452.79	4,484,109.70	8,577,197.20		4,416,805.22		38,416,059.30
Investments								0.00
Receivables:								
Personal property taxes	96,913.05							96,913.05
Real estate taxes	549,746.30	17,785.93						567,532.23
Allowance for abatements and exemptions	(345,747.09)							(345,747.09)
Tax liens	902,804.54	14,115.83						916,920.37
Deferred taxes	36,282.48	963.22						37,245.70
Motor vehicle excise	117,980.74							117,980.74
Other excises								0.00
User fees				403,697.18				403,697.18
Utility liens added to taxes				204,425.02				204,425.02
Departmental	39,608.00	39,144.00						78,752.00
Special assessments								0.00
Due from other governments	60,191.01	836,786.45						896,977.46
Other receivables								0.00
Foreclosures/Possessions	246,748.64	3,253.85		24,685.37				274,687.86
Prepaids								0.00
Due to/from other funds								0.00
Working deposit								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							31,676,468.01	31,676,468.01
Amounts to be provided - vacation/sick leave								0.00
Total Assets	18,972,022.06	4,582,502.07	4,484,109.70	9,210,004.77	0.00	4,416,805.22	31,676,468.01	73,341,911.83
LIABILITIES AND FUND EQUITY								
Liabilities:								
Warrants payable								0.00
Accounts payable				4,441.25				4,441.25
Accrued payroll	157,863.89	8,266.38		10,685.63				176,815.90
Withholdings	172,495.52							172,495.52
Accrued claims payable								0.00
Due to/from other funds								0.00
Due to other governments								0.00
Other liabilities								0.00

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
Deferred revenue:								
Real and personal property taxes	300,912.26	17,785.93						318,698.19
Tax liens	902,804.54	14,115.83		204,425.02				1,121,345.39
Deferred taxes	36,282.48	963.22						37,245.70
Foreclosures/Possessions	246,748.64	3,253.85		24,685.37				274,687.86
Motor vehicle excise	117,980.74							117,980.74
Other excises								0.00
User fees				403,697.18				403,697.18
Utility liens added to taxes								0.00
Departmental	39,608.00	39,144.00						78,752.00
Special assessments								0.00
Due from other governments		836,786.45						836,786.45
Other receivables								0.00
Deposits receivable								0.00
Prepaid taxes/fees								0.00
Tailings								0.00
IBNR								0.00
Agency Funds						199,857.50		199,857.50
Notes payable			1,531,954.00					1,531,954.00
Bonds payable							31,676,468.01	31,676,468.01
Vacation and sick leave liability								0.00
Total Liabilities	1,974,696.07	920,315.66	1,531,954.00	647,934.45	0.00	199,857.50	31,676,468.01	36,951,225.69
Fund Equity:								
Reserved for encumbrances	1,003,082.63	4,094,719.67	3,513,323.25	1,344,215.26		146,700.20		10,102,041.01
Reserved for expenditures	4,433,632.11			1,150,000.00				5,583,632.11
Reserved for continuing appropriations								0.00
Reserved for petty cash								0.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit	(89,526.41)							(89,526.41)
Reserved for COVID-19 deficit								0.00
Reserved for debt service								0.00
Reserved for premiums	1,860.64							1,860.64
Reserved for working deposit								0.00
Undesignated fund balance	11,648,277.02	(432,533.26)	(561,167.55)	6,067,855.06		4,070,247.52		20,792,678.79
Unreserved retained earnings								0.00
Investment in capital assets								0.00
Total Fund Equity	16,997,325.99	3,662,186.41	2,952,155.70	8,562,070.32	0.00	4,216,947.72	0.00	36,390,686.14
Total Liabilities and Fund Equity	18,972,022.06	4,582,502.07	4,484,109.70	9,210,004.77	0.00	4,416,805.22	31,676,468.01	73,341,911.83
PROOF BALANCE SHEET IS IN BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROOF FUND BALANCE DETAIL AGREES TO THE BALANCE SHEET	0.00	0.00	0.00	0.00	0.00	(0.00)		
PROOF RECEIVABLES DETAIL AGREES TO THE BALANCE SHEET		0.00	0.00	0.00	0.00	0.00		

FY26 Cherry Sheet Receipt and Assessment Report

The FY26 Cherry Sheet Receipt and Assessment Report is the official state-issued notification of the Town's estimated local aid distributions and required state assessments for the fiscal year. Issued by the Massachusetts Department of Revenue, the Cherry Sheet details key revenue sources such as Unrestricted General Government Aid and Chapter 70 education aid, along with mandated charges including retirement, charter school tuition, and other state assessments. This report serves as the primary basis for projecting state revenues and expenditures in the annual budget.

DLS
DIVISION OF LOCAL SERVICES
MA DEPARTMENT OF REVENUE

MA Department of Revenue
Division of Local Services
Final Municipal Cherry Sheet Estimates
Data current as 7/31/2024

C.S. 1-ER Commonwealth of Massachusetts Department of Revenue FY2026
NOTICE TO ASSESSORS OF ESTIMATED RECEIPTS
General Laws, Chapter 58, Section 25A

Great Barrington

A. EDUCATION		
Distributions and Reimbursements		
Chapter 70		0
School Transportation		0
Charter Tuition Reimbursement		0
Smart Growth School Reimbursement		378,267
Offset Items - Reserve for Direct Expenditure:		
School Choice Receiving Tuition		0
Sub-Total, All Education Items:		**378,267**
B. GENERAL GOVERNMENT:		
Distributions and Reimbursements		
Unrestricted General Government Aid		944,752
Regional Public Libraries		0
Veterans Benefits		48,910
Exemp: VBS and Elderly		38,130
State Owned Land		410,935
Offset Items - Reserve for Direct Expenditure:		
Public Libraries		19,554
Sub-Total, All General Government:		**1,462,281**
C. TOTAL ESTIMATED RECEIPTS:		**1,840,548**

FY17-26 Cherry Sheet Receipts and Assessments Report

The FY17–FY26 Cherry Sheet Receipts and Assessments Report provides a historical summary of the Town's state aid revenues and required state assessments over the ten-year period. Issued annually by the Massachusetts Department of Revenue, the Cherry Sheet documents key funding sources such as Unrestricted General Government Aid and education aid, along with mandated charges including retirement, charter school tuition, and other assessments. This multi-year report is used to evaluate long-term trends, support financial forecasting, and inform budget planning.

DLS
DIVISION OF LOCAL SERVICES
MA DEPARTMENT OF REVENUE

Data Analytics and Resources Bureau
Municipal Cherry Sheet Receipts & Charges
Data current as of 02/12/2026

Education

Education	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Smart Growth	0	0	0	0	0	0	0	0	0	378,267

Total Education	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Sub-Total, All Education Programs	0	0	0	0	0	0	0	0	0	378,267

General Government

General Government	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Unrestricted General Government Aid	729,697	758,155	784,690	805,877	805,877	834,083	879,123	907,255	934,473	944,752
Veterans Benefits	100,909	96,319	71,747	97,938	54,299	63,215	61,535	34,974	40,812	48,910
Exemp: VBS and Elderly	26,267	25,350	23,792	22,061	39,505	34,703	34,143	28,761	26,254	38,130
State Owned Land	186,526	186,384	234,961	248,949	255,425	280,459	359,995	400,885	410,935	410,935

General Government Offset Item	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Public Libraries	12,238	11,761	11,915	12,543	14,808	15,075	15,581	17,981	20,607	19,554

Total General Government	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Sub-Total, All General Government	1,055,637	1,077,969	1,127,105	1,187,368	1,169,914	1,227,535	1,350,377	1,389,856	1,433,081	1,462,281

Total	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Estimated Receipts	1,055,637	1,077,969	1,127,105	1,187,368	1,169,914	1,227,535	1,350,377	1,389,856	1,433,081	1,840,548

State Assessments and Charges

Programs:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Air Pollution	2,658	2,597	2,653	2,593	2,629	2,641	2,723	2,763	2,842	2,939
RMV Non-Renewal Surcharge	4,980	5,100	5,100	4,600	4,800	4,800	4,200	3,680	10,400	10,400
Sub-Total, State Assessments:	7,638	7,697	7,753	7,193	7,429	7,441	6,923	6,443	13,242	13,339

Transportation Authorities

Programs:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Regional Transit	64,310	63,739	65,342	71,959	75,652	54,202	57,572	58,952	64,087	64,252
Sub-Total, Transportation Assessments:	64,310	63,739	65,342	71,959	75,652	54,202	57,572	58,952	64,087	64,252

Total	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Estimated Charges	71,948	71,436	73,095	79,152	83,081	61,643	64,495	65,395	77,329	77,591

FY27 DLS Cherry Sheet Estimate Table

The FY27 DLS Cherry Sheet Estimate Table provides preliminary projections of the Town's anticipated state aid receipts and required assessments for the upcoming fiscal year. Prepared using estimates from the Massachusetts Department of Revenue and Division of Local Services, this table is used during the budget development process to forecast key revenue sources and mandated charges prior to issuance of the final Cherry Sheet. These estimates support informed financial planning and help guide the Town's FY27 budget decisions.

FY2027 Preliminary Cherry Sheet Estimates

Great Barrington

Estimated Receipts | Estimated Assessments & Charges

PROGRAM	FY2026 Cherry Sheet Estimate	FY2027 Governor's Local Aid Proposal	FY2027 House Budget	FY2027 Senate Budget	FY2027 Conference Committee
Education Receipts:					
Chapter 70	0	0			
School Transportation	0	0			
Charter Tuition Reimbursement	0	0			
Smart Growth School Reimbursement	378,267	378,267			
Offset Receipts:					
School Choice Receiving Tuition	0	0			
Sub-Total, All Education Items:	**378,267**	**378,267**			
General Government:					
Unrestricted Gen Gov't Aid	944,752	968,315			
Regional Public Libraries	0	0			
Veterans Benefits	48,910	37,788			
Exemp: VBS and Elderly	38,130	47,093			
State Owned Land	410,935	411,298			
Offset Receipts:					
Public Libraries	19,554	19,647			
Sub-Total, All General Government:	**1,462,281**	**1,484,141**			
Total Estimated Receipts:	**1,840,548**	**1,862,408**			

FY2027 Preliminary Cherry Sheet Estimates

Great Barrington

Estimated Receipts | Estimated Assessments & Charges

PROGRAM	FY2026 Cherry Sheet Estimate	FY2027 Governor's Local Aid Proposal	FY2027 House Budget	FY2027 Senate Budget	FY2027 Conference Committee
County Assessments:					
County Tax	0	0			
Suffolk County Retirement	0	0			
Sub-Total, County Assessments:	**0**	**0**			
State Assessments and Charges:					
Retired Teachers Health Insurance	0	0			
Mosquito Control Projects	0	0			
Air Pollution Districts	2,939	2,781			
Metropolitan Area Planning Council	0	0			
Old Colony Planning Council	0	0			
RMV Non-Renewal Surcharge	10,400	11,040			
Sub-Total, State Assessments:	**13,339**	**13,821**			
Transportation Authorities:					
MBTA	0	0			
Regional Transit	64,252	45,786			
Sub-Total, Transp Authorities:	**64,252**	**45,786**			
Annual Charges Against Receipts:					
Multi-Year Repayment Program	0	0			
Special Education	0	0			
Sub-Total, Annual Charges:	**0**	**0**			
Tuition Assessments:					
School Choice Sending Tuition	0	0			
Charter School Sending Tuition	0	0			
Sub-Total, Tuition Assessments:	**0**	**0**			
Total All Estimated Charges:	**77,591**	**59,607**			

Local Receipts

Local Receipts are revenues generated by the Town from sources other than property taxes and state aid, including motor vehicle excise, local option taxes, licenses and permits, fees for services, and investment income. These revenues are estimated annually based on historical trends and current economic conditions and serve as an important recurring funding source within the operating budget. Careful forecasting and ongoing monitoring help ensure these revenues remain stable and support long-term fiscal sustainability.

Estimated Local Receipts

	FY2025 Actuals	FY2027 Estimate
Motor Vehicle Excise	$ 1,077,952	$ 822,000
Other Excise		
- Room Occupancy	$ 1,024,365	$ 750,000
- Meals	$ 379,675	$ 275,000
- Cannabis	$ 618,291	$ 400,000
Penalties/Interest on Taxes	$ 257,411	$ 115,000
Payment in Lieu of Taxes	$ 34,223	$ 10,000
Fees	$ 205,594	$ 199,200
Rentals	$ 156,033	$ 125,000
Other Departmental Revenue	$ 61,275	$ 65,500
Licenses & Permits	$ 417,240	$ 431,550
Fines & Forfeitures	$ 40,103	$ 37,000
Investment Income	$ 553,691	$ 200,000
Miscellaneous Non-Recurring	$ 417,908	$ -
Total Estimated Local Receipts	**$ 5,243,762**	**$ 3,430,250**

$ 1,813,512

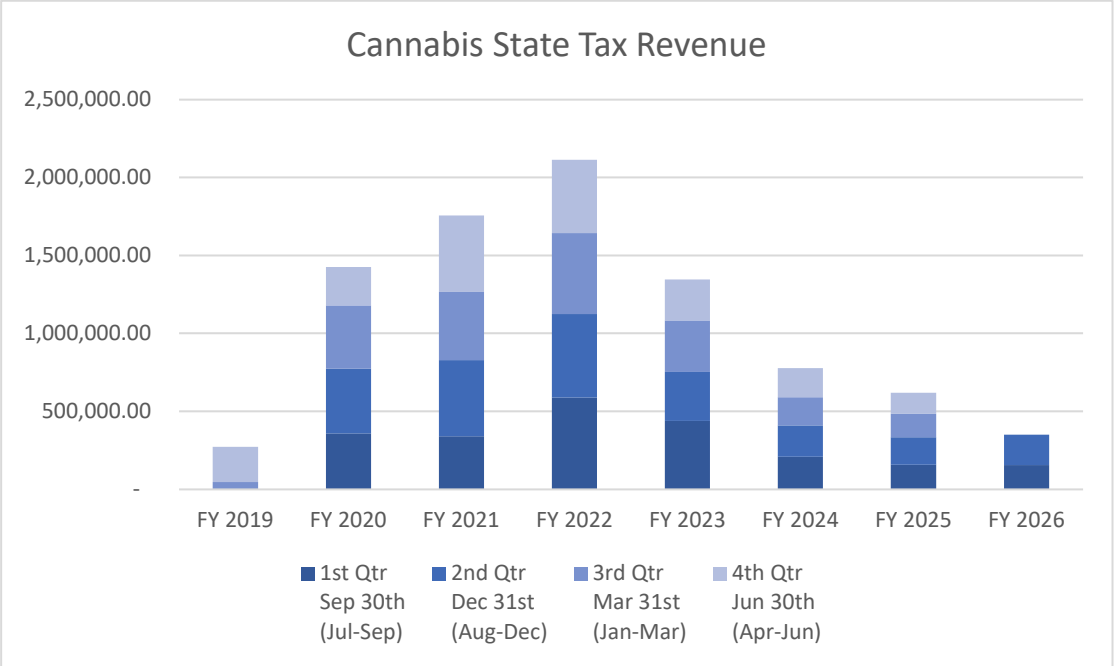
Historically use conservative estimat
resulting in the excess flowing
directly to Free Cash

Cannabis Revenues Report

The Cannabis Revenues Report summarizes the Town's receipts related to licensed cannabis establishments, including local option excise taxes, impact fees (where applicable), and host community agreement payments. These revenues are monitored annually to support financial forecasting and to ensure that funds are appropriately incorporated into the Town's operating budget and long-term financial planning.

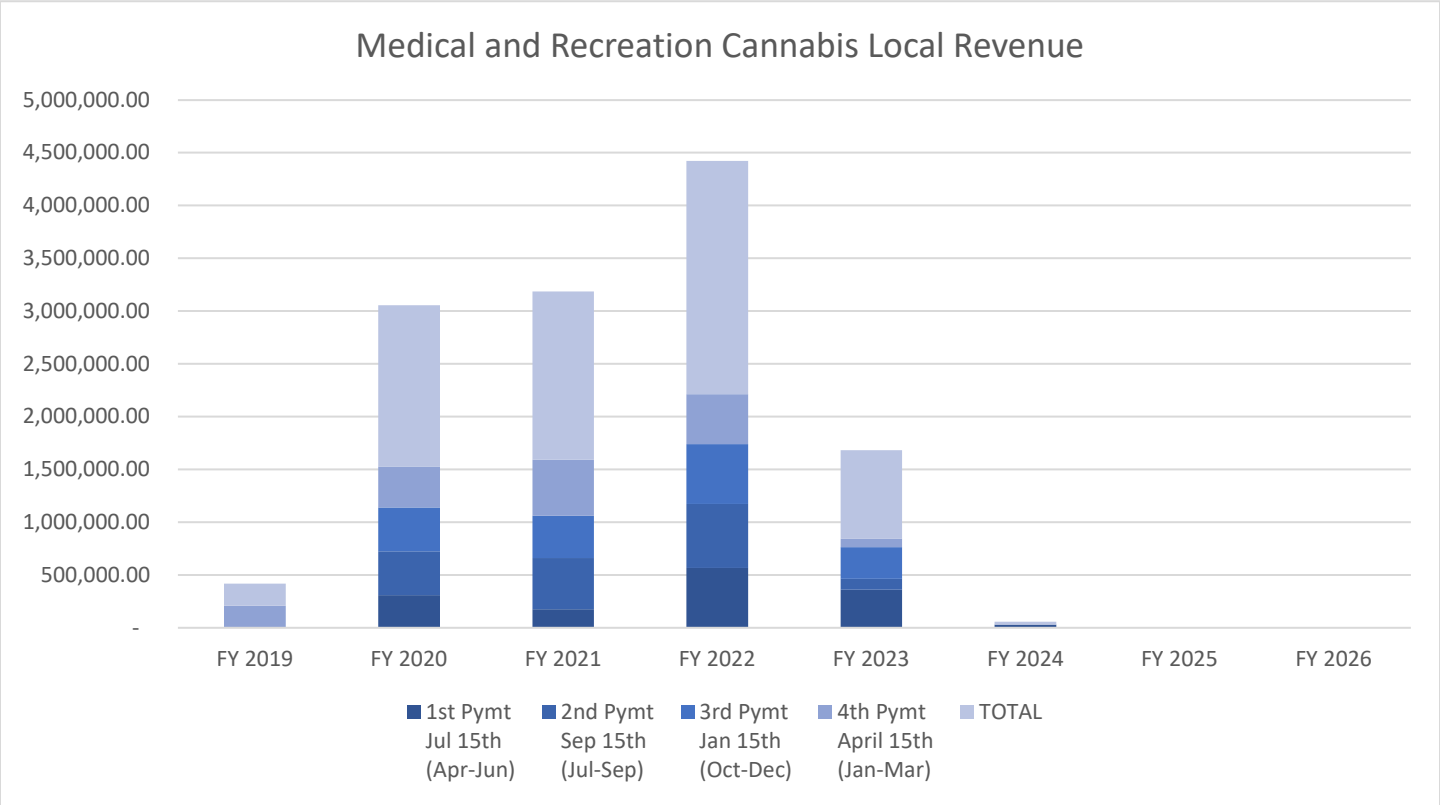
Cannabis State Tax Revenue

State Distribution/Local Option Tax	1st Qtr Sep 30th (Jul-Sep)	2nd Qtr Dec 31st (Aug-Dec)	3rd Qtr Mar 31st (Jan-Mar)	4th Qtr Jun 30th (Apr-Jun)	TOTAL
FY 2019	-	-	45,661.79	225,798.13	271,459.92
FY 2020	357,274.39	415,133.14	406,456.38	247,476.94	1,426,340.85
FY 2021	339,967.03	487,927.27	437,916.76	489,940.44	1,755,751.50
FY 2022	586,830.03	536,327.27	519,299.04	471,387.61	2,113,843.95
FY 2023	437,333.72	314,251.16	331,661.37	262,310.68	1,345,556.93
FY 2024	207,715.53	200,613.46	182,015.00	186,351.95	776,695.94
FY 2025	156,089.68	175,973.43	150,649.47	135,578.69	618,291.27
FY 2026	154,916.15	195,337.69			350,253.84
TOTALS	$ 2,240,126.53	$ 2,325,563.42	$ 2,073,659.81	$ 2,018,844.44	$ 8,658,194.20



Medical and Recreation Cannabis Local Revenue

Community Impact Fee	1st Pymt Jul 15th (Apr-Jun)	2nd Pymt Sep 15th (Jul-Sep)	3rd Pymt Jan 15th (Oct-Dec)	4th Pymt April 15th (Jan-Mar)	TOTAL
FY 2019	-	-	-	208,307.22	**208,307.22**
FY 2020	309,217.62	414,374.51	413,936.23	390,237.76	**1,527,766.12**
FY 2021	175,129.46	484,743.27	398,542.20	533,206.89	**1,591,621.82**
FY 2022	565,713.25	604,748.12	569,743.20	470,605.07	**2,210,809.64**
FY 2023	358,366.14	103,026.38	301,861.12	77,213.89	**840,467.53**
FY 2024	28,255.53	-	-	-	**28,255.53**
FY 2025	-	-			-
FY 2026	-	-			-
TOTALS	**$ 1,436,682.00**	**$ 1,606,892.28**	**$ 1,684,082.75**	**$ 1,679,570.83**	**6,407,227.86**



Fiscal Year 2026 Free Cash and Retained Earnings Certification

The FY2026 Free Cash and Retained Earnings Certification is the official determination by the Massachusetts Department of Revenue, Division of Local Services, of the Town's available year-end funds. Free Cash represents the certified, unrestricted general fund balance generated from prior-year operations, while Retained Earnings reflects the accumulated surplus of the Town's enterprise funds. Certification confirms that these balances are available for appropriation and supports the Town's financial planning, budget development, and long-term fiscal stability.

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES

Great Barrington
TOWN

Free Cash Certification

Free Cash Calculation - Fiscal Year 2026

Begin:	
Unreserved Undesignated Fund Balance	11,648,277.00
Subtract:	
Personal Property Tax Receivable	96,913.00
Real Estate Tax Receivable	550,038.00
Other Receivables in Deferred Revenue	
	0.00
Total	***0.00***
OtherOther Receivables, Overdrawn Accounts, Deficits	
Cash Variance	11,935.00
GF WH: State Tax	94.00
GF WH: Union Dues	833.00
GF WH: Union Dues - Police	390.00
GF WH: Union Dues - Library	155.00
SRF: FY24 Bulletproof Vest Program	498.00
SRF: FY25-27 Green Communities Grant	40,328.00
Refunds	2,739.00
Total	***56,972.00***
Free Cash Voted from Town Meeting Not Recorded	0.00
Add:	
Circuit Breaker, Other Closed Accounts, Adjustments:	
	0.00
Total	***0.00***
Deferred Revenue (Credit Balance+, Debit Balance-)	300,912.00
Free Cash Calculation for 2025	***11,245,266.00***
Reviewed By:	**Nick Cantella**
Certified On:	**1/29/2026**

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES

Great Barrington
TOWN

Free Cash Certification

Retained Earnings Calculation - Sewer - Fiscal Year 2026

Enterprise Fund Number	A-2(1ST)
Type of Enterprise Fund	Sewer
Name of Enterprise Fund/Statutory Reference	Sewer

Part I Cash		8,577,197.00
Current Liabilities, Designations of Fund Balance:		
Accounts Payable	4,441.00	
Payroll Payable	10,686.00	
Warrants Payable	0.00	
Encumbrances	1,344,215.00	
Expenditures	1,150,000.00	
Continuing Appropriations	0.00	
Other Liabilities		
	0.00	
Total	*2,509,342.00*	
Cash less Current Liabilities		*6,067,855.00*
Part II Retained Earnings, Undesignated		6,067,855.00
Accounts Receivable (net):		
User Fees	0.00	
Other Accounts Receivable		
	0.00	
Total	*0.00*	
Undesignated Retained Earnings Less Accounts Receivable		*6,067,855.00*
Fixed Assets		
Debits:		
	0.00	
Total	*0.00*	
Credits:		
	0.00	
Total	*0.00*	

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES

Great Barrington
TOWN

Free Cash Certification

Retained Earnings Calculation - Sewer - Fiscal Year 2026

Fixed Assets Variance (Debits - Credits)	*0.00*

Fiscal Year 2027 Free Cash and Retained Earnings Use Report

The FY2027 Free Cash and Retained Earnings Use Report summarizes how the Town has appropriated certified available funds to support the annual budget and financial operations. This report identifies the use of Free Cash as a non-recurring general fund revenue source, as well as the use of enterprise fund Retained Earnings for eligible purposes within those operations. Tracking these appropriations promotes transparency, supports sound financial planning, and helps maintain long-term fiscal stability.

FY26 FREE CASH - 01/29/2026 CERTIFICATION:	**$**	**11,245,266.00**	
GENERAL FUND PORTION		6,182,038.14	1
CANNABIS COMMUNITY IMPACT FUND PORTION		5,063,227.86	2
FY26 RETAINED EARNINGS - 01/29/2026 CERTIFICATION	**$**	**6,067,855.00**	3

GENERAL FUND PORTION

PROPOSED FUNDING PURPOSE		APPROPRIATION AMOUNT	
	$	**6,182,038.14**	1
SOUTHERN BERKSHIRE AMBULANCE COSTS		414,676.00	
UNEMPLOYMENT TRUST FUND		40,000.00	
GB RETAIL AGREEMENT		62,780.58	
DPW PREVIOUS YEAR INVOICES		50,000.00	
OUTSTANDING CAPITAL OBLIGATIONS		800,000.00	
FIRE COLLECTIVE BARGAINING FY26		140,000.00	
SERVICE ENHANCEMENT GRANTS		150,000.00	
OVERTIME POLICE		50,000.00	
CAPITAL EXPENSES		2,929,048.44	
STABILIZATION		250,000.00	
	$	**1,295,533.12**	

CANNABIS COMMUNITY IMPACT FUND PORTION

PROPOSED FUNDING PURPOSE		APPROPRIATION AMOUNT	
	$	**5,063,227.86**	2
THEORY WELLNESS SETTLEMENT		4,161,257.03	
REBELLE SETTLEMENT		360,303.12	
FARNSWORTH SETTLEMENT		189,109.80	
CALYX SETTLEMENT		315,338.49	
GB RETAIL AGREEMENT		37,219.42	
	$	**0.00**	

RETAINED EARNINGS

PROPOSED FUNDING PURPOSE		APPROPRIATION AMOUNT	
	$	**6,067,855.00**	3
FY26 MCWT DEBT SERVICE NOT PROVIDED FOR IN FY26		220,000.00	
CAPITAL EXPENSES		635,000.00	
	$	**5,212,855.00**	

Cannabis Community Impact Portion of Free Cash Report

The Cannabis Community Impact portion of the Free Cash Report summarizes activity and available balances associated with cannabis-related community impact revenues. This section is used to track the financial activity of the cannabis impact portion of Free Cash and to ensure these funds are appropriately incorporated into the Town's overall financial position and budget planning.

CANNABIS COMMUNITY IMPACT PORTION OF FREE CASH

Date	Cannabis Community Impact Portion Activity	Amount	TOTAL
06/30/2019	Fiscal Year Revenues	208,307.22	**208,307.22**
06/22/2020	Annual Town Meeting Vote	(185,000.00)	**23,307.22**
06/30/2020	Fiscal Year Revenues	1,527,766.12	**1,551,073.34**
06/07/2021	Annual Town Meeting Vote	(350,000.00)	**1,201,073.34**
06/30/2021	Fiscal Year Revenues	1,591,621.82	**2,792,695.16**
06/06/2022	Annual Town Meeting Vote	(350,000.00)	**2,442,695.16**
06/30/2022	Fiscal Year Revenues	2,210,809.64	**4,653,504.80**
05/01/2023	Annual Town Meeting Vote	(500,000.00)	**4,153,504.80**
05/01/2023	Annual Town Meeting Vote	(15,000.00)	**4,138,504.80**
06/30/2023	Fiscal Year Revenues	840,467.53	**4,978,972.33**
06/30/2024	Fiscal Year Revenues	28,255.53	**5,007,227.86**
06/30/2025	Fiscal Year Revenues	-	**5,007,227.86**
06/30/2025	Unspent FY24 ATM Vote ret to CIF FC	56,000.00	**5,063,227.86**
08/26/2025	Legal Settlement - Theory	(4,161,257.03)	**901,970.83**
08/26/2025	Legal Settlement - Rebelle	(360,303.12)	**541,667.71**
08/26/2025	Legal Settlement - Farnsworth	(189,109.80)	**352,557.91**
1/26/2026	Legal Settlement - Calyx	(315,338.49)	**37,219.42**
1/28/2026	Remaining to be offered to GB Retail	(37,219.42)	**0.00**

FY27 Tax Rate, Levy Limit, and Free Cash Summary

The FY27 Tax Rate, Levy Limit, and Free Cash Summary provides an overview of the Town's property tax levy capacity under Proposition 2½, the approved annual tax rate, and the role of certified Free Cash in supporting the fiscal year budget. This summary highlights key indicators of the Town's revenue structure and financial flexibility.

Estimated Tax Rate Calculation, Levy Limit and Free Cash Historicals

Estimated Tax Rate Calculation	FY2023	FY2024	FY2025	FY2026	FY2027	
Total Assessed Valuation	1,860,810,837	2,001,677,517	2,175,977,048	2,309,091,365	2,309,091,365	*
Amount to Be Raised by Taxes/Levy	$26,181,608	$27,803,301	$30,006,724	$30,572,370	$36,449,040	
Estimated Tax Rate @ Town Meeting	$15.44	$14.60	$15.02	$14.09	$15.79	
Actual Tax Rate	$14.07	$13.89	$13.79	$13.24		
Tax Rate increase/(decrease) over Prior Year	-$0.79	-$0.18	-$0.10	$0.30	$2.00	
Taxes per $100,000 Assessed Value	$1,407	$1,389	$1,379	$1,324	$1,579	
Tax increase/(decrease) on $100,000 of AV	-$79.00	-$18.00	-$10.00	-$55.00	$254.50	

*based off of prior year assessed values

Levy Limit Increase	FY2023	FY2024	FY2025	FY2026	FY2027	
Prior Year Levy Limit	$ 25,753,823	$ 26,787,463	$ 27,756,484	$ 28,741,977	$ 29,742,776	
Plus 2.5%	$ 26,397,668	$ 27,457,150	$ 28,450,396	$ 29,460,527	$ 30,486,345	
New Growth	$ 389,794	$ 299,333	$ 291,581	$ 282,251	$ 150,000	*
Current Year/Estimated Levy Limit	$ 26,787,463	$ 27,756,484	$ 28,741,977	$ 29,742,776	$ 30,636,345	
Debt Exclusions	$ 1,361,971	$ 1,315,399	$ 1,282,891	$ 1,246,461	$ 1,150,000	*
Capital Exclusions	$ -	$ -	$ -	$ 90,000	$ -	*
Current Year/Estimated Maximum Levy Limit	$ 28,149,434	$ 29,071,883	$ 30,024,868	$ 31,079,237	$ 31,786,345	
Current Year/Estimated Tax Levy	$ 26,140,126	$ 27,644,927	$ 30,006,724	$ 30,482,844	$ 36,249,040	
Snow & Ice Deficit (to be raised on Tax Recap)	$ 41,482	$ 158,374	$ -	$ 89,526	$ 200,000	
Other Fund Offsets (if approved)				$ -	$ -	
Total Amount Under Levy	$ (1,967,826)	$ (1,268,582.06)	$ (18,145)	$ (506,867)	$ 4,662,695	**

*estimate

**PENDING ANTICIPATED CHANGES TO SCHOOL ASSESSMENT

Free Cash Balance* & Uses	Certified Free Cash Balance	Town Meeting Appropriated Free Cash	Total Unappropriated Free Cash	General Fund Portion Unappropriated Free Cash	Cannabis Community Impact Fund Portion Unappropriated Free Cash
FY26	$ 11,245,266	$ 9,949,733	$ 1,295,533	$ 1,295,533	$ -
FY25	$ 12,357,371	$ 4,221,909	$ 8,135,462		
FY24	$ 10,170,990	$ 3,915,882	$ 6,255,108		
FY23	$ 10,318,568	$ 5,623,394	$ 4,695,174		
FY22	$ 6,481,554	$ 4,708,000	$ 1,773,554		
FY21	$ 5,614,845	$ 4,372,200	$ 1,242,645		
FY20	$ 2,931,025	$ 2,529,000	$ 402,025		
FY19	$ 3,515,497	$ 2,950,000	$ 565,497		
FY18	$ 1,928,130	$ 1,542,504	$ 385,626		
FY17	$ 3,077,407	$ 2,540,000	$ 537,407		
FY16	$ 2,696,949	$ 2,150,000	$ 546,949		
FY15	$ 2,926,075	$ 2,350,000	$ 576,075		

* Free Cash is certified from the prior fiscal year's operations

FY27 History of Property Values and Tax Levies

The FY27 History of Property Values and Tax Levies presents multi-year trends in the Town's taxable assessed valuation and total property tax levy. This information is used to evaluate growth in the tax base, monitor levy capacity, and support long-term financial forecasting.

History of Property Values and Tax Levies

Budget Year	Total Assessed Value	Property Tax	Tax Rate per $1,000 Assessed Value	Median Single Family Home Value	Median Tax Bill	Increase/ (Decrease)	% Increase/ Decrease
2027*	$ 2,309,091,365	$ 36,449,040	$15.79	$511,950	$8,081.14	$1,302.92	19.2%
2026	$ 2,309,091,365	$ 30,572,370	$13.24	$511,950	$6,778.22	$123.16	1.9%
2025	$ 2,175,977,048	$ 30,006,724	$13.79	$482,600	$6,655.05	$542.07	8.9%
2024	$ 2,001,677,517	$ 27,803,301	$13.89	$440,100	$6,112.99	$490.62	8.7%
2023	$ 1,860,810,837	$ 26,181,608	$14.07	$399,600	$5,622.37	$445.15	8.6%
2022	$ 1,691,449,482	$ 25,134,939	$14.86	$348,400	$5,177.22	$157.16	3.1%
2021	$ 1,540,736,695	$ 24,636,380	$15.99	$313,950	$5,020.06	$80.07	1.6%
2020	$ 1,523,392,459	$ 23,993,431	$15.75	$313,650	$4,939.99	$135.17	2.8%
2019	$ 1,494,974,463	$ 23,500,999	$15.72	$305,650	$4,804.82	$295.84	6.6%
2018	$ 1,440,219,751	$ 21,574,492	$14.98	$301,000	$4,508.98	$150.88	3.5%
2017	$ 1,426,915,909	$ 20,832,972	$14.60	$298,500	$4,358.10	$123.97	2.9%
2016	$ 1,386,204,580	$ 19,808,863	$14.29	$296,300	$4,234.13	$194.96	4.8%
2015	$ 1,370,499,134	$ 18,803,248	$13.72	$294,400	$4,039.17	$185.42	4.8%
2014	$ 1,322,379,245	$ 17,931,463	$13.56	$284,200	$3,853.75	-$111.90	-2.8%
2013	$ 1,360,883,527	$ 17,882,010	$13.14	$301,800	$3,965.65	$16.53	0.4%
2012	$ 1,351,621,807	$ 17,733,277	$13.12	$301,000	$3,949.12	$140.61	3.7%
2011	$ 1,392,020,846	$ 16,926,973	$12.16	$313,200	$3,808.51	$4.61	0.1%
2010	$ 1,451,065,595	$ 16,716,276	$11.52	$330,200	$3,803.90	$138.03	3.8%
2009	$ 1,427,357,423	$ 16,214,780	$11.36	$322,700	$3,665.87	$258.18	7.6%
2008	$ 1,351,145,810	$ 15,240,925	$11.28	$302,100	$3,407.69	$254.45	8.1%
2007	$ 1,246,355,681	$ 14,208,455	$11.40	$276,600	$3,153.24	-$0.44	0.0%
2006	$ 1,032,428,583	$ 13,896,489	$13.46	$234,300	$3,153.68	$209.06	7.1%
2005	$ 871,438,862	$ 12,862,438	$14.76	$199,500	$2,944.62	$186.90	6.8%
2004	$ 805,151,570	$ 11,835,728	$14.70	$187,600	$2,757.72	-$264.69	

* estimate based on current year assessed value

FY27 Debt Schedule

The FY27 Debt Schedule summarizes the Town's outstanding long-term debt obligations, including the original issuance amounts, remaining balances, and repayment timelines. This schedule supports transparency and helps ensure debt service costs are incorporated into the Town's financial planning.

FY2027 Debt Schedule

	Issue Date	Term	Maturity Date	Amount of Original Issue	07/01/26 Balance	Principal	Interest	Interest	FY26 Debt Service	06/30/27 Balance
General Fund:										
FY2014 Bond	8/1/2013	15	6/1/2028	$ 3,281,600.00	$ 160,000.00	$ 80,000.00	$ 2,700.00	$ 2,700.00	$ 85,400.00	$ 80,000.00
FY2016 Bond	5/26/2016	10	6/15/2027	$ 4,725,000.00	$ 365,000.00	$ 365,000.00	$ 3,650.00	$ 3,650.00	$ 372,300.00	$ -
FY2018 Bond	10/26/2017	15	4/15/2033	$ 3,365,000.00	$ 1,265,000.00	$ 215,000.00	$ 18,437.50	$ 18,437.50	$ 251,875.00	$ 1,050,000.00
FY2021 Bond	1/26/2021	20	7/15/2040	$ 4,027,099.00	$ 2,015,000.00	$ 325,000.00	$ 25,490.00	$ 18,990.00	$ 369,480.00	$ 1,690,000.00
FY2022 Bond	11/17/2021	20	11/15/2041	$ 2,511,900.00	$ 2,300,000.00	$ 210,000.00	$ 22,625.00	$ 17,375.00	$ 250,000.00	$ 2,090,000.00
FY2023 Bond	11/16/2023	20	11/15/2043	$ 9,176,050.00	$ 7,780,000.00	$ 665,000.00	$ 187,521.90	$ 170,896.90	$ 1,023,418.80	$ 7,115,000.00
FY2024 Bond	10/30/2024	20	10/15/2044	$ 4,290,000.00	$ 3,946,568.00	$ 315,000.00	$ 83,700.00	$ 75,825.00	$ 474,525.00	$ 3,631,568.00
FY2025 Bond	11/20/2025	15	11/15/1940	$ 5,110,000.00	$ 5,110,000.00	$ 400,000.00	$ 120,450.00	$ 110,450.00	$ 630,900.00	$ 4,710,000.00
					$ 22,941,568.00	**$ 2,575,000.00**	$ 464,574.40	$ 418,324.40	**$ 3,457,898.80**	$ 20,366,568.00
							$882,898.80			
Community Preservation Act:										
FY2023 Bond	11/16/2023	20	11/16/2023	$ 476,600.00	$ 405,000.00	$ 35,000.00	$ 9,693.75	$ 8,818.75	$ 53,512.50	$ 370,000.00
					$ 405,000.00	**$ 35,000.00**	$ 9,693.75	$ 8,818.75	**$ 53,512.50**	$ 370,000.00
							$18,512.50			
Wastewater:										
FY2014 Bond	8/1/2013	15	6/1/2028	$ 268,600.00	$ 40,000.00	$ 20,000.00	$ 675.00	$ 675.00	$ 21,350.00	$ 20,000.00
FY2021 Bond	1/26/2021	20	7/15/2040	$ 962,901.00	$ 690,000.00	$ 50,000.00	$ 7,632.50	$ 6,632.50	$ 64,265.00	$ 640,000.00
FY2022 Bond	11/17/2021	20	11/15/2041	$ 308,100.00	$ 100,000.00	$ 15,000.00	$ 1,475.00	$ 1,100.00	$ 17,575.00	$ 85,000.00
FY2023 Bond	11/16/2023	20	11/15/2043	$ 1,397,350.00	$ 1,135,000.00	$ 125,000.00	$ 26,831.25	$ 23,706.25	$ 175,537.50	$ 1,010,000.00
FY2024 Bond	10/30/2024	20	10/15/2044	$ 4,290,000.00	$ 4,228,432.00	$ 50,000.00	$ 5,125.00	$ 3,875.00	$ 59,000.00	$ 4,178,432.00
MCWT CW 12-23	2/11/2016	20	2/11/2026	$ 4,210,000.00	$ 2,330,429.00	$ 211,149.00	$ 23,304.29	$ 23,304.29	$ 257,757.58	$ 2,119,280.00
MCWT CWP 15-24 (refinanced)	4/11/2019	18	1/15/2037	$ 4,188,163.00	$ 2,748,718.74	$ 223,895.33	$ 27,487.19	$ 27,487.19	$ 278,869.71	$ 2,524,823.41
MCWT CWP 21-53	2/6/2025	20	1/15/1945	$ 4,076,530.00	$ 4,076,530.00	$ 203,827.00	$ 38,727.03	$ 38,727.03	$ 281,281.06	$ 3,872,703.00
					$ 15,349,109.74	**$ 898,871.33**	$ 131,257.26	$ 125,507.26	**$ 1,155,635.85**	$ 14,450,238.41
							$256,764.52			
					$ 38,695,677.74	$ 3,508,871.33	$ 605,525.41	$ 552,650.41	$ 4,667,047.15	$ 35,186,806.41

MCWT CW 12-23	additional costs of $3,495.64 for FY27 admin fees	(2 pymts of $1,747.82)
MCWT CWP 15-24	additional costs of $4,139.40 for FY2 admin fees	(2 pymts of $2,069.73)
MCWT CWP 21-53	additional costs of $5,809.06 for FY27 admin fees	(2 pymts of $2,904.53)

Please Note: FY2027 Debt Service Budget includes amounts above for issued debt plus the estimated amount for interest for a Bond Anticipation Note in FY2026 and a Bond to be issued in FY2027.

FY27 Projected Long-Term Debt Principal and Interest Payments Report

The FY27 Projected Long-Term Debt Principal and Interest Payments report outlines the Town's expected debt service requirements for FY27. These projections assist in forecasting upcoming budget obligations and maintaining compliance with sound municipal financial management practices.

Prepared 12/29/2025

Town of Great Barrington, Massachuestts

Fiscal Year 2027 Projected Principal and Interest Payments

Non-Exempt General Fund

Aggregate Debt Service

Part 1 of 2

Date	Issue : Purpose	Principal	Interest	Total P+I
07/15/2026	January 26 2021 : Streets/Roads/ Sidewalks I (I)	80,000.00	6,887.50	86,887.50
	January 26 2021 : Streets/Roads/ Sidewalks II (I)	35,000.00	3,185.00	38,185.00
	January 26 2021 : Technology I (I)	10,000.00	350.00	10,350.00
	January 26 2021 : Technology II (I)	5,000.00	175.00	5,175.00
	January 26 2021 : Highway Dump Truck II (I)	30,000.00	600.00	30,600.00
	January 26 2021 : Highway Storage Garage (I)	5,000.00	485.00	5,485.00
	January 26 2021 : Highway Storage Facility (I)	10,000.00	1,635.00	11,635.00
	January 26 2021 : Road and Sidewalk Improvement Engineering (I)	20,000.00	2,070.00	22,070.00
	January 26 2021 : Division St Bridge Repairs (I)	20,000.00	1,827.50	21,827.50
	January 26 2021 : Street Improvements (I)	35,000.00	3,622.50	38,622.50
	January 26 2021 : Dump Trucks (3) (I)	45,000.00	1,575.00	46,575.00
	January 26 2021 : Portable Radios (6) - Police Department (I)	5,000.00	275.00	5,275.00
	January 26 2021 : Turnout Gear - Fire Department (I)	5,000.00	375.00	5,375.00
	January 26 2021 : Park and Open Space Improvements (I)	5,000.00	275.00	5,275.00
Subtotal		$310,000.00	$23,337.50	$333,337.50
10/15/2026	October 26 2017 : Bridge Reconstruction (I)	-	7,548.75	7,548.75
	October 26 2017 : Public Way (I)	-	3,385.75	3,385.75
	October 26 2017 : Departmental Equipment - Public Works (I)	-	539.00	539.00
	October 30 2024 : Storm Water Systems (I)	10,000.00	3,900.00	13,900.00
	October 30 2024 : Sidewalk and Street Improvements (I)	35,000.00	9,800.00	44,800.00
	October 30 2024 : DPW Loader with Attachments (I)	5,000.00	1,000.00	6,000.00
	October 30 2024 : Street Improvements (I)	75,000.00	21,025.00	96,025.00
	October 30 2024 : Street Improvements II (I)	40,000.00	11,350.00	51,350.00
	October 30 2024 : Parks Improvements (I)	15,000.00	3,950.00	18,950.00
	October 30 2024 : Fire Car Replacement (I)	5,000.00	1,000.00	6,000.00
	October 30 2024 : Streets Engineering and Construction (I)	10,000.00	2,100.00	12,100.00
	October 30 2024 : Street Improvements III (I)	15,000.00	3,975.00	18,975.00
	October 30 2024 : DPW Trucks (I)	25,000.00	5,275.00	30,275.00
	October 30 2024 : DPW Dump Truck F550 (I)	15,000.00	2,450.00	17,450.00
Subtotal		$250,000.00	$77,298.50	$327,298.50
11/15/2026	November 17 2021 : Division St Bridge Repairs (I)	15,000.00	1,600.00	16,600.00
	November 17 2021 : Christian Hill Road Culverts (I)	10,000.00	1,350.00	11,350.00
	November 17 2021 : St. James Place/Taconic Roadway (I)	20,000.00	2,375.00	22,375.00
	November 17 2021 : Street Improvements (I)	40,000.00	5,075.00	45,075.00
	November 17 2021 : EMS/Service Vehicle (I)	5,000.00	425.00	5,425.00
	November 17 2021 : Dump Truck with Plow & Sander (I)	30,000.00	1,800.00	31,800.00
	November 17 2021 : Roadside Mower (I)	20,000.00	1,625.00	21,625.00
	November 17 2021 : 1-Ton Roller (I)	5,000.00	250.00	5,250.00
	November 17 2021 : Engineering (I)	15,000.00	1,925.00	16,925.00
	November 17 2021 : Old Route 7 Greenway Path (I)	20,000.00	2,450.00	22,450.00
	November 17 2021 : Lake Mansfield Road Engineering (I)	5,000.00	425.00	5,425.00
	November 16 2023 : Stormwater Systems (I)	15,000.00	5,312.50	20,312.50
	November 16 2023 : Division St Bridge Repairs 1 (I)	130,000.00	35,100.00	165,100.00
	November 16 2023 : Division St Bridge Repairs 2 (I)	15,000.00	4,125.00	19,125.00
	November 16 2023 : Christian Hill Culvert 1 (I)	10,000.00	1,975.00	11,975.00
	November 16 2023 : Christian Hill Culvert 2 (I)	5,000.00	1,225.00	6,225.00
	November 16 2023 : Christian Hill Culvert 3 (I)	5,000.00	875.00	5,875.00
	November 16 2023 : Street/Bridge Repair Engineering (I)	10,000.00	1,950.00	11,950.00
	November 16 2023 : Bridge Engineering (I)	10,000.00	2,356.25	12,356.25
	November 16 2023 : Street Improvements 1 (I)	65,000.00	16,450.00	81,450.00
	November 16 2023 : Street Improvements 2 (I)	10,000.00	2,675.00	12,675.00
	November 16 2023 : Parks Equipment (I)	5,000.00	1,100.00	6,100.00
	November 16 2023 : Backhoe (I)	15,000.00	2,825.00	17,825.00
	November 16 2023 : Truck Lift (I)	5,000.00	1,553.13	6,553.13
	November 16 2023 : Bridge Improvements 2 (I)	10,000.00	4,212.50	14,212.50
	November 16 2023 : Street Improvements 3 (I)	10,000.00	1,950.00	11,950.00
	November 16 2023 : Street, Bridge and Senior Center Parking 1 (I)	20,000.00	4,475.00	24,475.00
	November 16 2023 : Street, Bridge and Senior Center Parking 2 (I)	10,000.00	1,928.13	11,928.13
	November 16 2023 : Sidewalk and Street Improvements 1 (I)	85,000.00	24,650.00	109,650.00
	November 16 2023 : Sidewalk and Street Improvements 2 (I)	25,000.00	7,765.63	32,765.63
	November 16 2023 : DPW Loader with Attachments (I)	15,000.00	4,659.38	19,659.38
	November 16 2023 : DPW Excavator (I)	5,000.00	1,553.13	6,553.13
	November 16 2023 : Building Improvements 1 (I)	5,000.00	2,106.25	7,106.25
	November 16 2023 : Street Improvements 4 (I)	75,000.00	22,743.75	97,743.75
	November 16 2023 : Technology Broadband Project (I)	20,000.00	7,318.75	27,318.75
	November 20 2025 : Storm Water Systems (I)	10,000.00	3,000.00	13,000.00
	November 20 2025 : Street Improvements (I)	50,000.00	16,400.00	66,400.00
	November 20 2025 : Street Improvements II (I)	11,662.00	3,541.55	15,203.55
	November 20 2025 : Streets Engineering and Construction (I)	40,000.00	11,800.00	51,800.00
	November 20 2025 : Streets Engineering and Construction II (I)	75,000.00	25,625.00	100,625.00
Subtotal		$951,662.00	$240,550.95	$1,192,212.95

Prepared 12/29/2025

Town of Great Barrington, Massachuestts

Fiscal Year 2027 Projected Principal and Interest Payments
Non-Exempt General Fund

Aggregate Debt Service

Part 1 of 2

Date	Issue : Purpose	Principal	Interest	Total P+I
01/15/2027	January 26 2021 : Streets/Roads/ Sidewalks I (I)	-	5,287.50	5,287.50
	January 26 2021 : Streets/Roads/ Sidewalks II (I)	-	2,485.00	2,485.00
	January 26 2021 : Technology I (I)	-	150.00	150.00
	January 26 2021 : Technology II (I)	-	75.00	75.00
	January 26 2021 : Highway Storage Garage (I)	-	385.00	385.00
	January 26 2021 : Highway Storage Facility (I)	-	1,435.00	1,435.00
	January 26 2021 : Road and Sidewalk Improvement Engineering (I)	-	1,670.00	1,670.00
	January 26 2021 : Division St Bridge Repairs (I)	-	1,427.50	1,427.50
	January 26 2021 : Street Improvements (I)	-	2,922.50	2,922.50
	January 26 2021 : Dump Trucks (3) (I)	-	675.00	675.00
	January 26 2021 : Portable Radios (6) - Police Department (I)	-	175.00	175.00
	January 26 2021 : Turnout Gear - Fire Department (I)	-	275.00	275.00
	January 26 2021 : Park and Open Space Improvements (I)	-	175.00	175.00
Subtotal		-	$17,137.50	$17,137.50
04/15/2027	October 26 2017 : Bridge Reconstruction (I)	74,100.00	7,548.75	81,648.75
	October 26 2017 : Public Way (I)	46,700.00	3,385.75	50,085.75
	October 26 2017 : Departmental Equipment - Public Works (I)	19,600.00	539.00	20,139.00
	October 30 2024 : Storm Water Systems (I)	-	3,650.00	3,650.00
	October 30 2024 : Sidewalk and Street Improvements (I)	-	8,925.00	8,925.00
	October 30 2024 : DPW Loader with Attachments (I)	-	875.00	875.00
	October 30 2024 : Street Improvements (I)	-	19,150.00	19,150.00
	October 30 2024 : Street Improvements II (I)	-	10,350.00	10,350.00
	October 30 2024 : Parks Improvements (I)	-	3,575.00	3,575.00
	October 30 2024 : Fire Car Replacement (I)	-	875.00	875.00
	October 30 2024 : Streets Engineering and Construction (I)	-	1,850.00	1,850.00
	October 30 2024 : Street Improvements III (I)	-	3,600.00	3,600.00
	October 30 2024 : DPW Trucks (I)	-	4,650.00	4,650.00
	October 30 2024 : DPW Dump Truck F550 (I)	-	2,075.00	2,075.00
Subtotal		$140,400.00	$71,048.50	$211,448.50
05/15/2027	November 17 2021 : Division St Bridge Repairs (I)	-	1,225.00	1,225.00
	November 17 2021 : Christian Hill Road Culverts (I)	-	1,100.00	1,100.00
	November 17 2021 : St. James Place/Taconic Roadway (I)	-	1,875.00	1,875.00
	November 17 2021 : Street Improvements (I)	-	4,075.00	4,075.00
	November 17 2021 : EMS/Service Vehicle (I)	-	300.00	300.00
	November 17 2021 : Dump Truck with Plow & Sander (I)	-	1,050.00	1,050.00
	November 17 2021 : Roadside Mower (I)	-	1,125.00	1,125.00
	November 17 2021 : 1-Ton Roller (I)	-	125.00	125.00
	November 17 2021 : Engineering (I)	-	1,550.00	1,550.00
	November 17 2021 : Old Route 7 Greenway Path (I)	-	1,950.00	1,950.00
	November 17 2021 : Lake Mansfield Road Engineering (I)	-	300.00	300.00
	November 16 2023 : Stormwater Systems (I)	-	4,937.50	4,937.50
	November 16 2023 : Division St Bridge Repairs 1 (I)	-	31,850.00	31,850.00
	November 16 2023 : Division St Bridge Repairs 2 (I)	-	3,750.00	3,750.00
	November 16 2023 : Christian Hill Culvert 1 (I)	-	1,725.00	1,725.00
	November 16 2023 : Christian Hill Culvert 2 (I)	-	1,100.00	1,100.00
	November 16 2023 : Christian Hill Culvert 3 (I)	-	750.00	750.00
	November 16 2023 : Street/Bridge Repair Engineering (I)	-	1,700.00	1,700.00
	November 16 2023 : Bridge Engineering (I)	-	2,106.25	2,106.25
	November 16 2023 : Street Improvements 1 (I)	-	14,825.00	14,825.00
	November 16 2023 : Street Improvements 2 (I)	-	2,425.00	2,425.00
	November 16 2023 : Parks Equipment (I)	-	975.00	975.00
	November 16 2023 : Backhoe (I)	-	2,450.00	2,450.00
	November 16 2023 : Truck Lift (I)	-	1,428.13	1,428.13
	November 16 2023 : Bridge Improvements 2 (I)	-	3,962.50	3,962.50
	November 16 2023 : Street Improvements 3 (I)	-	1,700.00	1,700.00
	November 16 2023 : Street, Bridge and Senior Center Parking 1 (I)	-	3,975.00	3,975.00
	November 16 2023 : Street, Bridge and Senior Center Parking 2 (I)	-	1,678.13	1,678.13
	November 16 2023 : Sidewalk and Street Improvements 1 (I)	-	22,525.00	22,525.00
	November 16 2023 : Sidewalk and Street Improvements 2 (I)	-	7,140.63	7,140.63
	November 16 2023 : DPW Loader with Attachments (I)	-	4,284.38	4,284.38
	November 16 2023 : DPW Excavator (I)	-	1,428.13	1,428.13
	November 16 2023 : Building Improvements 1 (I)	-	1,981.25	1,981.25
	November 16 2023 : Street Improvements 4 (I)	-	20,868.75	20,868.75
	November 16 2023 : Technology Broadband Project (I)	-	6,818.75	6,818.75
	November 20 2025 : Storm Water Systems (I)	-	2,750.00	2,750.00
	November 20 2025 : Street Improvements (I)	-	15,150.00	15,150.00
	November 20 2025 : Street Improvements II (I)	-	3,250.00	3,250.00
	November 20 2025 : Streets Engineering and Construction (I)	-	10,800.00	10,800.00
	November 20 2025 : Streets Engineering and Construction II (I)	-	23,750.00	23,750.00
Subtotal		-	$216,759.40	$216,759.40
Total		$1,652,062.00	$646,132.35	$2,298,194.35

Prepared 12/29/2025

Town of Great Barrington, Massachuestts

Fiscal Year 2027 Projected Principal and Interest Payments
Exempt General Fund

Aggregate Debt Service

Date	Issue : Purpose	Principal	Interest	Total P+I
07/15/2026	January 26 2021 : Building Improvements (IE)	5,000.00	517.50	5,517.50
	January 26 2021 : Various Building Improvements II (IE)	10,000.00	1,635.00	11,635.00
Subtotal		$15,000.00	$2,152.50	$17,152.50
10/15/2026	October 26 2017 : Building Remodeling 1 (IE)	-	2,613.75	2,613.75
	October 26 2017 : Building Remodeling 2 (IE)	-	250.25	250.25
	October 26 2017 : Departmental Equipment - Fire (IE)	-	4,100.00	4,100.00
	October 30 2024 : Various Building Improvements (IE)	5,000.00	250.00	5,250.00
	October 30 2024 : Senior Center Parking Lot Improvements (IE)	5,000.00	1,200.00	6,200.00
	October 30 2024 : Buildings Improvements (IE)	15,000.00	5,400.00	20,400.00
	October 30 2024 : Architectural/ Engineering Services (IE)	5,000.00	1,950.00	6,950.00
	October 30 2024 : Courthouse Improvements (IE)	10,000.00	2,925.00	12,925.00
	October 30 2024 : Town Hall (IE)	10,000.00	3,900.00	13,900.00
	October 30 2024 : Various Building Improvements II (IE)	5,000.00	1,000.00	6,000.00
	October 30 2024 : Transfer Station Improvements (IE)	5,000.00	1,000.00	6,000.00
	October 30 2024 : Police Station Generator (IE)	5,000.00	250.00	5,250.00
Subtotal		$65,000.00	$24,839.00	$89,839.00
11/15/2026	November 17 2021 : Building Improvements (IE)	10,000.00	1,450.00	11,450.00
	November 17 2021 : Ramsdell Library HVAC System/Furnace (IE)	5,000.00	975.00	5,975.00
	November 17 2021 : Transfer Station Improvements (IE)	5,000.00	475.00	5,475.00
	November 17 2021 : Housatonic Fire Station Repairs (IE)	5,000.00	425.00	5,425.00
	November 16 2023 : Various Building Improvements (IE)	10,000.00	3,206.25	13,206.25
	November 16 2023 : Ramsdell Library & Ground Improvements (IE)	20,000.00	7,193.75	27,193.75
	November 16 2023 : Senior Center Parking Lot Improvements (IE)	10,000.00	3,106.25	13,106.25
	November 16 2023 : Building Improvements 2 (IE)	15,000.00	4,462.50	19,462.50
	November 16 2023 : Ramsdell Library HVAC System/Furnace (IE)	15,000.00	6,093.75	21,093.75
	November 16 2023 : Town Hall Elevator Repair/Rebuild (IE)	5,000.00	1,100.00	6,100.00
	November 16 2023 : Town Hall Improvements (IE)	5,000.00	250.00	5,250.00
	November 16 2023 : Police Station Generator (IE)	5,000.00	1,225.00	6,225.00
	November 20 2025 : Police Station Generator (IE)	6,750.00	168.75	6,918.75
	November 20 2025 : Buildings Improvements (IE)	4,700.00	742.50	5,442.50
	November 20 2025 : Architectural/ Engineering Services (IE)	10,000.00	2,200.00	12,200.00
	November 20 2025 : Various Building Improvements (IE)	4,700.00	742.50	5,442.50
	November 20 2025 : 2 Police Cruisers (IE)	15,000.00	2,925.00	17,925.00
	November 20 2025 : Fire Radios (IE)	14,500.00	2,612.50	17,112.50
	November 20 2025 : DPW Pickup Truck F-350 (IE)	10,700.00	1,517.50	12,217.50
	November 20 2025 : Various Street & Bridge Improvements (IE)	141,438.00	48,035.95	189,473.95
	November 20 2025 : Brookside Road Temporary Bridge (IE)	5,550.00	1,138.75	6,688.75
Subtotal		$323,338.00	$90,045.95	$413,383.95
12/01/2026	August 1 2013 : Departmental Equipment (Fire) 2 (IE)	-	2,700.00	2,700.00
Subtotal		-	$2,700.00	$2,700.00
12/15/2026	May 26 2016 : Adv Ref June 15 2007 Fire Station Construction(IE)	-	3,650.00	3,650.00
Subtotal		-	$3,650.00	$3,650.00
01/15/2027	January 26 2021 : Building Improvements (IE)	-	417.50	417.50
	January 26 2021 : Various Building Improvements II (IE)	-	1,435.00	1,435.00
Subtotal		-	$1,852.50	$1,852.50
04/15/2027	October 26 2017 : Building Remodeling 1 (IE)	25,500.00	2,613.75	28,113.75
	October 26 2017 : Building Remodeling 2 (IE)	9,100.00	250.25	9,350.25
	October 26 2017 : Departmental Equipment - Fire (IE)	40,000.00	4,100.00	44,100.00
	October 30 2024 : Various Building Improvements (IE)	-	125.00	125.00
	October 30 2024 : Senior Center Parking Lot Improvements (IE)	-	1,075.00	1,075.00
	October 30 2024 : Buildings Improvements (IE)	-	5,025.00	5,025.00
	October 30 2024 : Architectural/ Engineering Services (IE)	-	1,825.00	1,825.00
	October 30 2024 : Courthouse Improvements (IE)	-	2,675.00	2,675.00
	October 30 2024 : Town Hall (IE)	-	3,650.00	3,650.00
	October 30 2024 : Various Building Improvements II (IE)	-	875.00	875.00
	October 30 2024 : Transfer Station Improvements (IE)	-	875.00	875.00
	October 30 2024 : Police Station Generator (IE)	-	125.00	125.00
Subtotal		$74,600.00	$23,214.00	$97,814.00
05/15/2027	November 17 2021 : Building Improvements (IE)	-	1,200.00	1,200.00
	November 17 2021 : Ramsdell Library HVAC System/Furnace (IE)	-	850.00	850.00
	November 17 2021 : Transfer Station Improvements (IE)	-	350.00	350.00
	November 17 2021 : Housatonic Fire Station Repairs (IE)	-	300.00	300.00
	November 16 2023 : Various Building Improvements (IE)	-	2,956.25	2,956.25
	November 16 2023 : Ramsdell Library & Ground Improvements (IE)	-	6,693.75	6,693.75
	November 16 2023 : Senior Center Parking Lot Improvements (IE)	-	2,856.25	2,856.25
	November 16 2023 : Building Improvements 2 (IE)	-	4,087.50	4,087.50
	November 16 2023 : Ramsdell Library HVAC System/Furnace (IE)	-	5,718.75	5,718.75
	November 16 2023 : Town Hall Elevator Repair/Rebuild (IE)	-	975.00	975.00
	November 16 2023 : Town Hall Improvements (IE)	-	125.00	125.00
	November 16 2023 : Police Station Generator (IE)	-	1,100.00	1,100.00
	November 20 2025 : Buildings Improvements (IE)	-	625.00	625.00
	November 20 2025 : Architectural/ Engineering Services (IE)	-	1,950.00	1,950.00
	November 20 2025 : Various Building Improvements (IE)	-	625.00	625.00
	November 20 2025 : 2 Police Cruisers (IE)	-	2,550.00	2,550.00
	November 20 2025 : Fire Radios (IE)	-	2,250.00	2,250.00
	November 20 2025 : DPW Pickup Truck F-350 (IE)	-	1,250.00	1,250.00
	November 20 2025 : Various Street & Bridge Improvements (IE)	-	44,500.00	44,500.00
	November 20 2025 : Brookside Road Temporary Bridge (IE)	-	1,000.00	1,000.00
Subtotal		-	$81,962.50	$81,962.50
06/01/2027	August 1 2013 : Departmental Equipment (Fire) 2 (IE)	80,000.00	2,700.00	82,700.00
Subtotal		$80,000.00	$2,700.00	$82,700.00
06/15/2027	May 26 2016 : Adv Ref June 15 2007 Fire Station Construction(IE)	365,000.00	3,650.00	368,650.00
Subtotal		$365,000.00	$3,650.00	$368,650.00
Total		$922,938.00	$236,766.45	$1,159,704.45

Prepared 12/29/2025

Town of Great Barrington, Massachuestts

Fiscal Year 2027 Projected Principal and Interest Payments

CPA

Aggregate Debt Service

Date	Issue : Purpose	Principal	Interest	Total P+I
11/15/2026	November 16 2023 : Memorial Field Improvements (I)	35,000.00	9,693.75	44,693.75
Subtotal		$35,000.00	$9,693.75	$44,693.75
05/15/2027	November 16 2023 : Memorial Field Improvements (I)	-	8,818.75	8,818.75
Subtotal		-	$8,818.75	$8,818.75
Total		$35,000.00	$18,512.50	$53,512.50

Prepared 12/29/2025

Town of Great Barrington, Massachuestts

Fiscal Year 2027 Projected Principal and Interest Payments

Sewer

Aggregate Debt Service

Date	Issue : Purpose	Principal	Interest	Total P+I
07/15/2026	February 11 2016 MCWT CW-12-23 (O)	-	23,304.29	23,304.29
	April 11 2019 MCWT CWP-15-24 (O)	-	27,487.19	27,487.19
	January 26 2021 : Sewer System Improvements I (O)	15,000.00	1,910.00	16,910.00
	January 26 2021 : Sewer System Improvements II (O)	10,000.00	1,635.00	11,635.00
	January 26 2021 : Sewer System Improvements III (O)	25,000.00	4,087.50	29,087.50
	February 6 2025 MCWT CWP-21-53 (O)	-	38,727.03	38,727.03
Subtotal		$50,000.00	$97,151.01	$147,151.01
10/15/2026	October 30 2024 : Primary Wastewater Clarifier (I)	15,000.00	2,125.00	17,125.00
	October 30 2024 : Sewer I/I Study (I)	10,000.00	750.00	10,750.00
	October 30 2024 : Wastewater Engineering Services (I)	15,000.00	1,375.00	16,375.00
	October 30 2024 : Sewer Manhole Rehabilitation (O)	10,000.00	875.00	10,875.00
Subtotal		$50,000.00	$5,125.00	$55,125.00
11/15/2026	November 17 2021 : Maple/Main Street Sewer Replacements (I)	5,000.00	975.00	5,975.00
	November 17 2021 : F350 Service Truck with Plow & Crane (I)	10,000.00	500.00	10,500.00
	November 16 2023 : Sewer System Management/ Maintenance Plan (I)	50,000.00	1,250.00	51,250.00
	November 16 2023 : Sewer Manhole Rehabilitation (O)	10,000.00	2,981.25	12,981.25
	November 16 2023 : High Pressure Sewer Cleaner (I)	15,000.00	1,875.00	16,875.00
	November 16 2023 : Sewer System Improvements (O)	50,000.00	20,725.00	70,725.00
Subtotal		$140,000.00	$28,306.25	$168,306.25
12/01/2026	August 1 2013 : Sewer (O)	-	675.00	675.00
Subtotal		-	$675.00	$675.00
01/15/2027	February 11 2016 MCWT CW-12-23 (O)	211,149.00	23,304.29	234,453.29
	April 11 2019 MCWT CWP-15-24 (O)	223,895.33	27,487.19	251,382.52
	January 26 2021 : Sewer System Improvements I (O)	-	1,610.00	1,610.00
	January 26 2021 : Sewer System Improvements II (O)	-	1,435.00	1,435.00
	January 26 2021 : Sewer System Improvements III (O)	-	3,587.50	3,587.50
	February 6 2025 MCWT CWP-21-53 (O)	203,827.00	38,727.03	242,554.03
Subtotal		$638,871.33	$96,151.01	$735,022.34
04/15/2027	October 30 2024 : Primary Wastewater Clarifier (I)	-	1,750.00	1,750.00
	October 30 2024 : Sewer I/I Study (I)	-	500.00	500.00
	October 30 2024 : Wastewater Engineering Services (I)	-	1,000.00	1,000.00
	October 30 2024 : Sewer Manhole Rehabilitation (O)	-	625.00	625.00
Subtotal		-	$3,875.00	$3,875.00
05/15/2027	November 17 2021 : Maple/Main Street Sewer Replacements (I)	-	850.00	850.00
	November 17 2021 : F350 Service Truck with Plow & Crane (I)	-	250.00	250.00
	November 16 2023 : Sewer Manhole Rehabilitation (O)	-	2,731.25	2,731.25
	November 16 2023 : High Pressure Sewer Cleaner (I)	-	1,500.00	1,500.00
	November 16 2023 : Sewer System Improvements (O)	-	19,475.00	19,475.00
Subtotal		-	$24,806.25	$24,806.25
06/01/2027	August 1 2013 : Sewer (O)	20,000.00	675.00	20,675.00
Subtotal		$20,000.00	$675.00	$20,675.00
Total		$898,871.33	$256,764.52	$1,155,635.85

Aggregate Debt Service

Aggregate Debt Service represents the total annual cost of the Town's debt obligations, including both principal and interest payments. Monitoring aggregate debt service helps the Town evaluate affordability, plan for future capital needs, and maintain long-term fiscal sustainability.

TOWN OF GREAT BARRINGTON
AGGREGATE DEBT SERVICE

	GENERAL FUND			CPA			WASTEWATER		
	PRINCIPAL	INTEREST	TOTAL P&I	PRINCIPAL	INTEREST	TOTAL P&I	PRINCIPAL	INTEREST	TOTAL P&I
FY2026	2,358,432.00	944,859.14	**3,303,291.14**	35,000.00	20,262.50	**55,262.50**	936,185.26	283,948.96	**1,220,134.22**
FY2027	2,575,000.00	882,898.80	**3,457,898.80**	35,000.00	18,512.50	**53,512.50**	898,871.33	256,764.52	**1,155,635.85**
FY2028	2,150,000.00	777,898.80	**2,927,898.80**	35,000.00	16,762.50	**51,762.50**	848,327.00	233,587.08	**1,081,914.08**
FY2029	1,925,000.00	685,823.80	**2,610,823.80**	35,000.00	15,012.50	**50,012.50**	822,986.24	212,120.54	**1,035,106.78**
FY2030	1,860,000.00	602,648.80	**2,462,648.80**	30,000.00	13,387.50	**43,387.50**	817,858.06	191,710.82	**1,009,568.88**
FY2031	1,815,000.00	523,723.80	**2,338,723.80**	30,000.00	11,887.50	**41,887.50**	807,942.43	172,603.66	**980,546.09**
FY2032	1,725,000.00	449,348.80	**2,174,348.80**	30,000.00	10,387.50	**40,387.50**	818,247.36	154,469.82	**972,717.18**
FY2033	1,700,000.00	378,071.30	**2,078,071.30**	30,000.00	8,887.50	**38,887.50**	828,774.83	136,132.36	**964,907.19**
FY2034	1,460,000.00	308,073.80	**1,768,073.80**	30,000.00	7,387.50	**37,387.50**	824,532.83	117,891.88	**942,424.71**
FY2035	1,385,000.00	248,511.30	**1,633,511.30**	30,000.00	6,037.50	**36,037.50**	825,522.35	100,291.22	**925,813.57**
FY2036	1,250,000.00	193,068.80	**1,443,068.80**	30,000.00	4,687.50	**34,687.50**	836,752.39	82,563.26	**919,315.65**
FY2037	1,100,000.00	140,268.80	**1,240,268.80**	30,000.00	3,187.50	**33,187.50**	586,427.93	64,178.22	**650,606.15**
FY2038	890,000.00	98,293.80	**988,293.80**	30,000.00	1,837.50	**31,837.50**	308,826.00	51,074.66	**359,900.66**
FY2039	765,000.00	66,653.18	**831,653.18**	30,000.00	618.75	**30,618.75**	308,826.00	43,763.77	**352,589.77**
FY2040	540,000.00	42,531.28	**582,531.28**	-	-	-	308,826.00	36,418.50	**345,244.50**
FY2041	385,000.00	24,925.00	**409,925.00**	-	-	-	308,826.00	28,970.10	**337,796.10**
FY2042	140,000.00	14,375.00	**154,375.00**	-	-	-	258,826.00	21,981.08	**280,807.08**
FY2043	125,000.00	8,737.50	**133,737.50**	-	-	-	253,826.00	15,604.56	**269,430.56**
FY2044	115,000.00	3,512.50	**118,512.50**	-	-	-	253,826.00	9,278.04	**263,104.04**
FY2045	25,000.00	500.00	**25,500.00**	-	-	-	203,826.00	4,076.52	**207,902.52**
	$ 24,288,432.00	**$ 6,394,724.20**	**$ 30,683,156.20**	**$ 440,000.00**	**$ 138,856.25**	**$ 578,856.25**	**$ 12,058,036.01**	**$ 2,217,429.57**	**$ 14,275,465.58**

FY27-FY32 MULTI-YEAR FINANCIAL STRATEGY

Great Barrington operates within the structural constraints of Proposition 2½, which limits annual levy growth to 2.5 percent plus certified new growth. While this framework provides predictability for taxpayers, it does not reflect the growth rate of the Town's largest and most significant cost drivers including regional school assessments, health insurance, pension obligations, wage adjustments, utilities, and contractual services.

These obligations are largely externally determined and routinely exceed 2.5 percent annually. Without proactive structural reform, this dynamic creates increasing pressure on reserves, reliance on one-time revenues, deferred capital investment, and eventual override risk.

This Fiscal Stability & Growth Plan establishes a multi-year strategy grounded in four Strategic Pillars, implemented through a phased five-year timeline. It is designed to restore structural balance, strengthen fiscal resilience, and position Great Barrington for sustainable long-term growth while avoiding a Proposition 2½ override wherever possible.

This is not a plan to cut our way out of challenge. It is a plan to restore structural balance while positioning Great Barrington for long-term stability and growth.

Strategic Pillar I: Structural Stabilization

Structural balance begins with aligning recurring revenues to recurring expenses.

The Town will eliminate reliance on one-time revenues, including Free Cash, to fund ongoing operations. While Free Cash remains an important financial tool, it must be reserved for capital investment, stabilization reserves, debt reduction, and other non-recurring needs.

This pillar also includes disciplined review of personnel costs, vacancy management, operational efficiencies, and collective bargaining strategies aligned with long-term fiscal capacity. Sustainable staffing and responsible cost management are essential to preserving service delivery within levy limitations.

In addition, the Town will conduct comprehensive cost-of-service evaluations to ensure user-based services appropriately recover costs where legally permissible. Enterprise funds will be reviewed to confirm full allocation of indirect municipal support.

Structural stabilization is the foundation upon which all other fiscal strategies rest.

❖ Integrated Strategy: Regional School Assessment Sustainability

The regional school assessment represents the Town's single largest expenditure and the most significant external cost driver within the operating budget. While investment in education remains a shared community priority, annual assessment growth that materially exceeds levy capacity creates structural imbalance and increases override risk.

Because regional school costs are governed through a separate district structure and statutory assessment formula, the Town cannot unilaterally control these increases. However, the Town must proactively engage in structured financial coordination to ensure long-term affordability and predictability.

Beginning in FY27, Great Barrington should consider institutionalizing the following:

Formal Financial Coordination

Annual joint financial planning meetings between municipal leadership and regional school leadership prior to budget adoption cycles, including:

- ✓ Five-year financial forecasting alignment
- ✓ Enrollment and staffing trend review
- ✓ Contractual obligation projections
- ✓ Capital and debt service coordination
- ✓ Early identification of structural gaps

Multi-Year Assessment Growth Parameters

The Town will formally communicate levy capacity projections and advocate for assessment growth that reflects realistic municipal revenue constraints. While educational programming decisions remain within the District's authority, fiscal predictability must be a shared responsibility among member communities.

Enrollment & Cost Structure Analysis

Annual review of enrollment trends, cost-per-pupil data, staffing ratios, and administrative overhead to ensure expenditures reflect demographic realities and long-term fiscal sustainability.

Capital & Debt Alignment

Regional capital planning should be reviewed alongside the Town's Capital Improvement Plan to avoid overlapping debt spikes and to coordinate long-term affordability planning.

State-Level Monitoring & Advocacy

The Town will monitor Chapter 70 funding trends, legislative changes, and regional assessment methodologies to advocate for equitable state support where appropriate.

Transparent Fiscal Reporting

Beginning in FY27, the Town's published five-year forecast will include a dedicated regional school impact section outlining:

- ✓ Percentage of total operating budget
- ✓ Historical and projected growth trends
- ✓ Impact on levy capacity
- ✓ Interaction with other major cost drivers

Educational excellence and fiscal sustainability are not mutually exclusive; they require alignment and transparency.

❖ Phase I: Stabilization & Reset (FY27–FY28)

Focus: Stop structural drift and restore balance.

- ✓ Eliminate structural reliance on Free Cash for operations.
- ✓ Conduct comprehensive cost-of-service review.
- ✓ Correct enterprise fund indirect cost allocations.
- ✓ Implement disciplined vacancy and overtime review.
- ✓ Publish updated five-year financial forecast.
- ✓ Strengthen stabilization reserves where feasible.

Outcome: Structural operating balance is restored. One-time revenues are redirected to appropriate uses. Financial transparency increases.

Strategic Pillar II: Revenue Growth & Economic Development

Under Proposition 2½, new growth is the only mechanism that increases levy capacity beyond the 2.5 percent limit. Long-term sustainability therefore requires intentional economic development.

The Town will pursue strategic redevelopment of underutilized properties, support appropriate infill and mixed-use development, strengthen commercial tax base diversification, and maintain predictable permitting processes that encourage investment while protecting community character.

Balanced commercial growth stabilizes the residential tax burden and enhances fiscal resilience. Economic vitality supports both municipal finance and community prosperity.

Additionally, the Town will responsibly manage and maximize local option revenues, including meals and lodging taxes, cannabis host community agreements, and permit revenues. Where appropriate, these revenues will be directed toward stabilization and capital investment rather than recurring operating costs.

Growth must be thoughtful, infrastructure-aligned, and fiscally responsible.

❖ Phase II: Alignment & Growth Activation (FY29–FY30)

Focus: Expand levy capacity and stabilize long-term obligations.

- ✓ Implement fee adjustments where warranted.
- ✓ Advance strategic redevelopment initiatives.
- ✓ Coordinate capital investments aligned with growth.
- ✓ Maintain stable debt trajectory.
- ✓ Monitor structural gap annually and adjust proactively.

Outcome: New growth begins to offset structural pressure. Capital investment becomes predictable and sustainable.

Strategic Pillar III: Capital & Debt Reform

Deferred capital investment creates long-term liabilities and compounds financial pressure. Infrastructure preservation is a critical component of fiscal sustainability.

The Town will maintain a rolling five-year capital improvement plan prioritizing public safety, regulatory compliance, asset preservation, and strategic investments that support economic growth. Projects will not advance without identified funding sources.

Borrowing will be coordinated to maintain predictable and level debt service, protecting credit strength and avoiding structural spikes in obligations.

Proactive capital planning reduces volatility and prevents emergency expenditures that destabilize annual budgets.

❖ Phase III: Long-Term Sustainability (FY31–FY32)

Focus: Institutionalize resilience.

- ✓ Maintain structural balance without one-time operating support.
- ✓ Preserve reserve levels within policy targets.
- ✓ Demonstrate stable debt service levels.
- ✓ Continue responsible economic expansion.
- ✓ Reduce override pressure through disciplined management.

Outcome: The Town operates sustainably within Proposition 2½ constraints while preserving service levels and financial flexibility.

Strategic Pillar IV: Financial Policy Guardrails & Transparency

Long-term fiscal sustainability requires institutional discipline. This pillar establishes the framework that protects the Town against volatility and ensures consistency across fiscal cycles. The Town will maintain strong reserve policies, including stabilization and unassigned fund balance targets consistent with municipal best practices. A formal Free Cash allocation framework will guide annual decisions.

Multi-year financial forecasting will be published annually, projecting levy growth, major cost drivers, debt obligations, and structural gaps under conservative assumptions. Forecasting enables early identification of emerging imbalances and supports measured course correction.

Transparency is essential. Clear communication of Proposition 2½ limitations, cost drivers, and financial trends builds public understanding and shared responsibility. Financial policy guardrails institutionalize discipline and reduce override pressure over time.

❖ Long-Term Impact

If implemented consistently, this strategy will:

- ✓ Restore structural balance in annual operating budgets;
- ✓ Reduce reliance on one-time revenues;
- ✓ Strengthen financial resilience;

- ✓ Protect credit standing;
- ✓ Support responsible economic development;
- ✓ Maintain essential municipal services;
- ✓ Minimize override risk.

The fiscal challenges facing Great Barrington are manageable with foresight, discipline, and transparent governance. This Plan does not rely on short-term fixes or reactive measures. Instead, it establishes a structured path forward grounded in policy, growth, and institutional stability.

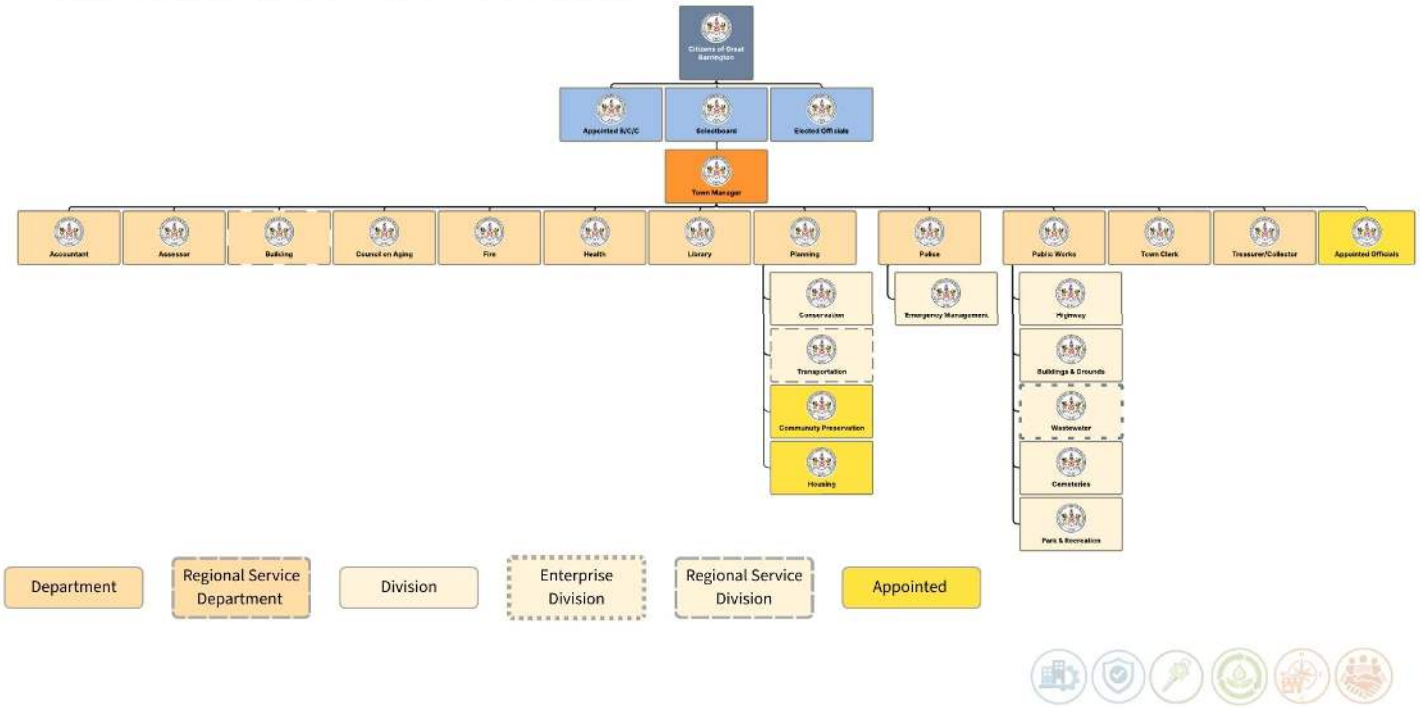
Through implementation of these Strategic Pillars and phased reforms, Great Barrington positions itself to remain financially strong, service-focused, and resilient through FY32 and beyond.

OPERATING BUDGET – FISCAL YEAR 2027

The Fiscal Year 2027 Operating Budget presents the Town of Great Barrington's annual financial plan for municipal operations within the General Fund. This section outlines the appropriations necessary to support the delivery of core governmental services, fulfill statutory obligations, and implement policy direction established by the Selectboard and Town Meeting.

The Operating Budget funds the ongoing cost of municipal service delivery, including public safety, public works, financial administration, elections, regulatory and inspectional services, technology infrastructure, and other essential operations. In addition to departmental appropriations, centralized obligations classified as "Other Services" represent 31.12% of the total General Operating Fund budget, encompassing Technology, Planning, Building Inspection, Veterans Services, Debt Service, Retirement, Insurance, and other town-wide financial commitments.

ORGANIZATIONAL CHART



Organizational Structure and Governance Framework

The Town of Great Barrington operates under a Selectboard - Town Manager form of government, as established by the Town Charter and Massachusetts General Laws. The organizational structure depicted in the accompanying chart illustrates the lines of authority, accountability, and operational responsibility that guide municipal service delivery.

At the highest level, authority resides with the Citizens of Great Barrington, who elect officials and approve appropriations at Town Meeting. The Selectboard, as the Town's chief elected policy-making body, establishes strategic direction, adopts policy, and appoints the Town Manager.

The Town Manager serves as the chief administrative officer and is responsible for the professional management of all municipal operations. The Town Manager implements Selectboard policy, oversees department heads, prepares the annual operating and capital budgets, and ensures the lawful and efficient administration of Town affairs.

Departmental Structure

As reflected in the organizational chart:

- Core municipal departments report to the Town Manager, including Finance, Assessing, Building, Council on Aging, Fire, Health, Library, Planning, Police, Public Works, Town Clerk, and Treasurer/Collector.

- Several departments include divisions or specialized operational units, such as:
    - Highway, Buildings & Grounds, Cemeteries, Parks & Recreation, and Wastewater within Public Works
    - Conservation, Transportation, Community Preservation, and Housing within Planning
    - Emergency Management coordinated alongside public safety functions

The chart also distinguishes between Department-level operations, Divisions within departments, Regional service components, Enterprise operations and Appointed versus elected functions.

This structure reflects both statutory requirements and operational efficiencies, including areas where services are regionalized or enterprise funded.

Governance and Accountability

The organizational framework ensures, clear reporting relationships, defined operational responsibility, segregation between policy-setting and administrative execution and transparency in financial and managerial oversight.

Elected officials and appointed boards and commissions maintain regulatory and advisory authority in accordance with state law and local bylaws. However, the centralized administrative model provides coordinated management, consistent financial controls, and uniform implementation of policy decisions.

Relationship to the Operating Budget

The Operating Budget directly reflects this organizational structure. Appropriations are organized by department and division consistent with reporting authority and management responsibility.

This structure reinforces:

- Accountability for service delivery
- Clear alignment between department goals and Strategic Priorities
- Transparent allocation of resources

- Coordinated multi-department implementation of community objectives

By presenting the organizational framework alongside the Operating Budget, the Town provides a comprehensive view of how governance, administration, and financial planning intersect to support municipal operations.

Budget Development Framework

The FY2027 Operating Budget was developed through a structured and policy-driven process designed to ensure that financial decisions reflect adopted community priorities rather than incremental or historical spending patterns.

At the core of this framework is alignment with the Selectboard's six Strategic Priority Areas.



These priorities establish the Town's policy direction across key focus areas, including municipal service delivery, infrastructure and assets, sustainability and environment, public health and safety, housing, and economic development.

Department Heads were required not only to submit line-item budget requests, but also to demonstrate how FY2026 accomplishments contributed measurable progress within one or more Strategic Priority Areas, and FY2027 goals directly advance those same adopted priorities.

This alignment requirement ensures that operating expenditures are not evaluated in isolation, but rather as tools to implement community goals. It also strengthens accountability by connecting financial appropriations to policy outcomes and measurable service impacts.

Departmental Review and Justification Standards

The development of the FY2027 Operating Budget included a comprehensive, data-driven, and policy-based review process designed to ensure that every appropriation reflects operational necessity, fiscal responsibility, and alignment with the Selectboard's Strategic Priorities.

The budget process began with formal guidance issued to all Department Heads outlining expectations for submission standards, documentation requirements, and evaluation criteria. Departments were instructed that budget requests would not be considered as incremental adjustments to prior-year spending, but rather as policy-aligned operating plans supported by measurable justification.

Each Department Head was required to submit a detailed operating budget request that included:

- Multi-year expenditure history and trend analysis, identifying patterns in spending and variances from prior appropriations;
- Narrative justification for any proposed increase, clearly distinguishing between inflationary adjustments, contractual obligations, service enhancements, or compliance requirements;
- Identification of statutory or legally mandated costs, including regulatory compliance and collective bargaining obligations;
- Staffing analysis, including position counts, workload considerations, and service delivery impacts;
- Operational impact statements describing the consequences of either reduced funding or unfunded requests;

A central component of the review process was the requirement that departments demonstrate how both past performance and future goals align with the Selectboard's six Strategic Priority Areas. Departments were required to explicitly identify:

- Which Strategic Priority Area their accomplishment supported;
- What measurable progress was achieved;
- How the requested funding for FY2027 advances an adopted policy objective; and
- Whether the request maintains, strengthens, or expands service delivery within that priority area.

Requests lacking clear alignment to an adopted Strategic Priority or operational necessity were subject to further scrutiny and prioritization.

This framework ensures that the Operating Budget functions as a policy implementation tool, not merely a financial document, and that resources are directed toward advancing community-defined objectives.

Following submission, each departmental request underwent a structured administrative and financial analysis led by the Town Manager's Office in coordination with the Finance team. This evaluation included:

- Verification of wage and benefit projections;
- Review of collective bargaining obligations and contractual increases;
- Analysis of health insurance, retirement, and other benefit cost drivers;
- Multi-year impact assessment to identify structural obligations extending beyond FY2027;
- Comparison of requested increases against historical spending patterns;
- Identification of cost containment opportunities and operational efficiencies;
- Review of internal control implications and risk exposure;
- Assessment of potential service delivery impacts.

Special attention was given to requests that:

- Created ongoing structural costs;
- Represented service expansion rather than service maintenance;
- Relied on one-time or non-recurring funding sources;
- Reflected atypical growth trends; or
- Increased long-term fiscal risk.

Where appropriate, adjustments were made to align requests with revenue capacity and long-term financial sustainability.

Given the constraints of Proposition 2½ and the continued growth of major cost drivers including education assessments, employee benefits, retirement contributions, insurance, and vendor contracts every departmental request was evaluated within the broader context of structural balance.

Departments were encouraged to identify efficiencies, modernize processes, leverage technology, and improve internal controls to reduce reliance on reactive fiscal measures. The goal of the review process was not solely to reduce expenditures, but to ensure that every recommended appropriation is defensible, necessary, and aligned with both strategic direction and fiscal capacity.

The results of this structured review are reflected throughout the Operating Budget chapter. Each department section includes:

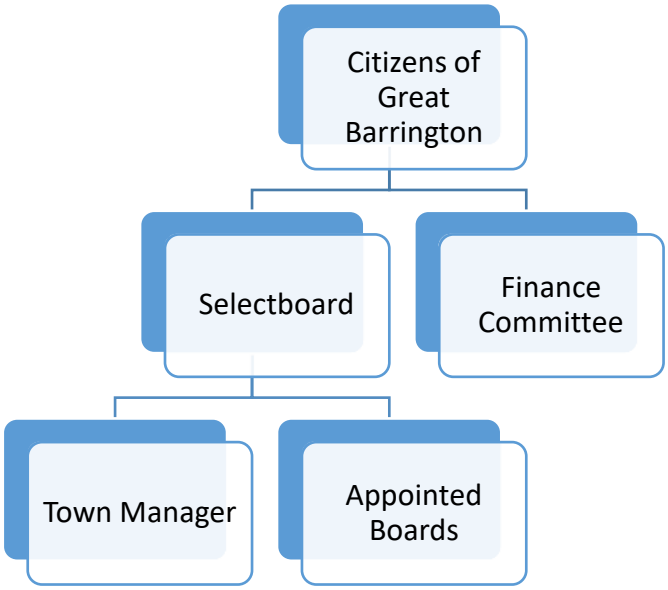
- Clear articulation of purpose and service delivery;
- Measurable accomplishments tied to Strategic Priorities;
- Defined goals aligned with adopted policy areas;
- Line-item explanations for recommended adjustments.

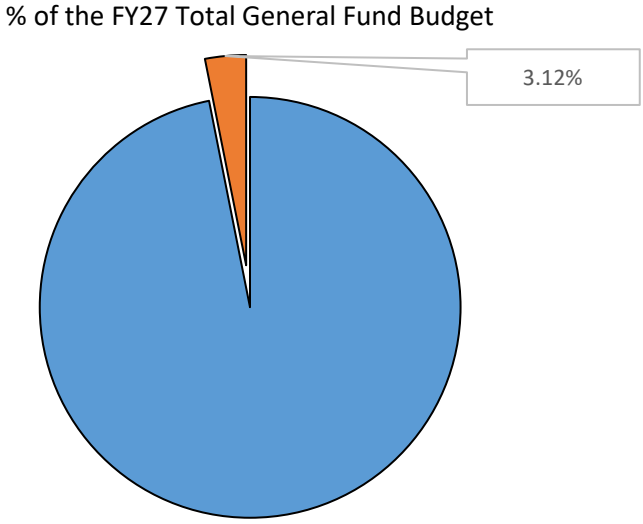
This approach strengthens transparency for the Selectboard, Finance Committee, Town Meeting, and residents by clearly connecting financial decisions to community outcomes and long-term planning objectives.

TOWN MANAGER DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Town Manager serves as the chief administrative officer of the Town of Great Barrington and is appointed by the Selectboard to ensure the effective and efficient management of all municipal operations and services. In this role, the Town Manager is responsible for faithfully administering all Town affairs under the authority of the Charter, applicable General Laws, local bylaws, and the policies of the Selectboard.





The Town Manager Department comprises of 3.21% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Town Manager provides centralized executive leadership and professional management for the Town's municipal government. Acting as the chief administrative officer, the Town Manager ensures that all Town departments and services operate efficiently, lawfully, and in alignment with the policies and priorities established by the Selectboard and Town Meeting.

The Town Manager's services include overall coordination of municipal operations; implementation of Town bylaws, Charter provisions, and Selectboard policies; and oversight of department heads to ensure consistent, high-quality service delivery to residents, businesses, and visitors.

The Town Manager is responsible for comprehensive financial management services, including preparation and administration of the annual operating and capital budgets; long-range financial planning; revenue forecasting; debt management; and oversight of procurement, contracts, grants, and financial controls to safeguard public funds and maintain fiscal stability.



The Town Manager provides personnel and labor relations services, including the appointment, supervision, and evaluation of department heads; administration of personnel policies and collective bargaining agreements; workforce planning; and promotion of a safe, equitable, and effective municipal workplace.

The Town Manager delivers policy support and advisory services to the Selectboard and other boards and committees by conducting research, preparing reports, making professional recommendations, and supporting informed decision-making. The role also includes coordination and regulatory compliance of all Selectboard issued licenses, as well as Town Meeting preparation and implementation of approved actions.

The Town Manager serves as the Town's primary public liaison and intergovernmental representative, responding to citizen inquiries and concerns, facilitating community engagement, and representing the Town in regional, state, and intermunicipal initiatives. The office also oversees communications, risk management, insurance, property management, and emergency coordination functions essential to municipal continuity and resilience.

Through these services, the Town Manager ensures accountable governance, operational continuity, fiscal responsibility, and responsive public service delivery on behalf of the Town.

Please visit the department webpage for more information
www.townofgbma.gov/318/Town-Manager

FY26 Accomplishments

- ✓ Maintained continuity of municipal operations during a Town Manager vacancy, ensuring uninterrupted administrative oversight, fiscal management, emergency coordination, risk management, and support to Town boards, staff, and the public.
- ✓ Supported leadership transition and organizational stability, including ensuring a smooth onboarding process for the new Town Manager.
- ✓ Facilitated discussions with department leadership to establish and affirm Organizational Shared Commitments guiding decision-making, collaboration, and public service.
- ✓ Advanced strategic planning and governance alignment by continuing implementation of the Priority Planning process, strengthening coordination between the Selectboard and administration to align budgeting and operational decisions with community goals.
- ✓ Provided comprehensive personnel and labor relations oversight, advancing workforce planning, and continuing collective bargaining negotiations with Fire, while initiating successor contracts for Patrol, Library, and Public Works.
- ✓ Strengthened fiscal oversight and internal controls, implementing clearer budget monitoring and expenditure tracking practices to improve accountability, transparency, and informed decision-making.
- ✓ Reorganized capital planning and borrowing practices to ensure projects are properly authorized, financed, and sequenced prior to execution, reducing fiscal and legal risk.
- ✓ Enhanced public communication and community outreach, improving the clarity and tone of press releases, public notices, meeting materials, and resident communications, including outreach related to the Housatonic Water Reimbursement program.
- ✓ Represented Great Barrington in regional, state, and intermunicipal forums, advancing shared services discussions, transportation and housing coordination, emergency services collaboration, and advocating for the Town's interests.
- ✓ Coordinated grant planning and compliance efforts, aligning Town priorities with state and federal funding opportunities and strengthening intergovernmental collaboration.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Strengthen capital planning, borrowing, and financial controls by ensuring all capital projects are fully authorized, financed, properly sequenced, and tracked through closeout to reduce fiscal and legal risk.

2. Refine budget development and monitoring practices to improve transparency, forecasting, and decision-making for the Select Board and Finance Committee.

3. Provide timely policy analysis and implementation support for Select Board priorities, including tax policy considerations, housing initiatives, and complex regulatory matters.

4. Stabilize essential municipal service costs by securing longer-term contracts for critical vendor services, including Southern Berkshire Ambulance, to support public health, safety, and reliable service delivery.

5. Advance and monitor Select Board Strategic Priorities, using benchmarking and progress tracking to align departmental efforts with adopted goals.

6. Support workforce stability and labor relations, including collective bargaining, personnel compliance, and reasonable accommodation administration, while balancing fiscal constraints and service needs.

7. Formalize internal policies, procedures, and institutional knowledge to reduce reliance on informal practices, strengthen continuity, and mitigate risks associated with staff turnover.

Long-Term:

1. Establish sustainable long-range financial and capital planning frameworks, including multi-year financial forecasts and debt management practices that clearly identify structural cost drivers and long-term liabilities.

2. Advance coordinated land use and community planning initiatives that balance housing, economic development, environmental protection, and infrastructure capacity.

3. Strengthen predictability and transparency in development review, through closer coordination with planning, zoning, and regulatory boards.

4. Expand intermunicipal and regional collaboration to improve service delivery, reduce costs, and enhance grant competitiveness.

5. Position Great Barrington as a proactive regional leader on transportation, housing, emergency services, and infrastructure challenges.

6. Enhance emergency preparedness and organizational resilience, strengthening risk management, continuity planning, and the Town's ability to respond effectively to unforeseen events.

01122 SELECTBOARD/TOWN MANAGER - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51105	Selectboard	This is the salary for the board members, and 2% increase is proposed for FY27.
51108	Town Manager	This is the salary with contractual 2% increase for FY27.
51113	Administration	Wages for 2 employees is within this line, and the increases reflect the absorption of half of the Human Resources Director duties to the Executive Assistant position, and the increased duties overseeing Short Term Rentals and other support by the Admin/IT Mgmt Coordinator.
51114	Committee Clerks	A 2% increase is proposed for FY27 similar to all Town employees.
51116	Parking Clerk Stipend	Previously, this stipend was housed within the Collector/Treasurer Budget, however it is appropriate to be within Town Manager as parking violations typically occur on public ways.
51200	Intern	There are no changes proposed for this zeroed line.
51201	Social Media/Public Relations	A reduction is being recommended as the costs associated with the services do not meet the budgeted expenses.
51420	Longevity Pay	This line item reflect the accurate expenses associated with the one eligible employee in accordance with the Personnel Policy.
51900	Contingency	There are no changes proposed for this line.
51910	Bilingual Language Stipends	There are no changes proposed for this zeroed line.

Expenses

Account	Account Name	Summary
52000	Contracted Services	A slight increase is proposed for any unanticipated contractual services and being more reflective of true costs over each Fiscal Year.
52300	Publications	There are no changes proposed for this line.
53013	Procurement Audit	This line was a one time cost for FY26, and not needed for FY27
53020	Legal Fees	Previously all legal services were combined into one line, however counsel services for HWW have been teased out to track associated costs over each fiscal year. As this line never adjusted for HWW, the true costs associated with general legal remains at $100,000.
53022	Legal Fees - HWW	Legal Fees for HWW created a need to transfer funds from the Reserve Fund in FY26. With potential ongoing future costs, this line was created in the general operating budget.
53430	Postage/Postage Machine	Previously within the Collector/Treasurer Budget, this line supports all town departments therefore should be within the general umbrella that supports such.
53450	Advertising	There are no changes proposed for this line.
54200	Office Supplies	There are no changes proposed for this line.
54230	Copy Paper	There are no changes proposed for this line.

57100	Travel/Training	There are no changes proposed for this line.
57300	Dues & Memberships	There are no changes proposed for this line.
57600	Court Judgments	This line is being closed out prior to the end of FY26, therefore zeroed out.

Selectboard/Town Manager: 01122

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51105	Selectboard				$ 22,050	$ 24,500	$ 8,167	$ 24,990	$ 24,990
51108	Town Manager	1	1		123,819	160,000	28,517	163,200	$ 163,200
51113	Administration	2	2		91,192	117,500	46,788	141,500	$ 141,000
51114	Committee Clerks				5,446	6,000	1,950	6,000	$ 6,000
51116	Parking Clerk Stipend				-	-	-	1,500	$ 1,500
51200	Intern				-	-	-		
51201	Social Media/Public Relations				3,302	15,400	1,430	10,000	$ 10,000
51420	Longevity Pay				-	-	-	300	$ 300
51900	Contingency				188	10,000	-	10,000	$ 10,000
51910	Bilingual Lanuage Stipends				-	-	-		
	TOTAL PERSONNEL:	**3**	**3**	**0**	**$ 245,997**	**$ 333,400**	**$ 86,851**	**$ 357,490**	**$ 356,990**
52000	Contracted Services				$ 14,226	$ 3,000	$ 6,075	$ 5,000	$ 5,000
52300	Publications				-	250	-	250	$ 250
53013	Procurement Audit				-	-	-		
53020	Legal Fees				175,022	100,000	37,152	100,000	$ 100,000
53022	Legal Fees - HWW				-	-	19,281	50,000	$ 50,000
53430	Postage/Postage Machine				-	-	-	29,000	$ 29,000
53450	Advertising				7,062	7,500	5,589	7,500	$ 7,500
54200	Office Supplies				3,038	3,000	277	3,000	$ 3,000
54230	Copy Paper				2,471	4,000	405	4,000	$ 4,000
57100	Travel/Training				2,876	5,000	-	5,000	$ 5,000
57300	Dues & Memberships				3,538	4,000	2,213	4,000	$ 4,000
57600	Court Judgments				-	-	4,710,670		
	TOTAL EXPENSES:				**$ 208,235**	**$ 126,750**	**$ 4,781,661**	**$ 207,750**	**$ 207,750**
	TOTAL BUDGET:				**$ 454,232**	**$ 460,150**	**$ 4,868,512**	**$ 565,240**	**$ 564,740**
	$ Increase/Decrease							$ 105,090	$ 104,590
	% Increase/Decrease							22.84%	22.73%

Liz Hartsgrove, Town Manager **Date**

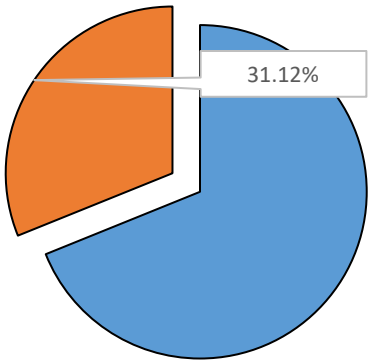
As of February 10, 2026

FINANCE COMMITTEE

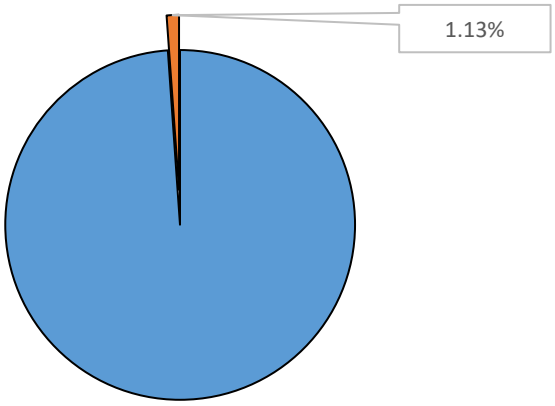
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Finance Commtitee comprises of 1.13% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Finance Committee budget contains the Reserve Fund. The Finance Committee's Reserve Fund provides a limited, contingency funding source to address unforeseen or unavoidable expenditures that arise during the fiscal year and were not reasonably anticipated at the time the annual budget was adopted. The Reserve Fund enables the Town to respond promptly to emergency situations, critical operational needs, and time-sensitive financial obligations without disrupting departmental budgets or requiring immediate Town Meeting action.

Use of the Reserve Fund is governed by Massachusetts General Laws and local bylaws, and expenditures require approval of the Finance Committee. The fund is intended to support sound fiscal management by preserving service continuity, mitigating financial risk, and maintaining budgetary stability while ensuring appropriate oversight and accountability.

The Reserve Fund is not intended to support recurring operating expenses or planned expenditures, but rather to provide flexibility for exceptional circumstances such as emergency repairs, unanticipated legal or regulatory costs, or other urgent financial needs that, if left unaddressed, could negatively impact public safety, municipal operations, or the Town's financial position.

Through careful management and prudent use, the Finance Committee's Reserve Fund supports responsible fiscal stewardship, protects the Town's financial integrity, and enhances the Town's ability to respond effectively to unexpected challenges during the fiscal year.

Please visit the Committee's webpage for more information
www.townofgbma.gov/290/Finance-Committee

01131 FINANCE COMMITTEE - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated and within this account.

Expenses

Account	Account Name	Summary
57300	Dues & Memberships	This line funds the annual dues for the *MA Association of Town Finance Committees*, and there is no adjustment to this line being recommended.
57800	Reserve Fund	Reserve funds are used for unforeseen and unavoidable costs such as emergency repairs, snow and ice overruns, public safety incidents, unanticipated legal expenses, insurance deductibles, or other costs that arise after the budget is adopted. Increasing the reserve fund from $150,000 to $200,000 reflects the growing cost of any mid-year obligation and provides the Finance Committee with adequate flexibility to respond without destabilizing departmental budgets or requiring reactive fiscal measures.

Finance Committee: 01131

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
57300	Dues & Memberships				$ 196	$ 200	$ 200	$ 200	$ 200
57800	Reserve Fund				-	150,000	-	200,000	$ 200,000
	TOTAL EXPENSES:				**$ 196**	**$ 150,200**	**$ 200**	**$ 200,200**	**$ 200,200**
	TOTAL BUDGET:				**$ 196**	**$ 150,200**	**$ 200**	**$ 200,200**	**$ 200,200**
	$ Increase/Decrease							$ 50,000	$ 50,000
	% Increase/Decrease							33.29%	33.29%

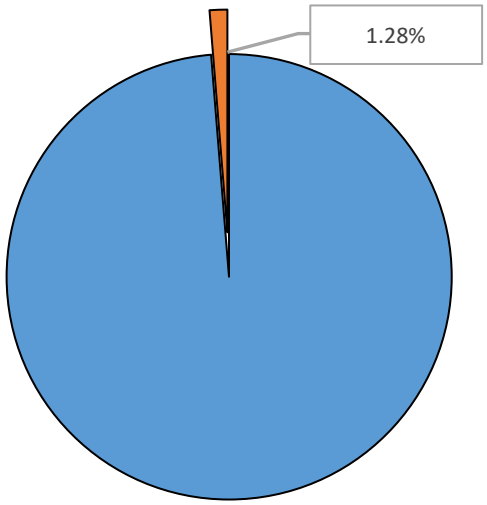
Liz Hartsgrove, Town Manager **Date**

ACCOUNTING DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Accounting Department safeguards the financial integrity of the Town by maintaining accurate, timely, and transparent financial records; ensuring compliance with all applicable local, state, and federal requirements; and supporting informed decision-making through sound fiscal oversight, reliable reporting, and strong internal controls in service to Town leadership, departments, and the public.

% of the FY27 Total General Fund Budget



The Accounting Department, in total, comprises of 1.28% of the overall General Fund budget.

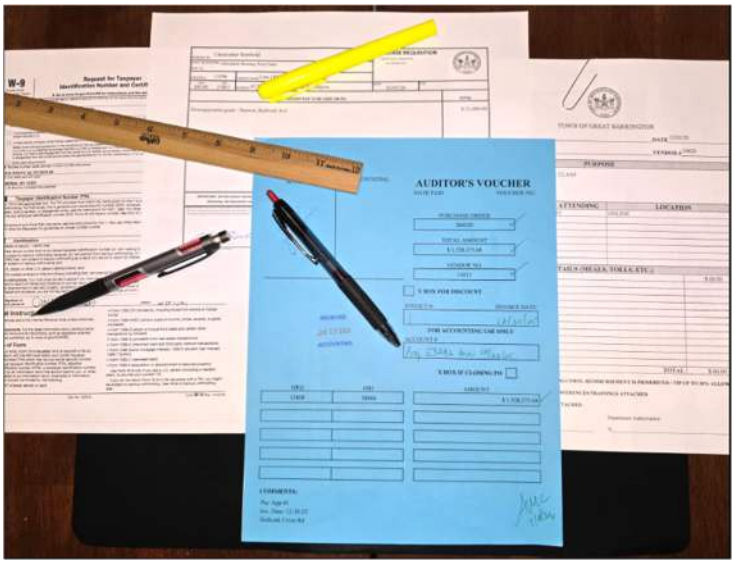
DEPARTMENT DESCRIPTION OF SERVICES

Delivering accurate, timely, and transparent financial services with integrity, accountability, and professionalism, the Accounting Department is responsible for maintaining the Town's general ledger and financial accounting records and for ensuring the accurate, complete, and timely recording of all municipal financial activity. The Department provides fiscal oversight and internal controls to support compliance with Massachusetts General Laws and guidance issued by the Department of Revenue, Division of Local Services (DLS).

The Town Accountant is responsible for the certification and processing of accounts payable and other disbursements; the reconciliation of cash, receivables, payables, and general ledger accounts; and the auditing

of departmental cash balances. The Town Accountant provides assistance to the Town Manager for preparation of the annual budget. The Accounting Department monitors appropriations, expenditures, and encumbrances in accordance with MGL Chapter 44 and notifies departments and Town leadership of potential over-expenditures.

The Accounting Department prepares and distributes monthly financial reports to the Town Manager, Department Heads, Finance Committee, and Selectboard, detailing appropriations, expenditures, encumbrances, and available balances. The Department prepares year-end financial statements and schedules, including the Balance Sheet and Schedule A, supports the preparation of the Tax Recapitulation Sheet, and provides required documentation to DLS for the certification of Free Cash. The Department also coordinates the Town's annual audit and supports compliance with GAAP and applicable DLS accounting and reporting standards.



Through accurate accounting, timely reporting, and adherence to statutory and professional standards, the Accounting Department supports sound financial management, informed decision-making, and the stewardship of public funds.

Our services include:

- Maintaining the Town's general ledger and financial accounting systems
- Processing and certifying accounts payable and other municipal disbursements
- Reconciling cash, receivables, payables, and general ledger accounts
- Monitoring appropriations, expenditures, and encumbrances in compliance with MGL Chapter 44
- Preparing monthly financial reports for Town officials and governing bodies
- Assisting the Town Manager to prepare the Town's annual budget
- Preparing year-end financial statements, including the Balance Sheet and Schedule A
- Supporting the Tax Recapitulation process and Free Cash certification with DLS
- Coordinating the annual audit and respond to audit findings
- Ensuring compliance with GAAP, DLS guidance, and applicable statutes

Please visit the department webpage for more information
www.townofgbma.gov/270/Accounting

FY26 Accomplishments

- ✓ Goal: Maintained timely and accurate monthly financial reporting to Town Manager, Department Heads, Finance Committee, and Selectboard, including appropriation, expenditure, encumbrance, and available balance reports.

The Accounting Department successfully issued comprehensive monthly financial reports to Town leadership and governing bodies, including appropriations, expenditures, encumbrances, and available balances. These reports supported ongoing budget monitoring and enabled early identification of potential over-expenditures, helping departments remain within appropriations and supporting fiscal discipline.

Key Metrics or Indicators:

- Monthly financial reports issued: 12
- Reports distributed to: Town Manager, Department Heads, Finance Committee and Selectboard
- Budget variances identified and communicated: Ongoing throughout the fiscal year

Value Delivered: Improved transparency, informed decision-making, and proactive budget management without additional staffing or system costs.

✓ Goal: Prepared year-end financial statements and schedules, including the Balance Sheet and Schedule A, in accordance with GAAP and DLS requirements.

The Accounting Department prepared all required year-end financial statements and supporting schedules, including the Balance Sheet and Schedule A, in accordance with GAAP and DLS guidance. Accurate and timely year-end reporting ensures compliance with statutory requirements and supports the Town's overall financial stability.

Key Metrics or Indicators:

- Balance Sheet and Schedule A prepared and submitted: Completed
- GAAP compliance: Maintained
- Adjustments required by auditors: Routine only; no material corrections

Value Delivered: Maintained regulatory compliance and preserved the Town's ability to certify Free Cash and support future financial planning.

✓ Goal: Supported the Tax Recapitulation process and submission of required reporting to DLS for Free Cash certification.

The Accounting Department coordinated with the Town Assessor and the Town Collector/Treasurer to support the preparation of the Tax Recapitulation Sheet and submission of required documentation to DLS. This coordination ensured timely review and certification of Free Cash.

Key Metrics or Indicators:

- Recap schedules prepared and submitted: Completed
- Free Cash certification: Completed
- Interdepartmental coordination: Ongoing

Value Delivered: Free Cash certification enables the Town to use certified Free Cash for appropriations, reserve funding, and financial flexibility.

✓ Goal: Coordinated and supported the Town's annual audit and provided timely responses to independent auditor requests.

The Accounting Department served as the primary liaison for the Town's independent auditors, responding to audit requests, and addressing inquiries. The FY24 audit was completed without material findings, demonstrating effective internal controls and financial oversight.

Key Metrics or Indicators:

- Audit schedules prepared: Completed for FY24 and in the early stages of FY25
- Material weaknesses or significant deficiencies: None reported
- Management letter items: None reported

Value Delivered: Maintained public trust, reduced audit risk, and avoided costs associated with corrective actions or repeat audit work.

✓ Goal: Continued to review and strengthen internal controls and financial procedures across departments.

The Accounting Department reviewed and updated selected internal controls and financial procedures, focusing on areas with the greatest operational risk and workload impact. Progress was made despite staffing constraints and increased reporting demands; full implementation will continue in the coming fiscal year.

Key Metrics or Indicators:

- Procedures reviewed or updated: Targeted high-risk areas
- Audit findings related to internal controls: None
- Implementation status: Ongoing

Value Delivered: Strengthened financial safeguards and reduced risk while prioritizing statutory and operational obligations within existing resources.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities)

Short-Term:

1. Maintain timely, accurate monthly and year-end financial reporting in compliance with GAAP, MGL Chapter 44, and DLS guidance. This objective directly supports the Town's goal to provide efficient, transparent, and high-quality municipal services by ensuring that financial information used by Town leadership, boards, and departments is reliable, timely, and clearly presented. Accurate monthly

reporting and compliant year-end statements enhance transparency, support informed decision-making, and allow departments to manage appropriations responsibly. This objective aligns with fiscal policy by reinforcing statutory compliance, maintaining financial integrity, and supporting the timely certification of Free Cash. **(SP: Municipal Service Delivery)**

2. Further strengthen internal controls and standardize accounting procedures across departments. Strengthening internal controls and standardizing procedures supports the Strategic Priority intent to streamline operations and support staff success. Clear, consistent financial processes reduce risk, improve efficiency, and provide departments with well-defined guidance, particularly during staff transitions. This objective also supports employee retention and professional development by promoting accountability, reducing institutional knowledge gaps, and creating a stable operational environment consistent with sound municipal fiscal policy. **(SP: Municipal Service Delivery)**

3. Improve financial reporting tools and processes to enhance clarity, transparency, and usability for decision-makers. This objective aligns with the Town's focus on transparency, communication, and effective use of tools to improve service delivery. Enhancing the clarity and accessibility of financial reports supports the Strategic Priority intent to leverage technology and improve the customer experience for internal users, including Department Heads, committees, commissions and boards. Improved reporting tools support fiscal policy goals by promoting transparency, improving budget monitoring, and strengthening oversight of public resources. **(SP: Municipal Service Delivery)**

Long-Term:

1. Support long-term financial planning through enhanced balance sheet analysis in partnership with the Town Manager. This objective supports the Town's long-term service delivery goals by providing the financial foundation necessary for sustainable operations and capital planning. Enhanced balance sheet analysis and coordination across finance functions contribute to responsible stewardship of public funds, support reserve and Free Cash policies, and help ensure the Town's ability to maintain service levels over time. This aligns with fiscal policy by emphasizing financial stability, risk management, and long-range planning. **(SP: Municipal Service Delivery)**

2. Maintain strong audit outcomes and continued compliance with evolving DLS and statutory requirements. Strong audit outcomes and ongoing compliance reinforce public trust and support the Town's commitment to efficient, transparent, and high-quality municipal services. Proactive compliance with DLS guidance and statutory requirements reduces the risk of management findings, protects the Town's financial reputation, and supports staff effectiveness. This objective aligns with fiscal policy by ensuring accountability, safeguarding assets, and maintaining eligibility for certifications and approvals critical to municipal financial health. **(SP: Municipal Service Delivery)**

01135 Town Accountant - FY27 Budget Review

Personnel

Account	Account Name	Summary
51107	Town Accountant/Financial Coordinator	This is the salary for an existing position, and 2% increase is proposed for FY27.
51113	Assistant Accountant	This is a salary for an existing position, and 2% increase is proposed for FY27.
51300	Overtime	Similar to previous years, it is not being proposed to fund this line however it should remain to account for any overtime generated by the Assistant Accountant position who is eligible for such payment if worked over 40 hours in a single work week.
51420	Longevity	The FY26 budget had longevity for an employee no longer with the organization, therefore this line item is at zero for FY27.

Expenses

Account	Account Name	Summary
53010	Audit/Accounting Services	This line is to fund the required annual auditing contracted services. The recommended FY27 budget reflects the estimated cost of a new 3-year contract as our current contract is in its final year. The Town will need to negotiate a new 3-yr contract for FY27-29.
53070	Contractual Services	Similar to previous years, it is not being proposed to fund this line.
54200	Office Supplies	This line funds typical office supplies for this department, including supplies for the budget books each Fiscal Year.
57100	Travel/Training	Over time this line has been zeroed out, however training is essential for this department to ensure the town's accounting services remain relevant. The Town Manager is strongly recommending an increase in training as the Assistant Accountant position is currently vacant at the time of publication, and it is anticipated that additional onboarding and certifications will be necessary.
57300	Dues & Memberships	It is being recommended that this line be increased to cover membership costs for the Assistant Accountant as well.

Town Accountant: 01135

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	Town Accountant/Financial Coordinato	1	1	1	$ 114,352	$ 119,030	$ 48,343	$ 125,000	$ 127,500
51113	Assistant Accountant	1	1	1	55,515	57,185	22,328	57,185	$ 62,000
51300	Overtime				997	-	-		
51420	Longevity				-	300	300		
	TOTAL PERSONNEL:	**2**	**2**	**2**	**$ 170,864**	**$ 176,515**	**$ 70,972**	**$ 182,185**	**$ 189,500**
53010	Audit/Accounting Services				$ 26,000	$ 35,000	$ 33,000	$ 38,000	$ 35,000
53070	Contractual Services				-	-	-		
54200	Office Supplies				1,423	500	-	500	$ 500
57100	Travel/Training				-	-	-	1,000	$ 2,000
57300	Dues & Memberships				95	95	95	95	$ 200
	TOTAL EXPENSES:				**$ 27,518**	**$ 35,595**	**$ 33,095**	**$ 39,595**	**$ 37,700**
	TOTAL BUDGET:				**$ 198,381**	**$ 212,110**	**$ 104,067**	**$ 221,780**	**$ 227,200**
	$ Increase/Decrease							$ 9,670	$ 15,090
	% Increase/Decrease							4.56%	7.11%

Allison M. Crespo, Town Accountant / Financial Services Coordinator

Date

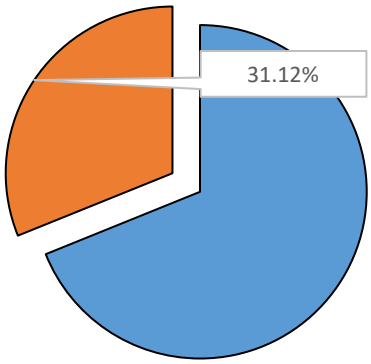
As of Fewbruary 10, 2026

TECHNOLOGY

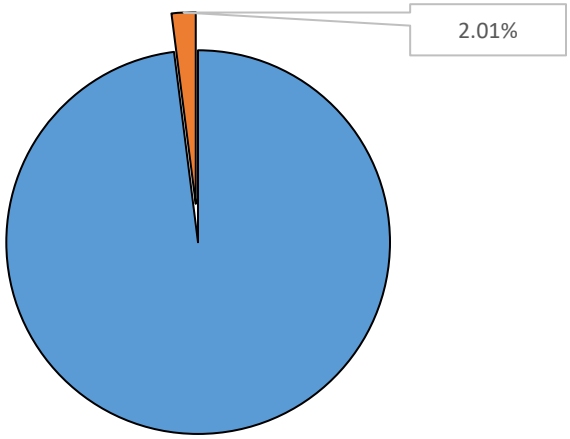
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Technology comprises of 2.01% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Information Technology services for the Town of Great Barrington are delivered through a hybrid model, combining a contracted technology vendor with internal support provided through the Town Manager's Office. This approach ensures access to specialized technical expertise while maintaining centralized oversight, cost control, and responsiveness to departmental needs.

The Town contracts with an external IT vendor to provide professional technical services, including network management, system administration, cybersecurity support, infrastructure maintenance, and specialized troubleshooting. The vendor supports the Town's technology environment to ensure system reliability, security, and continuity of operations.



Internal IT support within the Town Manager's Office provides day-to-day coordination, oversight, and administration of technology services. This includes managing vendor contracts, coordinating service requests, supporting departments, prioritizing technology needs, overseeing software licensing, and ensuring alignment between technology services, operational requirements, and budgetary constraints.

The Information Technology function centrally manages and funds Town-wide enterprise and departmental software systems, including the financial management system (MUNIS), short-term rental administration software, Inspectional Services permitting systems, the Town website, and telecommunications and data services. Centralization promotes consistency, fiscal transparency, and coordinated system management across departments.

The IT function also oversees public-facing digital services, internal communications systems, and data infrastructure, supporting public access, transparency, and efficient municipal operations.

Through this combined vendor-supported and internally managed model, the Town ensures reliable, secure, and cost-effective technology services while maintaining accountability, flexibility, and alignment with Town priorities.

01136 TECHNOLOGY - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51107	IT Coordinator Stipend	As the Town contracts out the full scale service of IT, this line provides a stipend to an existing town employee designated to manage and oversee the coordination. As the town continues to advance its goal to bring more services online, the recommended expense for FY27 reflects the accurate cost analysis required by the demands.

Expenses

Account	Account Name	Summary
52400	Repairs & Maintenance	This line funds the costs associated with maintaining existing technology equipment.
52700	Contracted Services	This is a contractual obligation with our Informational Technology vendor who provides the ongoing and secure daily support of services as well as assisting with projects such as upgrades to public wifi, installation of enhanced or improved technology at public buildings.
53000	Software Licenses	Reflecting the expected increases in expenses, the proposed budget for this line supports all of the continuous IT related software licenses such as MUNIS, website host, virtual meeting software, Microsoft Suite and other services.
53030	Data Services	There is no change being recommended to this line which covers Internet, broadband charges reflective of Town Hall, Libraries, Town Bldgs, Police & Fire departments and Housatonic community center.
53400	Telephone	A slight decrease is recommended to reflect actual expenses for this line that covers all landline and cell telephone, fax line expenses for all town employees in the general fund.
54200	Office Supplies	This line is zeroed out, with no changes being recommended.

Technology: 01136

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	IT Coordinator Stipend				$ 6,500	$ 6,695	$ 2,668	$ 10,000	$ 10,000
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 6,500**	**$ 6,695**	**$ 2,668**	**$ 10,000**	**$ 10,000**
52400	Repairs & Maintenance				$ 6,412	$ 15,000	$ -	$ 20,000	$ 6,412
52700	Contracted Services				33,176	37,000	31,236	37,000	$ 37,000
53000	Software Licenses				187,378	217,500	177,551	230,000	$ 230,000
53030	Data Services				26,090	30,000	11,851	30,000	$ 30,000
53400	Telephone				39,227	50,000	14,752	50,000	$ 45,000
54200	Office Supplies				-	-	-		
	TOTAL EXPENSES:				**$ 292,284**	**$ 349,500**	**$ 235,389**	**$ 367,000**	**$ 348,412**
	TOTAL BUDGET:				**$ 298,784**	**$ 356,195**	**$ 238,057**	**$ 377,000**	**$ 358,412**
						$ Increase/Decrease	$ 20,805	$ 2,217	
						% Increase/Decrease	5.84%	0.62%	

Liz Hartsgrove, Town Manager **Date**

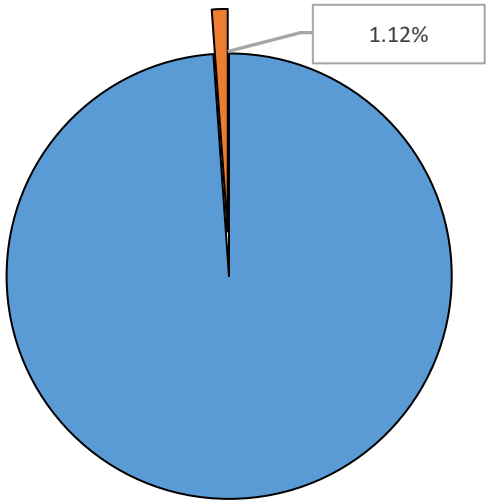
As of February 10, 2026

ASSESSORS' DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

To ensure that all real & personal property are assessed fairly & correctly in accordance with MGL.

% of the FY27 Total General Fund Budget



The Assessors' Department, in total, comprises of 1.12% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

To assess all real & personal property at its full & fair cash value. Provide Inspection services. Provide property card information. Process abatements & exemptions for Real Estate, Personal Property & Motor Vehicle.

Please visit the department webpage for more information
www.townofgbma.gov/291/Assessor

FY26 Accomplishments

- ✓ The Assessor's Office completed a comprehensive review and correction of real estate and personal property tax bills, addressing errors and inconsistencies to ensure assessments were accurate, equitable, and defensible. These corrective actions improved billing reliability, reduced the risk of abatements, and strengthened confidence in the Town's tax administration processes.

- ✓ Through enhanced data review and cross-referencing of property records, the Assessor's Office identified approximately 30 previously unclassified second homes over the past two years. This work improved the accuracy of property classifications, ensured appropriate application of tax policy, and helped protect the Town's tax base by aligning assessments with actual property use.

- ✓ The Assessor's Office brought the Town's website and GIS property maps up to date, significantly improving the accuracy and accessibility of assessment and parcel data for residents, businesses, developers, and staff. These updates enhanced transparency, supported internal planning and permitting functions, and reduced staff time responding to routine public information requests.

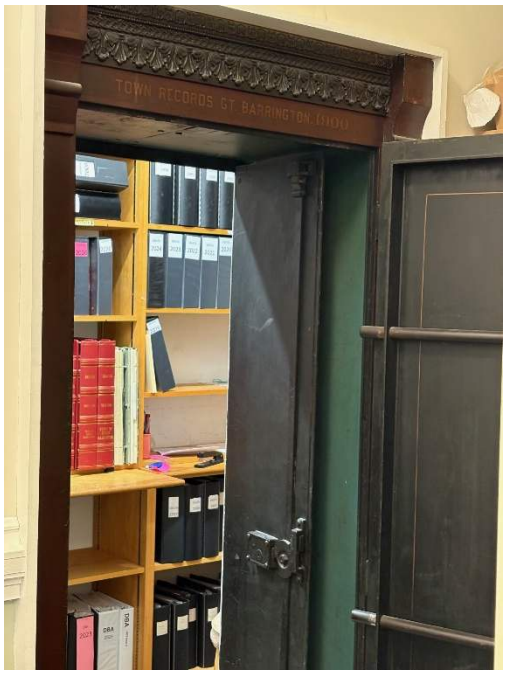
Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Continue to Correct PP & RE Bills. Munis currently does not read Personal Property accounts correctly, which makes it difficult to make changes to ownership and mailing addresses. The Goal is to switch Munis to read them correctly moving forward. Mixed use properties for Real Estate do not calculate correctly in Munis, this is something that also needs fixing. **(SP: Municipal Service Delivery)**

2. Upgrade Cama system. The Cama system holds all the information for properties(parcels). It includes Bedroom count, Bathrooms, square footage, class codes, permit information, floor plan and much more important information. Cama systems build the property record card. The cama system is where assessors pull reports for sales, permits, and value changes. The Cama system we currently have is dated. Pulling reports is difficult and the system often kicks users out. **(SP: Municipal Service Delivery)**



Long-Term:

1. Get a car for inspections. Assessors' due inspections throughout the year. Some inspections are done by permits (new growth), sales and upon request. If the town provided the Assessor with a vehicle, mileage would not have to be paid out. More inspections could be done. **(SP: Municipal Service Delivery)**

2. Increase # of Inspections. Assessors are required to try and inspect homes every 10 years. Many homes in Great Barrington are overdue for inspections. **(SP: Municipal Service Delivery)**

3. Improve Sketches. All property record cards should have a floor plan of the building. The floor plan shows the square footage of the building, the layout and how many floors the building has. Many parcels(properties) in our cama system do not have floor plans. This can make the assessment of the property incorrect. **(SP: Municipal Service Delivery)**

4. Improve photos on property cards. Property record cards often have a picture of the front of the building. Department of revenue encourages towns to get photos. Great Barrington has many properties without a photo. **(SP: Municipal Service Delivery)**



01141 ASSESSORS - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51106	Principal Assessor	This is the salary for an existing position, and 2% increase is proposed for FY27.
51109	Board of Assessors	This is a stipend for the members of the Board. This line has not increased in at least 6 Fiscal Years; therefore the Town Manager is supporting the recommendation to fund the service appropriately in relation to the work involved for this board.
51113	Administrative Assessor	This is a salary for an existing position, and 2% increase is proposed for FY27.
51114	Fire District Stipend	There are no changes proposed for this zeroed line.
51420	Longevity	The FY26 budget had longevity for an employee no longer with the organization, therefore the FY27 budget has been adjusted to reflect the accurate expenses associated with the one eligible employee.

Expenses

Account	Account Name	Summary
53010	Contracted Services	This line typically covers assistance for field support with evaluations not associated with a larger and more complete re-evaluation that is conducted every three years.
54200	Office Supplies	This line funds typical office supplies for this department, and it is being recommended that more services be shifted to digitalization therefore the Town Manager is reducing this line item in support for that initiative.
57100	Travel/Training	Training is essential for this department to ensure property assessments remain relevant, and staff are trained accordingly. The Town Manager is recommending an increase in training to support the necessary and ongoing onboarding and certifications for the Town Assessor.
57300	Dues & Memberships	It is recommended that this line be increased to cover membership costs for the Assistant Assessor as well.

Assessors: 01141

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	Principal Assessor	1	1	1	$ 97,997	$ 100,550	$ 36,055	$ 85,000	$ 84,660
51109	Board of Assessors				600	1,200	-	2,400	$ 2,400
51113	Administrative Assessor	1	1	1	62,905	64,550	25,818	64,550	$ 65,841
51114	Fire District Stipend				-	-	-		
51420	Longevity Pay				850	1,150	850	850	$ 850
	TOTAL PERSONNEL:	**2**	**2**	**2**	**$ 162,352**	**$ 167,450**	**$ 62,722**	**$ 152,800**	**$ 153,751**
53010	Contracted Services				$ 71,045	$ 32,640	$ 39,540	$ 48,060	$ 40,000
54200	Office Supplies				891	1,500	309	800	$ 800
57100	Travel/Training				295	1,000	2,288	4,000	$ 4,000
57300	Dues & Memberships				135	250	268	160	$ 160
	TOTAL EXPENSES:				**$ 72,367**	**$ 35,390**	**$ 42,405**	**$ 53,020**	**$ 44,960**
	TOTAL BUDGET:				**$ 234,719**	**$ 202,840**	**$ 105,127**	**$ 205,820**	**$ 198,711**
						$ Increase/Decrease	$ 2,980	$ (4,129)	
						% Increase/Decrease	1.47%	-2.04%	

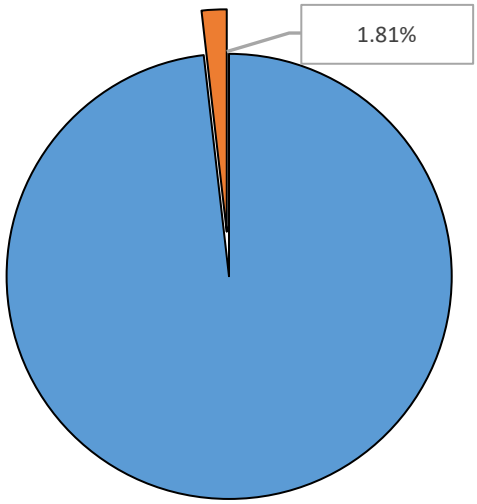
Emily Schilling, Principal Assessor **Date**

TREASURER/COLLECTOR DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Treasurer/Collector Office is the custodian of all municipal funds. Taxpayers look to the Treasurer/Collector Office to safeguard their money and follow financial best practices. The Treasurer/Collector Office is responsible for cash management, financial oversight, debt management, financial reporting, payroll and benefit administration for all municipal employees and community engagement to ensure transparency in financial operations.

% of the FY27 Total General Fund Budget



The Treasurer/Collector Department, in total, comprises of 1.81% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Treasurer/Collector Office strives to provide Town of Great Barrington residents with efficient and professional collection, management and investment of all municipal funds, as well as accurate and timely payroll and benefit administration for its employees to allow seamless operation of all municipal services.

The Treasurer serves as the Town's cash manager. In this role, the Treasurer receives all revenue from all departments and outside sources, maintains all bank accounts and records of the Town's cash position. Reconciliation of cash is done internally and with the Town Accountant on a monthly basis. The Treasurer is responsible for the investment and disbursement of funds and overseeing the Town's cash flow.

The Treasurer is legally authorized by Town Meeting to borrow funds on behalf of the Town for purposes deemed legal under Massachusetts General Law 44:7 and 44:8 or by other legislation. They facilitate & manage municipal borrowings working with Bond Counsel, the Department of Revenue and the Town's Fiscal Advisor.



The Collector of taxes is responsible for the collection of taxes as committed to their office by the Board of Assessors. All revenues are turned over to the Treasurer on a weekly basis. The Collector is responsible for the reconciliation of receipts and the receivable balances with the Town Accountant's general ledger. We pride ourselves in treating all taxpayers with equity and taking all necessary steps, allowable by law to collect on all past due accounts.

Our services include:

- Receives all Town Funds
- Handles short and long-term borrowing
- Manages all delinquent and tax title accounts
- Payroll and benefits administration
- Processes all real estate, personal property, motor vehicle and sewer bills

Please visit the department webpage for more information
www.townofgbma.gov/339/Treasurer-Collector

FY26 Accomplishments

- ✓ Treasurer/Collector became Certified Massachusetts Municipal Collector
- ✓ Wrote/Implemented policies and procedures to streamline investments, bond payments, departmental turnovers, credit card use and payroll.
- ✓ Maintained 98.8% collection rate.
- ✓ Implemented tougher collection measures for tax title accounts resulting in the payoff of over $150,000 in delinquent taxes.
- ✓ Implemented a new health insurance plan option and Health Savings Account option creating a cost savings for the Town and its employees.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities)

Short-Term:

1. Become Certified Massachusetts Municipal Treasurer. **(SP: Municipal Service Delivery)**
2. More staff development opportunities for staff. **(SP: Municipal Service Delivery)**
3. Streamline benefits and payroll process/payroll policies. **(SP: Infrastructure & Assets, Sustainability & Environment, Public Health & Safety, Housing, Economic Development, Municipal Service Delivery)**
4. On-boarding and off boarding guidelines/check list **(SP: Infrastructure & Assets, Sustainability & Environment, Public Health & Safety, Housing, Economic Development, Municipal Service Delivery)**
5. Complete benefits audit. **(SP: Municipal Service Delivery)**

Long-Term:

1. Maintain at least 98% collection rate **(SP: Infrastructure & Assets, Sustainability & Environment, Public Health & Safety, Housing, Economic Development, Municipal Service Delivery)**
2. Move all tax title accounts into collection software to streamline tax title collections. **(SP: Municipal Service Delivery)**

01146 COLLECTOR/TREASURER - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51106	Collector/Treasurer	This is the salary for an existing position, and 2% increase is proposed for FY27.
51107	Assistant Collector	This is the salary for an existing position, and 2% increase is proposed for FY27.
51108	Assistant Treasurer	This is the salary for an existing position, and 2% increase is proposed for FY27.
51111	Compensation & Benefits Coord	The Human Resources Director Position has been eliminated, and this position has been created from using wages from that eliminated position to create this needed position, and the recommended salary is aligned with other similar positions pay scale.
51114	Parking Clerk Stipend	This line has been shifted to the Town Manager's budget as the duties relate to parking violations occurring on a public way.
51124	Fire District Stipend	There are no changes proposed for this line.
51420	Longevity Pay	This line item reflects the accurate expenses associated with the eligible employees in accordance with the Personnel Policy.

Expenses

Account	Account Name	Summary
53000	Tax Title Litigation	It is recommended that this line be slightly increased to cover anticipated costs.
53010	Contracted Services	An increase is recommended due to rising costs for valuation services.
53430	Postage/Postage Machine	This line has been shifted to the Town Manager's budget as this is a cost associated with all town departments.
53800	Financial Services	There are no changes proposed for this zeroed line.
54200	Office Supplies	It is recommended that there should be a slight increase in office supplies to reflect true costs.
54202	Office Equipment	There are no changes proposed for this line.
57100	Travel/Training	It is recommended this line be increased to provide staff access to training and conferences for support to remain up to date.
57300	Dues & Memberships	There are no changes proposed for this line.

Collector/Treasurer: 01146

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	Collector/Treasurer	1	1	1	$ 89,467	$ 92,151	$ 36,719	$ 92,151	$ 93,994
51107	Assistant Collector	1	1	1	59,014	59,899	24,420	59,899	$ 62,512
51108	Assistant Treasurer	1	1	1	51,675	59,899	24,420	59,899	$ 62,512
51111	Compensation & Benefits Coord	0		1	-	-	-	60,000	$ 60,000
51113	Financial Clerk				82	-	-	500	$ 500
51114	Parking Clerk Stipend				1,200	1,200	-	-	
51124	Fire District Stipend				5,500	5,665	2,833	5,665	$ 5,665
51420	Longevity Pay				600	600	600	1,000	$ 1,000
	TOTAL PERSONNEL:	**3**	**3**	**4**	**$ 207,537**	**$ 219,414**	**$ 88,992**	**$ 279,114**	**$ 286,182**
53000	Tax Title Litigation				$ 9,703	$ 14,100	$ 10,987	$ 15,000	$ 15,000
53010	Contracted Services				11,675	9,100	1,148	10,000	$ 10,000
53430	Postage/Postage Machine				26,237	29,500	9,983	-	
53800	Financial Services				3,110	1,000	235	2,000	$ 2,000
54200	Office Supplies				2,515	2,000	1,215	3,000	$ 3,000
54202	Office Equipment				866	2,082	1,610	3,000	$ 2,082
57100	Travel/Training				2,397	3,000	2,465	3,000	$ 3,000
57300	Dues & Memberships				190	200	-	200	$ 200
	TOTAL EXPENSES:				**$ 56,692**	**$ 60,982**	**$ 27,643**	**$ 36,200**	**$ 35,282**
	TOTAL BUDGET:				**$ 264,229**	**$ 280,396**	**$ 116,635**	**$ 315,314**	**$ 321,464**
						$ Increase/Decrease	$ 34,918	$ 41,068	
						% Increase/Decrease	12.45%	14.65%	

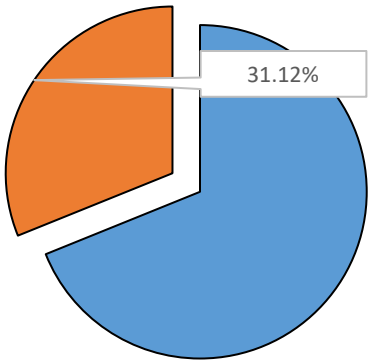
Alicia Dulin, Treasurer/Collector **Date**

HUMAN RESOURCES

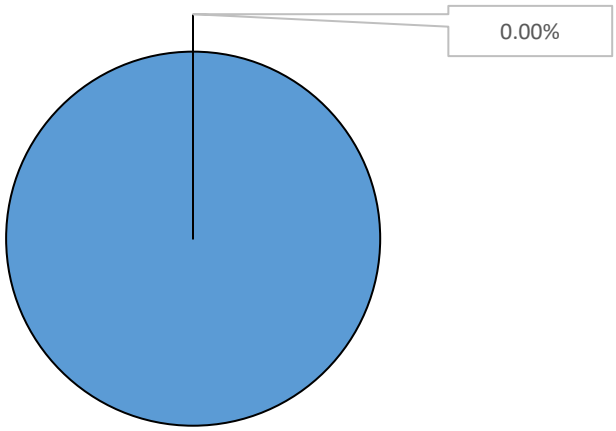
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Huamn Resources comprises of 0.0% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Human Resources was previously funded with one (1) FTE, however after a vacancy, it was decided to consolidate and absorb duties within existing departments and utilize a portion of the vacant position wages to fund a Compensation & Benefits Coordinator position within the Collector/Treasurer office.

Therefore, the Human Resources Department has been zeroed out for FY27.

01152 HUMAN RESOURCES - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51106	Human Resources Manager	This line has been zeroed out.
51910	Bilingual Language Stipends	This line has been zeroed out.

Expenses

Account	Account Name	Summary
54200	Office Supplies	This line has been zeroed out.
57100	Travel/Training	This line has been zeroed out.
57300	Dues & Memberships	This line has been zeroed out.

Human Resources: 01152

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	Human Resources Manager	1	0	0	$ 76,648	$ 79,808	$ 14,609	$ -	$ -
51910	Bilingual Language Stipends				1,000	1,000	380	-	$ -
	TOTAL PERSONNEL:	**1**	**0**	**0**	**$ 77,648**	**$ 80,808**	**$ 14,989**	**$ -**	**$ -**
54200	Office Supplies				$ 126	$ 500	$ -		$ -
57100	Travel/Training				225	800	-		$ -
57300	Dues & Memberships				249	400	-		$ -
	TOTAL EXPENSES:				**$ 600**	**$ 1,700**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ 78,248**	**$ 82,508**	**$ 14,989**	**$ -**	**$ -**
						$ Increase/Decrease	$ (82,508)	$ (82,508)	
						% Increase/Decrease	-100.00%	-100.00%	

Liz Hartsgrove, Town Manager **Date**

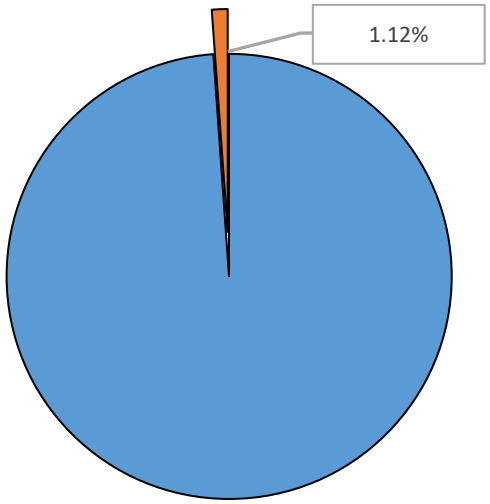
As of February 10, 2026

TOWN CLERK DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Town Clerk's Office is the primary point of contact for the people of Great Barrington and the public in general. It is our goal to effectively and courteously provide answers and direction to the public. The Town Clerks Office is responsible for all vital records, overseeing and administering elections, and for issuing various licenses and permits. Providing service for the people of Great Barrington in a professional manner demonstrates our commitment to the goal of effective Government.

% of the FY27 Total General Fund Budget



The Town Clerk Department, in total, comprises of 1.12% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

Professional, ethical and efficient delivery of services is the main focus of the Town Clerk.

The Town Clerk's Office serves as a central administrative and regulatory hub for the Town, providing essential services that support democratic governance, legal compliance, transparency, and public access to municipal information.

The Clerk's Office is responsible for the administration of all local, state, and federal elections, including voter registration, ballot preparation, election staffing, and compliance with applicable election laws. The office also issues and records a wide range of permits, licenses, and certificates, including business certificates (DBAs),

transfer station permits, raffle permits, tag sales, underground storage tank permits, burial permits, and vital records such as birth, death, and marriage certificates. Dog licensing and related regulatory filings are also administered through the office.

Each year, the Clerk's Office conducts the annual census, also known as the street listing, which is required by state law and supports voter registration accuracy and jury pool formation. The office administers public records requests in accordance with Massachusetts law, ensuring timely access to public information while maintaining appropriate records management and confidentiality standards.

The Clerk's Office plays a key role in supporting compliance with the Open Meeting Law by managing statutory requirements, posting meeting agendas and approved meeting minutes for all Town boards, committees, and commissions, and assisting with procedural guidance as needed. The office also administers the Conflict of Interest Law training requirements, supporting ethics compliance across Town government.



In addition to its regulatory and statutory functions, the Clerk's Office maintains and updates the Town's website, ensuring residents and the public have access to accurate, current information regarding Town services, meetings, and governance.

Through these responsibilities, the Town Clerk's Office provides reliable, transparent, and legally compliant services that support the effective operation of Town government and public trust.

Please visit the department webpage for more information
www.townofgbma.gov/277/Town-Clerk

FY26 Accomplishments

- ✓ It was a goal of the Clerk's Office to provide and maintain quality services while staying within the reduced budget. This goal was accomplished by minimizing and reducing the use of office supplies and by establishing connections with other Clerks and mentors.

- ✓ It has been a goal of the Town Clerk to increase compensation for the Assistant Town Clerk position. This was accomplished within the reduced budget limitations by using funds from the OT for Elections/Town Meeting Line and the Town Clerks salary line.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Prioritize training to ensure proper compliance with changing rules and requirements. **(SP: Municipal Service Delivery)**

2. It is the goal of the Clerk's Office to reduce the number of physical paper copies being made. **(SP: Sustainability & Environment)**

Long-Term:

1. To begin the process of expanding the preservation of historically significant documents. **(SP: Infrastructure & Assets)**

01161 Town Clerk - FY27 Budget Review

Personnel

Account	Account Name	Summary
51106	Town Clerk	Currently the Town Clerk is the lowest paid Department head, and responsible for all of the town's elections, town meetings, and custodian of all town records and vitals. Therefore, after a cost analysis was conducted, it is strongly recommended increasing from $70,040 to $75,586, a salary comparable to similar graded positions with the organization with equitable responsibilities.
51108	Election Workers	An increase is recommended as there will be three elections within FY27.
51109	Registrar	There is a decrease in this line item due to a miscalculation in previous years including the Town Clerk.
51113	Assistant Town Clerk	Currently the Assistant Town Clerk is the lowest paid non-union employee, and assists with the responsibility for all of the town's elections, town meetings, and custodian of all town records and vitals. Therefore, after a cost analysis was conducted, it is strongly recommended increasing from $47,560 to $56,133, a salary comparable to similar graded positions with the organization with equitable responsibilities.
51420	Longevity Pay	This line item reflect the accurate expenses associated with the one eligible employee in accordance with the Personnel Policy.
51910	OT for Elections/Town Meeting	As there will be three elections in FY27, this line is being increased to accommodate the associated Overtime costs for the Town Clerk staff and the required Police Details.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	There are no changes proposed for this line.
52470	Publications (Code)	There are no changes proposed for this line.
52700	Records Preservation	It is recommended an increase towards reoccurring records preservation efforts, not associated with traditional archival documents.
54200	Office Supplies	There are no changes proposed for this line.
55300	Elections/Town Meeting	As there will be three elections in FY27 and possibly multiple Town Meetings, therefore this line is being increased to accommodate the additional expenses for these essential democratic functions.
55800	Other Supplies	There are no changes proposed for this line.
57100	Travel/Training	An increase is recommended to include the Assistant Town Clerk with Training opportunities.
57300	Dues & Memberships	There are no changes proposed for this line.

Town Clerk: 01161

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	Town Clerk	1	1	1	$ 67,756	$ 70,040	$ 27,909	$ 75,586	$ 75,586
51108	Election Workers				9,333	9,200	1,914	14,700	$ 14,700
51109	Registrar				1,452	2,175	616	1,584	$ 1,584
51113	Assistant Town Clerk	1	1	1	46,172	47,560	19,100	56,133	$ 56,133
51420	Longevity Pay				300	300	300	300	$ 300
51910	OT for Elections/Town Meeting				342	1,200	-	1,200	$ 10,000
	TOTAL PERSONNEL:	**2**	**2**	**2**	**$ 125,354**	**$ 130,475**	**$ 49,839**	**$ 149,503**	**$ 158,303**
52450	Equipment Maint & Repairs				$ 4,127	$ 4,750	$ 3,830	$ 4,750	$ 4,750
52470	Publications (Code)				3,060	4,500	3,580	4,500	$ 4,500
52700	Records Preservation				-	2,000	-	2,591	$ 3,000
54200	Office Supplies				2,921	2,600	296	2,600	$ 2,600
55300	Elections				5,905	8,235	2,692	8,235	$ 10,000
55800	Other Supplies				1,945	1,900	566	1,900	$ 1,900
57100	Travel/Training				2,454	2,500	1,419	2,500	$ 3,000
57300	Dues & Memberships				395	450	100	450	$ 450
	TOTAL EXPENSES:				**$ 20,806**	**$ 26,935**	**$ 12,483**	**$ 27,526**	**$ 30,200**
	TOTAL BUDGET:				**$ 146,160**	**$ 157,410**	**$ 62,322**	**$ 177,029**	**$ 188,503**
						$ Increase/Decrease	$ 19,619	$ 31,093	
						% Increase/Decrease	12.46%	19.75%	

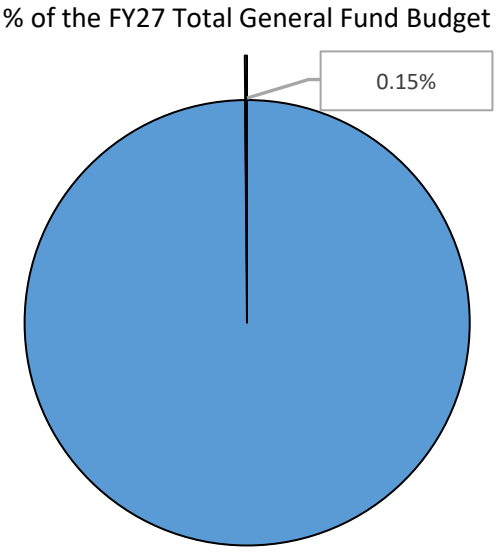
Josh Risen, Town Clerk **Date**

AS of February 10, 2026

CONSERVATION DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Conservation Commission administers state and local laws and regulations that safeguard wetlands and river resources, floodplains, and scenic hills and ridge lines. The Commission also stewards town properties for conservation purposes.



The Conservation Department, in total, comprises of 0.15% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Conservation Agent is the Town's primary employee charged with guiding the Commission in its work, working with applicants including property owners and developers, and with fellow staff in development review and conservation planning.

The 1957 Conservation Commission Act authorized each city and town in Massachusetts to establish a locally appointed municipal agency to plan for natural resource protection, acquire important land and water areas, and manage these properties for conservation and passive recreation. The Great Barrington Conservation Commission locally administers the Wetlands Protection Act ("WPA") (MGL Ch 131, S40), the Rivers Protection Act (Acts of 1996, Ch. 258), the Great Barrington Wetlands Protection By-laws (Ch. 168), and the Great Barrington Scenic Mountains Act (MGL Ch. 131, § 39A and local Ch. 217) This is intended to protect public and private water supply, groundwater supply, flood control, storm damage protection, prevention of pollution, protection of land containing shellfish, protection of fisheries, and protection of wildlife habitat. The

Commission reviews review project plans, including construction, renovations, alterations, additions, pruning, tree cutting, land clearing, river clean up, etc. The Commission also holds conservation restrictions and are stewards of the Lake Mansfield Conservation Forest and the McAllister Wildlife Refuge.

Please visit the department webpage for more information
www.townofgbma.gov/255/Conservation-Commission

FY26 Accomplishments

- ✓ Despite the profound loss of longtime Conservation Agent Shep Evans in July, whose leadership and decades of service to Berkshire County's land conservation efforts left a lasting legacy, the Conservation Department successfully maintained core regulatory and advisory functions during a period of transition. The Department ensured uninterrupted review and enforcement of conservation matters, preserving institutional knowledge and regulatory integrity while honoring Shep's contributions to the community.

- ✓ In the fall, the Town successfully onboarded a part-time Conservation Agent, enabling the Department to continue processing enforcement orders, Notices of Intent, and Requests for Determination in a timely and professional manner.

- ✓ The Conservation Agent also actively participated on the Development Review Team, providing critical environmental review and guidance on proposed projects to ensure compliance with local, state, and federal conservation regulations.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six areas of focus within the Selectboard's Strategic Priorities

Short-Term:

1. Regulatory Review **(SP: Sustainability & Environment, Municipal Service Delivery)**

Long-Term:

1. Open Space Planning **(SP: Sustainability & Environment)**

01171 CONSERVATION - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51112	Conservation Agent	This is the salary for an existing part time position, and 2% increase is proposed for FY27.
51113	Board Clerk	This is a stipend for board clerk who takes the minutes for the meeting.
51420	Longevity	The FY26 budget had longevity for an employee no longer with the organization, therefore the FY27 budget has been zeroed out, as the current employee is does not have the years of service to be eligible for this benefit.

Expenses

Account	Account Name	Summary
52470	Land Maintenance/Trails	This line has not been funded for over two years, and while the Town Manager sees this as essential in future years to reinstate, it is an item that did not elevate for the FY27 funding recommendations.
54200	Office Supplies	This line funds typical office supplies for this department. No changes to this line is being recommended.
57100	Training	To support the Selectboard goals of professional development, it is essential to allow staff the option within their departmental budgets to be able to take trainings associated with their roles, to improve their skills sets and be able to learn from other similar services locally, regionally, on a state or even federal level. Therefore it is being recommended a modest $275 to support the 0.5 FTE position.
57300	Dues & Memberships	There are no changes being recommended to this line.

Conservation: 01171

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51112	Conservation Agent	1	0.5	0.5	$ 44,348	$ 25,680	$ 4,358	$ 26,194	$ 26,194
51113	Board Clerk				780	800	140	800	$ 800
51420	Longevity				300	300	-		
	TOTAL PERSONNEL:	**1**	**0.5**	**0.5**	**$ 45,428**	**$ 26,780**	**$ 4,498**	**$ 26,994**	**$ 26,994**
52470	Land Maintenance/Trails				$ -	$ -	$ -		
54200	Office Supplies				347	500	-	500	$ 500
57100	Training				-	-	-		$ 275
57300	Dues & Memberships				-	275	221	275	$ 275
	TOTAL EXPENSES:				**$ 347**	**$ 775**	**$ 221**	**$ 775**	**$ 1,050**
	TOTAL BUDGET:				**$ 45,775**	**$ 27,555**	**$ 4,719**	**$ 27,769**	**$ 28,044**
	$ Increase/Decrease							$ 214	$ 489
	% Increase/Decrease							0.78%	1.77%

Christopher Rembold, Assistant Town Manager / Director of Planning and Community Development

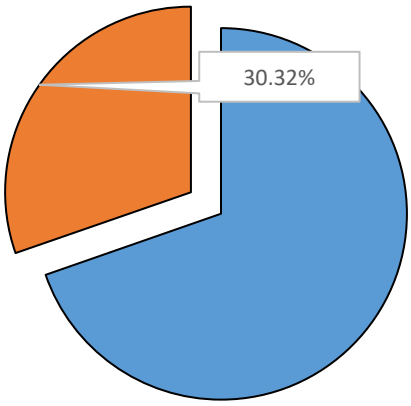
Date

PLANNING BOARD

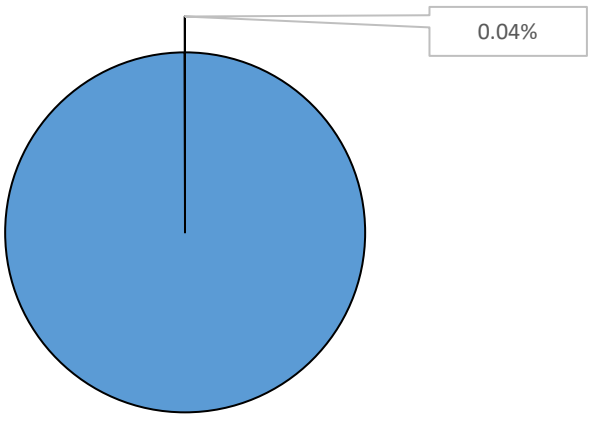
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 30.32% of the overall General Fund budget.



Planning Board comprises of 0.04% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Planning Board is responsible for guiding land use planning and development in the Town of Great Barrington in accordance with state law, local bylaws, and adopted community planning documents. The Board reviews and acts on development applications, zoning matters, and planning initiatives to promote orderly growth, protect community character, and balance economic development, housing needs, environmental protection, and infrastructure capacity.

Core responsibilities include review of site plans, special permits, subdivisions, zoning amendments, and long-range planning efforts. The Planning Board also provides recommendations to Town Meeting and other boards on land use policies, zoning regulations, and planning initiatives that shape the Town's physical development and future growth.

The department budget supports recording secretary services essential to the effective operation of the Planning Board. These services include preparation of meeting agendas, attendance at meetings, accurate recording and preparation of meeting minutes, maintenance of official records, coordination of public notices, and administrative support to ensure compliance with Open Meeting Law and public transparency requirements.

Recording secretary services provide continuity, procedural consistency, and reliable documentation of Planning Board actions, supporting both public accountability and the legal integrity of the Board's decisions.

Through these combined regulatory, planning, and administrative services, the Planning Board supports thoughtful development, transparent decision-making, and long-term community planning for Great Barrington.

Please visit the Board's webpage for more information
www.townofgbma.gov/210/Planning-Board

01175 PLANNING BOARD - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51113	Board Clerk	A 2% increase is proposed for FY27, similar to all Town employees.

Expenses

Account	Account Name	Summary
53100	Training	There are no changes proposed for this zeroed line.
54200	Office Supplies	There are no changes proposed for this zeroed line.
57300	Dues/Subscriptions	There are no changes proposed for this zeroed line.

Planning Board: 01175

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51113	Board Clerk				$ 6,357	$ 6,360	$ 2,567	$ 6,360	$ 6,487
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 6,357**	**$ 6,360**	**$ 2,567**	**$ 6,360**	**$ 6,487**
53100	Training				$ 100	$ -	$ -		
54200	Office Supplies				-	-	-		
57300	Dues/Subscriptions				30	-	-		
	TOTAL EXPENSES:				**$ 130**	**$ -**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ 6,487**	**$ 6,360**	**$ 2,567**	**$ 6,360**	**$ 6,487**
					$ Increase/Decrease	$ -		$ 127	
					% Increase/Decrease	0.00%		2.00%	

Christopher Rembold, Assistant Town Manager / Director of Planning and Community Development

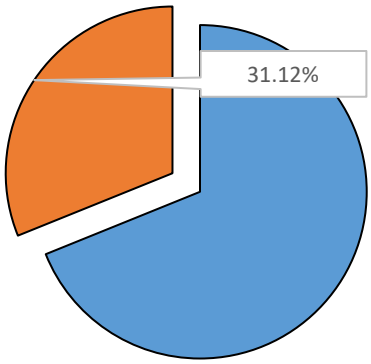
Date

ZONING BOARD OF APPEALS

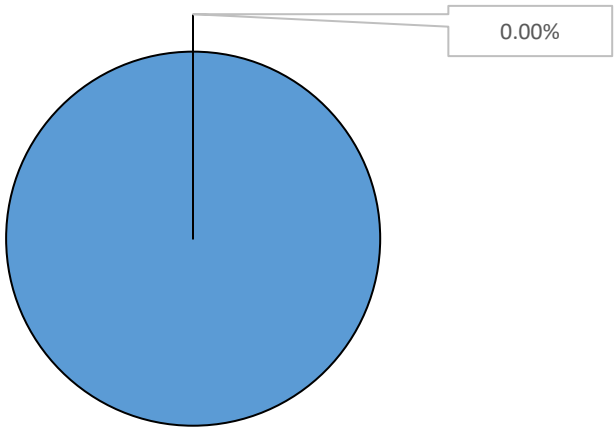
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Zoning Board of Apperals comprises of 0.0% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Zoning Board of Appeals (ZBA) is an elected five-member board, with up to two alternate members, that reviews and decides on requests from individuals or businesses who appeal permit decisions or zoning enforcement action under the Town's Zoning Bylaw. The ZBA also hears applications for variances and, in certain circumstances, special permits, providing a formal mechanism for relief from strict application of zoning provisions where the use or structure preexists a zoning regulation, and ensuring fair and consistent application of land use regulations in accordance with Massachusetts law.

Expenses to support any cost associated with this board is paid from the Planning Department Budget.

Please visit the Committee's webpage for more information
www.townofgbma.gov/264/Zoning-Board-of-Appeals

01176 ZONING BOARD OF APPEALS - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51113	Board Clerk	This line has been zeroed out since at least FY25.

Expenses

Account	Account Name	Summary
53100	Training	This line has been zeroed out since at least FY25.
54200	Office Supplies	This line has been zeroed out since at least FY25.
55860	Subscriptions	This line has been zeroed out since at least FY25.

Zoning Board of Appeals: 01176

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51113	Board Clerk				$ -	$ -	$ -		
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
53100	Training				$ -	$ -	$ -		
54200	Office Supplies				-	-	-		
55860	Subscriptions				-	-	-		
	TOTAL EXPENSES:				**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

$ Increase/Decrease $ - $ -

% Increase/Decrease #DIV/0! #DIV/0!

Christopher Rembold, Assistant Town Manager / Director of Planning and Community Development

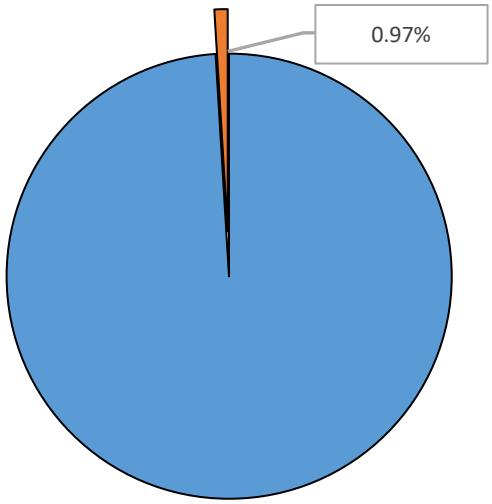
Date

PLANNING/COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Planning Department works cooperatively with all departments and Town boards to implement the Town's land use, conservation, development and public policy initiatives to foster sustainable community and economic development, and to protect and enhance the environment and the quality of life for all residents.

% of the FY27 Total General Fund Budget



The Planning/Communitty Development Department, in total, comprises of .97% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Planning Department uses a cooperative and collaborative approach with staff, residents, businesses, and developers.

The Planning Department provides expertise and support to all staff and to all Boards and Commissions on planning, zoning, housing, and development matters, particularly to the Planning Board. The Department also provides guidance and staff support to the Affordable Housing Trust Fund, Community Preservation Committee, Selectboard, the Zoning Board of Appeals, and other boards as needed.

The Department also: supports homeowners and businesses in need of planning and regulatory assistance; regular planning and development discussion amongst staff via the Development Review Team; guides applicants and Boards in interpreting and applying regulations; coordinates review of special permits and site plans; provides administrative oversight of the microtransit program, the South County Connector; implements and ovrersees special projects and grant programs including CDBG, MVP, and CPA; cooperates with regional and state partners on projects of regional interest and seeking innovative and efficient planning techniques.

Please visit the department webpage for more information
www.townofgbma.gov/396/Planning-Department

FY26 Accomplishments

- ✓ OSRP; Ried Cleaners; Housatonic fiber optic; Prosperity Way

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities)

Long-Term:

1. Master Plan Update. **(SP: Infrastructure & Assets, Sustainability & Environment, Public Health & Safety, Housing, Economic Development, Municipal Service Delivery)**

2. Affordable housing planning and production. **(SP: Housing)**


TOWN OF GREAT BARRIN

01177 PLANNING/COMMUNITY DEVELOPMENT - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51107	Asst Town Mgr/Comm Dev Drctr	This is the salary for an existing position, and 2% increase is proposed for FY27.
51112	Affordable Housing Stipend	This is a stipend for the estimated costs associated with the Assistant Town Manager's duties in relation to AHT support. There are no changes proposed for this line.
51420	Longevity Pay	This line item reflects the accurate expenses associated with the one eligible employee in accordance with the Personnel Policy.

Expenses

Account	Account Name	Summary
54200	Office Supplies	There are no changes proposed for this line.
56380	BRPC Annual Assessment	There is a slight increase in the Town's assessment from the Berkshire Regional Planning Commission. All municipalities in the County are required to pay an annual assessment.
56410	Contracted Services	There are no changes proposed for this line.
56411	Economic Development	There are no changes proposed for this line.
57100	Travel/Training	There are no changes proposed for this line.
57300	Dues & Memberships	There are no changes proposed for this line.

Planning/Community Development: 01177

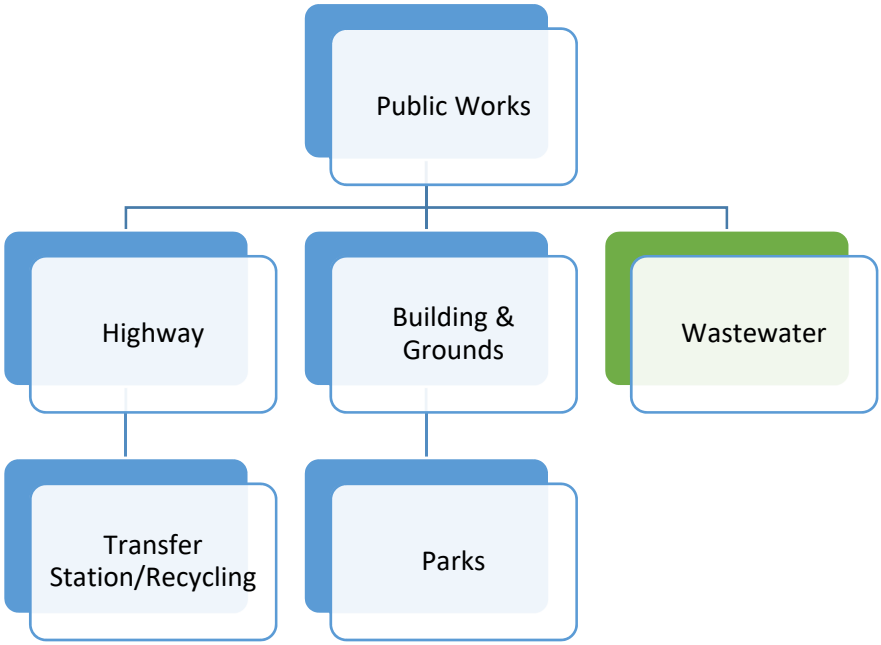
Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	Asst Town Mgr/Comm Dev Drctr	1	1	1	$ 133,900	$ 137,920	$ 54,956	$ 137,920	$ 140,678
51112	Affordable Housing Stipend				1,920	2,000	-	2,000	$ 2,000
51420	Longevity Pay				600	600	600	600	$ 600
	TOTAL PERSONNEL:	**1**	**1**	**1**	**$ 136,420**	**$ 140,520**	**$ 55,556**	**$ 140,520**	**$ 143,278**
54200	Office Supplies				$ 231	$ 400	$ 15	$ 400	$ 400
56380	BRPC Annual Assessment				6,258	6,425	6,415	6,575	$ 6,575
56410	Contracted Services				8,080	2,500	-	2,500	$ 2,500
56411	Economic Development				15,329	17,500	1,500	17,500	$ 17,500
57100	Travel/Training				1,493	1,000	368	1,000	$ 1,000
57300	Dues & Memberships				702	750	30	750	$ 750
	TOTAL EXPENSES:				**$ 32,094**	**$ 28,575**	**$ 8,329**	**$ 28,725**	**$ 28,725**
	TOTAL BUDGET:				**$ 168,514**	**$ 169,095**	**$ 63,884**	**$ 169,245**	**$ 172,003**
	$ Increase/Decrease							$ 150	$ 2,908
	% Increase/Decrease							0.09%	1.72%

Christopher Rembold, Assistant Town Manager / Director of Planning and Community Development

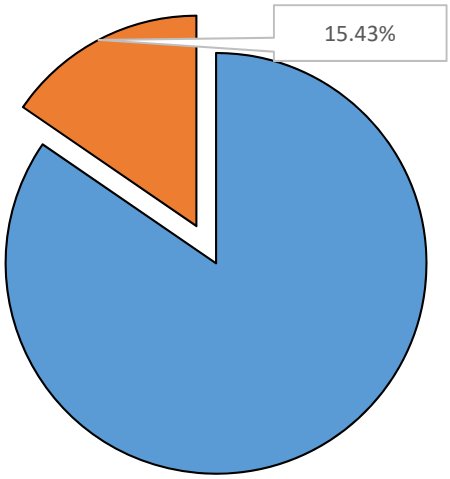
Date

As of February 10, 2026

PUBLIC WORKS DEPARTMENT

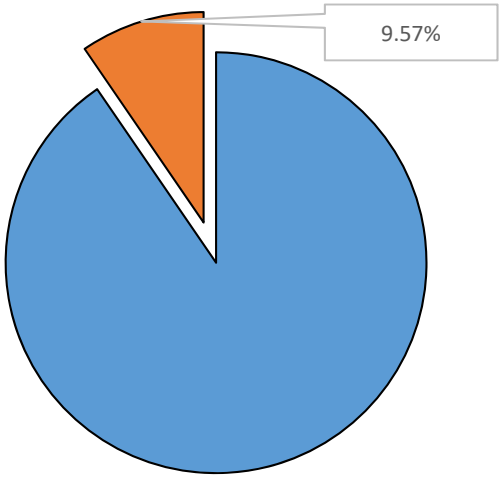


% of the FY27 Total General Fund Budget



The Public Works Department in total, with Divisions, comprises of 15.43% of the overall General Fund budget.

*Wastewater Enterprise Fund is separate from General Fund.



The Department of Public Works, with Highway Division, comprises of 9.57% of the overall General Fund budget.

Department Description of Services

The Department of Public Works (DPW) includes the Divisions of Highway, Wastewater, Public Grounds (cemeteries, parks, and areas surrounding public buildings), Public Buildings (facilities). The Department also manages Solid Waste Transfer and Recycling, and engineering design projects for the Town. Collectively these departments maintain all aspects of the Town's infrastructure, big and small, from buildings, roads, sewers, and bridges, to park benches, trees, and flower beds.

Please visit the department webpage for more information
www.townofgbma.gov/279/Department-of-Public-Works

Highway Division

Division Description of Services

Highway is responsible for the operation and maintenance of 70+ miles road maintenance, including plowing and other winter road maintenance, pavement repairs, roadside mowing and clearing, street sweeping, litter removal, line painting (70+ miles of roadway, plus 50+ crosswalks), traffic sign maintenance, re-establishing drainage ditches, reconstructing catch basins, servicing and maintaining all equipment, and overseeing all roadway capital improvement projects. The Highway Division is also responsible for operating the transfer station and manages landfill closure requirements. They are also conduct unscheduled work, responding to emergency calls for automobile accidents, fallen trees, flooding, and winter maintenance. The department is on call "24/7" to ensure that Town property is safe and operational.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

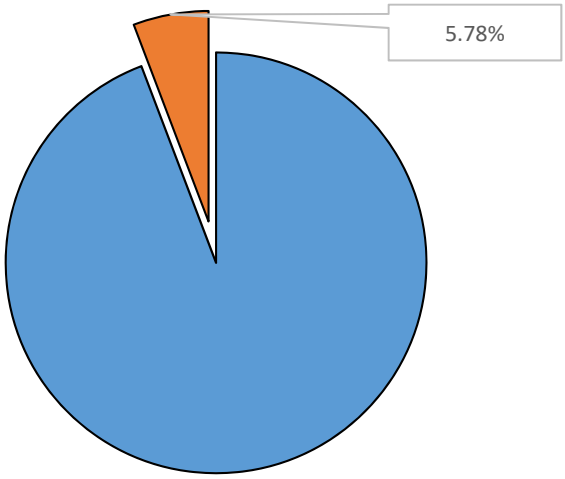
Short-Term:

1. Develop and implement regular roadway maintenance schedules that will prevent deterioration, which leads to more difficult and costly repairs. **(SP: Infrastructure & Assets, Public Health & Safety, Municipal Service Delivery)**

BUILDING & GROUNDS DIVISION

DIVISION PURPOSE STATEMENT

% of the FY27 Total General Fund Budget



The Building & Grounds Division comprises of 5.78% of the overall General Fund budget.

DIVISION DESCRIPTION OF SERVICES

They are charged with maintaining all of the public buildings in Town including: Town Hall, Mason and Ramsdell Libraries, Claire W. Teague Senior Center, Southern Berkshire District Court, Police Station, Great Barrington and Housatonic Fire Stations, and Housatonic Community Center. This includes regular cleaning, up-keep, and repairs of the interior and exterior of each building and the surrounding grounds, as well as maintenance of

various types and models of utilities systems such as, heating, air conditioning, fuel, and alarm systems. They also conduct weekly maintenance and repairs to vehicles and equipment.

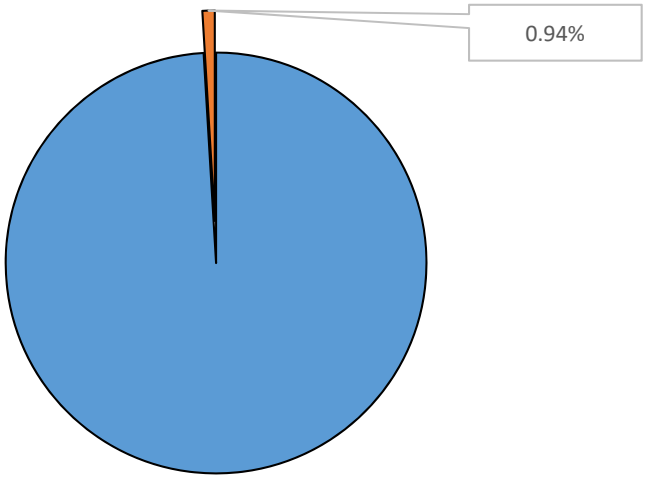
The Buildings and Grounds team is also responsible for approximately 91 acres across 6 cemeteries, 26 Town parks and green spaces, this translates to over 80 acres of mowing, trimming, seasonal clean-up, and regular trash removal. In addition to year round facilities maintenance, the Buildings and Grounds team manages building emergencies and respond to fire and security alarms around the clock. They provide support to the Highway Department during winter maintenance, and construct picnic tables for town parks.

FY26 Accomplishments

- ✓ During FY26 the buildings and grounds team continued to focus on standardizing maintenance schedules and methods, and developing systems to improve efficiency, and ensure the longevity and reliability of Town facilities, property, and equipment. The ultimate goal is to preserve historic buildings and valuable green spaces as cost effectively as possible.

PARKS & RECREATION DIVISION

% of the FY27 Total General Fund Budget

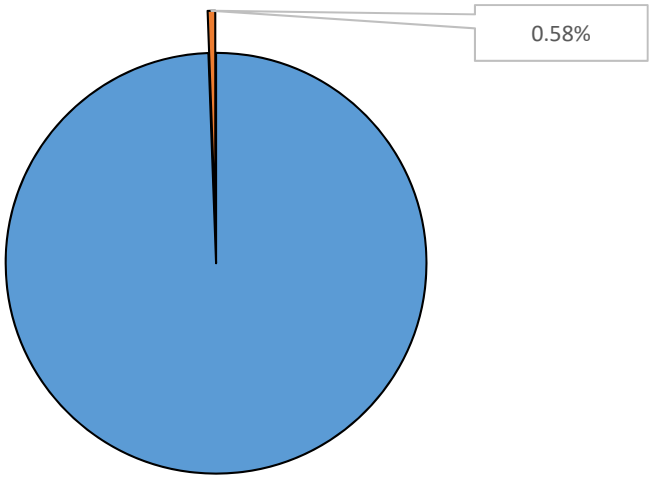


The Parks & Recreation Division comprises of 0.94% of the overall General Fund budget.

TRANSFER STATION & RECYCLING DIVISION

DIVISION PURPOSE STATEMENT

% of the FY27 Total General Fund Budget



The Transfer Station & Recycling Division comprises of 0.58% of the overall General Fund budget.

01422 HIGHWAY - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51110	DPW Superintendent	This is the salary for an existing position, and 2% increase is proposed for FY27.
51113	Administrative Assistant	This is the salary for an existing position, and 2% increase is proposed for FY27.
51115	Tree Warden	This line is a stipend for a community volunteer and 2% increase is proposed for FY27.
51120	Highway Superintendent	This is the salary for an existing position, and 2% increase is proposed for FY27.
51134	Mechanic	This is the salary for an existing position, and 2% increase is proposed for FY27.
51135	Working Foreman	This is the salary for an existing position, and 2% increase is proposed for FY27.
51136	Laborer/Driver	This is the salary for an existing position, and 2% increase is proposed for FY27.
51137	Highway Division	This is the salary for an existing position, and 2% increase is proposed for FY27.
51138	Recycling Center Staff	There are no changes proposed for this line
51139	Equipment Operators	This is the salary for an existing position, and 2% increase is proposed for FY27.
51300	Snow & Ice Overtime	2% increase is proposed for FY27.
51301	Highway Overtime	2% increase is proposed for FY27.
51420	Longevity Pay	This line item reflects the accurate expenses associated with eligible employees in accordance with the Personnel Policy and Collective Bargaining.
51910	Cell Phone Stipend	There are no changes proposed for this line

Expenses

Account	Account Name	Summary
52110	Street Lights	There are no changes proposed for this line
52115	Sewer/Water	There are no changes proposed for this line
52450	Equipment Maint/Repairs	A gradual increase is recommended to bring this line up to true costs associated with maintenance and repairs.
52490	Street & Bridge Maint/Repairs	A slight increase is recommended over FY26.
52700	Contracted Services	A decrease in this line is recommended to reflect true costs associated with the operating needs vs project specific that should be included in capital requests.

52701	Trash & Recycle Hauling	This line has been shifted to the Transfer Station budget, as they are costs associated with that service.
52702	Hazardous Waste Collection	This line has been shifted to the Transfer Station budget, as they are costs associated with that service.
52740	Clothing & Uniforms	There are no changes proposed for this line
53050	Landfill Monitoring	This line has been shifted to the Transfer Station budget, as they are costs associated with that service.
53085	Police Details	A decrease in this line is recommended to reflect true costs associated with the operating needs vs project specific that should be included in capital requests.
53810	Tree Services	An increase is recommended due to procured costs for contracted services.
54200	Office Supplies	There are no changes proposed for this line
54810	Gas & Diesel	There are no changes proposed for this line
55300	Public Works Supplies	There are no changes proposed for this line
55700	Snow & Ice Supplies	As this is a deficit spending budget, there are no changes proposed for this line due to fluctuations from year to year.
55805	Safety Supplies	There are no changes proposed for this line
57100	Travel/Training	An increase is recommended to provide staff the necessary training, including CDLs, OSHA etc.
57300	Dues & Memberships	There is a modest increase recommended to reflect true cost associated with this line.
58541	Highway Garage Remediation	There are no changes proposed for this zeroed line

DPW - Highway: 01422

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51110	DPW Superintendent	1	1	1	$ 120,500	$ 118,655	$ 50,328	$ 126,305	$ 128,831
51113	Administrative Assistant	1	1	1	45,400	45,297	25,504	120,000	$ 62,000
51115	Tree Warden				7,800	8,275	2,600	8,482	$ 8,441
51120	Highway Superintendent	1	1	1	97,498	94,020	39,919	97,192	$ 99,136
51134	Mechanic	1	1	1	45,193	72,106	28,548	72,106	$ 73,548
51135	Working Foreman	1	1	1	73,515	77,256	40,078	77,256	$ 78,801
51136	Laborer/Driver	3	3	3	153,821	190,158	39,332	190,158	$ 193,961
51137	Highway Division				-	-	-	-	
51138	Recycling Center Staff	0	0	0	17,092	-	1,480	-	$ -
51139	Equipment Operators	3	3	3	134,379	212,505	64,279	212,505	$ 216,755
51300	Snow & Ice Overtime				74,639	71,500	-	71,500	$ 72,930
51301	Highway Overtime				12,270	20,567	2,790	20,567	$ 20,978
51420	Longevity Pay				3,200	3,200	3,252	2,450	$ 3,200
51910	Cell Phone Stipend				1,800	2,000	142	1,400	$ 2,000
	TOTAL PERSONNEL:	**11**	**11**	**11**	**$ 787,107**	**$ 915,539**	**$ 298,253**	**$ 999,921**	**$ 960,581**
52110	Street Lights				$ 110,479	$ 80,000	$ 35,025	$ 80,000	$ 80,000
52115	Sewer/Water				280	-	-		
52450	Equipment Maint/Repairs				192,537	100,000	42,124	125,000	$ 115,000
52490	Street & Bridge Maint/Repairs				283,379	195,000	35,451	235,000	$ 200,000
52700	Contracted Services				45,711	80,000	5,800	60,000	$ 60,000
52701	Trash & Recycle Hauling				82,745	-	3,273	-	
52702	Hazardous Waste Collection				5,808	-	-	-	
52740	Clothing & Uniforms				28,029	30,000	12,415	30,000	$ 30,000
53050	Landfill Monitoring				36,811	-	4,961	-	$ 4,961
53085	Police Details				57,385	25,000	32,761	25,000	$ 15,000
53810	Tree Services				78,751	95,000	13,435	95,000	$ 95,000
54200	Office Supplies				2,484	2,500	1,120	17,400	$ 2,500
54810	Gas & Diesel				105,557	120,000	29,509	120,000	$ 120,000
55300	Public Works Supplies				25,208	30,000	7,346	30,000	$ 30,000
55700	Snow & Ice Supplies				274,682	150,000	9,000	150,000	$ 150,000
55805	Safety Supplies				3,174	4,000	-	4,000	$ 4,000
57100	Travel/Training				5,621	3,000	52	6,000	$ 6,000
57300	Dues & Memberships				747	500	491	1,000	$ 800
58541	Highway Garage Remediation				-	-	-		
	TOTAL EXPENSES:				**$ 1,339,387**	**$ 915,000**	**$ 232,764**	**$ 978,400**	**$ 913,261**
	TOTAL BUDGET:				**$ 2,126,495**	**$ 1,830,539**	**$ 531,017**	**$ 1,978,321**	**$ 1,873,842**
						$ Increase/Decrease		$ 147,782	$ 43,303
						% Increase/Decrease		8.07%	2.37%

Joe Aberdale, Superintendent of Public Works **Date**

01192 BUILDING & GROUNDS - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51106	Crew Leader	This is the salary for an existing position, and 2% increase is proposed for FY27.
51115	HCC Custodian	There are no changes proposed for this zeroed line
51135	Working Foreman	This is the salary for an existing position, and 2% increase is proposed for FY27.
51137	Laborers/Operators	This is the salary for an existing position, and 2% increase is proposed for FY27.
51200	Intern	There are no changes proposed for this zeroed line
51301	Overtime	2% increase is proposed for FY27.
51420	Longevity	This line item reflects the accurate expenses associated with eligible employees in accordance with the Personnel Policy and Collective Bargaining.
51910	Cell Phone Stipend	There are no changes proposed for this line

Expenses

Account	Account Name	Summary
52010	Cemetery Contractual Services	There are no changes proposed for this line
52020	Custodial Contractual Services	This line was shifted from Council on Aging to Building & Grounds to consolidate similar services under one department to assure delivery and standards for building care are consistently managed.
52110	Electricity	Increases are recommended due to rising utility rates.
52120	Gas/Oil - Heating	Increases are recommended due to rising utility rates.
52310	Water/Sewer	Increases are recommended due to rising utility rates.
52405	Buildings Repairs	This line was combined within “Building and Grounds Repairs” however the two categories were split apart to identify true costs associated with each individual service.
52410	Buildings & Grounds Repairs	This line has been zeroed out.
52415	Grounds Repairs	This line was combined within “Building and Grounds Repairs” however the two categories were split apart to identify true costs associated with each individual service.
52450	Equipment Maintenance/Repairs	There are no changes proposed for this line
52700	Contracted Services	There are no changes proposed for this line
52740	Clothing & Uniforms	There are no changes proposed for this line
52920	Trash Removal	A slight increase is recommended to allow for additional pickup if needed for various high traffic locations.

54300	Park/Cemetery Supplies	An increase is recommended to reflect true costs associated with needed supplies.
54500	Custodial Supplies	An increase is recommended to reflect true costs associated with needed supplies as well as possible increase for any additional services needed at various buildings.
54601	New Trees	There are no changes proposed for this line
55200	Courthouse Bldg Maintenance	There are no changes proposed for this line
55805	Safety Supplies	There are no changes proposed for this line
57100	Travel/Training	A slight increase is recommended to support access to training for the staff including OSHA, equipment safety courses, etc.

Buildings and Grounds: 01192

Account	Account Name	Positions FY26	FY27 REQ	FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	Crew Leader	1	1	1	$ 60,126	$ 64,657	$ 24,390	$ 64,657	$ 65,950
51115	HCC Custodian				-	-	-	-	
51135	Working Foreman	1	1	1	73,515	76,885	31,972	76,885	$ 78,423
51137	Laborers/Operators	5	5	5	274,111	269,311	116,002	309,311	$ 315,497
51200	Intern				7,506	-	-		
51301	Overtime				21,246	12,500	858	20,000	$ 12,500
51420	Longevity				1,150	1,850	1,550	1,400	$ 1,850
51910	Cell Phone Stipend				600	1,200	-	1,200	$ 1,200
	TOTAL PERSONNEL:	**7**	**7**	**7**	**$ 438,253**	**$ 426,403**	**$ 174,772**	**$ 473,453**	**$ 475,420**
52010	Cemetery Contractual Services				$ 1,232	$ 2,500	$ 1,950	$ 2,500	$ 2,500
52020	Custodial Contractual Services				$ -	$ -	$ -	$ 10,000	$ 10,000
52110	Electricity				84,201	118,750	52,438	122,313	$ 122,313
52120	Gas/Oil - Heating				91,955	110,000	6,814	113,300	$ 113,300
52310	Water/Sewer				13,125	22,000	3,089	22,660	$ 22,660
52405	Buildings Repairs				-	200,000	32,066	200,000	$ 200,000
52410	Buildings & Grounds Repairs				238,837	-	-		
52415	Grounds Repairs				-	50,000	11,795	50,000	$ 50,000
52450	Equipment Maintenance/Repairs				29,234	7,500	765	7,500	$ 7,500
52700	Contracted Services				32,790	-	358	-	
52740	Clothing & Uniforms				883	-	-	-	$ 883
52920	Trash Removal				-	7,500	-	7,875	$ 8,000
54300	Park/Cemetery Supplies				30,499	18,000	5,393	18,000	$ 25,000
54500	Custodial Supplies				14,997	10,000	3,867	12,000	$ 18,000
54601	New Trees				329	-	-	2,000	
55200	Courthouse Bldg Maintenance				14,195	15,000	4,791	.	$ 15,000
55805	Safety Supplies				925	4,450	-	4,450	$ 4,450
57100	Travel/Training				-	2,500	-	3,500	$ 4,000
	TOTAL EXPENSES:				**$ 553,203**	**$ 568,200**	**$ 123,327**	**$ 576,098**	**$ 603,606**
	TOTAL BUDGET:				**$ 991,456**	**$ 994,603**	**$ 298,100**	**$ 1,049,551**	**$ 1,079,026**
						$ Increase/Decrease		$ 54,948	$ 84,423
						% Increase/Decrease		5.52%	8.49%

Joe Aberdale, Superintendent of Public Works **Date**

As of February 10, 2026

01650 PARKS & RECREATION - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51113	Board Admin Stipend	There are no changes proposed for this line

Expenses

Account	Account Name	Summary
53830	Parks Camera Operations	There are no changes proposed for this line
54201	Parks Improvements	An increase of $10,000 is recommended to ensure equipment is maintained throughout the course of the year.
57803	Lake Management	An increase to the management of the lake is recommended, in addition to a Service Enhancement Grant funded through Free Cash for an intern to oversee the management and water quality.
57805	Lifeguards	This is a contracted service, which the recommended budget, a decrease from prior Fiscal years, meets the obligation.
57810	Waste Management	An increase from $6,125 to $7,000 is recommended to allow possible increased costs associated with this service or provide flexibility to increase additional pickup.
57835	Parks Programs	There are no changes proposed for this zeroed line

Parks & Recreation: 01650

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51113	Board Admin Stipend				$ 2,000	$ 2,000	$ -	$ 2,000	$ 2,000
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 2,000**	**$ 2,000**	**$ -**	**$ 2,000**	**$ 2,000**
53830	Parks Camera Operations				-	7,500	-	7,500	$ 7,500
54201	Parks Improvements				$ 5,000	$ 5,000	$ -	$ 5,000	$ 15,000
57803	Lake Management				9,920	5,250	-	15,500	$ 10,000
57805	Lifeguards				41,757	92,000	60,383	61,258	$ 61,258
57810	Waste Management				6,145	7,850	4,960	8,635	$ 7,000
57835	Parks Programs				-	-	-	32,678	$ -
	TOTAL EXPENSES:				**$ 62,822**	**$ 117,600**	**$ 65,343**	**$ 130,571**	**$ 100,758**
	TOTAL BUDGET:				**$ 64,822**	**$ 119,600**	**$ 65,343**	**$ 132,571**	**$ 102,758**
	$ Increase/Decrease							$ 12,971	$ (16,842)
	% Increase/Decrease							10.85%	-14.08%

Joe Aberdale, Superintendent of Public Works

Date

As of February 10, 2026

01425 TRANSFER STATION - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51110	DPW Superintendent 2.5%	This is the salary for an existing position, and 2% increase is proposed for FY27.
51120	Highway Superintendent 7.5%	This is the salary for an existing position, and 2% increase is proposed for FY27.
51138	Recycling Center Staff	This is the salary for an existing position, and 2% increase is proposed for FY27.
	Town Clerk Stiped	The Town Clerk staff oversee the issuing and reconciling of Transfer Station Stickers, however have not been compensated for this service not associated with traditional Town Clerk duties. This stipend will financially recognize the administrative support provided.
	Asst. Town Clerk Stiped	The Town Clerk staff oversee the issuing and reconciling of Transfer Station Stickers, however have not been compensated for this service not associated with traditional Town Clerk duties. This stipend will financially recognize the administrative support provided.
51301	Highway Overtime	There are no changes proposed for this line

Expenses

Account	Account Name	Summary
52000	Contracted Services	There are no changes proposed for this zeroed line
52450	Equipment Maint/Repairs	There are no changes proposed for this line
52701	Trash & Recycle Hauling	The increase reflects contractual obligations for trash hauling.
52702	Hazardous Waste Collection	This line was previously within Highway, but is associated with services at the Transfer Station. An increase is recommended to allow for a possible additional collection date for residents.
53050	Landfill & Transfer Station Eng	There are no changes proposed for this line
53825	Kiosk Annual Operation	There are no changes proposed for this line
54300	Transfer Station Supplies	There are no changes proposed for this zeroed line

DPW - Transfer Station: 01425

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51110	DPW Superintendent 2.5%				$ -	$ 3,042	$ -	$ -	$ -
51120	Highway Superintendent 7.5%				-	7,623	-	-	$ -
51138	Recycling Center Staff	0.5	0.5	0.5	-	18,756	3,722	20,808	$ 21,225
	Town Clerk Stiped								$ 5,000
	Asst. Town Clerk Stiped								$ 5,000
51301	Highway Overtime				-	1,500	-	9,446	$ 1,500
	TOTAL PERSONNEL:	**0.5**	**0.5**	**0.5**	**$ -**	**$ 30,921**	**$ 3,722**	**$ 30,254**	**$ 32,725**
52000	Contracted Services				$ -	$ -	$ -		
52450	Equipment Maint/Repairs				-	5,000	-	5,000	$ 5,000
52701	Trash & Recycle Hauling				-	75,000	25,930	$ 82,745	$ 82,748
52702	Hazardous Waste Collection				-	7,500	8,803	9,000	$ 9,000
53050	Landfill & Transfer Station Eng				-	35,000	783	35,000	$ 35,000
53825	Kiosk Annual Operation				-	3,500	-	3,500	$ 3,500
54300	Transfer Station Supplies				-	-	-		
	TOTAL EXPENSES:				**$ -**	**$ 126,000**	**$ 35,516**	**$ 135,245**	**$ 135,248**
	TOTAL BUDGET:				**$ -**	**$ 156,921**	**$ 39,238**	**$ 165,499**	**$ 167,973**
						$ Increase/Decrease		$ 8,578	$ 11,052
						% Increase/Decrease		5%	7.04%

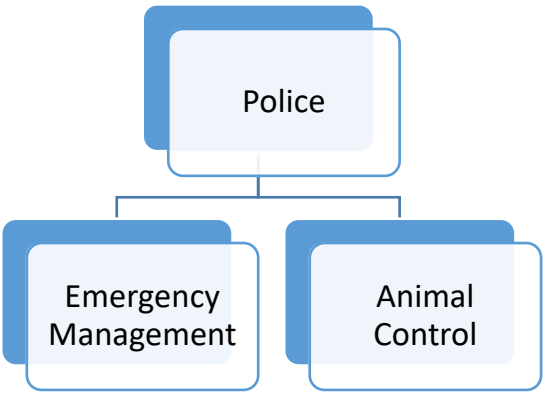
Joe Aberdale, Superintendent of Public Works **Date**

As of February 10, 2026

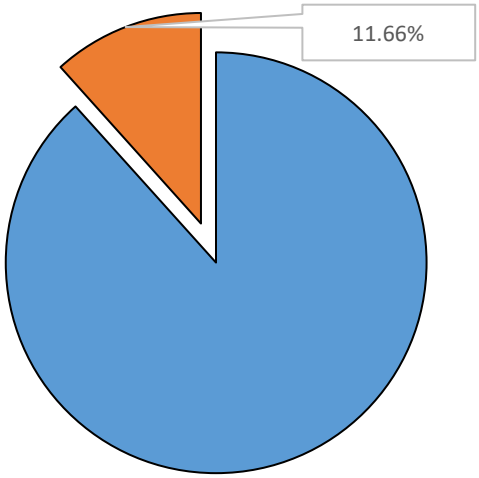
POLICE DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

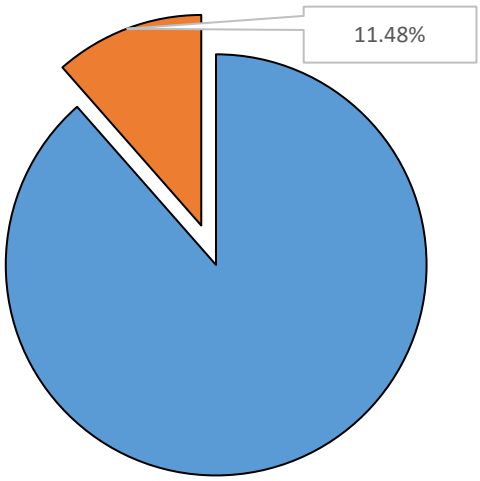
The Police Department enhances the quality of life in the Town of Great Barrington by complying with best practices in law enforcement, including accountability of its employees, and by developing partnerships with the community and the other entities of government in a manner that promotes preservation of life and property, maintains peaceful public order, controls and expedites traffic, provides a safe environment, works with youth and tourists, assures timely response to victims of crime, fosters close cooperation with neighboring law enforcement agencies and assures the enforcement of law with respect for human dignity.



% of the FY27 Total General Fund Budget



The Police Department with Divisions comprises of 11.66% of the overall General Fund budget.



The Police Department without Divisions, comprises of 11.48% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Great Barrington Police Department provides effective law enforcement and community caretaking through best practices with skilled officers.

The Great Barrington Police Department provides comprehensive law enforcement and public safety services to the residents, businesses, and visitors of the Town of Great Barrington. The department is responsible for protecting life and property through the enforcement of local bylaws and state laws, the prevention and investigation of crime, traffic safety enforcement, and the preservation of public order. The department operates on a 24-hour basis and responds to both emergency and non-emergency calls for service throughout the community.

The department's primary operations include uniformed patrol, criminal investigations, traffic enforcement, emergency response, and community-oriented policing. Patrol officers provide proactive and responsive coverage, conduct preventative patrols, respond to calls for service, and engage with community members to identify and address public safety concerns. Investigative functions include follow-up investigations, evidence collection and management, case preparation, and coordination with the District Attorney's Office and other law enforcement agencies.

The Police Department places a strong emphasis on community engagement, problem-solving, and alternative response strategies. Officers work closely with residents, business owners, schools, and community organizations to build trust, provide education, and collaboratively address quality-of-life and public safety issues.

A key component of this approach is the department's Co-Responder Program, which pairs police officers with a licensed mental health clinician to respond to calls involving behavioral health crises, substance use, and other mental health-related concerns. The clinician provides on-scene assessment, crisis intervention, de-escalation, and referrals to appropriate services, improving outcomes for individuals in crisis while reducing repeat calls for service and unnecessary emergency room transports.
Traffic safety is a significant component of departmental operations. Officers conduct traffic enforcement, motor vehicle crash investigations, and targeted safety initiatives to promote safe roadways for motorists, pedestrians, and cyclists. The department also provides traffic control and public safety support for special events, construction projects, and emergency situations.

The department operates a Police Drone (Unmanned Aircraft Systems – UAS) Unit to support public safety operations. The Drone Unit assists with search and rescue operations, missing person investigations, accident reconstruction, situational awareness during critical incidents, and the assessment of hazardous or inaccessible areas. Drone operations enhance officer safety and operational efficiency while complying with all applicable federal, state, and local regulations and department policies.

The department also maintains a Comfort Dog Program to support community engagement and improve interactions during traumatic incidents, crisis situations, and outreach efforts. The comfort dog is utilized to reduce anxiety, support victims of crime, assist children and vulnerable populations, and promote de-escalation during emotionally charged encounters.

Administrative and support functions include records management, public records compliance, evidence and property control, accreditation and policy management, and fiscal oversight. These functions also encompass the identification, application, administration, and reporting of state and federal grants that support departmental operations and special programs. Grant funding is used to enhance public safety initiatives, offset local costs, and support programs such as training, equipment acquisition, technology improvements, and other specialized services. The department ensures that all grant funds are administered in compliance with applicable requirements and reporting standards.

The department works in coordination with regional, state, and federal partners to support mutual aid, emergency preparedness, and coordinated public safety responses.
Through these combined operations and programs, the Great Barrington Police Department remains committed to providing professional, impartial, and effective law enforcement services while maintaining transparency, accountability, and fiscal responsibility to the community.

Please visit the department webpage for more information
www.townofgbma.gov/160/Police-Department

FY26 Accomplishments

- ✓ Successfully attained Re-Accreditation in October by The Massachusetts Police Accreditation Commission (MPAC)
- ✓ 100% of Officers received 40 hour Crisis Intervention Team (CIT) training (20% is state recommended).
- ✓ Successful Re-Launch of the Mental Health Co-Responder Program after a gap due to funding.
- ✓ Continued our commitment to community outreach at events.
- ✓ Successfully secured $159k in grants to help fund our mission.



Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

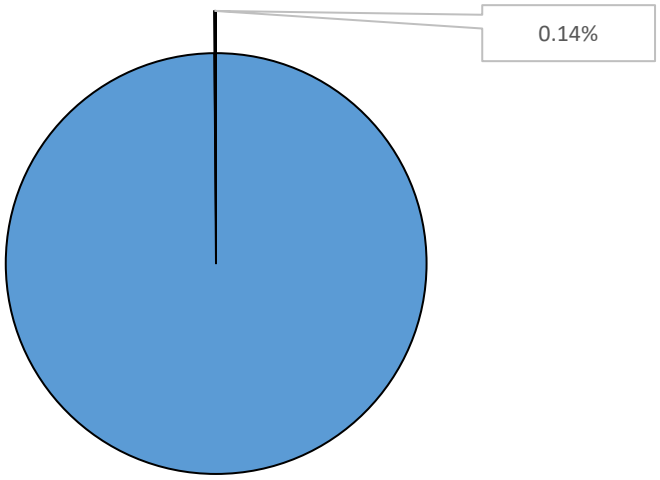
1. Continue to apply and be awarded Grant Funding to assist with continued equipment, tools, training and other valuable resources for the officers and community safety. **(SP: Public Health & Safety, Municipal Service Delivery)**

2. Investigative Training and Personnel to meet the growing demand in the role technology plays in crimes. Our seniors and youth continue to be vulnerable to scams and illegal activity through numerous tech platforms. **(SP: Public Health & Safety, Municipal Service Delivery)**

EMERGENCY MANAGEMENT DIVISION

DIVISION PURPOSE STATEMENT

The Emergency Management Division is responsible for protecting lives and property by being active and engaged with our state, federal and local partners, before, during and after a critical incident or natural disaster/weather related incident.



The Emergency Management Division comprises of 0.14% of the overall General Fund budget.

DIVISION DESCRIPTION OF SERVICES

The Chief of Police serves as The Emergency Management Director and is responsible for the development and maintenance of emergency plans, training and coordination with local, state and federal partners to serve the community during an emergency. This division works closely with Town DPW and Fire Dept as well as Massachusetts Emergency Management Agency (MEMA) and The Southern Berkshire Regional Emergency Planning Committee (SBREPC) working towards successful outcomes of our shared missions.

FY26 Accomplishments

- ✓ Successfully assisted the SBREPC with relocating all emergency supplies from Bard College at Simons Rock to the new site for a regional shelter at Berkshire South.
- ✓ Active participant with our partners with regular meetings, trainings and tabletop exercises.
- ✓ Successfully re-launched the new CodeRED platform and increased the number of resident subscribers.



Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Training an assistant EMD and other PD command staff members **(SP: Public Health & Safety, Municipal Service Delivery)**
2. Add a mobile Generator to equipment for emergency use at various locations. **(SP: Infrastructure & Assets, Public Health & Safety)**

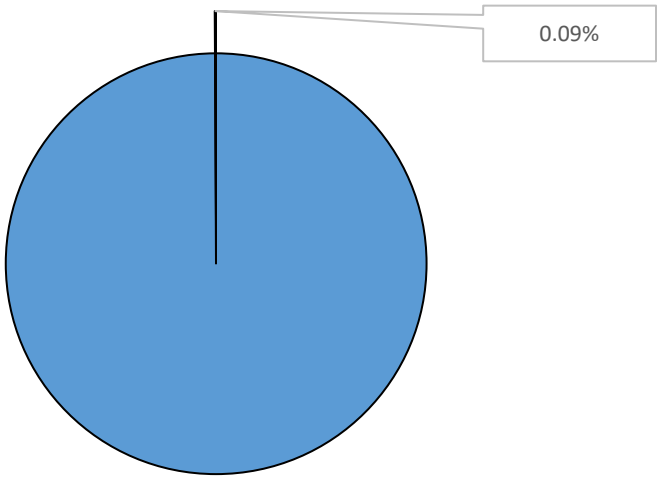
Long-Term:

1. Obtain funding to have generators at each town building **(SP: Infrastructure & Assets, Public Health & Safety)**

ANIMAL CONTROL DIVISION

DIVISION PURPOSE STATEMENT

Animal Control is under the direction of the Police Department. The primary function is to ensure the safety and welfare of both animals and humans. They aim to protect residents and animal populations, maintain order, prevent and address situations where animals might pose risks or suffer harm. Animal control officers enforce animal-related laws and ordinances.



The Animal Control Officer Division comprises of 0.09% of the overall General Fund budget.

DIVISION DESCRIPTION OF SERVICES

The Animal Control Officer(s) will respond to various calls from residents for loose, barking/nuisance, missing dogs and cats. They assist residents with wildlife and problem animal control issues by providing proper contacts to local PAC agents and MA Wildlife. ACO(s) assist the Town Clerk in licensing dogs by requiring residents to both license and vaccinate dogs. The ACO is required to notify all parties and issue citations for various violations of the Animal Control Bylaws. If required, they will appear in district court as needed for ACO citations that are not paid or have been appealed for various violations of the Animal Control Bylaws.

FY26 Accomplishments

- ✓ Fully trained 2 officers in Animal Control: Officer Troiano and Officer Reel were fully certified.



Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Long-Term:

1. Maintain certified ACO who respond to the animal control requests **(SP: Public Health & Safety)**

01210 POLICE - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51117	Police Chief	This is the salary for an existing position, and 2% increase is proposed for FY27.
51118	Deputy Chief (Captain)	This is the salary for an existing position, and 2% increase is proposed for FY27.
51120	Sergeants	This is the salary for existing positions, and 2% increase is proposed for FY27.
51121	Patrol Officers	This is the salary for existing positions, and 2% increase is proposed for FY27.
51122	Co-responder	This is the salary for an existing position, and 2% increase is proposed for FY27.
51123	Police Specials	This is the salary for existing positions, and 2% increase is proposed for FY27.
51125	Administrative Assistant	This is the salary for existing positions, and 2% increase is proposed for FY27.
51128	Community Outreach Officer	This existing line is being proposed with an 2% increase for FY27.
51131	Parking Control Officer	This existing line is being proposed with an 2% increase for FY27.
51300	Overtime	This existing line is being proposed with an 2% increase for FY27.
51302	Officer in Charge Pay	This existing line is being proposed with an 2% increase for FY27.
51410	Holiday Pay	This existing line is being proposed with an 2% increase for FY27.
51420	Longevity Pay	This line item reflects the accurate expenses associated with eligible employees in accordance with the Personnel Policy and Collective Bargaining.
51900	Education/Tuition	This existing line associated with contractual obligations. No changes are being proposed.
51910	Accreditation Stipend	No changes are being proposed.
51920	Uniform Allowance	A modest increase is being proposed to reflect inflation of expenses.
51930	Training	An increase is being proposed to reflect true costs of this line.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	This line covers maintenance for program related equipment within Police services that are non-Building/grounds related. An increase is being proposed to cover increased costs associated with inflation.
52900	Care of Prisoners	An increase is proposed to reflect true costs of this line.
53095	Interpreter Services	There are no changes proposed for this zeroed line.

53810	Events	An increase is being proposed to allow the Police Department to enhance Community Engagement through events including participation in National Night Out.
53820	Assessment Center (Sergeant)	An assessment was conducted in FY26, therefore this line is not necessary to fund FY27.
54200	Office Supplies	An increase is being proposed to reflect true costs of this line.
54201	Office Equipment	An increase is being proposed to reflect true costs of this line.
54202	Additional Equipment	An increase is being proposed to reflect true costs of needed equipment with anticipated inflation increases.
54800	Vehicular Supplies	An increase is being proposed to reflect true costs of needed equipment with anticipated inflation increases.
55840	Uniforms	A modest increase of $1,000 is being proposed in anticipation of inflation increases.
55850	Crime Prevention/Ammunition	An increase is being proposed to reflect true costs of needed equipment with anticipated inflation increases.
55860	Subscriptions	An increase is being proposed to reflect true costs of this line.
57100	Travel/Training	To support the Selectboard goals of professional development, it is essential to allow staff the option within their departmental budgets to be able to take trainings associated with their roles, to improve their skills sets and be able to learn from other similar services locally, regionally, on a state or even federal level. Therefore it is recommended increasing this line to $20,000 to allow flexibility and training support for the 20.5 FTE within this department.
57300	Dues & Memberships	There are no changes proposed for this line

Police Department: 01210

Account		Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51117	Police Chief	1	1	1	$ 128,710	$ 131,496	$ 53,499	$ 131,496	$ 134,126
51118	Deputy Chief (Captain)	1	1	1	-	120,575	46,197	120,575	$ 120,575
51120	Sergeants	2	2	2	295,481	252,521	80,663	272,583	$ 278,035
51121	Patrol Officers	15	15	15	1,063,276	1,136,664	465,553	1,116,603	$ 1,138,935
51122	Co-responder				-	-	-		
51123	Police Specials				-	-	-		
51125	Administrative Assistant	1	1	1	60,783	61,898	24,664	61,898	$ 63,136
51128	Community Outreach Officer				6,287	5,000	5,139	5,000	$ 5,000
51131	Parking Control Officer	0.5	0.5	0.5	17,899	20,000	6,739	20,000	$ 20,000
51300	Overtime				226,564	195,000	120,596	195,000	$ 198,900
51302	Officer in Charge Pay				132	-	-		
51410	Holiday Pay				79,932	58,000	21,339	58,000	$ 58,000
51420	Longevity Pay				5,100	5,950	5,950	5,950	$ 5,950
51900	Education/Tuition				10,447	10,500	3,720	10,500	$ 10,500
51910	Accreditation Stipend				4,000	4,000	4,000	4,000	$ 4,000
51920	Uniform Allowance				19,125	21,850	-	21,850	$ 21,850
51930	Training				84,951	65,000	15,403	65,000	$ 85,000
	TOTAL PERSONNEL:	**20.5**	**20.5**	**20.5**	**$ 2,002,686**	**$ 2,088,454**	**$ 853,464**	**$ 2,088,455**	**$ 2,144,006**
52450	Equipment Maint/Repairs				$ 3,667	$ 1,056	$ 585	$ 2,555	$ 3,000
52900	Care of Prisoners				1,119	750	648	1,150	$ 1,200
53095	Interpreter Services				-	-	-		
53810	Events				1,205	1,000	66	1,000	$ 5,000
53820	Assessment Center (Sergeant)				-	6,400	-		
54200	Office Supplies				6,825	5,080	2,617	6,080	$ 6,500
54201	Office Equipment				1,867	2,000	-	2,000	$ 3,000
54202	Additional Equipment				1,368	2,300	1,360	2,300	$ 2,500
54800	Vehicular Supplies				23,860	20,000	8,061	21,500	$ 25,000
55840	Uniforms				15,576	15,000	3,139	16,000	$ 16,000
55850	Crime Prevention/Ammunition				23,975	17,500	3,883	18,500	$ 25,000
55860	Subscriptions				11,475	9,000	9,641	9,000	$ 12,000
57100	Travel/Training				16,407	20,000	10,265	20,000	$ 20,000
57300	Dues & Memberships				2,623	4,000	2,690	4,000	$ 4,000
	TOTAL EXPENSES:				**$ 109,968**	**$ 104,086**	**$ 42,955**	**$ 104,085**	**$ 123,200**
	TOTAL BUDGET:				**$ 2,112,654**	**$ 2,192,540**	**$ 896,418**	**$ 2,192,540**	**$ 2,267,206**
	$ Increase/Decrease					$ (0)		$ 74,666	
	% Increase/Decrease					0.00%		3.41%	

Adam Carlotto, Interim Chief of Police **Date**

As of February 10, 2026

01230 EMERGENCY MANAGEMENT - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51107	EMD & Assist. EMD Stipend	There are no changes proposed for this line.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	There are no changes proposed for this line.
52700	Contracted Services	There are no changes proposed for this line.
54200	Office Supplies	A modest increase of $150 is proposed for supplies directly associated with this service and reflects true costs.
58500	Additional Equipment	There are no changes proposed for this line.

Emergency Management: 01230

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	EMD & Assist. EMD Stipend				$ 5,000	$ 5,000	$ 2,011	$ 5,000	$ 5,000
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 5,000**	**$ 5,000**	**$ 2,011**	**$ 5,000**	**$ 5,000**
52450	Equipment Maint/Repairs				$ 5,781	$ 6,500	$ 5,250	$ 6,500	$ 6,500
52700	Contracted Services				9,461	10,611	6,303	10,611	$ 10,611
54200	Office Supplies				439	350	56	350	$ 500
58500	Additional Equipment				1,871	2,000	1,419	2,000	$ 2,000
	TOTAL EXPENSES:				**$ 17,552**	**$ 19,461**	**$ 13,028**	**$ 19,461**	**$ 19,611**
	TOTAL BUDGET:				**$ 22,552**	**$ 24,461**	**$ 15,040**	**$ 24,461**	**$ 24,611**
						$ Increase/Decrease		$ -	$ 150
						% Increase/Decrease		0.00%	0.61%

Adam Carlotto, Interim Chief of Police **Date**

01292 ANIMAL CONTROL OFFICER - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51107	Animal Control Officer	There are no changes proposed for this line.

Expenses

Account	Account Name	Summary
53000	Professional Services	An increase is proposed due to increases in kennel boarding fees.
55800	Supplies	There are no changes proposed for this line.
57100	Travel/Training	There are no changes proposed for this line.
57300	Dues and Membership	There are no changes proposed for this zeroed line.

Animal Control Officer: 01292

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	Animal Control Officer				$ 6,769	$ 8,000	$ 3,065	$ 8,000	$ 8,000
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 6,769**	**$ 8,000**	**$ 3,065**	**$ 8,000**	**$ 8,000**
53000	Professional Services				$ -	$ 1,000	$ -	$ 1,000	$ 5,000
55800	Supplies				-	500	-	500	$ 500
57100	Travel/Training				-	2,500	-	2,500	$ 2,500
57300	Dues and Membership				-	-	-		
	TOTAL EXPENSES:				**$ -**	**$ 4,000**	**$ -**	**$ 4,000**	**$ 8,000**
	TOTAL BUDGET:				**$ 6,769**	**$ 12,000**	**$ 3,065**	**$ 12,000**	**$ 16,000**
							$ Increase/Decrease	$ -	$ 4,000
							% Increase/Decrease	0.00%	33.33%

Adam Carlotto, Interim Chief of Police

Date

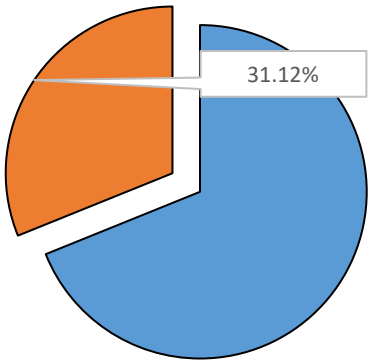
As of February 10, 2026

BUILDING INSPECTOR

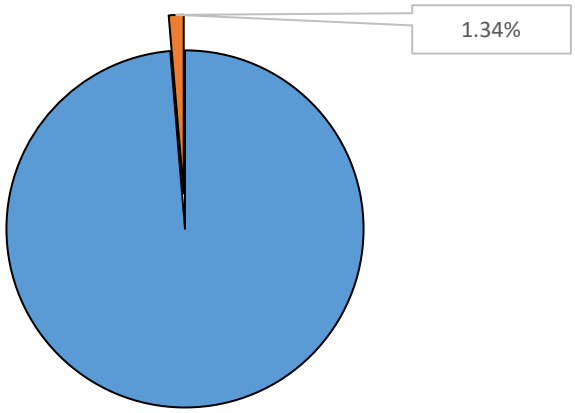
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Building Inspector Services comprises of 1.34% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Starting October 1, 2024 the Building Department became a shared service in the Towns of Lee, Lenox, Great Barrington & Stockbridge.

The Building Department provides efficient and streamlined permitting services for properties in Great Barrington. The office issues permits, performs inspections, provides inspection information, and maintains records and reports. The office provides zoning interpretation, determines applicability, and inspects and certifies existing buildings.

The Building Inspector and his staff maintain a rapport with local business owners, builders, contractors, and residents, with emphasis on areas of Main Street, sidewalk signage, and the abatement of vacant structures. The office provides a critique of all buildings and various other permit submittals for compliance with all city and state regulations, with a public safety focus. This department also coordinates inspection reviews with appropriate town officials.

The office is tasked with enforcement of the State Building Code 780 CMR, The Architectural Access Board (AAB) 521 CMR, and any other state statutes, rules, regulations, or ordinances and bylaws that empower the Building Inspector.

Please visit the department webpage for more information
www.townofgbma.gov/161/Building-Department

01241 BUILDING INSPECTOR - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51107	Building Inspector	Due to the regionalization of this service, the costs are reflected in the Contracted Services within Expenses.
51108	Assistant Inspector	Due to the regionalization of this service, the costs are reflected in the Contracted Services within Expenses.
51113	Clerk	Due to the regionalization of this service, the costs are reflected in the Contracted Services within Expenses.
51420	Longevity Pay	Due to the regionalization of this service, the costs are reflected in the Contracted Services within Expenses.

Expenses

Account	Account Name	Summary
52000	Contracted Services	There are no changes proposed for this line.
52411	Property Security/Safety	There are no changes proposed for this line.
52450	Vehicle Maintenance	There are no changes proposed for this zeroed line.
54200	Office Supplies	There are no changes proposed for this zeroed line.
57100	Travel/Training	There are no changes proposed for this zeroed line.
57300	Dues & Memberships	There are no changes proposed for this zeroed line.

Building Inspector: 01241

Account	Account Name	Positions FY26	FY27 REQ	FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51107	Building Inspector	1			$ 123,890	$ -	$ -	$ 123,890	
51108	Assistant Inspector	3			222,012	-	-	222,012	
51113	Clerk	0			-	-	-		
51420	Longevity Pay				-	-	-		
	TOTAL PERSONNEL:	**4**	**0**	**0**	**$ 345,902**	**$ -**	**$ -**		**$ -**
52000	Contracted Services				53,666	235,000	40,732	235,000	$ 235,000
52411	Property Security/Safety				-	2,400	-	2,400	$ 2,400
52450	Vehicle Maintenance				-	-	-		
54200	Office Supplies				1,932	-	-		
57100	Travel/Training				16,712	-	-		
57300	Dues & Memberships				320	-	-		
	TOTAL EXPENSES:				**$ 72,630**	**$ 237,400**	**$ 40,732**	**$ 237,400**	**$ 237,400**
	TOTAL BUDGET:				**$ 418,532**	**$ 237,400**	**$ 40,732**	**$ 237,400**	**$ 237,400**

$ Increase/Decrease $ - $ -

% Increase/Decrease 0.00% 0.00%

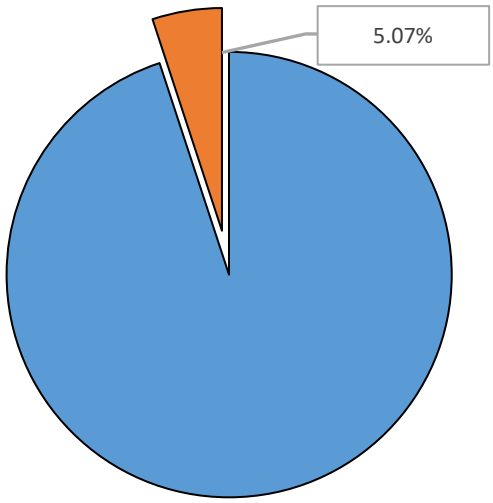
Liz Hartsgrove, Town Manager **Date**

FIRE DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Fire Department provides life safety and critical infrastructure protection for the Town of Great Barrington through fire prevention and education, training for and responding to emergency incidents.

% of the FY27 Total General Fund Budget



The Fire Department comprises, in total, of 5.07% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

Members of the Great Barrington Fire Department are held to a very high standard by the public, but the highest standard of service is the one we have set for ourselves. The membership of the fire department expects unyielding professionalism and personal accountability from everyone, in every aspect of our performance. These values represent the most distinguishing factors related to our commitment to excellent public service.

The Fire Department is responsible for protecting life, property, and the environment through a comprehensive approach that includes emergency response, fire prevention, and regulatory enforcement. The Department provides fire suppression services, emergency medical services, technical rescue operations, hazardous materials incident mitigation, and coordinated disaster response for the community.

In addition to emergency operations, the Fire Department plays a critical role in fire prevention and public safety through the enforcement of state fire codes and regulations. The Department conducts plans review and fire

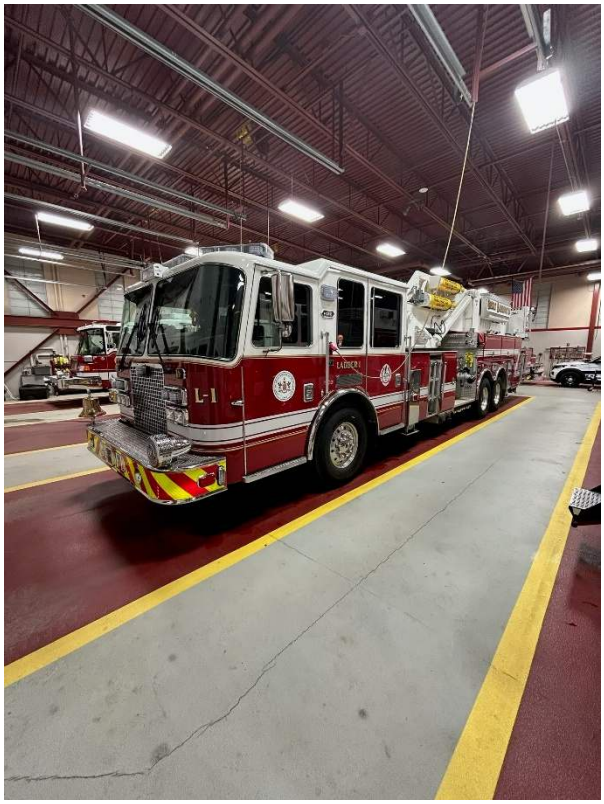
safety inspections to ensure compliance with Massachusetts General Laws Chapter 148 and 527 CMR 1.00, the Massachusetts Comprehensive Fire Safety Code. These activities are essential to reducing fire risk, improving building safety, and ensuring safe occupancy of residential, commercial, and institutional properties.

The Department maintains required records, incident reports, and regulatory documentation to support compliance, accountability, and effective operational planning. Through a combination of emergency response readiness, prevention efforts, and regulatory oversight, the Fire Department provides essential public safety services that safeguard residents, businesses, and visitors while supporting the Town's overall emergency preparedness and resilience.

Please visit the department webpage for more information
www.townofgbma.gov/332/Fire-Department

Division Descriptions

Administration



The Administration Division provides leadership, oversight, and organizational support necessary to ensure the Fire Department operates efficiently, safely, and in compliance with all applicable laws, regulations, and professional standards. This division is responsible for master planning and long-term strategic planning to guide departmental priorities, capital needs, staffing, and service delivery.

Administrative functions include records and personnel management, financial administration, budget development and oversight, payroll coordination, grant administration, scheduling, and human resource management. The division oversees recruitment, hiring, training coordination, and retention efforts to maintain a qualified and sustainable workforce. Administration also manages incident reporting review, regulatory documentation, and internal controls to support accountability and transparency.

In addition, the Administration Division plays a critical role in emergency incident management and overall departmental readiness. Responsibilities include training and education coordination, occupational safety and health oversight, risk management, and compliance with workplace safety standards. Through these functions, Administration ensures the Department remains operationally prepared, fiscally responsible, and aligned with the Town's broader public safety goals.

Fire Prevention

The Fire Prevention Division is responsible for reducing fire risk and enhancing life safety through code enforcement, inspections, plan review, and public education. This division enforces Massachusetts General Laws and applicable state fire codes as they relate to fire prevention, including 527 CMR 1.00, the Massachusetts Comprehensive Fire Safety Code.

Fire Prevention conducts plan reviews for new construction, renovations, changes of use, and the installation or modification of fire protection systems to ensure compliance with state codes and approved standards. The division performs fire safety inspections of residential, commercial, and institutional properties to verify safe conditions, proper system operation, and adherence to regulatory requirements.

Public education is a core component of the Fire Prevention Division's mission. Through outreach, education programs, and community engagement, the division promotes fire safety awareness, injury prevention, and preparedness, supporting proactive risk reduction and safer community outcomes.

Operations

The Operations Division is responsible for the delivery of all emergency response services and oversees the Department's day-to-day operational readiness. This includes fire suppression, emergency medical services, technical rescue, hazardous materials response, and coordinated disaster response.

Operations manages emergency response strategies and tactics, ensuring personnel are trained, equipped, and prepared to respond effectively to a wide range of incidents. The division oversees communications, dispatch coordination, and the integration of technology that supports situational awareness, response efficiency, and responder safety.

The Operations Division also ensures the readiness and maintenance of apparatus, equipment, and response systems, while coordinating staffing and deployment to meet community needs. Through continuous training, operational planning, and evaluation, the division maintains a high level of service delivery and supports the Department's mission to protect life, property, and public safety.

FY26 Accomplishments

- ✓ In 2025 the department accomplished several goals related to emergency operations and incident safety and support. Part of the goals of the chief were to update the Operations Manual, Mutual Aid Run Cards and after suggestions from several members, to update our portable radio inventory as well as add an Incident Support Unit.

- ✓ The updating our portable radio inventory and building the Incident Support Unit have been completed whereas the Operations Manual and Mutual Aid Run Cards are still a work in progress.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Develop Strategic Plan **(SP: Public Health & Safety, Municipal Service Delivery)**

Long-Term:

1. Increase staffing of Headquarters **(SP: Public Health & Safety, Municipal Service Delivery)**
2. Continue development of Operations Manual. **(SP: Public Health & Safety, Municipal Service Delivery)**

01220 FIRE - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51113	Clerical	This salary is for an existing position which is split between the Fire Department and Council on Aging, This line reflects 50% of the total amount that supports the position and includes a proposed 2% increase for FY27.
51117	Fire Chief	This is a salary for an existing position, which is strongly being recommended increasing to $125,000, a salary comparable to similar graded positions with the organization with equitable responsibilities.
51127	Call Firefighters	This existing line is being proposed with an 2% increase for FY27.
51129	Firefighters	Contracts for FY26 – FY28 have yet to be settled and ratified, therefore this line item is a placeholder for anticipated costs of increases for the current FY, as well as anticipated 2% increase for FY27.
51300	Overtime	This existing line is being proposed with an 2% increase for FY27.
51410	Holiday Pay	This existing line is being proposed with an 2% increase for FY27.
51420	Longevity Pay	This line item reflects the accurate expenses associated with eligible employees in accordance with the Personnel Policy.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	There are no changes being proposed for this line, which funds costs associated with maintenance and repairs to equipment for the Fire Department.
52700	Communications	There are no changes to this line item which funds the Communications software used for callouts and coordination of personnel.
53042	EMS Licensing	This pays for the EMS certification of 9 staff members. This certification is critical to ensure that first responders on site can attend an emergency until additional support arrives.
53074	Equipment Testing	There are no changes to this line item which funds the required testing of fire equipment.
53800	Hydrant Rentals	There is no recommended change to this line, which pays the town's contractual obligations to both water districts for use of the hydrants.
53815	Laundry Services	This line was a minor expense in FY25 and not funded in FY26. As this expense is within the Enhanced Service Grant recommendations to purchase a washer and dryer for personnel to properly care for day-wear uniforms.
54200	Office Supplies	There are no changes to this line item.
54800	Vehicular Supplies	This line was zeroed out since FY25, and no changes are being recommended for FY27.

55810	Firefighting Supplies	There are no changes to this line item as it is a critical service needing full capacity for the Chief's ability to keep adequate supplies.
55811	Fire Prevention	This line was zeroed out since FY26, and no changes are being recommended for FY27.
55840	Uniforms	Adequate funding is recommended for uniforms within this departments, in anticipation of contractual obligations.
55860	Subscriptions	This line was zeroed out since FY26, and no changes are being recommended for FY27.
57100	Travel/Training	An increase is recommended to cover necessary training and travel for this department.
57300	Dues & Memberships	An increase is recommended to cover necessary dues and memberships for this department.

Fire Department: 01220

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51113	Clerical	0.5	0.5	0.5	$ 24,136	$ 24,666	$ 4,116	$ 24,666	$ 25,159
51117	Fire Chief	1	1	1	110,762	113,516	50,328	113,516	$ 125,000
51127	Call Firefighters				98,472	160,000	27,395	160,000	$ 163,200
51129	Firefighters	4	4	4	284,790	282,859	116,173	282,859	$ 288,516
51300	Overtime				80,553	65,000	17,328	65,000	$ 66,300
51410	Holiday Pay				20,289	16,250	3,298	16,250	$ 16,575
51420	Longevity Pay				900	900	900	900	$ 900
	TOTAL PERSONNEL:	**5.5**	**5.5**	**5.5**	**$ 619,903**	**$ 663,191**	**$ 219,539**	**$ 663,191**	**$ 685,651**
52450	Equipment Maint/Repairs				$ 58,624	$ 72,000	$ 8,234	$ 72,000	$ 72,000
52700	Communications				4,130	4,000	-	4,000	$ 4,000
53042	EMS Licensing				460	1,000	-	1,000	$ 1,000
53074	Equipment Testing				12,475	17,000	381	17,000	$ 17,000
53800	Hydrant Rentals				122,556	116,478	41,882	116,478	$ 116,478
53815	Laundry Services				165	-	-		
54200	Office Supplies				2,173	1,000	61	1,000	$ 1,000
54800	Vehicular Supplies				-	-	-		
55810	Firefighting Supplies				13,126	20,000	6,940	20,000	$ 20,000
55811	Fire Prevention				1,066	-	-		
55840	Uniforms				1,879	4,000	255	4,000	$ 4,000
55860	Subscriptions				1,084	-	-		
57100	Travel/Training				9,446	9,000	873	9,000	$ 10,000
57300	Dues & Memberships				1,605	2,000	1,290	2,000	$ 2,000
	TOTAL EXPENSES:				**$ 228,789**	**$ 246,478**	**$ 59,917**	**$ 246,478**	**$ 247,478**
	TOTAL BUDGET:				**$ 848,692**	**$ 909,669**	**$ 279,456**	**$ 909,669**	**$ 933,129**
					$ Increase/Decrease	$ -		$ 23,460	
					% Increase/Decrease	0.00%		2.58%	

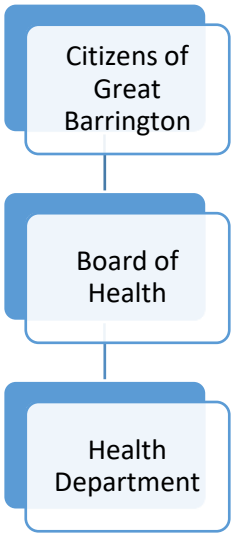
Scott Turner, Fire Chief _____ **Date**

As of February 10, 2026

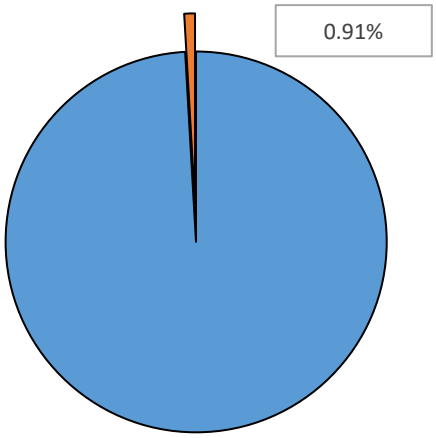
HEALTH DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Health Department is here to ensure the minimum standards of public health are met within the Town of Great Barrington. The Health Department Staff are Agents of the Board of Health who enforce State and Local regulations on their behalf. While out in the community we act as educators and ambassadors of the Town. Our role is to first inform the business or resident of the requirements and then provide practical guidance on the implementation of the Minimum Standards of Sanitization. Our primary focus is to fairly enforce State and Local public health regulations and therefore maintain clean waterways, healthy homes and camps, and a safe dining experience in our town.



% of the FY27 Total General Fund Budget



The Health Department, in total, comprises of 0.91% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

We strive to maintain the minimum public health standards as set by either the Great Barrington Board of Health and the State Department of Public Health. It is our job to fairly enforce these regulations and codes.

The Health Department provides timely permitting services to businesses, fair and educational inspectional services to ensure regulatory compliance, and polite customer service to all. We believe that enhancing availability and access to supportive public health services helps all residents quality of life. Therefore, The Health Agent and Inspector participate in regional organizing to bolster public health resources in our municipality. We also ensure livestock and stables meet State and Local Regulations through the work of the Animal Inspector. The Health Department acts on behalf of the three-member elected Board of Health. The Board of Health sets annual priorities and goals and it is the role of the Health Department staff to achieve or report on these annual priorities. The Health Agent works closely with the BOH Chair to organize and prepare for the monthly Board of Health meetings.

Please visit the department webpage for more information
www.townofgbma.gov/340/Health-Department

FY26 Accomplishments

- ✓ In 2025, the Health Department prioritized increased engagement at the state and regional level by actively participating in public health infrastructure organizations, including the Berkshire County Boards of Health Association and the Western Massachusetts Public Health Association. By the end of 2025, this effort resulted in election to the Berkshire County Boards of Health Association Governing Board, active membership in the Western Massachusetts Public Health Association, appointment by the Department of Public Health Commissioner to both the Special Commission on Public Health and the Commission for Local Public Health, and participation in the Massachusetts Health Officers Association taskforce focused on developing workforce standards and training for local public health officials. These roles have expanded the Health Department's understanding of statewide public health systems and strengthened Great Barrington's voice in regional and state-level public health planning and policy development.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Assist the Board of Health in Developing Local Public Health Nuisance Regulations **(SP: Public Health & Safety)**

2. Improve Sharps Kiosk Usage. **(SP: Public Health & Safety)**

Long-Term:

1. Health Inspector Sustainability **(SP: Municipal Service Delivery)**



01511 HEALTH - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51129	Health Agent	This is a salary for an existing position, which is strongly being recommended increasing from $71,800 to $80,000, a salary comparable to similar graded positions with the organization with equitable responsibilities.
51130	Health Inspector	This is a salary for an existing position, which is strongly being recommended increasing from $58,801 to $63,000, a salary comparable to similar graded positions with the organization with equitable responsibilities.
51131	Animal Inspector	This is a stipend for services conducted by current staff.
51420	Longevity	This line item reflect the accurate expenses associated with the one eligible employee in accordance with the Personnel Policy.

Expenses

Account	Account Name	Summary
52700	Contracted Services	This line funds the Public Nurse services for flu clinics and other services outlined in contracted services.
57100	Travel/Training	It is recommended that an increase in this line be funded to adequately support both full-time health staff members to attend necessary training that will, in return, better serve the community.
57300	Dues & Memberships	This is a zero-line item, with no recommended changes proposed.
57800	Supplies	A slight increase is being recommended for this line to reflect true costs of services within supplies, which the needle exchange program expenses is paid from.

Health Department: 01511

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51129	Health Agent	1	1	1	$ 64,100	$ 71,745	$ 28,698	$ 71,745	$ 80,000
51130	Health Inspector	1	1	1	55,238	58,801	14,860	58,801	$ 63,000
51131	Animal Inspector				985	1,000	62	$1,000.00	$ 1,000
51420	Longevity				300	300	300	400	$ 400
	TOTAL PERSONNEL:	**2**	**2**	**2**	**$ 120,622**	**$ 131,846**	**$ 43,919**	**$ 131,946**	**$ 144,400**
52700	Contracted Services				$ 9,893	$ 12,200	$ 1,815	$ 10,961	$ 10,961
57100	Travel/Training				1,196	2,000	78	2,000	$ 4,000
57300	Dues & Memberships				-	-	-		
57800	Supplies				1,955	1,200	387	1,200	$ 2,000
	TOTAL EXPENSES:				**$ 13,044**	**$ 15,400**	**$ 2,281**	**$ 14,161**	**$ 16,961**
	TOTAL BUDGET:				**$ 133,665**	**$ 147,246**	**$ 46,200**	**$ 146,107**	**$ 161,361**
					$ Increase/Decrease		$ (1,139)		$ 14,115
					% Increase/Decrease		-0.77%		9.59%

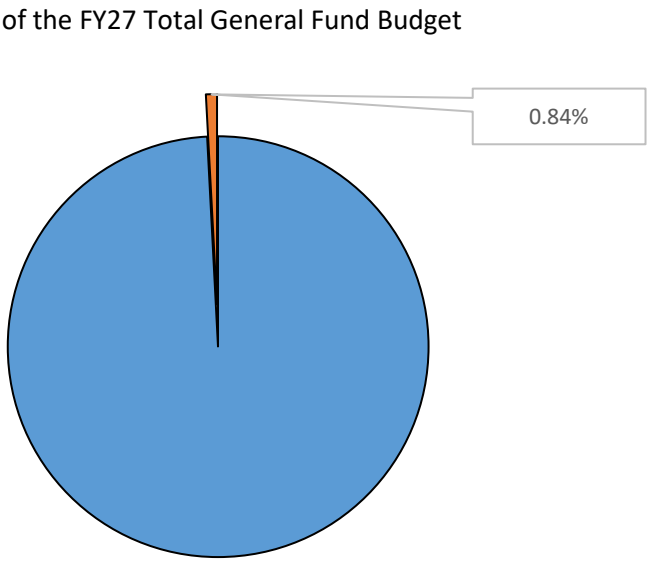
Rebecca Jurczyk, Health Agent **Date**

As of February 10, 2026

COUNCIL ON AGING DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

Our purpose is to provide recreation, nutrition, education and entitlement assistance to our seniors and build an inclusive, intergenerational community of friends and neighbors.



The Council on Aging Department, without funds that supplement Transportation, comprises of .84% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

The Council on Aging (COA) plays a central role in supporting the health, independence, and overall well-being of Great Barrington's senior population through direct services, community partnerships, and inclusive programming.

The COA Director provides leadership and oversight of all senior services and programs, maintaining strong working relationships with a broad network of community partners and service providers that support seniors' basic needs, housing stability, health, nutrition, and social connection. These partnerships include, but are not limited to, Elder Services, the Brown Bag Program, Great Barrington Housing Authority, Construct, AARP Foundation Tax Aide, Volunteers in Medicine, Community Health Programs (CHP), the Southern Berkshire Public Health Collaborative, local food pantries, and the Massachusetts Council on Aging.

The Director maintains regular communication and collaboration with other Councils on Aging throughout Berkshire County and participates in monthly TRIAD meetings to address senior safety, wellness, and community concerns. The Director also attends monthly COA Board meetings and ensures alignment between policy direction, programming, and service delivery.

A core responsibility of the department is the development and delivery of programming that actively engages seniors and fosters connection, wellness, and lifelong learning. This includes exercise and wellness classes, arts and cultural programming, educational offerings, and congregate meals, which provide both nutritional support and important social interaction.

The Director provides ongoing staff training and conducts regular staff and kitchen volunteer meetings to ensure high-quality, consistent service delivery. Clear and consistent communication with Town employees, Senior Tax Work-Off participants, and volunteers ensures all individuals supporting the Senior Center are well-informed and able to respond effectively to the needs of seniors.

In addition to program oversight, the Director works directly with seniors on an individual basis to assist with navigating and completing applications for fuel assistance, transitional assistance, RMV services, housing programs, and other essential supports. The Director also serves as a point of contact for family members and community residents who are concerned about the physical or mental well-being of seniors, helping connect them with appropriate resources and services.

The COA maintains an equipment lending programming offering those that need it: wheel chairs, canes, walkers, trifold, commodes and shower chairs dependent upon availability. These items are on a first come first serve basis and when the senior is done with the piece of equipment it is returned to the center to be available for the next senior's needs.

The COA extends outreach beyond the Senior Center by coordinating monthly Brown Bag food distributions, delivering donated bread from Big Y, and distributing newsletters to residents of Flag Rock, ensuring access to food and information for seniors who may face mobility or transportation barriers.

The Administrative Assistant supports the department's daily operations and communications by managing vouchers, maintaining and updating the COA website and the department's page on the Town's website, assisting with the creation and distribution of the monthly printed and Mailchimp newsletters, updating information in the My Senior Center kiosk, and helping facilitate smooth transitions between programs and classes through space setup and coordination.

The Outreach Coordinator serves as a primary point of contact for seniors, handling incoming calls during scheduled hours, managing lunch and program reservations, and making reminder calls for appointments and services such as the monthly foot nurse, SHINE counseling, and technology assistance. This role is critical to ensuring seniors remain informed, engaged, and able to access services reliably.

Together, the COA staff and volunteers provide coordinated, compassionate, and responsive services that support seniors' independence, promote community connection, and enhance quality of life for older residents of Great Barrington.

Please visit the department webpage for more information
www.townofgbma.gov/252/Council-on-Aging

FY26 Accomplishments

- ✓ 90s Celebration ~ we had our annual celebration of our citizens who are 90 and over. With a list from the Town Clerk's office (via the current census) we invited over 80. The attendance for the event reached 69 which was a record of us and we had several guests of honor that had never visited us before. This year Elder Services prepared the meal which saved us the cost of making the lunch. It was lovely to have seniors sitting together that had gone to grammar school together. It was a perfect event. Many of the events we have here ensure that our seniors have a high quality of life which community gatherings accomplish.



- ✓ One of the goals for this year was to create intergenerational programming. We had an opportunity to welcome a group of six of our Great Barrington Police Department to help with one of our annual cookouts. It was wonderful for the seniors to connect with our newest generation of police officers. We had 52 people present out in our backyard.



- ✓ One of the goals for this year was to bring Extra Special Teas to the senior center more than once a year. We have had 3 events with them this year. I feel this is an important collaboration for us as well as these lovely individuals.

- ✓ Recognizing that meal-based programming significantly increases participation, the department expanded its food service offerings, resulting in a 100–200% increase in attendance. The department successfully secured MCOA grant funding to purchase a commercial salad bar and refrigerator/freezer, expanding food storage capacity and enabling a greater number of meals to be prepared in-house for seniors.

- ✓ To improve operational efficiency, the department, in collaboration with the COA Board, identified the need for on-site laundry capabilities and purchased an apartment-sized washer and dryer. This improvement allows laundry to be completed on site during non-program hours, resulting in more efficient use of staff time and improved daily upkeep of the Senior Center.

- ✓ Increased daily attendance through expanded programming, enhanced meal offerings, and targeted outreach, resulting in greater utilization of the Senior Center and stronger community engagement.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Produce more vegetables in our raised beds this year for our in-house lunches. **(SP: Sustainability & Environment, Municipal Service Delivery)**

2. Obtain additional 'guest chefs' to prepare meals in house. **(SP: Sustainability & Environment, Municipal Service Delivery)**

Long-Term:

1. Increase number of 55 yr to 65 yr old seniors **(SP: Sustainability & Environment, Municipal Service Delivery)**

2. Obtain a vehicle to transport seniors to art/cultural events to enrich their lives. **(SP: Municipal Service Delivery)**

01541 COUNCIL ON AGING - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51106	COA Director	This is the salary for an existing position, and 2% increase is proposed for FY27.
51109	Van Drivers	100% of this line funds South County Connector driver salaries budget.
51113	Administrative Assistant	This salary is for an existing position which is split between the Fire Department and Council on Aging, This line reflects 50% of the total amount that supports the position and includes a proposed 2% increase for FY27.
51115	Custodian	There are no changes proposed for this zeroed line.
51128	Outreach Salaries	The FY26 budget had longevity for an employee no longer with the organization, therefore the FY27 budget has been adjusted to reflect the accurate expenses associated with the one eligible employee.
51420	Longevity Pay	This line item reflect the accurate expenses associated with the one eligible employee in accordance with the Personnel Policy.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	This line covers maintenance for program related equipment within the Council on Aging that are non-Building/grounds related. No changes to this line item is being proposed.
52700	Transportation	100% of this line is used for the South County Connector – repairs, vehicle service, fuel and other related expenses.
53810	Activities	As the senior population continues to increase, as well as costs associated with running activities, it is being recommended that this line be increased from $7,176 to $8,500 to allow some additional flexibility.
54200	Office Supplies	As the senior population continues to increase, it is being recommended that this line be increased from $1,250 to $1,500 to allow the staff to do more with the office related support services.
57100	Travel/Training	It is being recommended this line item is increased to $1,500 to provide COA staff access to trainings and conferences in order so that services remain up to date in supporting the multiple generations within this age membership of the community.
57300	Dues & Memberships	It is recommended that this line be slightly increased to cover dues and membership costs.

Council on Aging: 01541

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51106	COA Director	1	1	1	$ 72,073	$ 73,951	$ 29,580	$ 73,951	$ 80,000
51109	Van Drivers - TRANSIT				94,962	85,000	35,993	85,000	$ 85,000
51113	Administrative Assistant	0.5	0.5	0.5	26,967	27,539	7,227	27,539	$ 28,090
51115	Custodian				8,712	10,538	1,668	-	
51128	Outreach Salaries				17,456	19,335	5,568	19,335	$ 25,000
51420	Longevity Pay				300	300	300	300	
	TOTAL PERSONNEL:	**1.5**	**1.5**	**1.5**	**$ 220,470**	**$ 216,663**	**$ 80,336**	**$ 206,125**	**$ 218,090**
52450	Equipment Maint/Repairs				$ 2,894	$ 3,000	$ 1,214	$ 3,000	$ 3,000
52700	Transportation				10,291	10,000	1,906	10,000	$ 10,000
53810	Activities				4,839	7,176	2,038	7,176	$ 8,500
54200	Office Supplies				740	2,000	467	2,000	$ 2,000
57100	Travel/Training				1,173	1,250	1,288	1,300	$ 1,500
57300	Dues & Memberships				727	728	727	727	$ 800
	TOTAL EXPENSES:				**$ 20,665**	**$ 24,154**	**$ 7,640**	**$ 24,203**	**$ 25,800**
	TOTAL BUDGET:				**$ 241,135**	**$ 240,817**	**$ 87,976**	**$ 230,328**	**$ 243,890**
						$ Increase/Decrease	$ (10,489)	$ 3,073	
						% Increase/Decrease	-4.36%	1.28%	

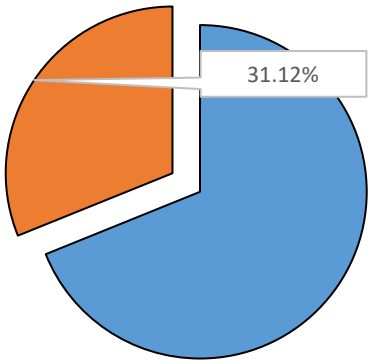
Joan Peters, COA Director **Date**

COMMUNITY SERVICES

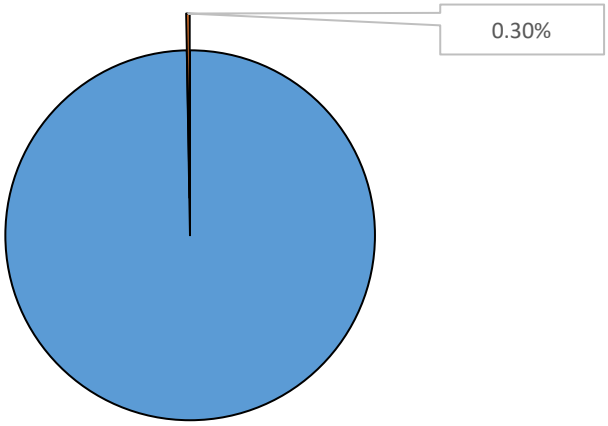
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Community Service comprises of 0.30% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Community Service, or Human Service, budgets in municipalities support local nonprofit organizations and service providers that deliver essential programs addressing community needs beyond direct municipal operations. These funds typically assist services such as food insecurity relief, housing stability, elder and youth services, mental health and substance-use supports, domestic violence prevention, disability services, and other social supports, helping ensure residents have access to critical resources while leveraging community-based expertise and partnerships.

Funding decisions are guided by the values and priorities of the community, focusing on equity, well-being, and ensuring residents have access to essential social supports through trusted local partnerships.

01528 COMMUNITY SERVICES - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated within this account.

Expenses

Account	Account Name	Summary
52710	American Legion Lease	There are no changes proposed for this line.
52711	VFW Lease	There are no changes proposed for this line.
57800	Human Services	There are no changes proposed for this zeroed line.

Community Services: 01528

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
52710	American Legion Lease				**$ -**	**$ -**	$ -	$ 23,000	$ 23,000
52711	VFW Lease				**$ -**	**$ -**	$ -	$ 30,000	$ 30,000
57800	Human Services				$ -	$ -	$ -		
	TOTAL EXPENSES:				**$ -**	**$ -**	**$ -**	**$ 53,000**	**$ 53,000**
	TOTAL BUDGET:				**$ -**	**$ -**	**$ -**	**$ 53,000**	**$ 53,000**
						$ Increase/Decrease		$ 53,000	$ 53,000
						% Increase/Decrease		0.00%	0.00%

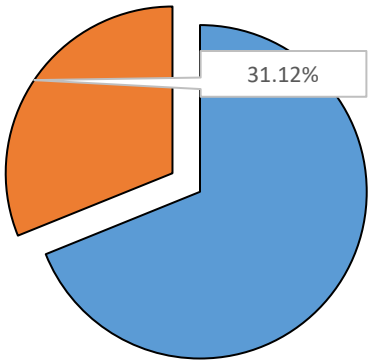
Liz Hartsgrove, Town Manager **Date**

VETERAN SERVICES

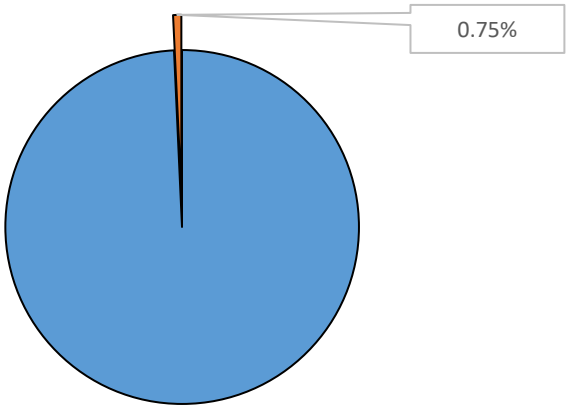
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



Veteran Services comprises of 0.75% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Veterans' Services for the Town of Great Barrington are provided through a **regional Veterans Agent**, with the Town funding its proportional share of the position. The Veterans Agent delivers direct assistance, advocacy, and benefits administration to veterans and their families residing in Great Barrington and participating communities.

The Veterans Agent supports eligible veterans by providing information, referrals, and assistance with state and federal benefits, including financial assistance, healthcare access, housing support, employment resources, and educational benefits. Services also include support for surviving spouses and dependents, as well as guidance on burial benefits and memorial services.

Core responsibilities include administration of benefits under Massachusetts General Laws, coordination with the Massachusetts Department of Veterans' Services, the U.S. Department of Veterans Affairs, and other service providers, and advocacy on behalf of veterans to ensure they receive all benefits and services to which they are entitled.

The Veterans Agent also provides outreach and case management services, helping veterans and families navigate complex systems, complete required applications, and address emergent needs. Regional service delivery allows for professional expertise, consistent service levels, and cost-effective administration while ensuring local access and responsiveness for Great Barrington residents.

Through participation in the regional Veterans Services program, the Town supports veterans and their families with compassionate, knowledgeable, and legally compliant services while efficiently leveraging shared resources across communities.

Please visit the department webpage for more information
www.townofgbma.gov/613/Veterans-Services

01543 VETERAN AFFAIRS - FY27 BUDGET REVIEW

Personnel

Technically, there are no direct Town related personnel expenses associated within this account.

Expenses

Account	Account Name	Summary
52710	American Legion Lease	This line has been relocated to "Community Services" as it is not associated with state and federal mandated services and functions overseen by the Veterans Agent.
52715	VFW Lease	This line has been relocated to "Community Services" as it is not associated with state and federal mandated services and functions overseen by the Veterans Agent.
54300	Gravestone Honors	There are no changes proposed for this line.
57700	Veterans' Benefits	A shift of $5000 has been taken from this line and placed with the District assessment that funds the wages for the Veterans Agent. This shift does not reduce any benefits to veterans, as the budget has enough cushion to provide a needed increase to the Agent and costs associated with the services.
57701	Veterans' District	As outlined above, this line has $5000 reallocated funds to provide the Agent needed increases to the District's operations.

Veterans' Affairs: 01543

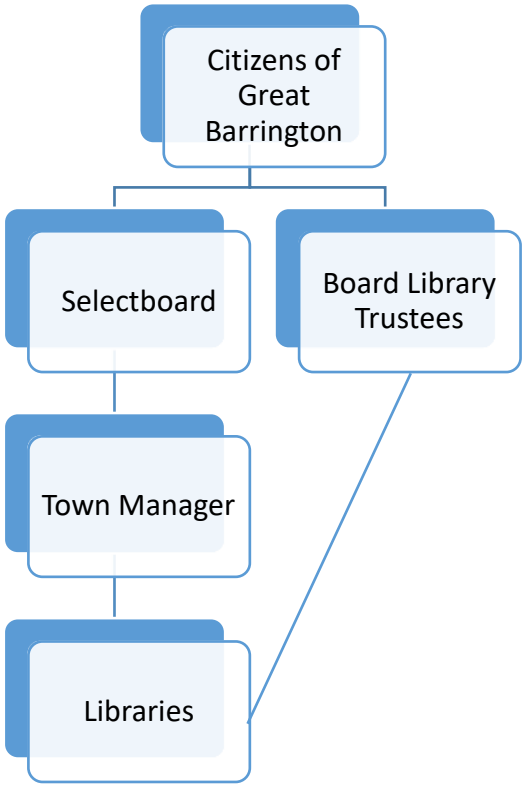
Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
52710	American Legion Lease				$ 23,000	$ 23,000	$ 5,750	$ -	
52715	VFW Lease				30,000	30,000	15,000	-	
54300	Gravestone Honors				5,340	5,500	-	5,500	$ 5,500
57700	Veterans' Benefits				45,535	70,000	13,890	65,000	$ 65,000
57701	Veterans' District				52,929	56,242	56,241	61,242	$ 61,242
	TOTAL EXPENSES:				**$ 156,804**	**$ 184,742**	**$ 90,881**	**$ 131,742**	**$ 131,742**
	TOTAL BUDGET:				**$ 156,804**	**$ 184,742**	**$ 90,881**	**$ 131,742**	**$ 131,742**
						$ Increase/Decrease	$ (53,000)	$ (53,000)	
						% Increase/Decrease	-28.69%	-28.69%	

Liz Hartsgrove, Town Manager **Date**

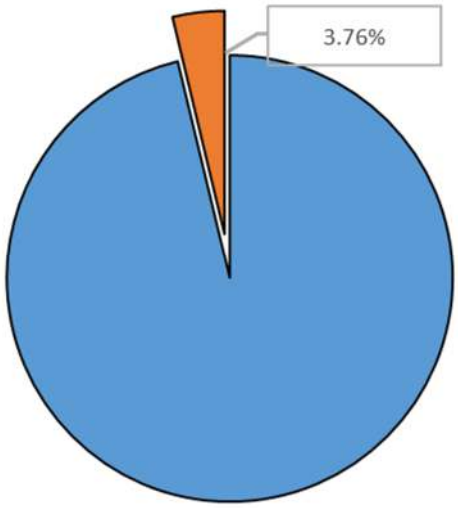
LIBRARIES DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

Great Barrington Libraries are dedicated to providing welcoming spaces, quality resources, and lifelong learning opportunities to all members of the community without judgment or qualification. In both Downtown and Housatonic locations, the Libraries provide comfortable areas for study and work; technology and the support needed to use it; and access to a collection of physical and digital reading materials, research databases, tools, toys, and entertainment. The Libraries foster socioeconomic equity, community cohesion, and personal fulfillment. Services are delivered in a personalized and confidential manner ensuring that each patron feels respected, supported, and empowered.



% of the FY27 Total General Fund Budget



The Libraries Department, in total, comprises of 3.76% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

Library staff evaluate, select, purchase, process, and catalog a wide variety of materials intended to engage, inform, and entertain. From July 1 through December 31 of the current fiscal year 1,619 new physical items were cataloged. Over the same period, 314 new ebooks and e-audiobooks were also made available. The total number of physical items housed by the libraries exceeds 82,000.

We assist patrons daily in finding accurate information, and maintain a variety of spaces for quiet study, connection, and collaboration. All are welcome to spend time at the libraries. Together, GB Libraries are open 7 days and 68 hours per week, but many resources are available to patrons 24 hours a day from their homes.

Through a regional network of over 150 libraries the collection available to local patrons is vastly expanded. GBL imported over 14,000 items for its patrons in FY25 and shared over 13,000 with our neighbors. Special patron research requests are fulfilled via the network, statewide, or nationally. An archives room is maintained and available for patron research with guidance from trained staff.

The libraries offer a wide range of technology services, including assistance with devices, printing and copying, and access to computers and Wi-Fi. Patrons also have access to a large collection of tools, toys, and equipment that can be checked out for home use. Currently, there are 142 items available in the Library of Things. Meeting space is available at Mason Library. Shared resources foster financial and ecological sustainability for individuals and communities.

Databases and digital resources provide valuable information across many areas, including genealogy, health and medicine, careers and vocations, world and local history, cultural studies, and homework help. Local, regional, and national newspapers are available in print and online.

Programs for all ages are curated to educate and inspire. For children, programs are designed to foster a lifetime love of learning and reading, supporting family literacy from birth. Adults will find programs that support cultural interests, business, financial and technology learning, and self-development opportunities.

The Libraries work under the standards established by the American Library Association and the rules of the Massachusetts Board of Library Commissioners.

Please visit the department webpage for more information
www.townofgbma.gov/391/Library

FY26 Accomplishments



- ✓ Work towards the renovation of Ramsdell with an eye towards the needs of the community over the next 30 years, and preservation of the treasured historical aspects of the building. GB was accepted into the Massachusetts Public Library Construction Program in January 2025. The Building Committee was formed and hired an Owner's Project Manager and architectural team. After dozens of meetings with the design team, OPM, RBC, Trustees, Selectboard, Finance Committee, and a public event, the Level of Design was submitted on 12/19/25.
- ✓ Obtain needed technology for meetings and programs. In FY26 Trustee funds were used to purchase a TV, speaker, and OWL.
- ✓ Ensure Library furnishings are appropriate and ergonomic. Tween space created at Mason with funding from the Friends of GB Libraries. Teen space created at Ramsdell. Carpets at Mason are due to be cleaned in January 2026.
- ✓ Improve Communication to the public about Library resources available to them. A new museum pass service was contracted making it easier for patrons to make reservations from home. A new website manager was brought on board, saving money and making changes more feasible. Email newsletters increased from quarterly to monthly. We began printing program calendars for both libraries.

- ✓ Update policies. Collection Policy updated and Program Policy created. Policy maintenance is continuous.

- ✓ Foster beneficial partnerships. Cooperation with CHP, Berkshire Museum, Triplex Cinemas, Berkshire Busk, and People's Pantry benefited the community while sharing costs.

- ✓ Develop relationships with underserved populations. Status: Spanish collection is growing. Grant-provided books in Spanish were provided to Family Resource Center and People's Pantry. About 40 ESL students toured Mason to learn about resources available to them. Spanish and English family literacy calendars were printed and distributed.

- ✓ Increase cross-cultural understanding. Collection development is diverse and inclusive. Databases include the Life in America series: Black Life, Asian Life, Hispanic Life, and Indigenous Life. Special collections, programs, and displays highlight diverse populations such as women in history and LGBTQ stories.



Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities)

Short-Term:

1. Continue to help increase the quality of life in our community by providing valuable resources, services and programs. **(SP: Public Health & Safety)**

2. Use new and existing partnerships to offer innovative programming and services that allow local institutions, businesses, and individuals to grow at a minimal cost to all involved. **(SP: Economic Development)**

3. Encourage literacy in all its forms by sharing quality resources and materials that satisfy the needs and interests of all members of the community. **(SP: Sustainability & Environment)**

Long-Term:

1. Continue work towards Ramsdell renovation by progressing with the planning process and providing accurate information to the public. Conduct outreach and receive feedback.. **(SP: Infrastructure & Assets)**

2. Improve the website to be more useful for the public by updating to a more intuitive format, adding a calendar, and adding information in Spanish. **(SP: Public Health & Safety)**

3. Improve staff recruitment and retention by improving working conditions, training, wages, opportunities for advancement, and recognition. **(SP: Municipal Service Delivery)**

4. Ensure library materials are available to homebound patrons by creating a delivery service. **(SP: Public Health & Safety)**

5. Updated computers, laptops, and Chromebooks are needed for patrons and staff. Implement the MBI grant to cover part of what is needed. **(SP: Infrastructure & Assets)**

6. Seek LSTA funding to digitize historical newspapers and provide patrons with at home access. **(SP: Infrastructure & Assets)**

01610 LIBRARIES - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51143	Head Librarian	This is the salary for an existing position, and 2% increase is proposed for FY27.
51145	Assistant Librarians	This is the salary for an existing position, and 2% increase is proposed for FY27.
51146	Library Clerks - FT	This is the salary for an existing position, and 2% increase is proposed for FY27.
51148	Library Clerks - PT	This is the salary for an existing position, and 2% increase is proposed for FY27.
51420	Longevity Pay	This line item reflects the accurate expenses associated with the two eligible employees in accordance with the Personnel Policy and Collective Bargaining.

Expenses

Account	Account Name	Summary
52450	Equipment Maint/Repairs	This line covers maintenance for program related equipment within the Library that are non-building/grounds related. A slight reduction is being proposed as the expenses of this line have not exceeded the amount for previous 2 fiscal years.
54200	Office Supplies	This line previously included library supplies with office supplies, however those are two separate categories of expenses. Therefore, this line reflects the true costs for actual office supplies needed between the two branches.
54220	Library Supplies	This is a new line within Library, which funds the costs for supplies that support actual library services such as book wrappings, and other supplies.
55800	Nonprint Materials	An increase is being proposed to fund non-printed materials such as e-audiobooks.
55801	Subscriptions	This line funds services including subscriptions for newspapers and magazines (print and digital), research databases such as Ancestry.com, academic and reference platforms, digital learning tools, streaming media services and professional journals, therefore an increase is recommended for this line from $29,000 to $35,000.
55860	Books/E books	As e-books is expected to increase in popularity which costs nearly twice as much as printed books, therefore it is recommended an increase in this line to allow more flexibility between printed and ebooks as reader preferences adjust.
55861	Programming Supplies	There are no changes proposed for this line.
57100	Travel/Training	This department has 10.5 FTE with a very minimal training budget, therefore it is strongly recommended this line item be increased from $500 to $3,000 to

		provide staff access to trainings and conferences in order so that services remain up to date in supporting the multiple generations of the community.
57300	Dues & Memberships	It is recommended that this line be slightly increased to cover dues and membership costs.

Libraries: 01610

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51143	Head Librarian	1	1	1	$ 74,458	$ 76,385	$ 30,555	$ 76,385	$ 80,000
51145	Assistant Librarians	2	2	2	110,016	113,468	36,625	113,462	$ 115,731
51146	Library Clerks - FT	5	5	5	206,157	227,754	90,779	226,987	$ 231,527
51148	Library Clerks - PT	2.5	2.5	2.5	77,463	96,225	31,222	98,202	$ 100,166
51420	Longevity Pay				1,300	1,300	900	900	$ 900
	TOTAL PERSONNEL:	**10.5**	**10.5**	**10.5**	**$ 469,395**	**$ 515,132**	**$ 190,081**	**$ 515,936**	**$ 528,324**
52400	Equipment Maint/Repairs				$ 1,322	$ 3,000	$ 550	$ 1,800	$ 1,800
54200	Office Supplies				9,154	10,000	2,799	6,000	$ 6,000
54220	Library Supplies				-	-	-	3,500	$ 3,500
55800	Nonprint Materials				28,854	28,000	7,213	31,000	$ 31,000
55801	Subscriptons				27,403	25,000	7,951	29,000	$ 35,000
55860	Books/E books				68,743	64,250	17,441	68,500	$ 70,000
55861	Programming Supplies				2,800	3,000	984	3,000	$ 3,000
57100	Travel/Training				530	500	316	1,000	$ 3,000
57300	Dues & Memberships				362	500	369	750	$ 750
	TOTAL EXPENSES:				**$ 139,169**	**$ 134,250**	**$ 37,622**	**$ 144,550**	**$ 154,050**
	TOTAL BUDGET:				**$ 608,564**	**$ 649,382**	**$ 227,704**	**$ 660,486**	**$ 682,374**
						$ Increase/Decrease	$ 11,104	$ 32,992	
						% Increase/Decrease	1.71%	5.08%	

Dawn Jardine, Library Director **Date**

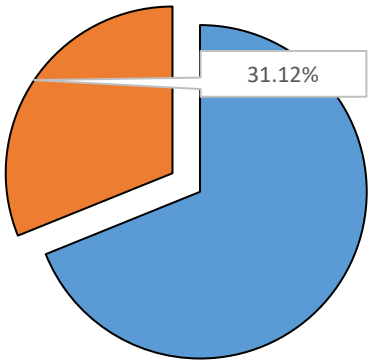
As of February 10, 2026

VARIOUS BOARDS

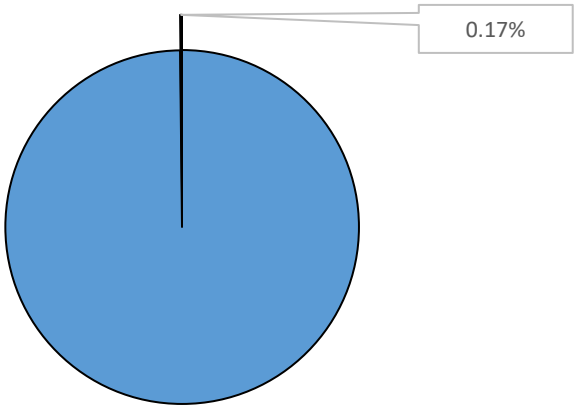
Within the FY2027 budget, a category of costs called “Other Services" has been separated from the departmental operating budgets. Within this category, the following costs are included:

- Finance Committee;
- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Various Boards budget comprises of 0.17% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Town supports several appointed boards and commissions that provide advisory, regulatory, and stewardship services essential to preserving Great Barrington's historical, cultural, agricultural, and community assets. These boards operate in accordance with state law, local bylaws, and Town policies, and are supported administratively through the municipal budget.

Historical Commission

The Historical Commission works to identify, preserve, and protect the Town's historic and archaeological resources. The Commission advises Town boards and departments on matters affecting historic properties and supports efforts to document and safeguard the Town's historical heritage.

Please visit the Commission's webpage for more information
www.townofgbma.gov/323/Historical-Commission

Historic Districts Commission

The Historic Districts Commission administers local historic district regulations, reviewing proposed exterior changes to properties within designated historic districts to ensure alterations are compatible with historic character while allowing reasonable property use.

Please visit the Commission's webpage for more information
www.townofgbma.gov/315/Historic-District-Commission

Agricultural Commission

The Agricultural Commission supports and promotes agricultural activities within the Town, advises on matters affecting farming, open space, and rural character, and works to strengthen the local agricultural economy and land stewardship practices.

Please visit the Commission's webpage for more information
www.townofgbma.gov/179/Agricultural-Commission

W.E.B. Du Bois Legacy Committee

The W.E.B. Du Bois Legacy Committee advises the Town on matters related to the preservation, interpretation, and public awareness of the W.E.B. Du Bois legacy and associated historic resources, supporting educational initiatives, cultural programming, and partnerships that advance community understanding of the Town's historical significance.

Please visit the Committee's webpage for more information
www.townofgbma.gov/256/WEB-Du-Bois-Legacy-Committee

Collectively, these boards and commissions contribute to informed decision-making, community identity, cultural preservation, and stewardship of local resources. Budgeted support ensures compliance with public meeting requirements, recordkeeping, and administrative coordination necessary for effective and transparent operations.

01691 BOARDS & COMMISSIONS - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated and within this account.

Expenses

Account	Account Name	Summary
52400	Historical Commission	An increase is recommended as it reflects the true cost of the service being conducted by this Commission.
52700	Historic Districts Commission	A decrease is recommended as it reflects the true cost of the service being conducted by this Commission.
57800	Agricultural Commission	An increase is recommended as it reflects the true cost of the service being conducted by this Commission.
57810	W.E.B Du Bois Legacy Committee	An increase is recommended, to support the Committee's annual event efforts.
57830	Transportation Committee	There are no changes proposed for this zeroed line.

Boards & Commissions: 01691

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
52400	Historical Commission				$ 8,024	$ 5,000	$ -	$ 8,000	$ 8,000
52700	Historic Districts Commission				5,000	10,000	-	7,500	$ 7,500
57800	Agricultural Commission				2,000	1,000	-	2,000	$ 2,000
57810	Du Bois Committee				5,000	5,000	-	8,000	$ 8,000
57830	Transportation Committee				-	-	-		
	TOTAL EXPENSES:				**$ 20,024**	**$ 21,000**	**$ -**	**$ 25,500**	**$ 25,500**
	TOTAL BUDGET:				**$ 20,024**	**$ 21,000**	**$ -**	**$ 25,500**	**$ 25,500**
						$ Increase/Decrease		$ 4,500	$ 4,500
						% Increase/Decrease		21.43%	21.43%

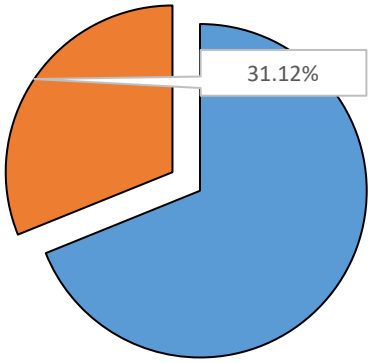
Liz Hartsgrove, Town Manager **Date**

CELEBRATIONS

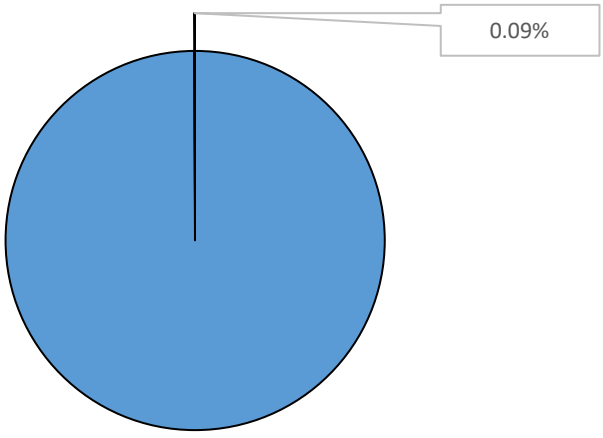
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- Technology;
- Planning Board;
- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Celebrations budget comprises of 0.09% of the overall General Fund budget.

DESCRIPTION OF SERVICES

Celebrations funding supports community events and activities that enhance civic life, foster community connection, and provide accessible cultural programming for residents and visitors. The majority of this account supports the Bandstand Concert Series, a free summer concert program held in the park behind Great Barrington Town Hall, featuring family-friendly musical performances across a wide range of genres, as well as Saturday morning children's programming such as puppet shows and sing-along activities.

The Bandstand Concert Series is coordinated by a volunteer organizer who receives an annual $1,000 stipend for recruiting performers, developing and managing the concert schedule, producing and distributing promotional materials, soliciting and managing donations that significantly offset Town costs, and coordinating with Town staff to ensure timely payment to performers. Performer compensation is funded through a dedicated allocation, which is supplemented, often in equal or greater measure, by donations from local businesses and concert attendees.

Remaining funds within the Celebrations account support miscellaneous Town-sponsored activities and events, including community traditions such as the W.E.B. Du Bois Festival, as well as occasional honorariums and event-related expenses. This account provides the Town with flexibility to support meaningful civic events that reflect community values and strengthen public engagement throughout the year.

01693 CELEBRATIONS - FY27 BUDGET REVIEW

Personnel

Account	Account Name	Summary
51910	Stipend	There are no changes to this line item.

Expenses

Account	Account Name	Summary
57800	Celebrations	Aligned with the Selectboard Priorities, an increase is recommended to this line to enhance support for various celebrations and events in town.
57810	Band Programs	An increase is recommended to support local artists with free concert series, as well as possibly expand upon the program to Housatonic.

Celebrations & Events: 01693

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51910	Stipend				$ 1,000	$ 1,000	$ 500	$ 1,000	$ 1,000
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ 1,000**	**$ 1,000**	**$ 500**	**$ 1,000**	**$ 1,000**
57800	Celebrations				$ 4,696	$ 1,000	$ 593	$ 5,000	$ 5,000
57810	Band Programs				$ 6,500	$ 5,000	$ 4,500	$ 10,000	$ 10,000
	TOTAL EXPENSES:				**$ 11,196**	**$ 6,000**	**$ 5,093**	**$ 15,000**	**$ 15,000**
	TOTAL BUDGET:				**$ 12,196**	**$ 7,000**	**$ 5,593**	**$ 16,000**	**$ 16,000**
					$ Increase/Decrease		$ 9,000	$	9,000
					% Increase/Decrease		128.57%		128.57%

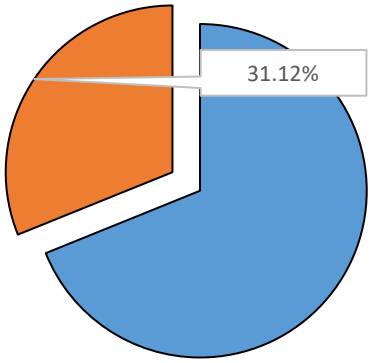
Liz Hartsgrove, Town Manager **Date**

DEBT SERVICE

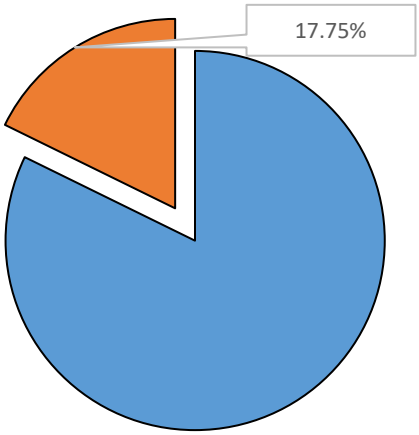
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- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Debt Service budget comprises of 17.75% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Debt Service budget provides for the repayment of principal and interest on the Town's outstanding long-term debt issued to finance voter-approved capital projects. These projects support essential municipal infrastructure and facilities, including public safety, public buildings, utilities, and other long-lived assets that benefit the community over multiple generations.

Debt Service reflects the Town's commitment to responsible capital financing by spreading the cost of major investments over their useful life, rather than relying on one-time revenues or short-term funding sources. All debt is issued in accordance with Massachusetts General Laws, Town Meeting authorizations, and Select Board approvals, and is managed to remain within statutory debt limits and affordability guidelines.

The Town actively manages its debt portfolio to balance capital needs with long-term financial sustainability. This includes careful sequencing of projects, monitoring of debt levels, and consideration of future operating impacts to ensure debt service obligations remain predictable and manageable within the overall budget.

Debt Service is a fixed obligation of the Town and is prioritized to protect the Town's financial stability, creditworthiness, and ability to respond to future capital needs. Prudent debt management supports the Town's bond rating, helps control borrowing costs, and ensures continued access to capital markets for future infrastructure investments.

Through disciplined planning and oversight, the Debt Service budget supports the maintenance and improvement of critical municipal assets while safeguarding the Town's long-term fiscal health.

01752 DEBT - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated and within this account.

Expenses

Account	Account Name	Summary
59100	Long Term Principal	This line requires an increase in the appropriation to meet the Town's annual debt service obligations for principal payments on outstanding long-term bonds and notes, in accordance with established amortization schedules.
59120	Long Term Interest	An increase is required for this line as it provides funding for interest due on the Town's outstanding long-term debt obligations during the fiscal year.
59130	Short Term Interest/Paydowns	An increase is required to fund the required appropriation for interest expense and required principal reductions on short-term borrowing, including bond anticipation notes (BANs), issued in support of authorized capital financing.
59150	Debt Issuance Costs	There are no changes proposed for this line.

Debt Service: 01752

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation	FY2027 Level-Service Budget Request	FY2026 Level-Funded Budget Request	FY2027 Town Manager Recommended	FY2027 Selectboard & Finance Committee Recommended	FY2027 TOWN MEETING VOTE __/__/__
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
59100	Long Term Principal				$ 2,101,050	$ 2,358,435	$ 698,432	$ 2,575,000	$ 2,575,000					
59120	Long Term Interest				864,462	1,005,250	230,721	953,600	$ 953,600					
59130	Short Term Interest/Paydowns				37,337	210,000	-	219,575	$ 219,575					
59150	Debt Issuance Costs				2,025	25,000	9,159	25,250	$ 25,250					
	TOTAL EXPENSES:				**$ 3,004,874**	**$ 3,598,685**	**$ 938,312**	**$ 3,773,425**	**$ 3,773,425**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ 3,004,874**	**$ 3,598,685**	**$ 938,312**	**$ 3,773,425**	**$ 3,773,425**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	$ Increase/Decrease				$ 174,740	$ 174,740			$ (3,598,685)	$ (3,598,685)	$ (3,598,685)	$ (3,598,685)	**$ (3,598,685)**	
	% Increase/Decrease				4.86%	4.86%			-100.00%	-100.00%	-100.00%	-100.00%	**-100.00%**	

Allison M. Crespo, Town Accountant / Financial Services Coordinator

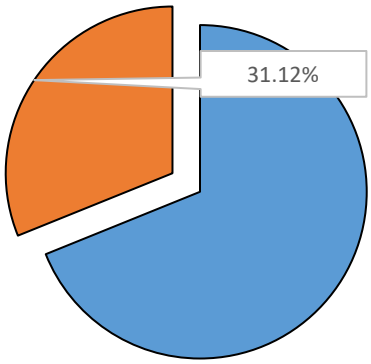
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RETIREMENT

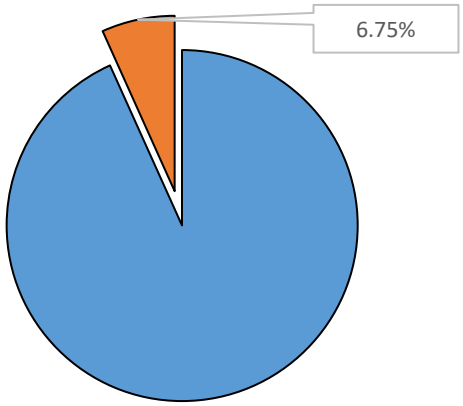
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- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Retirement budget comprises of 6.75% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Retirement budget provides for the Town's required contributions and obligations related to employee and retiree benefits, in accordance with Massachusetts General Laws, collective bargaining agreements, and actuarial funding requirements. Great Barrington participates in the Berkshire Regional Retirement System, a public pension system serving multiple municipal employers in southwestern Massachusetts, which administers retirement benefits on behalf of the Town and its eligible employees.

The Retirement budget includes three primary components:

Medicare

Medicare represents the Town's required employer contributions to the federal Medicare program for eligible employees. These contributions are mandated by federal law and support Medicare coverage upon employee eligibility.

Retirement Contribution

Funds the Town's required annual contribution to the Berkshire Regional Retirement System. The contribution is based on actuarial valuations and funding schedules designed to support the long-term sustainability of pension benefits for current and future retirees. Participation in the regional system pools liability across participating employers while ensuring statutory compliance and professional plan administration.

Contractual Obligations.

Contractual Obligations includes deferred compensation related payments required by employment contracts ensuring the Town fulfills negotiated commitments to employees and retirees.

Together, these components ensure that the Town meets its legal, contractual, and actuarial obligations for employee and retiree benefits. Funding retirement obligations responsibly supports the Town's financial integrity, aids in employee recruitment and retention, and upholds commitments made to municipal employees who have served the community.

01911 RETIREMENT - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated and within this account.

Expenses

Account	Account Name	Summary
51750	Medicare	This line reflects the final assessment for funding this obligation.
51760	Retirement Contribution	This line reflects the final assessment for funding this obligation.
51765	Contractual Obligations	This line funds deferred compensation for contractual employees (Town Manager, Assistant Town Manager and Police Chief). For FY27, the Fire Chief will also be a contractual employee, requiring an increase in this line.

Retirement: 01911

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation	FY2027 Level-Service Budget Request	FY2026 Level-Funded Budget Request	FY2027 Town Manager Recommended	FY2027 Selectboard & Finance Committee Recommended	FY2027 TOWN MEETING VOTE __/__/__
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
51750	Medicare				$ 95,242	$ 100,000	$ 43,136	$ 116,221	$ 116,221					
51760	Retirement Contribution				1,163,106	1,195,285	578,991	1,104,036	$ 1,104,036					
51765	Contractual Obligations				-	-	-	35,000	$ 45,000					
	TOTAL EXPENSES:				**$ 1,258,349**	**$ 1,295,285**	**$ 622,126**	**$ 1,255,257**	**$ 1,265,257**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ 1,258,349**	**$ 1,295,285**	**$ 622,126**	**$ 1,255,257**	**$ 1,265,257**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	$ Increase/Decrease				$ (40,028)	$ (30,028)				$ (1,295,285)	$ (1,295,285)	$ (1,295,285)	$ (1,295,285)	**$ (1,295,285)**
	% Increase/Decrease				-3.09%	-2.32%				-100.00%	-100.00%	-100.00%	-100.00%	**-100.00%**

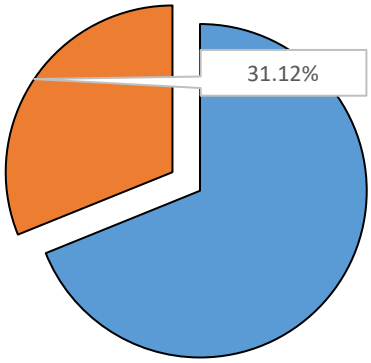
Alicia Dulin, Treasurer/Collector **Date**

INSURANCE

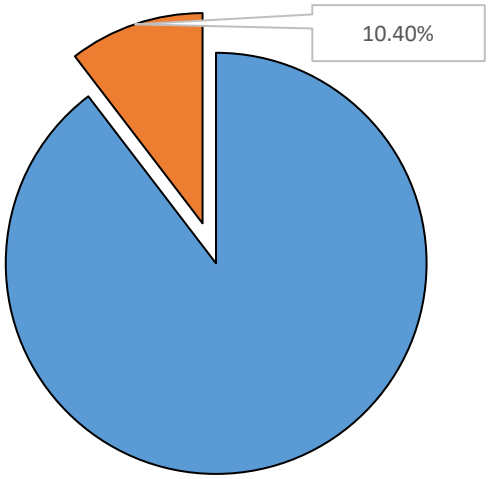
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- Building Inspector;
- Human Resources;
- Zoning Board of Appeals
- Veterans Services;
- Various Boards;
- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



The total amount of all categories within Other Services comprises of 31.12% of the overall General Fund budget.



The Insurance budget comprises of 10.40% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Insurance budget provides centralized funding for the Town's required employee benefits, risk management programs, and insurance coverage necessary to protect municipal employees, assets, and operations. These costs are largely non-discretionary and ensure compliance with state and federal requirements while safeguarding the Town against financial risk.

Workers' Compensation
Funds statutorily required coverage for employees who are injured or become ill in the course of employment. This coverage provides medical care, wage replacement, and related benefits, while protecting the Town from direct liability.

Unemployment Insurance (Fees)
Covers the Town's required unemployment insurance costs and administrative fees associated with former employees who are eligible for unemployment benefits under state law.

Health & Life Insurance
Provides employer contributions toward health insurance and life insurance benefits for eligible employees, retirees, and dependents, in accordance with collective bargaining agreements, employment contracts, and adopted benefit plans.

Insurance Deductibles
Funds deductible payments associated with insurance claims, allowing the Town to manage risk through appropriate deductible levels while maintaining adequate coverage and controlling premium costs.

General Insurance
Covers insurance policies that protect Town property, equipment, vehicles, and general liability exposures, including buildings, infrastructure, and municipal operations.

Public Safety Insurance
Provides specialized insurance coverage required for Police, Fire, and emergency services operations, including liability and coverage tailored to the unique risks associated with public safety functions.

Medical Services
Supports required medical evaluations, examinations, and related services associated with employment, workplace injuries, fitness-for-duty requirements, and regulatory compliance.

Allocation from Wastewater
Reflects the portion of insurance costs allocated to the Wastewater enterprise fund, ensuring that insurance expenses are appropriately distributed between the general operating budget and enterprise operations in accordance with cost allocation practices.

Together, these insurance-related services support employee well-being, protect Town assets, manage financial risk, and ensure continuity of municipal operations while maintaining compliance with legal, contractual, and regulatory obligations.

01945 INSURANCE - FY27 BUDGET REVIEW

Personnel

There are no personnel expenses directly associated and within this account.

Expenses

Account	Account Name	Summary
51710	Workers Compensation	There are no changes proposed for this line.
51720	Unemployment Insurance (Fees)	There are no changes proposed for this line.
51740	Health & Life Insurance	This is the final assessment provided by Regional Health
51741	Insurance Deductibles	There are no changes proposed for this line.
57400	General Insurance	There is a 3% increase being proposed for this line, as recommended by our provider.
57425	Public Safety Insurance	The proposed increase to $102,000 is recommended to cover public safety officers for circumstances occurring while in line of duty.
57500	Medical Services	There is a slight decrease being adjusted on this line that covers the cost of pre-employment health screenings, and drug testing.
59610	Allocation from Wastewater	This line is adjusted for the anticipated increases within Insurance associated with the Enterprise Team.

Insurance: 01945

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation	FY2027 Level-Service Budget Request	FY2026 Level-Funded Budget Request	FY2027 Town Manager Recommended	FY2027 Selectboard & Finance Committee Recommended	FY2027 TOWN MEETING VOTE __/__/__
	TOTAL PERSONNEL:	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
51710	Workers Compensation				$ 45,319	$ 53,550	$ 36,729	$ 50,000	$ 50,000					
51720	Unemployment Insurance (Fees)				1,165	2,000	-	2,000	$ 2,000					
51740	Health & Life Insurance				1,715,975	1,914,338	579,444	2,050,915	$ 2,050,915					
51741	Insurance Deductibles				6,013	10,000	-	10,000	$ 10,000					
57400	General Insurance				146,030	163,200	138,009	168,096	$ 168,096					
57425	Public Safety Insurance				96,990	102,000	95,336	102,000	$ 102,000					
57500	Medical Services				9,623	12,000	2,089	11,000	$ 11,000					
59610	Allocation from Wastewater				(292,824)	(351,053)	-	(364,541)	$ (364,541)					
	TOTAL EXPENSES:				**$ 1,728,291**	**$ 1,906,035**	**$ 851,607**	**$ 2,029,470**	**$ 2,029,470**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	TOTAL BUDGET:				**$ 1,728,291**	**$ 1,906,035**	**$ 851,607**	**$ 2,029,470**	**$ 2,029,470**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	$ Increase/Decrease				$ 123,435	$ 123,435		$ (1,906,035)	$ (1,906,035)	$ (1,906,035)	$ (1,906,035)	$ (1,906,035)	$ (1,906,035)	**$ (1,906,035)**
	% Increase/Decrease				6.48%	6.48%		-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	**-100.00%**

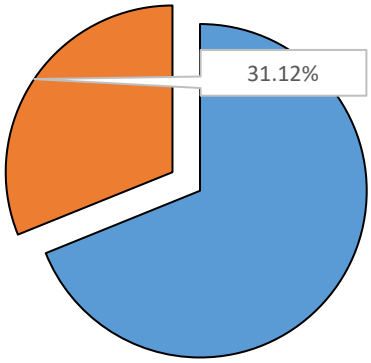
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INSURANCE

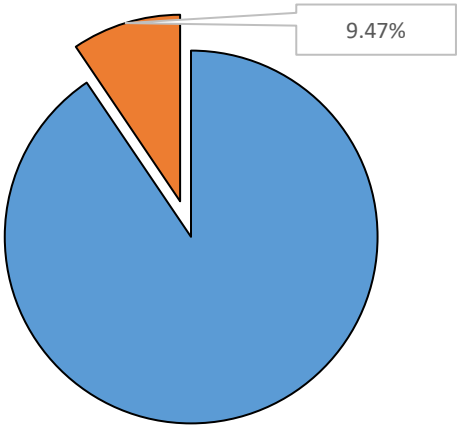
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- Community Services;
- Celebrations;
- Debt Service;
- Retirement; and
- Insurance;

% of the FY27 Total General Fund Budget



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The Insurance budget comprises of 9.74% of the overall General Fund budget.

DESCRIPTION OF SERVICES

The Insurance budget provides centralized funding for the Town's required employee benefits, risk management programs, and insurance coverage necessary to protect municipal employees, assets, and operations. These costs are largely non-discretionary and ensure compliance with state and federal requirements while safeguarding the Town against financial risk.

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Allocation from Wastewater
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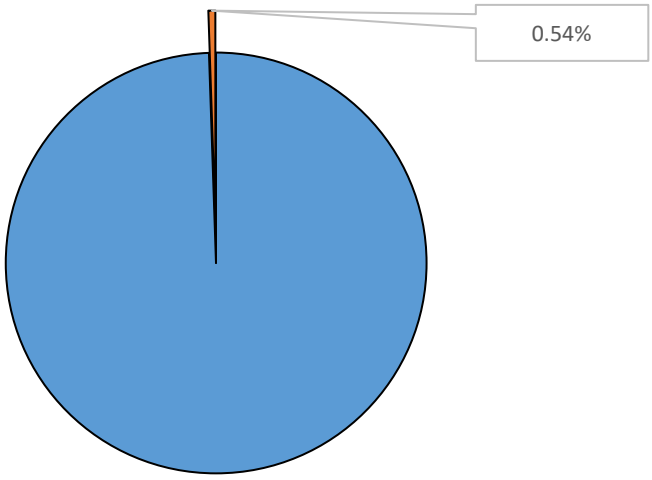
Together, these insurance-related services support employee well-being, protect Town assets, manage financial risk, and ensure continuity of municipal operations while maintaining compliance with legal, contractual, and regulatory obligations.

TRANSIT DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The purpose of the Transportation Department is to enhance the quality of life in the Town of Great Barrington by providing safe, efficient, and accessible public transportation services; by adhering to best practices in transit operations, including accountability and stewardship of public resources; and by building partnerships with the community and regional entities in a manner that ensures reliable access to healthcare, employment, education, and community life for seniors, persons with disabilities, workers, and the general public, while promoting independence, public health, and economic vitality.is to provide recreation, nutrition, education and entitlement assistance to our seniors and build an inclusive, intergenerational community of friends and neighbors.

% of the FY27 Total General Fund Budget



The Transit Department, in total, comprises of 0.54% of the overall General Fund budget.

DEPARTMENT DESCRIPTION OF SERVICES

We deliver safe, reliable, and accessible transportation that connects residents to necessary life connections and community life, that supports mobility, independence, and quality of life for residents of Great Barrington and our region.

The department plans, schedules, and delivers on-demand and deviated fixed route transit services that connect individuals to necessary life connections including healthcare, employment, education, shopping, and community activities.

The department oversees daily transit operations, dispatch and scheduling, vehicle operations, and customer service, while maintaining accurate records, reports, and performance data required for local, state, and federal oversight. Services are designed to meet the needs of the general public, with particular emphasis on seniors, persons with disabilities, veterans, and residents with limited transportation options.

Transportation Department staff work closely with riders, municipal officials, regional partners, human service agencies, and neighboring transit providers to ensure coordinated, efficient, and responsive service delivery. The department emphasizes safety, professionalism, accountability, and compliance with the Americans with Disabilities Act (ADA) and all applicable state and federal transportation regulations.

The department is responsible for stewardship of public transportation resources, including fleet oversight, fare collection, driver training, and service monitoring, with a focus on continuous improvement and customer-centered service.

Our essential duties include:

- On-demand and scheduled public transportation services within and between member communities
- ADA-compliant transportation services
- Senior and disability transportation programs
- Dispatch, trip scheduling, and customer assistance
- Fleet operations, vehicle safety inspections, and maintenance coordination
- Fare collection, fare policy development, and revenue tracking
- Data collection, reporting, and compliance with MassDOT and FTA requirements
- Coordination with community partners, employers, and human service organizations
- Public information, outreach, and rider education

Please visit the department webpage for more information:
www.socoride.org

SOUTH COUNTY CONNECTOR

FY26 Accomplishments

- ✓ Stabilize Management and Leadership: A Director of Public Transportation role was created/filled to lead and oversee the department, including to create a tiered structure of leadership under which all team members can be supported and excel. Under the Director, there is one FT Operations Manager, and then three FT Operations Team Leaders. Together these leaders oversee the drivers and specific aspects of the organization such as fleet management, team training, and grant compliance. Completed; ongoing.

- ✓ Diversify Funding Sources: created a partnership with Volunteers in Medicine to provide medical-related intercity transportation, with revenues being reinvested into local on-demand service. Completed; ongoing.

- ✓ Enhance transparency of operational and service performance data through development of a public-facing Operations Dashboard. Completed; ongoing updates to the RTAC.

- ✓ Increase ridership by 20% year-over-year (FY2025: 25,792; FY2026 Goal: 30,950): As of December 31, the department had provided 9,534 rides (38.39% below goal). Since November 2025, ridership has been steadily increasing, with more demand than we can handle, as stabilization and service reliability efforts continue. Status: ongoing

- ✓ Maintain >95% average On Time Performance (<10 minutes late) and <1.5% average Excessively Late (<15 minutes late). Status: ongoing

- ✓ Procure new software to enhance efficiency (>3 riders per revenue hour), improve system performance (increase ridership), reduce rider rejection rate, increase rider satisfaction, and reduce overall cost per ride. We are close to completing this milestone.



Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities

Short-Term:

1. Adjust staff compensation to better reflect regional & industry standards and increase retention and talent acquisition. Will improve rider experience. **(SP: Municipal Service Delivery)**

2. Increase ridership by 50% during FY2027, using our expanded fleet of accessible electric vehicles. **(SP: Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**

3. Expand service to New York State, providing greater connectivity for Great Barrington residents and unlocking new funding streams to increase amount of service delivered to MA residents at a lower cost. **(SP: Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**

Long-Term:

1. Secure grant funding to construct an operations, maintenance and administration facility. **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**

2. Pioneering new rural transit paradigms & sharing results with other MA transit providers. For example, Pittsfield FLEX & Sheffield FLEX services, and cross-state partnerships. **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment, Economic Development, Municipal Service Delivery)**

TRANSIT - FY27 BUDGET REVIEW

The only General Fund Operating budget lines for Transit originate from the Council on Aging Department budget, Org 01541, lines 51109 (Van Drivers) and 52700 (Elderly Transportation).

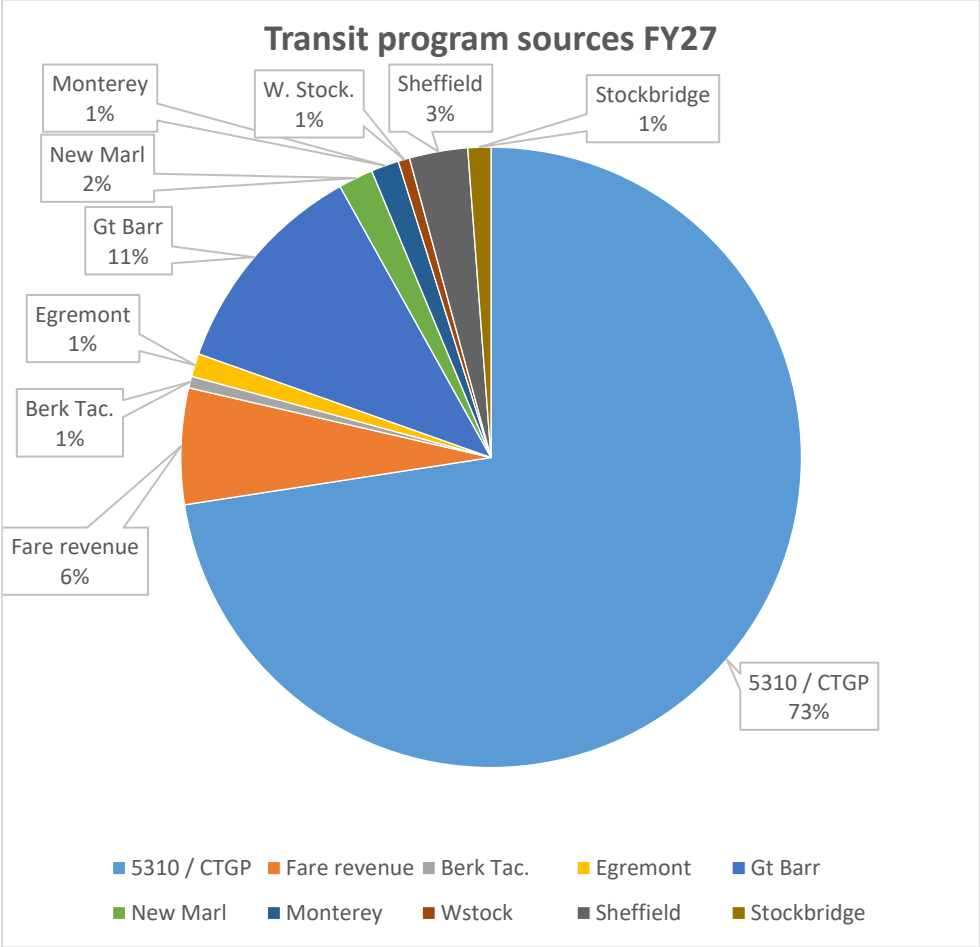
Personnel

Account	Account Name	Summary
51109	Van Drivers	This line supports the South County Connector driver salaries budget.

Expenses

Account	Account Name	Summary
52700	Transportation	100% of this line is used for vehicle repairs, service, fuel and etc.

The remaining funds supporting the Transit Department budget are funded from Fare Revenue, MassDOT grants (5310/CTGP), assessments from participating member Towns, other public grants (e.g. Massachusetts Councils on Aging), and other grants (e.g. Berkshire Taconic Community Foundation, Southern Berkshire Rural Health Network).



TRANSIT

Account (Obj)	Account Name	Positions FY25	Positions FY26	Positions FY27 Req.	FY2026 Town Meeting Vote (Town Operating Budget Only)	FY2026 Actuals thru 12/31/25	FY2027 Requested (Town Operating Budget Only)	Town Manager Recommendation
TOWN	**GREAT BARRINGTON OPERATING BUDGET**							
	Van Drivers (COA - 2 F/T)	2	2	2	$ 85,000		$ 85,000	$ 85,000
	Van Driver F/T Benefits				2 F/T - Insurance Line		2 F/T	
OTHER FUNDING SOURCES	**FUNDED FROM OTHER SOURCES INCLUDING GRANTS AND PARTNER TOWNS**							
	Director of Public Transportation	1	1	1	$ 87,500		$ 89,250	$ 89,250
	MCOA-Funded Service Planning Stipend				$ -		$ 5,000	$ 5,000
	Full-Time Benefits (Insurance, Medicare, Pension)				$ 11,342		$ 12,014	$ 12,014
	Transit Systems Specialist	0	0.5	0.5	$ 27,960		$ 28,520	$ 28,520
	Part-Time Fringe Benefits				$ 405		$ 573	$ 573
	Transit Operations Manager	1	1	1	$ 62,000		$ 63,240	$ 63,240
	Full-Time Benefits (PTO, Insurance, Medicare, Pension)				$ 16,700		$ 18,095	$ 18,095
	Operations Team Leaders	1	3	3	$ 159,000		$ 162,180	$ 162,180
	Full-Time Benefits (PTO, Insurance, Medicare, Pension)				$ 80,584		$ 83,613	$ 83,613
	Van Drivers (COA - Supplemental)	2	0	0	$ 4,565		$ 6,356	$ 6,356
	COA Van Drivers PTO				$ 6,890		$ 8,400	$ 8,400
	P/T MCOA-Funded Vehicle Operators	0.5	1	3.25	$ 44,990		$ 148,923	$ 148,923
	Part-Time Fringe Benefits				$ 405		$ 2,159	$ 2,159
	P/T Transit Team Members	2	2	2.75	$ 89,856		$ 126,012	$ 126,012
	Part-Time Fringe Benefits				$ 1,303		$ 1,827	$ 1,827
	Holiday Pay				$ 4,400		$ 5,020	$ 5,020
	Shift Differential				$ 8,320		$ 8,320	$ 8,320
	Team Trainer Stipend				$ 1,000		$ 2,000	$ 2,000
	Volunteer Driver Coordinator				$ 8,000		$ -	$ -
	Safety Coordinator				$ 1,000		$ 2,000	$ 2,000
	Vehicle Maintenance Coordinator				$ 1,000		$ 2,000	$ 2,000
	Reporting & Compliance Coordinator				$ 1,000		$ 2,000	$ 2,000
	TOTAL PERSONNEL:	**9.5**	**10.5**	**13.5**	**$ 692,221**	**$ -**	**$ 856,502**	**$ 856,502**
TOWN	**GREAT BARRINGTON OPERATING BUDGET**							
	Transportation (COA - Maint./Repairs)				$ 10,000		$ 10,000	$ 10,000
OTHER FUNDING SOURCES	**FUNDED FROM OTHER SOURCES INCLUDING GRANTS AND PARTNER TOWNS**							
	Fuel				$ 32,000		$ 35,100	$ 35,100
	Maintenance & Repairs				$ 15,000		$ 15,000	$ 15,000
	MCOA-Funded Maintenance & Repairs				$ 4,604		$ 11,214	$ 11,214
	Office Rent				$ 36,000		$ 36,000	$ 36,000
	Operations Software				$ 23,100		$ 28,800	$ 28,800
	MCOA-Funded Ops. Software (2 vehicles)				$ -		$ 7,200	$ 7,200
	Staff Scheduling Software				$ 1,440		$ 1,440	$ 1,440
	MCOA-Funded Staff Scheduling Software				$ -		$ 504	$ 504
	Planning Software				$ -		$ 700	$ 700
	Staff Recognition				$ 1,200		$ 1,800	$ 1,800
	Vehicle Equipment				$ 4,000		$ 4,000	$ 4,000
	Vehice Insurance				$ 3,600		$ 3,800	$ 3,800
	New Driver Training				$ 6,525		$ 6,525	$ 6,525
	Recertification Trainings				$ 2,175		$ 2,550	$ 2,550
	Pre-Employment Testing				$ 800		$ 1,000	$ 1,000
	Vehicle Communications				$ 6,130		$ 4,775	$ 4,775
	Driver Vests & Equipment				$ 1,000		$ 1,000	$ 1,000
	Office Supplies				$ 1,200		$ 2,000	$ 2,000
	Dues & Memberships				$ 500		$ 1,000	$ 1,000
	TOTAL EXPENSES:				**$ 139,274**	**$ -**	**$ 164,408**	**$ 164,408**
	TOTAL BUDGET:				**$ 831,495**	**$ -**	**$ 1,020,910**	**$ 1,020,910**
							$ 189,415	$ 189,415
							22.78%	22.78%

Tate Coleman, Director of Public Transportation **Date**

WASTEWATER DEPARTMENT

DEPARTMENT PURPOSE STATEMENT

The Wastewater Department provides the citizens of the town with an environmentally safe, efficient, and effective means of disposing sanitary waste. The department continuously performs preventative maintenance on the Wastewater Plant and sewer collection systems to ensure there is no disruption of sanitary services while maintaining compliance with the USEPA and MassDEP issued permits.

DEPARTMENT DESCRIPTION OF SERVICES



The Wastewater Division is dedicated to providing quick response time on sewer issues while ensuring the Wastewater Treatment Plant produces the highest quality effluent possible discharging into the Housatonic River waterway.

The Wastewater Department is an enterprise-funded division under the Department of Public Works which manages Wastewater collection, treatment and disposal systems, including the operation and maintenance of a 3.2mgd Wastewater Treatment Plant, 6 sewage pump stations and 35 miles of sewer lines.

This division includes:

Wastewater Plant Operations

The Wastewater Superintendent and Chief Operator are responsible for managing the wastewater facility, administrative leadership, fiscal responsibility, oversight of daily operations and job assignments. The determination of treatment plant process conditions using laboratory data, meter, and gauge readings are utilized to adjust process controls. There are numerous processes at the facility that require oversight:
Influent Pump Station, Duperon system, Grit Collection, Primary settling basins, Aeration tanks, Clarifiers, Effluent contact tanks, Chemical processes for Phosphate reduction, Seasonal disinfection, Dewatering process, and Thickener process. Routine draining, cleaning and inspection of multiple processes/tanks are performed throughout the year by the wastewater staff to ensure there is no interruption to the wastewater process and that the highest quality effluent is leaving the facility.

Laboratory

The laboratory is responsible for conducting a multitude of permit required and process control tests. The results are utilized to make process adjustments such as biological, process flow control, and chemical feed to

ensure compliance with the MassDEP and USEPA discharge permits. Other testing includes pH of septage from hauling companies to prevent the introduction of toxic waste into the waste stream.

Collection System Management

The sewer crew conduct regular preventative maintenance using the sewer jetter which clears residue from sewer lines, this has been proven to significantly decrease the instances of sewer line blockages. Some responsibilities include but are not limited to minor sewer manhole repairs, Dig Safe sewer main mark outs, emergency sewer blockage response, utilizing the sewer camera to determine sewer line issues and pump station management.

The Wastewater Superintendent and staff strive to provide quick response to sewer issues and sewer related questions.

Our Services include:

- Sewer tie-in permits
- Inspection of new service connections
- Sewer re-evaluations
- Dig Safe mark outs
- Emergency sewer issue response

FY26 Accomplishments

- ✓ Grit Classifier repair work was completed by the Wastewater staff and an ouside contractor. The Grit Classifier is an intergral part of the wastewater treatment process. This piece of equipment removes grit and stones from the waste stream which effectively increases the longevity of downstream equipment, decreases costly repairs and the need for equipment replacement.

- ✓ The upgrade of 4 sewage pump stations: Cone Ave, Risingdale, South, Fairgrounds broke ground in 2023 and is on the cusp of completion. With the use of newer technology, old pumps and motors were replaced with more energy efficient ones. The new Sultzer pumps are submersible and rated to handle larger solids, which decreases the chance of plug ups due to “flushable” wipes. Submersible pumps also decrease the need for confined space entry which increases employee safety.

- ✓ Working together the Wastewater staff installed an actuating valve between Town water and Plant water. This valve installation was a replacement for a failed valve and will once again enable the Wastewater plant to use its discharge effluent as recycled water for use throughout the Wastewater facility and in turn lowering the monthly water bill. Wastewater effluent is used for the Dewatering presses, Sewer Jetter, chemical dilution and carry water, pump seals, ½ inch and 1 ½ inch hoses which are used for tank cleaning. Replacing this valve enables a reliable backup during power outages which in turn will protect wastewater equipment and prevent equipment failure.

Fiscal Year 2027 Goals and Objectives

(All Goals relate to the six Areas of Focus within the Selectboard's Strategic Priorities)

Short-Term:

1. Painting inside pump stations to complete the 4 pump station upgrade. **(SP: Infrastructure & Assets, Sustainability & Environment)**

2. Replace/repair Grinder pump bearings and seals. **(SP: Infrastructure & Assets, Sustainability & Environment)**

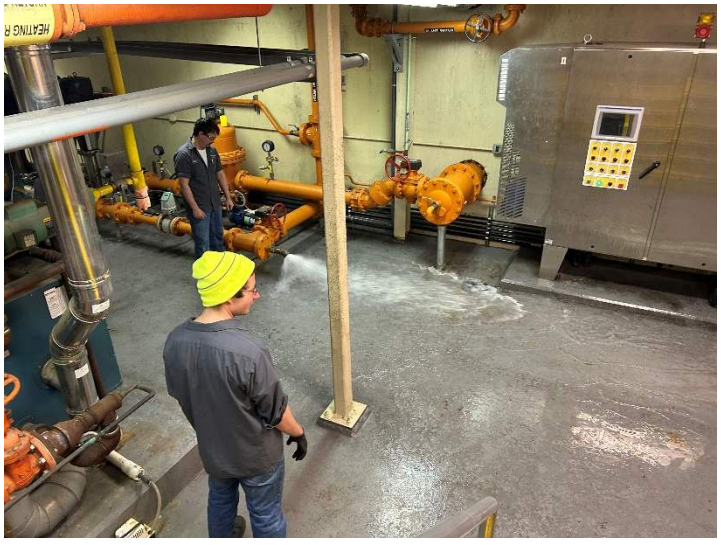
3. Bisulfite Analyzer replacement. **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment)**

Long-Term:

1. Sludge Box Area repair **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**

2. Gasoline Tank level gauge repair/replacement. **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**

3. Pearl St pump station upgrade. **(SP: Infrastructure & Assets, Public Health & Safety, Sustainability & Environment, Municipal Service Delivery)**



Wastewater: 60442

Account	Account Name	Positions FY26	Positions FY27 REQ	Positions FY27 APRV	FY2025 Year-end Actuals	FY2026 Town Meeting Vote	FY2026 Actuals thru 12/08/25	FY2027 DH Budget Request	FY2027 Town Manager Recommendation
51133	Superintendent	1	1	1	$ 97,302	$ 101,643	$ 40,501	$ 101,643	$ 103,676
51134	Mechanic	1	1	1	9,652	69,698	925	69,698	71,092
51136	Laborers	1	1	1	56,940	58,652	23,371	58,652	59,825
51137	Laborers/Drivers	1	1	1	58,882	60,657	24,272	60,657	61,870
51139	Equipment Operator	1	1	1	71,441	67,359	29,528	67,359	68,706
51140	Plant Operator	1	1	1	73,518	75,732	30,177	75,732	77,247
51141	Assistant Plant Operator	1	1	1	69,134	71,201	28,371	71,201	72,625
51200	Clerical	0.5	0.5	0.5	17,843	22,010	158	22,010	22,450
51300	Overtime				32,604	39,750	11,261	39,750	40,545
51420	Longevity Pay				1,750	2,700	2,700	2,700	2,700
51910	Stipends				1,200	1,400	-	1,400	1,400
	TOTAL PERSONNEL:	**7.5**	**7.5**	**7.5**	**$ 490,266**	**$ 570,802**	**$ 191,265**	**$ 570,802**	**$ 582,136**
52110	Electricity				$ 144,795	$ 215,000	$ 73,717	$ 215,000	$ 215,000
52120	Gas/Oil - Heating				21,554	30,000	407	30,000	30,000
52310	Water				3,826	7,000	4,949	7,000	7,000
52400	Repairs & Maintenance				92,513	100,000	67,419	98,500	98,500
52740	Uniforms Rental				9,096	9,300	3,770	9,300	9,300
52800	Contracted Hauling				209,904	211,000	92,259	232,100	232,100
52801	Contracted Services				32,562	55,000	11,010	55,000	55,000
52900	Collection System				85,884	65,000	6,748	65,000	85,000
53050	Engineering/Architecture				8,970	15,000	11,530	15,000	15,000
53085	Police Details				17,949	18,000	4,527	10,000	18,000
53410	Telephone				1,818	4,250	554	4,250	4,250
53430	Postage				4,000	4,000	2,000	4,000	4,000
54200	Office Supplies				1,326	3,000	1,624	3,000	3,000
54800	Vehicular Supplies				2,342	6,000	787	6,000	6,000
54810	Gasoline/Diesel				9,406	15,000	2,022	15,000	15,000
55800	Chemicals/Supplies				107,614	148,000	66,003	148,000	148,000
55840	Safety Equipment				4,486	6,000	815	6,000	6,000
57100	Travel/Training				2,130	8,000	753	8,000	8,000
57400	General Insurance				43,775	50,500	46,093	50,500	50,500
57401	Workers Compensation				12,022	10,605	12,243	10,605	10,605
57402	Health/Life Insurance				49,075	120,206	-	110,000	110,000
57403	Medicare				8,391	10,000	-	8,300	8,300
57404	Retirement				91,000	94,515	57,762	103,044	103,044
57406	Unfunded EE Benefits				5,100	5,500	-	5,500	5,500
57407	Allocation to General Fund				292,824	351,053	-	351,053	364,541
57800	Wastewater Reserve Fund				-	75,000	-	75,000	75,000
59100	Maturing Debt				679,083	732,360	116,568	*898,875*	*898,875*
59120	Interest on Debt				241,999	214,970	112,564	*292,125*	*292,125*
59130	Short Term Interest				346	15,000	-	*28,025*	*28,025*
59150	Debt Issuance Costs				31,183	52,500	6,829	*56,250*	*56,250*
	TOTAL EXPENSES:				**$ 2,214,973**	**$ 2,651,759**	**$ 702,952**	**$ 2,920,427**	**$ 2,961,915**
	TOTAL BUDGET:				**$ 2,705,240**	**$ 3,222,561**	**$ 894,217**	**$ 3,491,229**	**$ 3,544,051**
						$ Increase/Decrease	$ 268,668	$ 321,490	
						% Increase/Decrease	8.34%	9.98%	

Joe Aberdale, Superintendent of Public Works

Date

CAPITAL INVESTMENT FRAMEWORK

Relationship Between the Capital Budget and Capital Improvement Plan

The FY27 Capital Budget and the FY27–FY31 Capital Improvement Plan (CIP) together establish the Town's comprehensive capital investment framework. While presented in sequence, they serve distinct but interrelated purposes within the Town's financial management structure.

The FY27 Capital Budget represents the annual appropriation request for capital expenditures to be authorized at Town Meeting. It reflects projects that have been evaluated for readiness, urgency, fiscal capacity, and alignment with strategic priorities. The FY27 recommendation incorporates current revenue conditions, levy constraints, debt service capacity, and operating budget impacts.

The FY27–FY31 Capital Improvement Plan, by contrast, is a multi-year planning document. It provides a structured forecast of anticipated capital needs and establishes a phased roadmap for infrastructure preservation, facility investment, fleet replacement, and enterprise modernization. The CIP does not constitute authorization of future spending; rather, it is a financial planning tool that supports long-range decision-making and debt management.

Purpose of the Annual Capital Budget

The FY27 Capital Budget reflects the Town's immediate investment priorities within the context of:

- Public health and safety requirements
- Infrastructure condition and asset preservation
- Regulatory compliance
- Lifecycle replacement schedules
- Debt affordability
- Operating budget sustainability

Only those projects deemed operationally necessary, financially supportable, and administratively prepared for implementation are advanced for FY27 appropriation.

This disciplined annual review ensures that capital spending remains aligned with the Town's fiscal policies and long-term financial position.

Role of the Five-Year Capital Improvement Plan (CIP)

The FY27–FY31 CIP extends beyond the current fiscal year to provide visibility into future infrastructure demands and financial commitments. It serves several core functions:

1. **Debt Modeling and Affordability Analysis**
   The CIP allows the Town to project borrowing requirements and associated debt service impacts over multiple years, thereby protecting structural balance within the operating budget.

2. **Phased Project Sequencing**
   Major capital initiatives including roadway reconstruction, facility renovation, and enterprise system upgrades are distributed over multiple fiscal years to stabilize annual borrowing and avoid concentration of debt.

3. **Asset Management Planning**
   The CIP supports lifecycle-based planning for fleet, equipment, and building systems, reducing the risk of emergency replacements and deferred maintenance escalation.

4. **Strategic Transparency**
   By identifying anticipated projects in advance, the CIP provides policymakers and residents with a clear understanding of emerging infrastructure obligations and long-term financial considerations.

While the CIP establishes a five-year planning horizon, it is subject to annual review and revision. Each year, the Town reassesses:

- Project timing and readiness
- Updated cost estimates
- Revenue and levy conditions
- Debt capacity and bond rating considerations
- Grant opportunities and external funding sources

Accordingly, only the first year of the CIP (FY27) is brought forward for appropriation. Years FY28 through FY31 remain planning estimates, subject to modification based on fiscal conditions and community priorities.

Integrated Capital Strategy

The separation between the annual capital budget and the five-year CIP is fundamental to responsible municipal financial management.

The FY27 Capital Budget reflects immediate, executable investment decisions.

The FY27–FY31 Capital Improvement Plan reflects long-term infrastructure stewardship, debt stabilization, and strategic sequencing.

Together, they ensure that the Town:

- Preserves existing assets before expansion
- Aligns capital investment with fiscal capacity
- Maintains predictable debt service growth
- Supports public safety and regulatory compliance
- Provides transparent and forward-looking financial planning

This integrated framework positions the Town to meet current obligations while responsibly preparing for future infrastructure demands.

Town Manager's Recommended One-Year Capital Investment Plan

The FY27 Capital Budget represents the Town's annual investment in long-term assets, infrastructure preservation, regulatory compliance, and public safety readiness. While informed by the broader five-year Capital Improvement Plan (CIP), the FY27 capital budget is a discrete appropriation plan requiring Town Meeting authorization and reflects the immediate fiscal realities facing the Town.

For FY27, the Town Manager recommends total capital investments of:

- General Fund Capital: $4,837,548.44
- Wastewater Enterprise Fund: $635,000
- Community Preservation: $993,000
- Total FY27 Capital Recommendation: $6,465,548.44

This recommendation reflects a deliberate recalibration of departmental submissions. Original requests were reviewed through the lens of:

- Debt capacity and long-term borrowing impact
- Levy limitations and operating budget pressures
- Lifecycle replacement schedules
- Regulatory and safety requirements
- Project readiness and sequencing
- Strategic alignment with Select Board priorities

The FY27 capital plan prioritizes preservation of existing assets, public safety continuity, and regulatory compliance over expansionary initiatives.

CAPITAL ALLOCATION POLICY: INFRASTRUCTURE FIRST

Beginning with the FY27 recommendation, the Town establishes a structured capital allocation framework designed to restore predictability, preserve infrastructure, and stabilize long-term borrowing.

The FY27 capital program reflects the intentional dedication of:

- $2 million annually for roadway and bridge infrastructure, and
- $1 million annually for all other general government capital needs.

This allocation model recognizes that transportation infrastructure represents the Town's largest and most vulnerable asset class. Roadways, bridges, culverts, and pedestrian systems are foundational to public safety, economic vitality, emergency response, and community connectivity.

Historically, roadway investment has fluctuated year to year, resulting in deferred maintenance and episodic borrowing. By establishing a predictable $2 million annual commitment to roads and bridges, the Town transitions from reactive infrastructure repair toward a disciplined asset management strategy.

The additional $1 million allocation for all other general capital needs establishes a sustainable baseline for:

- Public safety fleet and equipment replacement
- Municipal facility preservation

- Technology modernization
- Regulatory compliance investments
- Equipment lifecycle planning

This framework creates structural balance within the capital program and reduces reliance on one-time funding solutions or episodic borrowing spikes.

GENERAL OPERATING CAPITAL

1. **Cruiser Replacement Program - $85,000 (FREE CASH)**
   Scheduled replacement maintains fleet reliability and operational readiness. Lifecycle-based replacement reduces maintenance costs and prevents service disruption.

2. **Body Worn Camera (BWC) Contract Extension & Upgrade - $48,201.44 (FREE CASH)**
   This investment sustains and upgrades the Police Department's body-worn camera program. The upgrade enhances evidentiary integrity, transparency, and administrative efficiency.

3. **Turnout Gear Replacement - $45,800 (FREE CASH)**
   Replacement ensures firefighter safety and compliance with protective equipment standards. Modern gear reduces occupational risk and liability exposure.

4. **Exhaust Capture (Plymovent) System Improvements - $80,000 (FREE CASH)**
   Improvements enhance indoor air quality and reduce carcinogen exposure within the fire station. This investment protects personnel health and supports workplace safety standards.

5. **Town Building Water Infiltration Testing - $150,000 (FREE CASH)**
   Testing identifies structural vulnerabilities and water intrusion risks within municipal buildings. Early detection supports preventive maintenance and protects long-term asset value.

6. **Bridge Street Bridge Rehabilitation (FREE CASH)**
   This project addresses structural rehabilitation needs to preserve the safety and service life of the Bridge Street Bridge. Proactive investment avoids accelerated deterioration, higher long-term reconstruction costs, and potential service disruptions.

7. **Shaw Bridge Rehabilitation - $1,603,000 (FREE CASH)**
   Funding supports critical repairs to maintain structural integrity and public safety. Early intervention reduces the risk of costly emergency repairs and preserves transportation continuity.

8. **Roadway Improvements (Phase 2) - $410,000 (CHAPTER 90)**
   This phase continues the Town's structured pavement management strategy under the $2 million annual infrastructure commitment. Phased roadway investment stabilizes pavement conditions and reduces long-term reconstruction liability.

9. **Brush Hill Road Culvert Replacement - $777,500 (GRANT)**
   Replacement of the culvert improves drainage capacity, roadway resilience, and stormwater management. This investment mitigates flooding risk and protects roadway infrastructure.

10. **Crosswalk Installation & Replacement - $171,000 (CAPITAL STABLIZATION)**
    Improvements enhance pedestrian safety and traffic visibility at targeted locations. This project supports safe mobility and reduces liability exposure.

11. **Roadwork Engineering (2 out of 4 Projects) - $550,000 (CHPT. 90 / CAPITAL STABILIZATION)**
    Engineering design ensures future roadway phases are construction-ready and properly sequenced. Advance planning improves cost control and project efficiency. $250,000 is proposed to be funded by Chapter 90, and the remaining $300,000 is to be funded by Capital Stabilization.

12. **Trailer-Mounted 75KW Generator - $75,000 (FREE CASH)**
    The mobile generator provides deployable backup power to critical facilities during extended outages. It strengthens emergency preparedness and continuity of operations.

13. **Portable Electronic Message Board - $54,842 (FREE CASH)**
    This unit improves real-time communication during emergencies, construction projects, and roadway closures. It enhances public safety messaging and traffic control.

14. **Online Permitting Software - $90,000 (FREE CASH)**
    Modernizes permit processing, improves public and ADA accessibility, and increases administrative efficiency. The system reduces paper workflows and enhances transparency.

15. **Assessor Software Upgrade - $43,000 (FREE CASH)**
    Upgraded software improves data management, valuation accuracy, and compliance reporting. It strengthens operational reliability within property assessment functions.

16. **Archival Storage Feasibility Study - $50,000 (FREE CASH)**
    This study evaluates long-term preservation solutions for vital records. Proactive planning ensures statutory compliance and protection of historical documents.

17. **Inspector Vehicle - $35,000 (FREE CASH)**
    Supports field inspections and regulatory enforcement activities. Reliable transportation is essential for environmental health and public safety functions.

18. **Council on Aging Van - $53,000 (FREE CASH)**
    The van supports senior transportation services and access to essential programs. This investment strengthens mobility and aging-in-place initiatives.

19. **Master Plan (Visioning Phase Funding) - $50,000 (FREE CASH)**
    Initial funding advances the Town's comprehensive planning update. The Master Plan guides long-term land use, infrastructure alignment, and economic development strategy.

20. Accessible Electric Vehicles - $18,205 (FREE CASH)

Acquisition of accessible electric vehicles supports mobility equity and sustainability objectives. The investment enhances transit accessibility while reducing long-term operating emissions.

WASTEWATER ENTERPRISE CAPITAL

1. **Sewer Infrastructure Work - $100,000 (RETAINED EARNINGS)**
   Targeted system improvements address aging components within the collection system to maintain reliability and regulatory compliance. Proactive investment reduces the risk of failures, inflow issues, and costly emergency repairs.

2. **Sludge Loadout Upgrade - $145,000 (RETAINED EARNINGS)**
   This upgrade modernizes sludge handling operations at the treatment facility to improve efficiency, safety, and operational reliability. The investment supports compliance and enhances long-term system sustainability.

3. **Miscellaneous Engineering Services - $200,000 (RETAINED EARNINGS)**
   Funding supports professional engineering services required for system evaluation, regulatory reporting, permitting, and project development. Ongoing technical support ensures informed capital planning and operational compliance.

4. **Capacity, Management, Operations & Maintenance - $30,000 (RETAINED EARNINGS)**
   This investment advances the Town's structured CMOM program to strengthen system oversight, asset tracking, and preventive maintenance practices. Continued implementation improves operational performance and regulatory compliance.

5. **Annual Inflow & Infiltration (I&I) Design - $160,000 (RETAINED EARNINGS)**
   Engineering design supports ongoing efforts to identify and reduce stormwater infiltration into the wastewater system. Reducing I&I lowers treatment costs, protects system capacity, and supports long-term rate stability.

FY27 CAPITAL and IMPROVEMENT PLAN

Department Recommendations

	FY27	FY28	FY29	FY30	FY31	TOTAL CIP
Police	$ 273,201.44	$ 309,693.10	$ 317,786.88	$ 166,000.00	$ 173,000.00	$ 1,239,681.42
Fire	$ 125,800.00	$ 54,385.18	$ -	$ -	$ -	$ 180,185.18
DPW Facilities	$ 3,700,000.00	$ 280,000.00	$ -	$ -	$ -	$ 3,980,000.00
DPW Highway	$11,025,451.00	$ -	$ -	$ -	$ -	$11,025,451.00
Emergency Mgmt	$ 169,842.00	$ -	$ -	$ -	$ -	$ 169,842.00
Informational Technology	$ 133,000.00	$ -	$ -	$ -	$ -	$ 133,000.00
Town Clerk	$ 75,000.00	$ -	$ -	$ -	$ -	$ 75,000.00
Health	$ 33,300.00	$ -	$ -	$ -	$ -	$ 33,300.00
Council On Aging	$ 53,000.00	$ -	$ -	$ -	$ -	$ 53,000.00
Parks & Rec	$ 174,000.00	$ -	$ -	$ -	$ -	$ 174,000.00
Planning	$ 200,000.00	$ 200,000.00	-	-	-	$ 400,000.00
Transportation	$ 36,410.00	$ -	$ -	$ -	$ -	$ 36,410.00
TOTAL GENERAL	**$ 15,999,004.44**	**$ 844,078.28**	**$ 317,786.88**	**$ 166,000.00**	**$ 173,000.00**	**$ 17,499,869.60**
Wastewater	$ 3,000,900.00	$ -	$ -	$ -	$ -	$ 3,000,900.00
Community Preservation	$ 993,000.00					$ 993,000.00
Grand Total DH CIP	**$ 20,029,314.44**	**$ 844,078.28**	**$ 317,786.88**	**$ 166,000.00**	**$ 173,000.00**	**$ 21,530,179.60**

Town Manager's Recommendations

	FY27	FY28	FY29	FY30	FY31	TOTAL CIP
Police	$ 133,201.44	$ 309,693.10	$ 317,356.88	$ 306,000.00	$ 173,000.00	$ 1,239,251.42
Fire	$ 125,800.00	$ 54,385.18	$ -	$ -	$ -	$ 180,185.18
DPW Facilities	$ 150,000.00	$ 280,000.00	$ -	$ 2,500,000.00	$ 1,050,000.00	$ 3,980,000.00
DPW Highway	$ 3,959,500.00	$ 1,559,793.00	$ 2,734,206.00	$ 1,447,084.00	$ 1,874,868.00	$ 11,575,451.00
Emergency Mgmt	$ 129,842.00	$ -	$ -	$ -	$ 42,000.00	$ 171,842.00
Informational Technology	$ 133,000.00	$ -	$ -	$ -	$ -	$ 133,000.00
Town Clerk	$ 50,000.00	$ -	$ -	$ -	$ -	$ 50,000.00
Health	$ 35,000.00	$ -	$ -	$ -	$ -	$ 35,000.00
Council On Aging	$ 53,000.00	$ -	$ -	$ -	$ -	$ 53,000.00
Parks & Rec	$ -	$ 23,000.00	$ -	$ 151,000.00	$ -	$ 174,000.00
Planning	$ 50,000.00	$ 200,000.00	$ -	$ 200,000.00	$ -	$ 450,000.00
Transportation	$ 18,205.00	$ -	$ -	$ -	$ -	$ 18,205.00
TOTAL GENERAL	**$ 4,837,548.44**	**$ 2,426,871.28**	**$ 3,051,562.88**	**$ 4,604,084.00**	**$ 3,139,868.00**	**$ 18,059,934.60**
Wastewater	$ 635,000.00	$ 838,000.00	$ 1,527,900.00	$ -	$ -	$ 3,000,900.00
Community Preservation	$ 993,000.00					$ 993,000.00
Grand Total DH CIP	**$ 6,465,548.44**	**$ 3,264,871.28**	**$ 4,579,462.88**	**$ 4,604,084.00**	**$ 3,139,868.00**	**$ 22,053,834.60**

FY27 CAPITAL - Dept Review

Project Title	FY2027	Safety	Need	Priority Alignment	SCOREING	Town Manager Recommendation
Crosswalk Install & Replace, 5 Locations	$171,000.00	42	42	39	41	$171,000.00
Plymovent System (Facilities)	$70,000.00	44	43	33	40	$80,000.00
Bridge Street Bridge Rehab	$426,000.00	42	42	36	40	$426,000.00
Shaw Bridge Rehab	$1,603,000.00	41	40	38	39.66666667	$1,603,000.00
Back up set of Turnout Gear (10 SETS)	$45,800.00	42	41	35	39.33333333	$45,800.00
Master Plan	$200,000.00	32	41	45	39.33333333	$50,000.00
Body Camera	$48,201.44	43	39	35	39	$48,201.44
Sludge Loadout Upgrade	$145,000.00	41	40	36	39	$145,000.00
Online Permitting Software	$90,000.00	34	40	39	37.66666667	$90,000.00
Town Building Water Infiltration Testing	$150,000.00	36	39	33	36	$150,000.00
Multi Dept Response Van	$140,000.00	38	35	32	35	
Trailer Mounted 75KW Generator	$73,000.00	33	33	39	35	$75,000.00
Inspector Vehicle	$33,300.00	31	36	37	34.66666667	$35,000.00
Upgrade Assessors Software	$43,000.00	20	38	40	32.66666667	$43,000.00
Cruiser Replacement (1-2/yr)	$84,000.00	35	28	33	32	$85,000.00
2 - Accessible Electric Vehicles	$36,410.00	31	31	33	31.66666667	$18,205.00
Archival Storage Feasibility Study	$75,000.00	17	41	35	31	$50,000.00
Manhole Installation Pearl St.	$22,000.00	36	31	23	30	$22,000.00
Sewer Infrastructure Work	$100,000.00	29	29	31	29.66666667	$100,000.00
Council on Aging Van	$53,000.00	19	32	37	29.33333333	$53,000.00
Brush Hill Road Culvert	$777,500.00	30	28	29	29	$777,500.00
Sunoco Station Transfer Switch	$42,000.00	28	27	28	27.66666667	
Message Board Purchase	$54,842.00	25	23	27	25	$54,842.00
Roadway Improvements (2 of 6)	$410,000.00	21	25	26	24	$410,000.00
Lake Mansfield Sidewalk & Beach Restoration	$151,000.00	23	22	23	22.66666667	
Ramsdell Library Renovation	TBD	17	22	28	22.33333333	
Roadway Improvements (1 of 6)	$1,559,793.00	18	22	24	21.33333333	
Misc Sidewalk Improvements	$104,000.00	19	19	25	21	
Roadway Improvements (3 of 6)	$1,221,206.00	17	19	22	19.33333333	
Freightliner Purchase	$438,000.00	17	13	21	17	
Roadwork Engineering (2 projects)	$1,075,000.00	14	16	17	15.66666667	$550,000.00
Bird Mgmt - Lake Mansfield	$23,000.00	18	12	17	15.66666667	
Roadway Improvements (4 of 6)	$1,343,084.00	13	16	17	15.33333333	
Roadway Improvements (5 of 6)	$1,190,366.00	13	15	17	15	
Roadway Improvements (6 of 6)	$684,502.00	11	14	17	14	
DPW Cold Storage	$1,050,000.00	9	14	18	13.66666667	
Capacity, Management, Operations and Maintenance Year 6 FY2027	$ 30,000.00	Tardy Submission				$ 30,000.00
Miscellaneous Engineering Services	$ 200,000.00	Tardy Submission				$ 200,000.00
Annual Inflow & Infiltration Design	$ 160,000.00	Tardy Submission				$ 160,000.00

General	$4,837,548.44
Enterprise	$ 635,000.00
Total General and Enterprise	**$5,472,548.44**

Service Enhnacement Grants	$	150,000.00
Enterprise	$	635,000.00
Community Preservation	$	993,000.00
Capital Stablization		$471,000.00
Grants		$777,500.00
Chpt 90		$660,000.00
Capital Plan		$900,048.44
Roads & Bridges		$2,029,000.00
Total General Capital		**$4,837,548.44**
TOTAL General and Enterprise		**$5,472,548.44**
GRAND TOTAL CAPITAL	**$**	**6,615,548.44**

Chapter 90 Projects	
Roadway Improvements (2 of 6)	$410,000.00
Route 183 TIP	$250,000.00
Total Chapter 90 Funds	**$660,000.00**

Service Enhancement Grants		
Health/Water Quality Intern	$	25,000.00
Human Services	$	53,000.00
Arts & Culture	$	30,000.00
Employee Prof. Dev.	$	30,000.00
Fire Department Washer & Dryer	$	2,000.00
Computer Replacement Program	$	10,000.00
Total Service Enhancement Grants	**$**	**150,000.00**

Capital Improvement Plan

Dept	Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Police	Cruiser Replacement (1-2/yr)	$ 85,000.00	$ -	$ -	$ -	$ -	$ 85,000.00
	Cruiser Replacement (1-2/yr)	$ -	$ 159,530.00	$ -	$ -	$ -	$ 159,530.00
	Cruiser Replacement (1-2/yr)	$ -	$ -	$ 159,530.00	$ -	$ -	$ 159,530.00
	Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$166,000.00	$ -	$ 166,000.00
	Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$ -	$ 173,000.00	$ 173,000.00
	Multi Dept Response Van		$ -	$ -	$ 140,000.00	$ -	$ 140,000.00
	Body Camera	$ 48,201.44	$ 150,163.10	$ 157,826.88	$ -	$ -	$ 356,191.42
	TOTAL POLICE	**$ 133,201.44**	**$ 309,693.10**	**$ 317,356.88**	**$ 306,000.00**	**$ 173,000.00**	$ 1,239,251.42
Fire	Plymovent System (Facilities)	$ 80,000.00	$ -	$ -	$ -	$ -	$ 80,000.00
	Back up set of Turnout Gear	$ 45,800.00	$ -	$ -	$ -	$ -	$ 45,800.00
	700/800mhz radios	$ -	$ 54,385.18	$ -	$ -	$ -	$ 54,385.18
	TOTAL FIRE	**$ 125,800.00**	**$ 54,385.18**	**$ -**	**$ -**	**$ -**	$ 180,185.18
Facilities	Ramsdell Library Rennovation	TBD	$ -	$ -	$ -	$ -	$ -
	Town Building Water Infiltration Testing	$ 150,000.00	$ -	$ -	$ -	$ -	$ 150,000.00
	Town Hall Rennovation/Feasibility Study	$ -	$ -	TBD	$ -	$ -	$ -
	Police Station Renovation/Feasibility Study	$ -	$ 150,000.00	$ -	$ -	TBD	$ 150,000.00
	Housatonic Community Center Rennovation	$ -	$ -	$ -	$ -	TBD	$ -
	DPW Facility	$ -		$ -	$ 2,500,000.00	$ -	$ 2,500,000.00
	Fire Station Roof Repairs	$ -	TBD	$ -	$ -	$ -	$ -
	Mason Library Repairs	$ -	$ -	TBD	$ -	$ -	$ -
	Town Hall Generator	$ -	$ 130,000.00	$ -	$ -	$ -	$ 130,000.00
	DPW Cold Storage	$ -	$ -	$ -	$ -	$ 1,050,000.00	$ 1,050,000.00
	TOTAL FACILITIES	**$ 150,000.00**	**$ 280,000.00**	**$ -**	**$ 2,500,000.00**	**$ 1,050,000.00**	**$ 3,980,000.00**
Highway	Bridge Street Bridge Rehab	$ 426,000.00	$ -	$ -	$ -	$ -	$ 426,000.00
	Shaw Bridge Rehab	$ 1,603,000.00	$ -	$ -	$ -	$ -	$ 1,603,000.00
	Freightliner Purchase		$ -	$ 438,000.00	$ -	$ -	$ 438,000.00
	Crosswalk Install & Replace, 5 Locations	$ 171,000.00	$ -	$ -	$ -	$ -	$ 171,000.00
	Brush Hill Road Culvert	$ 777,500.00	$ -	$ -	$ -	$ -	$ 777,500.00
	Roadway Improvements (6 of 6)	$ -	$ -	$ -	$ -	$ 684,502.00	$ 684,502.00
	Roadway Improvements (5 of 6)	$ -	$ -	$ -	$ -	$ 1,190,366.00	$ 1,190,366.00
	Roadway Improvements (4 of 6)	$ -	$ -	$ -	$ 1,343,084.00	$ -	$ 1,343,084.00
	Roadway Improvements (3 of 6)	$ -	$ -	$ 1,221,206.00	$ -	$ -	$ 1,221,206.00
	Roadway Improvements (2 of 6)	$ 410,000.00	$ -	$ -	$ -	$ -	$ 410,000.00
	Roadway Improvements (1 of 6)	$ -	$ 1,559,793.00	$ -	$ -	$ -	$ 1,559,793.00
	Roadwork Engineering (4 projects)	$ 550,000.00	$ -		$ -	$ -	$ 550,000.00
	Manhole Installation Pearl St.	$ 22,000.00	$ -	$ -	$ -	$ -	$ 22,000.00
	Misc Sidewalk Improvements	$ -	$ -	$ -	$ 104,000.00	$ -	$ 104,000.00
	TOTAL DPW - Highway	**$ 3,959,500.00**	**$ 1,559,793.00**	**$ 1,659,206.00**	**$ 1,447,084.00**	**$ 1,874,868.00**	**$ 10,500,451.00**

as of February 10, 2026

Capital Improvement Plan

Dept	Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Emerg. Mgmt	Trailer Mounted 75KW Generator	$ 75,000.00	$ -	$ -	$ -	$ -	$ 75,000.00
	Sunoco Station Transfer Switch	$ -	$ -	$ -	$ -	$ 42,000.00	$ 42,000.00
	Message Board Purchase	$ 54,842.00	$ -	$ -	$ -	$ -	$ 54,842.00
	TOTAL EMERGENCY MGMT	**$ 129,842.00**	**$ -**	**$ -**	**$ -**	**$ 42,000.00**	**$ 171,842.00**
IT	Online Permitting Software	$ 90,000.00	$ -	$ -	$ -	$ -	$ 90,000.00
	Upgrade Assessors Software	$ 43,000.00	$ -	$ -	$ -	$ -	$ 43,000.00
	TOTAL IT	**$ 133,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 133,000.00**
Clerk	Archival Storage Feasibility Study	$ 50,000.00	$ -	$ -	$ -	$ -	$ 50,000.00
	TOTAL TOWN CLERK	**$ 50,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000.00**
Health	Inspector Vehicle	$ 35,000.00	$ -	$ -	$ -	$ -	$ 35,000.00
	TOTAL HEALTH	**$ 35,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 35,000.00**
COA	COA Van	$ 53,000.00	$ -	$ -	$ -	$ -	$ 53,000.00
	TOTAL COA	**$ 53,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 53,000.00**
Planning	Castle Street Pedestrian underpass and canopy	$ -	$ 200,000.00	$ -	$ -	$ -	$ 200,000.00
	Master Plan	$ 50,000.00	$ -	$ -	$ 200,000.00	$ -	$ 250,000.00
	TOTAL PLANNING	**$ 50,000.00**	**$ 200,000.00**	**$ -**	**$ 200,000.00**	**$ -**	**$ 450,000.00**
Transit	Accessible Electric Vehicles	$ 18,205.00	$ -	$ -	$ -	$ -	$ 18,205.00
	TOTAL TRANSPORTATION	**$ 18,205.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 18,205.00**
	Total General Capital	**$ 4,837,548.44**	**$ 2,403,871.28**	**$ 1,976,562.88**	**$ 4,453,084.00**	**$ 3,139,868.00**	**$ 16,810,934.60**

Capital Improvement Plan

Dept	Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
WWTP	Sewer Infrastructure Work	$ 100,000.00	$ -	$ -	$ -	$ -	$ 100,000.00
	Sludge Loadout Upgrade	$ 145,000.00					$ 145,000.00
	Miscellaneous Engineering Services	$ 200,000.00					$ 200,000.00
	Capacity, Management, Operations and Maintenance Year 6 FY2027	$ 30,000.00					$ 30,000.00
	Annual Inflow & Infiltration Design	$ 160,000.00	$ -	$ -	$ -	$ -	$ 160,000.00
	Annual Inflow & Infiltration Construction		$ 838,000.00	$ -			$ 838,000.00
	Design & Permitting WWTP Upgrades and Avery Lane Pump Station Upgrades	$ -	$ -	$1,527,900.00			$ 1,527,900.00
	TOTAL WASTEWATER	**$ 635,000.00**	**$ 838,000.00**	**$ 1,527,900.00**	**$ -**	**$ -**	**$ 3,000,900.00**

Police Department

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Cruiser Replacement (1-2/yr)	$ 85,000.00	$ -	$ -	$ -	$ -	$ 85,000.00
Cruiser Replacement (1-2/yr)	$ -	$ 159,530.00	$ -	$ -	$ -	$ 159,530.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$159,960.00	$ -	$ -	$ 159,960.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$166,000.00	$ -	$ 166,000.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$ -	$173,000.00	$ 173,000.00
Multi Dept Response Van	$ 140,000.00	$ -	$ -	$ -	$ -	$ 140,000.00
Body Camera	$ 48,201.44	$ 150,163.10	$ 157,826.88	$ -	$ -	$ 356,191.42
TOTAL POLICE	**$ 273,201.44**	**$ 309,693.10**	**$ 317,786.88**	**$ 166,000.00**	**$ 173,000.00**	**$ 1,239,681.42**

Police Department - Town Manager's Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Cruiser Replacement (1-2/yr)	$ 85,000.00	$ -	$ -	$ -	$ -	$ 85,000.00
Cruiser Replacement (1-2/yr)	$ -	$ 159,530.00	$ -	$ -	$ -	$ 159,530.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$ 159,530.00	$ -	$ -	$ 159,530.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$166,000.00	$ -	$ 166,000.00
Cruiser Replacement (1-2/yr)	$ -	$ -	$ -	$ -	$ 173,000.00	$ 173,000.00
Multi Dept Response Van		$ -	$ -	$ 140,000.00	$ -	$ 140,000.00
Body Camera	$ 48,201.44	$ 150,163.10	$ 157,826.88	$ -	$ -	$ 356,191.42
TOTAL POLICE	**$ 133,201.44**	**$ 309,693.10**	**$ 317,356.88**	**$ 306,000.00**	**$ 173,000.00**	**$ 1,239,251.42**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Police

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 2

Division Priority # ____ of ____

Request Prepared By:
ADAM
First

CARLOTTO
Last

Primary Staff Email
acarlotto@townofgbma.gov

2nd/Reviewing Staff Email
cbecker@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

FY27 Cruiser

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

FY27 Replacement Cruiser

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Scheduled replacement of cruiser.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Replacing line cars at their expected end of life cycle of 2/3 year & 100k miles and prior to factory warranty expiration.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

After personnel, cruisers are our most valued and heavily used piece of equipment for delivery of service.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Expense	$84,000.00

Total Cost: $84,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Cruisers - Regular Operating Costs	Various	$5,000.00

Total Cost: $5,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications
FY27 CRUISER GR BARRINGTON F150.pdf

Pictures, Site Plans, Other Visuals
F-150 Cruiser.webp

APX8500 - DataSheet.pdf

Other Backup Material for Justification


POLICE

Quote

#QUO5367

11/21/2025

McGovern MHQ Inc

420-2 BOSTON TURNPIKE
SHREWSBURY MA 01545
United States

Bill To

CAPT ADAM CARLOTTO
GREAT BARRINGTON POLICE
465 MAIN STREET
GREAT BARRINGTON MA 01230
United States

Ship To

CAPT ADAM CARLOTTO
GREAT BARRINGTON POLICE
465 MAIN STREET
GREAT BARRINGTON MA 01230
United States

Sales Rep	PO #	Memo	Expected Ready Date
Steven Spokowski		F150 RESP FY27 BUDGET QUOTE	

VIN	Make	Model	Color

Quantity	Item	Description	Contract ID	Rate	Amount
1	**Vehicle Group**				
	Description				
	VEHICLE				
1	**W1P**	2026 FORD F150 4X4 SUPER CREW POLICE RESPONDER	GBPC/ BAPERN	$47,376.00	$47,376.00
1	**UM**	BLACK EXTERIOR PAINT	GBPC/ BAPERN	$0.00	$0.00
1	**PB**	BLACK CLOTH 40/BLANK/40 FRONT SEATS W/CENTER SECTION DELETED	GBPC/ BAPERN	$0.00	$0.00
1	**998**	3.5L V6 GAS ECOBOOST ENGINE	GBPC/ BAPERN	$0.00	$0.00
1	**44G**	10 SPEED ELECTRONIC AUTOMATIC TRANSMISSION	GBPC/ BAPERN	$0.00	$0.00
1	**150A**	STANDARD POLICE EQUIPMENT LEVEL CONTENT	GBPC/ BAPERN	$0.00	$0.00
1	**18B**	RUNNING BOARDS	GBPC/ BAPERN	$247.35	$247.35
1	**54R**	MANUAL FOLDING POWER HEATED EXTERIOR MIRRORS WITH SIGNAL	GBPC/ BAPERN	$392.85	$392.85
1	**595**	FOG LAMPS	GBPC/ BAPERN	$140.65	$140.65
1	**67P**	REMOTE KEYLESS ENTRY	GBPC/ BAPERN	$339.50	$339.50
1	**59E**	DRIVER SIDE PILLAR MOUNTED LED SPOT LAMP	GBPC/ BAPERN	$392.85	$392.85
1	**924**	REAR PRIVACY GLASS WITH ELECTRIC DEFROSTER	GBPC/ BAPERN	$97.00	$97.00
1	**17R**	REAR DOOR CONTROLS INOPERABLE (LOCKS, HANDLES & WINDOWS)	GBPC/ BAPERN	$213.40	$213.40



Quote

#QUO5367

11/21/2025

Quantity	Item	Description	Contract ID	Rate	Amount
	VEHICLE SUB				$49,199.60
1	**PAINT**	PAINT ROOF AND (4) DOORS COMPLETE WHITE (YZ)	GBPC/ BAPERN	$1,980.00	$1,980.00
1	**GRAPHICS-INHOUSE**	CUSTOMER SPECIFIC GRAPHICS KIT: UNIT #: TBD	GBPC/ BAPERN	$895.00	$895.00
1	**94975**	SET OF (4) WINDOW VENT SHADES	GBPC/ BAPERN	$160.00	$160.00
1	**MISCELLANEOUS-NON INVENTORY**	NOTE: FLEET KEY NOT APPLICABLE TO PIU CODE	GBPC/ BAPERN	$0.00	$0.00
1	**OXFORD BEDLINER**	SPRAY IN CARGO BEDLINER	GBPC/ BAPERN	$810.00	$810.00
1	**Wire Harness - Patrol & Slick Top**	POWER DISTRIBUTION WIRE HARNESS FULL BUILD	NON CONTRACT	$870.00	$870.00
1	**Labor**	WIG WAG FLASHER (FOG LIGHTS)	GBPC/ BAPERN	$125.00	$125.00
1	**36-54085**	F-150 POLICE RESPONDER PUSH BAR	GBPC/ BAPERN	$902.00	$902.00
1	**36-6015W4**	4 HOLE RECESSED LIGHT CHANNEL FOR WHELEN ION	GBPC/ BAPERN	$54.00	$54.00
4	**I2E**	DUO ION BLUE/WHITE IN P/BAR TOP CROSS RAIL FACING FORWARD	GBPC/ BAPERN	$250.00	$1,000.00
2	**V23BTPB**	V2 SERIES LIGHT BLUE/BLACK SIDES OF PUSH BAR - 1/SIDE	GBPC/ BAPERN	$351.00	$702.00
1	**NEW ITEM**	WHELEN LIBERTY II DUO BLUE/WHITE LIGHTBAR/SIREN PACKAGE	GBPC/ BAPERN	$5,230.00	$5,230.00
1	**BB2MHQ7**	LIBERTY II DUO F-B/W R-B/A 2 A/R FULL LED LIGHT BAR INCLUDED	GBPC/ BAPERN	$0.00	$0.00
1	**C399**	CENCOM CORE WCX CONTROL CENTER INCLUDED	GBPC/ BAPERN	$0.00	$0.00
1	**C399SP**	SCANPORT KIT FOR C399 INCLUDED	GBPC/ BAPERN	$0.00	$0.00
1	**CCTL7**	21 BUTTON CONTROL HEAD WITH (3) POSITION SLIDE SWITCH INCLUDED	GBPC/ BAPERN	$0.00	$0.00
1	**SA315P**	SA315P SPEAKER, BLACK PLASTIC 100W ON PUSH BAR INCLUDED	GBPC/ BAPERN	$0.00	$0.00
1	**SAK1**	SPEAKER BRACKET INCLUDED	GBPC/ BAPERN	$0.00	$0.00
2	**CEM16**	WeCanX 16 OUTPUT EXPANSION MODULES	GBPC/ BAPERN	$301.00	$602.00
2	**LINSV2B**	SURFACE MT LINZ V-SERIES BLUE UNDER EXTERIOR MIRRORS	GBPC/ BAPERN	$355.00	$710.00





Quote

#QUO5367

11/21/2025

Quantity	Item	Description	Contract ID	Rate	Amount
1	**LSVBKT47**	LINSV MIRROR MOUNT KIT F-150	GBPC/ BAPERN	$28.00	$28.00
2	**TLI2E**	BLUE WHITE LED BETWEEN REAR BUMPER & GATE	GBPC/ BAPERN	$250.00	$500.00
1	**Labor**	FLASH TAIL RINGS AND BACK UP LED TO CORE	GBPC/ BAPERN	$125.00	$125.00
1	**PLSW30**	ROCKER SWITCH ON-OFF-ON MOUNTED ON CONSOLE	GBPC/ BAPERN	$0.00	$0.00
1	**C-VSW-2400-F150-1-H**	VEHICLE SPECIFIC 24" WIDE FLAT CONSOLE FOR 2025 FORD F-150 RESPONDER	GBPC/ BAPERN	$915.00	$915.00
1	**CUP21001**	CUP HOLDER	GBPC/ BAPERN	$65.00	$65.00
1	**C-ARPB-1014**	Brother Arm Rest Printer Bracket: Top Mount	GBPC/ BAPERN	$285.00	$285.00
2	**MMSU1**	MAGNETIC MIC CLIP SINGLE UNIT	GBPC/ BAPERN	$64.00	$128.00
2	**CMCB**	MIC CLIP BRACKET	GBPC/ BAPERN	$16.00	$32.00
1	**C-LP3-USB-BL1**	Console Accessory Bracket Kit with 3 Lighter Plug Outlets W/ 1 USB-C & USB Type A Dual Port Charger & 1 Blank for Rectangular Accessories	GBPC/ BAPERN	$165.00	$165.00
1	**93904**	PRINTER: I80 USB Vehicle Kit - Includes 93860, 93863, 93882, and one roll of perforated paper w/black mark	GBPC/ BAPERN	$595.00	$595.00
1	**3SRCCDCR**	RED WHITE DOME LIGHT FRONT CABIN OVER CONSOLE	GBPC/ BAPERN	$150.00	$150.00
1	**PKG-PSM-185**	2015+ F150 STANDARD PASS SIDE MOUNT	GBPC/ BAPERN	$594.00	$594.00
1	**DS-PAN-1212N-2**	Docking Station for Panasonic TOUGHBOOK 33 & TOUGHBOOK 33 with 5G with Standard Port Replication & Dual Pass-Thru Antenna Connections & Havis Power Supply	GBPC/ BAPERN	$1,404.00	$1,404.00
1	**C-KBM-202**	RUGGED KEYBOARD MNT & ADAPTOR PLATE	GBPC/ BAPERN	$125.00	$125.00
1	**GP-IN2858**	Computer/radio antenna: one 4G/5G, one WIFI, one GPS/GNSS, one Radio. Computer leads include cables with SMA connectors. Radio cable sold separately. (GPSB5G Base)	GBPC/ BAPERN	$285.00	$285.00
1	**GPSB5G**	Computer/radio antenna: one 4G/5G, one WIFI, one GPS/GNSS, one Radio. ALL cables are sold separately.		$160.00	$160.00
1	**806-0022-00**	RADAR STALKER 2 ANTENNA RADAR SYSTEM	GBPC/ BAPERN	$3,284.00	$3,284.00
2	**Labor**	INSTALL SUPPLIED 2 WAY POLICE RADIO AND ANTENNA	GBPC/ BAPERN	$285.00	$570.00



Quote

#QUO5367

11/21/2025

Quantity	Item	Description	Contract ID	Rate	Amount
2	**NMOKUD20MPL**	ANTENNA CABLE	GBPC/ BAPERN	$33.00	$66.00
1	**PRPSP8104FT21A**	FULL STEEL/[PLEXY PRISONER BARRIER BEHIND FRONT SEATS WITH RECESSED PANEL & SLIDING POLY WINDOW	GBPC/ BAPERN	$1,415.00	$1,415.00
1	**1082E**	BLAC RAC GUN LOCK BETWEEN FRONT BUCKET SEATS ON CAGE	GBPC/ BAPERN	$810.00	$810.00
1	**25010**	MOUNTING RAIL	GBPC/ BAPERN	$54.00	$54.00
1	**DELIVERY FEE**	DELIVERY FEE (WAIVED IF CUSTOMER PICKS UP)	GBPC/ BAPERN	$100.00	$100.00
1	**SHOP SUPPLIES**	SHOP SUPPLIES	GBPC/ BAPERN	$270.00	$270.00
					$75,364.60

Subtotal	$75,364.60
Tax (0%)	$0.00
Total	$75,364.60

TERMS AND CONDITIONS

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

_____

Print Name

_____

Title

_____

Signature

QUO5367

Data Sheet

APX 8500

All-band P25 mobile radio



Unlimited mobility. Maximum connectivity.

Your next incident doesn't care about frequencies and neither should your first responders. Give them the communication tools to stay connected and stay safe wherever the call takes them. Give them the APX 8500 all-band mobile radio.

The APX 8500 radio enables you to exchange critical voice and data seamlessly with multiple agencies and jurisdictions operating on different radio bands. The available high-power transmitter gives you extraordinary P25 range while the integrated Wi-Fi, Bluetooth or tethered in-vehicle broadband modem can extend communication beyond P25 radio service areas. Offload data to a broadband connection and create a data ecosystem in and around your vehicle. Or, use your broadband connection to send and receive P25 voice and data when outside of P25 coverage. And when your vehicle sustains a high impact, the radio can automatically send an alert to dispatch.

Stay connected and stay safe in more ways than ever with the all-band APX 8500 mobile radio.

MOTOROLA SOLUTIONS

All-band connectivity

All bands. No boundaries.

With a 4-in-1 mobile radio and an all-band antenna, you now have the ability to stay connected and expand communications across multiple agencies with one device. Extend your reach further with an available high-power transmitter and communicate with widely dispersed teams across different bands.

Built in data connectivity

Voice and data, all at once

Packed with all the connections you need, the APX 8500 keeps your team in touch and within reach of over-the-air updates. Receive new codeplugs, firmware updates and software features at the speed of Wi-Fi— without interruptions to voice communications.

SmartConnect

Get connected and stay connected

When the mission takes you out of LMR range, you risk being left in the dark. The APX 8500, equipped with SmartConnect, can reroute P25 voice and data communication over broadband via built-in Wi-Fi or a tethered LTE/satellite router. Stay connected to your P25 radio system, even when outside of P25 coverage.

Designed to secure and protect

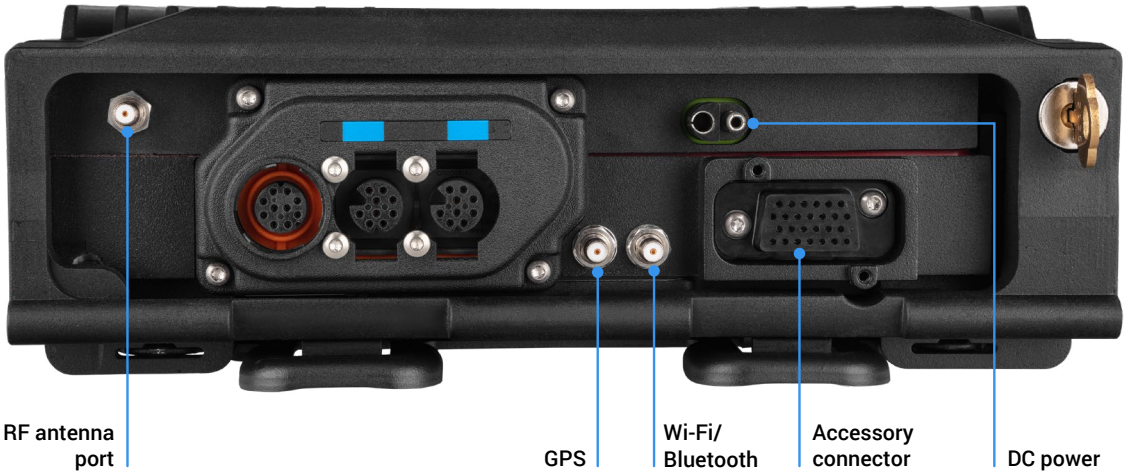
Keep voice and data protected

The APX 8500 secures voice and data using multiple hardware encryption algorithms and the ability to rekey over the air, so it's protected from scanners and eavesdroppers. What's more, P25 Radio Authentication ensures only valid users can access the system while the available two-factor authentication secures database logins.

Device management services

All the support you need

Choose the level of support that suits you best, from simple support of technical troubleshooting to additional provisioning services.



APX 8500 control heads*

O2 Control head

Extreme usability

The O2 control head provides rugged simplicity for efficient and confident communication. Extreme controls with easy to read color display and a built-in 7.5 watt speaker provides clear visual and audible user experiences. Available in high impact green or black.



O3 Handheld control head

Handheld flexibility

The O3 corded control head fits all your mobile controls in your hand. With the O3 your radio controls are never out of reach.



E5 Control head

Unmatched Readability. Optimized Usability.

A bright color display and intelligent lighting makes the E5 easy to read under any condition while the optimized tactility and button placement reduces inadvertent actuations.



O7 Control head

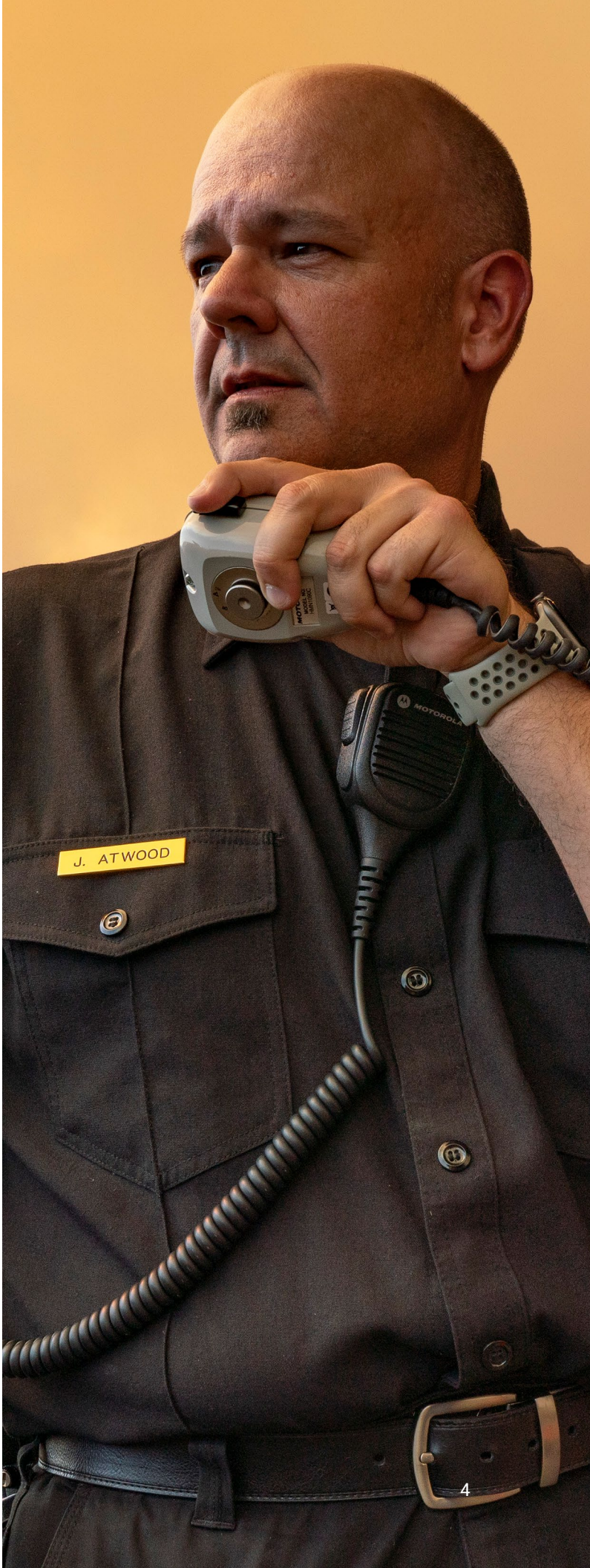
Integrated multi-functionality

The O7 is a sophisticated control head with a color display and built-in keypad. It can integrate your radio vehicle control into a single ergonomic interface and supports dual radio installations.



OPERATION MODES
Digital Trunking: 9600 Baud APCO P25 Phase 1 FDMA and Phase 2 TDMA
Digital Conventional: APCO 25
Analog Trunking: 3600 Baud SmartNet, SmartZone, Omnilink
Analog Conventional: MDC 1200
ASTRO® 25 Integrated Voice and Data
SmartConnect Multi-net Connectivity*
FREQUENCY BANDS
All-band: Simultaneous Operation in VHF, UHF Range 1, UHF Range 2, 700 and 800 MHz Bands
100 Watt High-Power available in VHF and UHF Range 1 bands (High-Power model only)
Up to 3,000 Channels
ADDITIONAL CONNECTIVITY
Wi-Fi 802.11 b/g/n*
Data Modem Tethering*
SmartConnect***
Bluetooth (Version 4.2)**
MANAGEMENT
Radio Management
Customer Programming Software (CPS)
LOCATION-TRACKING
Integrated GPS/GLONASS for Outdoor Location Tracking
Mission-Critical Geofence*
SECURITY
265-bit AES, ADP, DES, DVP*
FIPS 140-3 Level 3, FIPS 197
P25 Authentication*
Multikey for 128 keys and Multi-algorithm*
Over-The-Air-Rekeying (OTAR)*
USER INTERFACE
O7 Multi Functional Control Head
E5 Enhanced Control Head
O3 Handheld Control Head
O2 Extreme Usability Control Head
Supports the discontinued O9 Control Head and the O5 Control Head
OTHER FEATURES
Intelligent Priority Scan
Instant Recall
Impact Detection*
Intelligent Lighting
Tactical Inhibit*
Digital Tone Signaling*
12 Character RFID Asset Tracking*

*Optional feature
**Identified as Wireless Pair on the mid-power APX 8500
***Optional feature. Check with your Motorola Solutions representative if the feature is available in your region.





DIMENSIONS AND WEIGHT		
	DIMENSIONS (H X W X D)	WEIGHT
O7 Control Head - Remote Mount	51 x 178 x 81mm (2.0 x 7.0 x 3.2 in)	-
E5 Control Head - Remote Mount	51 x 178 x 79 mm (2.0 x 7.0 x 3.1 in)	-
O5 Control Head - Remote Mount	51 x 178 x 74 mm (2.0 x 7.0 x 2.9 in)	-
O2 Control Head - Remote Mount	68 x 206 x 96 mm (2.7 x 8.1 x 3.8 in)	-
Mid Power Radio Transceiver and O7 Control Head - Dash Mount	51 x 178 x 256 mm (2.0 x 7.0 x 10.1 in)	3.1 kg (6.8 lbs)
Mid Power Radio Transceiver and E5 Control Head - Dash Mount	51 x 178 x 255 mm (2.0 x 7.0 x 10.0 in)	3.1 kg (6.8 lbs)
Mid Power Radio Transceiver and O5 Control Head - Dash Mount	51 x 178 x 250 mm (2.0 x 7.0 x 9.8 in)	3.1 kg (6.8 lbs)
Mid Power Radio Transceiver and O2 Control Head - Dash Mount	68 x 206 x 271 mm (2.7 x 8.1 x 10.7 in)	3.3 kg (7.23 lbs)
Mid Power Radio Transceiver and Remote Mount with Ethernet Faceplate*	51 x 178 x 248 mm (2.0 x 7.0 x 9.8 in)	2.9 kg (6.4 lbs)
Mid Power Radio Transceiver and Remote Mount with Standard Faceplate	51 x 178 x 232 mm (2.0 x 7.0 x 9.1 in)	2.9 kg (6.4 lbs)
High Power Radio Transceiver and Remote Mount	88 x 248 x 320 mm (3.4 x 9.7 x 12.6 in)	8.0 kg (17.6 lbs)

*See Data Modem Tethering Guide for modem/router compatibility



APX 8500 High-Power Model Shown



Performance and regulatory

TRANSMITTER - TYPICAL PERFORMANCE SPECIFICATIONS

	VHF	UHF R1	UHF R2	700 MHz	800 MHz
Frequency Range Band Splits	136-174 MHz	380-470 MHz	450-520 MHz	764-776, 794-806 MHz 806-825, 851-870 MHz	764-776, 794-806 MHz 806-825, 851-870 MHz
Channel Spacing	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz
Maximum Frequency Separation	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit
Rated RF Output Power1 (Adjustable)	1-50 W (Mid Power) 1-100 W (High Power)	1-40 W (Mid Power) 1-100 W (High Power)	1-45 W (450-485 MHz) 1-40 W (485-512 MHz) 1-25 W (512-520 MHz)	1-30 W	1-35 W
Frequency Stability[1] (-30°C to +85°C; +25°C Ref.)	±0.8 PPM	±0.8 PPM	±0.8 PPM	±0.8 PPM	±0.8 PPM
Modulation Limiting	±5/±2.5 kHz	±5/±2.5 kHz	±5/±2.5 kHz	±5/±2.5 kHz	±5/±4 (NPSPAC) /±2.5 kHz
Modulation Fidelity (C4FM) 12.5 kHz Digital Channel	1.10%	1.10%	1.10%	1.10%	1.10%
Emissions[1]	Conducted -85 dBc Radiated -20 dBm	Conducted -85 dBc Radiated -20 dBm	Conducted -85 dBc Radiated -20 dBm	Conducted -75/-85 dBc Radiated -20/-40 dBm	Conducted -75 dBc Radiated -20 dBm
Audio Response[1]	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)
FM Hum & Noise[1] (25 kHz / 12.5 kHz)	53 dB/ 52 dB	53 dB/ 50 dB	53 dB/ 50 dB	50 dB/ 48 dB	50 dB/ 48 dB
Audio Distortion[1] (25 & 20 kHz / 12.5 kHz)	0.50% / 0.50%	0.50% / 0.50%	0.50% / 0.50%	0.50% / 0.50%	0.50% / 0.50%

RECEIVER - TYPICAL PERFORMANCE SPECIFICATIONS

	VHF	UHF R1	UHF R2	700 MHz	800 MHz
Frequency Range Band Splits	136-174 MHz	380-470 MHz	450-520 MHz	764-776 MHz 799-806 MHz	851-870 MHz
Channel Spacing	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz
Minimum Frequency Separation	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit
Audio Output Power 3% distortion, 8/3.2 Ohm speakers	7.5 W/15 W	7.5 W/15 W	7.5 W/15 W	7.5 W/15 W	7.5 W/15 W
Frequency Stability1 (-30 °C to +85 °C; +25 °C Ref.)	±0.8 PPM	±0.8 PPM	±0.8 PPM	±0.8 PPM	±0.8 PPM
Analog Sensitivity[1] (12 dB SINAD)	Pre-Amp -123 dBm (0.158 µV) Standard -119 dBm (0.251 µV)	Pre-Amp -123 dBm (0.158 µV) Standard -119 dBm (0.251 µV)	Pre-Amp -123 dBm (0.158 µV) Standard -119 dBm (0.251 µV)	-121 dBm (0.199 µV) -120 dBm (0.224 µV)	-121 dBm (0.199 µV)
Digital Sensitivity (5% BER)	-123 dBm (0.158 µV) -119 dBm (0.251 µV)	-123 dBm (0.158 µV) -119 dBm (0.251 µV)	-123 dBm (0.158 µV) -119 dBm (0.251 µV)	-123 dBm (0.158 µV) -120 dBm (0.224 µV)	-121.5 dBm (0.188 µV)
Intermodulation Rejection (12.5 kHz / 25 kHz)	Pre-Amp 84 dB / 85 dB Standard 86 dB / 96 dB	Pre-Amp 82 dB / 83 dB Standard 86 dB / 86 dB	Pre-Amp 82 dB / 83 dB Standard 86 dB / 86 dB	85 dB / 85 dB	85 dB / 85 d
Spurious Rejection	90 dB	90 dB	90 dB	100 dB	100 dB
Audio Response[1]	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)
Audio Distortion at rated[1]	1.20%	1.20%	1.20%	1.20%	1.20%
Selectivity[1] (12.5 kHz / 25 kHz / 30 kHz)	76 dB 87 dB 90 dB	76 dB 82 dB -	76 dB 82 dB -	72 dB 82.5 dB -	72 dB 82.5 dB -

POWER AND BATTERY DRAIN

	VHF	UHF R1	UHF R2	700 MHz	800 MHz
Frequency Range Band Splits	136-174 MHz	380-470 MHz	450-520 MHz	764-775, 794-806 MHz	806-825, 851-870 MHz
RF Power Output	1-50 W (mid-power) 1-100 W (high-power)	10-40 W (mid-power) 1-100 W (high-power)	1-45 W (450-485 MHz) 1-40 W (485-512 MHz) 1-25 W (512-520 MHz)	1-33 W	1-35 W
Operation	13.8 V DC ±20% Negative Ground	13.8 V DC ±20% Negative Ground	13.8 V DC ±20% Negative Ground	13.8 V DC ±20% Negative Ground	13.8 V DC ±20% Negative Ground
Standby at 13.8 V	1.4 A	1.4 A	1.4 A	1.4 A	1.4 A
Receive Current at Radio Audio at 13.8 V	3.2 A	3.2 A	3.2 A	3.2 A	3.2 A
Transmit Current at Rated Power (mid-power)	8 A @ 15 W 15 A @ 50 W	8 A @ 15 W 15 A @ 40 W	8 A @ 15 W 13 A @ 45 W	8 A @ 15 W 13 A @ 33 W	8 A @ 15 W 13 A @ 33 W
Transmit Current at Rated Power (high-power)	8 A @ 15 W 30 A @ 100 W	8 A @ 15 W 30 A @ 100 W	-	-	-

LOCATION - TRACKING

Channels	12
Tracking Sensitivity	-164 dBm
Accuracy[2]	<5 meters (95%)
Cold Start	<60 seconds (95%)
Hot Start	<5 seconds (95%)
Mode of Operation	Autonomous (Non-Assisted) GNSS or SBAS

FCC/IC TYPE ACCEPTANCE

FCC/IC ID	BAND AND POWER LEVEL
FCC ID: AZ492FT7180 IC: 109U-92FT7180	764-776 MHz (10-30 W) 794-806 MHz (10-30 W) 806-824 MHz (10-35 W) 851-870 MHz (10-35 W) 136-174 MHz (10-50 W) 380-470 MHz (10-40 W) 450-485 MHz (10-45 W) 485-512 MHz (10-40 W) 512-520 MHz (10-25 W)
FCC ID: AZ492FT7118 IC: N/A	136-174 MHz (1-100 W) 380-470 MHz (1-100 W)

ENVIRONMENTAL SPECIFICATIONS

Operating Temperature	-30°C/+60°C
Storage Temperature	-40°C/+85°C
Humidity	Per MIL-STD
ESD	IEC 61000-4-2
Water & Dust Intrusion	IP56

[1] Measured in the analog mode per TIA / EIA 603 single-tone method under nominal conditions
[2] Measured conductivity with >6 satellites visible at a nominal -130 dBm signal strength.
[3] Only for E5 control head

All specifications shown are typical. Specifications are subject to change without notice.

ENCRYPTION

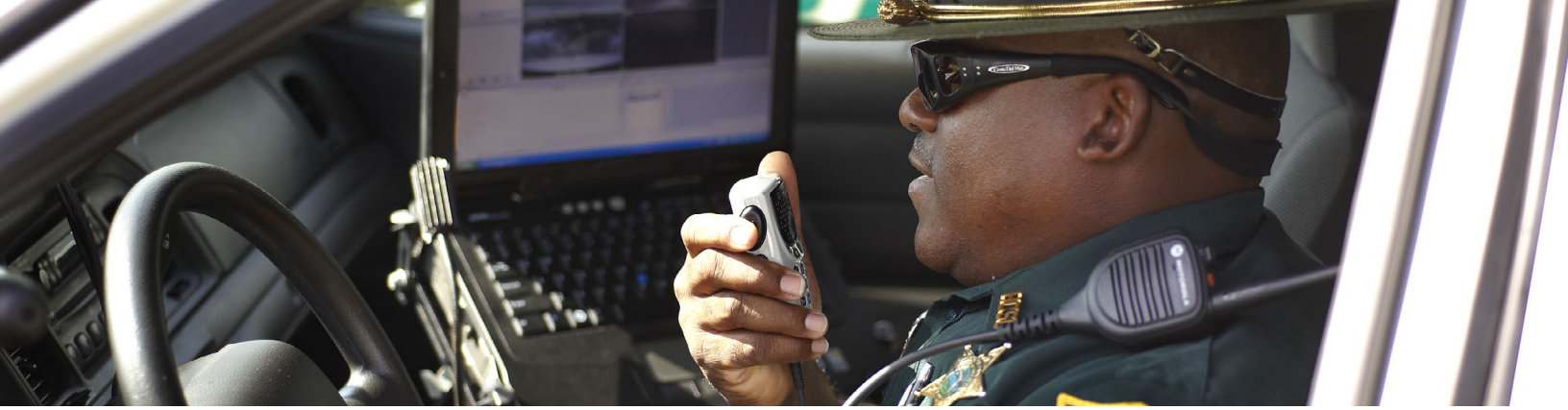
Supported Encryption Algorithms	256-bit AES, ADP, DES, DES-XL,DES-OFB, DVP-XL
Encryption Algorithm Capacity	8
Encryption Keys per Radio	Module capable of storing 1024 keys. Programmable for 128 Common Key Reference (CKR) or 16 Physical Identifier (PID)
Encryption Frame Re-sync Interval	P25 CAI 300 mSec
Encryption Keying	Key Loader
Synchronization	XL – Counter Addressing OFB – Output Feedback
Vector Generator	National Institute of Standards and Technology (NIST) approved random number generator
Encryption Type	Digital
Key Storage	Tamper protected volatile or non-volatile memory
Key Erasure	Keyboard command and tamper detection
Standards	FIPS 140-3 Level 3, FIPS 197

INTEGRATED WI-FI, BLUETOOTH, GPS AND DATA CONNECTIVITY

Frequency Range/Band Splits	WLAN (Wi-Fi): 2412 - 2472 MHz; 5180 - 5320 MHz; 5500 - 5825 MHz	
WLAN (WiFi) 802.11 b/g/n (2.4GHz) 802.11 a/n/ac (5GHz)	Security protocols	WPA-2, WPA, WEP
	SSIDs	Up to 20 pre-provisioned
Data Modem Tethering[1]		
Bluetooth (Version 4.2)/Wireless Pair	2402-2480 MHz. Supports MPP Pairing[3] and compatible with HSP, PAN, DUN and SPP Profiles found in Off-the-shelf Bluetooth accessories. Supports up to 6 data connections and 1 audio connection.	

RED CERTIFICATION

DESIGNATOR	BAND AND POWER LEVEL
MMD905PE35	136-174MHz, (1-50W) 380-470MHz, (1-40W)



MOBILE MILITARY STANDARDS 810, C, D, E, F & G

	MIL-STD 810C		MIL-STD 810D		MIL-STD 810E		MIL-STD 810F		MIL-STD 810G	
	METHOD	PROC./CAT.	METHOD	PROC./CAT.	METHOD	PROC./CAT.	METHOD	PROC./CAT.	METHOD	PROC./CAT.
Low Pressure	500.1	I	500.1	II	500.1	II	500.1	I/II	500.1	II
High Temperature	501.1	I, II	501.2	I/A1, II/A1	501.3	I/A1, II/A1	501.4	I/Hot, II/ Hot	501.5	I/A1, II/A1
Low Temperature	502.1	I	502.2	I/C3, II/C1	502.3	I/C3, II/C1	502.4	I/C3, II/C1	502.5	I/C3, II/C1
Temperature Shock	503.1	I Proc	503.2	1/A1C3	503.3	1/A1C3	503.4	I	503.5	I/C
Solar Radiation	505.1	II	505.2	I	505.3	I	505.4	I	505.5	I/A1
Rain	506.1	I, II	506.2	I, II	506.3	I, II	506.4	I, III	506.5	I, III
Humidity	507.1	II	507.2	II	507.3	II	507.4	I Proc	507.5	II/Aggra-vated
Salt Fog	509.1	I Proc	509.2	I Proc	509.3	I Proc	509.4	I Proc	509.5	I Proc
Blowing Dust	510.1	I	510.2	I, II	510.3	I, II	510.4	I, II	510.5	I, II
Vibration	514.2	VIII/F, Curve-W	514.3	I/10, II/3	514.4	I/10, II/3	514.5	I/24	514.6	I/24
Shock	516.2	I, III, V	516.3	I, V, VI	516.4	I, V, VI	516.5	I, V, VI	516.6	I, V, VI

MID POWER

	Radio Model Number
VHF	M37TSS9PW1CN
UHF R1	
UHF R2	
700 MHz	
800 MHZ	

HIGH POWER

	Radio Model Number
VHF	M37TXS9PW1CN
UHF R1	
UHF R2	
700 MHz	
800 MHZ	

MOTOROLA SOLUTIONS

Motorola Solutions, Inc. 500 West Monroe Street, Chicago, IL 60661 U.S.A. **motorolasolutions.com**

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FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Police

Division

Requested Fiscal Year
☑ FY2027 ☑ FY2028 ☑ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 3

Division Priority # ____ of ____

Request Prepared By:
ADAM
First

CARLOTTO
Last

Primary Staff Email
acarlotto@townofgbma.gov

2nd/Reviewing Staff Email
cbecker@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Body Worn Camera (BWC) Service Contract Extension & Upgrade

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

The Axon BWC "Body 3" and the service contract that supports them is expiring. New Axon Body 4 is available with three key software upgrades: Language translation, an enhanced redaction suite and "Draft 1" which as AI tool to compose a first draft of reports from the video

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

The continuation of our BWC program is paramount to the work we do in the community as effective law enforcement professionals. If the program goes unfunded the trust and legitimacy of our organization will suffer. Technology that is helping document the truth of an incident is a vital piece of equipment we and the public have now learned to depend on.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

The three new important pieces of software involved in this upgrade will reduce the time officers and supervisors spend on various tasked involved in an incident and expedite call resolutions on the street in real time with on demand translation.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets)

to contextualize performance expectations.

Impact on service if not funded? (Explain)

The immediate erosion of trust and accountability. Drastic reduction in evidentiary value in the prosecution of cases.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Expense	$356,191.42

Total Cost: $356,191.42

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
FY 27		$48,201.44
FY 28		$150,163.10
FY 29		$157,826.88

Total Cost: $356,191.42

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications
GBPD_BWC.pdf

Pictures, Site Plans, Other Visuals
GBPD_proposal1.pptx

Other Backup Material for Justification

Non-Binding Budgetary Estimate

Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-733687-46048SB

Issued: 01/26/2026

Quote Expiration: 04/24/2026

Estimated Contract Start Date: 08/01/2026

Account Number: 456591

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: $0.00

SHIP TO	BILL TO
Great Barrington Police Dept. - MA 465 Main St Great Barrington, MA 01230-1803 USA	Great Barrington Police Dept. - MA 465 Main St Great Barrington MA 01230-1803 USA Email: trullrich@hotmail.com

SALES REPRESENTATIVE	PRIMARY CONTACT
Spencer Bassett Phone: Email: sbassett@axon.com Fax:	Timothy Ullrich Phone: (413) 297-0345 Email: tullrich@townofgb.org Fax: (413) 528-6342

Quote Summary

Program Length	37 Months
TOTAL COST	$356,191.42
ESTIMATED TOTAL W/ TAX	$356,191.42

Discount Summary

Average Savings Per Year	$31,609.91
TOTAL SAVINGS	$97,463.88

Payment Summary

Date	Subtotal	Tax	Total
Aug 2026	$48,201.44	$0.00	$48,201.44
Aug 2027	$150,163.10	$0.00	$150,163.10
Aug 2028	$157,826.88	$0.00	$157,826.88
Total	**$356,191.42**	**$0.00**	**$356,191.42**

Quote Unbundled Price:	**$460,693.60**
Quote List Price:	**$385,363.60**
Quote Subtotal:	**$356,191.42**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1			$1.00	($6,255.64)	($6,255.64)	$0.00	($6,255.64)
100552	TRANSFER BALANCE - GOODS	1			$1.00	($1,408.14)	($1,408.14)	$0.00	($1,408.14)
73352	TRUE UP - BWC HW FINANCE/TAP	30	24		$23.30	$6.15	$4,429.50	$0.00	$4,429.50
73843	TRUE UP – BWC UNL W/ TAP/MBD DOCK	30	24		$35.85	$35.85	$25,812.00	$0.00	$25,812.00
BWCUwTAP	BWC Unlimited with TAP	30	36	$166.39	$98.85	$96.91	$104,660.82	$0.00	$104,660.82
T00001	AB4 FLEX POV TAP BUNDLE	30	36	$9.60	$7.39	$7.36	$7,951.44	$0.00	$7,951.44
A la Carte Hardware									
71026	AXON BODY - MOUNT - MAGNET FLEXIBLE REINFORCED RAPIDLOCK	30			$34.00	$34.00	$1,020.00	$0.00	$1,020.00
H00004	AB4 FLEX POV HARDWARE BUNDLE	30			$299.00	$299.00	$8,970.00	$0.00	$8,970.00
H00001	AB4 Camera Bundle	30			$899.00	$934.96	$28,048.80	$0.00	$28,048.80
H00002	AB4 Multi Bay Dock Bundle	4			$1,638.90	$1,640.66	$6,562.64	$0.00	$6,562.64
A la Carte Software									
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	448	1		$0.75	$0.00	$0.00	$0.00	$0.00
73840	AXON EVIDENCE - ECOM LICENSE - BASIC	19	1		$15.00	$0.00	$0.00	$0.00	$0.00
73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	1		$45.00	$0.00	$0.00	$0.00	$0.00
73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	30	36		$5.20	$5.00	$5,400.00	$0.00	$5,400.00
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	36		$10.41	$10.00	$10,800.00	$0.00	$10,800.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	30	36		$10.41	$10.00	$10,800.00	$0.00	$10,800.00
102610	AXON COMMUNITY LINK	30	36		$15.61	$15.00	$16,200.00	$0.00	$16,200.00
85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	30	36		$26.02	$25.00	$27,000.00	$0.00	$27,000.00
102011	AXON AI ASSISTANT	30	36		$31.22	$30.00	$32,400.00	$0.00	$32,400.00
101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	30	36		$67.65	$65.00	$70,200.00	$0.00	$70,200.00
A la Carte Services									
100105	COMMUNITY LINK/PRO PSO SETUP	1			$3,600.00	$3,600.00	$3,600.00	$0.00	$3,600.00
A la Carte Warranties									
80496	AXON BODY 3 - EXT WARRANTY - CAMERA	22	1		$14.60	$0.00	$0.00	$0.00	$0.00
Total							**$356,191.42**	**$0.00**	**$356,191.42**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	1	1	08/01/2026
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	30	1	08/01/2026
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	33	1	08/01/2026
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	33	1	08/01/2026
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	33	1	08/01/2026
AB4 FLEX POV HARDWARE BUNDLE	100200	AXON BODY 4 - FLEX POV MODULE	1	1	08/01/2026
AB4 FLEX POV HARDWARE BUNDLE	100200	AXON BODY 4 - FLEX POV MODULE	30	1	08/01/2026
AB4 FLEX POV HARDWARE BUNDLE	100852	AXON BODY 4 - C-CLIP - POV	30	1	08/01/2026
AB4 FLEX POV HARDWARE BUNDLE	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	30	1	08/01/2026
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	4	1	08/01/2026
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	4	1	08/01/2026
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	4	1	08/01/2026
A la Carte	71026	AXON BODY - MOUNT - MAGNET FLEXIBLE REINFORCED RAPIDLOCK	30	1	08/01/2026
BWC Unlimited with TAP	73309	AXON BODY - TAP REFRESH 1 - CAMERA	31	1	02/01/2029
BWC Unlimited with TAP	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	4	1	02/01/2029
AB4 FLEX POV TAP BUNDLE	100976	AXON BODY - TAP REFRESH 1 - AB4 FLEX POV	31	1	08/01/2029
BWC Unlimited with TAP	73310	AXON BODY - TAP REFRESH 2 - CAMERA	31	1	08/01/2029
BWC Unlimited with TAP	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	4	1	08/01/2029

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	448	08/01/2026	08/31/2026
A la Carte	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	08/01/2026	08/31/2026
A la Carte	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	19	08/01/2026	08/31/2026
BWC Unlimited with TAP	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	09/01/2026	08/31/2029
BWC Unlimited with TAP	73746	AXON EVIDENCE - ECOM LICENSE - PRO	30	09/01/2026	08/31/2029
A la Carte	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	30	09/01/2026	08/31/2029
A la Carte	102011	AXON AI ASSISTANT	30	09/01/2026	08/31/2029
A la Carte	102610	AXON COMMUNITY LINK	30	09/01/2026	08/31/2029
A la Carte	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	30	09/01/2026	08/31/2029
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	09/01/2026	08/31/2029
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	30	09/01/2026	08/31/2029
A la Carte	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	30	09/01/2026	08/31/2029

Services

Bundle	Item	Description	QTY
A la Carte	100105	COMMUNITY LINK/PRO PSO SETUP	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	80496	AXON BODY 3 - EXT WARRANTY - CAMERA	22	08/01/2026	08/31/2026
AB4 FLEX POV TAP BUNDLE	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	30	08/01/2027	08/31/2029
AB4 FLEX POV TAP BUNDLE	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	1	08/01/2027	08/31/2029
BWC Unlimited with TAP	80464	AXON BODY - TAP WARRANTY - CAMERA	30	08/01/2027	08/31/2029
BWC Unlimited with TAP	80464	AXON BODY - TAP WARRANTY - CAMERA	1	08/01/2027	08/31/2029
BWC Unlimited with TAP	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	08/01/2027	08/31/2029

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	465 Main St	Great Barrington	MA	01230-1803	USA

Payment Details

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	100105	COMMUNITY LINK/PRO PSO SETUP	1	$3,600.00	$0.00	$3,600.00
Year 1	71026	AXON BODY - MOUNT - MAGNET FLEXIBLE REINFORCED RAPIDLOCK	30	$1,020.00	$0.00	$1,020.00
Year 1	H00001	AB4 Camera Bundle	30	$28,048.80	$0.00	$28,048.80
Year 1	H00002	AB4 Multi Bay Dock Bundle	4	$6,562.64	$0.00	$6,562.64
Year 1	H00004	AB4 FLEX POV HARDWARE BUNDLE	30	$8,970.00	$0.00	$8,970.00
Total				**$48,201.44**	**$0.00**	**$48,201.44**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Transfer Value	100552	TRANSFER BALANCE - GOODS	1	($1,408.14)	$0.00	($1,408.14)
Transfer Value	100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1	($6,255.64)	$0.00	($6,255.64)
Year 1	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	30	$35,100.00	$0.00	$35,100.00
Year 1	102011	AXON AI ASSISTANT	30	$16,200.00	$0.00	$16,200.00
Year 1	102610	AXON COMMUNITY LINK	30	$8,100.00	$0.00	$8,100.00
Year 1	73352	TRUE UP - BWC HW FINANCE/TAP	30	$2,214.75	$0.00	$2,214.75
Year 1	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	30	$2,700.00	$0.00	$2,700.00
Year 1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	$5,400.00	$0.00	$5,400.00
Year 1	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	30	$5,400.00	$0.00	$5,400.00
Year 1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	448	$0.00	$0.00	$0.00
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	$0.00	$0.00	$0.00
Year 1	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	19	$0.00	$0.00	$0.00
Year 1	73843	TRUE UP – BWC UNL W/ TAP/MBD DOCK	30	$12,906.00	$0.00	$12,906.00
Year 1	80496	AXON BODY 3 - EXT WARRANTY - CAMERA	22	$0.00	$0.00	$0.00
Year 1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	30	$13,500.00	$0.00	$13,500.00
Year 1	BWCUwTAP	BWC Unlimited with TAP	30	$52,330.41	$0.00	$52,330.41
Year 1	T00001	AB4 FLEX POV TAP BUNDLE	30	$3,975.72	$0.00	$3,975.72
Total				**$150,163.10**	**$0.00**	**$150,163.10**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	30	$35,100.00	$0.00	$35,100.00
Year 2	102011	AXON AI ASSISTANT	30	$16,200.00	$0.00	$16,200.00
Year 2	102610	AXON COMMUNITY LINK	30	$8,100.00	$0.00	$8,100.00
Year 2	73352	TRUE UP - BWC HW FINANCE/TAP	30	$2,214.75	$0.00	$2,214.75
Year 2	73449	AXON BODY - LEGACY LICENSE - CONNECTED CAMERA	30	$2,700.00	$0.00	$2,700.00
Year 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	30	$5,400.00	$0.00	$5,400.00
Year 2	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	30	$5,400.00	$0.00	$5,400.00
Year 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	448	$0.00	$0.00	$0.00
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	$0.00	$0.00	$0.00

Non-Binding Budgetary Estimate

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	19	$0.00	$0.00	$0.00
Year 2	73843	TRUE UP – BWC UNL W/ TAP/MBD DOCK	30	$12,906.00	$0.00	$12,906.00
Year 2	80496	AXON BODY 3 - EXT WARRANTY - CAMERA	22	$0.00	$0.00	$0.00
Year 2	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	30	$13,500.00	$0.00	$13,500.00
Year 2	BWCUwTAP	BWC Unlimited with TAP	30	$52,330.41	$0.00	$52,330.41
Year 2	T00001	AB4 FLEX POV TAP BUNDLE	30	$3,975.72	$0.00	$3,975.72
Total				**$157,826.88**	**$0.00**	**$157,826.88**

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Contract State of Massachusetts OSD Contract PSE01 is incorporated by reference into the terms and conditions of this Agreement. In the event of conflict the terms of Axon's Master Services and Purchasing Agreement shall govern.

Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s):
Q-369260, Q-369274

Agency is terminating those contracts effective 9/1/2026. Any changes in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Transfer Balance of -$7,663.78



Financially Optimized Proposal

Quote ID: Q-733687-46048SB
Valid Until: April 24, 2026

Great Barrington Police Department

Axon Technology Upgrade Proposal

Enhancing public safety through AI-driven efficiency while delivering **immediate Year 1 savings** compared to standard renewal.

Total Upgrade Value
$356,191
Over 37-Month Term

First Year Flexibility
~$42k - $48k
Significantly lower than renewal ($65k)

Program Savings
$97,463
Bundle Discount Applied

Presented by: Spencer Bassett (Axon)

Great Barrington Police Dept.

Executive Summary | Renewal vs. Upgrade

Option 1: Basic Renewal

Maintains status quo. Limited innovation.

TOTAL COST	$196,991
YEAR 1 PAYMENT	~$65,000

↑Higher upfront cash outlay

Capabilities:

- No AI-Assisted Reporting (Draft One)
- Hardware becomes obsolete sooner
- Maintains current recording functions
- Manual admin workflows continue

RECOMMENDED

Option 2: Technology Upgrade

Includes AI Suite, Hardware Refreshes & Operational Efficiency.

TOTAL PROGRAM COST

$356,191

37-Month Term

YEAR 1 PAYMENT

$48,201*

↓ ~$17k less than renewal

**Flexible payment options down to ~$42k*

AI & Software

- Draft One: Reduce report writing by 50%
- AI Assistant & Auto-Transcribe
- Redaction Assistant & Auto-Tagging

Hardware & Services

- **Axon Body 4:** Latest generation
- 2 Full Hardware Refreshes (TAP)
- Unlimited Storage included

Strategy: Lower Year 1 cash flow allows immediate adoption of force-multiplying AI tools without spiking the current budget.

Great Barrington Police Dept.

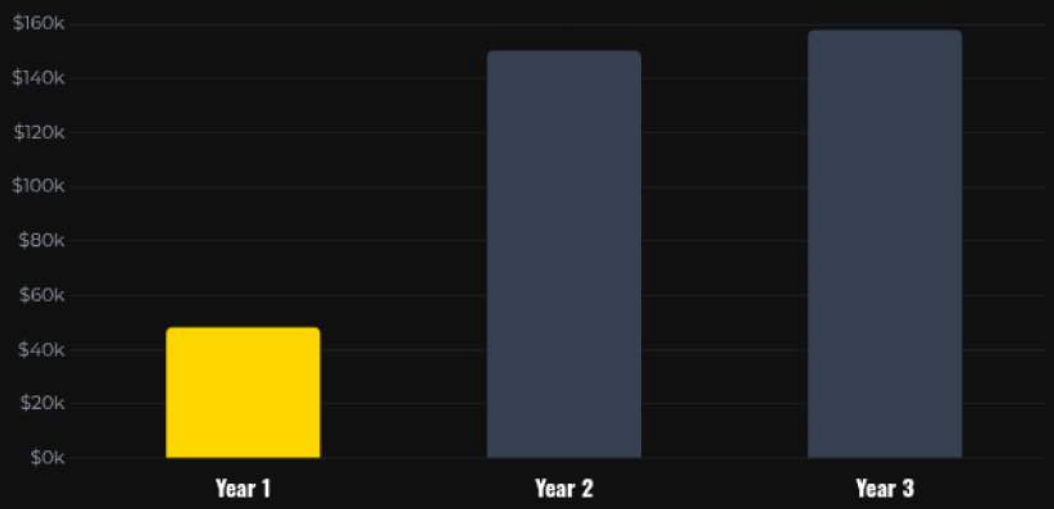
Financial Analysis

Quote # Q-733687-46048SB

Payment Schedule

Ramp-up structure minimizes Year 1 impact

Total Contract Value
$356,191.42



Year 1 (Aug 2026)	Year 2 (Aug 2027)	Year 3 (Aug 2028)
$48,201	**$150,163**	**$157,826**
Lowest Payment		

Built-in Bundle Savings

Discount achieved by bundling hardware & software

$97,463 Total Savings

Avg. ~$31,600 saved per year

Cost of Waiting

Projected impact of delaying 1 year (assuming 10% price increase)

Current Total	Projected Total
$356,191	~$391,810

Net Loss by Waiting: **-$35,619**

Existing Contract Credit Applied
-$7,663.78 Transfer Balance

Great Barrington Police Dept.

Revolutionary AI Products

Included in Upgrade Package

NEW FLAGSHIP FEATURE

Draft One

AI-assisted report writing that drafts narratives directly from body camera audio.

Time Savings
50% Reduction

Quality Control
Human Review Required

"Force multiplies agencies and saves officers multiple hours every week."

- included in proposal

AI Assistant

Provides quick answers and guidance within the Axon ecosystem to streamline complex workflows.

30 Licenses Included

Auto-Transcribe

Unlimited rapid transcripts and **real-time translation** from BWC audio for faster reporting.

Unlimited Service

Redaction Asst.

Automatically detects faces, screens, and license plates to speed up public records responses.

Privacy Protection

Auto-Tagging

Automatically associates evidence with CAD/RMS cases, eliminating manual data entry errors.

Zero-Click Filing

Great Barrington Police Dept.

Technology Upgrades

Core Hardware

FIELD EQUIPMENT

Axon Body 4

30 UNITS

Latest generation BWCs featuring improved battery life, wider field of view, and bi-directional communications.

Flex POV Modules

30 UNITS

Versatile mounting options (helmet, glasses, epaulette) providing true point-of-view evidence capture.

Multi-Bay Docks

4 UNITS

Smart docking stations (8-bay) that handle automatic charging, firmware updates, and secure evidence offload.

Ecosystem & Longevity

SOFTWARE & SERVICES

TAP Refreshes

X2 CYCLES

Guaranteed hardware upgrades during the term ensuring officers always deploy with top-tier, modern equipment.

Unlimited Storage

INCLUDED

Secure, CJIS-compliant cloud storage via Evidence.com with zero data caps for all body-worn camera footage.

Community Link

INCLUDED

Digital evidence portal allowing citizens to securely submit videos and photos directly to investigators.

Great Barrington Police Dept.

Tangible Impact

Operational ROI & Efficiency Gains

Time Savings

50%

Reduction

In report writing time via Draft One

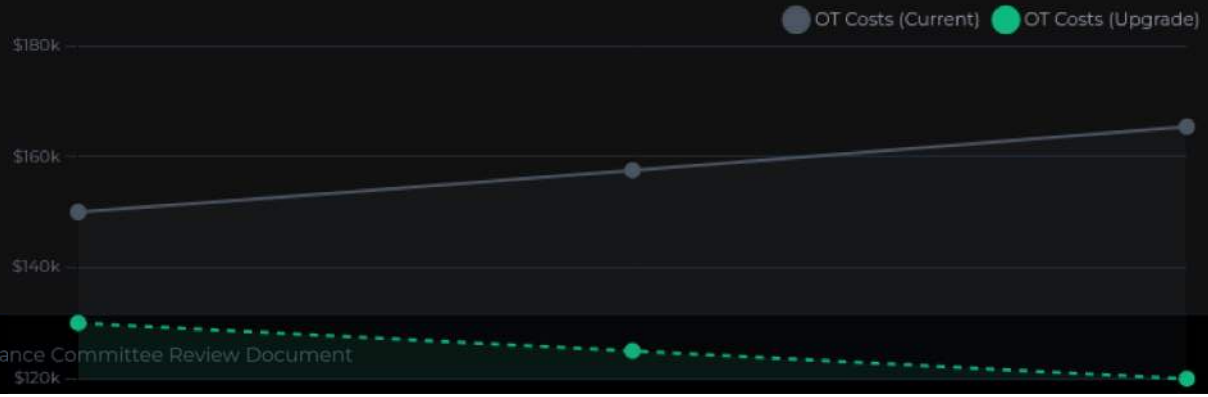
Efficiency Drivers

Report Writing	Transcription	Evidence Mgmt
Draft One	**Auto-Transcribe**	**Auto-Tagging**

Financial Impact: Reduced OT

Hard Dollar Savings

Less time on paperwork = reduced administrative overtime costs



Officer Morale

Eliminating tedious data entry allows officers to focus on meaningful police work, directly reducing burnout and turnover.

Retention Boost — **HIGH IMPACT**

Operational Readiness

Two (2) full TAP hardware refreshes ensure officers are never fielding obsolete equipment.

Great Barrington Police Dept.

Community Impact

Transparency, Safety & Engagement

Transparency & Trust

Accelerating public records requests and ensuring reporting consistency builds deeper trust with the community.

Privacy Protection
Redaction Assistant

Consistency
Draft One Reporting

Safety & Service

Better evidence capture leads to faster resolutions, higher conviction rates, and increased officer accountability.

Evidence Capture
Axon Body 4

True Perspective
Flex POV Modules

Real-Time Translation

Delivering immediate translation assistance in the field to bridge communication gaps, reduce misunderstandings, and drive safer outcomes for all.

Safety Outcome
De-escalation

Capability
Instant Assistance

Community Link INCLUDED

Empowers residents and business owners to securely submit digital evidence (videos, photos) directly to investigators via a simple public portal, fostering collaboration and solving crimes faster.

Great Barrington Police Dept.

Regional Momentum

Massachusetts Reference Agencies

Leading agencies across Western Massachusetts are standardizing on the Axon ecosystem. By upgrading, Great Barrington aligns with regional best practices for evidence sharing, AI adoption, and officer safety.

● ACTIVE DEPLOYMENTS

Springfield PD

Early Adopter

Hampden County • Large Metro

Recently approved a multi-million dollar technology upgrade package. Key focus on leveraging AI to modernize police work and reduce administrative burden.

Key Implementation:

Draft One AI | Body 4 | Unlimited Cloud

Chicopee PD

Hampden County • Metro

Actively utilizing AI products and their real-time crime center to increase safety city-wide. Integrating advanced technology to support officer decision-making.

Key Implementation:

AI Integration | RTCC | City-wide Safety

Pittsfield PD

Berkshire County • Regional Hub

Established a 5-year contract baseline for body and dash cameras, setting the standard for Berkshire County.

Key Implementation:

Full Fleet | Dash Cams | BWC Program

Lee & Berkshires

Berkshire County • Neighbors

Smaller agencies in the region are adopting Axon tools to ensure interoperability. Shared ecosystem facilitates seamless evidence transfer during joint operations.

Key Implementation:

Interoperability | Evidence Sharing

Great Barrington Police Dept.

All in Summary & Next Steps

Strategic Path Forward

The Proposal

Secure the full **$356,191.42** technology package to modernize operations.

Total Contract Value

$356,191

Includes $97k+ Savings

Why Act Now?

Budget Friendly Year 1

Upgrade Year 1 payment (~$48k) is significantly lower than a basic renewal payment (~$65k), with flexibility to go as low as $42k.

Avoid Price Increases

Waiting one year exposes the department to ~10% price increases.

Cost of Waiting: ~$35,619 penalty

Immediate Efficiency Gains

Start realizing 50% report writing time savings immediately with Draft One, rather than delaying operational improvements.

Key Dates & Timeline

Quote Expiration

April 24, 2026

Current pricing locked

Estimated Start

August 01, 2026

37-month term begins

Project Contacts

Spencer Bassett
Axon Enterprise

Timothy Ullrich
GBPD Primary Contact

Fire Department

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Plymovent System (Facilities)	$ 80,000.00	$ -	$ -	$ -	$ -	$ 80,000.00
Back up set of Turnout Gear	$ 45,800.00	$ -	$ -	$ -	$ -	$ 45,800.00
700/800mhz radios	$ -	$ 54,385.18	$ -	$ -	$ -	$ 54,385.18
TOTAL FIRE	**$ 125,800.00**	**$ 54,385.18**	**$ -**	**$ -**	**$ -**	$ 180,185.18

Fire Department - Town Manager's Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Plymovent System (Facilities)	$ 80,000.00	$ -	$ -	$ -	$ -	$ 80,000.00
Back up set of Turnout Gear	$ 45,800.00	$ -	$ -	$ -	$ -	$ 45,800.00
700/800mhz radios	$ -	$ 54,385.18	$ -	$ -	$ -	$ 54,385.18
TOTAL FIRE	**$ 125,800.00**	**$ 54,385.18**	**$ -**	**$ -**	**$ -**	$ 180,185.18

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Fire

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1

Division Priority # ____ of ____

Request Prepared By:
Scott
First

Turner
Last

Primary Staff Email
sturner@townofgbma.gov

2nd/Reviewing Staff Email

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Plymovent System

Select Board Strategic Priority

☑ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

The Great Barrington Fire Department is requesting the purchase and installation of a Plymovent Vehicle Exhaust System for our Headquarters building (Great Barrington Station).

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

In 2012, the World Health Organization classified diesel engine exhaust as carcinogenic to humans (Group 1). This classification places diesel exhaust in the same deadly category as asbestos, arsenic and tobacco. In a multi-year National Institute of Occupational Safety and Health (NIOSH) study, initial findings (Phase I) of the NIOSH study suggest that firefighters are at higher risk of cancers of the respiratory, digestive, and urinary systems when compared to the general population. Firefighters exposure to diesel engine exhaust is one of the contributing factors for this higher risk of cancer. These exhaust systems protect our station personnel and daily public visitors from cancer causing effects of vehicle exhaust emissions. Our apparatus generate these emissions during startups, return to quarters and routine pump testing in our facilities.
Current changes in health and safety standards have clearly identified that vehicle exhaust emissions, in particular, whole diesel exhaust (PM10) is a cancer causing substance. Agencies documenting the hazards of diesel exhaust include but are not limited to The National Institute of Occupational Safety & Health (NIOSH), The American Conference of General Industrial Hygienists (ACGIH), The U.S. Department of Health (USDOH), The Occupational Safety and Health Administration (OSHA). The above listed agencies have led to the implementation of NFPA 1500 – 2002 Edition Standard 9.1.6 on facility safety regarding exhaust emissions. Guidelines for vehicle exhaust elimination state: “Local exhaust ventilation that remove harmful fumes at their source, hoses at tailpipe or stack exhaust” as listed in the OSHA Health and Safety Fact Sheet; “Motor vehicles that are operated shall be provided with a source capture system that connects directly to the motor vehicle’s exhaust system. The agencies listed and the above quoted statements support our request and the justification for the vehicle exhaust extraction system for the health and safety of our firefighters, administrative personnel and visitors. Additionally, our current system is a carbon monoxide detector connected to a control panel that activates exhaust fans installed in the ceiling of the apparatus bay. This system has been malfunctioning since installation and is often times offline completely.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Although overall service delivery is not immediately effected by not having proper ventilation of harmful diesel exhaust, it is the long term effects on members of the department that ultimately have the potential to limit our ability to provide effective services.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Risks associated with improper ventilations systems include possible violations from OSHA should there be cause for an inspection based on pending enforcement of regulations now that Massachusetts has adopted OSHA to include Fire Service operations.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$70,000.00

Total Cost: $70,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Parts, installation and possibly consultation/site visit.		$5,000.00

Total Cost: $5,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

IMG_0066.jpeg

IMG_0067.jpeg

IMG_0064.jpeg

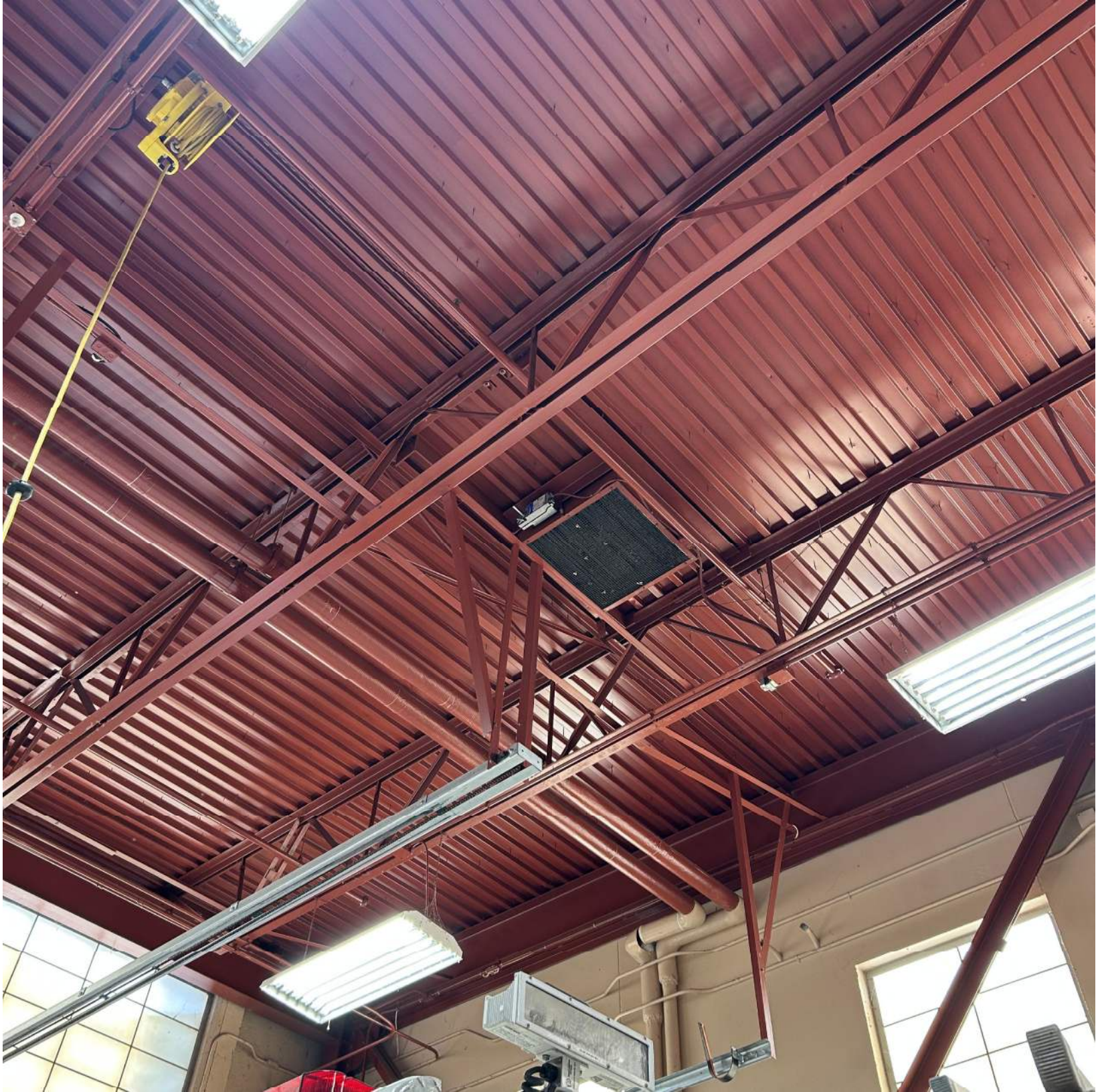
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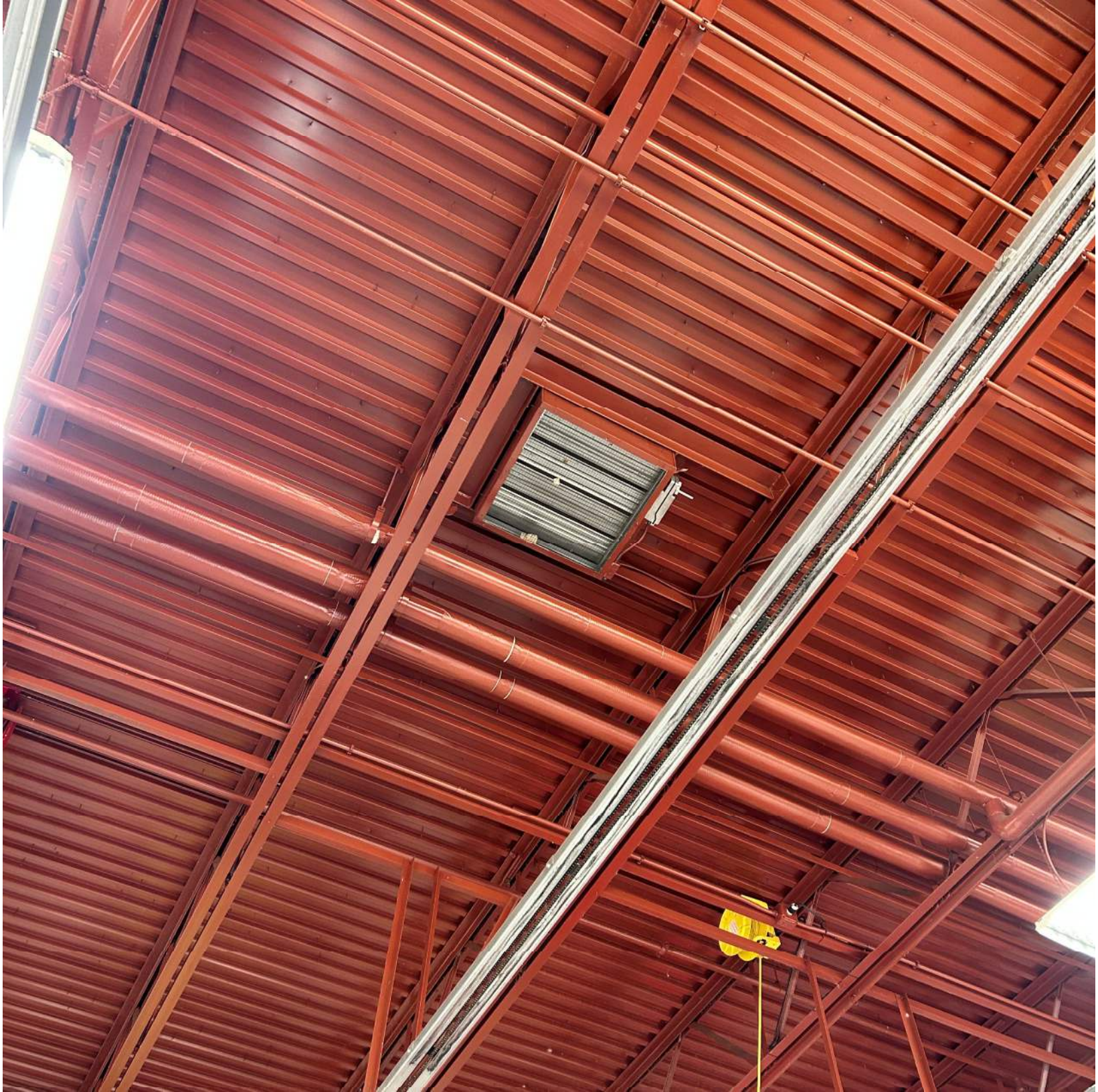
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Other Backup Material for Justification


Alarme / Alarm A
Silence
Alarme / Alarm B
Alarme / Alarm C
Faute / Fault
Tx
Rx
Honeywell
Centrale / Controller
301C
www.honeywellanalytics.com 1-800-563-2967
PANEL PP2
CIRCUIT 21
Honeywell







FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Fire

Division
Operations

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 5

Division Priority # ____ of ____
1 of 4

Request Prepared By:
Scott
First

Turner
Last

Primary Staff Email
sturner@townofgbma.gov

2nd/Reviewing Staff Email

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Back up set of Turnout Gear.

Select Board Strategic Priority

☐ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Great Barrington Fire Department is requesting funding to purchase a second set of Turnout Gear (Personal Protective Equipment) for ten members of the department. This would allow members

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Second sets of Turn Out gear is essential for firefighter health and safety, providing a clean, decontaminated set to wear while the primary set is being laundered. Second sets of Turn Out gear reducing cancer risks from accumulated carcinogens. allow for immediate call readiness and prevent wearing wet or damaged gear.
The primary reason for a second set is to remove contaminated gear immediately after a fire, limiting exposure to carcinogens.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Having a second set of gear increases operational efficiency by ensuring firefighters can respond to subsequent calls without waiting for gear to be cleaned and dried.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets)

to contextualize performance expectations.

Impact on service if not funded? (Explain)

If not funded, the overall risk would be to the health and wellness of the firefighters who would be required to wear dirty and possibly wet gear on occasions when responding to multiple incidents.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$45,000.00

Total Cost: $45,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
One time cost.		$45,000.00

Total Cost: $45,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

DPW - Facilities

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Ramsdell Library Rennovation	TBD	$ -	$ -	$ -	$ -	$ -
Town Building Water Infiltration Testing	$ 150,000.00	$ -	$ -	$ -	$ -	$ 150,000.00
Town Hall Rennovation/Feasibility Study	$ -	$ -	TBD	$ -	$ -	$ -
Police Station Renovation/Feasibility Study	$ -	$ 150,000.00	$ -	$ -	TBD	$ 150,000.00
Housatonic Community Center Rennovation	$ -	$ -	$ -	$ -	TBD	$ -
DPW Facility	$ 2,500,000.00		$ -	$ -	$ -	$ 2,500,000.00
Fire Station Roof Repairs	$ -	TBD	$ -	$ -	$ -	$ -
Mason Library Repairs	$ -	$ -	TBD	$ -	$ -	$ -
Town Hall Generator	$ -	$ 130,000.00	$ -	$ -	$ -	$ 130,000.00
DPW Cold Storage	$ 1,050,000.00	$ -	$ -	$ -	$ -	$ 1,050,000.00
TOTAL FACILITIES	**$ 3,700,000.00**	**$ 280,000.00**	**$ -**	**$ -**	**$ -**	**$ 3,980,000.00**

DPW - Facilities - Town Manager's Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Ramsdell Library Rennovation	TBD	$ -	$ -	$ -	$ -	$ -
Town Building Water Infiltration Testing	$ 150,000.00	$ -	$ -	$ -	$ -	$ 150,000.00
Town Hall Rennovation/Feasibility Study	$ -	$ -	TBD	$ -	$ -	$ -
Police Station Renovation/Feasibility Study	$ -	$ 150,000.00	$ -	$ -	TBD	$ 150,000.00
Housatonic Community Center Rennovation	$ -	$ -	$ -	$ -	TBD	$ -
DPW Facility	$ -		$ -	$ 2,500,000.00	$ -	$ 2,500,000.00
Fire Station Roof Repairs	$ -	TBD	$ -	$ -	$ -	$ -
Mason Library Repairs	$ -	$ -	TBD	$ -	$ -	$ -
Town Hall Generator	$ -	$ 130,000.00	$ -	$ -	$ -	$ 130,000.00
DPW Cold Storage	$ -	$ -	$ -	$ -	$ 1,050,000.00	$ 1,050,000.00
TOTAL FACILITIES	**$ 150,000.00**	**$ 280,000.00**	**$ -**	**$ 2,500,000.00**	**$ 1,050,000.00**	**$ 3,980,000.00**

FY27-31 Capital Request Form

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Department
Administration

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 3

Division Priority # ____ of ____

Request Prepared By:
Liz (First)
Hartsgrove (Last)

Primary Staff Email
lhartsgrove@townofgbma.gov

2nd/Reviewing Staff Email
lhartsgrove@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

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Project/Purchase Request Title

Town Building Envelope Study

Select Board Strategic Priority

☑ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Complete evaluation and leak testing of 4 Town buildings including a visual review of the exterior masonry,
1) Mason Library
2) Town Hall
3) Fire Station
4) Housy Dome

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

⊙ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Describe change in resource requiring Capital Request

This is to examine the current structure status within the masonry and windows

Rational/Justification for Request

Per a Tighe & Bond report, identified water infiltration is occurring within the masonry and areas near the windows.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

It will allow the town to assess if there are any future, larger capital investments to be made to the structure.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets)

to contextualize performance expectations.

Impact on service if not funded? (Explain)

Until possible underlying issues are ruled out, future improvements are not recommended.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$150,000.00

Total Cost: $150,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Building Evaluation	Capital	$150,000.00

Total Cost: $150,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

DPW - Highway

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Bridge Street Bridge Rehab	$426,000.00	$ -	$ -	$ -	$ -	$426,000.00
Shaw Bridge Rehab	$1,603,000.00	$ -	$ -	$ -	$ -	$1,603,000.00
Freightliner Purchase	$438,000.00	$ -	$ -	$ -	$ -	$438,000.00
Crosswalk Install & Replace, 5 Locations	$171,000.00	$ -	$ -	$ -	$ -	$171,000.00
Brush Hill Road Culvert	$777,500.00	$ -	$ -	$ -	$ -	$777,500.00
Roadway Improvements (6 of 6)	$684,502.00	$ -	$ -	$ -	$ -	$684,502.00
Roadway Improvements (5 of 6)	$1,190,366.00	$ -	$ -	$ -	$ -	$1,190,366.00
Roadway Improvements (4 of 6)	$1,343,084.00	$ -	$ -	$ -	$ -	$1,343,084.00
Roadway Improvements (3 of 6)	$1,221,206.00	$ -	$ -	$ -	$ -	$1,221,206.00
Roadway Improvements (2 of 6)	$410,000.00	$ -	$ -	$ -	$ -	$410,000.00
Roadway Improvements (1 of 6)	$1,559,793.00	$ -	$ -	$ -	$ -	$1,559,793.00
Roadwork Engineering (4 projects)	$1,075,000.00	$ -	$ -	$ -	$ -	$1,075,000.00
Manhole Installation Pearl St.	$22,000.00	$ -	$ -	$ -	$ -	$22,000.00
Misc Sidewalk Improvements	$104,000.00	$ -	$ -	$ -	$ -	$104,000.00
TOTAL DPW - Highway	**$11,025,451.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$11,025,451.00**

DPW - Highway - Town Manager's Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Bridge Street Bridge Rehab	$ 426,000.00	$ -	$ -	$ -	$ -	$ 426,000.00
Shaw Bridge Rehab	$ 1,603,000.00	$ -	$ -	$ -	$ -	$ 1,603,000.00
Freightliner Purchase		$ -	$ 438,000.00	$ -	$ -	$ 438,000.00
Crosswalk Install & Replace, 5 Locations	$ 171,000.00	$ -	$ -	$ -	$ -	$ 171,000.00
Brush Hill Road Culvert	$ 777,500.00	$ -	$ -	$ -	$ -	$ 777,500.00
Roadway Improvements (6 of 6)	$	$ -	$ -	$ -	$ 684,502.00	$ 684,502.00
Roadway Improvements (5 of 6)	$	$ -	$ -	$ -	$ 1,190,366.00	$ 1,190,366.00
Roadway Improvements (4 of 6)	$	$ -	$ -	$ 1,343,084.00	$ -	$ 1,343,084.00
Roadway Improvements (3 of 6)	$	$ -	$ 1,221,206.00	$ -	$ -	$ 1,221,206.00
Roadway Improvements (2 of 6)	$ 410,000.00	$ -	$ -	$ -	$ -	$ 410,000.00
Roadway Improvements (1 of 6)	$	$ 1,559,793.00	$ -	$ -	$ -	$ 1,559,793.00
Roadwork Engineering (4 projects)	$ 550,000.00	$ -	$ 1,075,000.00	$ -	$ -	$ 1,625,000.00
Manhole Installation Pearl St.	$ 22,000.00	$ -	$ -	$ -	$ -	$ 22,000.00
Misc Sidewalk Improvements	$	$ -	$ -	$ 104,000.00	$ -	$ 104,000.00
TOTAL DPW - Highway	**$ 3,959,500.00**	**$1,559,793.00**	**$ 2,734,206.00**	**$ 1,447,084.00**	**$ 1,874,868.00**	**$ 11,575,451.00**

FY27-31 Capital Request Form

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Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Bridge

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe (First)
Aberdale (Last)

Primary Staff Email
jaberdale@townofgbma.org

2nd/Reviewing Staff Email
jaberdale@townofgbma.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

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Project/Purchase Request Title

Bridge Street Bridge over Housatonic River G-11-007 Rehab

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Correct Bridge deficiencies.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Safety hazard elimination & bridge improvements.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

The project will remove a safety issue and improve some minor deficiencies.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Current safety items and deficiencies will remain

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how

delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$426,000.00

Total Cost: $426,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$426,000.00

Total Cost: $426,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
Bridge Street over Housatonic River OPC.pdf

Quotes and Specifications
MADOT G-11-007 6-25-24 Inspection Rpt.pdf

Pictures, Site Plans, Other Visuals
Pictures.pdf

Other Backup Material for Justification
Traffic Signal Quote.pdf

Bridge Street Bridge over Housatonic River

Bridge G-11-007

Asset Evaluation, verify extent of work & MADOT Report Items	$32,000.00
Assist MHD Review and Approval	$12,000.00
Design & Procurement Services	$30,000.00
Construction Inspection & Testing Services	$20,000.00

Portable Traffic Signal Rental, 3 months (Town Rent Direct)	$25,500.00
Portable Traffic Signal Mobilization, Connection & Maintenance, 3 months	$4,500.00
Furnish & Install Temporary Electrical Service	$5,000.00
Remove Temporary Electrical Service	$2,500.00
Utility Services & Charges for Temp. Service	$5,500.00
Electrical Usage, 3 months	$1,000.00
Police Detail, 2 weeks 2 officers, 10 weeks 1 officer	$32,480.00

Concrete Repair at Truss Locations	$125,000.00
Allowance to address some items in last MADOT inspection Report	$75,000.00

Sub-Total:	$370,480.00
15% Contingency:	$55,572.00
Budget Estimate:	$426,052.00

Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbits-Nutt, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator

MassDOT
Massachusetts Department of Transportation
Highway Division

February 3, 2025

Town of Great Barrington
Board of Selectmen
334 Main St.
Great Barrington, MA 01230

Attn: Joe Aberdale, Highway/Facilities Superintendent

SUBJECT: NATIONAL BRIDGE INSPECTION STANDARDS (NBIS)
BRIDGE INSPECTION REPORTS

G-11-007 (04J) BRIDGE STREET / HOUSATONIC RIVER Dated: 06/25/24

Dear Mr. Aberdale:

As part of the Massachusetts Bridge Inspection Program, MassDOT - Highway Division performs the inspection of municipally owned bridges that have a clear span of 20 feet or greater. These bridges are scheduled to be inspected every two years or less.

For your records is a copy of recent bridge inspection field report for the referenced municipally owned bridge. Repair, rehabilitation or reconstruction of any bridges to address the deficiencies reported is the owner/custodian's responsibility. Chapter 90 funds may be used for these purposes.

Questions regarding the content of the report may be directed to the District Bridge Inspection Engineer, Michael P.E. McCabe, at (857) 368-1060.

Sincerely,

Francisca Heming Francisca Heming

Digitally signed by Francisca Heming
Date: 2025.01.30 14:43:47 -05'00'

Francisca R. Heming
District 1 Highway Director

MPEM/mpem
cc: BIE (2), DHD D-1, DBIE D-1
Enclosure

270 Main Street, Lenox, MA 01240
Tel: (413) 637-5700, Fax: (413) 637-0309
www.mass.gov/massdot

STRUCTURES INSPECTION FIELD REPORT

FRACTURE CRITICAL INSPECTION

2-DIST	B.I.N.	BR. DEPT. NO.
01	04J	G-11-007

CITY/TOWN	8-STRUCTURE NO.	11-Kilo. POINT	90-ROUTINE INSP. DATE	93a - F.C. INSP. DATE
GREAT BARRINGTON	G11007-04J-MUN-NBI	000.370	Jun 25, 2024	Jun 25, 2024

07-FACILITY CARRIED	MEMORIAL NAME/LOCAL NAME	27-YR BUILT	106-YR REBUILT	*YR REHAB'D (NON 106)
HWY BRIDGE ST		1951	0000	2016

06-FEATURES INTERSECTED	26-FUNCTIONAL CLASS	DIST. BRIDGE INSPECTION ENGINEER
WATER HOUSATONIC RIVER	Urban Collector	Michael P. McCabe, M.P.E. McCabe

43-STRUCTURE TYPE	22-OWNER	21-MAINTAINER	TEAM LEADER	PROJ MGR.
310 : Steel Truss - Thru	Town Agency	Town Agency	R. Bernard	Alfred Benesch Company

107-DECK TYPE	WEATHER	TEMP. (air)	TEAM MEMBERS
1 : Concrete Cast-in-Place	Sunny	32°C	E. KEENAN, L. LEE

WEIGHT POSTING — *Not Applicable* ☐

	H	3	3S2	Single
Actual Posting	20	25	36	N
Recommended Posting	20	25	36	N

Waived Date: 00/00/0000 EJDMT Date: 00/00/0000

Signs In Place (Y=Yes,N=No, NR=Not Required) / Legibility/ Visibility

	At bridge E	At bridge W	Advance E	Advance W
Signs In Place	N	N	Y	N
Legibility/ Visibility			8	8

PLANS (Y/N): Y

(V.C.R.) (Y/N): N

TAPE#:

RATING

Rating Report (Y/N): Y Date: 06/01/2019

Recommend for Rating or Rerating (Y/N): N

If YES please give priority: HIGH ( ) MEDIUM ( ) LOW ( )

REASON:

Inspection data at time of existing rating

I 58: 6 I 59: 5 I 60: 6 I 62: Date : 06/13/2018

FRACTURE CRITICAL MEMBER(S):

	MEMBER	CRACK (Y/N):	WELD'S CONDITION (0-9)	LOCATION OF CORROSION, SECTION LOSS (%), CRACKS, COLLISION DAMAGE, STRESS CONCENTRATION, ETC.	CONDITION PREVIOUS (0-9)	CONDITION PRESENT (0-9)	INV. RATING OF MEMBER FROM RATING ANALYSIS H-20	3	3S2	Deficiencies
A	Item 59.2 - Floorbeams	N	N	See remarks in comments section.	6	6	21	28	41	M-P
B	Item 59.5.b - Lower Chords	N	N	See remarks in comments section.	5	5	35	36	40	M-P
C	Item 59.5.c - Web Members	N	N	See remarks in comments section.	5	5	52	55	61	M-P
D	Item 59.7 - Conn Pit's, Gussets & Angles	N	N	See remarks in comments section.	5	5	Not Rated			M-P
E										

List of field tests performed:
Visual and Hands-On

	I-59	I-60
(Overall Previous Condition)	5	6
(Overall Current Condition)	5	6

DEFICIENCY: A defect in a structure that requires corrective action.

CATEGORIES OF DEFICIENCIES:

M= Minor Deficiency Deficiencies which are minor in nature, generally do not impact the structural integrity of the bridge and could easily be repaired. Examples include but are not limited to: Spalled concrete, Minor pot holes, Minor corrosion of steel, Minor scouring, Clogged drainage, etc.

S= Severe/Major Deficiency Deficiencies which are more extensive in nature and need more planning and effort to repair. Examples include but are not limited to: Moderate to major deterioration in concrete, Exposed and corroded rebars, Considerable settlement, Considerable scouring or undermining, Moderate to extensive corrosion to structural steel with measurable loss of section, etc.

C-S= Critical Structural Deficiency A deficiency in a structural element of a bridge that poses an extreme unsafe condition due to the failure or imminent failure of the element which will affect the structural integrity of the bridge.

C-H= Critical Hazard Deficiency A deficiency in a component or element of a bridge that poses an extreme hazard or unsafe condition to the public, but does not impair the structural integrity of the bridge. Examples include but are not limited to: Loose concrete hanging down over traffic or pedestrians, A hole in a sidewalk that may cause injuries to pedestrians, Missing section of bridge railing, etc.

URGENCY OF REPAIR:

I = Immediate- [Inspector(s) immediately contact District Bridge Inspection Engineer (DBIE) to report the Deficiency and to receive further instruction from him/her].

A = ASAP- [Action/Repair should be initiated by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) upon receipt of the Inspection Report].

P = Prioritize- [Shall be prioritized by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) and repairs made when funds and/or manpower is available].

X=UNKNOWN N=NOT APPLICABLE H=HIDDEN/INACCESSIBLE R=REMOVED

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

REMARKS

BRIDGE ORIENTATION

Bridge G-11-007 (04J) is a single span structure that carries Bridge Street over the Housatonic River in the Town of Great Barrington. The bridge is orientated west to east and the river flows from south to north. The stringers under the deck are labeled S1 to S5 from south to north and the stringers under the sidewalk are labeled SW1 and SW2 from south to north. The floorbeams are labeled FB1 to FB9 from west to east. The truss top chord panel points are labeled U1 to U15 from west to east, and the truss bottom chord panel points are labeled L0 to L16, only even numbers, from west to east. The truss panels are labeled P1 to P8 from west to east. The approaches and abutments are labeled south and north. This labeling convention is consistent with the existing drawings and the previous inspection report. For general orientation, **refer to Sketches 1 through 3 and Photos 1 through 4.**

GENERAL REMARKS

This structure is a single span pony truss with a steel stringer floorbeam system supporting a reinforced concrete deck with bituminous concrete wearing surface, a reinforces concrete safetywalk along the south side, and a reinforced concrete sidewalk along the north side of the bridge. The framing of the super structure consists of five stringers and nine floorbeams between the trusses. The floorbeams and brackets are cantilevered, supporting two stringers under the sidewalk. The substructure consists of two gravity type reinforced concrete abutments on reinforced concrete spread footings.

FRACTURE CRITICAL MEMBERS

The fracture critical members for this inspection include Items 59.2 - Floorbeams, 59.5.b. - Lower Chords, 59.5.c. - Web Members, and 59.7 - Connection Plates, Gussets & Angles, **refer to Sketch 2.** For a list of Fatigue Sensitive Details, **refer to Sketches 3 through 6.** For the Fracture Critical Inspection Procedure, **refer to Sketch 7.**

WORK ACCESS

The underside of the bridge was accessed during the daytime with a 62' UBIU with traffic control and local police details. The topside of the bridge was accessed on foot from the sidewalk and within the lane closures.

ITEM 59 - SUPERSTRUCTURE

Item 59.2 - Floorbeams

At the connection to the South Truss the floorbeams typically have areas of painted over section loss to the bottom flange, up to 18" long x 3" wide x 3/16" deep. Additional areas of painted over section loss are as follows:

FB1:

- South End, East Face: Bottom of web, 12" long x 5" high x 1/16" deep (5/8" orig.).

FB2:

- South End, West Face: Bottom of web, 6" long x 5" high x 3/16" deep (5/8" orig.). Bottom flange underside, 12" long x full width x 7/16" deep (15/16" orig.).

FB4:

- South End, Underside: Bottom flange, 6" long x full width x 1/8" deep (15/16" orig.), **refer to Photo 5.**

FB5:

- South End, West Face: Bottom of web, 9" long x 5" high x 1/8" deep (5/8" orig.). Bottom flange underside, 10" long x full width x 1/8" deep (15/16" orig.).

FB6:

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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REMARKS

- South End, West Face: Bottom of web, 4" wide x 4" high x up to 1/4" deep (5/8" orig.).

FB7:

- South End, Underside: Bottom flange, 2" long x full width x 1/8" deep (15/16" orig.).

FB8:

- South End, West Face: Bottom of web, 4" wide x 4" high x up to 1/4" deep (5/8" orig.), **refer to Photo 6.**

FB9:

- South End, West Face: Bottom of web, 15" long x 5" high x 3/16" deep (5/8" orig.) with adjacent loss, 2'-0" long x 4" high x 1/16" deep (5/8" orig.), **refer to Photo 7.**
- Between South Truss and S2: Bottom flange, full width x 1/8" deep (15/16" orig.), **refer to Photo 7.**

Item 59.5 - Trusses - General
Item 59.5.b - Lower Chords

There is typically minor to moderate debris built up along the horizontal gusset plates at the lower chord panel points, **refer to Photo 9.** Areas of painted over section loss are as follows:

South Truss:

- Member L0-L2 at Panel Point L0, North Channel, North Face: Web, 4" long x full height x 3/16" loss (1/2" orig.), **refer to Photo 8.**
- Member L0-L2 at Panel Point L2, Both Channels: Top flanges have scattered areas of section loss down to knife edge x 12" long (5/8" orig.).
- Member L2-L4, near Panel Point L4, North Channel: Top flange, 16" long x full width x 1/8" loss (5/8" orig.).
- Member L8-L10, near Panel Point L10, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.), **refer to Photo 9.**
- Member L10-L12, near Panel Points L10 and L12, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.).
- Member L12-L14, near Panel Point L12, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.).
- Member L14-L16 near Panel Point 16, between Bottom Gusset Plate and First Bottom Batten Plate, Both Channels: Bottom flanges, full width x 1/8" deep (5/8" orig.).
- Member L14-16 at Panel Point L16, North Channel, North Face: Web, 8" long x full height x 1/8" loss (1/2" orig.). Inside the gussets, the top flanges 1/8" loss (5/8" orig.).

Item 59.5.c - Web Members

There is typically minor to moderate debris built up along top of sidewalk at the interface with the web members, **refer to Photo 11.** The truss vertical and diagonal members above the lower vertical gusset plates typically have painted over section loss, up to 2'-0" long x up to 1/8" deep. Additional locations of painted over section loss are as follows:

South Truss:

- Member U1-L2, near Panel Point U1, East Face: Both flanges have a dent, 4" long x 1/8" deep.
- Member U1-L2 at Panel Point U1: North Flange, two areas up to 5" long x 8" wide x 1/16" deep, **refer to Photo 10.**

North Truss (at Top of Sidewalk):

Throughout:

- The web and inside face of both flanges typically have scattered areas of painted over pitting, up to 1/16" deep.

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REMARKS

Member U1-L2:
- Southwest Flange, North Face: 2'-0" long x 4.5" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, North Face: 20" long x 4.5" wide x 3/16" loss (5/8" orig.).
- Northeast Flange, South face: Section loss, 16" long x 4.5" wide x 5/16" loss (5/8" orig.).
- Web: Hole adjacent to repair, 6" long x 3/4" wide.

Member U3-L4:
- Southwest Flange, North Face: 5" long x 3.5" wide x 1/4" loss (1/2" orig.).
- Northwest Flange, South Face: 6" long x 3" wide x 3/16" loss (1/2" orig.).

Member U5-L6:
- Southwest Flange, North Face: 5.5" long x 3" wide x 1/8" loss (3/8" orig.).
- Northwest Flange, South Face: 4" long x 3" wide x 1/16" loss (3/8" orig.).

Member U7-L8:
- Southwest Flange, North Face: 7" long x 3" wide x 1/8" loss (3/8" orig.).
- Southeast Flange, East Edge: Gouge, 1/2" diameter.

Member U9-L8:
- Southeast Flange, North Face: 4" long x 3" wide x 1/8" loss (3/8" orig.).
- Northeast Flange, South Face: 6" long x 3" wide x 1/8" loss (3/8" orig.).

Member U11-L10:
- Southeast Flange, North Face: 7" long x 3" wide x 1/8" loss (3/8" orig.). Previously noted rust hole was not found, **refer to Photo 11.**

Member U13-L12:
- Southeast Flange, North Face: 10" long x 4" wide x 1/16" loss (1/2" orig.).
- Northeast Flange, South Face: 11" long x 4" wide x 1/16" loss (1/2" orig.).

Member U15-L14:
- Southwest Flange, North Face: 11" long x 4.5" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, Edge: Necking, 1" long x 4" wide x 3/16" loss (5/8" orig.).
- Northeast Flange, South Face: 2'-0" long x 4" wide x 1/16" loss (5/8" orig.).
- Web, East Face: 2'-0" long x 2" wide x 1/8" loss (3/8" orig.).

Item 59.7 - Conn Plt's, Gussets & Angles

*The gussets are rated 33.0 tons and 18.4 tons for the MS18 and MS (equiv.) load rating values, respectively, in accordance with the 2019 Rating Report.

There is typically minor to moderate debris built up along the horizontal gusset plates at the lower chord panel points, **refer to Photos 9 and 15.** At the South Truss, the lower chord splice plates have section loss of up to 1/16" deep between the gusset plates. At the South Truss, along the top of the lower chord, the north gusset plate south faces have areas of section loss up to 1/8" deep. Additional locations of painted over section loss are as follows:

Vertical Gusset Plates:

South Truss:
- Panel Point U1, North Gusset, North Face: 2 areas, 6" long x 4" high x 1/16" loss (3/8" orig.) at the west end and 14" long x 6" high x 1/16" loss (3/8" orig.) at the east end.

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GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

REMARKS

- Panel Point L0, North Gusset, North Face: Up to 1/8" deep pitting, **refer to Sketch 8.**
- Panel Point L2, South Gusset, North Face, West of FB2, at Top of Lower Chord: 20" long x 6" high x 3/16" loss.
- Panel Point L2 North Gusset, North Face: Down to 0.20" remaining (3/8" orig.), **refer to Sketch 8 and Photo 12.**
- Panel Point L4, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.) with a rust hole, **refer to Sketch 8 and Photo 13.**
- Panel Point L6, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 8.**
- Panel Point L8, North Gusset, North Face: Down to 3/16" remaining (3/8" orig.), **refer to Sketch 9.**
- Panel Point L10, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 9.**
- Panel Point L12, North Gusset Plate, North Face: Down to 1/4" remaining (3/8" orig.) with pin holes, **refer to Sketch 9 and Photo 14.**
- Panel Point L14, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 9.**
- Panel Point L14, Between Gussets, Interior Splice Plate in Line with FB8: 3/16" loss with three rust holes up to 3/4" diameter, **refer to Photo 15.**
- Panel Point L16, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 10 and Photo 16.**

North Truss:

- Panel Point L2, North Gusset, North Face, West End: 6" long x 6" high x 1/8" loss (3/8" orig.) with pack rust between the gusset plate and lower chord, 4" high x 1/2" thick, **refer to Photo 17.**

Horizontal Gusset Plates:

South Truss:

- Panel Point L4, East End: One missing bolt, **refer to Photo 18.**
- Panel Point L8, Both Sides: Empty bolt holes, 3/4" diameter, **refer to Photo 19.**

North Truss:

- Panel Point L2, Northwest Side: 4" long x 2" wide x 1/16" loss (3/8" orig.).
- Panel Points L2, L6, L10, and L14, Both Sides: Empty bolt holes, 3/4" diameter.

Sketch / Photo Log

Sketch 1 : Bridge No. G-11-007 (04J): Location Map
Sketch 2 : Bridge No. G-11-007 (04J): Elevation and Framing Plan with Fracture Critical Members
Sketch 3 : Fatigue Prone Details (1 of 4)
Sketch 4 : Fatigue Prone Details (2 of 4)
Sketch 5 : Fatigue Prone Details (3 of 4)
Sketch 6 : Fatigue Prone Details (4 of 4)
Sketch 7 : Fracture Critical Inspection Procedure
Sketch 8 : Truss Gusset Plate Section Losses (1 of 3)
Sketch 9 : Truss Gusset Plate Section Losses (2 of 3)
Sketch 10 : Truss Gusset Plate Section Losses (3 of 3)
Photo 1 : Bridge No. G-11-007 (04J): North Elevation, Looking East
Photo 2 : Bridge No. G-11-007 (04J): South Elevation, Looking East
Photo 3 : Bridge No. G-11-007 (04J): General Topside, Looking East
Photo 4 : Bridge No. G-11-007 (04J): General Underside, Looking West
Photo 5 : FB4 at South End: Bottom Flange Painted Over Section Loss
Photo 6 : FB8 at South End, West Face: Bottom of Web Painted Over Section Loss

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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REMARKS

Photo 7 : FB9 at South End, West Face: Painted Over Section Losses
Photo 8 : South Truss, Member L0-L2 at Panel Point L0, North Channel, North Face: Web with Painted Over Section Loss
Photo 9 : South Truss, Member L8-L10 at Panel Point L10, Interior Face: Web with Painted Over Section Loss
Photo 10 : South Truss, Member U1-L2 at Panel Point U1, North Face: Flange with Painted Over Section Loss
Photo 11 : North Truss, Member U11-L10: Southeast Flange with Painted Over Section Loss. (Previously Noted Rust Hole Not Found.)
Photo 12 : South Truss, Panel Point L2, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 13 : South Truss, Panel Point L4, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 14 : South Truss, Panel Point L12, North Gusset, North Face, East Side: Painted Over Section Loss
Photo 15 : South Truss, Panel Point L14, between Gusset Plates: Painted Over Rust Hole
Photo 16 : South Truss, Panel Point L16, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 17 : North Truss, Panel Point L2, North Gusset Plate, North Face, West End: Painted Over Section Loss and Pack Rust
Photo 18 : South Truss, Panel Point L4: Horizontal Gusset Plate with Missing Bolt
Photo 19 : South Truss, Panel Point L8: Horizontal Gusset Plate with Empty Bolt Holes

CITY/TOWN	B.I.N.	BR. DEPT. NO.	S.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

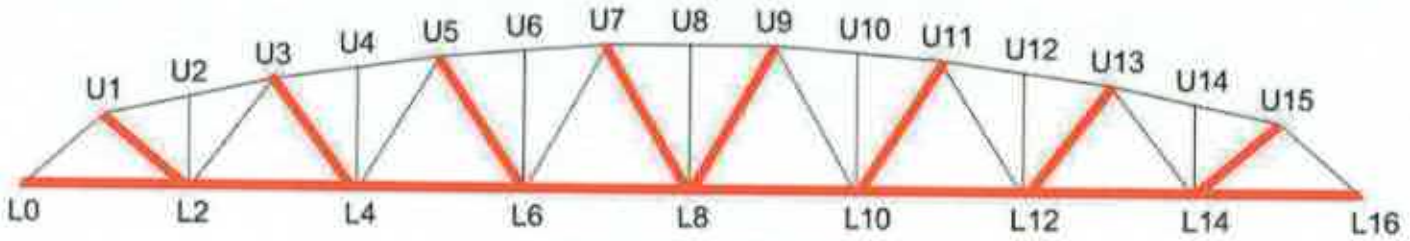
SKETCHES



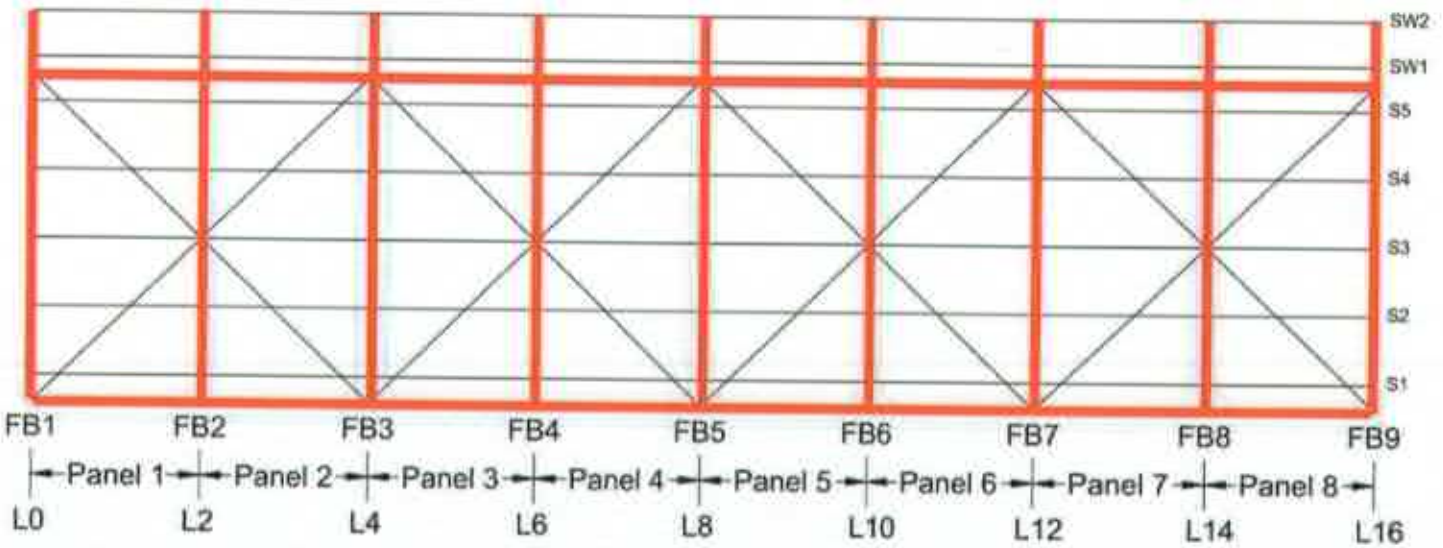
Sketch 1: **Bridge No. G-11-007 (04J): Location Map**

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SKETCHES



SOUTH ELEVATION

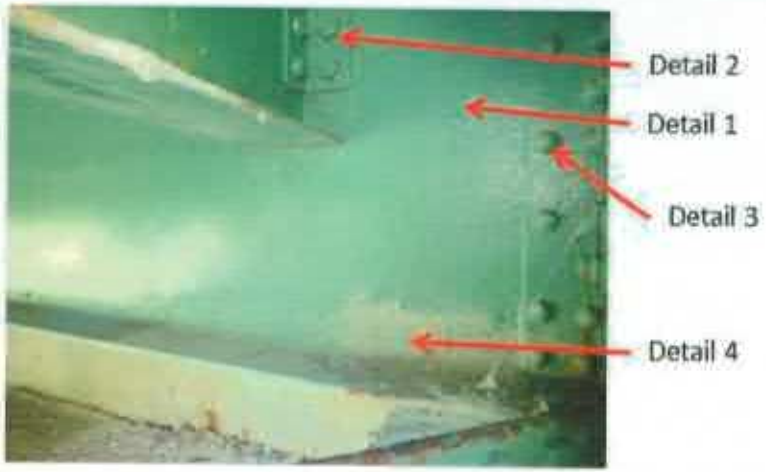


FRAMING PLAN

Sketch 2: **Bridge No. G-11-007 (04J): Elevation and Framing Plan with Fracture Critical Members**

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SKETCHES



Floorbeams

Detail 1 – Base metal, except noncoated weathering steel, with rolled or cleaned surfaces. (Cat. A, AASHTO FSD #1.1)

Detail 2 – Base metal at the gross section of high-strength bolted joints designed as slip-critical connections (Cat. B, AASHTO FSD #2.1)

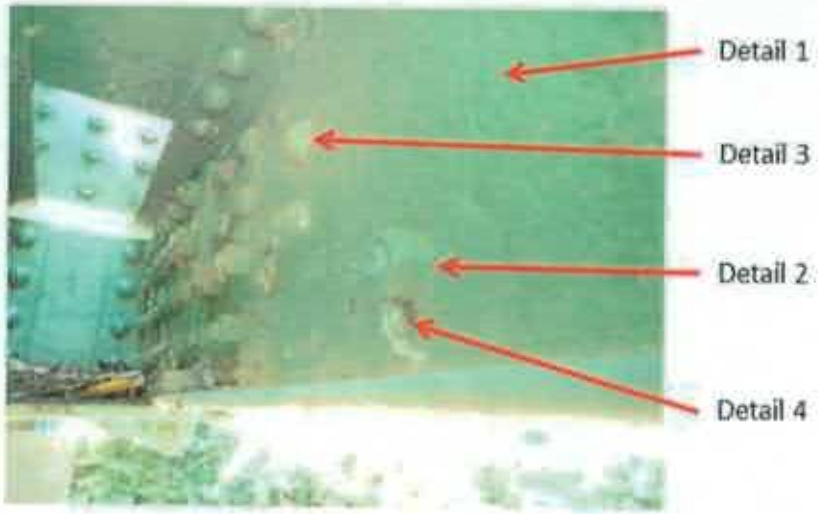
Detail 3 – Base metal at the net section of other mechanically fastened joints (Cat. D, AASHTO FSD #2.3)

Detail 4 – Stress risers in members such as pitting/section loss, tack welds and collision defects (does not have an AASHTO Fatigue Category).

Sketch 3: Fatigue Prone Details (1 of 4)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

SKETCHES



Bottom Chord

Detail 1 – Base metal, except noncoated weathering steel, with rolled or cleaned surfaces. (Cat. A, AASHTO FSD #1.1)

Detail 2 – Base metal at the gross section of high-strength bolted joints designed as slip-critical connections (Cat. B, AASHTO FSD #2.1)

Detail 3 – Base metal at the net section of other mechanically fastened joints (Cat. D, AASHTO FSD #2.3)

Detail 4 – Stress risers in members such as pitting/section loss, tack welds and collision defects (does not have an AASHTO Fatigue Category).

Sketch 4: Fatigue Prone Details (2 of 4)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

SKETCHES



Gusset Plates

Detail 1 – Base metal, except noncoated weathering steel, with rolled or cleaned surfaces. (Cat. A, AASHTO FSD #1.1)

Detail 2 – Open holes in members (Cat. D, AASHTO FSD #1.5)

Detail 3 – Base metal at the gross section of high-strength bolted joints designed as slip-critical connections (Cat. B, AASHTO FSD #2.1)

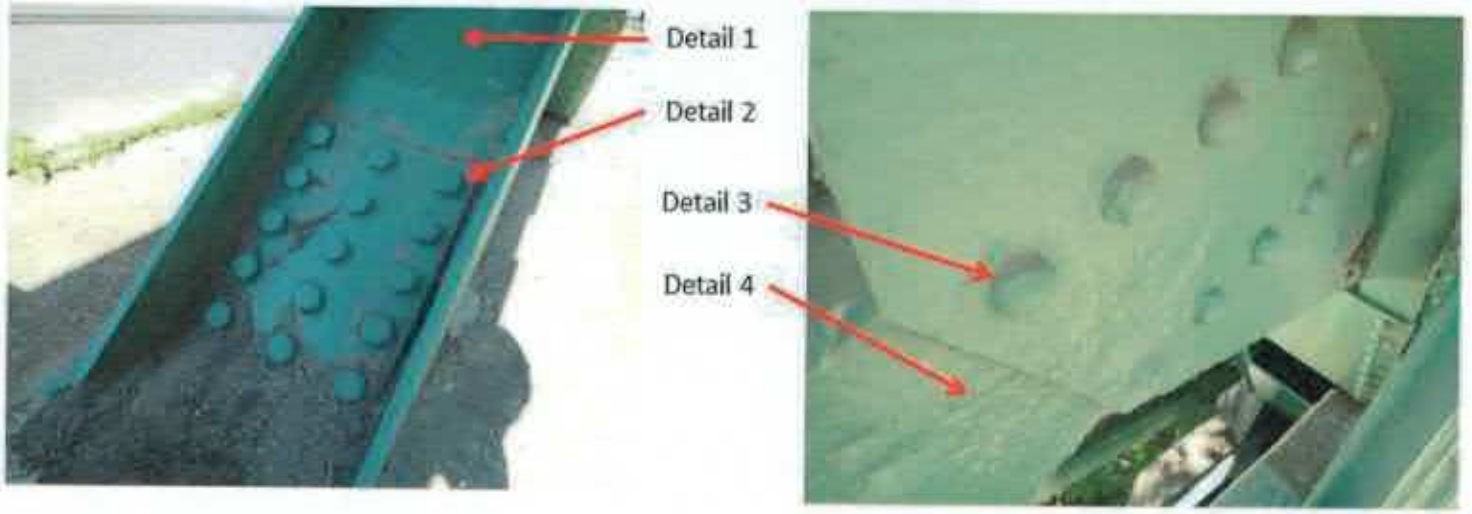
Detail 4 – Base metal at the net section of other mechanically fastened joints (Cat. D, AASHTO FSD #2.3)

Detail 5 – Stress risers in members such as pitting/section loss, tack welds and collision defects (does not have an AASHTO Fatigue Category).

Sketch 5: Fatigue Prone Details (3 of 4)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	S.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

SKETCHES



Web Diagonals

Detail 1 – Base metal, except noncoated weathering steel, with rolled or cleaned surfaces. (Cat. A, AASHTO FSD #1.1)

Detail 2 – Base metal at the gross section of high-strength bolted joints designed as slip-critical connections (Cat. B, AASHTO FSD #2.1)

Detail 3 – Base metal at the net section of other mechanically fastened joints (Cat. D, AASHTO FSD #2.3)

Detail 4 – Stress risers in members such as pitting/section loss, tack welds and collision defects (does not have an AASHTO Fatigue Category).

Sketch 6: Fatigue Prone Details (4 of 4)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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SKETCHES

RIVETED/BOLTED MEMBERS

1. **Check rivets and bolts to determine that they are tight and that the individual components are operating as one. Check for cracked or missing bolts, rivets, and rivet heads.**

   The South Truss lower chord panel points have isolated rivets with minor painted over section loss. At the South Truss, Panel Point L4, the horizontal gusset plate is missing one bolt.

2. **Check the members for misplaced holes or repaired holes that have been filled with weld metal. These are possible sources of fatigue cracking.**

   No misplaced holes filled with weld metal were observed in the FC members.

3. **Check the tension flange and web for cracking in the web due to out-of-plane bending.**

   The FC members typically do not have out of plane bending. The web members at the top of deck have several minor dents, tears, and gouges, likely due to collision damage. The North Truss, Panel Point L2, North Gusset Plate has ½" thick pack rust at the west end.

4. **Check the flanges and web for cracking which may have originated from corrosion, pitting, or section loss, or defect in fabrication (e.g. nicks and gouges in the steel).**

   There are areas of painted over section loss throughout the FC members. No cracks were discovered originating from these areas of loss.

5. **Check for temporary erection welds, tack welds, or welded connections not shown on the design drawings.**

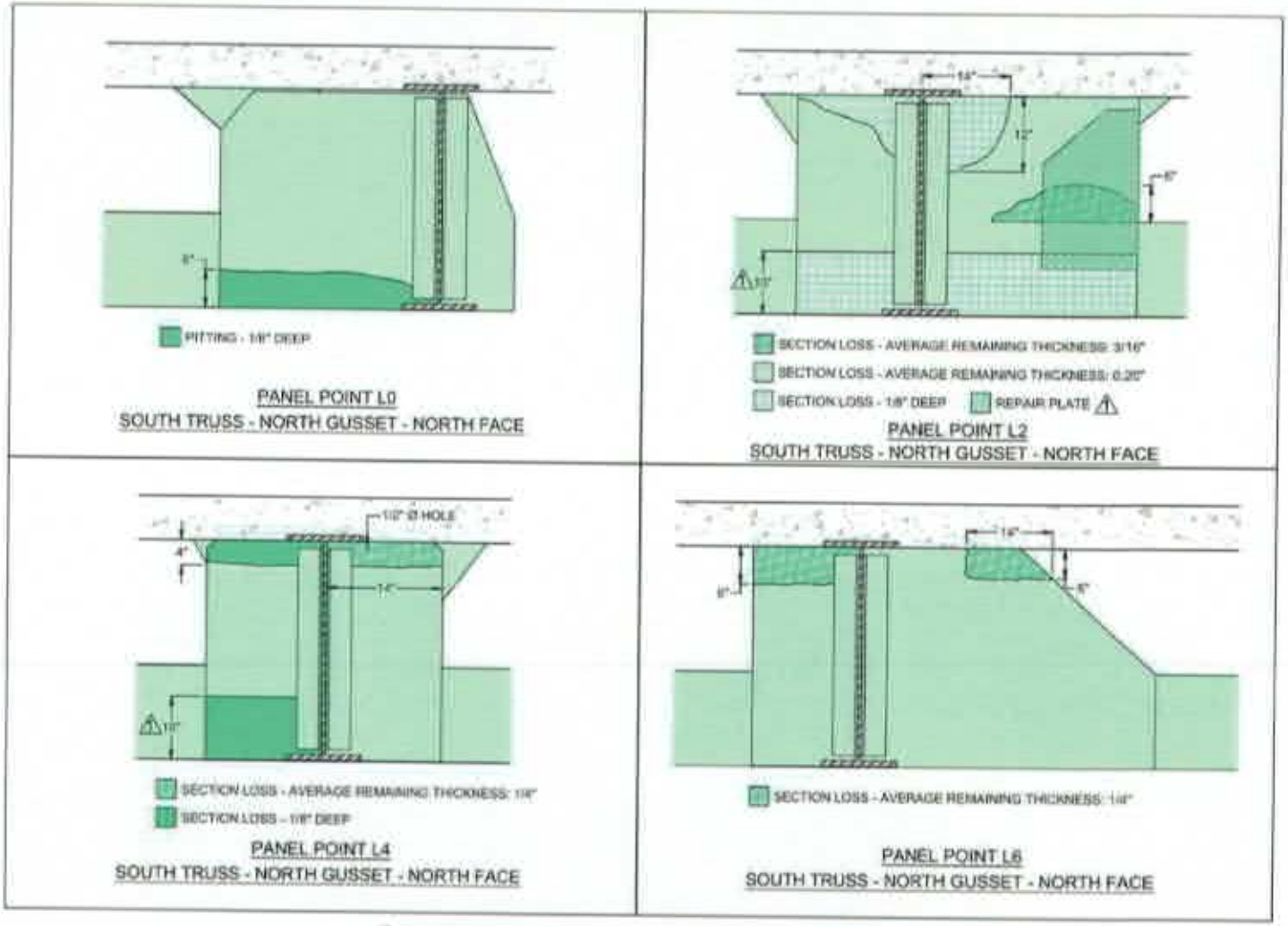
   No tack welds were observed along the FC members.

Note: Portions of Inspection Procedure taken from Federal Highway Administration Report No. FHWA A-IP-86-26, "Inspection of Fracture Critical members", dated September 1986.

Sketch 7: Fracture Critical Inspection Procedure

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SKETCHES

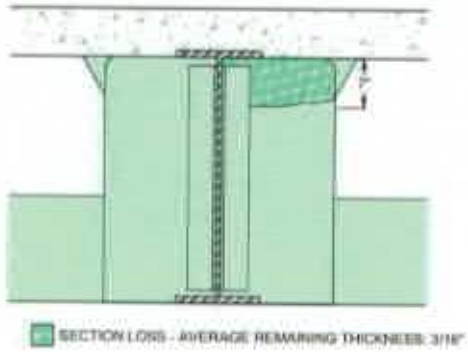


⚠ INDICATES AN UPDATE SINCE THE PREVIOUS INSPECTION (2022-06-23)

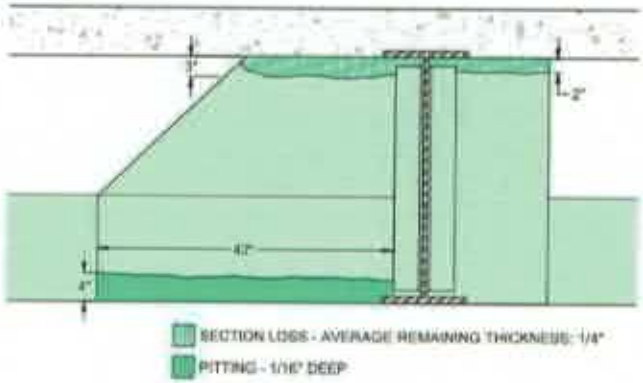
Sketch 8: Truss Gusset Plate Section Losses (1 of 3)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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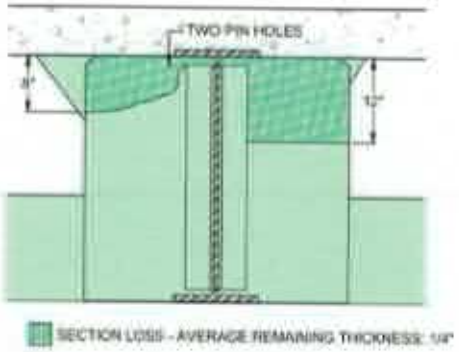
SKETCHES



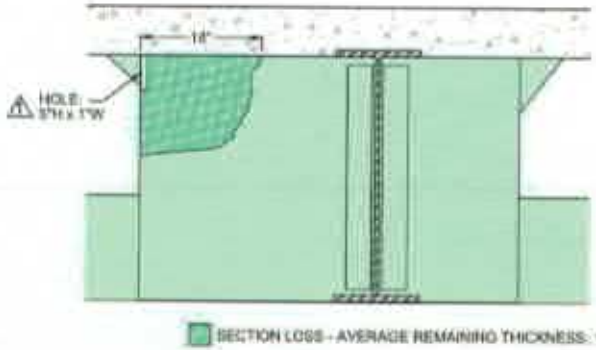
PANEL POINT L8
SOUTH TRUSS - NORTH GUSSET - NORTH FACE



PANEL POINT L10
SOUTH TRUSS - NORTH GUSSET - NORTH FACE



PANEL POINT L12
SOUTH TRUSS - NORTH GUSSET - NORTH FACE



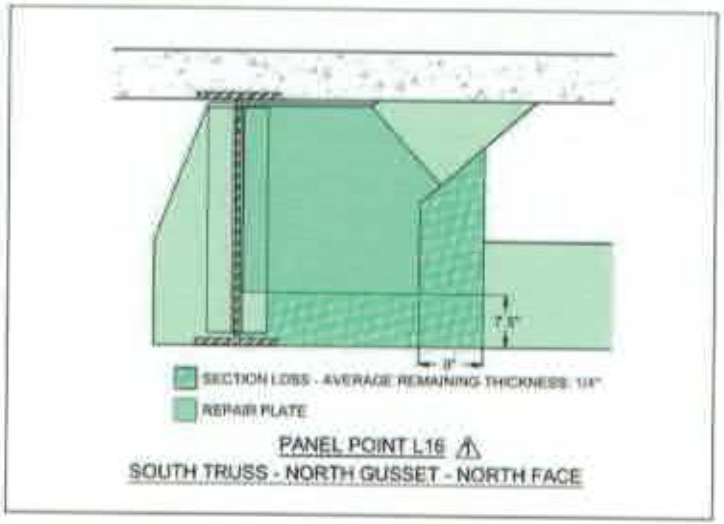
PANEL POINT L14
SOUTH TRUSS - NORTH GUSSET - NORTH FACE

⚠ INDICATES AN UPDATE SINCE THE PREVIOUS INSPECTION (2022-06-23)

Sketch 9: Truss Gusset Plate Section Losses (2 of 3)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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SKETCHES



⚠ INDICATES AN UPDATE SINCE THE PREVIOUS INSPECTION (2022-06-23)

Sketch 10: Truss Gusset Plate Section Losses (3 of 3)

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 1: Bridge No. G-11-007 (04J): North Elevation, Looking East



Photo 2: Bridge No. G-11-007 (04J): South Elevation, Looking East

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

PHOTOS



Photo 3: Bridge No. G-11-007 (04J): General Topside, Looking East



Photo 4: Bridge No. G-11-007 (04J): General Underside, Looking West

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 5: FB4 at South End: Bottom Flange Painted Over Section Loss



Photo 6: FB8 at South End, West Face: Bottom of Web Painted Over Section Loss

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 7: FB9 at South End, West Face: Painted Over Section Losses



Photo 8: South Truss, Member L0-L2 at Panel Point L0, North Channel, North Face: Web with Painted Over Section Loss

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PHOTOS



Photo 9: South Truss, Member L8-L10 at Panel Point L10, Interior Face: Web with Painted Over Section Loss



Photo 10: South Truss, Member U1-L2 at Panel Point U1, North Face: Flange with Painted Over Section Loss

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 11: North Truss, Member U11-L10: Southeast Flange with Painted Over Section Loss. (Previously Noted Rust Hole Not Found.)



Photo 12: South Truss, Panel Point L2, North Gusset, North Face, West Side: Painted Over Section Loss

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PHOTOS



Photo 13: South Truss, Panel Point L4, North Gusset, North Face, West Side: Painted Over Section Loss



Photo 14: South Truss, Panel Point L12, North Gusset, North Face, East Side: Painted Over Section Loss

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 15: South Truss, Panel Point L14, between Gusset Plates: Painted Over Rust Hole



Photo 16: South Truss, Panel Point L16, North Gusset, North Face, West Side: Painted Over Section Loss

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
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PHOTOS



Photo 17: North Truss, Panel Point L2, North Gusset Plate, North Face, West End: Painted Over Section Loss and Pack Rust



Photo 18: South Truss, Panel Point L4: Horizontal Gusset Plate with Missing Bolt

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PHOTOS



Photo 19: South Truss, Panel Point L8: Horizontal Gusset Plate with Empty Bolt Holes

STRUCTURES INSPECTION FIELD REPORT

ROUTINE INSPECTION

2-DIST	B.I.N.	BR. DEPT. NO.
01	04J	G-11-007

CITY/TOWN	8-STRUCTURE NO	11-Kilo. POINT	41-STATUS	90-ROUTINE INSP. DATE
GREAT BARRINGTON	G11007-04J-MUN-NBI	000.370	P:POSTED	JUN 25, 2024

07-FACILITY CARRIED	MEMORIAL NAME/LOCAL NAME	27-YR BUILT	106-YR REBUILT	YR REHAB'D (NON 106)
HWY BRIDGE ST		1951	0000	2016

06-FEATURES INTERSECTED	26-FUNCTIONAL CLASS	DIST. BRIDGE INSPECTION ENGINEER M. P.E. McCabe
WATER HOUSATONIC RIVER	Urban Collector	Michael P. McCabe

43-STRUCTURE TYPE	22-OWNER	21-MAINTAINER	TEAM LEADER R. Bernard	PROJ MGR Alfred Benesch Company
310 : Steel Truss - Thru	Town Agency	Town Agency	Robert Bernard	Ted Cutler

107-DECK TYPE	WEATHER	TEMP. (air)	TEAM MEMBERS
1 : Concrete Cast-in-Place	Sunny	32°C	L. LEE, E. KEENAN

ITEM 58 — DECK: 6

		DEF
1.Wearing Surface	7	-
2.Deck Condition	6	M-P
3.Stay in Place Forms	N	-
4.Curbs	6	M-P
5.Median	N	-
6.Sidewalks	5	M-A
7.Parapets	N	-
8.Railing	5	S-P
9.Anti Missile Fence	N	-
10.Drainage System	N	-
11.Lighting Standards	N	-
12.Utilities	6	M-P
13.Deck Joints	6	M-P
14.	N	-
15.	N	-
16.	N	-

CURB REVEAL (In millimeters)	N	S
	190	220

APPROACHES

		DEF
a. Appr. Pavement Condition	6	M-P
b. Appr. Roadway Settlement	7	-
c. Appr. Sidewalk Settlement	7	-
d.	N	-

OVERHEAD SIGNS (Attached to bridge) (Y/N): N

		DEF
a. Condition of Welds	N	-
b. Condition of Bolts	N	-
c. Condition of Signs	N	-

ITEM 59 — SUPERSTRUCTURE: 5

			DEF
1.Stringers		7	-
2.Floorbeams		6	M-P
3.Floor System Bracing		N	-
4.Girders or Beams		N	-
5.Trusses - General		5	M-P
a. Upper Chords	6		M-P
b. Lower Chords	5		M-P
c. Web Members	5		M-P
d. Lateral Bracing	6		M-P
e. Sway Bracings	N		-
f. Portals	N		-
g. End Posts	N		-
6.Pin & Hangers		N	-
7.Conn Plt's, Gussets & Angles		5	M-P
8.Cover Plates		N	-
9.Bearing Devices		5	M-P
10.Diaphragms/Cross Frames		N	-
11.Rivets & Bolts		6	M-P
12.Welds		N	-
13.Member Alignment		7	-
14.Paint/Coating		7	-
15.		N	-

Year Painted: 2016

COLLISION DAMAGE: *Please explain*
None ( ) Minor (X) Moderate ( ) Severe ( )

LOAD DEFLECTION: *Please explain*
None (X) Minor ( ) Moderate ( ) Severe ( )

LOAD VIBRATION: *Please explain*
None ( ) Minor (X) Moderate ( ) Severe ( )

Any Fracture Critical Member: (Y/N) Y

Any Cracks: (Y/N) N

ITEM 60 — SUBSTRUCTURE: 6

	Dive	Cur		DEF
1. Abutments			6	
a. Pedestals	N	N		-
b. Bridge Seats	N	7		-
c. Backwalls	N	6		M-P
d. Breastwalls	N	6		M-P
e. Wingwalls	N	6		M-P
f. Slope Paving/Rip-Rap	N	N		-
g. Pointing	N	N		-
h. Footings	N	H		-
i. Piles	N	N		-
j. Scour	N	5		M-P
k. Settlement	N	7		-
l.	N	N		-
m.	N	N		-
2. Piers or Bents			N	
a. Pedestals	N	N		-
b. Caps	N	N		-
c. Columns	N	N		-
d. Stems/Webs/Pierwalls	N	N		-
e. Pointing	N	N		-
f. Footing	N	N		-
g. Piles	N	N		-
h. Scour	N	N		-
i. Settlement	N	N		-
j.	N	N		-
k.	N	N		-
3. Pile Bents			N	
a. Pile Caps	N	N		-
b. Piles	N	N		-
c. Diagonal Bracing	N	N		-
d. Horizontal Bracing	N	N		-
e. Fasteners	N	N		-

UNDERMINING (Y/N) If YES please explain: N

COLLISION DAMAGE:
None (X) Minor ( ) Moderate ( ) Severe ( )

SCOUR: *Please explain*
None ( ) Minor (X) Moderate ( ) Severe ( )

I-60 (Dive Report): N I-60 (This Report): 6

93B-U/W (DIVE) Insp: 00/00/0000

X=UNKNOWN N=NOT APPLICABLE H=HIDDEN/INACCESSIBLE R=REMOVED

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ITEM 61 — **6**

CHANNEL & CHANNEL PROTECTION

	Dive	Cur	DEF
1.Channel Scour	N	7	-
2.Embankment Erosion	N	6	M-P
3.Debris	N	7	-
4.Vegetation	N	7	-
5.Utilities	N	N	-
6.Rip-Rap/Slope Protection	N	N	-
7.Aggradation	N	7	-
8.Fender System	N	N	-

STREAM FLOW VELOCITY:
Tidal ( ) High ( ) Moderate (X) Low ( ) None ( )

ITEM 61 (Dive Report): N *ITEM 61 (This Report):* 6

93b-U/W INSP. DATE: 00/00/0000

ITEM 36 *TRAFFIC SAFETY*

	36	COND	DEF
A. Bridge Railing	0	5	S-P
B. Transitions	0	N	-
C. Approach Guardrail	0	N	-
D. Approach Guardrail Ends	0	N	-

WEIGHT POSTING *Not Applicable* ☐

	H	3	3S2	Single
Actual Posting	20	25	36	N
Recommended Posting	20	25	36	N

Waived Date: 00/00/0000 EJDMT Date: 00/00/0000

Signs In Place (Y=Yes,N=No, NR=NotRequired) Legibility/ Visibility	At bridge E	At bridge W	Other Advance E	Other Advance W
	N	N	Y / 8	N / 8

CLEARANCE POSTING *Not* X

	N ft	N in	S ft	S in	meter
Actual Field Measurement		0		0	
Posted Clearance		0		0	

Signs In Place (Y=Yes,N=No, NR=Not Required) Legibility/ Visibility	At bridge N	At bridge S	Advance N	Advance S

ACCESSIBILITY (Y/N/P)

	Needed	Used
Lift Bucket	P	N
Ladder	P	Y
Boat	N	N
Waders	P	N
Inspector 50	P	Y
Rigging	P	N
Staging	N	N
Traffic Control	Y	Y
RR Flagger	N	N
Police	Y	Y
Other:		
	N	N

TOTAL HOURS 104

PLANS (Y/N): Y

(V.C.R.) (Y/N): N

TAPE#:

List of field tests performed:
Visual and Hands-On

RATING
Rating Report (Y/N): Y
Date: 06/01/2019
Inspection data at time of existing rating
I 58: 6 I 59: 5 I 60: 6 Date :06/13/2018

Recommend for Rating or Rerating (Y/N): N
If YES please give priority: HIGH ( ) MEDIUM ( ) LOW ( )
REASON:

CONDITION RATING GUIDE (For Items 58, 59, 60 and 61)

	CODE	CONDITION	DEFECTS
	N	NOT APPLICABLE	
G	9	EXCELLENT	Excellent condition.
G	8	VERY GOOD	No problem noted.
G	7	GOOD	Some minor problems.
F	6	SATISFACTORY	Structural elements show some minor deterioration.
F	5	FAIR	All primary structural elements are sound but may have minor section loss, cracking, spalling or scour.
P	4	POOR	Advanced section loss, deterioration, spalling or scour.
P	3	SERIOUS	Loss of section, deterioration, spalling or scour have seriously affected primary structural components. Local failures are possible. Fatigue cracks in steel or shear cracks in concrete may be present.
C	2	CRITICAL	Advanced deterioration of primary structural elements. Fatigue cracks in steel or shear cracks in concrete may be present or scour may have removed substructure support. Unless closely monitored it may be necessary to close the bridge until corrective action is taken.
C	1	"IMMINENT" FAILURE	Major deterioration or section loss present in critical structural components or obvious vertical or horizontal movement affecting structure stability. Bridge is closed to traffic but corrective action may put it back in light service.
	0	FAILED	Out of service - beyond corrective action.

DEFICIENCY REPORTING GUIDE

DEFICIENCY: A defect in a structure that requires corrective action.

CATEGORIES OF DEFICIENCIES:

M= Minor Deficiency Deficiencies which are minor in nature, generally do not impact the structural integrity of the bridge and could easily be repaired. Examples include but are not limited to: Spalled concrete, Minor pot holes, Minor corrosion of steel, Minor scouring, Clogged drainage, etc.

S= Severe/Major Deficiency Deficiencies which are more extensive in nature and need more planning and effort to repair. Examples include but are not limited to: Moderate to major deterioration in concrete, Exposed and corroded rebars, Considerable settlement, Considerable scouring or undermining, Moderate to extensive corrosion to structural steel with measurable loss of section, etc.

C-S= Critical Structural Deficiency A deficiency in a structural element of a bridge that poses an extreme unsafe condition due to the failure or imminent failure of the element which will affect the structural integrity of the bridge.

C-H= Critical Hazard Deficiency A deficiency in a component or element of a bridge that poses an extreme hazard or unsafe condition to the public, but does not impair the structural integrity of the bridge. Examples include but are not limited to: Loose concrete hanging down over traffic or pedestrians, A hole in a sidewalk that may cause injuries to pedestrians, Missing section of bridge railing, etc.

URGENCY OF REPAIR:

I = Immediate- (Inspector(s) immediately contact District Bridge Inspection Engineer (DBIE) to report the Deficiency and to receive further instruction from him/her).

A = ASAP- (Action/Repair should be initiated by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) upon receipt of the Inspection Report).

P = Prioritize- (Shall be prioritized by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) and repairs made when funds and/or manpower is available).

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REMARKS

BRIDGE ORIENTATION

Bridge G-11-007 (04J) is a single span structure that carries Bridge Street over the Housatonic River in the Town of Great Barrington. The bridge is orientated west to east and the river flows from south to north. The stringers under the deck are labeled S1 to S5 from south to north and the stringers under the sidewalk are labeled SW1 and SW2 from south to north. The floorbeams are labeled FB1 to FB9 from west to east. The truss top chord panel points are labeled U1 to U15 from west to east, and the truss bottom chord panel points are labeled L0 to L16, only even numbers, from west to east. The truss panels are labeled P1 to P8 from west to east. The approaches and abutments are labeled south and north. This labeling convention is consistent with the existing drawings and the previous inspection report. For general orientation, **refer to Sketches 1 through 3 and Photos 1 through 8.**

GENERAL REMARKS

This structure is a single span pony truss with a steel stringer floorbeam system supporting a reinforced concrete deck with bituminous concrete wearing surface, a reinforces concrete safetywalk along the south side, and a reinforced concrete sidewalk along the north side of the bridge. The framing of the super structure consists of five stringers and nine floorbeams between the trusses. The floorbeams and brackets are cantilevered, supporting two stringers under the sidewalk. The substructure consists of two gravity type reinforced concrete abutments on reinforced concrete spread footings.

WORK ACCESS

The underside of the bridge was accessed during the daytime with a 62' UBIU with traffic control and local police details. The topside of the bridge was accessed on foot from the sidewalk and within the lane closures.

WEIGHT POSTING

The previously identified weight posting signs at the west approach were missing at the time of inspection, **refer to Photo 5.**

ITEM 58 - DECK

Item 58.2 - Deck Condition

The underside of the deck has several hairline transverse and diagonal cracks with and without efflorescence, and scattered concrete patches adjacent to FB1 and FB9. Additional deficiencies are as follows:

Panel 1 :

- Between South Truss and S1, near West Abutment: Hairline map cracking, 6'-0" long x full width of overhang with efflorescence, **refer to Photo 9.**
- Between S3 and S4, near West Abutment: Spall, 4" diameter x 1.5" deep.
- At North Truss, Vertical Face near Floorbeam FB2: Spall, 2'-0" long x 12" high x 2" deep with exposed rebar and heavy efflorescence, **refer to Photo 10.**

Panel 2:

- Between S2 and S3, near FB3: Honeycombing, 2'-0" diameter x up to 1/2" deep, **refer to Photo 11.**

Panel 3:

- Between S4 and S5: Honeycombing, 3'-0" long x 2'-0" wide x up to 1" deep with exposed rebar, **refer to Photo 12.**

Panel 4:

- Between S1 and S5: Transverse crack, up to 1/16" wide with efflorescence.
- Between S2 and S3, near FB4: Transverse crack, full length x 1/16" wide with efflorescence.

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- Between S3 and S4, at Midpoint: Transverse crack, full length x 1/16" wide with efflorescence, **refer to Photo 13.**
- Between S5 and North Truss, near FB4: Previously noted hollow area not found.

Panel 5:
- Between S1 and S2, near FB6: Transverse crack, full length x 1/16" wide.
- Panel 5 at North Truss Member U9-U10: Spall, 6" diameter x 1.5" deep.

Panel 6:
- Between S2 and S3: Hairline map cracking, 8'-0" long x full width.
- Between S5 and North Truss, near FB6: Delamination, 5" long x 14" wide.

Panel 8:
- Between South Truss and S1, at Member U15-L14: Spall, 10" long x 3" wide x 5" high x 2.5" deep, **refer to Photo 14.**
- Between South Truss and S1, near East Abutment: Hairline map cracking, 6'-0" long x 1'-0" wide with efflorescence, **refer to Photo 15.**
- Between S4 and S5, near FB8: Spall, 7" long x 10" wide x 2" deep.

Item 58.4 - Curbs

The north and south granite curbs have missing mortar in the joints between curb sections. Additional deficiencies are as follows:

South Curb:
- 5th Curb Section from the West Abutment: Diagonal crack, full height x 1/2" wide, **refer to Photo 16.**
- 1st Curb Section from the East Abutment: Diagonal crack, full height x 1/4" wide, **refer to Photo 17.**

Item 58.6 - Sidewalks

The reinforced concrete sidewalk and safetywalk exhibit several areas of scaling, up to 1" deep (filled with dirt), and scattered transverse hairline cracks. Adjacent to the North Truss web members embedded in the sidewalk there are adjacent concrete patches up to 7' long x 15" wide. Additional deficiencies are as follows:

Topside:
- Adjacent to the North Truss web members embedded in the sidewalk there are concrete patches up to 7' long x 15" wide. These patches typically have spalls up to full length x full width x 2.5" deep that are filled with dirt. Between web members U8-L8 and U9-L8, U10-L10 and U11-L10, and U11-L12 and U12-L12, the spalls are up to full depth with have exposed rebar below the dirt, **refer to Photo 18.**
- Between North Truss Web Members U2-L2 and U3-L2: Hollow area, 3'-0" long x 4'-0 wide, with minor spalling.
- Between North Truss Web Members U13-L14 and U14-L14: Spall, 12" long x 12" wide x full depth with three exposed rebar, **refer to Photo 19.**

Underside:
- Panel 1, near FB2: Spall, 15" diameter x 3" deep with exposed rebar and formwork, **refer to Photo 10.**
- Panel 2, near FB2: Two spalls, up to 2'-0" long x 12" wide x 2.5" deep with exposed rebar, **refer to Photo 20.**
- Panel 2, near FB3: Delamination, 6" diameter.
- Panel 5, near FB5: Delamination, 4" long x 16" wide.

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- Panel 5, near FB6: Spall, 4" long x 2'-0" wide x 3/4" deep with exposed rebar and adjacent concrete delaminated x full width, **refer to Photo 21.**
- Panel 6, near FB6: Two spalls, 3" long x 18" wide x 3/4" deep with exposed rebar, **refer to Photo 22.**
- Panel 6, near FB7: Spall, 4" long x 2'-0" wide x 3/4" deep with exposed rebar.
- Panel 7, near FB7: Spall 4" long x 2'-0" wide x 3/4" deep with exposed rebar.
- Panel 7, near Midpoint: Delamination, 6" diameter.
- Panel 7, near FB8: Spall, 4" long x 18" x 3/4" deep with exposed rebar.
- Panel 7, near FB8: Two spalls, up to 12" diameter x 2.5" deep with exposed rebar and additional spall, 16" long x 16" wide x full depth with exposed rebar, **refer to Photo 23.**
- Panel 8, near FB8: Spall, 18" long x 12" wide x 2" deep with exposed rebar and formwork, **refer to Photo 24.**
- Panel 8 at U14-L14: Spall, 10" long x 5" wide x 15" deep.
- Panel 8, near FB9: Delamination, 4" long x 12" wide.

Item 58.8 - Railing

There is a painted metal bridge rail attached to the top of the safetywalk and sidewalk along both sides of the bridge which continues along, but is not connected to, all four wingwalls up to concrete end blocks. The anchor bolt nuts at the base plates have section loss, up to 100%, **refer to Photo 25.** Additional deficiencies are as follows:

South Railing:

- Several posts, at the base plates, have painted over section loss to the flanges, down to knife edge remaining, **refer to photo 25.**
- 4th Post from West Abutment: Northwest flange is bent 1/4" over a 6" height, **refer to Photo 26.**
- 5th, 7th, 8th, 9th, 11th, 13th, 14th, and 16th Posts from West Abutment: Railing sleeves have section loss, up to 100%, **refer to Photo 27.**
- 7th Post from West Abutment: Southwest flange hole, 5" high x 2" wide. Northwest flange bent 1" over a 9" height. Both pipes are disconnected and loose on the west side of the post, **refer to Photo 28.**
- 7th through 13th Posts from West Abutment: Webs at bottom have perforations up to 4" wide x 2" high, **refer to Photo 29.**
- 8th Post from West Abutment: Southwest flange hole, 4" high x 1" wide.
- Between 10th and 11th Posts from West Abutment: Several pales bent up to 1/2" over a 7" height and bottom pipe is loose, **refer to Photo 30.**
- Between 13th and 14th Posts from West Abutment: Bottom railing loose.

Southwest Wingwall Railing:

- 1st Post from West Abutment: Northeast flange bent 1/2" over a 4" height with gouge up to 3" high x 1/2" deep. Base plate has three missing anchor bolts, **refer to Photo 31.**

North Railing:

- Scattered posts have painted over section loss along the webs and flanges. Several posts also have scratches and peeling paint.
- 2nd Post from West Abutment: Southeast flange is bent 3/4" over a 5" height.
- Post at East Abutment: Web at bottom has perforations, 5" wide x 1" high with adjacent painted over section loss, 2" wide x 4" high x down to knife edge, **refer to Photo 32.**

Item 58.12 - Utilities

Along the south side of the South Truss there is an insulated water main that is supported by a steel channel supported by steel support brackets connected to the South Truss at the vertical web member locations. The insulation has isolated minor dents. Additional deficiencies are as follows:

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Steel Support Brackets:

- 4th Bracket from West Abutment: Bent
- Bracket at FB9: Cantilever has painted over rust hole, 12" long x 4" high, **refer to Photo 33.** Between the gusset plates there are 4 painted over rust holes, up to 1" diameter, **refer to Photo 34.**

Item 58.13 - Deck Joints

The strip seal deck joints at the east and west abutments are typically filled with dirt/debris over the full length, **refer to Photo 35.**

APPROACHES

Approaches a - Appr. Pavement Condition

In the west approach, there is alligator cracking along the joint, 10'-0" long x up to 1/2" wide, **refer to Photo 35.** In the east approach, eastbound lane, near the joint there is a transverse crack, 10' -0" long x 1/8" wide.

ITEM 59 - SUPERSTRUCTURE

Item 59.1 - Stringers

Stringer SW2 has two locations of painted over section loss:

- Between FB1 and FB2: Bottom flange, north leg, full length x 3" wide x 1/16" deep.
- Between FB8 and FB9: Bottom of web, north face, full length x 4" high x 1/16" deep.

Item 59.2 - Floorbeams

At the connection to the South Truss the floorbeams typically have areas of painted over section loss to the bottom flange, up to 18" long x 3" wide x 3/16" deep. Additional areas of painted over section loss are as follows:

FB1:

- South End, East Face: Bottom of web, 12" long x 5" high x 1/16" deep (5/8" orig.).

FB2:

- South End, West Face: Bottom of web, 6" long x 5" high x 3/16" deep (5/8" orig.). Bottom flange underside, 12" long x full width x 7/16" deep (15/16" orig.).

FB4:

- South End, Underside: Bottom flange, 6" long x full width x 1/8" deep (15/16" orig.), **refer to Photo 36.**

FB5:

- South End, West Face: Bottom of web, 9" long x 5" high x 1/8" deep (5/8" orig.). Bottom flange underside, 10" long x full width x 1/8" deep (15/16" orig.).

FB6:

- South End, West Face: Bottom of web, 4" wide x 4" high x up to 1/4" deep (5/8" orig.).

FB7:

- South End, Underside: Bottom flange, 2" long x full width x 1/8" deep (15/16" orig.).

FB8:

- South End, West Face: Bottom of web, 4" wide x 4" high x up to 1/4" deep (5/8" orig.), **refer to Photo 37.**

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FB9:

- South End, West Face: Bottom of web, 15" long x 5" high x 3/16" deep (5/8" orig.) with adjacent loss, 2'-0" long x 4" high x 1/16" deep (5/8" orig.), **refer to Photo 38.**
- Between South Truss and S2: Bottom flange, full width x 1/8" deep (15/16" orig.), **refer to Photo 38.**

Item 59.5 - Trusses - General

Item 59.5.a - Upper Chords

Areas of painted over section loss are as follows:

South Truss:

- Member U1-L0, North Channel, North Face: Web, 30" long x full height x 1/4" loss (11/16" orig.), **refer to Photo 39.**
- Member U15-L16, North Channel, North Face: Web, 2'-0" long x up to full height x 3/16" loss (11/16" orig.).

North Truss:

- Member U15-L16, South Channel, South Face (above sidewalk): Web, 3" long x 12" high x 1/16" loss (11/16" orig.).
- Member U15-L16, North Channel, North Face (above sidewalk): Web, 4" long x full height x 1/8" loss (11/16" orig.).

Item 59.5.b - Lower Chords

There is typically minor to moderate debris built up along the horizontal gusset plates at the lower chord panel points, **refer to Photo 41.** Areas of painted over section loss are as follows:

South Truss:

- Member L0-L2 at Panel Point L0, North Channel, North Face: Web, 4" long x full height x 3/16" loss (1/2" orig.), **refer to Photo 40.**
- Member L0-L2 at Panel Point L2, Both Channels: Top flanges have scattered areas of section loss down to knife edge x 12" long (5/8" orig.).
- Member L2-L4, near Panel Point L4, North Channel: Top flange, 16" long x full width x 1/8" loss (5/8" orig.).
- Member L8-L10, near Panel Point L10, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.), **refer to Photo 41.**
- Member L10-L12, near Panel Points L10 and L12, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.).
- Member L12-L14, near Panel Point L12, Both Channels, Interior Faces: Webs, 15" long x 6" high x 3/16" loss (11/16" orig.).
- Member L14-L16 near Panel Point 16, between Bottom Gusset Plate and First Bottom Batten Plate, Both Channels: Bottom flanges, full width x 1/8" deep (5/8" orig.).
- Member L14-16 at Panel Point L16, North Channel, North Face: Web, 8" long x full height x 1/8" loss (1/2" orig.). Inside the gussets, the top flanges 1/8" loss (5/8" orig.).

Item 59.5.c - Web Members

There is typically minor to moderate debris built up along the top of the sidewalk at the interface with the web members, **refer to Photos 43 through 46.** The truss vertical and diagonal members above the lower vertical gusset plates typically have painted over section loss, up to 2'-0" long x up to 1/8" deep. Additional locations of painted over section loss are as follows:

South Truss:

- Member U1-L2, near Panel Point U1, East Face: Both flanges have a dent, 4" long x 1/8" deep.

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- Member U1-L2 at Panel Point U1: North Flange, two areas up to 5" long x 8" wide x 1/16" deep, **refer to Photo 42.**
- Member U5-L4 at Panel Point L4: Northeast flange, 4" long x 3" wide x 1/8" loss (1/2" orig.).
- Member U9-L10 at Panel Point L10: North flange, two areas up to 6" long x 4" wide x 1/8" loss (1/2" orig.).

North Truss (at Top of Sidewalk):

Throughout:

- The web and inside face of both flanges typically have scattered areas of painted over pitting, up to 1/16" deep.

Member U1-L2:

- Southwest Flange, North Face: 2'-0" long x 4.5" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, North Face: 20" long x 4.5" wide x 3/16" loss (5/8" orig.).
- Northeast Flange, South face: Section loss, 16" long x 4.5" wide x 5/16" loss (5/8" orig.).
- Web: Hole adjacent to repair, 6" long x 3/4" wide.

Member U2-L2:

- Southwest Flange, North face: 3" long x 3.5" wide x 1/8" loss (1/2" orig.).
- Southeast Flange, North face: 6" long x 3" wide x 3/16" loss (1/2" orig.).
- Northwest Flange, South face: 3" long x 3.5" wide x 1/8" loss (1/2" orig.).
- Northeast Flange, South face: 9" long x 3.5" wide x 3/16" (1/2" orig.).
- Web, at South Side of Repair Plate: Hole, 2" long x 3/4" high, **refer to Photo 43.**

Member U3-L2:

- Southeast Flange, North Face: 7" long x 3.5" wide x 3/16" loss (1/2" orig.).
- Northeast Flange, South Face: 7" long x 3" wide x 1/8" (1/2" orig.).

Member U3-L4:

- Southwest Flange, North Face: 5" long x 3.5" wide x 1/4" loss (1/2" orig.).
- Northwest Flange, South Face: 6" long x 3" wide x 3/16" loss (1/2" orig.).

Member U4-L4:

- Southwest Flange, North Face: 10" long x 3" wide x 1/8" loss (1/2" orig.).
- Southeast Flange, North face: 6" long x 3.5" wide x 1/8" loss (1/2" orig.).
- Northwest Flange, South Face: 5" long x 2.5" wide x 1/8" loss (1/2" orig.).

Member U5-L4:

- Southeast Flange, North Face: 4" long x 3" wide x 1/16" loss (3/8" orig.). The edge of the flange has a tear, 2" long x 3/4" wide (no change), **refer to Photo 44.**
- Northeast Flange, South Face: 8" long x 2.5" wide x 1/8" loss (3/8" orig.).

Member U5-L6:

- Southwest Flange, North Face: 5.5" long x 3" wide x 1/8" loss (3/8" orig.).
- Northwest Flange, South Face: 4" long x 3" wide x 1/16" loss (3/8" orig.).

Member U6-L6:

- Southwest Flange, North Face: 8.5" long x 3.5" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, North Face: 9.5" long x 4" wide x 1/4" loss (5/8" orig.).
- Northeast Flange, South Face: 3" wide x 4" high x 1/8" loss (5/8" orig.).

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Member U7-L6:
- Southeast Flange, North Face: 6" long x 3" wide x 1/16" loss (3/8" orig.).
- Northeast Flange, South Face: 9" long x 3" wide x 1/16" loss (3/8" orig.).

Member U7-L8:
- Southwest Flange, North Face: 7" long x 3" wide x 1/8" loss (3/8" orig.).
- Southeast Flange, East Edge: Gouge, 1/2" diameter.

Member U8-L8:
- Southeast Flange, North Face: 3" long x 2" wide x 1/16" loss (5/8" orig.).
- Northeast Flange, South Face: 3" long x 2" wide x 1/16" loss (5/8" orig.).

Member U9-L8:
- Southeast Flange, North Face: 4" long x 3" wide x 1/8" loss (3/8" orig.).
- Northeast Flange, South Face: 6" long x 3" wide x 1/8" loss (3/8" orig.).

Member U9-L10:
- Southeast Flange: Bent 3/16" to the north over a 5" height, **refer to Photo 45.**

Member U10-L10:
- Southwest Flange, North Face: 5" long x 3" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, North Face: 7" long x 4" wide x 1/16" loss (5/8" orig.).
- Northeast Flange, South Face: 9" long x 4" wide x 1/16" loss (5/8" orig.).

Member U11-L10:
- Southeast Flange, North Face: 7" long x 3" wide x 1/8" loss (3/8" orig.). Previously noted rust hole was not found, **refer to Photo 46.**

Member U11-L12:
- Southwest Flange, North Face: 2" long x 3.25" wide x 1/16" loss (3/8" orig.).

Member U12-L12:
- Southeast Flange, North Face: 7" long x 3-1/2" wide x 1/8" loss (1/2" orig.).
- Northeast Flange, South Face: 8" long x 3-1/2" wide x 1/8" loss (1/2" orig.).
- Web: Hole adjacent to repair, 1.5" long x 1/2" wide.

Member U13-L12:
- Southeast Flange, North Face: 10" long x 4" wide x 1/16" loss (1/2" orig.).
- Northeast Flange, South Face: 11" long x 4" wide x 1/16" loss (1/2" orig.).

Member U13-L14:
- Southwest Flange, West Edge: Gouge, 3" long x 1/4" wide.

Member U14-L14:
- Southwest Flange, North Face: 3" long x 3" wide x 1/16" loss (1/2" orig.).
- Southeast Flange, North Face: 5.5" long x 4" wide x 1/8" loss (1/2" orig.).
- Northeast Flange, South Face: 5.5" long x 3.75" wide x 1/8" loss (1/2" orig.).

Member U15-L14:
- Southwest Flange, North Face: 11" long x 4.5" wide x 1/8" loss (5/8" orig.).
- Southeast Flange, Edge: Necking, 1" long x 4" wide x 3/16" loss (5/8" orig.).

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- Northeast Flange, South Face: 2'-0" long x 4" wide x 1/16" loss (5/8" orig.).
- Web, East Face: 2'-0" long x 2" wide x 1/8" loss (3/8" orig.).

Item 59.5.d - Lateral Bracing
For condition notes, **refer to Item 59.7 – Conn Plt's, Gussets & Angles.**

Item 59.7 - Conn Plt's, Gussets & Angles
*The gussets are rated 33.0 tons and 18.4 tons for the MS18 and MS (equiv.) load rating values, respectively, in accordance with the 2019 Rating Report.

There is typically minor to moderate debris built up along the horizontal gusset plates at the lower chord panel points, **refer to Photos 41 and 50.** At the South Truss, the lower chord splice plates have section loss of up to 1/16" deep between the gusset plates. At the South Truss, along the top of the lower chord, the north gusset plate south faces have areas of section loss up to 1/8" deep. Additional locations of painted over section loss are as follows:

Vertical Gusset Plates:
South Truss:

- Panel Point U1, North Gusset, North Face: 2 areas, 6" long x 4" high x 1/16" loss (3/8" orig.) at the west end and 14" long x 6" high x 1/16" loss (3/8" orig.) at the east end.
- Panel Point L0, North Gusset, North Face: Up to 1/8" deep pitting, **refer to Sketch 4.**
- Panel Point L2, South Gusset, North Face, West of FB2, at Top of Lower Chord: 20" long x 6" high x 3/16" loss.
- Panel Point L2 North Gusset, North Face: Down to 0.20" remaining (3/8" orig.), **refer to Sketch 4 and Photo 47.**
- Panel Point L4, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.) with a rust hole, **refer to Sketch 4 and Photo 48.**
- Panel Point L6, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 4.**
- Panel Point L8, North Gusset, North Face: Down to 3/16" remaining (3/8" orig.), **refer to Sketch 5.**
- Panel Point L10, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 5.**
- Panel Point L12, North Gusset Plate, North Face: Down to 1/4" remaining (3/8" orig.) with pin holes, **refer to Sketch 5 and Photo 49.**
- Panel Point L14, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 5.**
- Panel Point L14, Between Gussets, Interior Splice Plate in Line with FB8: 3/16" loss with three rust holes up to 3/4" diameter, **refer to Photo 50.**
- Panel Point L16, North Gusset, North Face: Down to 1/4" remaining (3/8" orig.), **refer to Sketch 6 and Photo 51.**

North Truss:

- Panel Point L2, North Gusset, North Face, West End: 6" long x 6" high x 1/8" loss (3/8" orig.) with pack rust between the gusset plate and lower chord, 4" high x 1/2" thick, **refer to Photo 52.**

Horizontal Gusset Plates:
South Truss:

- Panel Point L4, East End: One missing bolt, **refer to Photo 53.**
- Panel Point L8, Both Sides: Empty bolt holes, 3/4" diameter, **refer to Photo 54.**

North Truss:

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- Panel Point L2, Northwest Side: 4" long x 2" wide x 1/16" loss (3/8" orig.).
- Panel Points L2, L6, L10, and L14, Both Sides: Empty bolt holes, 3/4" diameter.

Item 59.9 - Bearing Devices
There are expansion bearings at the West Abutment and fixed bearings at the East Abutment. All bearings have areas of painted over section loss up to 1/8" deep. Additional deficiencies are as follows:

West Abutment (Expansion):
- Both Bearings: Expanded slightly west (90°F), **refer to Photo 55.**
- South Truss Bearing: North anchor bolt rod sheared off, **refer to Photo 56.**
- North Truss Bearing: South anchor bolt rod has been sheared off, **refer to Photo 57.**

East Abutment (Fixed):
- South Truss Bearing: Southwest bolt connecting the top of the bearing to the truss lower chord has approximately 75% section loss. The northwest bolt nut has 50% section loss, **refer to Photo 58.**

Item 59.11 - Rivets & Bolts
The South Truss lower chord panel points have isolated rivets with minor painted over section loss.

SuperStructure Collision Notes
Several web members along the deck topside have minor tears, bends, and gouges that may be due to collision damage. For condition notes, **refer to Item 59.5.c – Web Members.**

SuperStructure Load Vibration Notes
There is minor vibration under traffic live loads.

ITEM 60 - SUBSTRUCTURE

Item 60.1 - Abutments
Item 60.1.b - Bridge Seats
Both concrete bridge seats have a minor accumulation of dirt and debris. The east abutment bearing seat has several scattered spalls, up to 18" diameter x 1" deep.

Item 60.1.c - Backwalls
Both concrete backwalls have isolated hairline cracks, up to full height. At the north end of both backwalls there is a utility blockout filled with brick masonry with hairline cracks and displaced/misaligned bricks, **refer to Photo 59.** Additional deficiencies are as follows:
West Abutment:
- Below S3: Vertical crack, full height x 1/8" wide with adjacent spall at bottom, 10" high x 3" wide x 1.5" deep.
- Below S5, near Top: Spall, 3" long x 8" high x 1" deep.
- Below S5, at Bottom: Spall, 15" long x 4" high x 2" deep.
- Below SW1 at Utility Blockout: South side has a spall, 9" wide x 12" high x 3" deep with exposed rebar, **refer to Photo 60.** Bottom south corner has a crack, 2'-0" long x 1/16" wide.

East Abutment
- Behind South Truss Bearing: Diagonal crack, 3'-0" long x up to 1/8" wide.

Item 60.1.d - Breastwalls
West Abutment:

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- Below S5: Vertical hairline crack, full height with efflorescence.
- Adjacent to Outlet Drainpipe: Horizontal hairline crack, 3'-0" long with efflorescence.

East Abutment:
- Minor scaling throughout.
- Below the South Truss at the Top: Vertical hairline crack, 3'-0" long.

Item 60.1.e - Wingwalls
Southwest Wingwall:
- At Utility Blockout: Spall, 18" long x 12" high x 5" deep that undermines railing base plate, **refer to Photo 61.**
- 8'-0" from Bridge Seat: Vertical hairline crack, full height.

Southeast Wingwall:
- The wingwall is mostly concealed from view by heavy vegetation. Visible portions appear in good condition, **refer to Photo 62.**

Northwest Wingwall:
- Center of Wingwall: Vertical hairline crack, full height with spall at top, 2" long x 6" high x 1" deep.
- At Bridge Seat: Vertical hairline crack, full height.

Northeast Wingwall:
- At Bridge Seat: Vertical hairline crack, 5-0" long with efflorescence.

Item 60.1.h - Footings
The footings are hidden by design.

Item 60.1.j - Scour
At the center of the West Abutment breastwall, below the outlet drainpipe, there is an area of erosion, 12'-0" long x 6'-0" wide x up to 5'-0" deep, **refer to Photo 63.**

SubStructure Scour Notes
For condition notes, **refer to Item 60.1.j – Sour.**

ITEM 61 - CHANNEL AND CHANNEL PROTECTION

Item 61.2 - Embankment Erosion
At all four corners of the bridge the embankments have areas of undercutting, up to 100' long x 18" high with exposed roots, **refer to Photo 64.**

Item 61.3 - Debris
In front of the East Abutment there are random areas of light timber debris. At the Northeast Embankment, 50' upstream from the bridge, there is an 18" diameter tree that sticks out into the channel approximately 15', **refer to Photo 64.**

Item 61.4 - Vegetation
All four embankments are heavily vegetated, **refer to Photos 62 and 64.**

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

REMARKS

TRAFFIC SAFETY

Item 36a - Bridge Railing
The bridge railing consists of steel w-beam posts supporting two horizontal steel pipe rails which support steel balusters. For the condition notes, **refer to Item 58.8 – Railing.**

Item 36b - Transitions
There are no transitions or approach guardrails and does not meet current safety criteria. The bridge rail continues along the top of the wingwalls, but is not connected.

Item 36c - Approach Guardrail
There are no approach guardrails and does not meet current safety criteria. The bridge rail continues along the top of the wingwalls, but is not connected.

Item 36d - Approach Guardrail Ends
There are no approach guardrails and does not meet current safety criteria.

Sketch / Photo Log

Sketch 1 : Bridge No. G-11-007 (04J): Location Map
Sketch 2 : Bridge No. G-11-007 (04J): Typical Truss Elevation
Sketch 3 : Bridge No. G-11-007 (04J): Framing Plan
Sketch 4 : Truss Gusset Plate Section Losses (1 of 3)
Sketch 5 : Truss Gusset Plate Section Losses (2 of 3)
Sketch 6 : Truss Gusset Plate Section Losses (3 of 3)
Photo 1 : Bridge No. G-11-007 (04J): North Elevation, Looking East
Photo 2 : Bridge No. G-11-007 (04J): South Elevation, Looking East
Photo 3 : Bridge No. G-11-007 (04J): General Topside, Looking East
Photo 4 : Bridge No. G-11-007 (04J): General Underside, Looking West
Photo 5 : Bridge No. G-11-007 (04J): West Approach, Looking East. Note Missing Weight Posting Sign from South Curb.
Photo 6 : Bridge No. G-11-007 (04J): East Approach, Looking West
Photo 7 : Bridge No. G-11-007 (04J): Upstream of Bridge, Looking North
Photo 8 : Bridge No. G-11-007 (04J): Downstream of Bridge, Looking South
Photo 9 : Panel 1 between South Truss and S1: Hairline Map Cracking with Efflorescence
Photo 10 : Panel 1 at North Truss, Vertical Face near FB2: Spall with Exposed Rebar and Heavy Efflorescence. Note Additional Spall in Sidewalk Underside.
Photo 11 : Panel 2 between S2 and S3, near FB3: Honeycombing
Photo 12 : Panel 3 between S4 and S5: Honeycombing with Exposed Rebar
Photo 13 : Panel 4 between S3 and S4: Transverse Crack with Efflorescence
Photo 14 : Panel 8 between South Truss and S1 at Member U15-L14: Spall
Photo 15 : Panel 8 between South Truss and Stringer S1, near East Abutment: Hairline Map Cracking with Efflorescence
Photo 16 : South Curb, 5th Section from West Abutment: Crack
Photo 17 : South Curb, 1st Section from East Abutment: Crack
Photo 18 : North Sidewalk at Embeded Web Members: Typical Spall in Concrete Patch between Members with Exposed Rebar
Photo 19 : North Sidewalk between North Truss Web Members U13-L14 and U14-L14: Full Depth Spall with Exposed Rebar
Photo 20 : Panel 2 near FB2: Two Spalls with Exposed Rebar
Photo 21 : Panel 5 near FB6: Spall with Exposed Rebar and Adjacent Delamination
Photo 22 : Panel 6 near FB6: Two Spalls with Exposed Rebar

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

REMARKS

Photo 23 : Panel 7 near FB8: Full Depth Spall with Exposed Rebar
Photo 24 : Panel 8 near FB8: Spall with Exposed Rebar and Formwaork
Photo 25 : South Railing: Typical Anchor Bolt Nut and Post Flanges with Painted Over Section Loss
Photo 26 : South Railing, 4th Post from West Abutment: Northwest Flange Bent
Photo 27 : South Railing: Typical Railing Sleeve with Up to 100% Section Loss
Photo 28 : South Railing, 7th Post from West Abutment: Bent and Hole in Flange. Note Disconnected Pipe.
Photo 29 : South Railing: Typical Post Web with Perforations
Photo 30 : South Railing, between 10th and 11th Posts from West Abutment: Bent Pales
Photo 31 : Southwest Wingwall Railing, 1st Post from West Abutment: Flange Bent and Base Plate Missing Anchor Bolts
Photo 32 : North Railing, Post at East Abutment: Base of Web with Perforations and Adjacent Painted Over Section Loss
Photo 33 : Utility Support Bracket Cantilever at FB9: Painted Over Rust Hole
Photo 34 : Utility Support Bracket between Gussets at FB9: Painted Over Rust Holes
Photo 35 : Typical Strip Seal Deck Joint Filled with Debris, West Abutment Shown. Note Cracking in Approach Pavement.
Photo 36 : FB4 at South End: Bottom Flange Painted Over Section Loss
Photo 37 : FB8 at South End, West Face: Bottom of Web Painted Over Section Loss
Photo 38 : FB9 at South End, West Face: Painted Over Section Losses
Photo 39 : South Truss, Member U1-L0, North Channel, North Web: Web with Painted Over Section Loss
Photo 40 : South Truss, Member L0-L2 at Panel Point L0, North Channel, North Face: Web with Painted Over Section Loss
Photo 41 : South Truss, Member L8-L10 at Panel Point L10, Interior Face: Web with Painted Over Section Loss
Photo 42 : South Truss, Member U1-L2 at Panel Point U1, North Face: Flange with Painted Over Section Loss
Photo 43 : North Truss, Member U2-L2: Web with Painted Over Hole Adjacent to Repair
Photo 44 : North Truss, Member U5-L4: Southeast Flange with Tear
Photo 45 : North Truss, Member U9-L10: Southeast Flange Bent North
Photo 46 : North Truss, Member U11-L10: Southeast Flange with Painted Over Section Loss. (Previously Noted Rust Hole Not Found.)
Photo 47 : South Truss, Panel Point L2, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 48 : South Truss, Panel Point L4, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 49 : South Truss, Panel Point L12, North Gusset, North Face, East Side: Painted Over Section Loss
Photo 50 : South Truss, Panel Point L14, between Gusset Plates: Painted Over Rust Hole
Photo 51 : South Truss, Panel Point L16, North Gusset, North Face, West Side: Painted Over Section Loss
Photo 52 : North Truss, Panel Point L2, North Gusset Plate, North Face, West End: Painted Over Section Loss and Pack Rust
Photo 53 : South Truss, Panel Point L4: Horizontal Gusset Plate with Missing Bolt
Photo 54 : South Truss, Panel Point L8: Horizontal Gusset Plate with Empty Bolt Holes
Photo 55 : West Abutment, North Truss Bearing: Expanded Slightly West
Photo 56 : West Abutment, South Truss Bearing: North Anchor Bolt Rod Sheared Off
Photo 57 : West Abutment, North Truss Bearing: South Anchor Bolt Rod Sheared Off
Photo 58 : East Abutment, South Truss Bearing: Top Connection Bolts with Section Loss
Photo 59 : East Abutment Back Wall: Typical Hairline Cracks and Misaligned Bricks at Utility Blockout
Photo 60 : West Abutment Backwall at North Utility Blockout: Spall with Exposed Rebar

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04J	G-11-007	G11007-04J-MUN-NBI	JUN 25, 2024

REMARKS

Photo 61 : Southwest Wingwall at Utility Blockout: Spall Undermining Railing Base Plate
Photo 62 : Southeast Wingwall: Heavy Vegatation
Photo 63 : West Abutment: Erosion below Outlet Drainpipe
Photo 64 : Northwest Embankment: Embankment Undercutting with Exposed Roots. Note Tree sticking out into channel.







LAPINSKI ELECTRIC, INC.
PO BOX 740 • 50 WEST STATE STREET
GRANBY, MA 01033
TEL: 413-255-0079
FAX: 413-255-0119

PROPOSAL

TO: *Company name*		***FROM:*** *Name*
Town of Great Barrington		Matthew J. Hoey
Attention		*Date*
Joseph Aberdale		January 15, 2026
Fax number	*Phone number*	*Email*
413-528-2290	413-528-0867	mjh@lapinskiinc.com

Total pages, including cover: 1

Portable Traffic Signal Trailers
Bridge Street
Great Barrington, MA

ITEM	DESCRIPTION	QUANTITY	PRICE	EXTENDED
001	Portable Traffic Signals	2 MO	$ 8,500.00	$ 17,000.00
002	Mobilization, Troubleshooting, Maintenance	2 MO	$ 1,500.00	$ 3,000.00
003	Temporary Electrical Service	1 LS	$ 5,000.00	$ 5,000.00

Notes:
1. Item 001 includes two portable traffic signal trailers.
2. Item 002 includes mobilization, demobilization, troubleshooting, and maintenance of both units.
3. Item 003 includes temporary electrical service with monthly utility charges by the Town of Great Barrington.
4. Message boards prior to deployment of portable traffic signal trailers is by others.
5. Any advanced warning or construction signs by others.
6. If portable driveway assistance devices (PDAD) are required, add $3,500 per month per unit.

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Bridges

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe (First)
Aberdale (Last)

Primary Staff Email
jaberdale@townofgbma.org

2nd/Reviewing Staff Email
jaberdale@townofgbma.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Shaw Bridge, G-11-001, Division Street over Williams River Rehabilitation

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Rehabilitation, Service Life Extension

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Shaw Bridge is a highly used bridge and the next bridge priority of the Town of Great Barrington owns. See attached assessment.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Keep the bridge from deteriorating and closure.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

MADOT may close the bridge if it continues to deteriorate.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$1,603,000.00

Total Cost: $1,603,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$1,603,000.00

Total Cost: $1,603,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital

Request.

Detailed Cost Analysis of Expense and Revenue
Division Street Over Williams River FY2027 Estimate.pdf

Quotes and Specifications
Permit Plan Set.pdf

Pictures, Site Plans, Other Visuals
Shaw Bridge G-11-001 Assessment.PDF

Other Backup Material for Justification

Engineer's Opinion of Probable Construction Cost
Division St. over Williams River
Great Barrington, MA

ITEM	DESCRIPTION		QTY	UNITS	UNIT PRICE	AMOUNT
114.1	Demolition of Superstructure No. 1	Railings + Concrete Repairs	1	LS	$ 10,000.00	$ 10,000.00
120	Earth Excavation	Approach Restoration	44	CY	$ 45.00	$ 2,000.00
129.2	Old Pavement Excavation	Approach Restoration	133	SY	$ 15.00	$ 2,000.00
129.6	Bridge Pavement Excavation		163	SY	$ 48.00	$ 7,808.00
151	Gravel Borrow	Approach Restoration	44	CY	$ 70.00	$ 3,111.11
---	Bridge Joints		48	LF	$ 200.00	$ 9,600.00
460	Hot Mix Asphalt (Top and Binder)		85	TON	$ 120.00	$ 10,200.00
482.3	Sawcutting Asphalt Pavement		120	FT	$ 2.00	$ 240.00
620.12	Guardrail, TL-2 (Single Faced)		40	FT	$ 35.00	$ 1,400.00
628.24	Transition to Bridge Rail		4	EA	$ 4,250.00	$ 17,000.00
748	Mobilization		5	%	$ 25,767.96	$ 25,767.96
850	Maintenance of Traffic (for partial closure)		1	LS	$ 10,000.00	$ 20,000.00
995.01	Bridge Structure, Bridge No. 1	Repairs - Full Repaint	1	LS	$ 429,000.00	$ 429,000.00
---	Concrete Repairs		1	LS	$ 10,000.00	$ 10,000.00
---	Overhead Utility Allowance		1	LS	$ 10,000.00	$ 10,000.00
					SUBTOTAL	**$ 558,127**
		Construction Contingency		30%		$ 167,500
		Material and Bidding Contigency		20%		$ 111,700
	ENR Index = +8.9% annually				**TOTAL**	**$ 837,327**
		Survey and Permitting				**$ 50,000**
		Engineering Final Design Phase:		10%		**$ 66,983**
		Engineering Construction Phase:		12%		**$ 80,379**
					SUBTOTAL	**$ 197,362**
					USE	**$ 1,035,000**

This is an engineer's Opinion of Probable Construction Cost (OPCC). Tighe & Bond has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the estimates of probable construction costs are made on the basis of Tighe & Bond's professional judgment and experience. Tighe & Bond makes no guarantee nor warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from this estimate of the Probable Construction Cost.

June 2023 Estimate	$1,035,000.00
7% 2024 Increase:	$72,450.00
7% 2024 Increase:	$77,521.50
10% 2024 Increase:	$118,497.15
Procurement Services	$18,000.00
Construction Oversight, Testing & OPM	$72,000.00
Police Details	$53,760.00
Survey Support for Construction Allowance	$10,000.00
10% Allowance:	$145,722.87
DPW FY2027 Estimate:	$1,602,951.52

Town of Great Barrington
Division Street over Williams River (G-11-001)
Conditions Assessment and Repair Recommendations

TO: Joe Aberdale, Superintendent, Town of Great Barrington DPW

FROM: Matthew Coughlin, PE, Project Manager, Tighe & Bond
Daniel Holmes, PE, Senior Project Manager, Tighe and Bond

DATE: August 29, 2023

Introduction

The Town of Great Barrington has retained Tighe & Bond to perform a conditions assessment of the Division Street bridge over the Williams River, and to present the findings in a memorandum, including an alternatives analysis and opinion of probable construction costs (OPCC). Tighe & Bond conducted an on-site visual observation of this structure on April 25, 2023, to review existing conditions and identify specific deficiencies that warrant repair to extend the useful life of the bridge. This assessment of the Division Street Bridge over Williams River is part of an ongoing effort by the Town of Great Barrington to implement an asset management/ bridge preservation program.

The alternatives analysis provided in the "Repair Recommendations" portion of this report and the OPCC in Appendix B consider two levels of repair versus replacement of the superstructure and a full bridge structure replacement (four alternatives in total). Superstructure replacement is considered due to the relatively good condition of the substructure. The superstructure replacement will allow the Town to remove the posting on the bridge. Neither the repair alternatives nor the superstructure replacement will alleviate the substandard width of the bridge which is discussed in the Alternative 4 section and requires a complete bridge replacement. Appendix A includes photographs of the deficiencies described in the report.



Figure 1 - Bridge Site (taken from Google Maps)

Appendix C includes the most recent Massachusetts Department of Transportation's (MassDOT) inspection report dated November 2022. Appendix D includes the record drawings from 1949. This memorandum presents our assessment of the condition of the bridge based on site observations, an evaluation of areas for repairs, recommendations and prioritization of the repairs, photographic documentation, our concept-level opinion of probable construction costs associated with each potential repair, and a summary of anticipated environmental permits. Concept sketches are provided for the alternatives described herein.

Background

Division Street is a two-lane urban collector conveying traffic east and west over the Williams River. The bridge is also known as the "Shaw Bridge". The structure is restricted, rated for Type H-16 Tons, Type 3-20 Tons, and Type 3S2-29 Tons. The bridge was originally designed for H15 loading. For bridge rehabilitation/ construction work, detours are possible via North Plain Road (Route 41), north to Long Pond Road, or south to Christian Hill Road.

According to MassDOT records, the bridge was constructed in 1949 and has not undergone rehabilitation. The bridge superstructure consists of a simple span of five rolled steel beams with a non-composite reinforced concrete cast-in-place deck and a bituminous wearing surface. The beams and bays in this report are numbered from south to north, downstream to upstream in accordance with the plans and inspection report. The bridge spans approximately fifty-seven feet and is twenty-three feet 8-inches wide out-to-out. Record plans, dated May 7, 1949, indicate two and a quarter inches of a bituminous wearing surface was placed on a waterproofing membrane over a six-inch deck slab. There are no sidewalks or shoulders. The substructure consists of mass concrete abutments and wingwalls. The bridge "fence" consists of eight-by-eight concrete posts with two wood rails. Larger end posts are on each corner of the bridge. There are not any utilities present on the underside of the bridge. Overhead wires are present along the south edge of the road. The referenced record plans are included in Appendix D.

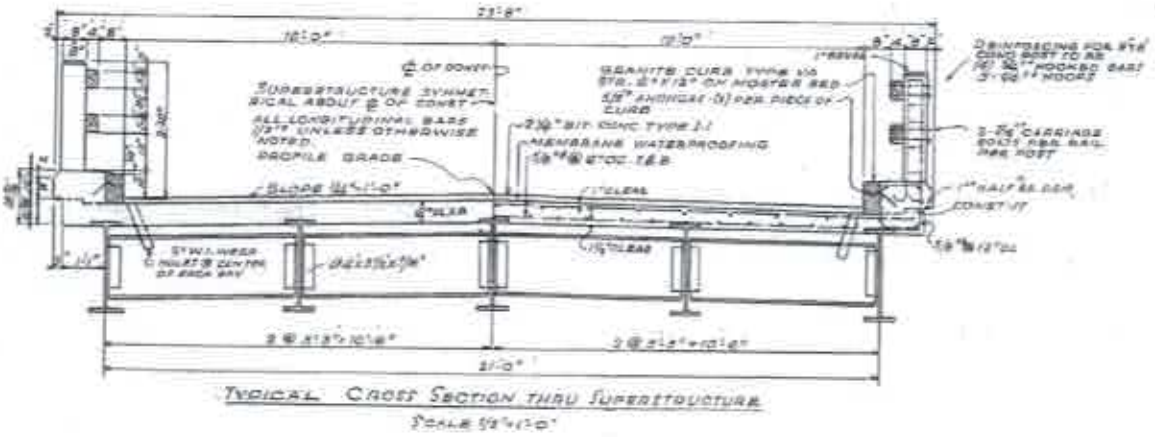


Figure 2 – Transverse Section from 1949 Drawings

Site Observations

Tighe & Bond conducted a site visit on April 25, 2023. The site visit was conducted on foot, and with the use of an Under Bridge Inspection Unit (UBIU). Photographs from the site visit are included in Appendix A.

Various deficiencies identified in the most recent MassDOT inspection report dated November 2022 were confirmed during Tighe & Bond's site visit. A comprehensive, detailed list of deficiencies is included in the MassDOT inspection report in Appendix C. The following observations represent the most notable deficiencies for repair considerations based on our review of the MassDOT inspection report and our field observation.

Superstructure

The superstructure consists of five rolled steel beams with intermediate and end diaphragms. All beams have moderate rusting where the paint system has failed. Beams one and five are the exterior fascia beams. There are short two-inch diameter weep pipes along the curb lines that penetrate the deck along the inside of beams one and five at the center of each bay as delineated by the diaphragms, see Figure 2. Any extension that once existed on these pipes is now missing. Below these short weep pipes, the webs and bottom flanges are typically rusted with delamination and minor section loss. Throughout the bridge at the location of these weep pipes, there is typically section loss in the beam flanges and web between one-sixteenth and one-eighth of an inch. Beam five, near the eastern most weep pipe on the north side exhibits the most severe section loss of approximately fifty percent observed in the bottom flange. For reference, the exterior bottom flange was measured with digital calipers to be between 0.73 inches and 0.83 inches along a fifteen-foot section, averaging closer to 0.73 inches. On the interior side of the flange, there is a section that measures only 0.38 inches for a foot in length. The top flange here is also estimated to have the largest section loss at approximately three-sixteenths inch. This condition was not reported in the previous inspection report; however, it is not Tighe & Bond's understanding that this is a new condition that has occurred since the November 2022 inspection. Previous reports have noted difficulty accessing portions of the bridge to measure the section loss using waders and ladders. The use of the Under Bridge Inspection Unit (UBIU) allowed for this detailed assessment.

There are fixed bearings on the east side of the bridge, and expansion bearings on the west side of the bridge. The bearings typically are rusted with delaminating steel. The paint system has failed throughout the bridge, and all beams exhibit minor to moderate surface rusting.

Abutments

The abutments consist of gravity concrete stem walls on spread footings. Overall, the substructure and abutments are in good condition. There is debris at all four corners on the beam seats.

The backwall at the east end below bay two exhibits a vertical crack, ¼" wide by full height. There are also some cracks with moisture stains and minor spalls toward the north end of the east backwall.

Both breast walls exhibit diagonal hairline cracks with efflorescence near the corner of the beam seat (northwest and southeast corners). There are full height vertical hairline cracks on the west breastwall, and partial height hairline cracks on the east breastwall. There is also an

area of about one square foot of spalling (four feet tall by 3-inches wide) on the east breastwall at the construction joint up to three inches deep.

Wingwalls

The bridge wingwalls are generally in good condition. The northwest and southwest wingwalls each exhibit hairline cracks. The southeast wingwall exhibits moderate scaling.

Roadway and Sidewalks

The wearing surface is rated as "fair" per the previous inspection reports. The entire length of the wearing surface up to four feet wide along each fog line is patched. There are random potholes across the wearing surface up to 1-inch deep and one foot in diameter. The underside of the deck is generally in good condition with random transverse hairline cracks with efflorescence. There is minor delamination and cover spalls along the end diaphragms on the east end.

There are no sidewalks on the bridge. The granite curbs have rotated inward up to one inch on the bridge and settled up to seven inches at the approach interface. Along the approaches, the curbs rotated away from the travel lanes.

The embankments behind the wingwalls are steep. Along both ends of the deck, the entire width of the approach has settled up to one inch. The settlement has caused severe map cracking and uneven areas in the pavement up to ten feet from the end of the deck.

Approach Rail and Bridge Rail

The railing on the bridge is nonstandard and consists of reinforced cast in place concrete posts eight inches by eight inches, nine per side of bridge, spaced six feet apart, and larger three foot by one foot end posts at each corner of the bridge. Two lines of timber rails span the concrete posts but are not connected to the concrete end posts.

The concrete posts typically exhibit spalls up to two inches deep, delamination, cracks, and rust staining with exposed rebar. The locations of exposed rebar indicate that the original concrete cover at some locations was less than one-half inch.

The timber rails are fastened to the posts with carriage bolts, which typically exhibit corrosion. The timber rails typically exhibit areas of splitting, checking, and rotting. The timber rails along the north railing were replaced at some time in the past two years. At the southeast end of the bridge, the top rail is partially disconnected from the post and has fallen to bear on the lower rail. The timber rails are tied to the concrete posts based on a friction connection that requires the tension in the carriage bolts to be maintained. Any section loss of the timber rail allows the carriage bolts to de-tension, and the timber to slide.

The transitions and approach guardrail consist of W-beams mounted on steel posts with timber block outs. There are four disconnected posts at the southeast transition. The transitions are not tied into the concrete end posts. The approach guardrail ends have steel terminal ends swept away from traffic. There is impact damage to the southwest approach end terminal.

Banks and Channel

Riprap is present at each corner of the bridge in front of the wingwalls. Per the previous inspection reports, the upstream channel has migrated west approximately fifteen feet in relation to the construction plans.

Utilities

There are not any utilities present on the underside of the bridge.

Evaluation

A Load Rating Report was completed by MassDOT in April 2017 based on inspection data from 2017. It was recommended that the bridge remain posted for the previous rating report from 1982. The posting includes sixteen tons for type "H", twenty tons for type "3", and twenty-nine tons for type "3S2". According to the load rating report, the controlling element is "Interior Girder No. 2, flexure at midspan, for all posting vehicles".

The evaluation of Tighe & Bond's site observations is categorized into two categories: Severe/Major Deficiencies – High Priority, and Minor Deficiencies-prioritize. The Severe/Major Deficiencies require the repairs to be "prioritized" as soon as possible to rehabilitate the bridge. The Minor Deficiencies need to be addressed and the repairs should be prioritized and addressed in the next few years.

Severe/Major Deficiencies – High Priority

1.1: Missing Deck Weep Pipes Leaking onto Steel Beams

The bridge does not have scuppers, downspouts, or any drainage system other than the 2-inch diameter weep pipes along the interior of beams one and five. The original plans note the weeps are at the center of each bay, however, the weep at the northeast corner is located within one foot of the diaphragm. Figure 2 shows the weeps angled away from the beams; however, the field inspection determined these no longer exist. See Photo 1.1 in Appendix A. The water that drains onto the steel beams has caused corrosion and section loss ranging from minor to one eighth inch in some locations and up to three eighths inch in the northeast corner of the bridge. Currently, the rolled steel beams are directly experiencing chloride attack from deicing salts during winter months. Addressing the bridge drainage is critical to maintaining the structure and preserving its service life.

1.2: Advanced Steel Deterioration

The paint system throughout the bridge has failed. In one location on beam five near the northeast corner, there is advanced deterioration including three eighths inch section loss to the bottom flange. See Photo 1.2 in Appendix A. This is the area with the greatest measurable section loss on the entire structure.

1.3: Bridge Rail and Approach Rail deficiencies

The bridge rail is nonstandard and is not compliant with the Manual for Assessing Safety Hardware (MASH). The top timber rail at the southeast corner of the structure is loose and partially disconnected and has fallen to bear on the lower rail. See Photo 1.3 a. There are four disconnected posts at the southeast W rail transition. The transitions are not tied into the concrete end posts. There is impact damage to the southwest approach end terminal. See

Photo 1.3b. These deficiencies pose a safety hazard to pedestrians and vehicles. Additionally, they will not function as intended in the event of a collision from an errant vehicle.

Minor Deficiencies - Prioritize

2.1: Paint/Coating System Failure

The coating system has failed throughout the structure. See photo 2.1a in Appendix A. The paint likely contains lead and is flaking and peeling off where it remains. The structure otherwise has a layer of corrosion, and in some cases, minor and advanced section loss. The coating system has also failed on the bearings where layers of steel are delaminating. See photo 2.1b in Appendix A. The exterior bearings are typically in worse condition, with the southwest bearing in the worst condition.

2.2: Concrete Deficiencies in Substructure

There is a heavy accumulation of debris at each corner of the bridge on the beam seat. There is also a gap between the end post and the cheek wall that allows water and debris to infiltrate down to the beam seat. See Photo 2.2a in Appendix A. There are cracks with efflorescence on the west abutment, including at the corners of the beam seat and wingwall interface. This crack is twenty inches long per the inspection report and as confirmed by the site visit. There is a similar crack at the south end of the east abutment. There is a one-quarter inch vertical crack in the east backwall at the approximate location of the construction joint in the breastwall. The east breastwall has a spall four inches wide by up to three feet tall and up to three inches deep below bay two along the construction joint. See photo 2.2b in Appendix A.

2.3: Concrete Deficiencies in Bridge Rail and Deck

There are cracks, spalls, delamination, and exposed reinforcement in the bridge railing posts and spalls in the end posts, refer to photos 2.3a and 2.3b in Appendix A. The underside of the deck exhibits transverse hairline cracks with efflorescence. There are six-inch diameter spalls along the north side of beam three in bay three. There are typically spalls and areas of delamination along the end diaphragms due to thin cover and corrosion of the diaphragms.

2.4: Approach Settlement and Approach Curb Settlement

The adjacent slopes are very steep, possibly contributing to some of the observed settlement along the approaches. The structure also does not have approach slabs. The settlement has caused map cracking, potholes and unevenness/rutting up to ten feet from the end of the bridge deck. The approaches have settled up to one inch along the full lane width, and up to four inches on the east approach near the fog lines. The approach curbs have also settled up to seven inches as shown in Photo 2.4 in Appendix A.

2.5: Wearing Surface and Waterproofing Membrane Deficiencies

The asphalt pavement has been patched, and exhibits broken up areas and spalling as identified in Photo 2.5 in Appendix A. The deck is currently in good condition based on the underside condition, except for adjacent to the weep holes and areas along the face of the backwalls.

Repair Recommendations

Appendix B contains the Conceptual Opinion of Probable Construction Costs (OPCC) developed for each Alternative. These OPCC's are subject to change based on final scope of work. All

repairs to the bridge structure and approaches are subject to MassDOT review and approval per Massachusetts General Law (MGL) Chapter 85.

Alternative 1 - Severe/Major Deficiencies – High Priority

PVC deck drain extensions should be placed in the locations of all missing weep pipes in accordance with MassDOT LRFD Bridge Manual details on drawing 7.3.1, extending the drainpipes twelve inches below the bottom flange. There are six locations where this repair would apply. This is the most critical repair to make as soon as possible. The section loss in the beams will worsen with continued exposure to water and de-icing salts, greatly reducing the service life of the structure. The repair may be challenging to address from the top side of the structure without replacing the wearing surface and membrane, however, a flange and length of pipe could be fastened to the bottom surface of the deck.

The area of advanced steel deterioration should be repaired with bolted cover plates or angles. The section loss is not in one of the controlling areas in the load rating report, however, it is significant enough to warrant further structural evaluation and repair. In this phase of repairs, the steel repair and surrounding area at a minimum should be painted to protect the repair.

The bridge rail is not MASH compliant as noted above. However, the Town should repair and tighten the timber rails where the timber is loose and install new timber at the fallen section. While the railing is not MASH compliant, the Town should endeavor to keep the railing in a state of good repair until a time where replacement with a MASH compliant railing is feasible. Additionally, the W-guardrail should be replaced at all four approaches with new rail and associated MASH compliant terminal ends.

Proper guardrail transitions could be further evaluated and installed at each of the concrete end posts.

During this initial repair of the severe/major deficiencies, pavement repair, including crack sealing and pothole repair could serve as an intermediate approach to extend the life of the membrane and deck until full pavement replacement is budgeted.

Performing only Alternative 1 will address the critical safety and service life deficiencies. These repairs are expected to extend the service life of the structure by an estimated 10-15 years.

Alternative 1 will not remove the load posting on the bridge, will not address the non-MASH-compliant railing, and will not address the substandard lane and shoulder width.

Alternative 2 – Minor Deficiencies-Prioritize

As part of Alternative 2, all deficiencies noted in Alternative 1 are included with this scope.

Due to the age of the structure, the coating system is likely original and almost seventy-five years old. The entire bridge should ultimately be repainted, however, at a minimum, the Town should consider painting the end of the beams and deck drains a distance of twice the beam depth. This is the minimum recommendation for painting. If the Town has additional funding, the exterior of the fascia beams should also be painted with the best scenario being a complete repainting. The existing coating system likely contains lead paint and would require proper abatement. Additional testing will be necessary prior to implementing the improvements. The bearings appear to be in fair condition, and while replacement could be evaluated, cleaning and repainting in place could be a cost-effective option.

The debris on the beam seats should be removed. The gaps between the end post and the cheek wall could be sealed with an elastomeric sealant to prevent further debris and water infiltration.

Concrete cracking in the backwalls, breast walls and wingwalls and the noted spall in the east breast wall should be repaired using standard concrete repair details. Cracks could be injected with epoxy to create a watertight seal. Cracks, especially those with efflorescence should be cleaned prior to injection as part of the repair process.

While the bridge rail is non-standard, upgrading the rail to a MASH compliant rail would require, at a minimum, structural evaluation, and reconstruction of the deck overhangs and or demolition of concrete to the construction joint at the deck, doweling of additional rebar, and forming new rails. For this reason, replacement with a MASH compliant railing system is more appropriate for Alternative 3 where the deck or superstructure is replaced. As such, the concrete cracks, spalls, delamination, and exposed reinforcement in the bridge railing posts and spalls in the end post should be repaired to extend the service life of the railing in a state of good repair until replacement with a MASH compliant railing is feasible.

Asphaltic plug joints could be cut in at the approaches. The approach curbs should be reset at this time. The current structure does not have approach slabs. While modern structures of this type would have approach slabs, an analysis of the substructure and bearing capacity would be required due to the additional load placed on the substructure. This is not recommended at this time.

As part of the restoration of the approaches, the entire bridge should be repaved, and a new spray applied waterproofing installed. At this time, any deficiencies observed in the deck could be repaired.

Performing the repairs in Alternative 2 would extend the service life of the structure for 15 to 30 years assuming required maintenance is performed to keep the bridge in a state of good repair. The structure, however, would remain posted.

Alternative 2 will not remove the load posting on the bridge, will not address the non-MASH-compliant railing, and will not address the substandard lane and shoulder width.

Alternative 3 - Superstructure Replacement

The substructure is generally in good condition and could be maintained as part of a bridge preservation project with a superstructure replacement. The original design drawings indicate a maximum pressure on the spread footings to be three tons per square foot. The loading could be evaluated with the existing mass gravity abutments and wingwalls, and a proposed superstructure replacement to verify the suitability of the existing substructure.

Elastomeric bearings will be installed as part of the superstructure replacement. The superstructure replacement would be designed in accordance with HL-93 loading, allowing the Town to remove the current posting on the bridge. A superstructure replacement would allow for a reduction in steel beams from five to four in the cross section because modern steel beams can be fabricated with stronger Grade 50 steel. The replacement beams would be galvanized steel rolled beams, with a composite cast-in-place deck. MassDOT standards call for a minimum 8-inch deck. A composite deck would allow for a more efficient depth to span ratio.

The existing roadway cross section and associated bridge rail is deficient. The superstructure replacement will improve both deficiencies. The bridge rail will be replaced with a MASH compliant bridge rail. The type of rail will be selected during the replacement design if this alternative moves forward. The substandard 20-foot-wide deck would be replaced with a new 24-foot-wide deck. The 24-foot width is the maximum allowable width based on the existing abutments bridge seat length and a maximum of three-foot cantilever allowed by the LRFD Bridge Manual.

MassDOT has several guides for design bridges and roadways. Figures 3 and 4 below suggest the minimum roadway width would vary between 22 feet and 24 feet depending on the design speed and traffic volumes. Some additional traffic engineering is required prior to finalizing the roadway width. Depending on the study result, a meeting with MassDOT to discuss the preferred cross section width is suggested. Based on the results of the study and the meeting with MassDOT, a design exception for the roadway cross section may be required. Regardless of the outcome, the cross section will not be sufficient to provide pedestrian access across the bridge.

Exhibit 5-11
Minimum Shoulder Width (in feet) to Provide Various Functions

Shoulder Function	Roadway Type	
	Arterials	Collectors
Drainage of Traveled Way	1.0	1.0
Lateral Support of Pavement	1.5	1.0
Encroachment of Wide Vehicles	2.0	2.0
Off-tracking of Wide Vehicles	2.0	2.0
Errant Vehicles	3.0	2.0
Bicycle and Pedestrian Use	4.0	4.0
Emergency Stopping	8.0	8.0
Emergency Travel	8.0	8.0
Mail Delivery and Garbage Pickup	8.0	8.0
Law Enforcement Operations	8.0	8.0
Large Vehicle Emergency Stopping	10.0	10.0
Occasional Travel/Detours	10.0	8.0
Highway Maintenance	8.0	8.0

Source: Flexibility in Highway Design, AASHTO 2004, Chapter 5 Cross Section Elements

Figure 3 – Minimum Shoulder Width from MassHighway Project Development and Design Guide - 2006

Table 6-5. Minimum Width of Traveled Way and Shoulders

U.S. Customary			
Design Speed (mph)	Minimum Width of Traveled Way (ft) for Specified Design Volume (veh/day)		
	under 400	400 to 2000	over 2000
20	20[a]	20	22
25	20[a]	20	22
30	20[a]	20	22
35	20[a]	22	22
40	20[a]	22	22
45	20	22	22
50	20	22	22
55	22	22	22
60	22	22	22
65	22	22	22
All Speeds	Width of Shoulder on Each Side of Road (ft)		
	2	4	6

Metric			
Design Speed (km/h)	Minimum Width of Traveled Way (m) for Specified Design Volume (veh/day)		
	Under 400	400 to 2000	over 2000
30	6.0[a]	6.0	6.6
40	6.0[a]	6.0	6.6
50	6.0[a]	6.0	6.6
60	6.0[a]	6.6	6.6
70	6.0	6.6	6.6
80	6.0	6.6	6.6
90	6.6	6.6	6.6[a]
100	6.6	6.6	6.6[a]
All Speeds	Width of Shoulder on Each Side of Road (m)		
	0.6	1.5	2.4

[a] An 18-ft [5.4-m] minimum width may be used for roadways with design volumes under 250 veh/day.

[b] Consider using lane width of 24 ft [7.2 m] where substantial truck volumes are present or agricultural equipment frequently uses the road.

Note: See text for roadside barrier and offtracking considerations.

Figure 4 – Minimum Width of Traveled Way – AASHTO, A Policy on Geometric Design of Highways and Streets (Green Book)

Appendix E contains a conceptual design sketch for this alternative and Appendix B includes the conceptual OPCC. Alternative 3 will result in the following significant improvements to the superstructure:

- New galvanized steel beams
- New composite deck meeting MassDOT standards
- Replacement of the deficient timber rails with a new MASH compliant bridge rail
- Widening of the deck to the maximum extent practicable
- Remove posting of the bridge (additional design evaluation is necessary to confirm)

A full superstructure replacement would likely increase the service life by 50 to 75-years assuming the required maintenance is performed in the future.

Alternative 4 - Full Bridge Replacement

A full bridge replacement would allow the Town to address the load posting and the substandard travel width without the potential need for a design exception. The Alternative 4 sketch included in Appendix E considers 30-feet clear distance between the curb lines, allowing for 11-foot travel lanes and 4-foot shoulders. The structure depicted is an integral abutment bridge supported on piles and constructed outboard of the existing abutments. The existing abutments and wingwalls would be removed down to just above the two-year flood elevation, permitting the construction of the new abutments in the dry and negating the need for control of water. A span length of approximately 90 feet is required to avoid conflicts with the existing foundations. Heavier and deeper galvanized steel rolled beams would be required. A three-foot cantilever would be necessary to accommodate the deck at the fascia beams. A MASH compliant railing would be installed. The estimated cost of a full bridge replacement similar to what is shown in the Alternative 4 sketch is $6,000,000 based on a cost of $2,000 per square foot. This cost is based on 2023 prices, and not adjusted for future cost increases and inflation. These costs are exclusive of Right-of-Way costs, permitting costs, engineering costs, and construction administration costs.

The approaches to the bridge would need to be widened to transition to the new compliant bridge width. This may pose conflicts with adjacent Right-of-Way and adjacent overhead utilities. Steep slopes along the roadway would be an additional consideration. It is noted that the Town of Great Barrington is a Complete Streets community. While sidewalks are not currently included in the Alternative 4 sketch, the Town may choose to incorporate sidewalks. This would widen the proposed structure width from what is currently shown in Alternative 4. The addition of a sidewalk would likely add $1,000,000 to the project cost.

Environmental Permitting Assessment

Given the nature of the project and its location, work will occur within and adjacent wetland resource areas subject to jurisdiction under federal, state, and local regulations. Permits will need to be prepared and obtained to authorize the work under several regulatory programs. As the project details are refined for the bridge, the permitting requirements will be verified. Based on the assumed repairs needed, the project may require permits under the following regulatory programs:

Jurisdictional Resource Areas

Tighe & Bond performed a desktop review using publicly available data from MassGIS and the Town of Great Barrington. Wetland resource areas identified within and adjacent to the project area are associated with the Williams River and include:

- Riverfront Area
- Inland Bank
- Land under Waterbodies and Waterways
- Bordering Land Subject to Flooding
- Natural Heritage and Endangered Species Program Mapped Rare Species Habitat
    - Estimated Habitat #878
    - Priority Habitat #1216

Additional assessment would be required to confirm locations of the resource areas identified above as well as any not mapped by available online sources.

Anticipated Environmental Permits

- **Wetlands Protection Act Notice of Intent –** Based on the nature of the project, it is assumed that the project (with the exception of a No Action alternative) will involve work within jurisdictional resource areas regulated by the Massachusetts Wetlands Protection Act (WPA; *M.G.L. c. 131, § 40*) and implementing regulations (310 CMR 10.00) and the Town of Great Barrington Wetlands Protection Bylaw (Chapter 168). It is assumed that a Notice of Intent (NOI) filing will be required with the Great Barrington Conservation Commission (Commission) and Massachusetts Department of Environmental Protection (MassDEP) to authorize the project under the WPA for all of the project alternatives.

- **Massachusetts Endangered Species Act –** The Williams River is situated within the limits of NHESP mapped *Priority Habitats of Rare Species* and *Estimated Habitats of Rare Wildlife* . A MESA Information Request form would need to be submitted to NHESP to identify the species located within the project area, Once the information is obtained it can be included and planned for in the NOI and reviewed concurrently by MassDEP and NHESP to determine is the proposed work would impact the state listed species. Due to the nature of the project, it is assume the project will not require the development and submission of a Conservation Management Plan from NHESP.

- **Chapter 91 Waterways License –** The Williams River would be considered a jurisdictional waterway under the Chapter 91 Public Waterfront Act and implementing regulations. It is possible that the project could require a Chapter 91 License or Minor Modification.

- **Massachusetts Historic Commission -** Any new construction projects or renovations to existing structures that require funding, licenses, or permits from any state or federal governmental agencies must be reviewed by the State Historic

Preservation Officers, including MHC, MABUAR, and pertinent THPOs for impacts to historic and archaeological properties in accordance with Section 106 of the National Historic Preservation Act of 1966 and 950 CMR 71. The purpose of this review is to ensure that projects minimize or mitigate adverse effects to properties listed in the National and/or State Register of Historic Places. It is possible that a Project Notification Form (PNF) will need to be completed and submitted to relevant parties for the conceptual evaluation with the exception of a no action alternative.

Appendices

Appendix A – Site Photographs

Appendix B – Conceptual Opinion of Probable Construction Costs

Appendix C – November 2022 MassDOT Inspection Report

Appendix D – 1949 Record Plans

Appendix E – Plan, Elevation and Sections of Alternatives

J:\G\G5000 Great Barrington\029 Division Street Bridge over Williams River\Reports\Division over Williams Assessment Report_Final Draft.docx

Appendix A – Site Photographs



Photo 1.1 – Missing Deck Weep and Resultant Severe Corrosion of Adjacent Structural Steel



Photo 1.2 – Advanced Steel Deterioration



Photo 1.3a – Bridge Rail Deficiencies



Photo 1.3b – Approach Rail Deficiencies



Photo 2.1a – Paint/Coating System Failure



Photo 2.1b – Coating System Failure and Steel Delamination on Bearing



Photo 2.2a – Concrete Deficiencies – Gap Between End Post and Cheek Wall



Photo 2.2b – Concrete Deficiencies - Spall at East Breastwall



Photo 2.3a – Concrete Deficiencies in Bridge Rail - Spall



Photo 2.3b – Concrete Deficiencies in Bridge Rail – Exposed Reinforcement and Spalls



Photo 2.4 – Approach Settlement and Approach Curb Settlement



Photo 2.5 – Wearing Surface Deficiencies – Pothole and Mapcracks

Appendix B

Engineer's Conceptual Opinion of Probable Construction Cost

Engineer's Opinion of Probable Construction Cost
Division St. over Williams River
Great Barrington, MA
Bridge Alternative 1: Severe/Major Deficiency - High Priority

ITEM	DESCRIPTION	Notes	QTY	UNITS	UNIT PRICE	AMOUNT
---	Allowance for Railing Maintenance and Repair	Railings	1	LS	$ 10,000	$ 10,000
106.15	Bleeder (Bridge Deck) PVC	Weep Drain Extensions	6	LS	$ 2,500	$ 15,000
453	HMA Joint Sealant		320	FT	$ 5	$ 1,600
620.12	Guardrail, TL-2 (Single Faced)	Approach Guard	60	FT	$ 35	$ 2,100
627.82	Guardrail Tangent End Treatment, TL-2	SW Corner	1	EA	$ 7,500	$ 7,500
628.24	Transition to Bridge Rail		4	EA	$ 4,250	$ 17,000
748	Mobilization		5	%	$ 68,000	$ 3,400
850	Maintenance of Traffic		1	LS	$ 25,000	$ 25,000
---	Bridge Repairs and Selective Repaint	Repairs - Selective Repaint	1	LS	$ 33,000	$ 33,000
---	Construction access for steel repairs		1	LS	$ 30,000	$ 30,000
					SUBTOTAL	**$ 144,600**
		Minor Item Allowance		15%		$ 21,700
		Contingency		30%		$ 43,400
					Construction	**$ 209,700**
		Permitting				**$ 15,000**
		Engineering Final Design Phase:		20%		**$ 37,600**
		Engineering Construction Phase:		12%		**$ 22,560**
					Engineering	**$ 75,160**
					Project Total	**$ 284,860**
					Say	**$ 300,000**

This is an engineer's Opinion of Probable Construction Cost (OPCC). Tighe & Bond has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the estimates of probable construction costs are made on the basis of Tighe & Bond's professional judgment and experience. Tighe & Bond makes no guarantee nor warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from this estimate of the Probable Construction Cost.

Engineer's Opinion of Probable Construction Cost
Division St. over Williams River
Great Barrington, MA
Bridge Alternative 2: Minor Deficiencies - Prioritize

ITEM	DESCRIPTION	Notes	QTY	UNITS	UNIT PRICE	AMOUNT
---	Allowance for Railing Maintenance and Repair	Railings & Concrete Repairs	1	LS	$ 20,000	$ 20,000
106.15	Bleeder (Bridge Deck) PVC	Weep Drain Extensions	6	LS	$ 2,500	$ 15,000
120	Earth Excavation	Approach Restoration	44	CY	$ 75	$ 3,333
129.2	Old Pavement Excavation	Approach Restoration	133	SY	$ 45	$ 6,000
129.6	Bridge Pavement Excavation		163	SY	$ 48	$ 7,808
151	Gravel Borrow	Approach Restoration	50	CY	$ 130	$ 6,500
---	Bridge Joints		50	LF	$ 350	$ 17,500
460	Hot Mix Asphalt (Top and Binder)	Match Existing Thickness	75	TON	$ 380	$ 28,500
482.3	Sawcutting Asphalt Pavement		120	FT	$ 15	$ 1,800
620.12	Guardrail, TL-2 (Single Faced)	Approach Guard	60	FT	$ 35	$ 2,100
627.82	Guardrail Tangent End Treatment, TL-2	SW Corner	1	EA	$ 7,500	$ 7,500
628.24	Transition to Bridge Rail		4	EA	$ 4,250	$ 17,000
748	Mobilization		5	%	$ 430,941	$ 21,547
850	Maintenance of Traffic (for partial closure)		1	LS	$ 25,000	$ 25,000
965	Membrane Waterproofing for Bridge Decks		1500	SF	$ 15	$ 22,500
---	Construction access for steel repairs		1	LS	$ 30,000	$ 30,000
---	Bridge Repairs and Painting	Paint 2x Int/Full Fascia	1	LS	$ 197,000	$ 197,000
---	Concrete Repairs		1	LS	$ 50,000	$ 50,000
					SUBTOTAL	**$ 479,088**
		Contingency		30%		$ 143,800
					Construction	**$ 622,888**
		Survey and Permitting				**$ 35,000**
		Engineering Final Design Phase:		10%		**$ 62,289**
		Engineering Construction Phase:		12%		**$ 74,747**
					Engineering	**$ 300,000**
					Project Total	**$ 922,888**
					Say	**$800,000**

This is an engineer's Opinion of Probable Construction Cost (OPCC). Tighe & Bond has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the estimates of probable construction costs are made on the basis of Tighe & Bond's professional judgment and experience. Tighe & Bond makes no guarantee nor warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from this estimate of the Probable Construction Cost.

Engineer's Opinion of Probable Construction Cost
Division St. over Williams River
Great Barrington, MA
Bridge Alternative 3: Full Superstructure Replacement

ITEM	DESCRIPTION	Notes	QTY	UNITS	UNIT PRICE	AMOUNT
114.1	Demolition of Existing Superstructure		1470	SF	$ 100	$ 147,000
127	Concrete Excavation	Abutment Modifications	1	LS	$ 100,000	$ 100,000
450.6	Superpave Bridge Surface Course		100	TONS	$ 380	$ 38,000
620.12	Guardrail, TL-2 (Single Faced)		100	FT	$ 35	$ 3,500
627.82	Guardrail Tangent End Treatment, TL-2		3	EA	$ 7,500	$ 22,500
628.24	Transition to Bridge Rail		4	EA	$ 6,000	$ 24,000
748	Mobilization		5	%	$ 61,865	$ 61,865
767.12	Sediment Control Barrier		1000	FT	$ 10	$ 10,000
850	Traffic Control / Detour (for complete closure)		1	LS	$ 40,000	$ 40,000
960	Structural Steel		37100	LB	$ 13	$ 482,300
971	Asphaltic Bridge Joint System		50	FT	$ 200	$ 10,000
975.1	Bridge Rail		120	FT	$ 600	$ 72,000
995.01	Bridge Structure, Bridge No. 1	CIP Deck, Brngs, Membrane	1	LS	$ 238,000	$ 238,000
---	Overhead Utility Allowance		1	LS	$ 50,000	$ 50,000
---	Concrete Repairs		1	LS	$ 25,000	$ 25,000
					SUBTOTAL	**$ 1,324,165**
		Construction Contingency		30%		$ 397,300
					Construction	**$ 1,721,465**
						$300,000
		Survey and Permitting and Geotech				**$ 50,000**
		Engineering Final Design Phase:		12%		**$ 158,900**
		Engineering Construction Phase:		12%		**$ 158,900**
					Engineering	**$ 367,800**
					Project Total	**$ 2,090,000**
					Say	**$2,100,000**

This is an engineer's Opinion of Probable Construction Cost (OPCC). Tighe & Bond has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the estimates of probable construction costs are made on the basis of Tighe & Bond's professional judgment and experience. Tighe & Bond makes no guarantee nor warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from this estimate of the Probable Construction Cost.

Appendix C

November 2022 MassDOT Inspection Report

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION
STRUCTURES INSPECTION FIELD REPORT
ROUTINE INSPECTION

2-DIST	B.I.N.	BR. DEPT. NO.
01	04E	G-11-001

CITY/TOWN	8-STRUCTURE NO.	11-Kilo. POINT	41-STATUS	90-ROUTINE INSP. DATE
GREAT BARRINGTON	G11001-04E-MUN-NBI	000.000	P:POSTED	NOV 8, 2022

07-FACILITY CARRIED	MEMORIAL NAME/LOCAL NAME	27-YR BUILT	106-YR REBUILT	YR REHAB'D (NON 106)
HWY DIVISION ST	SHAW BRIDGE	1949	0000	0000

06-FEATURES INTERSECTED	26-FUNCTIONAL CLASS	DIST. BRIDGE INSPECTION ENGINEER
WATER WILLIAMS RIVER	Urban Collector	L. A. Briggs

43-STRUCTURE TYPE	22-OWNER	21-MAINTAINER	TEAM LEADER Z. C. Wright, P.E.
302 : Steel Stringer/Girder	Town Agency	Town Agency	

107-DECK TYPE	WEATHER	TEMP (air)	TEAM MEMBERS
1 : Concrete Cast-in-Place	Sunny	7°C	M. RANZONI, G. GNIADEK

ITEM 58 — DECK: 7

		DEF
1.Wearing Surface	5	M-P
2.Deck Condition	7	-
3.Stay in Place Forms	N	-
4.Curbs	6	-
5.Median	N	-
6.Sidewalks	N	-
7.Parapets	N	-
8.Railing	6	M-P
9.Anti Missile Fence	N	-
10.Drainage System	N	-
11.Lighting Standards	N	-
12.Utilities	N	-
13.Deck Joints	N	-
14.	N	-
15.	N	-
16.	N	-

CURB REVEAL (In millimeters)	N	S
	280	270

APPROACHES

		DEF
a. Appr. Pavement Condition	5	M-P
b. Appr. Roadway Settlement	5	M-P
c. Appr. Sidewalk Settlement	N	-
d.	N	-

OVERHEAD SIGNS (Attached to bridge) (Y/N): N

		DEF
a. Condition of Welds	N	-
b. Condition of Bolts	N	-
c. Condition of Signs	N	-

ITEM 59 — SUPERSTRUCTURE: 6

			DEF
1.Stringers		N	-
2.Floorbeams		N	-
3.Floor System Bracing		N	-
4.Girders or Beams		6	-
5.Trusses - General		N	-
a. Upper Chords	N		-
b. Lower Chords	N		-
c. Web Members	N		-
d. Lateral Bracing	N		-
e. Sway Bracings	N		-
f. Portals	N		-
g. End Posts	N		-
6.Pin & Hangers		N	-
7.Conn Plt's, Gussets & Angles		7	-
8.Cover Plates		N	-
9.Bearing Devices		6	-
10.Diaphragms/Cross Frames		7	-
11.Rivets & Bolts		7	-
12.Welds		N	-
13.Member Alignment		8	-
14.Paint/Coating		4	M-P
15.		N	-

Year Painted: N

COLLISION DAMAGE: *Please explain*
None (X) Minor ( ) Moderate ( ) Severe ( )

LOAD DEFLECTION: *Please explain*
None (X) Minor ( ) Moderate ( ) Severe ( )

LOAD VIBRATION: *Please explain*
None (X) Minor ( ) Moderate ( ) Severe ( )

Any Fracture Critical Member: (Y/N) N

Any Cracks: (Y/N) N

ITEM 60 — SUBSTRUCTURE: 7

	Dive	Cur		DEF
1. Abutments			7	
a. Pedestals	N	N		-
b. Bridge Seats	N	7		-
c. Backwalls	N	7		-
d. Breastwalls	N	7		-
e. Wingwalls	N	7		-
f. Slope Paving/Rip-Rap	N	8		-
g. Pointing	N	N		-
h. Footings	N	H		-
i. Piles	N	N		-
j. Scour	N	8		-
k. Settlement	N	7		-
l.	N	N		-
m.	N	N		-
2. Piers or Bents			N	
a. Pedestals	N	N		-
b. Caps	N	N		-
c. Columns	N	N		-
d. Stems/Webs/Pierwalls	N	N		-
e. Pointing	N	N		-
f. Footing	N	N		-
g. Piles	N	N		-
h. Scour	N	N		-
i. Settlement	N	N		-
j.	N	N		-
k.	N	N		-
3. Pile Bents			N	
a. Pile Caps	N	N		-
b. Piles	N	N		-
c. Diagonal Bracing	N	N		-
d. Horizontal Bracing	N	N		-
e. Fasteners	N	N		-

UNDERMINING (Y/N) If YES please explain: N

COLLISION DAMAGE:
None (X) Minor ( ) Moderate ( ) Severe ( )

SCOUR: *Please explain*
None (X) Minor ( ) Moderate ( ) Severe ( )

I-60 (Dive Report): N I-60 (This Report): 7

93B-U/W (DIVE) Insp: 00/00/0000

X=UNKNOWN N=NOT APPLICABLE H=HIDDEN/INACCESSIBLE R=REMOVED

CITY/TOWN	B.I.N.	BR. DEPT. NO.	8.-STRUCTURE NO.	INSPECTION DATE
GREAT BARRINGTON	04E	G-11-001	G11001-04E-MUN-NBI	NOV 8, 2022

ITEM 61 6

CHANNEL & CHANNEL PROTECTION

	Dive	Cur	DEF
1.Channel Scour	N	6	-
2.Embankment Erosion	N	7	-
3.Debris	N	7	-
4.Vegetation	N	7	-
5.Utilities	N	N	-
6.Rip-Rap/Slope Protection	N	8	-
7.Aggradation	N	7	-
8.Fender System	N	N	-

STREAM FLOW VELOCITY:
Tidal ( ) High ( ) Moderate (X) Low ( ) None ( )

ITEM 61 (Dive Report): N *ITEM 61 (This Report):* 6

93b-U/W INSP. DATE: 00/00/0000

ITEM 36 ***TRAFFIC SAFETY***

	36	COND	DEF
A. Bridge Railing	0	6	M-P
B. Transitions	0	6	M-P
C. Approach Guardrail	1	7	-
D. Approach Guardrail Ends	1	7	-

WEIGHT POSTING *Not Applicable*

	H	3	3S2	Single
Actual Posting	16	20	29	N
Recommended Posting	16	20	29	N

Waived Date: 00/00/0000 **EJDMT Date:** 00/00/0000

Signs In Place (Y=Yes,N=No, NR=NotRequired) Legibility/ Visibility	At bridge E	At bridge W	Other Advance E	Other Advance W
	Y	Y	Y	Y
	8 / 8	8 / 7	8 / 8	6 / 8

CLEARANCE POSTING

	N ft	N in	S ft	S in	meter
Not Actual Field Measurement		0		0	
Posted Clearance		0		0	

Signs In Place (Y=Yes,N=No, NR=Not Required) Legibility/ Visibility	At bridge N	At bridge S	Advance N	Advance S

ACCESSIBILITY (Y/N/P)

	Needed	Used
Lift Bucket	N	N
Ladder	P	N
Boat	N	N
Waders	Y	Y
Inspector 50	N	N
Rigging	N	N
Staging	N	N
Traffic Control	N	N
RR Flagger	N	N
Police	N	N
Other:		
	N	N

TOTAL HOURS 6

PLANS (Y/N): Y

(V.C.R.) (Y/N): N

TAPE#:

List of field tests performed:

RATING
Rating Report (Y/N): Y
Date: 04/01/2017
Inspection data at time of existing rating
I 58: 7 I 59: 6 I 60: 7 Date :01/23/2017

Recommend for Rating or Rerating (Y/N): N
If YES please give priority: HIGH ( ) MEDIUM ( ) LOW ( )
REASON:

CONDITION RATING GUIDE (For Items 58, 59, 60 and 61)

	CODE	CONDITION	DEFECTS
	N	NOT APPLICABLE	
G	9	EXCELLENT	Excellent condition.
G	8	VERY GOOD	No problem noted.
G	7	GOOD	Some minor problems.
F	6	SATISFACTORY	Structural elements show some minor deterioration.
F	5	FAIR	All primary structural elements are sound but may have minor section loss, cracking, spalling or scour.
P	4	POOR	Advanced section loss, deterioration, spalling or scour.
P	3	SERIOUS	Loss of section, deterioration, spalling or scour have seriously affected primary structural components. Local failures are possible. Fatigue cracks in steel or shear cracks in concrete may be present.
C	2	CRITICAL	Advanced deterioration of primary structural elements. Fatigue cracks in steel or shear cracks in concrete may be present or scour may have removed substructure support. Unless closely monitored it may be necessary to close the bridge until corrective action is taken.
C	1	"IMMINENT" FAILURE	Major deterioration or section loss present in critical structural components or obvious vertical or horizontal movement affecting structure stability. Bridge is closed to traffic but corrective action may put it back in light service.
	0	FAILED	Out of service - beyond corrective action.

DEFICIENCY REPORTING GUIDE

DEFICIENCY: A defect in a structure that requires corrective action.

CATEGORIES OF DEFICIENCIES:

M= Minor Deficiency Deficiencies which are minor in nature, generally do not impact the structural integrity of the bridge and could easily be repaired. Examples include but are not limited to: Spalled concrete, Minor pot holes, Minor corrosion of steel, Minor scouring, Clogged drainage, etc.

S= Severe/Major Deficiency Deficiencies which are more extensive in nature and need more planning and effort to repair. Examples include but are not limited to: Moderate to major deterioration in concrete, Exposed and corroded rebars, Considerable settlement, Considerable scouring or undermining, Moderate to extensive corrosion to structural steel with measurable loss of section, etc.

C-S= Critical Structural Deficiency A deficiency in a structural element of a bridge that poses an extreme unsafe condition due to the failure or imminent failure of the element which will affect the structural integrity of the bridge.

C-H= Critical Hazard Deficiency A deficiency in a component or element of a bridge that poses an extreme hazard or unsafe condition to the public, but does not impair the structural integrity of the bridge. Examples include but are not limited to: Loose concrete hanging down over traffic or pedestrians, A hole in a sidewalk that may cause injuries to pedestrians, Missing section of bridge railing, etc.

URGENCY OF REPAIR:

I = Immediate- [Inspector(s) immediately contact District Bridge Inspection Engineer (DBIE) to report the Deficiency and to receive further instruction from him/her].

A = ASAP- [Action/Repair should be initiated by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) upon receipt of the Inspection Report].

P = Prioritize- [Shall be prioritized by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) and repairs made when funds and/or manpower is available].

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REMARKS

BRIDGE ORIENTATION
Division Street travels east and west. Williams River flows from north to south. This single span structure consists of five steel beams supporting a reinforced concrete deck with a bituminous wearing surface. The beams and bays are numbered from south to north, downstream to upstream, in accordance with the plans. See photos 1 & 2.

ITEM 58 - DECK

Item 58.1 - Wearing Surface
The pavement is patched along both fog lines, up to 4' wide from each curb x full deck length, with random broken up areas and potholes, up to 1' diameter x 1" deep. See photo 3.

Item 58.2 - Deck Condition
In the underside of the deck, there are random transverse hairline cracks with efflorescence.

In all bays, at the east end, near the first diaphragms, there are minor delaminations and cover spalls.

In bays 1 & 4, near beams 1 & 5, the weep pipes have rusted away, allowing leakage onto the steel. See photo 2.

Item 58.4 - Curbs
The granite curbs have settlement and misalignments, up to 1" on the structure and up to 7" along the approaches. See photo 4.

Item 58.8 - Railing
The timber rails have areas of splitting, checking and rotting.

The previously noted detached lower rails at the north railing have been replaced since the previous Routine Inspection Report dated, 11/04/20. See photo 3.

At the south railing, east end, the top rail is partially disconnected from the posts. See photo 5.

APPROACHES

Approaches a - Appr. Pavement Condition
In both approaches, up to 10' from the deck ends, the pavement has severe mapcracking and several patched and uneven areas. See photo 4.

Approaches b - Appr. Roadway Settlement
Along both deck ends, the approaches have settled, up to 1" deep x full roadway width. See photo 4.

In the east approach, 10' from the deck end, both lanes have areas settlement near the fog lines,10' long x 6' wide x up to 4" deep.

ITEM 59 - SUPERSTRUCTURE

Item 59.4 - Girders or Beams
All beams have minor rusting where the paint system has failed. See photo 2.

Beams 1 & 5, below the short weep pipes, the webs and bottom flanges have rusting with delamination and minor section loss. See photo 2.

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REMARKS

Item 59.9 - Bearing Devices
The bearings are rusted with delamination.

Item 59.14 - Paint/Coating
The paint system has mostly failed and the beams have surface rust throughout. See photo 2.

ITEM 60 - SUBSTRUCTURE

Item 60.1 - Abutments
Item 60.1.b - Bridge Seats
The seats have debris at all four corners, up to 6" high.

Item 60.1.c - Backwalls
Below bay 2, at the east end, there is a vertical crack,1/4" wide x full height.

Item 60.1.d - Breastwalls
Both breastwalls, at both ends, have evidence of leakage coming from the seats.

West Breastwall:
Below beam 1 and bays 1 & 4, there are full height vertical hairline cracks.

At the north end, near the corner of the seat, there is a diagonal hairline crack with efflorescence, 20" long.

East Breastwall:
The top of the east breastwall, below bay 2, has a crack with a delaminated area, 4" wide x 3' high.

The south end, near the corner of the seat, has a diagonal hairline crack with efflorescence, 20" long.

Below beams 4 & 5, there are partial height vertical hairline cracks.

Item 60.1.e - Wingwalls
The northwest wingwall, near the center, has a vertical hairline crack, full height. Near the corner of the seat, there is a diagonal crack with efflorescence, 24" long.

The southwest wingwall, near the center, has a diagonal hairline crack, 12" long.

Item 60.1.h - Footings
The footings are hidden by design.

ITEM 61 - CHANNEL AND CHANNEL PROTECTION

Item 61.1 - Channel Scour
The upstream channel has migrated west, approximately 15' in relation with the plans. See photo 6.

Item 61.2 - Embankment Erosion
Refer to Item 61.1 - Channel Scour.

Item 61.7 - Aggradation
The upstream channel, along the east side, has an area of aggradation, 60' long x 15' wide. See photo 6.

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REMARKS

TRAFFIC SAFETY

Item 36a - Bridge Railing
The bridge railings consist of two timber rails, mounted on reinforced concrete posts, spaced 6' apart. The rails are not tied into the blunt concrete end posts. Refer to Item 58.8 - Railings.

Item 36b - Transitions
The transitions consist of single steel W-beam panels mounted on steel posts with timber blockouts, spaced at 6'. The transitions are not tied into the blunt concrete end posts.

At the southeast transition, there are four disconnected posts. See photo 7.

Item 36c - Approach Guardrail
The approach guardrail consists of single steel W-beam panels mounted on steel posts with timber blockouts, spaced at 6'.

Item 36d - Approach Guardrail Ends
All approach guardrails have steel terminal ends swept away from traffic.

The southwest approach guardrail end has minor impact damage.

Photo Log

Photo 1 : General topside, looking east.
Photo 2 : General underside, looking west. Note the short deck drains and surrounding rusted areas on the beams.
Photo 3 : General view of wearing surface deterioration. Note the replaced bridge rail sections at the north side.
Photo 4 : Typical condition of the approach curbs. Note the deteriorated and settled approach pavement.
Photo 5 : South railing with detached rails.
Photo 6 : Upstream showing channel deviation and aggradation.
Photo 7 : Southeast guardrail transition showing disconnected posts.

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PHOTOS



Photo 1: General topside, looking east.



Photo 2: General underside, looking west. Note the short deck drains and surrounding rusted areas on the beams.

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PHOTOS



Photo 3: General view of wearing surface deterioration. Note the replaced bridge rail sections at the north side.



Photo 4: Typical condition of the approach curbs. Note the deteriorated and settled approach pavement.

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PHOTOS



Photo 5: South railing with detached rails.



Photo 6: Upstream showing channel deviation and aggradation.

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PHOTOS



Photo 7: **Southeast guardrail transition showing disconnected posts.**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Traffic Signals

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

RRFB Installation & Replacement, 5 Locations

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☑ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Replace the existing RRFB on Main Street @ Reed Street
Install a new RRFB on North Plain Road and Main Street, Housatonic
Install a new RRFB on Bridge Street at Youth Building
Install a new RRFB on Main Street at Rosseter Street
Install a new RRFB on Pleasant Street at Front Street, Housatonic

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

⊙ Replacement & New Installations

Rational/Justification for Request

Pedestrian Safety.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Increased Pedestrian Safety.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Pedestrian Safety will not be increased.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$171,000.00

Total Cost: $171,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$111,000.00

Total Cost: $111,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

Yes

Funding Offset - Proposed Existing Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed Existing Source	Line Item Account #	Offset Amount
Grant (In Hand)		$60,000.00

Total Existing: $60,000.00

Funding Offset - Proposed New Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed New Source	Describe	Offset Amount

Total New:: $0.00

Total Proposed Offset
$60,000.00

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
RRFB - Great Barrington_Memo_VRU RRFB -2025-07-02.pdf

Quotes and Specifications
RRFB Estimate Submitted.pdf

Pictures, Site Plans, Other Visuals
RRFB Lapinski Budget Installation Quote.pdf

Other Backup Material for Justification
RRFB MOA - Great Barrtington_MOA (1).pdf

Bowman

MEMORANDUM

TO: **Joe Aberdale, DPW Director**

FROM: **Phil Viveiros, P.E., PTOE, RSP2I, Senior Project Manager**

DATE: **July 2, 2025**

RE: **MassDOT VRU Rectangular Rapid Flashing Beacon (RRFB) Assessment, Great Barrington, MA**

Table 1 of the Federal Highway Administration (FHWA) publication *Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations* was consulted to assess appropriate pedestrian facility enhancements. This document is intended to provide justification for Rectangular Rapid Flashing Beacon (RRFB) installation based on the operating (85th percentile) speed, number of lanes and annual average daily traffic (AADT). Engineering judgment was also used to assess the locations for a potential RRFB based on the data received from the municipality and where the data falls under FHWA's Table 1.

The Town of Great Barrington originally submitted a request for seven locations for potential RRFB installation. Of these seven locations, data was only provided for six locations. The following location has not been reviewed as part of this project due to the following:

- Main Street (Route 7) at Dresser Avenue – no longer participating due to a MassDOT VRU Bus Stop Project.

Pleasant Street at Front Street (Route 183) (42.254812, -73.366498)



Figure 4 – Pleasant Street eastbound approach to Front Street (Route 183)
(source Google Maps, dated November 2023)

350 Myles Standish Boulevard, Suite 103, Taunton, MA 02780
P: 508.823.2245
bowman.com

Findings based on high-level desktop review:

- Pleasant Street extends through a residential neighborhood, commercial areas and Housatonic Commons Park and provides one travel lane in each direction.
- A cement concrete sidewalk is provided on the southern side of Pleasant Street and along the western side of Front Street (Route 183), measuring approximately 6 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appears to be compliant with guidelines of the Americans with Disabilities Act (ADA) and the Architectural Access Board (AAB).
- Roadway lighting is provided on the southern side of Pleasant Street just east of the crosswalk.
- Pedestrian related signage: "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in the westbound direction.
- Data received from Town:
    - Location of data: Pleasant Street at Front Street (Route 183)
    - Date of data collection: November 2024
    - AADT: Not provided
    - Posted Speed: 20 mph (westbound)
    - 85th percentile speed: 24 mph (eastbound), 26 mph (westbound).
- Stopping sight distance appears to be approximately 340 feet in the eastbound direction and approximately 400 feet in the westbound direction, which exceeds AASHTO requirements of 215 feet (interpolated) for a speed of 26 mph.
- While AADT was not provided, based on a speed of ≤30 mph along South Main Street (Route 7) and a two-lane cross section, the location does not satisfy FHWA Table 1 criteria for an RRFB.
- However, based on engineering judgment, **an RRFB should be considered at the marked crosswalk**, as the Town indicated this area experiences high level of pedestrian activity due to the surrounding land use and limited vehicular visibility due to the railroad bridge.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

North Plain Road (Route 41) at Main Street (42.252258, -73.375178)



Figure 1 – North Plain Road (Route 41) southbound approach to Main Street (source Google Maps, dated October 2023)

Findings based on high-level desktop review:

- North Plain Road (Route 41) extends through a residential neighborhood and provides one travel lane in each direction.
- No crosswalk is provided across North Plain Road (Route 41) near the intersection with Main Street.
- A bituminous concrete sidewalk is provided on the northern side of Main Street, measuring approximately 5 feet wide. Sidewalks are not provided on either side of North Plain Road (Route 41).
- A curb ramp (with detectable warning panel) is provided on the northeast corner of the intersection and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of North Plain Road (Route 41), approximately 50 feet south of the proposed crosswalk.
- Pedestrian related signage: None.
- Data received from Town:
    - Location of data: Main Street and 41 Street
    - Date of data collection: 2024
    - AADT: 2,835 vehicles per day (vpd) (combined).
    - Posted Speed: 40 miles per hour (mph)
    - 85th percentile speed: 46 mph (northbound), 44 mph (southbound).
- Stopping sight distance appears to be greater than 600 feet in both directions, which exceeds AASHTO requirements of 370 feet (interpolated) for a speed of 46 mph.
- Based on a speed ≥40 mph along North Plain Road (Route 41), a vehicle AADT less than 9,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the unmarked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.

- Prior to installation of the RRFB's, the Town must:
    - Install high visibility crosswalk markings
    - Construct an ADA/AAB compliant curb ramp on the western side of North Plain Road (Route 41).
    - Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.
- Additional recommendations for the Town to consider (outside the scope of this project):
    - The Town should consider installing an advance "Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly in both directions to warn motorists of the upcoming crosswalk.

Bridge Street at Riverfront Trail (42.192657, -73.359349)



Figure 2 – Bridge Street eastbound approach to Riverfront Trail
(source Google Maps, dated October 2019)

Findings based on high-level desktop review:

- Bridge Street extends through a residential neighborhood and commercial areas and provides access to Riverfront Trail and Memorial Park. One travel lane is provided in each direction.
- Sidewalks are provided along the northern side of Bridge Street. On the eastern side, there is a short segment of sidewalk on Bridge Street, that connects to a bituminous concrete path along Riverfront Trail. The sidewalks measure approximately 4 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be compliant with ADA/AAB guidelines.
- Roadway lighting is provided on the northern side of Bridge Street, approximately 25 feet east of the crosswalk.
- Pedestrian related signage: "Pedestrian" sign with a diagonal arrow (MUTCD W11-2/W16-7P) at the crosswalk in both directions, "State Law Yield to Pedestrians" sign (MUTCD R1-6) in roadway sign at the crosswalk.
- Data received from Town:
    - Location of data: Bridge Street
    - Date of data collection: 2024
    - AADT: 3,520 vpd (combined).
    - 85th percentile speed: 33 mph (eastbound), 32 mph (westbound)
- Stopping sight distance appears to be approximately 350 feet in the westbound direction and greater than 600 feet in the eastbound direction, which exceeds AASHTO requirements of 265 feet (interpolated) for a speed of 33 mph.
- Based on a speed of 35 mph along Bridge Street, a vehicle AADT less than 9,000 vpd and a two-lane cross section, an **RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

Main Street (Route 7) at Rosseter Street (42.197061, -73.360995)



Figure 3 – Main Street (Route 7) southbound approach to Rosseter Street (source Google Maps, dated October 2019)

Findings based on high-level desktop review:

- Main Street (Route 7) extends through a residential neighborhood and commercial areas and provides one travel lane, one dedicated bike lane and on-street parking in each direction.
- Cement concrete sidewalks (separated by a grass buffer) are provided along both sides of Main Street (Route 7), measuring approximately 5 to 6-feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of Main Street (Route 7) at the crosswalk.
- Pedestrian related signage: "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
- Data received from Town:
    - Location of data: Main Street at Rosseter Street
    - Date of data collection: 2024
    - AADT: 17,461 vpd (combined)
    - Posted Speed: 25 mph
    - 85th percentile speed: 24 mph (northbound), 22 mph (southbound).
- Stopping sight distance appears to be approximately 430 feet in both directions, which exceeds AASHTO requirements of 205 feet (interpolated) for a posted speed of 25 mph.
- Based on a speed ≤30 mph along Main Street (Route 7), a vehicle AADT greater than 15,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

South Main Street (Route 7) at South Reed Street (42.178873, -73.362973)



Figure 4 – South Main Street (Route 7) southbound approach to South Reed Street (source Google Maps, dated November 2023)

Findings based on high-level desktop review:

- South Main Street (Route 7) extends through a residential neighborhood and commercial areas and provides one travel lane in each direction.
- A cement concrete sidewalk is provided on the western side of South Main Street (Route 7) (north of the crosswalk) and along the eastern side (south of the crosswalk), measuring approximately 4 to 5 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of South Main Street (Route 7) at the crosswalk.
- Pedestrian related signage: Advance "Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly and "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
- Warning beacons are provided with "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assemblies in both directions of South Main Street (Route 7) at the crosswalk; however, they are an older style with flashing yellow signal heads mounted above the "Pedestrian" (MUTCD W11-2) signs.
- Data received from Town:
    - Location of data: Main Street at Reed Street
    - Date of data collection: 2024
    - AADT: 7,200 vpd (combined)
    - Posted Speed: 35 mph
    - 85th percentile speed: 35 mph (northbound), 36 mph (southbound).
- Stopping sight distance appears to be greater than 600 feet in both directions, which exceeds AASHTO requirements of 295 feet (interpolated) for a speed of 36 mph.
- Based on a speed of 35 mph along South Main Street (Route 7), a vehicle AADT less than 9,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - Remove the existing warning beacons and install RRFB's on the existing foundation.
    - RRFB's should be placed in front of utility poles for visibility.

MAJOR ITEMS REQUIRED (TOTAL FOR ALL LOCATIONS)

Pay Item	Description	Quantity
825.21	RRFB (2-Post Assembly System)	5 EA

Municipality: Great Barrington, MA

Please check the locations in which the Town would like to receive the RRFB	Location	RRFB Feasible?	MassDOT Provided Item	Notes on MassDOT Item	Town MUST complete prior to RRFB installation	Potential Upgrades*
	Pleasant Street at Front Street (Route 183)	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	North Plain Road (Route 41) at Main Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Install high visibility crosswalk markings and construct an ADA/AAB compliant curb ramp on the western side of the roadway Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	Consider installing an advance Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly in both directions to warn motorists of the upcoming crosswalk
	Bridge Street at Riverfront Trail	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	Main Street (Route 7) at Rosseter Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs.	Remove the existing warning beacons and install RRFB's on the existing foundation. Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	South Main Street (Route 7) at South Reed Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	N/A	N/A

**Note: The potential upgrades are not included under this program, and must be purchased and installed by the municipality.*

Table 1 provides initial countermeasure options for various roadway conditions. Each matrix cell indicates possibilities that may be appropriate for designated pedestrian crossings. Not all of the countermeasures listed in the matrix cell should necessarily be installed at a crossing.

For multi-lane roadway crossings with vehicle AADTs exceeding 10,000, a marked crosswalk alone is typically insufficient (Zegeer, 2005). Under such conditions, more substantial crossing improvements (such as the refuge island, PHB, and RRFB) are also needed to prevent an increase in pedestrian crash potential.

Table 1. Application of pedestrian crash countermeasures by roadway feature.

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	❶ 2 4 5 6	❶ 5 6 7 9	① 5 6 ❼ ❾	❶ 4 5 6	❶ 5 6 7 9	① 5 6 ❼ ❾	❶ 4 5 6 7 9	① 5 6 7 9	① 5 6 ❾
3 lanes with raised median (1 lane in each direction)	❶ 2 3 4 5 7 9	❶ ❸ 5 7 9	① ❸ 5 ❼ ❾	① 3 4 5 7 9	① ❸ 5 ❼ ❾	① ❸ 5 ❼ ❾	① ❸ 4 5 7 9	① ❸ 5 ❼ ❾	① ❸ 5 ❾
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	❶ 2 3 4 5 6 7 9	❶ ❸ 5 6 7 9	① ❸ 5 6 ❾	① 3 4 5 6 7 9	① ❸ 5 6 ❼ ❾	① ❸ 5 6 ❾	① ❸ 4 5 6 7 9	① ❸ 5 6 ❾	① ❸ 5 6 ❾
4+ lanes with raised median (2 or more lanes in each direction)	❶ ❸ 5 7 8 9	❶ ❸ 5 7 8 9	① ❸ 5 8 ❾	① ❸ 5 7 8 9	① ❸ 5 ❼ 8 9	① ❸ 5 8 ❾	① ❸ 5 ❼ 8 9	① ❸ 5 8 ❾	① ❸ 5 8 ❾
4+ lanes w/o raised median (2 or more lanes in each direction)	❶ ❸ 5 6 7 8 9	① ❸ 5 ❻ 7 8 9	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ 7 8 9	① ❸ 5 ❻ ❼ 8 9	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ ❼ 8 9	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ 8 ❾

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- ● Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- ○ Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
2 Raised crosswalk
3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
4 In-Street Pedestrian Crossing sign
5 Curb extension
6 Pedestrian refuge island
7 Rectangular Rapid-Flashing Beacon (RRFB)**
8 Road Diet
9 Pedestrian Hybrid Beacon (PHB)**

**Refer to Chapter 4, 'Using Table 1 and Table 2 to Select Countermeasures,' for more information about using multiple countermeasures.*

***It should be noted that the PHB and RRFB are not both installed at the same crossing location.*

This table was developed using information from: Zegeer, C.V., J.R. Stewart, H.H. Huang, P.A. Lagerwey, J. Feaganes, and B.J. Campbell. (2005). Safety effects of marked versus unmarked crosswalks at uncontrolled locations: Final report and recommended guidelines. FHWA, No. FHWA-HRT-04-100, Washington, D.C.; FHWA. Manual on Uniform Traffic Control Devices, 2009 Edition. (revised 2012). Chapter 4F, Pedestrian Hybrid Beacons. FHWA, Washington, D.C.; FHWA. Crash Modification Factors (CMF) Clearinghouse. http://www.cmfclearinghouse.org/; FHWA. Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE). http://www.pedbikesafe.org/PEDSAFE/; Zegeer, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.; Thomas, Thirsk, and Zegeer. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington, D.C.; and personal interviews with selected pedestrian safety practitioners.

FY2027 RRFB Installations & Replacement

Materials Grant Supplied		**Town Cost**		**Estimate Value**
New, Pleasant Street @ Front Street, Housatonic	$	-	$	12,000.00
New, North Plain Road @ Main Street, Housatonic	$	-	$	12,000.00
New, Bridge Street @ Youth Building	$	-	$	12,000.00
New, Main Street @ Rosseter Street	$	-	$	12,000.00
Replace, Main Street @ Reed Street	$	-	$	12,000.00

Installation				
Contracted Services				
New, Pleasant Street @ Front Street, Housatonic	$	9,700.00		
New, North Plain Road @ Main Street, Housatonic	$	9,700.00		
New, Bridge Street @ Youth Building	$	9,700.00		
New, Main Street @ Rosseter Street	$	9,700.00		
Replace, Main Street @ Reed Street	$	6,100.00		
Engineering, Utility Investigation	$	15,000.00		
Unknown Utility Relocation Allowance	$	15,000.00		
Procurement & OPM Services	$	12,000.00		
Police Details (5 locations x 5 days x 1 officer)	$	14,000.00		
		Town Cost		**Estimate Value**
	$	100,900.00	$	60,000.00
10% Allowance:	$	10,090.00		
		Town Cost		**Estimate Value**
Estimated Project Total:	**$**	**110,990.00**	**$**	**60,000.00**

LAPINSKI ELECTRIC, INC.
PO BOX 740 • 50 WEST STATE STREET
GRANBY, MA 01033
TEL: 413-255-0079
FAX: 413-255-0119

PROPOSAL

TO: *Company name*		***FROM:*** *Name*
Town of Great Barrington		Matthew J. Hoey
Attention		*Date*
Joseph Aberdale		August 14, 2025
Fax number	*Phone number*	*Email*
413-528-2290	413-528-0867	mjh@lapinskiinc.com

Total pages, including cover: 1

RRFB Installation
Various Locations
Great Barrington, MA

ITEM	DESCRIPTION	QUANTITY	PRICE	EXTENDED
001	Pleasant Street at Front Street	1 ls	$ 9,700.00	$ 9,700.00
002	North Plain Road at Main Street	1 ls	$ 9,700.00	$ 9,700.00
003	Bridge Street at Riverfront Trail	1 ls	$ 9,700.00	$ 9,700.00
004	Main Street at Rosseter Street	1 ls	$ 9,700.00	$ 9,700.00
005	South Main Street at South Reed Street	1 ls	$ 6,100.00	$ 6,100.00

Notes:
1. Items 001-004 include furnishing and installing new concrete foundations.
2. Items 001-005 include installing owner furnished RRFB equipment
3. Owner to schedule and pay for police details.
4. Traffic control is included.
5. Thank you for this opportunity to quote.

MEMORANDUM OF AGREEMENT
RECTANGULAR RAPID FLASHING BEACON (RRFB)
PEDESTRIAN CROSSWALK SIGN ASSEMBLIES

This Memorandum of Agreement ("**Agreement**") is made and entered into this _____ day of _____, 2025, by and between the Massachusetts Department of Transportation, established pursuant to Chapter 6C of the General Laws, as amended, having its principal place of business at Ten Park Plaza, Boston, Massachusetts, 02116 ("**MassDOT**"), and the CITY/TOWN of Great Barrington, a municipal corporation and political subdivision of the Commonwealth of Massachusetts ("**Municipality**"). The Municipality and MassDOT are each sometimes referred to individually herein as a "**Party**", and collectively as the "Parties."

RECITALS

WHEREAS, to enhance pedestrian safety and driver awareness in the Commonwealth of Massachusetts, MassDOT intends to procure the solar powered rectangular rapid flashing beacon (RRFB) crosswalk sign assemblies identified in Exhibit A (the "**Assemblies**") for installation at marked crosswalk locations within municipally owned roadways; and

WHEREAS, Municipality has requested that MassDOT provide one or more of the Assemblies to Municipality for installation at the locations indicated by Municipality in Exhibit B (the "**Locations**"), which are within municipally owned public roadway(s); and

WHEREAS, MassDOT has approved Municipality's request, and Municipality has agreed to install the Assemblies at the Locations at Municipality's own expense; and

WHEREAS, MassDOT and Municipality seek to confirm their respective rights and obligations in connection with the Assemblies as set forth in this Agreement.

NOW, THEREFORE, in consideration of the premises herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The recitals in this Agreement are true and correct, and are incorporated herein by reference and made part of his Agreement.

2. **Sign Assemblies.** MassDOT agrees to provide Municipality with 5 Assemblies. MassDOT will fund the entire cost of the Assemblies, including the cost of delivery to Municipality. Upon delivery, ownership of the Assemblies will transfer to Municipality.

   It is understood and agreed that MassDOT's procurement of the Assemblies is contingent upon availability and continued appropriation of federal funds, and if for any reason whatsoever, such funds are terminated or reduced or otherwise become unavailable, MassDOT may terminate this Agreement immediately.

3. **Installation**. Municipality, at its sole expense, shall install the Assemblies on marked crosswalks with curb ramps compliant with current American with Disabilities Act

(ADA) design requirements ("**Crosswalks**") at the Locations identified in Exhibit B. Aside from the Assemblies provided by MassDOT, Municipality shall provide all necessary labor, materials, equipment, and other services necessary to install the Assemblies in accordance with the terms of this Agreement and vendor specifications. This obligation includes the installation of Crosswalks by Municipality at Locations where no such Crosswalks exist and the performance of any other crosswalk work identified in Exhibit B as required prior to the installation of the Assemblies. Municipality shall install each Assembly in conformance with the following: (1) MassDOT standards for such devices; (2) applicable Public Right-of-Way Accessibility Guidelines (PROWAG) (https://www.access-board.gov/prowag/), including by not limited to, those requirement found in Chapter 4; and (3) applicable Architectural Access Board Regulations, including but not limited to, 501 C.M.R. 20.00 - 22.00. Each Assembly must also be installed with the solar panel located on the Assembly at an angle facing the equator (due south) in a position with full unobstructed solar exposure. Prior to installation, Municipality shall also obtain, at its sole cost and expense, any and all applicable permits, approvals, including local approvals, and/or clearances required by local and state agencies, commissions, or bodies necessary for the completion of the project. Municipality's failure to comply with any requirement of this paragraph shall constitute a material breach of this Agreement and MassDOT may require Municipality to correct the deficiency at its own expense.

Municipality shall install each Assembly within ninety (90) days of its delivery to Municipality. In the event that Municipality cannot complete the installation within the ninety-day period due to extraordinary circumstances, it may request an extension. Any request for an extension must be made in writing to MassDOT soon as practicably possible, but not later than sixty (60) days after Municipality's receipt of the Assemblies. Municipality's request shall include a justification describing the extraordinary circumstances for the requested extension, the anticipated installation date, and any other information deemed necessary by MassDOT. After conferring with FHWA, MassDOT, in its sole and exclusive discretion, may agree to grant said request for an extension of time if it finds that sufficient justification has been provided by the Municipality. If Municipality fails to install an Assembly within the ninety-day period without an approved extension, ownership of the Assembly shall revert to MassDOT and Municipality must return the unit to MassDOT at its sole expense.

Within a week of installing each Assembly, Municipality shall provide MassDOT with a photograph depicting the unit and documentation, in a form acceptable to MassDOT, evidencing the Assembly's location and the date of its installation.

4. **Operation and Maintenance.** Municipality, at its own expense, shall be solely responsible for the operation, maintenance, and repair of the Assemblies for the entirety of the units' useful life. The Assemblies shall be operated and maintained in accordance with the applicable provisions of the most recent edition of the *Manual on Uniform Traffic Control Devices* (MUTCD). Municipality shall also ensure that the solar panel located on each Assembly is maintained at an angle facing the equator (due south) in a position with full unobstructed solar exposure at all times. This maintenance requirement includes any tree trimming that may be necessary for the optimum performance of the solar-powered Assembly. Municipality shall not remove, alter, or relocate any Assembly installed

pursuant to this Agreement without the prior written approval of MassDOT. The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

5. **Additional Potential Upgrades**. Nothing in this Agreement shall be construed as obligating MassDOT to provide materials for any potential upgrades that may be identified in Exhibit B for one or more of the Locations. Should Municipality elect to upgrade a Location, the materials necessary for the work shall be procured and installed at Municipality's sole expense.

6. **Term**. This Agreement shall be effective as of the date of full execution by Municipality and MassDOT and, unless terminated earlier as provided herein or otherwise agreed in writing by the Parties, shall remain in full force and effect for a period of two (2) years after Municipality's receipt of the Assemblies. This Agreement may be terminated by mutual agreement of the Parties, upon such terms and conditions as the Parties may mutually agree upon. Such termination shall be effective in accordance with a written agreement by the Parties.

   In addition, MassDOT may, by written notice to Municipality, terminate this Agreement in any one of the following circumstances:

   (a) The Municipality neglects or fails to comply with any provision of this Agreement in accordance with its terms or within the time specified for performance herein, and Municipality fails to cure any such failure within thirty (30) calendar days after receipt of notice specifying such failure. In the event this Agreement is terminated pursuant to this provision, MassDOT shall not be liable to the Municipality for any costs incurred or burdens assumed upon or subsequent to, and associated with, such termination.

   (b) The applicable Federal funding source fails to appropriate or otherwise make available funds for the Agreement. In the event this Agreement is terminated pursuant to this provision, MassDOT shall not be liable to Municipality for any costs.

   In the event that MassDOT terminates this MOA subsequent to the delivery of an Assembly to Municipality but prior to its installation, Municipality shall, at its expense, return the Assembly to the applicable MassDOT District Office.

7. **Compliance with Laws**. Municipality, in meeting its obligations hereunder, shall comply with all applicable federal, state, county, municipal and other governmental statues, laws, rules, orders, regulations and ordinances. Municipality's obligations under this Section 7 shall survive the expiration or earlier termination of this Agreement.

8. **Indemnification**. To the extent permitted by the laws of the Commonwealth, Municipality shall indemnify, defend (at Municipality's sole expense and with counsel reasonably acceptable to MassDOT), and hold harmless MassDOT and all of MassDOT's officers, agents, and employees, from and against any and all suits, claims, proceedings, liabilities, losses damages, penalties, charges and expenses (including attorneys' fees and experts' fees) of every

name and nature, based on or arising out of any actual or alleged loss or injury (including death) to persons or damage to real or tangible property that are caused or alleged to be caused, in whole or in part, by, or to arise out of the acts or omissions of, Municipality, or its employees, contractors, subcontractors, or agents, in its performance of the obligations set forth herein. Municipality's obligations under this Section 8 shall survive the expiration or earlier termination of this Agreement.

9. **Notices.** Any notices required or permitted to be given hereunder shall be given in writing and shall be delivered (a) in person, (b) by certified or registered mail, postage prepaid, return receipt requested, or (c) by a commercial overnight courier that guarantees next day delivery and provides a receipt. Such notices shall be addressed as follows:

If to MassDOT: Massachusetts Department of Transportation
Highway Division of Traffic & Safety Engineering
10 Park Plaza, Suite 7520
Boston, MA 02116
Attention: _____

If to Municipality: Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

Attention: Town Manager

or to such other address as either Party may from time to time specify in writing to the other Party. Any notice shall be effective only upon delivery.

10. **Authority**. The individuals executing this MOA represent that they are empowered and duly authorized to so execute this MOA on behalf of the Parties they represent.

11. **Miscellaneous**. This MOA represents the entire agreement between the Parties with respect to the subject matter hereof, superseding any prior oral or written agreements or understandings regarding the same, and any modification amendment or change to the terms and conditions hereof shall be binding only when expressed in writing and signed by both Parties hereto. This MOA may be signed in multiple counterparts each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. This MOA shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to its choice of law rules. If any provision or condition of this MOA shall be deemed invalid or unenforceable, the remaining provisions and conditions shall remain in full force and effect and shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, Municipality and MassDOT have caused this Agreement to be executed by their duly authorized officers or representatives as of the date first above written.

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

By: _____

Name: _____

Title: _____

Date: _____

MUNICIPALITY

By: _____

Name: Christopher Rembold

Title: Interim Town Manager

Date: ~~8/22/2025~~ 9/5/25

Municipality: Great Barrington, MA

Please check the locations in which the Town would like to receive the RRFB	Location	RRFB Feasible?	MassDOT Provided Item	Notes on MassDOT Item	Town MUST complete prior to RRFB installation	Potential Upgrades*
	Pleasant Street at Front Street (Route 183)	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	North Plain Road (Route 41) at Main Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Install high visibility crosswalk markings and construct an ADA/AAB compliant curb ramp on the western side of the roadway Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	Consider installing an advance Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly in both directions to warn motorists of the upcoming crosswalk
	Bridge Street at Riverfront Trail	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	Main Street (Route 7) at Rosseter Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs.	Remove the existing warning beacons and install RRFB's on the existing foundation. Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	South Main Street (Route 7) at South Reed Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	N/A	N/A

**Note: The potential upgrades are not included under this program, and must be purchased and installed by the municipality.*

Bowman

MEMORANDUM

TO: **Joe Aberdale, DPW Director**

FROM: **Phil Viveiros, P.E., PTOE, RSP2I, Senior Project Manager**

DATE: **July 2, 2025**

RE: **MassDOT VRU Rectangular Rapid Flashing Beacon (RRFB) Assessment, Great Barrington, MA**

Table 1 of the Federal Highway Administration (FHWA) publication *Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations* was consulted to assess appropriate pedestrian facility enhancements. This document is intended to provide justification for Rectangular Rapid Flashing Beacon (RRFB) installation based on the operating (85th percentile) speed, number of lanes and annual average daily traffic (AADT). Engineering judgment was also used to assess the locations for a potential RRFB based on the data received from the municipality and where the data falls under FHWA's Table 1.

The Town of Great Barrington originally submitted a request for seven locations for potential RRFB installation. Of these seven locations, data was only provided for six locations. The following location has not been reviewed as part of this project due to the following:

- Main Street (Route 7) at Dresser Avenue – no longer participating due to a MassDOT VRU Bus Stop Project.

Pleasant Street at Front Street (Route 183) (42.254812, -73.366498)



Figure 4 – Pleasant Street eastbound approach to Front Street (Route 183) (source Google Maps, dated November 2023)

350 Myles Standish Boulevard, Suite 103, Taunton, MA 02780
P: 508.823.2245
bowman.com

Findings based on high-level desktop review:

- Pleasant Street extends through a residential neighborhood, commercial areas and Housatonic Commons Park and provides one travel lane in each direction.
- A cement concrete sidewalk is provided on the southern side of Pleasant Street and along the western side of Front Street (Route 183), measuring approximately 6 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appears to be compliant with guidelines of the Americans with Disabilities Act (ADA) and the Architectural Access Board (AAB).
- Roadway lighting is provided on the southern side of Pleasant Street just east of the crosswalk.
- Pedestrian related signage: "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in the westbound direction.
- Data received from Town:
    - Location of data: Pleasant Street at Front Street (Route 183)
    - Date of data collection: November 2024
    - AADT: Not provided
    - Posted Speed: 20 mph (westbound)
    - 85th percentile speed: 24 mph (eastbound), 26 mph (westbound).
- Stopping sight distance appears to be approximately 340 feet in the eastbound direction and approximately 400 feet in the westbound direction, which exceeds AASHTO requirements of 215 feet (interpolated) for a speed of 26 mph.
- While AADT was not provided, based on a speed of ≤30 mph along South Main Street (Route 7) and a two-lane cross section, the location does not satisfy FHWA Table 1 criteria for an RRFB.
- However, based on engineering judgment, **an RRFB should be considered at the marked crosswalk**, as the Town indicated this area experiences high level of pedestrian activity due to the surrounding land use and limited vehicular visibility due to the railroad bridge.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

North Plain Road (Route 41) at Main Street (42.252258, -73.375178)



Figure 1 – North Plain Road (Route 41) southbound approach to Main Street (source Google Maps, dated October 2023)

Findings based on high-level desktop review:

- North Plain Road (Route 41) extends through a residential neighborhood and provides one travel lane in each direction.
- No crosswalk is provided across North Plain Road (Route 41) near the intersection with Main Street.
- A bituminous concrete sidewalk is provided on the northern side of Main Street, measuring approximately 5 feet wide. Sidewalks are not provided on either side of North Plain Road (Route 41).
- A curb ramp (with detectable warning panel) is provided on the northeast corner of the intersection and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of North Plain Road (Route 41), approximately 50 feet south of the proposed crosswalk.
- Pedestrian related signage: None.
- Data received from Town:
    - Location of data: Main Street and 41 Street
    - Date of data collection: 2024
    - AADT: 2,835 vehicles per day (vpd) (combined).
    - Posted Speed: 40 miles per hour (mph)
    - 85th percentile speed: 46 mph (northbound), 44 mph (southbound).
- Stopping sight distance appears to be greater than 600 feet in both directions, which exceeds AASHTO requirements of 370 feet (interpolated) for a speed of 46 mph.
- Based on a speed ≥40 mph along North Plain Road (Route 41), a vehicle AADT less than 9,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the unmarked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.

- Prior to installation of the RRFB's, the Town must:
    - Install high visibility crosswalk markings
    - Construct an ADA/AAB compliant curb ramp on the western side of North Plain Road (Route 41).
    - Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.
- Additional recommendations for the Town to consider (outside the scope of this project):
    - The Town should consider installing an advance "Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly in both directions to warn motorists of the upcoming crosswalk.

Bridge Street at Riverfront Trail (42.192657, -73.359349)

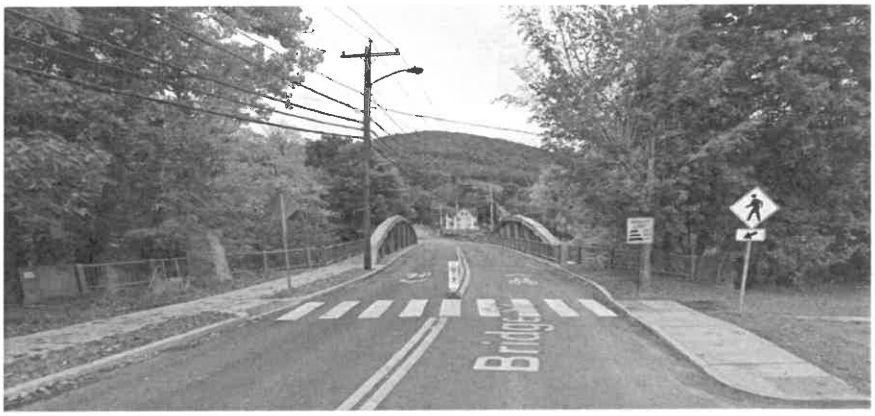


Figure 2 – Bridge Street eastbound approach to Riverfront Trail
(source Google Maps, dated October 2019)

Findings based on high-level desktop review:

- Bridge Street extends through a residential neighborhood and commercial areas and provides access to Riverfront Trail and Memorial Park. One travel lane is provided in each direction.
- Sidewalks are provided along the northern side of Bridge Street. On the eastern side, there is a short segment of sidewalk on Bridge Street, that connects to a bituminous concrete path along Riverfront Trail. The sidewalks measure approximately 4 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be compliant with ADA/AAB guidelines.
- Roadway lighting is provided on the northern side of Bridge Street, approximately 25 feet east of the crosswalk.
- Pedestrian related signage: "Pedestrian" sign with a diagonal arrow (MUTCD W11-2/W16-7P) at the crosswalk in both directions, "State Law Yield to Pedestrians" sign (MUTCD R1-6) in roadway sign at the crosswalk.
- Data received from Town:
    - Location of data: Bridge Street
    - Date of data collection: 2024
    - AADT: 3,520 vpd (combined).
    - 85th percentile speed: 33 mph (eastbound), 32 mph (westbound)
- Stopping sight distance appears to be approximately 350 feet in the westbound direction and greater than 600 feet in the eastbound direction, which exceeds AASHTO requirements of 265 feet (interpolated) for a speed of 33 mph.
- Based on a speed of 35 mph along Bridge Street, a vehicle AADT less than 9,000 vpd and a two-lane cross section, an **RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

Main Street (Route 7) at Rosseter Street (42.197061, -73.360995)



Figure 3 – Main Street (Route 7) southbound approach to Rosseter Street (source Google Maps, dated October 2019)

Findings based on high-level desktop review:

- Main Street (Route 7) extends through a residential neighborhood and commercial areas and provides one travel lane, one dedicated bike lane and on-street parking in each direction.
- Cement concrete sidewalks (separated by a grass buffer) are provided along both sides of Main Street (Route 7), measuring approximately 5 to 6-feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of Main Street (Route 7) at the crosswalk.
- Pedestrian related signage: "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
- Data received from Town:
    - Location of data: Main Street at Rosseter Street
    - Date of data collection: 2024
    - AADT: 17,461 vpd (combined)
    - Posted Speed: 25 mph
    - 85th percentile speed: 24 mph (northbound), 22 mph (southbound).
- Stopping sight distance appears to be approximately 430 feet in both directions, which exceeds AASHTO requirements of 205 feet (interpolated) for a posted speed of 25 mph.
- Based on a speed ≤30 mph along Main Street (Route 7), a vehicle AADT greater than 15,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - RRFB's should be placed in front of utility poles for visibility.
- Prior to installation of the RRFB's, the Town must trim existing vegetation to reduce possible solar obstructions and to improve sight lines.

South Main Street (Route 7) at South Reed Street (42.178873, -73.362973)



Figure 4 – South Main Street (Route 7) southbound approach to South Reed Street (source Google Maps, dated November 2023)

Findings based on high-level desktop review:

- South Main Street (Route 7) extends through a residential neighborhood and commercial areas and provides one travel lane in each direction.
- A cement concrete sidewalk is provided on the western side of South Main Street (Route 7) (north of the crosswalk) and along the eastern side (south of the crosswalk), measuring approximately 4 to 5 feet wide.
- Curb ramps (with detectable warning panels) are provided on both sides of the crosswalk and appear to be ADA and AAB compliant.
- Roadway lighting is provided on the western side of South Main Street (Route 7) at the crosswalk.
- Pedestrian related signage: Advance "Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly and "Pedestrian" with a diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
- Warning beacons are provided with "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assemblies in both directions of South Main Street (Route 7) at the crosswalk; however, they are an older style with flashing yellow signal heads mounted above the "Pedestrian" (MUTCD W11-2) signs.
- Data received from Town:
    - Location of data: Main Street at Reed Street
    - Date of data collection: 2024
    - AADT: 7,200 vpd (combined)
    - Posted Speed: 35 mph
    - 85th percentile speed: 35 mph (northbound), 36 mph (southbound).
- Stopping sight distance appears to be greater than 600 feet in both directions, which exceeds AASHTO requirements of 295 feet (interpolated) for a speed of 36 mph.
- Based on a speed of 35 mph along South Main Street (Route 7), a vehicle AADT less than 9,000 vpd and a two-lane cross section, **an RRFB is a viable treatment option at the marked crosswalk**, per FHWA Table 1 criteria.
- An RRFB (2-post assembly) should be installed that includes "Pedestrian" with diagonal arrow (MUTCD W11-2/W16-7P) sign assembly at the crosswalk in both directions.
    - Remove the existing warning beacons and install RRFB's on the existing foundation.
    - RRFB's should be placed in front of utility poles for visibility.

MAJOR ITEMS REQUIRED (TOTAL FOR ALL LOCATIONS)

Pay Item	Description	Quantity
825.21	RRFB (2-Post Assembly System)	5 EA

Table 1 provides initial countermeasure options for various roadway conditions. Each matrix cell indicates possibilities that may be appropriate for designated pedestrian crossings. Not all of the countermeasures listed in the matrix cell should necessarily be installed at a crossing.

For multi-lane roadway crossings with vehicle AADTs exceeding 10,000, a marked crosswalk alone is typically insufficient (Zegeer, 2005). Under such conditions, more substantial crossing improvements (such as the refuge island, PHB, and RRFB) are also needed to prevent an increase in pedestrian crash potential.

Table 1. Application of pedestrian crash countermeasures by roadway feature.

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	❶ 2 4 5 6	❶ 5 6 7 9	① 5 6 ❼ ❾	❶ 4 5 6	❶ 5 6 7 9	① 5 6 ❼ ❾	❶ 4 5 6 7 9	① 5 6 7 9	① 5 6 ❾
3 lanes with raised median (1 lane in each direction)	❶ 2 3 4 5 7 9	❶ ❸ 5 7 9	① ❸ 5 ❼ ❾	① 3 4 5 7 9	① ❸ 5 ❼ ❾	① ❸ 5 ❼ ❾	① ❸ 4 5 7 9	① ❸ 5 ❼ ❾	① ❸ 5 ❾
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	❶ 2 3 4 5 6 7 9	❶ ❸ 5 6 7 9	① ❸ 5 6 ❾	① 3 4 5 6 7 9	① ❸ 5 6 ❼ ❾	① ❸ 5 6 ❾	① ❸ 4 5 6 7 9	① ❸ 5 6 ❾	① ❸ 5 6 ❾
4+ lanes with raised median (2 or more lanes in each direction)	❶ ❸ 5 7 8 9	❶ ❸ 5 7 8 9	① ❸ 5 8 ❾	① ❸ 5 7 8 9	① ❸ 5 ❼ 8 ❾	① ❸ 5 8 ❾	① ❸ 5 ❼ 8 ❾	① ❸ 5 8 ❾	① ❸ 5 8 ❾
4+ lanes w/o raised median (2 or more lanes in each direction)	❶ ❸ 5 6 7 8 9	① ❸ 5 ❻ 7 8 9	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ 7 8 9	① ❸ 5 ❻ ❼ 8 ❾	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ ❼ 8 ❾	① ❸ 5 ❻ 8 ❾	① ❸ 5 ❻ 8 ❾

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- ● Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- ○ Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
2 Raised crosswalk
3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
4 In-Street Pedestrian Crossing sign
5 Curb extension
6 Pedestrian refuge island
7 Rectangular Rapid-Flashing Beacon (RRFB)**
8 Road Diet
9 Pedestrian Hybrid Beacon (PHB)**

Refer to Chapter 4, 'Using Table 1 and Table 2 to Select Countermeasures,' for more information about using multiple countermeasures.

***It should be noted that the PHB and RRFB are not both installed at the same crossing location.*

This table was developed using information from: Zegeer, C.V., J.R. Stewart, H.H. Huang, P.A. Lagerwey, J. Feaganes, and B.J. Campbell. (2005). Safety effects of marked versus unmarked crosswalks at uncontrolled locations: Final report and recommended guidelines. FHWA, No. FHWA-HRT-04-100, Washington, D.C.; FHWA. Manual on Uniform Traffic Control Devices, 2009 Edition. (revised 2012). Chapter 4F, Pedestrian Hybrid Beacons. FHWA, Washington, D.C.; FHWA. Crash Modification Factors (CMF) Clearinghouse. http://www.cmfclearinghouse.org/; FHWA. Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE). http://www.pedbikesafe.org/PEDSAFE/; Zegeer, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.; Thomas, Thirsk, and Zegeer. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington, D.C.; and personal interviews with selected pedestrian safety practitioners.

Municipality: Great Barrington, MA

Please check the locations in which the Town would like to receive the RRFB	Location	RRFB Feasible?	MassDOT Provided Item	Notes on MassDOT Item	Town MUST complete prior to RRFB installation	Potential Upgrades*
	Pleasant Street at Front Street (Route 183)	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	North Plain Road (Route 41) at Main Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Install high visibility crosswalk markings and construct an ADA/AAB compliant curb ramp on the western side of the roadway Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	Consider installing an advance Pedestrian/Ahead" (MUTCD W11-2/W16-9P) sign assembly in both directions to warn motorists of the upcoming crosswalk
	Bridge Street at Riverfront Trail	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	Main Street (Route 7) at Rosseter Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs.	Remove the existing warning beacons and install RRFB's on the existing foundation. Trim existing vegetation to reduce possible solar obstructions and to improve sight lines.	N/A
	South Main Street (Route 7) at South Reed Street	Yes	825.21	RRFB at crosswalk (in both directions) with MUTCD W11-2/W16-7P signs	N/A	N/A

**Note: The potential upgrades are not included under this program, and must be purchased and installed by the municipality.*

ITEM 825.21	**RRFB (2-POST ASSEMBLY SYSTEM) WITH CROSSWALK LIGHTING**	**EACH**
ITEM 825.31	**RRFB (3-POST ASSEMBLY SYSTEM) WITH CROSSWALK LIGHTING**	**EACH**

DESCRIPTION

Work under these items consists of furnishing a solar-powered, actuated, Rectangular Rapid Flashing Beacon (RRFB) with actuated Crosswalk Lighting as detailed on the Plans.

MATERIALS

Material Requirements

An RRFB system shall include the following items:

Material	Quantity for Item 825.21	Quantity for Item 825.31
Cement Concrete Foundation	2	3
Signal Post	2	3
Square Pedestal Base	2	3
APS Pushbutton	2	3
Light Bar	4 [1]	4
Enclosure for Controller, Activation Unit, and Battery System	2	3
Solar Panel	2	3
W11-2 Sign [2]	4 [1]	4
W16-7PL Sign, 21 in. x 15 in.	2 [1]	2
W16-7PR Sign, 21 in. x 15 in.	2 [1]	2
Crosswalk Light	2	4

[1] Quantity may be reduced by half on one-way streets. See contract documents where this is applicable.

[2] W11-2 Sign shall be 30 in. x 30 in. except on multi-lane approaches where they shall be 36 in. x 36 in. See contract documents for locations where this is applicable.

Signal posts shall be Schedule 80 aluminum with a brushed or spun finish. The aluminum shall conform to 6063-T6 (ASTM B221, B429 or B241). The interior of Signal Posts shall be coated as specified in Underwriters Laboratories UL-6 for enameled conduit, or aluminum conduit conforming to M5.07.1: Electrical Conduit-Rigid Metallic (Type RM), Paragraph C.

Signal bases shall be square, pedestal style with a natural finish. The aluminum shall conform to 356.0-T6 (ASTM B26, B108). Signal Posts Bases shall be fabricated to accept the threads from the Signal Post and locked into place with set screws.

The APS Pushbuttons shall meet or exceed NEMA TS2 specifications for temperature, humidity, mechanical shock, and vibration and MUTCD standards for functionality and dimensions.

The Light Bar shall consist of two rapidly-flashed rectangular-shaped yellow indications, each with an LED-array based pulsing light source facing one or both directions of traffic. The size of

each RRFB indication shall conform to the Construction Standard Details.

The light intensity of the yellow indications during daytime conditions shall meet the minimum specifications for Class 1 yellow peak luminous intensity in the publication "Directional Flashing Optical Warning Devices for Authorized Emergency, Maintenance, and Service Vehicles J595," 2005, Society of Automotive Engineers (SAE). A photocell or equivalent device shall be included to reduce the brilliance of the LED beacons during nighttime conditions.

The enclosure for the Controller and Activation Unit shall be NEMA rated for outdoor use and protection against rain and sleet. The Controller and Activation Unit shall be powered by a DC battery/solar array system.

Communications between multiple RRFB units within the same system shall be via a 900MHz or 2.4 GHz frequency hopping spread spectrum with a minimum range of 200 ft. Multiple channels shall be available to prevent cross-communication between multiple systems located close to each other.

The Controller shall be programmable via an on-board user interface or a no-fee wireless (Wi-Fi, Bluetooth®, etc.) connection and application.

All sign designs shall conform to the MUTCD. The pedestrian warning (MUTCD code W11-2) signs and the diagonal downward arrow (W16-7PL and W16-7PR) signs shall be on Type A substrate, conforming to 828.42: Panels of the MassDOT Standard Specifications. The sign sheeting shall be fluorescent yellow-green, conforming to ASTM D4956 Type IX. An R10-25 sign, conforming to the MUTCD, shall be mounted above the APS Pushbutton on a Type A substrate or may be integral to the button assembly.

The crosswalk lights shall be outdoor rated and provide sufficient lumen output to achieve a minimum average of 20 LUX within crosswalk area with a color temperature between 3,000K and 4,000K. The lighting units shall be housed within an enclosure rated to NEMA 4X and/or IP 66.

The solar panel and battery system may be integrated into a single unit or housed separately, per the manufacturer's design. These may also be co-housed with the Light Bar and/or the Controller and Activation Unit.

The solar panel and battery system shall be sized appropriately to accommodate 300 actuations per day, 365 days a year, for the duration of the repeating flashing sequence, with the crosswalk lights illuminated throughout the entire sequence. The sizing calculations shall be based upon solar and temperature conditions for a typical December-January in Massachusetts. The system shall have a minimum autonomy of 5 days.

Each assembly shall be rated for wind speeds of up to 90 mph.

Any proprietary software required for the programming and/or operation of the system during its lifetime shall be included at no additional cost.

Shop Drawings
Within 30 days from the Notice to Proceed the Contractor shall submit shop drawings for the RRFB system, including cutsheets for all components to show conformance with these specifications. Shop drawings shall include all solar and battery sizing calculations. These calculations shall have Contractor- or manufacturer-supplied, site-specific shading factors applied.

Material Warranties
All RRFB components shall include a minimum 1-year manufacturer's replacement warranty for manufacturing defects starting at the date of acceptance by the municipality. A battery will be considered defective should it not retain 80% of its original capacity within the warranty period.

SYSTEM OPERATION

APS Pushbuttons
APS Pushbuttons shall actuate the RRFB system. Upon actuation, an audible speech message shall be broadcast from each pushbutton in the system that says, "Warning lights are flashing," shall be stated twice. This message shall be repeated upon each actuation. No other messages shall be allowed.

While the system is in dark mode, the APS Pushbuttons shall broadcast a locator tone. The locator tone shall have a duration of 0.15 seconds or less and shall repeat at 1-second intervals at all times that the system is in dark mode. The locator tone shall be set 2 to 5 dBA above ambient sound, shall automatically adjust intensity, but cap at a maximum volume of 100 dBA.

APS Pushbuttons shall have all other vibrotactile and percussive indications disabled.

Light Bar
The Light Bar shall remain dark until actuated.

Upon actuation, all Light Bars in the system shall be activated simultaneously for a predetermined repeating flash sequence. The flashing rate shall be 75 flashing sequences per minute.

The left and right yellow beacons shall operate using the following sequence:

A. The yellow beacon on the left-hand side shall be illuminated for approximately 50 milliseconds.
B. Both yellow beacons shall be dark for approximately 50 milliseconds.
C. The yellow beacon on the right-hand side shall be illuminated for approximately 50 milliseconds.
D. Both yellow beacons shall be dark for approximately 50 milliseconds.
E. The yellow beacon on the left-hand side shall be illuminated for approximately 50 milliseconds.
F. Both yellow beacons shall be dark for approximately 50 milliseconds.
G. The yellow beacon on the right-hand side shall be illuminated for approximately 50 milliseconds.

H. Both yellow beacons shall be dark for approximately 50 milliseconds.
I. Both yellow beacons shall be illuminated for approximately 50 milliseconds.
J. Both yellow beacons shall be dark for approximately 50 milliseconds.
K. Both yellow beacons shall be illuminated for approximately 50 milliseconds.
L. Both yellow beacons shall be dark for approximately 250 milliseconds.

The flash rate of each individual RRFB indication, as applied over the full flashing sequence, shall not be more than 5 flashes per second, to avoid frequencies that might cause seizures.

The sequence shall then be repeated until the duration time has been met and then all yellow beacons shall return to dark mode simultaneously. The duration time shall be per the Plans.

The predetermined repeating flash sequence shall be immediately initiated every time a pushbutton detector is actuated. If the RRFBs are already flashing and an actuation is received, it shall restart the duration time. There shall be no delay time programmed between actuations.

Crosswalk Lighting

The Crosswalk Lighting shall activate simultaneously with the yellow beacons and remain steadily illuminated throughout the full flashing duration. Once the flashing sequence reaches the end of its duration and the yellow beacons return to dark mode, the Crosswalk Lighting shall go dark.

COMPENSATION

Method of Measurement

Payment for RRFB (2-Post Assembly System) with Crosswalk Light will be measured as a single system furnished.

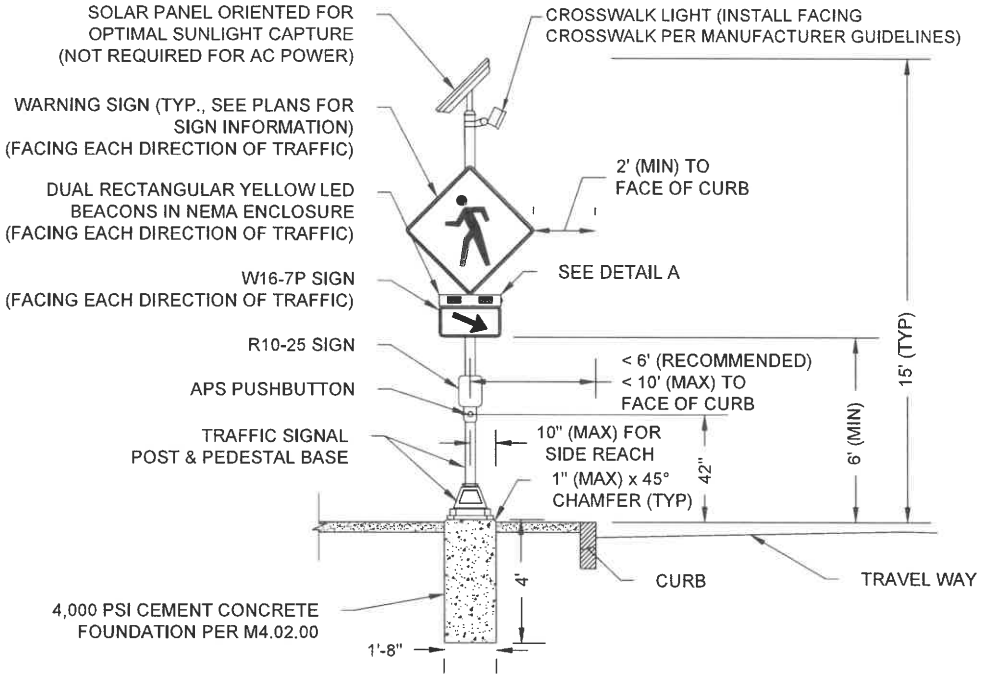
Payment for RRFB (3-Post Assembly System) with Crosswalk Light will be measured as a single system furnished.

Basis of Payment

The work will be paid for at the contract price each. Any additional wiring, mounting equipment, or other materials or labor required to for an operating system per the Plans shall be considered as incidental to the construction and be included in the contract price.

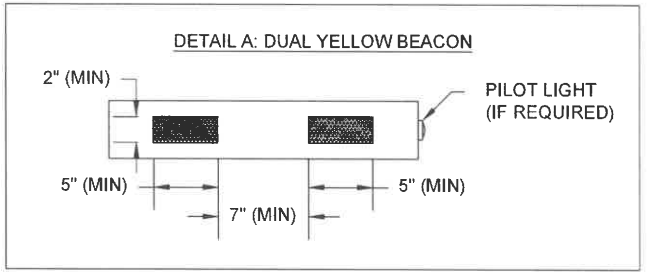
Payment Items

825.21	RRFB (2-Post Assembly System) with Crosswalk Light	Each
825.31	RRFB (3-Post Assembly System) with Crosswalk Light	Each



NOTES:

1. CROSSWALK AND ADA/AAB-COMPLIANT RAMPS NOT SHOWN. SEE PLANS FOR LOCATIONS.
2. APS PUSHBUTTONS SHALL BE POSITIONED TO MEET ALL ADA/AAB REQUIREMENTS.



massDOT Massachusetts Department of Transportation Highway Division

RECTANGULAR RAPID FLASHING BEACON WITH ILLUMINATION ELEVATION VIEW

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1

Division Priority # ____ of ____

Request Prepared By:
Chris (First)
Rembold (Last)

Primary Staff Email
crembold@townofgbma.gov

2nd/Reviewing Staff Email
jaberdale@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Brush Hill Road Culvert

Select Board Strategic Priority

☑ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Proposed project is to replace undersized vulnerable culvert on Brush Hill Road. This project is intended to be 100% grant funded. Plans are fully engineered and permitted, DOT Ch. 85 review completed. A construction grant has been submitted to MassDOT community culvert program for the full construction cost. Partner HVA will seek to pay for construction period engineering cost estimated at $50,450.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

The culvert is significantly undersized to carry the 10-year storm flows, and the narrow and steep nature of the watershed. Coupled with the extreme angle of the stream entrance to the culvert, this all makes the culvert and the road vulnerable to wash out. The current structure has caused the road to overtop during prolonged large storms. This culvert was identified as a priority replacement project in our 2022 Road-Stream Crossing plan because of its vulnerability and lack of habitat connectivity. The culvert is classified as being unsuitable for aquatic passage due to an undersized culvert, a perched outlet and deep scouring. The downstream banks have erosion due to a sharp bend in the stream and the undersized structure which has caused scour within the channel along with erosion on the banks. Furthermore, replacement is critical to maintaining emergency access to area homes and a major summer camp, because just down the road the Brookside Bridge over the Housatonic River is closed and due for replacement.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This project is an important investment in both infrastructure and watershed health. The existing undersized culvert restricts natural stream function, contributes to erosion, and limits aquatic organism passage. Replacing it with a wider, three-sided structure will improve flow capacity, reduce scour and bank instability at the crossing site, and restore a more natural channel and streambed—enhancing flood resilience while supporting habitat connectivity.

The proposed culvert is a three-sided concrete frame with a 19’-0” clear span hydraulic opening and concrete modular block wingwalls. The structure will be 27’-3” in length. The structure is sized to accommodate increased streamflows to adapt to extreme precipitation driven by climate change. The 10-year discharge was calculated at 500 cfs, and analysis of the existing pipes indicates a capacity of 121 cfs. This would indicate a limited capacity to convey any storm above a 2- year event and would create roadway overtopping at extreme events above 10-years. The proposed structure has a capacity has the capacity to pass storm flows without road overtopping. The measured bankfull width of the stream is approximately 16 feet, and this proposal meets the requirement 1.2x requirement by providing a 19-foot-wide clear opening.

Replacement of this culvert is paramount to the health and safety of the area, which includes numerous residents and regionally significant employer, which is the Eisner Camp, a camp for many hundreds of children which operates many months of the year. The road is the only emergency access in this area, and connects to the neighboring communities of Sheffield and New Marlborough. If this structure were to fail or the road get washed out, the best available detour is roughly 10.5 miles, southerly on country roads into the Town of Sheffield and then north again on Route 7 to the place of beginning. Currently, the Brookside Bridge over the Housatonic River is closed to all traffic, including emergency response (police, fire, ambulance) to the summer camp. Access to the area is via East Sheffield Road or Brush Hill Road. However, East Sheffield Road which parallels the River is very narrow, winding, and at parts is one-lane because portions are in danger of collapsing in the River. This means Brush Hill Road from the east is the only standard road to access the area, and it is endangered by the undersized culvert which is the subject of this grant application. This culvert replacement project, when coupled with a temporary Brookside Bridge replacement (by the Town) and in the future a permanent Brookside Bridge replacement (by MassDOT), represents is a long term solution for at least the next 50-75 years, ensuring continued access to and through the area.

The area construction plan is as follows: (1.) construct a temporary replacement Brookside Road bridge (in design, as MassDOT is aware, and at the Town’s expense) to reopen the river crossing and allow for access including emergency access; (2.) when the temporary bridge is opened in late 2026/early 2027, close Brush Hill Road and replace the culvert during calendar 2027 - the subject of this grant application; (3.) reopen Brush Hill Road, so that when MassDOT is ready to replace the Brookside Road bridge in 20230 there will be adequate emergency access to the area via Brush Hill Road. In summary this grant application is timely and critical because having the culvert replaced after the temporary bridge is in place is critical to the area’s emergency response plan and safety of the area including the Camp. This vulnerable culvert must be replaced and the road must be reopened by the time the permanent bridge replacement is begun in 2030.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

If not funded and if culvert fails, when the Brookside Bridge is shut down for replacement, there will be only one access into this neighborhood for the camp, residents, or emergency vehicles.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$777,500.00

Total Cost: $777,500.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Construction estimate incl 10% continengy per attached detail		$777,500.00

Total Cost: $777,500.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

Yes

Funding Offset - Proposed Existing Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed Existing Source	Line Item Account #	Offset Amount

Total Existing: $0.00

Funding Offset - Proposed New Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed New Source	Describe	Offset Amount
Community Culvert Grant		$777,500.00

Total New:: $777,500.00

Total Proposed Offset
$777,500.00

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
Brush Hill culvert Great Barriongton G11023 Const. Cost Estimate.pdf

constr phase engineering estimate.pdf

Quotes and Specifications
Brush Hill culvert plans.pdf

Pictures, Site Plans, Other Visuals
map location.jpg

upstream.jpg

downstream.jpg

perched culvert outlet.jpg

culvert inlet south side of road.bmp

Other Backup Material for Justification

Massachusetts Department of Transporation
Highway Division
Bridge Section

November 2024

Town:	Great Barrington			Class:	HL-93
Station:	10+30	Road:	Brush Hill Road	Over:	Brookside Pond Tributary
Type:	Three-Sided Frame	Roadway:	24'-0"	Sidewalks:	
Spans:	1	Length:	19'-0"	Vertical Cl.:	5'-7 1/4"

	ITEM	QUANTITY	UNITS	DESCRIPTION	UNIT PRICE	AMOUNT
*	115.11	1	LS	DEMOLITION OF BRUSH HILL ROAD CULVERT	$ 20,000.00	$ 20,000.00
*	140.	1585	CY	BRIDGE EXCAVATION	$ 50.00	$ 79,250.00
	143.	170	CY	CHANNEL EXCAVATION	$ 150.00	$ 25,500.00
*	151.	150	CY	GRAVEL BORROW	$ 50.00	$ 7,500.00
*	151.2	685	CY	GRAVEL BORROW FOR BACKFILLING STRUCTURES AND PIPES	$ 50.00	$ 34,250.00
*	156.1	255	TON	CRUSHED STONE FOR BRIDGE FOUNDATIONS	$ 120.00	$ 30,600.00
	170.	165	SY	FINE GRADING AND COMPACTING - SUBGRADE AREA	$ 7.00	$ 1,155.00
	452.	16	GAL	ASPHALT EMULSION FOR TACK COAT	$ 15.00	$ 240.00
*	460.23	20	TON	SUPERPAVE SURFACE COURSE - 12.5 (SSC - 12.5)	$ 250.00	$ 5,000.00
*	460.31	32	TON	SUPERPAVE INTERMEDIATE COURSE - 12.5 (SIC - 12.5)	$ 250.00	$ 8,000.00
	620.12	50	FT	GUARDRAIL, TL-2 (SINGLE FACED)	$ 42.00	$ 2,100.00
	620.131	50	FT	GUARDRAIL, DEEP POST (SINGLE FACED)	$ 60.00	$ 3,000.00
	627.1	4	EA	TRAILING ANCHORAGE	$ 2,645.00	$ 10,580.00
	630.1	85	FT	HIGHWAY GUARD REMOVED AND STACKED	$ 10.00	$ 850.00
*	657.	450	FT	TEMPORARY FENCE	$ 28.00	$ 12,600.00
*	698.3	440	SY	GEOTEXTILE FABRIC FOR SEPARATION	$ 6.00	$ 2,640.00
*	751.7	200	SY	COMPOST BLANKET	$ 20.00	$ 4,000.00
	765.	200	SY	SEEDING	$ 4.00	$ 800.00
*	767.121	240	FT	SEDIMENT CONTROL BARRIER	$ 8.00	$ 1,920.00
	769.	190	FT	PAVEMENT MILLING MULCH UNDER GUARD RAIL	$ 12.50	$ 2,375.00
	852.	193	SF	SAFETY SIGNING FOR TRAFFIC MANAGEMENT	$ 30.00	$ 5,790.00
	853.1	8	EA	PORTABLE BREAKAWAY BARRICADE TYPE III	$ 200.00	$ 1,600.00
	853.2	50	FT	TEMPORARY BARRIER (TL-2)	$ 58.00	$ 2,900.00
	859.	720	DAY	REFLECTORIZED DRUM	$ 2.00	$ 1,440.00
	983.1	160	TON	RIPRAP	$ 100.00	$ 16,000.00
*	983.4	27	TON	STEP ROCK STRUCTURE	$ 150.00	$ 4,050.00
*	983.6	100	CY	STREAM RESTORATION	$ 250.00	$ 25,000.00
*	991.1	1	LS	CONTROL OF WATER - STRUCTURE NO. G-11-0XX	$ 10,000.00	$ 10,000.00
*	995.01	1	LS	BRIDGE STRUCTURE, BRIDGE NO. G-11-0XX	$ 292,625.00	$ 292,625.00
*	996.51	630	SF	PREFABRICATED MODULAR GRAVITY RETAINING WALL	$ 100.00	$ 63,000.00
				CONSTRUCTION COST	**$**	**674,765.00**
	999.001	1	LS	TRAFFIC POLICE ALLOWANCE	**$**	**2,000.00**
*	999.300	1	LS	MATERIALS INSEPCTION, SAMPLING & TESTING SERVICES	**$**	**10,000.00**
*	999.800	1	LS	ADDITIONAL MATERIALS	**$**	**10,000.00**
*	999.801	1	LS	ADDITIONAL ARTISANS	**$**	**10,000.00**
				TOTAL CONSTRUCTION COST	**$**	**706,765.00**

* Denotes Items with Special Provision Required

TOWN OF GREAT BARRINGTON

BRUSH HILL ROAD OVER
BROOKSIDE POND TRIBUTARY
CULVERT REPLACEMENT

IN THE TOWN OF

GREAT BARRINGTON, MA
BERKSHIRE COUNTY

ENVIRONMENTAL PERMIT PLANS

SURVEY NOTES:

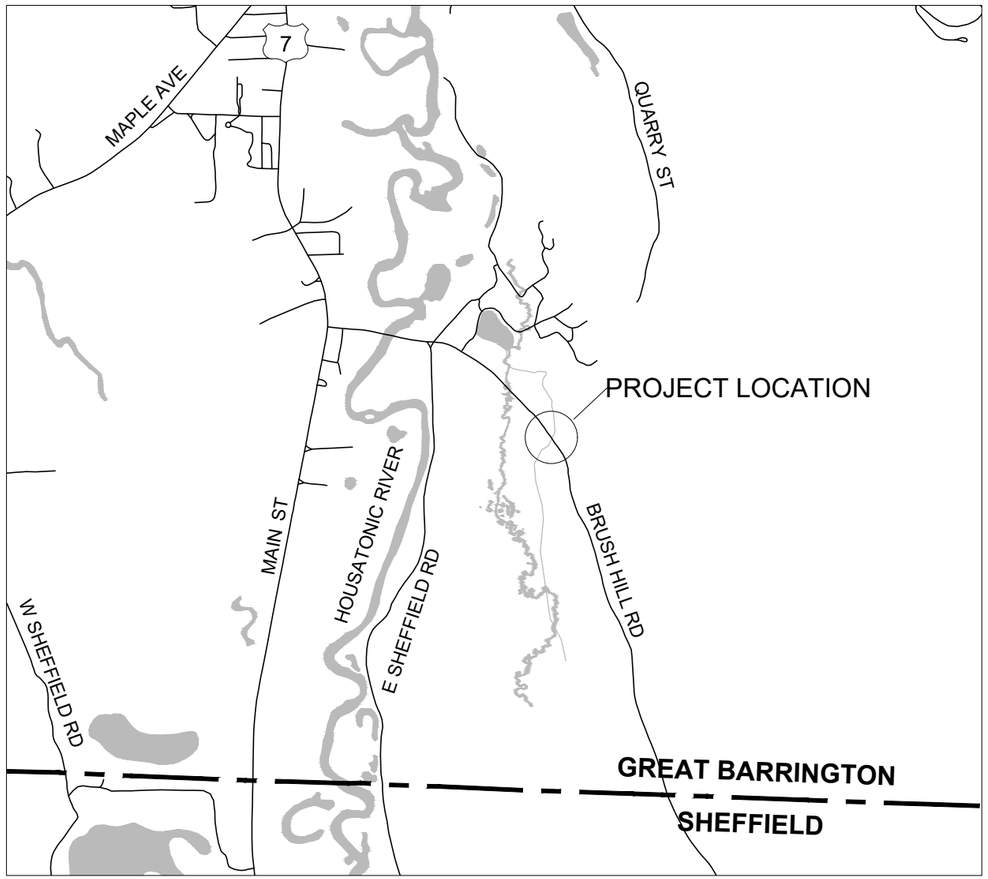
1. COORDINATES IN U.S. SURVEY FEET, ARE REFERENCED TO THE MASSACHUSETTS COORDINATE SYSTEM, MAINLAND ZONE, REFERENCED TO THE NORTH AMERICAN DATUM OF 1983

2. ELEVATIONS, IN U.S. SURVEY FEET, ARE REFERENCED TO A LOCAL DATUM

3. BENCHMARK:
   BM#1 - NAIL AT BASE OF UTILITY POLE
   N: -1664231.8662
   E: 2371800.2765
   EL. 98.66

RESOURCE IMPACTS:

BANKS (PERM ALTERATION) = 432 LF
BANKS (TEMP ALTERATION) = 136 LF
BANKS (REPLACEMENT) = 262 LF
BVW & WOTUS (PERM ALTERATION) = 755 SF
LUWW & WOTUS (PERM ALTERATION) = 2710 SF
LUWW & WOTUS (REPLACEMENT) = 1348 SF
LUWW & WOTUS DREDGED = 1703 SF, 64 CY
MATERIAL DISCHARGED (PERM) = 2710 SF
BLSF (PERM ALTERATION) = 699 SF
RFA (100') = 4167 SF



N

0 2000 4000 6000 8000

SCALE: 1" = 2000'

LIST OF RESOURCE ABBREVIATIONS

WF = WETLAND FLAG
BVW = BORDERING VEGETATED WETLAND
OHW = ORDINARY HIGH WATER
RFA = RIVERFRONT AREA
LUWW = LAND UNDER WATERWAYS AND WATERBODIES
BLSF = BORDERING LAND SUBJECT TO FLOODING
WOTUS = WATERS OF THE U.S.

SHEET LIST TABLE

SHEET NO.	SHEET TITLE
1	TITLE SHEET
2	EXISTING CONDITIONS PLAN
3	PROPOSED CONDITIONS PLAN
4	STREAM PROFILE
5	EXISTING AND PROPOSED LONGITUDINAL SECTIONS
6	ENVIRONMENTAL IMPACT PLAN
7	DEMOLITION & CONTROL OF WATER PLAN
8	BACKFILL PLAN

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

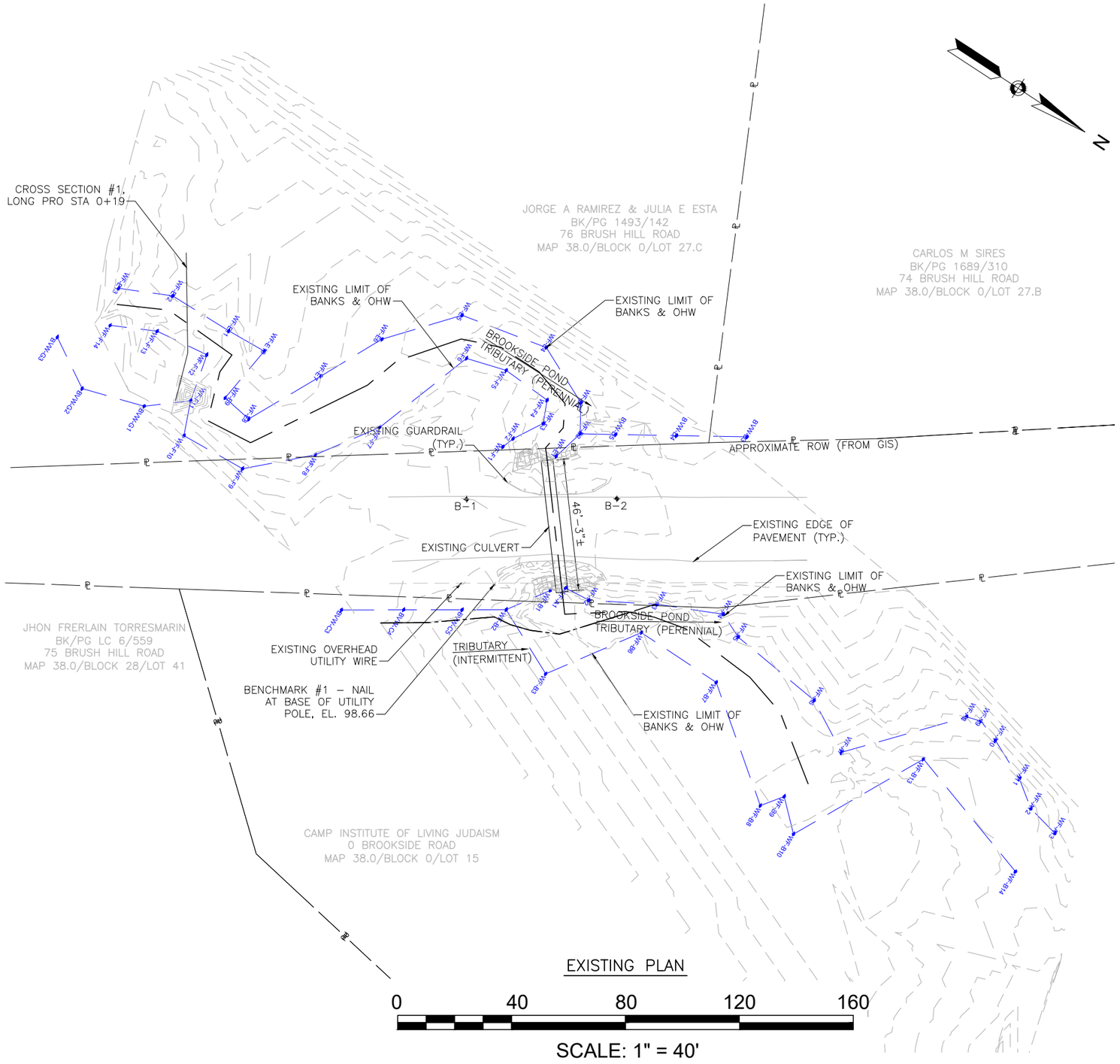
CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

TITLE SHEET

SHEET 1 OF 8

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

BRUSH HILL_PERMIT PLANS (TITLE SHEET).dwg Plotted on 31-May-2024 2:04 PM



DATUM
NAD 83

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

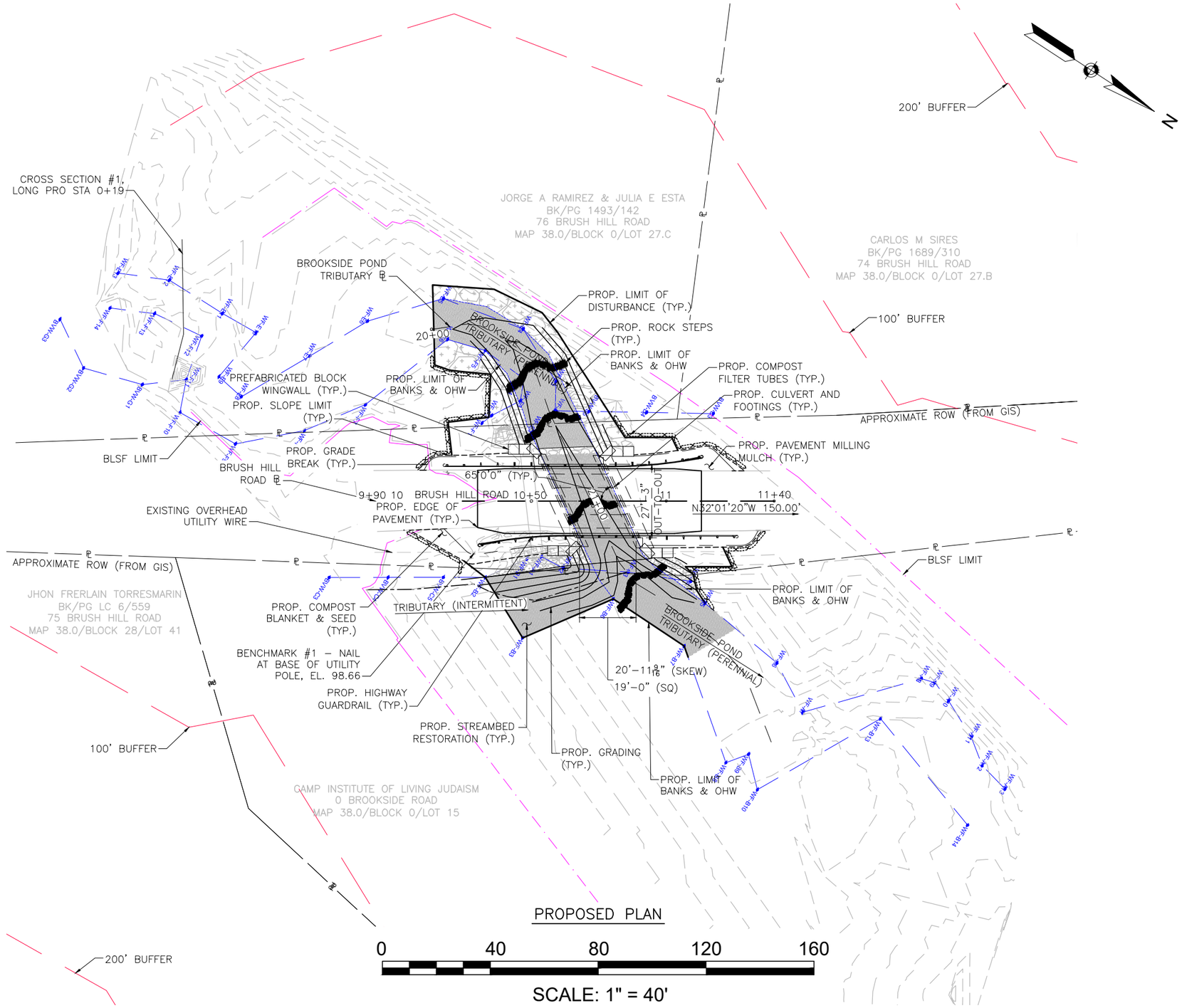
CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

EXISTING PLAN

SHEET 2 OF 8

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

BRUSH HILL_PERMIT PLANS (2,3,5 PLANS).dwg Plotted on 31-May-2024 1:53 PM



PROPOSED PLAN

0 40 80 120 160

SCALE: 1" = 40'

DATUM
NAD 83

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

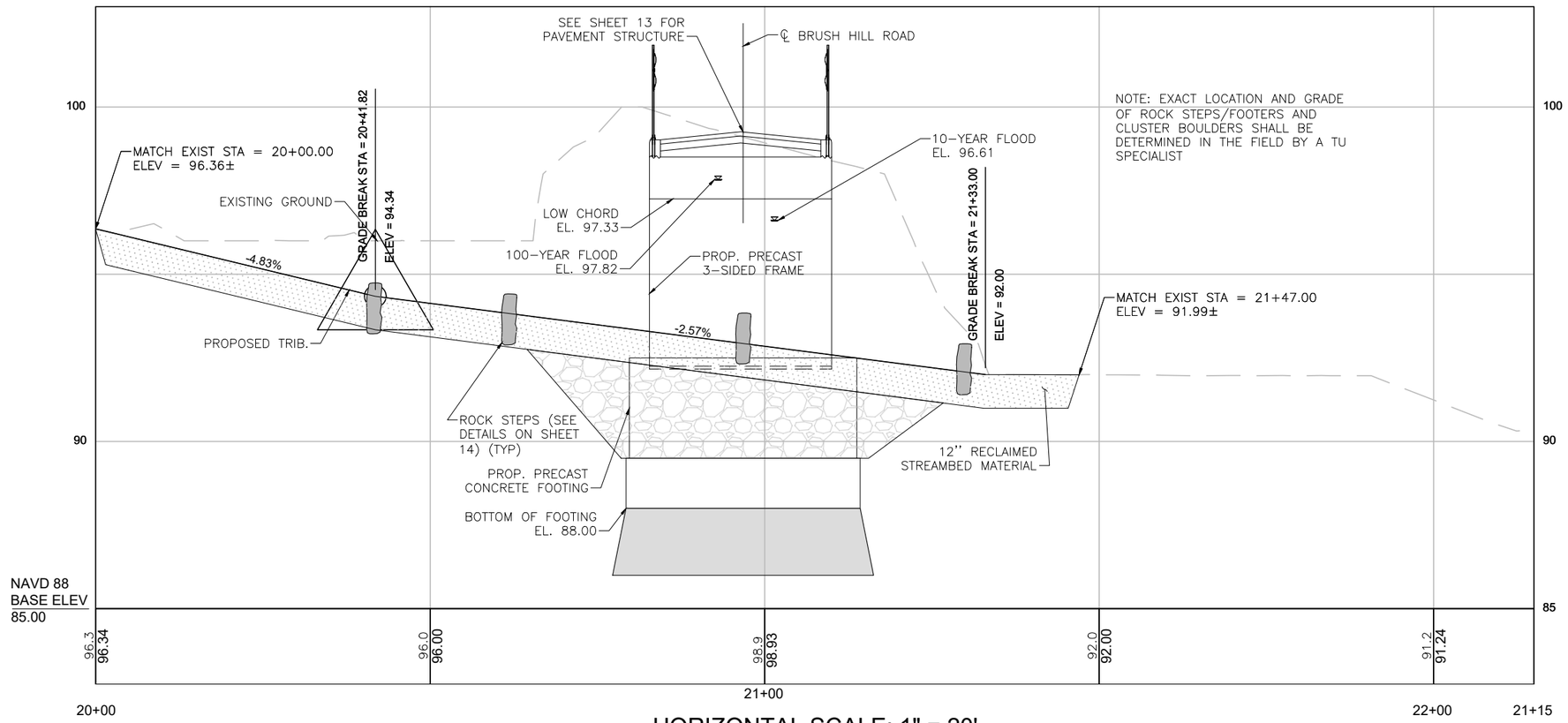
CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

PROPOSED PLAN

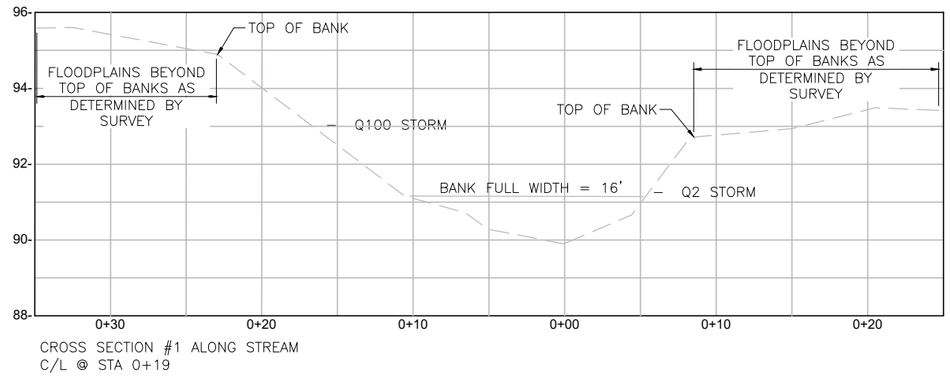
SHEET 3 OF 8

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

BRUSH HILL_PERMIT PLANS (2,3,5 PLANS).dwg Plotted on 31-May-2024 1:53 PM



HORIZONTAL SCALE: 1" = 20'
VERTICAL SCALE: 1" = 4'



CROSS SECTION #1 ALONG STREAM
C/L @ STA 0+19

HORIZONTAL SCALE: 1" = 10'
VERTICAL SCALE: 1" = 4'

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

STREAM PROFILE

SHEET 4 OF 8

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

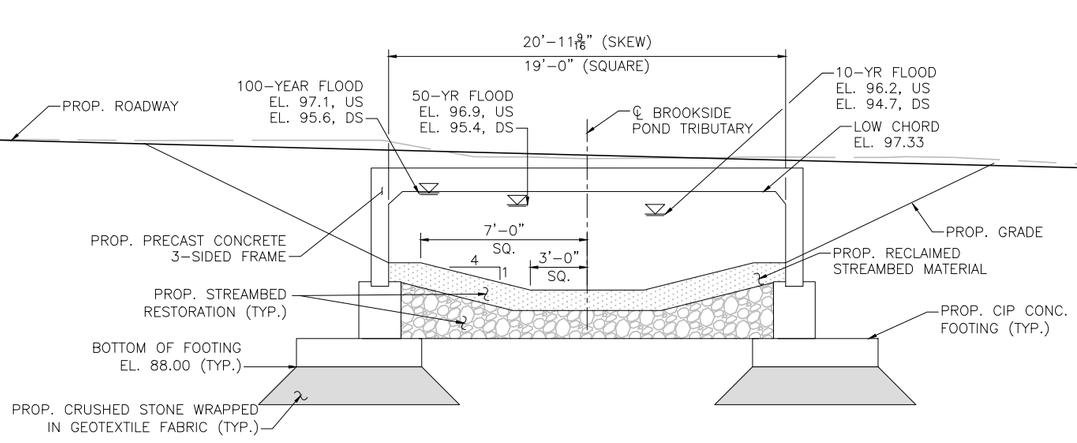
BRUSH HILL_PERMIT PLANS (2,3,5 PLANS).dwg Plotted on 31-May-2024 2:04 PM



EXISTING LONGITUDINAL SECTION

0 8 16 24 32

SCALE: 1" = 8'



PROPOSED LONGITUDINAL SECTION

0 8 16 24 32

SCALE: 1" = 8'

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

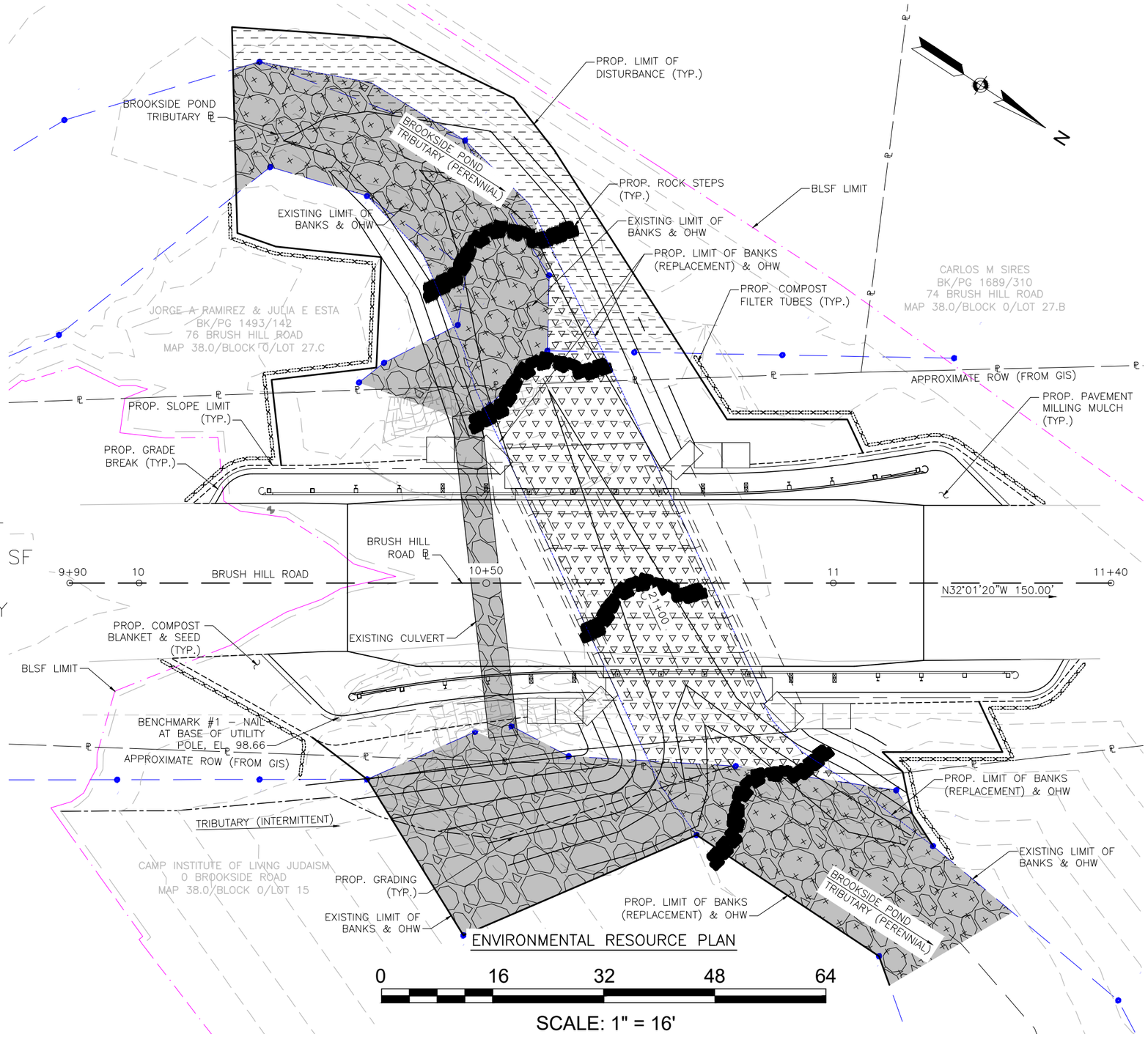
EXISTING & PROPOSED LONGITUDINAL SECTIONS

SHEET 5 OF 8

BRUSH HILL_PERMIT PLANS (LONG. SECTIONS).dwg Plotted on 31-May-2024 1:54 PM

LEGEND:

- BANKS (PERM ALTERATION) = 432 LF
- BANKS (TEMP ALTERATION) = 136 LF (SEE SHEET 6)
- BANKS (REPLACEMENT) = 262 LF
- BVW & WOTUS (PERM ALTERATION) = 755 SF
- LUWW & WOTUS (PERM ALTERATION) = 2710 SF
- LUWW & WOTUS (REPLACEMENT) = 1348 SF
- LUWW & WOTUS DREDGED = 1703 SF, 64 CY
- MATERIAL DISCHARGED (PERM) = 2710 SF
- BLSF (PERM ALTERATION) = 699 SF
- RFA (100') = 4167 SF



ENVIRONMENTAL RESOURCE PLAN

SCALE: 1" = 16'

DATUM
NAD 83

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

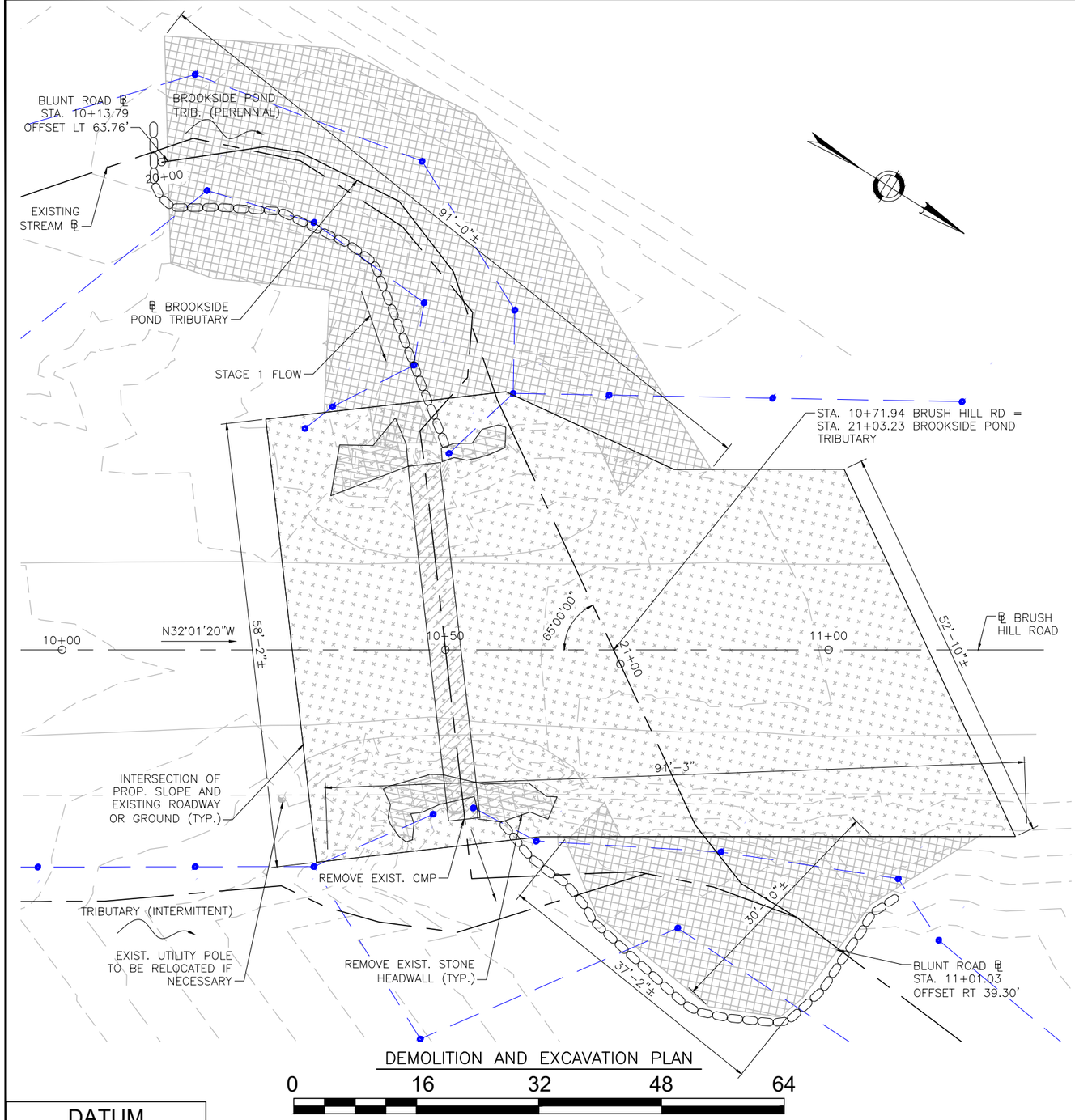
CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

ENVIRONMENTAL IMPACT PLAN

SHEET 6 OF 8

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

BRUSH HILL_PERMIT PLANS (2,3,5 PLANS).dwg Plotted on 31-May-2024 1:54 PM

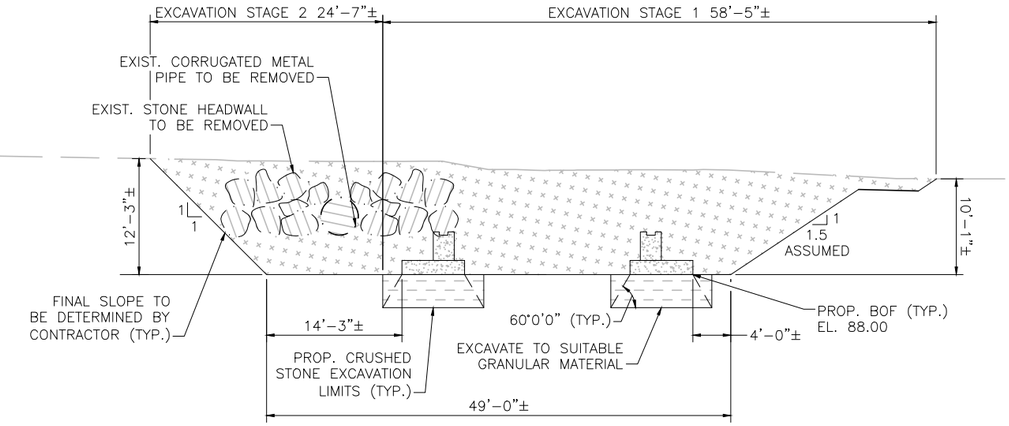


DEMOLITION AND EXCAVATION PLAN

0 16 32 48 64

SCALE: 1" = 16'

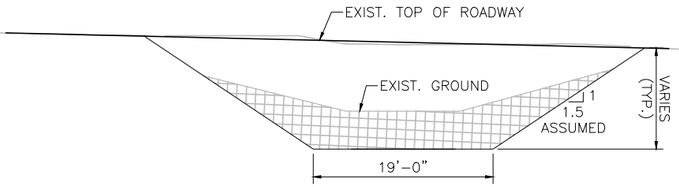
DATUM
NAD 83



DEMOLITION AND EXCAVATION SECTION – AT BRIDGE

0 16 32 48 64

SCALE: 1" = 16'



DEMOLITION AND EXCAVATION SECTION – AT STREAM APPROACH

0 16 32 48 64

SCALE: 1" = 16'

LEGEND:

- DENOTES CULVERT TO BE DEMOLISHED
- DENOTES RELOCATION AND EXCAVATION FOR STREAMBED RESTORATION
- DENOTES BRIDGE EXCAVATION LIMITS
- DENOTES LIMITS OF EXCAVATION FOR CRUSHED STONE FOR BRIDGE FOUNDATIONS WRAPPED IN GEOTEXTILE FABRIC FOR EROSION
- DENOTES SANDBAG OR OTHER TEMPORARY WATER DIVERSION STRUCTURE

SEQUENCE OF CONSTRUCTION:

1. INSTALL COMPOST FILTER TUBES AROUND PERIMETER OF WORK ZONE.
2. ROAD CLOSED TO TRAFFIC.
3. EXCAVATE TO STAGE 1 BRIDGE EXCAVATION LIMITS.
4. INSTALL FRAME FOUNDATION, 3–SIDED FRAME AND WINGWALLS. BACKFILL TO BACKFILL STAGE 1 LIMITS.
5. PERFORM PROPOSED STREAM BED RESTORATION.
6. RELOCATE STREAM TO PROPOSED STREAM LIMITS.
7. EXCAVATE TO STAGE 2 EXCAVATION LIMITS AND REMOVE EXISTING CULVERT.
8. BACKFILL TO STAGE 2 BACKFILL LIMITS.
9. RECONSTRUCT ADJACENT BANKS. STABILIZE BANKS WITH RIP–RAP AS NECESSARY. LOAM SEED SHALL BE ADDED TO THE BANK OUTSIDE OF ORDINARY HIGH WATER (OHW) AND TO THE ADJACENT EMBANKMENTS. SEE SHEET 14 OF THE CONSTRUCTION DRAWINGS FOR STREAMBED RESTORATION DETAILS.

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

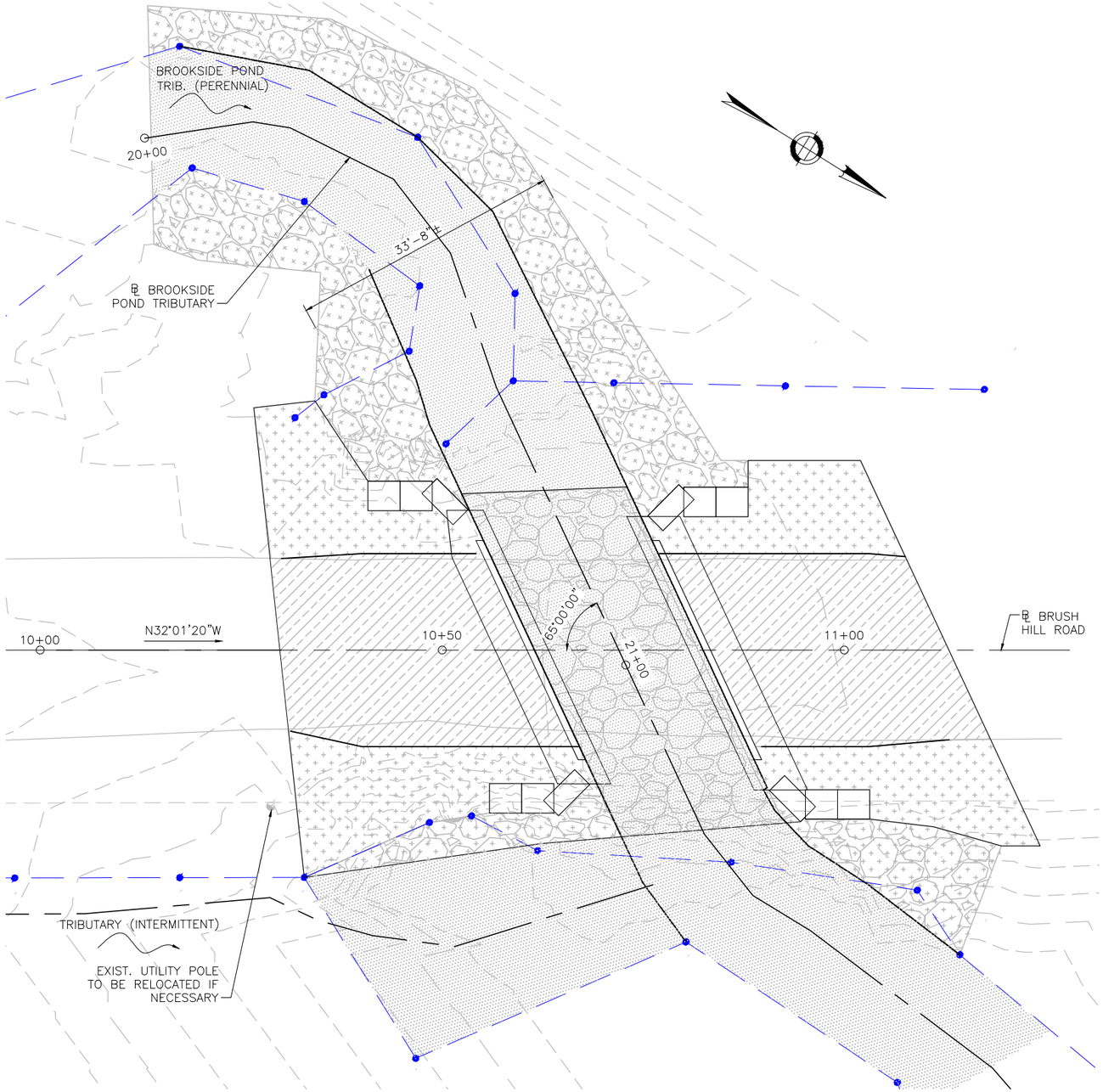
CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

DEMOLITION & CONTROL OF WATER PLAN

SHEET 7 OF 8

BRUSH HILL_PERMIT PLANS (DEMO & CONTROL OF WATER).dwg Plotted on 31-May-2024 1:54 PM

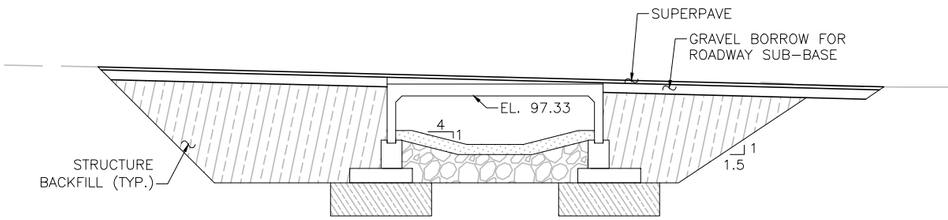


BACKFILL PLAN

0 16 32 48 64

SCALE: 1" = 16'

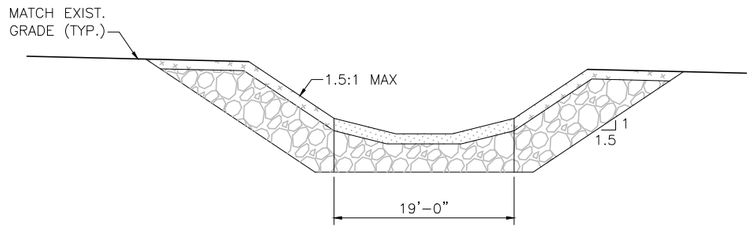
DATUM
NAD 83



BACKFILL SECTION – AT BRIDGE

0 16 32 48 64

SCALE: 1" = 16'



PROPOSED STREAM SECTION

0 16 32 48 64

SCALE: 1" = 16'

LEGEND:

- DENOTES SEED & 12"± LOAM
- DENOTES SEED & 12"± LOAM OVER 2'-0" RIP-RAP (M2.02.2) WITH GRAVEL PACKED VOIDS
- DENOTES 12"± RECLAIMED STREAMBED MATERIAL
- DENOTES GRAVEL BORROW (M1.04.0 TYPE C)
- DENOTES 12"± STREAMBED RESTORATION MATERIAL CONSISTING OF A WELL GRADED MIX (COMPACTED AND CONSOLIDATED) CONSISTING OF RECLAIMED STREAMBED MATERIAL OVER COBBLES (6"-12"ø) AND RIP-RAP (M2.02.0)
- DENOTES 12" ±RIP-RAP (M2.02.00) UNDERLAIN WITH WITH 12" MIN. GRAVEL BORROW (M1.03.0 TYPE A) OVER GEOTEXTILE FABRIC (M9.50.0)
- DENOTES LIMITS OF CRUSHED STONE FOR BRIDGE FOUNDATIONS WRAPPED IN GEOTEXTILE FABRIC

STEAMBED RESTORATION NOTES:

1. SEE SHEET 12 OF THE CONSTRUCTION DRAWINGS FOR PLACEMENT OF ROCK STEPS AND SHEET 14 OF THE CONSTRUCTION DRAWINGS FOR DETAILS.
2. SEE BOULDER CLUSTER DETAILS ON SHEET 14 OF THE CONSTRUCTION DRAWINGS FOR PLACING ADDITIONAL BOULDERS WITHIN STREAM CHANNEL.

GILL ENGINEERING

CULVERT REPLACEMENT
TOWN OF GREAT BARRINGTON

CULVERT REPLACEMENT FOR GREAT BARRINGTON
BRUSH HILL ROAD OVER BROOKSIDE POND TRIB.

Gill Engineering Associates, Inc. 63 Kendrick Street Needham, MA 02494 781-355-7100 www.gill-eng.com

BACKFILL PLAN

SHEET 8 OF 8

BRUSH HILL_PERMIT PLANS (DEMO & CONTROL OF WATER).dwg Plotted on 31-May-2024 1:54 PM

Gill Engineering Associates, Inc.
63 Kendrick Street
Needham, MA 02494
www.gill-eng.com
781-355-7100

December 12, 2024

Christopher Rembold, AICP
Assistant Town Manager
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230
Attn: Select Board

Re: Fee Proposal for Engineering Services
Brush Hill Road Culvert Replacement
Brush Hill Road over Brookside Pond Tributary
Bid, Construction, and Part-Time Site Observation

Dear Mr. Rembold,

Gill Engineering Associates, Inc. (Gill) is pleased to submit this engineering services proposal for bid, construction, and part-time site observation work during the replacement of Brush Hill Road over Brookside Pond Tributary in Great Barrington.

Project Description and Understanding

The design of Brush Hill Road Culvert replacement was completed by Gill Engineering and currently under Chapter 85 review at MassDOT. This proposal assumes a 9-month project duration from the start of the bid phase to the completion of construction.

Bid and Construction Phase Services

Gill will assist the Town in responding to bidder's inquiries and provide necessary addenda. Gill will review the apparent low bid, perform a bid analysis, and recommend the Town on the award of the contract.

Gill will perform the following construction phase services:

- Attend Pre-Construction Conference
- Provide Guidance to Town During Construction
- Review Contractor Design Calculations
- Review Shop Drawings
- Review Construction Procedures
- Respond to Contractor RFI's
- Review Contractor Change Orders
- Review Contractor Pay Requisitions
- Periodic and Final Site Inspections (approximately 3 total)
- Prepare Closeout Letter

Part-Time Site Observation Services

Gill will observe the ongoing construction work for compliance with contract documents. We will maintain marked-up record drawings of the work in progress, noting actual construction that deviates from contract documents.

Gill expects to be present on site for the following tasks:

DESCRIPTION	DURATION DAYS
Control of Water System Installation	2
Bridge Excavation	3
Existing Culvert Removal	1
New Bridge Preparation	3
Precast Footings Installation	1
Precast Frame Installation	2
Precast Wingwalls Installation	1
Grout Joints & Damproofing	1
Frame & Wingwalls Backfill	3
Streambed Materials Installation	3
Control of Water System Removal	1
Punch List Review	1

A day on site is typically 4 hours.

Deliverables

Gill Engineering will make the following submissions. All submissions will be in electronic format only.

Bid and Construction Deliverables:

1. Bid Analysis
2. Reviewed Construction Procedures, Design Calculations, and Shop Drawings. Precast Shop Drawings and Design Calculations to be submitted to MassDOT for Chapter 85 Approval.
3. Close Out Letter

Cost Proposal

The estimated cost to complete the scope of work described above is $50,450, which will be billed in accordance with the hourly rates in the cost proposal and the actual cost of expenses incurred. We will invoice for our services on a monthly basis. The estimated labor hours and direct costs for the project are provided in Exhibit B.

Gill will not exceed the estimated fee indicated above, nor will Gill be expected to perform services once this amount has been expended. Additional services, if required, will be provided under supplemental agreement.

This proposal is valid for six (6) months.

Authorization

We look forward to working with you on this important project. In the meantime, please feel free to contact me at (781) 355-7100 with any questions you may have.

Sincerely,
Gill Engineering Associates, Inc.



Joseph P. Gill, PE
President

Exhibits:
Exhibit A – Terms and Conditions
Exhibit B – Cost Proposal

AGREED AND ACCEPTED*
Town of Great Barrington

Signature Authorized Representative Date

*Signature constitutes acceptance of attached Terms and Conditions.

EXHIBIT A
TERMS AND CONDITIONS

TERMS AND CONDITIONS

1. AUTHORIZATION TO PROCEED. Signing this Agreement shall be construed as authorization by CLIENT for Gill to proceed with the Services, unless otherwise provided for in this Agreement.

2. COST ESTIMATES. Any cost estimates provided by Gill will be on a basis of experience and judgment. Since Gill has no control over market conditions or bidding procedures, Gill does not warrant that bids or ultimate construction costs will not vary from these cost estimates.

3. PROFESSIONAL STANDARDS. Gill shall be responsible to the level of competency presently maintained by other practicing professionals in the same type of work in CLIENT's community, for the professional and technical soundness, accuracy, and adequacy of all design, drawings, specifications, and other work and materials furnished under this Agreement. If after completion of the Services the CLIENT can demonstrate that the Services hereunder fail to conform to such standards, Gill will reperform the deficient Services at no cost to the CLIENT, and Gill shall have no liability for repair or replacement, construction rework or other costs. Gill makes no warranty, expressed or implied.

4. ADDITIONAL SERVICES. Services in addition to those specified in the Scope of Services will be provided by Gill if authorized in writing or otherwise confirmed by CLIENT. Additional services will be paid for by CLIENT as indicated in any Letter of Proposal, Task Authorization, or such other document as deemed appropriate by CLIENT and Gill. In the absence of an express agreement about compensation, Gill shall be entitled to an equitable adjustment to its compensation for performing such additional services.

5. LIMITATION OF LIABILITY. Excluding Gill's liability for bodily injury or damage to the property of third parties, the total aggregate liability of Gill arising out of the performance or breach of this Agreement shall not exceed the insurance coverage maintained by Gill under item 11, Insurance, of this Agreement.

6. CONSEQUENTIAL DAMAGES. Both Client and Gill waive all contingent, consequential, or other indirect damages including, without limitation, damages for loss of use, revenue or profit; operating costs and facility downtime, however the same may be caused. The limitations and exclusions of liability set forth in this Article shall apply regardless of the fault, breach of contract, tort (including negligence), strict liability or otherwise of Consultant, its employees, or subconsultants.

7. DISPUTE RESOLUTION. The parties agree to negotiate all disputes between them arising out of this Agreement in good faith for a period of 30 days. Should the parties fail to reach agreement through negotiation, the dispute shall be mediated by the parties within a reasonable time after the first request for mediation, prior to either party filing a suit in a court of law, provided, however, that neither party shall be obligated to mediate prior to requesting injunctive relief.

8. PAYMENT TERMS. Monthly invoices will be issued by Gill for all Services rendered under the terms of this Agreement. Invoices are due and payable net 15 calendar days.

9. TERMINATION FOR NON-PAYMENT OF FEES. Without limiting any other remedy that may be available, Gill may terminate this Agreement by giving written notice if any Gill invoice remains unpaid for more than 30 days. Gill's right to terminate this Agreement shall not be waived by Gill's continued performance during any period of investigation by Gill to determine the reasons for CLIENT'S nonpayment.

10. CONSTRUCTION PHASE SERVICES. If this Agreement includes the furnishing of any Services during the construction phase of the project, the following terms will apply: (a) If Gill is called upon to observe the work of CLIENT's construction contractor(s) for the detection of defects or deficiencies in such work, Gill will not bear any responsibility or liability for such defects or deficiencies or for the failure to so detect. Gill shall not make inspections or reviews of the safety programs or procedures of the construction contractor(s), and shall not review their work for the purpose of ensuring their compliance with safety standards. (b) If Gill is called upon to review submittals from construction contractors, Gill shall review and approve or take other appropriate action upon construction contractor(s)' submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents. Gill's action shall be taken with such reasonable promptness as to cause no delay in the work while allowing sufficient time in Gill's professional judgment to permit adequate review. Review of such submittals will not be conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities. (c) Gill shall not assume any responsibility or liability for performance of the construction services, or for the safety of persons and property during construction, or for compliance with federal, state and local statutes, rules, regulations and codes applicable to the conduct of the construction services. Gill shall have no influence over the construction means, methods, techniques, sequences or procedures. Construction safety shall remain the sole responsibility of the construction contractor(s).

11. INSURANCE. Gill will obtain and maintain, at its own expense, the following insurance coverage:

- Worker's compensation and employer's liability insurance as required by the jurisdiction(s) in which Services are to be performed;
- Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, non-owned, or hired vehicles, with $1,000,000 combined single limits;
- Commercial general liability insurance covering claims for injuries to members of the public at large or damage to property of others arising out of any act or omission of Gill or of any of its employees, agents, or Subcontractors, with $1,000,000 combined single limits;
- Professional liability insurance of $1,000,000

12. SEVERABILITY. In case any one or more of the provisions contained in this Agreement shall be held illegal, the enforceability of the remaining provisions contained herein shall not be impaired thereby.

13. FORCE MAJEURE. Any delays in or failure of performance by Gill shall not constitute breach hereunder if and to the extent such delays or failures of performance are caused by occurrences beyond the reasonable control of Gill. In the event that any event of force majeure as herein defined occurs, Gill shall be entitled to a reasonable extension of time for performance of its Services under this Agreement.

14. OWNERSHIP OF DOCUMENTS. All Documents are instruments of service in respect to this Project, and Gill shall retain an ownership and property interest therein (including the copyright and the right of reuse at Gill's discretion). Gill shall have no liability for any claim, liability or cost arising out of any unauthorized reuse or modification of the Documents without the written authorization of Gill.

EXHIBIT B
COST PROPOSAL

Exhibit B: Cost Proposal

Brush Hill Road Culvert Replacement
Brush Hill Road over Brookside Pond Tributary
Bid, Construction, and Part-Time Site Observation

LABOR COST BREAKDOWN	**Labor-Hours**						
Task Description	**Principal** *$260.00*	**Sr. Proj. Manager** *$247.00*	**Resident Engineer** *$104.00*	**Office Engineer** *$130.00*	**Assistant Engineer** *$117.00*	**Total Hours**	**Total Labor Cost**
Bid Phase Services							
Review & Respond to Contractor Inquiries		8				8	$ 1,976
Addenda Preparation		8				8	$ 1,976
Review Bids & Provide Town Recommendation		8				8	$ 1,976
Construction Phase Services							
Attend Pre-Construction Conference		8	4	8		20	$ 3,432
Provide Guidance to Town During Construction		12				12	$ 2,964
Review Contractor Design Calculations		2		24		26	$ 3,614
Review Shop Drawings		6		16		22	$ 3,562
Review Construction Procedures		6		14		20	$ 3,302
Respond to Contractor RFI's		6		10		16	$ 2,782
Review Contractor Change Orders		6				6	$ 1,482
Review Contractor Pay Requisitions		6	2			8	$ 1,690
Periodic and Final Site Inspections (3 total)		24		24		48	$ 9,048
Prepare Closeout Letter		2				2	$ 494
					Subtotal Office Engineering Labor Costs		$ 38,298
Part Time Site Observation							
Control of Water System Installation			8			8	$ 832
Bridge Excavation			12			12	$ 1,248
Existing Culvert Removal			4			4	$ 416
New Bridge Preparation			12			12	$ 1,248
Precast Footings Installation			4			4	$ 416
Precast Frame Installation			8			8	$ 832
Precast Wingwalls Installation			4			4	$ 416
Grout Joints & Damproofing			4			4	$ 416
Frame & Wingwalls Backfill			12			12	$ 1,248
Streambed Materials Installation			12			12	$ 1,248
Control of Water System Removal			4			4	$ 416
Punch List Review			4			4	$ 416
					Subtotal Site Engineering Labor Costs		$ 9,152
TOTAL HOURS AND LABOR COST		102	94	96		292	$ 47,450

DIRECT EXPENSES	
Travel	$ 3,000
TOTAL DIRECT EXPENSES	$ 3,000
TOTAL NOT TO EXCEED FEE	$ 50,450









FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Streets

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
2 of 6

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgbma.gov

2nd/Reviewing Staff Email
jaberdale@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

FY 2027 Priority 2 Streets

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

FY2027 Priority 2 Streets. See Attached list

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Roadway Improvements

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Improve Town Roadway Infrastructure

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Roadways will deteriorate.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how

delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$410,000.00

Total Cost: $410,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$410,000.00

Total Cost: $410,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
FY2027 Road Projects.pdf

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Streets

PRIORITY 2 OF 6		
Crack Sealing	$ 85,000	Ch. 90
Fog Sealing	$ 120,000	Ch. 90
Chip Sealing	$ 125,000	Ch. 90
Line Striping	$ 80,000	Ch. 90
PRIORITY 4 OF 6		
North Side of Route 41; Comstock, Abbey, Hemlock, Woodland	$ 1,343,084	
PRIORITY 5 OF 6		
South Side of Route 41; Pearl & George	$ 760,236	
Welcome Street & Christian Hill Intersection	$ 430,130	
PRIORITY 6 OF 6		
Butternut Lane, Berkshire Circle	$ 684,502	
PRIORITY 1 OF 5		
VanDueseneville Road	$1,559,793	
PRIORITY 3 OF 6		
East Street, State Road to Bridge Street, Roadway & Drainage (2 year project)	$1,221,206	
	$6,408,951	

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Engineering

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgbma.gov

2nd/Reviewing Staff Email
jaberdale@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Infrastructure Engineering

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Engineering to support infrastructure projects.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

⊙ Engineering

Rational/Justification for Request

Maintaining and improving the town's infrastructure.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Infrastructure will continue to deteriorate.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Deteriorating infrastructure.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how

delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$1,075,000.00

Total Cost: $1,075,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$1,075,000.00

Total Cost: $1,075,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
FY2027 Infrastructure Engineering.pdf

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Capital Infrastructure Needs - Transportation - Streets, Roads, Bridges **FY2**

Engineering

Route 183 TIP	$ 250,000
Route 183 Land Takings	
South Main Street TIP	$ 300,000
Division Street Bridge Land Takings	$ 50,000
Cottage Street Bridge Land Takings	
Brookside Bridge Land Takings	
Castle Hill Drainage (Phase 2 of 5)	
Annual Town Road Design, Procurement, OPM	$ 475,000

$ 1,075,000

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Highway

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Safety Improvement, Manhole Installation Pearl St.

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☑ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Furnish & Install a drainage manhole southeast of the Pearl Street, Housatonic Railroad Intersection. It is estimated this structure will be a 6' diameter structure 12' deep.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

⊙ New Project/Asset/Service

○

Rational/Justification for Request

At this location, one drain line terminates and one drain line commences. The hole is deep and the pipes are large enough for small children and animals to enter. This location gathers the musty surface water from the road edge and the railroad drainage creating a foul odor in some seasons. This manhole will eliminate the safety hazard and the odor issue.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This installation will improve safety and control the odor issue.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

The safety hazard and odor issue will continue.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$22,000.00

Total Cost: $22,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Hourly Contractor currently under contract		$22,000.00
Police Detail	none anticipated, will close the road	$0.00

Total Cost: $22,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Emergency Management

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Trailer Mounted 75KW Generator	$ 73,000.00	$ -	$ -	$ -	$ -	$ 73,000.00
Sunoco Station Transfer Switch	$ 42,000.00	$ -	$ -	$ -	$ -	$ 42,000.00
Message Board Purchase	$ 54,842.00	$ -	$ -	$ -	$ -	$ 54,842.00
TOTAL EMERGENCY MGMT	**$ 169,842.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 169,842.00**

Emergency Management - Town Manager's Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Trailer Mounted 75KW Generator	$ 75,000.00	$ -	$ -	$ -	$ -	$ 75,000.00
Sunoco Station Transfer Switch	$ -	$ -	$ -	$ -	$ 42,000.00	$ 42,000.00
Message Board Purchase	$ 54,842.00	$ -	$ -	$ -	$ -	$ 54,842.00
TOTAL EMERGENCY MGMT	**$ 129,842.00**	**$ -**	**$ -**	**$ -**	**$ 42,000.00**	**$ 171,842.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Police

Division
Emergency Management

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
___ of ____

Division Priority # ____ of ____
___ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
acarlotto@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Trailer Mounted 75KW Generator

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Purchase and have available a trailer mounted generator available to support emergency situations.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

⊙ New Project/Asset/Service

○

Rational/Justification for Request

Temporary power is a vital resource during an emergency or natural disaster event.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This request will facilitate and expedite emergency services.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

The town is lacking in its ability to manage major emergency and natural disaster events. If left unfunded the current level of service will not be improved.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$73,000.00

Total Cost: $73,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$73,000.00

Total Cost: $73,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Police

Division
Emergency Management

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
_ of _

Division Priority # ____ of ____
_ of _

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
acarlotto@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Message Board Purchase

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Purchase two trailer mounted message boards.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Main priority is to be able to communicate with the traveling public in the event of an emergency. When not used for emergencies the message boards could be used for communicating, upcoming construction, active construction, detours and events to the traveling public.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Through better communication to the traveling public, these message boards will enhance public safety and enhance the safety and effectiveness of the municipal work forces.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

If not funded, emergency and non-emergency communication will not be provided to the traveling public and the much needed safety of the municipal workers in the roadways will not be provided. The intention would to be to purchase two in FY27 and two additional ones in a future year. The PD and DPW will continue to look for grant funding for these items.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$54,842.00

Total Cost: $54,842.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital		$54,842.00

Total Cost: $54,842.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
Message Board Quote.pdf

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

TRI-COUNTY
CONTRACTOR'S SUPPLY, INC.
CONSTRUCTION & MUNICIPAL EQUIPMENT

154 Wayside Avenue, West Springfield, MA 01089
Phone (413) 733-5189 / Fax (413) 781-2102

November 25, 2025

Steve Larkin
Great Barrington Highway Dept.
Great Barrington, MA.

Steve-

Per your recent request, please see below for pricing on different options for message boards. Prices quoted are pursuant to MA State Contract #FAC-116.

SOLARTECH BOARDS WITH LIFT & ROTATE TRAILERS

One - new **SOLARTECH model "Silent Messenger II, L&R"** Portable message board, standard with:

STANDARD EQUIPMENT:

Electric Lift and manual Rotate Trailer
MBII Standard 54" x 92" Case – 27x48 Pixel
EZ Fold 160 Watt Solar Array – Default Font Power Miser
4 Standard Batteries
Battery Charger, 45 Amp 115VAC 50/60 Hz
"**Touchscreen" controller** onboard the message board for ease of use
3" Pintle Ring Coupler
Trailer Plug
USA w/ Cellular & GPS Lifetime Service

FURTHER ENHANCED WITH THE FOLLOWING OPTIONS INCLUDED:

Secure battery Hold-Down for each battery box
VANDAL-PROOF BATBOX ASSEMBLY
(4) maintenance-free AGM Batteries
220W Solar Array Upgrade

FOB: Great Barrington, MA MA State Contract #FAC-116 Price: $24,928.09

Delivery is approx. 3-4 weeks, subject to change.

Thank you for this opportunity. If you would like to place an order, or have any further questions, please contact me via one of the methods listed below. You may also contact your local Area Sales Rep, Freddie Berard, at (413) 237-0709 or fberard@tricountycontractors.com. We appreciate your continued business and support!!

Sincerely,

Robert H. Clark, III

Robert H. Clark, III
Vice President
Tri-County Contractors Supply, Inc.
Cell: (413) 575-8751
rclarkiii@tricountycontractors.com

Unit Cost Each:	$24,928.09
10% Increase Allowance:	$2,492.80
Subtotal Each:	$27,420.88
Purchase 2 Units:	$54,841.76

QUOTATION IS VALID FOR 30 DAYS!!!

Please add 5% for July 2026 budgetary purposes.

Information Technology (IT)

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Online Permitting Software	$ 90,000.00	$ -	$ -	$ -	$ -	$ 90,000.00
Upgrade Assessors Software	$ 43,000.00	$ -	$ -	$ -	$ -	$ 43,000.00
TOTAL IT	**$ 133,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 133,000.00**

Information Technology (IT) - Town Manager Recommendations

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Online Permitting Software	$ 90,000.00	$ -	$ -	$ -	$ -	$ 90,000.00
Upgrade Assessors Software	$ 43,000.00	$ -	$ -	$ -	$ -	$ 43,000.00
TOTAL IT	**$ 133,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 133,000.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Administration

Division
IT

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
Unknown

Division Priority # ____ of ____

Request Prepared By:
Liz (First)
Hartsgrove (Last)

Primary Staff Email
lhartsgrove@townofgbma.gov

2nd/Reviewing Staff Email
lhartsgrove@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Online Permitting Software Upgrade

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☑ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Upgrade to permitting software

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Recent law changes have required accessibility to online services. Our current permitting software does not comply. Therefore this request is to enter into agreement with a different permitting software that does comply as well as enhances the internal coordination and communication necessary to improve the permitting process for residents and businesses.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

enhances the internal coordination and communication necessary to improve the permitting process for residents and businesses as there will be step by step signoffs and reviews of permits being filed online.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

we will be out of compliance with state law for accessibility.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Expense	$102,204.02

Total Cost: $102,204.02

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Migration		$59,400.00
Annual Subscription		$42,804.02

Total Cost: $102,204.02

Will this Request generate Revenue?

Yes

Annual Revenue Estimate

Funding Offset Proposed:

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications
IT - Permitting Software Quote.pdf

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Liz Hartsgrove

From: Melissa Contover <mcontover@opengov.com>
Sent: Monday, December 22, 2025 1:22 PM
To: Liz Hartsgrove
Cc: Lisa Richards
Subject: Re: FW: FY26 Community Compact IT and Municipal Fiber Grants

CAUTION:
This is an external email, be vigilant
Do not click links or open attachments unless you recognize the sender (and their email address) and know the content is safe

Hi Liz,

Below is some preliminary, "back-of-the-napkin" pricing to support the Building and Health Departments.

This estimated software pricing includes:

- Historical data migration from PermitEyes Direct
- Bluebeam integration
- MAT/GIS integrations
- Accounting & finance export
- Flag integration
- Permitting & Licensing mobile app

Professional Services include:

- Implementation services
- Ongoing support & maintenance
- Dedicated Customer Success Manager

All pricing also includes future software enhancements, fixes, updates, unlimited users, record types within the contracted service areas, data, reports, and permits.

Please note, these costs are preliminary and would be further refined through a detailed scoping process to reflect final pricing. If you choose not to include historical data migration at this time, the overall cost would be reduced.

I'd love to hear how these numbers resonate with you—whether they feel close, on par, or higher/lower than what you were expecting from a cost perspective.

OpenGov Proposal - Town of Great Barrington, MA | Permitting & Licensing				
Subscription Year	**Months**	**Software**	**Professional Services**	**Annual Total**
July 1, 2026 - June 30, 2027	12	$42,804.02	$59,400.00	$102,204.02

July 1, 2027 - June 30, 2028	12	$44,944.22	$0.00	$44,944.22
July 1, 2028 - June 30, 2029	12	$47,191.43	$0.00	$47,191.43

We can touch base to review this and go over a game plan in the new year. Looking forward to it!

Best,
Melissa

On Fri, Dec 19, 2025 at 5:18 PM Liz Hartsgrove <LHartsgrove@townofgbma.gov> wrote:

> Yes please. ALL of it itemized out would be amazing.
> THANKS!
>
> L
>
> *Liz Hartsgrove, Town Manager*
>
> *Town of Great Barrington, MA*
>
> *334 Main Street*
>
> *Great Barrington, MA 01230*
>
> ***Inspired by Community, Guided by Purpose.***
>
> ---
>
> **From:** Melissa Contover <mcontover@opengov.com>
> **Sent:** Friday, December 19, 2025 3:10 PM
> **To:** Liz Hartsgrove <LHartsgrove@townofgbma.gov>
> **Cc:** Lisa Richards <LRichards@townofgbma.gov>
> **Subject:** Re: FW: FY26 Community Compact IT and Municipal Fiber Grants
>
> **CAUTION:**
> **This is an external email, be vigilant**
> ***Do not click links or open attachments unless you recognize the sender (and their email address) and know the content is safe***
>
> Hi Liz,

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Assessors

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 2

Division Priority # ____ of ____

Request Prepared By:
Emily
First

Schilling
Last

Primary Staff Email
assessors@townofgbma.gov

2nd/Reviewing Staff Email
eschilling@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Upgrade Cama System (Assessing Software)

Select Board Strategic Priority

☐ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Upgrade Cama Software from Catalis to Munis Tyler Tech software (Ias World). The new software is more user friendly with excel, which makes it easier for assessors to pull reports and prepare forms w/ mailing addresses attached. The property record cards are cleaner and easier for homeowners to read. The new software will keep track of 3ABC's and second homes in owner tab screen.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Programs are always evolving and improving with technology. What we have is outdated & needs to be upgraded. Upgrading allows the assessors to perform our duties in a more efficient way.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

The upgrade will allow the assessors to do their job more effectively by having an easier set up. It helps keep track of second homes and 3abc's in a more effective way. Property record cards are cleaner looking and will be easier to read for homeowners. Ias World is a Munis Tyler program, and we have Munis for billing and collections. the 2 programs will communicate more effectively.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets)

to contextualize performance expectations.

Impact on service if not funded? (Explain)

The assessor's office will struggle to pull reports and have to manually keep track of houses that are second homes.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$43,000.00

Total Cost: $43,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Conversion (one-time)		$25,000.00
Training (one-time)		$5,000.00
Annual software fee (Annual fee)		$13,000.00

Total Cost: $43,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications
Tyler Tech appraisal service.pdf

Pictures, Site Plans, Other Visuals
PERMIT SCREEN.png

RESIDENTIAL PROPERTY CARD IAS.pdf

COMM PROPERTY CARD IAS.PDF

Other Backup Material for Justification
CURRENT PROPERTY CARD.pdf

Catalis tab screen.png

Quoted By:	Gio Giordano
Quote Expiration:	6/30/26
Quote Name:	

Sales Quotation For:
Town of Great Barrington
Suite 1
334 Main Street

Great Barrington MA 01230-1802
Phone: +1 (413) 528-8312

Tyler SaaS

Description	Annual SaaS Fee
Property & Recording	
Enterprise Assessment & Tax	
Enterprise Assessment Standard	$ 13,000.00
Content Manager	
Content Manager EE	$ 0.00
TOTAL	**$ 13,000.00**

Services

Description	Fees
Property & Recording	
Training	$ 5,000.00
Conversion	$ 25,000.00
TOTAL	**$ 30,000.00**

Recurring Annual Fees

	Year 1	Year 2	Year 3
Recurring Annual Fees	$ 13,000.00	$ 13,000.00	$ 13,000.00

Summary	**One Time Fees**	**Recurring Fees**
Total Annual / SaaS (Yearly)	$ 0.00	$ 13,000.00
Total Tyler Services	$ 30,000.00	$ 0.00
Summary Total (Entire Term)	**$ 30,000.00**	**$ 39,000.00**
Contract Total	**$ 69,000.00**	

Comments

Tyler to use a base standard installation of the software for the starting to-be solution.

An onsite week is considered Tuesday thru Thursday. Monday and Friday will be travel days. Tyler resource time for travel days is accounted for from contract time and will reduce dollars for specific tasks (i.e. Training and Production Cutover).

Tyler has provided an estimate project duration based on the requirements shared during procurement of the solution. The project duration will be reviewed and solidified at the completion of the Assess & Define stage.

Standard Payment terms for licensed products are: (i) license fees paid at Project Initiation; (ii) maintenance fees for the first twelve (12) months are waived and commence on the one (1) year anniversary of the Project Initiation; and (iii) Professional Services fees are paid as the services are performed. Standard Payment terms for Software as a Services (SaaS) arrangements are: (i) SaaS fees paid at Project initiation; and (ii) Professional Services fees are paid as the services are performed.
In the event the Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Travel expenses will be invoiced as incurred per the then current Tyler Travel Policy.

Tyler's pricing does not include applicable local, city, state or federal sales, use excise, personal property or other similar taxes or duties, which Client is responsible for determining and remitting.

Tyler has included 10 days of Training within the scope of this agreement. Note: If two (2) Implementation resources are conducting training at the same time on different topics, then this equals two (2) days.

Training will be held virtually

Pricing is dependent on the City of Pittsfield allowing Great Barrington to be added as an additional Jurisdiction in their deployment.

INTERIM YEARS - APPRAISAL ASSISTANCE - ESTIMATE (NOT TO EXCEED $10,000)

Appraisal Valuation @ $124.99 to $149.99 per hour
Cyclical/Permit/Sales Inspections @ $800 to $900 per day
Data Entry @ $600 to $700 per day

CONVERSION - APPRAISAL SERVICES - ESTIMATE
Appraisal Valuation @ $124.99 to $149.99 per hour
Data Entry @ $600 to $700 per day

RESIDENTIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 90 CENTRAL BERKSHIRE BLVD 0	Parcel ID: A010001003	Class: 101	Card: 1 of 1	Printed: December 15, 2025

CURRENT OWNER

MIERZEJEWSKI BEVERLY I
90 CENTRAL BERK BLVD
PITTSFIELD MA 01201
0968/95TE

GENERAL INFORMATION

Living Units	1
Neighborhood	115
Alternate ID	
Vol / Pg	0968/95TE
District	
Zoning	R43
Class	Residential



A010001003 05/13/2019

Property Notes

Land Information

Type		Size	Influence Factors	Influence %	Value
Primary Site	AC	1.0000			76,750

Total Acres: 1
Spot: Location:

Assessment Information

	Assessed	Appraised	Cost	Income	Prior
Land	76,800	76,800	76,800	0	76,800
Building	199,300	199,300	199,300	0	189,300
Total	276,100	276,100	276,100	0	266,100

Manual Override Reason
Base Date of Value
Value Flag STANDARD APPROACH **Effective Date of Value** 01/01/2024
Gross Building:

Entrance Information

Date	ID	Entry Code	Source
07/02/19	JE	Entry & Sign	Owner
09/22/08	CLT	Refused	Owner
03/16/00	KB	Entry Gained	Owner

Permit Information

Date Issued	Number	Price	Purpose	% Complete

Sales/Ownership History

Transfer Date	Price	Type	Validity	Deed Reference	Deed Type	Grantee
03/23/89		Land + Bldg	Transfer Of Convenience	1264/549		MIERZEJEWSKI

RESIDENTIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 90 CENTRAL BERKSHIRE BLVD 0	Parcel Id: A010001003	Class: 101	Card: 1 of 1	Printed: December 15, 2025

Dwelling Information

Style	Ranch	Year Built	1962
Story height	1	Eff Year Built	1962
Attic	None	Year Remodeled	
Exterior Walls	Frame	Amenities	
Masonry Trim	x		
Color	Brown	In-law Apt	No

Basement

Basement	Full	# Car Bsmt Gar	
FBLA Size	x	FBLA Type	
Rec Rm Size	x	Rec Rm Type	

Heating & Cooling

Heat Type	Basic
Fuel Type	Oil
System Type	Hot Water

Fireplaces

Stacks	1
Openings	1
Pre-Fab	

Room Detail

Bedrooms	3	Full Baths	1
Family Rooms		Half Baths	
Kitchens		Extra Fixtures	
Total Rooms	6		
Kitchen Type		Bath Type	
Kitchen Remod	No	Bath Remod	No

Adjustments

Int vs Ext	Same	Unfinished Area	
Cathedral Ceiling	x	Unheated Area	

Grade & Depreciation

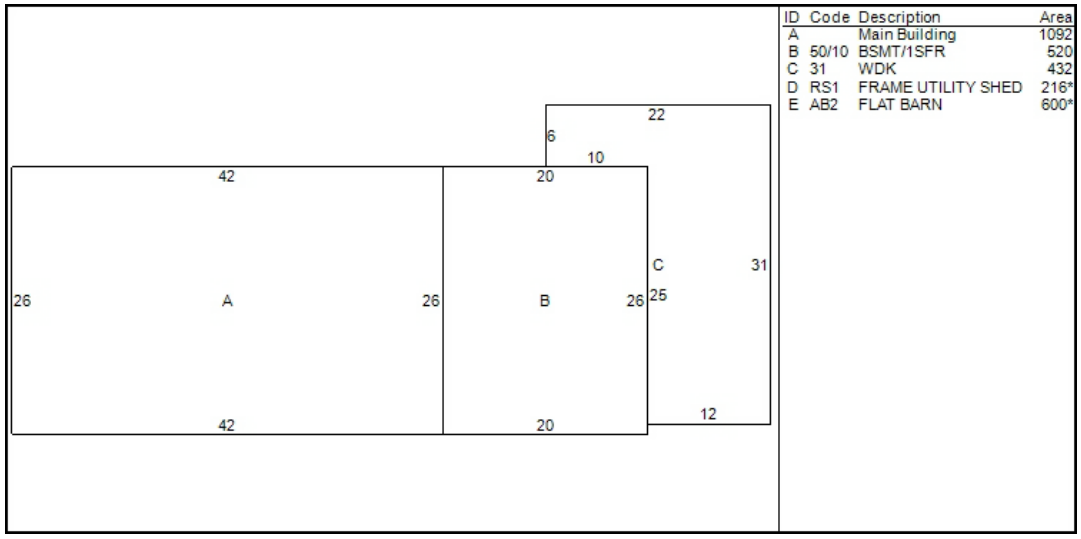
Grade	C	Market Adj	
Condition	Average	Functional	
CDU	AVERAGE	Economic	
Cost & Design	0	% Good Ovr	
% Complete			

Dwelling Computations

Base Price	221,582	% Good	66
Plumbing		% Good Override	
Basement	0	Functional	
Heating	0	Economic	
Attic	0	% Complete	
Other Features	9,226	C&D Factor	
		Adj Factor	.9
Subtotal	230,810	Additions	56,560
Ground Floor Area	1,092		
Total Living Area	1,612	Dwelling Value	188,000

Building Notes

OF 1



ID	Code	Description	Area
A		Main Building	1092
B	50/10	BSMT/1SFR	520
C	31	WDK	432
D	RS1	FRAME UTILITY SHED	216*
E	AB2	FLAT BARN	600*

Outbuilding Data

Type	Size 1	Size 2	Area	Qty	Yr Blt	Grade	Condition	Value
Frame Shed	12 x	18	216	1	1979	C	F	630
Flat Barn	30 x	20	600	1	1999	C	A	10,690

Condominium / Mobile Home Information

Complex Name			
Condo Model			
Unit Number			
Unit Level		Unit Location	
Unit Parking		Unit View	
Model (MH)		Model Make (MH)	

Addition Details

Line #	Low	1st	2nd	3rd	Value
1	50	10			48,380
2		31			8,180

tyler clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 606 EAST ST 0	PARCEL ID: I090004017	Class: 332	Card: 1 of 1	Printed: April 10, 2025

CURRENT OWNER

BELOT NELSON
750 OLD DALTON RD
DALTON MA 01226-1964
1113/765

GENERAL INFORMATION

Living Units	
Neighborhood	66
Alternate ID	
Vol / Pg	1113/765
District	
Zoning	CWS
Class	COMMERCIAL



Property Notes

SIGNITURE SERIES AUTO DETAILING

Land Information

Type		Size	Influence Factors	Influence %	Value
Primary Sf	SF	7,696			68,480

Total Acres: .1767
Spot: Location:

Assessment Information

	Assessed	Appraised	Cost	Income	Prior
Land	68,500	68,500	68,500	68,500	68,500
Building	59,500	59,500	42,900	59,500	33,100
Total	128,000	128,000	111,400	128,000	101,600

		Manual Override Reason	
		Base Date of Value	
Value Flag	INCOME APPROACH	Effective Date of Value	01/01/2024
Gross Building:			

Entrance Information

Date	ID	Entry Code	Source
02/21/19	TD	Entry & Sign	Other
07/10/08	CLT	Entry Gained	Tenant

Permit Information

Date Issued	Number	Price	Purpose	% Complete

Sales/Ownership History

Transfer Date	Price	Type	Validity	Deed Reference	Deed Type	Grantee
05/01/87	1	Land Only	Transfer Of Convenience			
04/03/85				765/1113		
04/03/85				0/0		
04/01/85	92,000	Land Only				

Inspection Witnessed By _____

tyler
clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 606 EAST ST 0	Parcel Id: I090004017	Class: 332	Card: 1 of 1	Printed: April 10, 2025

Building Information

Year Built/Eff Year	1950 /
Building #	1
Structure Type	Auto Service Garag
Identical Units	1
Total Units	1
Grade	D
# Covered Parking	
# Uncovered Parking	
DBA	

Building Other Features

Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units	Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units
1	Overhead Dr-Wood/Mtl		10	12		2							

Interior/Exterior Information

Line	Level	From	- To	Int Fin	Area	Perim	Use Type	Wall Height	Ext Walls	Construction	Partitions	Heating	Cooling	Plumbing	Physical	Functional
1	01	01		100	1,120	117	Auto Parts/Service	9	Frame	Wood Frame/Joist/B	Normal	Unit Heat	None	Normal	3	3
2	01	01		100	416	43	Multi-Use Retail	9	Frame	Wood Frame/Joist/B	Normal	Unit Heat	None	Normal	3	3

Interior/Exterior Valuation Detail

Line	Area	Use Type	% Good	% Complete	Use Value/RCNLD
1	1,120	Auto Parts/Service	38		22,910
2	416	Multi-Use Retail	38		7,700

Outbuilding Data

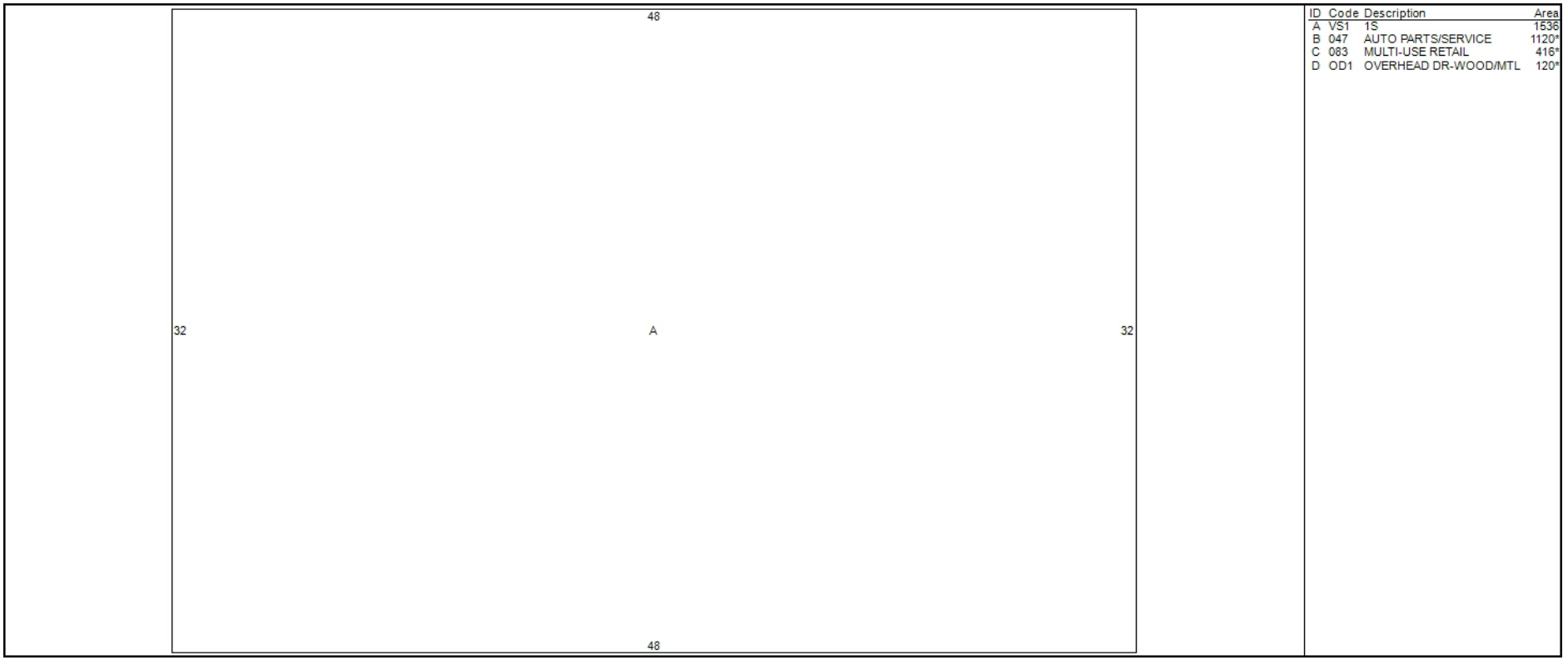
Line	Type	Yr Blt	Meas1	Meas2	Qty	Area	Grade	Phy	Fun	Value

tyler
clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 606 EAST ST 0	Parcel Id: I090004017	Class: 332	Card: 1 of 1	Printed: April 10, 2025



ID	Code	Description	Area
A	VS1	1S	1536
B	047	AUTO PARTS/SERVICE	1120*
C	083	MULTI-USE RETAIL	416*
D	OD1	OVERHEAD DR-WOOD/MTL	120*

Addtional Property Photos

tyler
clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 606 EAST ST 0	Parcel Id: I090004017	Class: 332	Card: 1 of 1	Printed: April 10, 2025

Income Detail (Includes all Buildings on Parcel)

Use Grp	Mod Type	Inc Mod	Model Description	Units	Net Area	Income Rate	Econ Adjust	Potential Gross Income	Vac Model	Vac Adj	Additional Income	Effective Gross Income	Expense Model %	Expense Adj %	Expense Adj	Other Expenses	Total Expenses	Net Operating Income
11	S	001	Auto Service	0	1,120	12.00	115	15,456	5		0	14,683	15	120		2,643	2,643	12,040
21	S	001	Mixed Use Retail	0	416	11.00	115	5,262	10		0	4,736	25	120		1,421	1,421	3,315

Apartment Detail - Building 1 of 1

Line	Use Type	Per Bldg	Beds	Baths	Units	Rent	Income

Building Cost Detail - Building 1 of 1

Total Gross Building Area	1,536
Replace, Cost New Less Depr	30,610
Percent Complete	100
Number of Identical Units	1
Economic Condition Factor	
Final Building Value	42,850
Value per SF	27.90

Notes - Building 1 of 1

Income Summary (Includes all Building on Parcel)

Total Net Income	15,355
Capitalization Rate	0.120000
Sub total	127,958
Residual Land Value	
Final Income Value	127,958
Total Gross Rent Area	1,536
Total Gross Building Area	1,536

tyler clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	PARCEL ID: I090004019	Class: 330	Card: 1 of 2	Printed: April 10, 2025

CURRENT OWNER

GHES REALTY LLC
150 BLYTHEWOOD DR
PITTSFIELD MA 01201
4042/35

GENERAL INFORMATION

Living Units	
Neighborhood	66
Alternate ID	
Vol / Pg	4042/35
District	
Zoning	CWS
Class	COMMERCIAL



Property Notes

HADDAD SUBARU

Land Information

Type		Size	Influence Factors	Influence %	Value
Primary Site	AC	1.0000			214,240
Secondary Site	AC	2.3630			253,120

Total Acres: 3.363
Spot: Location:

Assessment Information

	Assessed	Appraised	Cost	Income	Prior
Land	467,400	467,400	467,400	467,400	467,400
Building	531,500	531,500	436,600	531,500	381,800
Total	998,900	998,900	904,000	998,900	849,200

Manual Override Reason
Base Date of Value
Value Flag INCOME APPROACH **Effective Date of Value** 01/01/2024
2 SIGNS METAL 2000

Entrance Information

Date	ID	Entry Code	Source
02/21/19	TD	Entry & Sign	Other
06/27/08	CLT	Entry Gained	Other

Permit Information

Date Issued	Number	Price	Purpose		% Complete
09/05/24	24-0457		OTHER	Replace Large Trailer With Small T	
09/22/23	23-1367	2	OTHER	Temporary Office Trailer West Sid	
03/04/22	220215		OTHER	New Structural Steel Beam For Ne	
09/24/19	191184	1	OTHER	Office Trailer And Tie Dow n	
04/24/13	130448	0	BLDG	Tent	0

Sales/Ownership History

Transfer Date	Price	Type	Validity	Deed Reference	Deed Type	Grantee
04/30/08	1,563,925	Land + Bldg	Sale Of Multiple Parcels	4042/35		GHES REALTY LLC
12/30/02	10	Land + Bldg	Sale Of Portion/Other Comm	2415/310		QUATTROCHI REAL ESTATE LLC
09/04/85		Land + Bldg	Transfer Of Convenience	1125/993		QUATTROCHI ROBERT K

Inspection Witnessed By _____

tyler clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 1 of 2	Printed: April 10, 2025

Building Information

Year Built/Eff Year	1968 / 1990
Building #	1
Structure Type	Auto Service Garag
Identical Units	1
Total Units	1
Grade	C
# Covered Parking	
# Uncovered Parking	
DBA	HADDAD SUBARU

Building Other Features

Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units	Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units
1	Overhead Dr-Wood/Mtl		100	1		9							

Interior/Exterior Information

Line	Level	From	- To	Int Fin	Area	Perim	Use Type	Wall Height	Ext Walls	Construction	Partitions	Heating	Cooling	Plumbing	Physical	Functional
1	01	01		100	4,850	294	Auto Parts/Service	12	Metal, Light	Pre-Engineered Stee	Normal	Unit Heat	None	Normal	3	3
2	M1	M1		100	187		Warehouse	8	Metal, Light	Pre-Engineered Stee	None	None	None	None	3	3

Interior/Exterior Valuation Detail

Line	Area	Use Type	% Good	% Complete	Use Value/RCNLD
1	4,850	Auto Parts/Service	50		135,680
2	187	Warehouse	50		1,330

Outbuilding Data

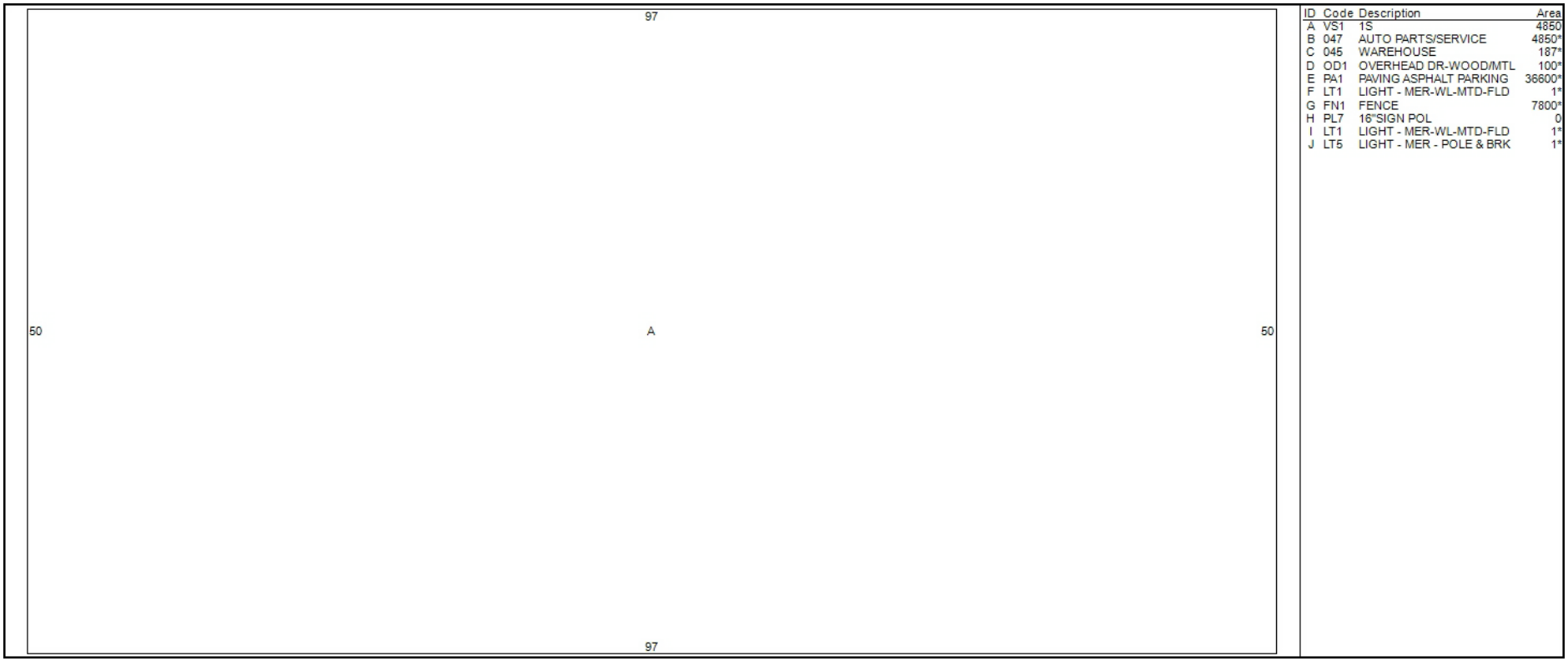
Line	Type	Yr Blt	Meas1	Meas2	Qty	Area	Grade	Phy	Fun	Value
1	Asph Pav	1968			1	36,600	C	2	3	43,920
2	Light - Me	1968			10	1	C	3	3	2,150
3	Fence	1968	1	7,800	1	7,800	C	3	3	12,750
4	16"Sign Po	1990			1		B	2	3	
5	Light - Me	1990			17	1	D	3	3	3,560
6	Light - Me	1990			17	1	D	3	3	9,960

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COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 1 of 2	Printed: April 10, 2025



ID	Code	Description	Area
A	VS1	1S	4850
B	047	AUTO PARTS/SERVICE	4850*
C	045	WAREHOUSE	187*
D	OD1	OVERHEAD DR-WOOD/MTL	100*
E	PA1	PAVING ASPHALT PARKING	36600*
F	LT1	LIGHT - MER-WL-MTD-FLD	1*
G	FN1	FENCE	7800*
H	PL7	16"SIGN POL	0
I	LT1	LIGHT - MER-WL-MTD-FLD	1*
J	LT5	LIGHT - MER - POLE & BRK	1*

Addtional Property Photos



I090004019 03/08/20

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COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 1 of 2	Printed: April 10, 2025

Income Detail (Includes all Buildings on Parcel)

Use Grp	Mod Type	Inc Mod	Model Description	Units	Net Area	Income Rate	Econ Adjust	Potential Gross Income	Vac Model	Vac Adj	Additional Income	Effective Gross Income	Expense Model %	Expense Adj %	Expense Adj	Other Expenses	Total Expenses	Net Operating Income
11	S	001	Auto Service	0	4,850	12.00	140	81,480	5		0	77,406	15	80		9,289	9,289	68,117
12	S	001	Manuf / Whse	0	187	5.25		982	10		0	884	15			133	133	751
24	S	001	Multi-Use Office	0	1,860	11.00	140	28,644	10		0	25,780	25	80		5,156	5,156	20,624

Apartment Detail - Building 1 of 2

Line	Use Type	Per Bldg	Beds	Baths	Units	Rent	Income

Building Cost Detail - Building 1 of 2

Total Gross Building Area	5,037
Replace, Cost New Less Depr	137,010
Percent Complete	100
Number of Identical Units	1
Economic Condition Factor	104
Final Building Value	199,482
Value per SF	39.60

Notes - Building 1 of 2

Income Summary (Includes all Building on Parcel)

Total Net Income	89,492
Capitalization Rate	0.120000
Sub total	745,767
Residual Land Value	253,120
Final Income Value	998,887
Total Gross Rent Area	6,897
Total Gross Building Area	6,897

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COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

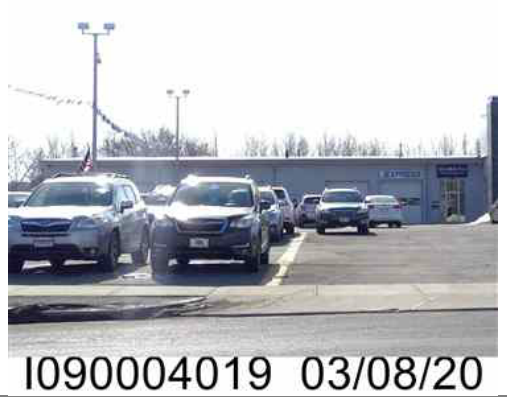
Situs : 652 EAST ST 0	PARCEL ID: I090004019	Class: 330	Card: 2 of 2	Printed: April 10, 2025

CURRENT OWNER

GHES REALTY LLC
150 BLYTHEWOOD DR
PITTSFIELD MA 01201
4042/35

GENERAL INFORMATION

Living Units	
Neighborhood	66
Alternate ID	
Vol / Pg	4042/35
District	
Zoning	CWS
Class	COMMERCIAL



Property Notes

HADDAD SUBARU

Land Information

Type		Size	Influence Factors	Influence %	Value
Primary Site	AC	1.0000			214,240
Secondary Site	AC	2.3630			253,120

Total Acres: 3.363
Spot: Location:

Assessment Information

	Assessed	Appraised	Cost	Income	Prior
Land	467,400	467,400	467,400	467,400	467,400
Building	531,500	531,500	436,600	531,500	381,800
Total	998,900	998,900	904,000	998,900	849,200

Manual Override Reason
Base Date of Value
Value Flag INCOME APPROACH **Effective Date of Value** 01/01/2024
2 SIGNS METAL 2000

Entrance Information

Date	ID	Entry Code	Source
02/21/19	TD	Entry & Sign	Other
06/27/08	CLT	Entry Gained	Other

Permit Information

Date Issued	Number	Price	Purpose		% Complete
09/05/24	24-0457		OTHER	Replace Large Trailer With Small T	
09/22/23	23-1367	2	OTHER	Temporary Office Trailer West Sid	
03/04/22	220215		OTHER	New Structural Steel Beam For Ne	
09/24/19	191184	1	OTHER	Office Trailer And Tie Dow n	
04/24/13	130448	0	BLDG	Tent	0

Sales/Ownership History

Transfer Date	Price	Type	Validity	Deed Reference	Deed Type	Grantee
04/30/08	1,563,925	Land + Bldg	Sale Of Multiple Parcels	4042/35		GHES REALTY LLC
12/30/02	10	Land + Bldg	Sale Of Portion/Other Comm	2415/310		QUATTROCHI REAL ESTATE LLC
09/04/85		Land + Bldg	Transfer Of Convenience	1125/993		QUATTROCHI ROBERT K

Inspection Witnessed By _____

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clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 2 of 2	Printed: April 10, 2025

Building Information

Year Built/Eff Year	2002 /
Building #	2
Structure Type	Auto Dealer/Srv Gar
Identical Units	1
Total Units	
Grade	C
# Covered Parking	
# Uncovered Parking	
DBA	

Building Other Features

Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units	Line	Type	+/-	Meas1	Meas2	# Stops	Ident Units
1	Canopy Rf-Average		540	1		1							

Interior/Exterior Information

Line	Level	From - To	Int Fin	Area	Perim	Use Type	Wall Height	Ext Walls	Construction	Partitions	Heating	Cooling	Plumbing	Physical	Functional
1	01	01	100	1,860	184	Auto Show room/C	14	Metal, Sand	Fire Resistant	Normal	Hot Air	Central	Normal	3	3

Interior/Exterior Valuation Detail

Line	Area	Use Type	% Good	% Complete	Use Value/RCNLD
1	1,860	Auto Show room/Office	75		149,760

Outbuilding Data

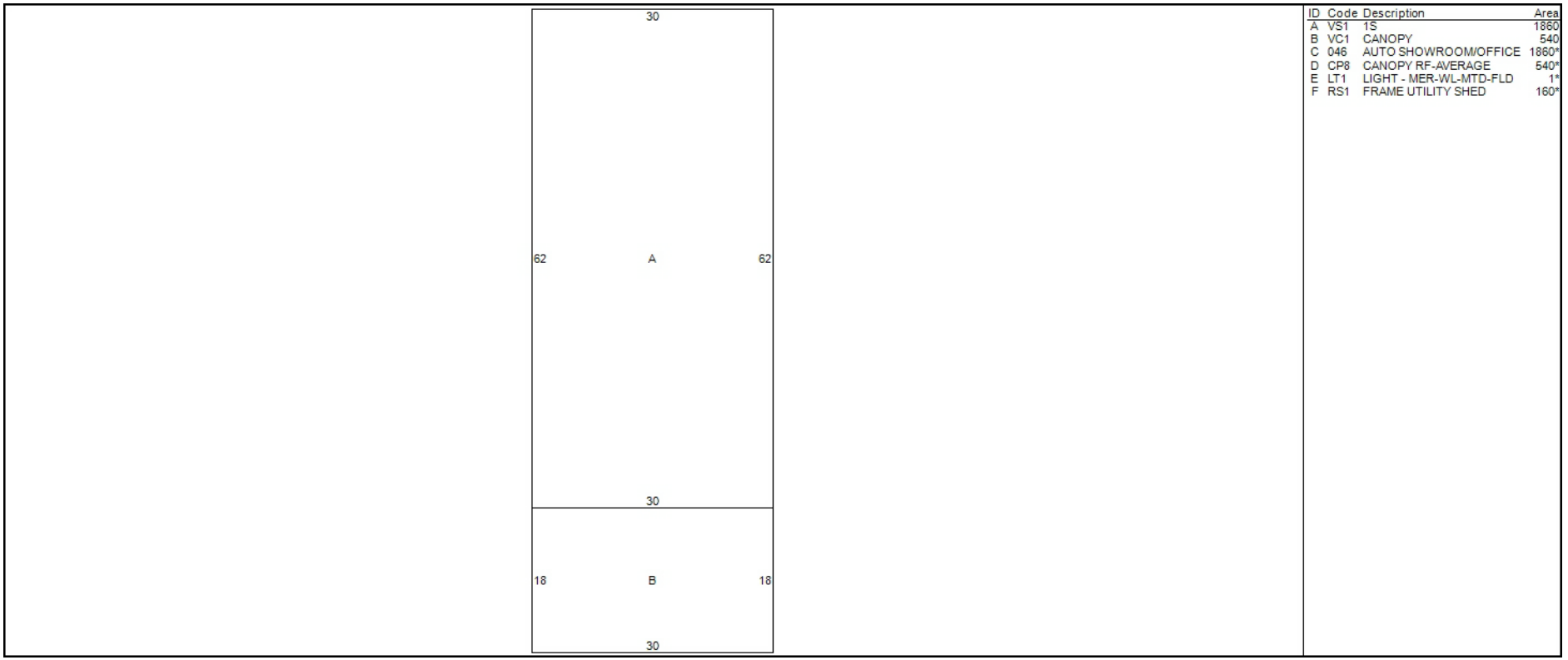
Line	Type	Yr Blt	Meas1	Meas2	Qty	Area	Grade	Phy	Fun	Value
7	Light - Me	1990			2	1	C	3	3	540
8	Frame Shed	2013	16	10	2	160	C	3	3	3,380

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COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 2 of 2	Printed: April 10, 2025



ID	Code	Description	Area
A	VS1	1S	1860
B	VC1	CANOPY	540
C	046	AUTO SHOWROOM/OFFICE	1860*
D	CP8	CANOPY RF-AVERAGE	540*
E	LT1	LIGHT - MER-WL-MTD-FLD	1*
F	RS1	FRAME UTILITY SHED	160*

Addtional Property Photos

tyler clt division

COMMERCIAL PROPERTY RECORD CARD 2025

PITTSFIELD

Situs : 652 EAST ST 0	Parcel Id: I090004019	Class: 330	Card: 2 of 2	Printed: April 10, 2025

Income Detail (Includes all Buildings on Parcel)

Use Grp	Mod Type	Inc Mod	Model Description	Units	Net Area	Income Rate	Econ Adjust	Potential Gross Income	Vac Model	Vac Adj	Additional Income	Effective Gross Income	Expense Model %	Expense Adj %	Expense Adj	Other Expenses	Total Expenses	Net Operating Income
11	S	001	Auto Service	0	4,850	12.00	140	81,480	5		0	77,406	15	80		9,289	9,289	68,117
12	S	001	Manuf / Whse	0	187	5.25		982	10		0	884	15			133	133	751
24	S	001	Multi-Use Office	0	1,860	11.00	140	28,644	10		0	25,780	25	80		5,156	5,156	20,624

Apartment Detail - Building 2 of 2

Line	Use Type	Per Bldg	Beds	Baths	Units	Rent	Income

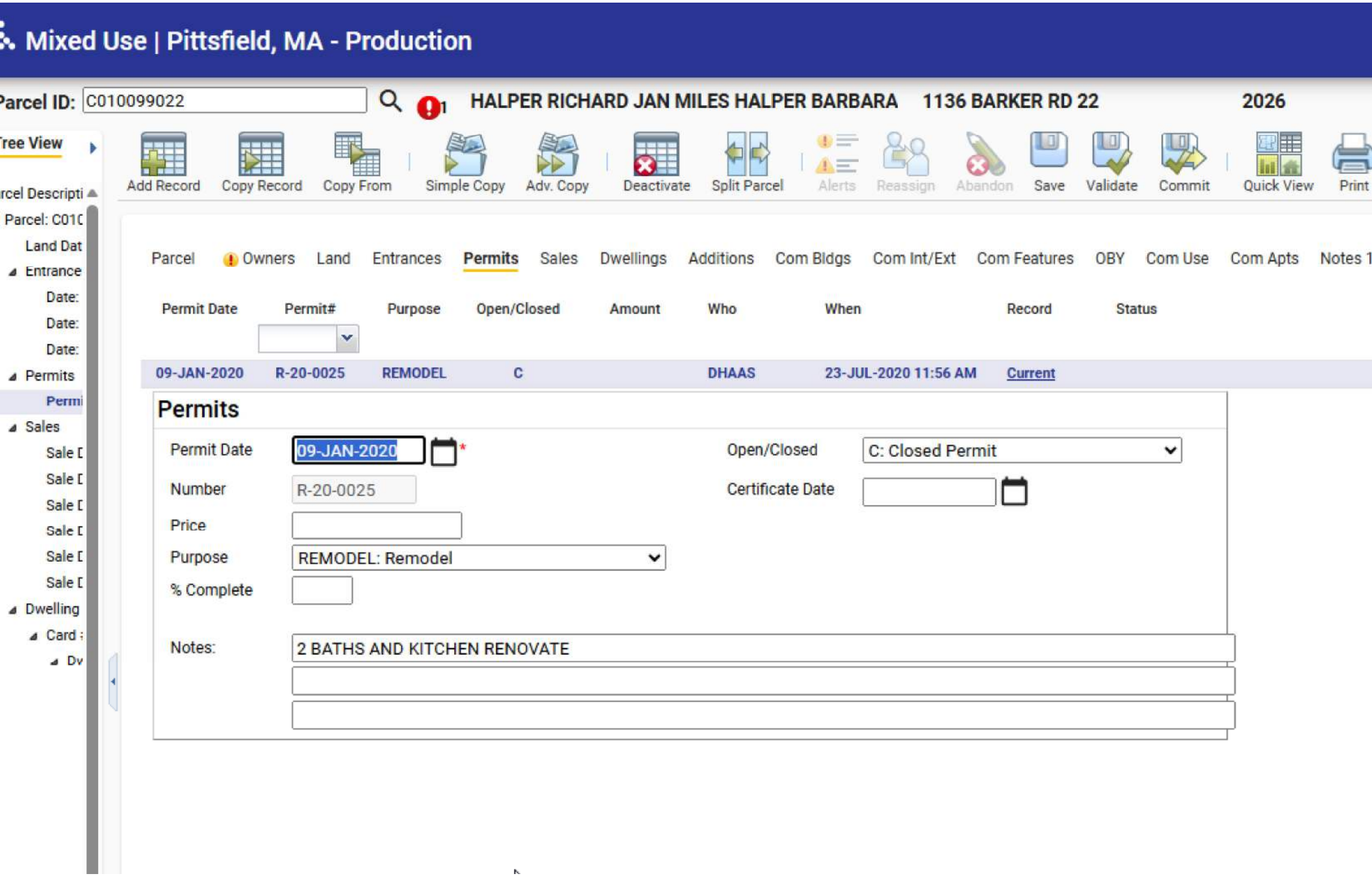
Building Cost Detail - Building 2 of 2

Total Gross Building Area	1,860
Replace, Cost New Less Depr	149,760
Percent Complete	100
Number of Identical Units	1
Economic Condition Factor	104
Final Building Value	155,750
Value per SF	83.74

Notes - Building 2 of 2

Income Summary (Includes all Building on Parcel)

Total Net Income	89,492
Capitalization Rate	0.120000
Sub total	745,767
Residual Land Value	253,120
Final Income Value	998,887
Total Gross Rent Area	6,897
Total Gross Building Area	6,897


Mixed Use | Pittsfield, MA - Production
Parcel ID: C010099022
HALPER RICHARD JAN MILES HALPER BARBARA 1136 BARKER RD 22 2026
Tree View
Add Record
Copy Record
Copy From
Simple Copy
Adv. Copy
Deactivate
Split Parcel
Alerts
Reassign
Abandon
Save
Validate
Commit
Quick View
Print
Parcel
Owners
Land
Entrances
Permits
Sales
Dwellings
Additions
Com Bldgs
Com Int/Ext
Com Features
OBY
Com Use
Com Apts
Notes 1
Permit Date
Permit#
Purpose
Open/Closed
Amount
Who
When
Record
Status
09-JAN-2020
R-20-0025
REMODEL
C
DHAAS
23-JUL-2020 11:56 AM
Current
Permits
Permit Date
09-JAN-2020
Open/Closed
C: Closed Permit
Number
R-20-0025
Certificate Date
Price
Purpose
REMODEL: Remodel
% Complete
Notes:
2 BATHS AND KITCHEN RENOVATE

031.0	0000	0068.A		1 of 1	RESIDENTIAL
Map	Block	Lot	Sublot	CARD	GreatBarrington

	Total Card	/	Total Parcel
APPRAISED:	648,000	/	648,000
USE VALUE:	648,000	/	648,000
ASSESSED:	648,000	/	648,000

PROPERTY LOCATION

No	Alt No	Direction/Street/City
78		EGREMONT PLAIN RD, GREAT BARR

OWNERSHIP

Unit #:

Owner 1:	SHAPIRO CLAUDIA J
Owner 2:	
Owner 3:	
Street 1:	PO BOX 112
Street 2:	
Twn/City:	SOUTH EGREMONT
St/Prov:	MA Cntry: Own Occ:
Postal:	01258-0112 Type:

PREVIOUS OWNER

Owner 1:	BELL DANIEL J -
Owner 2:	SHAPIRO CLAUDIA J -
Street 1:	PO BOX 112
Twn/City:	SOUTH EGREMONT
St/Prov:	MA Cntry:
Postal:	01258-0112

NARRATIVE DESCRIPTION

This parcel contains 12. ACRES of land mainly classified as ONE FAMILY with a COLONIAL Building built about 1900, having primarily CLAPBOARD Exterior and 2128 Square Feet, with 1 Unit, 1 Bath, 0 3/4 Bath, 0 HalfBath, 6 Rooms, and 3 Bdrms.

OTHER ASSESSMENTS

Code	Descrip/No	Amount	Com. Int

PROPERTY FACTORS

Item	Code	Description	%	Item	Code	Description
Z	R4	MIN 87,120	100	water		
o				Sewer		
n				Electri		
Census:				Exmpt		
Flood Haz:						
D	GREA	GREA	100	Topo		
s				Street	P	PAVED
t				Gas:	L	LIGHT

IN PROCESS APPRAISAL SUMMARY

Use Code	Land Size	Building Value	Yard Items	Land Value	Total Value
101	12.000	294,800	163,700	189,500	648,000
Total Card	12.000	294,800	163,700	189,500	648,000
Total Parcel	12.000	294,800	163,700	189,500	648,000

Source: Market Adj Cost | Total Value per SQ unit /Card: 304.51 | /Parcel: 304.51

Legal Description

Entered Lot Size	
Total Land:	12
Land Unit Type:	AC

User Acct: M_42388_88349

GIS Ref:

GIS Ref:

Insp Date: 06/10/14

Patriot Properties Inc.

PREVIOUS ASSESSMENT

Parcel ID: 031.0-0000-0068.A

Tax Yr	Use	Cat	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes	Date
2026	101	PV	278,100	154500	12.	178,800	611,400			5/19/2025
2025	101	FV	278,100	154500	12.	178,800	611,400		Year End Roll	12/18/2024
2025	101	TF	278,100	154500	12.	178,800	611,400		BEGINNING PUBLI	7/15/2024
2025	101	PV	242,300	146700	12.	163,700	552,700			1/10/2024
2024	101	FV	242,300	146700	12.	163,700	552,700		Year End Roll	1/3/2024
2024	101	PV	212,000	132400	12.	163,700	508,100			4/6/2023
2023	101	FV	212,000	132400	12.	163,700	508,100		Year End Roll	1/4/2023
2023	101	PV	187,800	121300	12.	152,900	462,000			5/19/2022

!2848!

PRINT

Date	Time
12/16/25	08:45:33

LAST REV

Date	Time
09/07/21	09:48:51
ross	

SALES INFORMATION

TAX DISTRICT:

PAT ACCT.: 2848

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tst	Verif	Notes
BELL DANIEL J,	2712-123		8/6/2021	DIVORCE/COUR	1	No	No		
BELL DANIEL	2209-299	P	8/1/2013	FAMILY	1	No	No	D	
SHAPIRO	1174-98	P	3/10/2000	FAMILY		No	No	D	

USER DEFINED

Prior Id # 1:	
Prior Id # 2:	
Prior Id # 3:	
Prior Id # 1:	
Prior Id # 2:	
Prior Id # 3:	
Prior Id # 1:	
Prior Id # 2:	
Prior Id # 3:	
ASR Map:	
Fact Dist:	
Reval Dist:	
Year:	
LandReason:	
BldReason:	
CivilDistrict:	
Ratio:	

BUILDING PERMITS

Date	Number	Descrip	Amount	C/O	Last Visit	Fed Code	F. Descrip	Comment

ACTIVITY INFORMATION

Date	Result	By	Name
6/10/2014	EXTRIOR-ONLY	CL	CL
6/10/2014	EXTRIOR-ONLY	CL	CL

Sign: VERIFICATION OF VISIT NOT DATA __/__/__

LAND SECTION (First 7 lines only)

Use Code	Description	LUC Fact	No of Units	Depth / PriceUnits	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adj	Neigh	Neigh Influ	Neigh Mod	Infl 1	%	Infl 2	%	Infl 3	%	Appraised Value	Alt Class	%	Spec Land	J Code	Fact	Use Value	Notes
101	ONE FAMILY		2		ACRES	PRIMARY	1.0	0	62,400.	1.06	2	1.06								132,288						132,300	
101	ONE FAMILY		10		ACRES RES	RESIDUAL	1.0	0	5,400.	1.06	2	1.06								57,240						57,200	

Total AC/HA:	12.00000	Total SF/SM:	522720	Parcel LUC:	101	ONE FAMILY	Prime NB Desc	2	Total:	189,528	Spl Credit		Total:	189,500

Disclaimer: This Information is believed to be correct but is subject to change and is not warranteed.

EXTERIOR INFORMATION

Type:	6 - COLONIAL		
Sty Ht:	2 - 2 STORIES		
(Liv) Units:	1	Total:	1
Foundation:	1 - CONCRETE		
Frame:	1 - WOOD		
Prime Wall:	2 - CLAPBOARD		
Sec Wall:			%
Roof Struct:	1 - GABLE		
Roof Cover:	1 - ASPHALT		
Color:	1980		
View / Desir:	AT - ATTIC		

GENERAL INFORMATION

Grade:	C - AVERAGE		
Year Blt:	1900	Eff Yr Blt:	
Alt LUC:		Alt %:	
Jurisdict:		Fact:	.
Const Mod:			
Lump Sum Adj:			

INTERIOR INFORMATION

Avg Ht/FL:			
Prim Int Wal	6 - AVERAGE		
Sec Int Wall:			%
Partition:	T - TYPICAL		
Prim Floors:	8 - AVERAGE		
Sec Floors:			%
Bsmnt Flr:			
Subfloor:			
Bsmnt Gar:			
Electric:			
Insulation:			
Int vs Ext:	SAME		
Heat Fuel:	1 - OIL		
Heat Type:	3 - FORCED H/W		
# Heat Sys:	1		
% Heated:	100	% AC:	0
Solar HW:	NO	Central Vac:	NO
% Com Wal		% Sprinkled	

BATH FEATURES

Full Bath	1	Rating:	AVERAGE
A Bath:		Rating:	
3/4 Bath:		Rating:	
A 3QBth		Rating:	
1/2 Bath:		Rating:	
A HBth:		Rating:	
OthrFix:		Rating:	

OTHER FEATURES

Kits:	1	Rating:	AVERAGE
A Kits:		Rating:	
Frpl:		Rating:	
WSFlue:		Rating:	

CONDO INFORMATION

Location:	
Total Units:	
Floor:	
% Own:	
Name:	

DEPRECIATION

Phys Cond:	AV - Average	33.	%
Functional:			%
Economic:			%
Special:			%
Override:			%
	Total:	33	%

CALC SUMMARY

Basic $ / SQ:	144.00
Size Adj.:	0.96917295
Const Adj.:	1.00000000
Adj $ / SQ:	139.561
Other Features:	81000
Grade Factor:	1.00
NBHD Inf:	1.05999994
NBHD Mod:	
LUC Factor:	1.00
Adj Total:	440015
Depreciation:	145205
Depreciated Total:	294810

COMMENTS

CONVERTED BARN PLAT FILE E-27. .

RESIDENTIAL GRID

1st Res Grid	Desc:	RESIDENCE	# Units	1

Level	FY	LR	DR	D	K	FR	RR	BR	FB	HB	L	O
Other												
Upper												
Lvl 2												
Lvl 1												
Lower												

Totals	RMs:	6	BRs:	3	Baths:	1	HB	

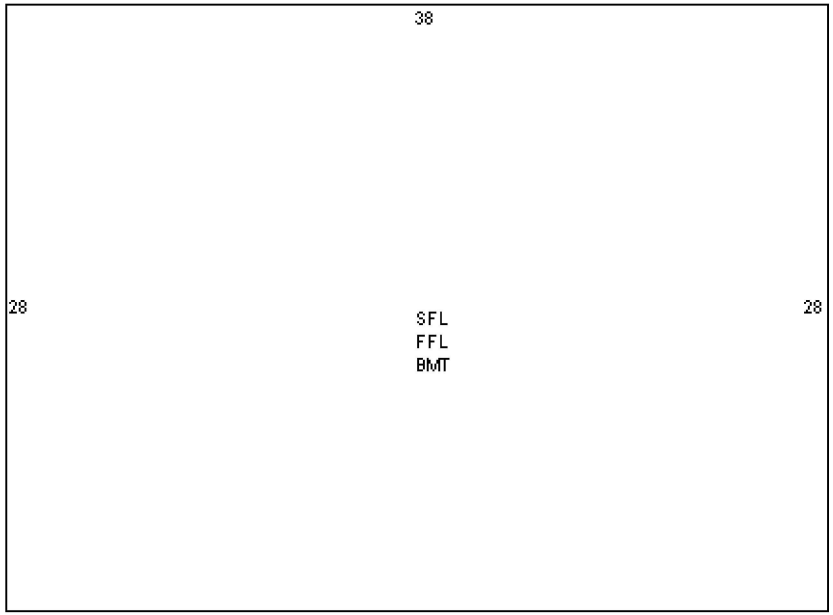
REMODELING

Exterior:	
Interior:	
Additions:	
Kitchen:	
Baths:	
Plumbing:	
Electric:	
Heating:	
General:	

RES BREAKDOWN

No Unit	RMS	BRS	FL
1	6	3	1
Totals			
1	6	3	

SKETCH



COMPARABLE SALES

Rate	Parcel ID	Typ	Date	Sale Price

WtAv$/SQ:		AvRate:	
Ind.Val			
Juris. Factor:		Before Depr:	147.93
Special Features:	0	Val/Su Net:	92.36
Final Total:	294800	Val/Su SzAd	138.53

SUB AREA

Code	Description	Area - SQ	Rate - AV	Undepr Value
BMT	BASEMENT	1,064	34.890	37,123
FFL	1ST FLOOR	1,064	139.560	148,493
SFL	2ND FLOOR	1,064	139.560	148,493

Net Sketched Area:	3,192		Total:	334,109	
Size Ad	2128	Gross Area	3192	FinArea	2128

SUB AREA DETAIL

Sub Area	% Usbl	Descrip	% Type	Qu	# Ten

IMAGE

AssessPro Patriot Properties, Inc



78 EGREMONT PLAIN RD

MOBILE HOME

Make:		Model:		Serial #		Year:		Color:	

SPEC FEATURES/YARD ITEMS

PARCEL ID 031.0-0000-0068.A

Code	Description	A	Y/S	Qty	Size/Dim	Qual	Con	Year	Unit Price	D/S	Dep	LUC	Fact	NB Fa	Appr Value	JCod	JFact	Juris. Value
3	GARAGE	D	Y	1	1920	G	GD	1997	29.11	M	0	101		1.06	71,100			71,100
3	GARAGE	D	Y	1	3000	G	GD	1997	24.27	M	0	101		1.06	92,600			92,600

More:	N	Total Yard Items:	163,700	Total Special Featues:		Total:	163,700


Highlight Form to Move to:
Activity/Revision Information
Appeals Information
Building Description
Calculation History
Comparable Sales
Depreciation + Remodeling
Exemption Information
Image Capturing
Income Approach
Land Data
Legal Description
Location/Oth ID/Notes
Marshal Swift Calc Ladder
Mobile Home Information
Multiple Regression Analysis
Other Assessments
Other Parties
Owner/ID/Prop Fact/Tax Info
Parcel History
Permit Information
Previous Assessments
Record Card Links
Record Card/Sketch
Reported Expenses
Reported Income
Reval Information
Rooms/Breakdown
Sales Information
SP. Features/Yard Items
Sub Area Detail
Valuation Information

Town Clerk

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Archival Storage Feasibility Study	$75,000.00	$ -	$ -	$ -	$ -	$ 75,000.00
TOTAL TOWN CLERK	**$75,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 75,000.00**

Town Clerk - Town Manager Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Archival Storage Feasibility Study	$50,000.00	$ -	$ -	$ -	$ -	$ 50,000.00
TOTAL TOWN CLERK	**$50,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Administration

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
2 of 3

Division Priority # ____ of ____

Request Prepared By:
Liz (First)
Hartsgrove (Last)

Primary Staff Email
lhartsgrove@townofgbma.gov

2nd/Reviewing Staff Email
lhartsgrove@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Archival Storage Feasibility Study

Select Board Strategic Priority

☑ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

To hire a consultant to assess the size of the town's archival collection, its needs, and identifying location and required equipment to properly store materials.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

⊙ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Describe change in resource requiring Capital Request

With the pending grant for the Library, possible archival material will need to be relocated, in addition to items within all other departments including town Clerk

Rational/Justification for Request

To preserve and properly store archival items

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This study will guide the town in recommended needs for preserving and storing historical and archival material of the town.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

This is a time sensitive matter, as there is a possible displacement of the Historical Commission items from the Ramsdell Library if the State grant is accepted - which prevents non library items to be within the areas restored using the state funds.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$75,000.00

Total Cost: $75,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Archival Consultant		$75,000.00

Total Cost: $75,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Health

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Inspector Vehicle	$ 33,300.00	$ -	$ -	$ -	$ -	$ 33,300.00
TOTAL HEALTH	**$ 33,300.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 33,300.00**

Health - Town Manager Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Inspector Vehicle	$ 35,000.00	$ -	$ -	$ -	$ -	$ 35,000.00
TOTAL HEALTH	**$ 35,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 35,000.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Health

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 3

Division Priority # ____ of ____

Request Prepared By:
Rebecca (First)
Jurczyk (Last)

Primary Staff Email
rjurczyk@townofgbma.gov

2nd/Reviewing Staff Email

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Inspector Vehicle

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

I am proposing the consideration for purchasing a moderately used vehicle to support the Health Department Inspectional services. The vehicle would be primarily used by the Health Inspector for the various daily inspections throughout Great Barrington and Housatonic. The vehicle could also be used by Health Department Staff to attend a training in or out of Town.
Health Department Staff have proposed to the Town Assessor that this inspector vehicle can be used by the Assessors for their annual property assessment inspections. We think the scheduling of the Health Inspector inspections and the timing of the property assessments would not present too great a coordination challenge.

The idea is to purchase a relatively new but used, small car with under 20,000miles.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

⊙ New Project/Asset/Service

○

Rational/Justification for Request

The primary rational for this request is that the Health Department is exploring ideas on how to make the Health Inspector position more attractive and retain staff for a longer duration. Health Inspectors are required to have a lot of knowledge and training and this takes time and dedication to the position.
In addition the Health Inspector is required to use their own vehicle for the many weekly inspections.
The goal is that having town car to utilize for job related activities will lessen the cost burden on the employee. It is my personal opinion that the Health Inspector should not have to use their own assets to appropriately accomplish their work.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

If funded, I think having an inspector vehicle will promote the position as being one that an employee could take on given the salary and cost of living.
Primarily, I think having an inspector vehicle will help retain staff and also display to the employee that the Town values their work.
To summarize how having a inspector vehicle would affect the efficiency of providing inspectional services; the trend has been to loose a Health Inspector every 1.5-2years to other local and higher paying Health Inspector jobs. We have to strategize ways to make the position more attractive and retain health inspectors otherwise there is consistent gap in service delivery while we search for, hire, and train the next Health Inspector.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

As stated above, the risk of not funding the cost for purchasing an inspector vehicle is risking the same cycle of taking the 6 months to a year to adequately train a Health Inspector and then they move on to higher paying jobs in the area. This is leaving Great Barrington with a consistently under-staffed Health Department.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$28,000.00

Expense	$300.00
Expense	$5,000.00

Total Cost: $33,300.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Capital Purchase	New account 01511	$28,000.00
Annual Inspection, Registration, Excise Tax	New account 01511	$300.00
car insurance	New Account 01511	$5,000.00

Total Cost: $33,300.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Bachetti's Auto Sales, cost estimates.pdf

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

From: bachetti4sales@verizon.net
To: Rebecca Jurczyk
Subject: Bachetti"s Auto Sales, Inc.
Date: Thursday, January 8, 2026 3:01:15 PM

CAUTION:
This is an external email, be vigilant
Do not click links or open attachments unless you recognize the sender (and their email address) and know the content is safe

Hello,

Here is the information on some of the vehicles you discussed with Greg.

2023 Subaru Forester - Premium, Green, 19K miles, $27,988.00

2025 Subaru Forester - Premium, Grey, 4K miles, $27,988.00

2024 Subaru Crosstrek - Premium, Orange, 6K miles, $25,988.00

Please let us know if you would like to proceed with any of these. If there are any questions or concerns, please feel free to contact us.

Thank you,
Lee-Ann

Bachetti's Auto Sales, Inc.
1924 N. Main Street
Sheffield, MA 01257
(413) 528-5410

Council On Aging

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
COA Van	$ 53,000.00	$ -	$ -	$ -	$ -	$ 53,000.00
TOTAL COA	**$ 53,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 53,000.00**

Council On Aging - Town Manager Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
COA Van	$ 53,000.00	$ -	$ -	$ -	$ -	$ 53,000.00
TOTAL COA	**$ 53,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 53,000.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Council on Aging

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Liz (First)
Hartsgrove (Last)

Primary Staff Email
lhartsgrove@townofgbma.gov

2nd/Reviewing Staff Email
lhartsgrove@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Council On Aging Van

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

This request is for the purchase of a 14-passenger van for the Council on Aging to support essential transportation and outreach services for older adults. At present, the Council on Aging does not have a dedicated Town vehicle, and staff are required to use personal vehicles to transport participants and support programming, which presents operational, liability, and equity concerns.

The proposed purchase would replace the current informal and unsustainable practice with a Town-owned vehicle dedicated to senior services. The van would be used for community activities, and other services that support aging in place and reduce social isolation among older residents.

To manage costs responsibly, the Town is exploring the purchase of a surplus vehicle from a Regional transit authority in MA. This approach is expected to provide a well-maintained, fleet-grade vehicle at a reduced cost while improving safety, reliability, and consistency of service delivery. Approval of this request would formalize and strengthen transportation capacity for the Council on Aging and align service delivery with best practices for municipal operations.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

Town-owned van will allow the Council on Aging to plan and deliver programming more efficiently, expand access for residents who are unable to drive, and ensure that transportation is provided in a manner consistent with municipal standards for safety and accountability. Reliable group transportation is a foundational component of senior services and directly supports social connection, preventive health, and independent living.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Funding this request will significantly improve both the efficiency and effectiveness of Council on Aging services by providing a dedicated, Town-owned vehicle for senior transportation. Currently, reliance on staff personal vehicles limits scheduling flexibility, reduces the number of residents who can be served at one time, and creates administrative and liability challenges.

A 12-passenger van will allow staff to transport multiple participants simultaneously, streamline trip planning, and expand access to programs and essential services for residents who cannot drive. This will reduce staff time spent coordinating transportation, improve reliability, and enable more consistent service delivery.

Overall, the investment will replace an informal and inefficient practice with a structured, cost-effective transportation solution that increases participation, improves safety, and strengthens the Town's ability to meet the needs of its aging population.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

If this request is not funded, the Council on Aging will continue to operate without a dedicated Town vehicle and remain reliant on employees using personal vehicles, which is not a sustainable or appropriate long-term practice. This limitation will continue to restrict the number of residents who can be served, reduce participation in programs, and create ongoing scheduling and reliability challenges.

Without a Town-owned vehicle, the Council on Aging may be forced to limit or cancel transportation-dependent services, particularly for residents who do not drive or have mobility limitations. Continued reliance on personal vehicles also increases liability and risk for the Town and staff, and undermines the Town's ability to provide consistent, equitable access to senior services.

Ultimately, failure to fund this request would hinder the effectiveness of Council on Aging programs and negatively impact older residents' access to essential services, social connection, and support for aging in place.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$50,000.00
Expense	$3,000.00

Total Cost: $53,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Purchase of vehicle		$50,000.00
Decal and other preperatioin		$3,000.00

Total Cost: $53,000.00

Will this Request generate Revenue?

Yes

Annual Revenue Estimate

$5,000.00

Funding Offset Proposed:

Yes

Funding Offset - Proposed Existing Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed Existing Source	Line Item Account #	Offset Amount

Total Existing: $0.00

Funding Offset - Proposed New Source

If your department generates revenues (user fees, enterprise operations, grants), show how they support or offset the requested operating budget.

Proposed New Source	Describe	Offset Amount

Total New:: $0.00

Total Proposed Offset
$0.00

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals
img-1202.jpeg

Document.jpg

Other Backup Material for Justification


ROAD

Planning

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Castle Street Pedestrian underpass and canopy	$ -	$ 200,000.00	$ -	$ -	$ -	$ 200,000.00
Master Plan	$ 200,000.00	$ -	$ -	$ -	$ -	$ 200,000.00
TOTAL PLANNING	**$ 200,000.00**	**$ 200,000.00**	**-**	**-**	**-**	**$ 400,000.00**

Planning - Town Manager Recommendation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Castle Street Pedestrian underpass and canopy	$ -	$ 200,000.00	$ -	$ -	$ -	$ 200,000.00
Master Plan	$ 50,000.00	$ -	$ -	$ 200,000.00	$ -	$ 250,000.00
TOTAL PLANNING	**$ 50,000.00**	**$ 200,000.00**	**$ -**	**$ 200,000.00**	**$ -**	**$ 450,000.00**

FY27-31 Capital Request Form

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Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Planning

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1

Division Priority # ____ of ____

Request Prepared By:
Chris (First)
Rembold (Last)

Primary Staff Email
crembold@townofgbma.gov

2nd/Reviewing Staff Email

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Master Plan

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☑ Housing

☑ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Contracted services to support writing an updated or new Master Plan.
At this time, we do not have a detailed cost estimate. Rather, this submittal is intended to put this need "on the radar" for FY28.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

⊙ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

The Town's 2013 Master Plan is now 13 years old (and based on 2010 census data). Changes to demographics, land use, housing and economic trends since then call for a renewed look at the the Town's planning, conservation, development, and service delivery goals.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Master Plans can improve efficiency and cost effectiveness of capital investments and service delivery by aligning expectations and goals over a 10-year period and positioning the Town for grant funding to accomplish the goals and projects in the Plan. The current Plan, issued in 2013, was written almost entirely in-house, with support from BRPC, but that feat seams unlikely to be repeated given the demands on the Planning Dept and on the Town's boards and committees.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Potential decrease coordination of services and investments, lack of a shared community vision, and decreased competitiveness for grants.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Expense	$200,000.00

Total Cost: $200,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Planning contracted services		$200,000.00

Total Cost: $200,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Transportation

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Accessible Electric Vehicles	$ 36,410.00	$ -	$ -	$ -	$ -	$ 36,410.00
TOTAL TRANSPORTATION	**$ 36,410.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 36,410.00**

Transportation - Town Manager Recommended

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Accessible Electric Vehicles	$ 18,205.00	$ -	$ -	$ -	$ -	$ 18,205.00
TOTAL TRANSPORTATION	**$ 18,205.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 18,205.00**

FY27-31 Capital Request Form

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Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Transportation

Division

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1

Division Priority # ____ of ____

Request Prepared By:
Chris (First)
Rembold (Last)

Primary Staff Email
crembold@townofgbma.gov

2nd/Reviewing Staff Email
tcoleman@townofgbma.gov

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Accessible Electric Vehicles

Select Board Strategic Priority

☐ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

This request is for the Town's cost share of 2 new wheelchair accessible electric vehicles (EV). The Town has applied for a grant for a Mass DOT, and we should hear about that in approximately March 2026. If the grant is successful, the grant will pay 85% of the cost, and the Town must pay the balance, which for two vehicles is estimated at a total Town cost of $36,410. If the grant funds are not received for one or both EVs, the corresponding Town funds will not be needed.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

⊙ New Project/Asset/Service

○

Rational/Justification for Request

These vehicles are intended to replace existing vehicles that are at, or will soon reach, the end of their useful life. Those existing vehicles are gasoline powered and not accessible. These will be accessible, and as EV, are cheaper to maintain.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This will replace vehicles that are at, or will soon reach, the end of their useful life. It will ensure transit service can continue.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets)

to contextualize performance expectations.

Impact on service if not funded? (Explain)

If we cannot replace those vehicles we may see significant repair costs and downtown, unable to deliver essential rides to the community.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$36,410.00

Total Cost: $36,410.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Local share per EV		$18,205.00
Local share per EV		$18,205.00

Total Cost: $36,410.00

Will this Request generate Revenue?

Yes

Annual Revenue Estimate

$5,000.00

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
fy26 grant full with attach.pdf

Quotes and Specifications
dot-Fully_Accessible_Vehicles_Guide_ EV only.pdf

Pictures, Site Plans, Other Visuals
IMG_4826.JPEG

Other Backup Material for Justification

Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbits-Nutt, Secretary & CEO
Meredith Slesinger, MassDOT Rail & Transit Administrator

MassDOT Fully Accessible Vehicle Guide

An Overview of Accessible Vehicle Specifications

September 2025

Introduction

The state's Mobility Assistance Program (MAP) and the FTA's Section 5310 Program provide capital funding to transit agencies, municipalities, Councils on Aging, and private non-profits for the purchase of vehicles to be used in the provision of transportation services to older adults and individuals with disabilities of any age.

Through these two programs, MassDOT provides funding for accessible vehicles that meet a set of minimum standards, which are described below. MassDOT pays an 85% share of the cost of the "base vehicle." This refers to all parts of the vehicle required to meet the minimum standards described in this document, but none of the additional optional features. Receiving agencies may elect to purchase vehicles with additional optional features, but these options must be fully paid for by that agency.

MassDOT retains the vehicle title and is the lien holder for the duration of the vehicle's useful life. After this period has elapsed, the agency can work with MassDOT to transfer the title to them in accordance with MassDOT's disposition policy.

Below are type-specific standards for each of MassDOT's accessible vehicles. Please be aware that the listed vehicle costs are just estimates; actual cost will vary depending on the Producer Price Index (PPI) at the time the order is placed.[1]

[1] RFR # BD-23-1 030-QTI 00-0T I 00-81603

TYPES OF VEHICLES

Vehicle brand and configuration are determined by MassDOT during the State's procurement process. Current contract dealers, manufacturers, and vehicle types are listed below.

Vehicle Type	Dealer	Vehicle Model
Type A	Model1	Chrysler Voyager BraunAbility
Type A – Electric (EV)	Model1	Ford E-Transit
Type E	Coach & Equipment	Ford E-350 Cutaway
Type E2a	Coach & Equipment	Ford E-350 Cutaway
Type E2b	Coach & Equipment	Ford E-350 Cutaway
Type Ca	Coach & Equipment	Ford E-450 Cutaway
Type Cb	Coach & Equipment	Ford E-450 Cutaway
Type Da[2]	Coach & Equipment	Ford E-450 Cutaway
Type Db[3]	Coach & Equipment	Ford E-450 Cutaway
Type LF	Model1	New England Wheels Frontrunner

VEHICLE SPECIFICATIONS

Each type of vehicle has a different set of specifications, but certain standards apply across all vehicles:

- "Passenger Capacity" below refers to the maximum number of ambulatory passengers capable of being transported in the vehicle. Wheelchair passengers may take up the space of two or more ambulatory passengers, so a vehicle may be full even though it contains fewer people than its maximum passenger capacity.
- All vehicles must have a rear emergency door.

[2] NOTE: A Class C CDL (Commercial Driver's License) with a Passenger Endorsement is required for this vehicle type

[3] NOTE: A Class C CDL (Commercial Driver's License) with a Passenger Endorsement is required for this vehicle type

Optional Features

Receiving agencies that wish to purchase additional vehicle features may do so at their own expense, in accordance with the approved RFR. Options that may be upgraded include:

- ITS and communications (automatic vehicle locators, fareboxes, etc.)
- Cameras (for reversing, and interior and exterior for driver and passenger safety)
- Electronic destination signs (front and curbside)
- Collision warning and avoidance system
- Passenger amenities (seating, grab handles, grab rails, etc.)
- Driver amenities (seating, cruise control, etc.)
- Paint scheme/details (base vehicle is white with vinyl striping)
- Additional spare tires
- Bike racks[4]

The costs of optional features range from a few hundred dollars (such as for grab handles/grab rails) to a few thousand dollars (such as for a bike rack). For a full list of available options and pricing, please contact us using the information below.

Contact Information

Thank you for your interest in accessible vehicles through MassDOT's Community Transit Grant Program! If you have any questions, please contact:

Rachel Fichtenbaum
Manager of Grant Programs & Mobility Management
MassDOT Rail & Transit Division
Rachel.L.Fichtenbaum@dot.state.ma.us
10 Park Plaza, Suite 3720
Boston, MA 02116
(857) 368-8584

Stefan Cejic
Asset Management Coordinator
MassDOT Rail & Transit Division
Stefan.A.Cejic@dot.state.ma.us
10 Park Plaza, Suite 3720
Boston, MA 02116
(857) 368-8691

[4] May vary by model. For example, not recommended on the LF.

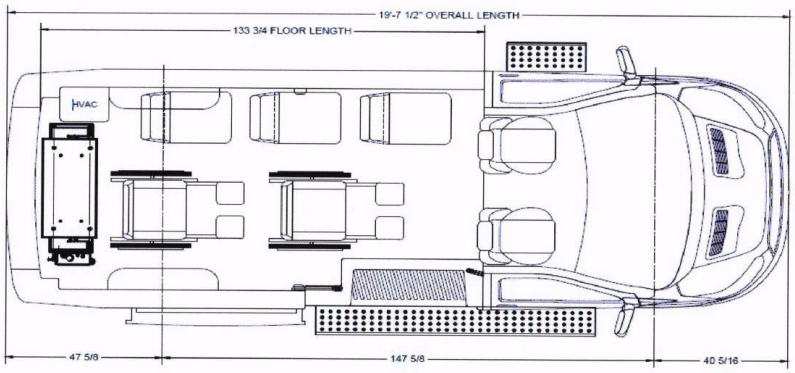
TYPE A – ELECTRIC (EV)



Medium-roof van, single rear wheel, with rear wheelchair lift. The vehicle seats four ambulatory passengers and two wheelchair positions. Comes with a Level 2 wall charger, 120V/240V mobile power cord, and an on-board charger (10.5 kW out/11.3 kW in).

Capacity: 6-passenger
Weight: 9,500 GVWR
Length: 20-feet
Body Design: single rear wheel
Wheelchair Accommodation: Two wheelchair positions
Driver's License Req.: Class D
Useful Life: 8 Years or 100,000 miles
Other Fuel Options: N/A

	EV Option
Total Cost	$121,369
85% Split	$103,164
15% Split	$18,205



FY26 Community Transit Grant Program Vehicle Application – Electric Vehicle Form

Thank you for your interest in an accessible electric vehicle (EV)! MassDOT spoke with organizations that provide mobility for older adults and people with disabilities to determine the most important factors for electric vehicle success.

Organizations that chose to use EVs did so because:

- They spoke with dealers to learn about their EV before purchasing it
- EVs were convenient for shopping and medical trips
- They already had charging infrastructure in place
- They valued the savings and convenience of charging (as opposed to gas/diesel)

Organizations that did not choose to use EVs did so because:

- The EVs they were interested in did not have enough range
- They were concerned about EV battery performance in extreme heat and cold

If you are interested in applying for an EV, please answer the following questions:

1. Do you have access to charging infrastructure to support the electric vehicle(s) you are requesting? Please note that the vehicle does come with a Level 2 wall charger, 120V/240V mobile power cord, and an on-board charger (10.5 kW out/11.3 kW in).
    a. Please describe the infrastructure and location(s), including number of ports and the type of charger (Level 1, Level 2, Level 3):

        Yes - we currently have access to (1) Level 2 charger at the Great Barrington Town Hall. In addition, we frequently bring out existing EV (and would plan to bring new ones) to the bank of 12 Tesla EV charges in the Great Barrington Big Y parking lot for Level 3 supercharging. We've found that the Superchargers work really well for charging during driver lunch breaks, so that we can make use of our current 1 EV for the full day.

    b. Who owns the infrastructure?

        Town of Great Barrington

    c. If public, how do you intend to charge the vehicle if that charger is occupied?

        We have never had issues with the 12 Superchargers being fully occupied. The one current EV charger at Great Barrington Town Hall is private, for our use only. We may be able to install additional Level 2 chargers upon delivery of the new vehicles, pending relevant and necessary approvals.

    d. If owned by another entity, please describe your agreement for usage:

        We have an agreement for the public Tesla Superchargers through Ford: all the driver needs to do is plug in the vehicle and it automatically begins charging and bills the Town.

2. What is your backup service plan if the EV is out of service?

    We plan to retain a couple of the gas-powered vehicles which will have met their maximum useful life as spare vehicles, if allowed, in case one or more vehicles are out of service. We would never plan to have all 7 core fleet vehicles scheduled in-service at the same time, so we would plan to swap out for another vehicle not in use.

3. Is all the charging infrastructure already installed and active? If not, describe the current status and projected timeline to install the charger(s) and make any necessary updates to electrical infrastructure.

   Yes.

4. Please describe your plan for making sure your vehicles have enough charge to provide your service. Describe how your operations plan accounts for time spent charging, miles driven to the charging station, and efficient use of vehicles.

   We have found that it works really well to schedule driver lunch breaks at the Great Barrington Big Y, where they can plug in their vehicle for 30 minutes while on break. The Big Y has full restroom facilities, a deli, hot bar, pizza, microwave, etc. Our drivers have not voiced any concerns about this break location. It is pretty central within our service area, which makes it easy to consider as a natural break point not requiring lots of extra miles to reach.

5. Please describe any transition plan you have for electrification, or any planning you have done to prepare for electrification.

   We have been continuously developing internal plans and procedures, especially since receiving our first Ford Transit EV about a year ago. It's been a bit of a learning curve to understand how far and long the vehicle can and should go between charges. We look forward to continuing to refine and iterate those policies and procedures. We've observed that it would be really helpful to have multiple EVs that could be swapped out throughout the day to minimize downtime, especially when the ranges are shorter during the Winter months.

6. Switching to EV will increase your demand for energy. Please describe any planning you have done for this, such as coordinating with your energy supplier, budgeting for increased energy cost, installing solar panels to produce your own energy, etc.

   We will follow the same protocols as we have with our EV currently in service - the Town absorbs the Level 2 charger energy cost, and we pay a moderate amount for the Supercharger energy cost billed direct to us (still much less than fuel costs!).

7. How far do you intend to drive the vehicle per day, on average?

   80-120 miles per day (similar to our current EV).

8. Please identify if your organization is in a/considered an Environmental Justice Community or Gateway City.

   Yes (Environmental Justice).

9. Please share any suggestions for how MassDOT can assist you and other subrecipients with incorporating accessible EV into your fleets.

   Mostly just sharing strategies between providers using EVs on a regular basis could be really helpful.

FY26 CTGP vehicle grant application for South County Connector | Town of Great Barrington

Submission ID: 5902

Date/Time received: 2025-11-21 01:16:50

About the organization

1. What is your organization's name?
South County Connector | Town of Great Barrington

Contact person name
Tate Coleman

3. Contact person email
tcoleman@townofgbma.gov

4. Contact person phone number
(413) 644-6836

5. Organization's legal name
Town of Great Barrington

6. Organization's legal address
334 Main Street

Great Barrington, Massachusetts 01230

7. Are you registered in SAM.gov?
Yes

7a. If so, when does your registration expire?
04/21/2026

7b. What is your UEI number?
WRABDHYV2BH3

8. Are you a registered vendor of the Commonwealth?
Yes

8a. Please list your vendor code.
VC6000191806

9. Organization type
Municipality/Council on Aging

10. Are you prepared to pay 15% of the cost of any awarded vehicles upon delivery?

Yes

11. What type of funds will you use to pay the 15%?

Local match

12. Please calculate the estimated amount of local match due if awarded your full request.

72820

Question 13 skipped for your organization type

14. Have you previously received vehicles through the Community Transit Grant Program?

Yes

15. Total number of vehicles requested

4

16. CHST region, year, and page

Berkshire County, June 2023, Pages 11-35

Civil Rights

17. Describe your process for handling discrimination complaints.

Discrimination complaints are handled following the civil rights and discrimination complaint procedures established and approved by the Town of Great Barrington. The South County Connector (Transit Department of the Town of Great Barrington) has an approved Title VI program and ADA policy in place, which is compliant with all relevant FTA circulars. In addition, federal and/or state grants may have their own procedures for handling such complaints as part of the grant contract, which the South Connector complies with.

18. Do you have 50 or more transit-related employees?

No

Oversight

19. Is your organization currently subject to an audit or investigation? Please describe if so.

No

20. In the past, has your organization had any finding from an audit or investigation? Please describe if so.

Yes, minor findings from a 2023 FTA Compliance Review administered through MassDOT. All were resolved satisfactorily soon after the findings were identified. No current findings.

Training and Safety

21. Training and safety requirement

Yes

Vehicle information

Vehicle type	Leased	Lessee	Service area	Share vehicle	Replace/Expand	VIN	Year	Mileage	Reason	Other reason
EV	No		Great Barrington, Egremont, Stockbridge, West Stockbridge, Sheffield, Monterey, New Marlborough, Lenox (planned), Lee (planned), Richmond (planned)	No, but we would be open to it if the opportunity arises	Replacement	1FDEE3FL2GDC30728	2016	58134	useful life	
EV	No		Great Barrington, Egremont, Sheffield, Monterey, New Marlborough, Stockbridge, West Stockbridge, Lee (planned), Lenox (planned), Richmond (planned)	No, but we would be open to it if the opportunity arises	Replacement	2C4RC1BG6PR598383	2023	103608	useful life	
EV	No		Great Barrington, Egremont, Sheffield, Monterey, New Marlborough, Stockbridge, West Stockbridge, Lee (planned), Lenox (planned), Richmond (planned)	No, but we would be open to it if the opportunity arises	Replacement	1FMZK1YM9HKA09130	2017	93151	useful life	
EV	No		Great Barrington, Egremont, Sheffield, Monterey, New Marlborough, Stockbridge, West	No, but we would be open to it if the opportunity arises	Replacement	3GNAXUEG1PL252762	2023	79638	useful life	

Vehicle type	Leased	Lessee	Service area	Share vehicle	Replace/Expand	VIN	Year	Mileage	Reason	Other reason
			Stockbridge, Lee (planned), Lenox (planned), Richmond (planned)							

FY26 Community Transit Grant Program - Active Fleet Inventory Form

Who fills out this form:	This form is optional for Regional Transit Authorities and required for all other applicants.
Instructions:	Write your organization's name in Box B5. Then, starting with row 7, list each vehicle in your fleet, one vehicle per row. You may add additional rows if you have more than 20 vehicles in your fleet. Include only vehicles that carry 16 passengers or fewer. List the vehicle's VIN or unique identifier in column A. In column B, mark yes if the vehicle was awarded through the Community Transit Grant Program, and no if you got it from another source. In column C, indicate the vehicle type. In column D, mark yes if the vehicle is accessible and no if it is not. In column E, note the mileage. In column F, note the model year of the vehicle.
Column G instructions:	In column G, choose the descriptor that best describes the vehicle's condition. EXCELLENT means the vehicle is brand new, no major problems exist, and only routine preventative maintenance is required. GOOD means elements are in good working order, require nominal or infrequent minor repairs (every 6 months or so). MODERATE means the vehicle requires frequent minor repairs (<6 months) or infrequent major repairs (>6 months). POOR means the vehicle requires frequent major repairs. FAILURE means the vehicle is only useful for parts or is parked because it cannot be fixed or run in service.
Applicant organization:	

Vehicle ID (how your organization internally refers to this vehicle, or the VIN)	Was this vehicle received through a Community Transit Grant from MassDOT? (yes/no)	Vehicle type (sedan, SUV, minivan, van)	Is the vehicle wheelchair-accessible? (yes/no)	Mileage	Year	Condition (Excellent, good, moderate, poor, failure)	
1673	Yes	Cutaway minibus	Yes	58134	2016	Poor	*GB replacement vehicle - exceeded 8yrs maximum useful life; frequent repairs needed (awarded as a used vehicle from Newbury in early 2024)
2315	Yes	Ford Transit EV	Yes	21953	2023	Excellent	
3504	No	Van	No	93151	2017	Moderate	*Stockbridge replacement vehicle - over 8yrs & will be over 100,000 by next Fall
4830	No	SUV	No	62495	2020	Good	
5905	No	Minivan	No	103608	2023	Good	*West Stockbridge replacement vehicle - 100,000mi useful life exceeded
7753	No	SUV	No	79638	2023	Good	*GB replacement vehicle - projected to exceed 100,000mi useful life by next Fall

FY26 Community Transit Grant Program Vehicle Cycle: Replacement and New Capital Narrative Form

Instructions

Thank you for your interest in the FY26 MassDOT Community Transit Grant Program vehicle cycle. Please answer the following questions about your request for one or more accessible vehicles. When you are done, upload this form and submit it as part of your application. If you have any questions, please reach out to us at Rachel.L.Fichtenbaum@dot.state.ma.us or (857) 368-8584.

Questions for All Applicants

1. Will any and all vehicles awarded be used for services that are designed to meet the specific needs of seniors and individuals with disabilities?

   Yes, the South Country Connector prioritized seniors and persons with disabilities whenever they schedule rides at least one day in advance. This is accomplished through a variety of means, including a dedicated senior/person with disability van, a dedicated MCOA-funded door-to-door Pittsfield medical shuttle for seniors/persons with disabilities, periodic senior/disabled-only ticket promotions, and by bumping non-senior/disabled riders on pre-booked rides when necessary to get a priority rider to an important appointment.

2. Describe the need your requested vehicle or vehicles will help address.

   The need is for reliable, affordable transit options for the people of southern Berkshire County. The Berkshire Regional Transit Authority (BRTA) provides important service in Southern Berkshire County within two of the seven member South County Connector communities, but only along limited fixed routes which primarily follow state highways and only during set hours and days. Like many rural fixed-route services, it operates at limited times of day, every 1-2 hours, and doesn't reach enough of the places where people live and work. The BRTA fixed route bus service, especially the 921 South County Express route, is great for getting residents headed for more regional destinations–the South County Connector is able to facilitate connections to/from the BRTA bus routes within its 250 square mile service area, often acting as a feeder or first/last mile service in relation to BRTA.

   South County is rural and geographically large, with long distances between towns and small, dispersed population centers. For example, Sheffield alone covers more than 48 square miles and has 84 miles of roads—which are typical for the region. Fixed routes simply cannot meet the travel needs of residents living across this kind of landscape.

   An on-demand, on-call system is the only realistic way to connect people to daily essentials like work, healthcare, and food. Uber, Lyft, and similar rideshare options are either unavailable or unaffordable in South County. BRTA has been exploring microtransit concepts for several years, and its newly hired director brings experience implementing these services in other rural regions, which may lead to future collaboration.

   South County also has a large share of residents who face transportation barriers: seniors, people with disabilities, and low-income households. The region's numbers are skewed by high percentages of second homeowners, who mask the true need. The area has also been welcoming immigrants in the last few years. These are hardworking individuals who frequently lack reliable options in getting to work and would benefit from an available transit system. For

many residents, especially those living far from Route 7, a dependable local micro transit system like the South County Connector is a necessity.

The vehicles are being requested as four vehicles in the current fleet require replacement within the next fiscal year or sooner.

Describe any additional ways you know there is a need for the transportation this vehicle will provide, such as other studies, requests from riders, trip requests you are unable to fill, etc.

Berkshire Regional Planning Commission's (BRPC) Human Services Transportation Plan (HST), June 2023, cites the need for such services in detail as well as the limitations of current fixed route bus services, which either are not available in South County Connector's service area or are extremely limited both in scheduled days and hours as well as routes. South County Connector has also conducted rider surveys and a rider travel diary project. Additional documentation of the need are: Berkshire County Microtransit Planning Study, May 2022; South Country Connector Study, May 2025; and BRPC's Microtransit Feasibility Study, completed in September 2025.

3. Describe how this vehicle will be used and how it will help meet the need.

Four vehicles are requested in this grant application. They will replace four current vehicles which have either reached, or are close to, the end of their useful lives. The fact that three of the Towns, which provide financial support to the Connector and are part of its current seven town membership, are providing the required match to acquire these vehicles speaks to the importance of this service to their residents. They will help keep the number of vehicles stable and since they are EVs will help reduce operational expenses and may have longer usable lives.

4. Who will be eligible to ride?

The South County Connector provides safe, dependable, and accessible on-demand and flex route transit services to seven member towns in Southern Berkshire County. While it has an emphasis on seniors and persons with disabilities, everyone in its service area is eligible to ride. This includes lower-income residents and members of our essential workforce. For many of its riders, SCC is not just a convenience but their only reliable way to get to work, medical appointments, grocery stores, and community services. The program directly supports quality of life and independence for our aging population and helps residents remain connected and self-sufficient in their own communities.

5. Describe the target number of individuals to be served. If your request includes vehicles for different services, please describe the target numbers for each service.

South County Connector provided over 25,000 unlinked passenger trips during FY2025.

We have applied for additional funding for FY2027 to expand services to include additional communities and increased hours of operation for our core service area. We project we may provide 70,000+ unlinked passenger trips during FY2027 if funding is fully awarded. Having reliable replacement vehicles for those in our fleet reaching their maximum useful life will be imperative to making that happen successfully.

6. Who will operate the vehicles you are requesting?

South County Connector.

7. Who will insure the vehicles?

   The Town of Great Barrington (2), Town of Stockbridge (1), Town of West Stockbridge (1).

8. Who will provide maintenance on the vehicles?

   South County Connector will provide maintenance on the vehicles, as it does on its current fleet. Currently there are contracts for such maintenance with local service providers, while limited maintenance is performed in house.

9. Where will vehicle maintenance records be kept?
   The vehicle maintenance records for the new vehicles, as well as for all its vehicles, will be kept in the South County Connector's office.

10. Where will the vehicle(s) be garaged?

    The vehicles will be garaged at the South County Connector offices.

11. Who will be responsible for ensuring completion of required driver training?

    The Operations Manager is responsible for overseeing and ensuring that all drivers complete their required driver training as well as any other requirements associated with a licensed SCC driver.

12. What are typical operating hours for your vehicles?

    The South County Connector currently operates 6am-9pm daily, with reduced service (7am-8pm) on Federal Holidays. Some services have more limited hours of operation, including our New Marlborough senior/ADA-only service (Mon-Fri, 7:30am-4pm), Canaan, CT destination service for MA residents (Mon-Sat, 7am-7pm) and MCOA-funded Pittsfield Medical Transportation Shuttle (Mon-Fri, 7am-5:30pm). Proposed service hours with the FY2027 expansion plan (July 1, 2026 - June 30, 2027) would include providing service 5am-12am daily in our core service area, which may be adjusted seasonally to account for shift worker schedules & demand. Service may be expanded on special occasions, such as New Year's Eve.

13. Do you allow incidental use when you have space or when the vehicle is not in service? For example, this might mean allowing riders who need a ride but are not seniors and do not have disabilities to ride when you have empty seats, allowing another organization to use the vehicle outside of your operating hours, or using the vehicle for occasional meal delivery outside of your operating hours. As long as older adults and people with disabilities are always prioritized, MassDOT and FTA encourage incidental use to maximize use of these vehicles.

    Yes, we allow riders of all ages to utilize any unfilled capacity within our driver schedules/vehicles. As to allowing other organizations to use vehicles outside of operating hours, South County Connector's experience has been that due to its 6am-9pm schedule, such requests have not been received from other organizations; however, they would be welcomed.

14. What types of transportation coordination and collaboration does your agency engage in? Check all that apply:

Type of Coordination	**Mark an X if this applies to your agency or project**
We attend transportation collaboration meetings when they occur in our region	X☐
We convene transportation collaboration meetings in our region (*Gt. Barrington's Regional Transportation Advisory Committee*)	X☐
We participate in centralized dispatch	X☐
We share drivers with another organization	X☐
We share vehicles with another organization	X☐
We offer our in-house driver training to other organizations (*Shared agreement with the Egremont/Mount Washington COA service*)	X☐
We have an agreement in place with another organization to provide or obtain services if needed (e.g. if there is a vehicle breakdown or a staff shortage)	☐
Describe any other type of coordination	We coordinate with our 7 member communities to provide shared services across Southern Berkshire County.

Additional Questions for New Vehicle Requests

15. Explain why the current fleet is inadequate and why additional vehicles are needed.

    The four requested vehicles are to replace existing vehicles that are at, or close to, the end of their useful lives. Replacement of fleet vehicles on a regular basis is a best management practice of fleet management as well as helping to ensure safety, service reliability, and controllable maintenance expenses.

16. Have you reached out to partner organizations in your region about sharing a vehicle or using existing resources? If so, describe the steps you took and why you determined you should apply for a new vehicle. If not, explain why not.

    Yes. Three towns in the seven towns making up South County Connector are applying for these four replacement vehicles. It was decided to go with EVs because of MassDOT's focus on Electric Vehicles as well as the member town's environmental concerns. These three towns understand the fiscal challenges of running the South County Connector as a department in the Town of Great Barrington, and understand the importance of such vehicles to the Connector's continued level of service delivery to their residents. The Towns of Stockbridge and West Stockbridge benefit greatly from the shared services agreement of the South County Connector (vs. needing to staff a vehicle 6 AM - 9 PM daily to only serve their rural communities), thus the current arrangement whereby these towns will secure the vehicles but they will be part of the Connector's fleet and under its management.

17. How was the vehicle type(s) determined to be the right vehicle size and capacity for the new service?

    The passenger capacity of the EVs is similar to the current capacity of our non-accessible fleet. In order to make our fleet fully ADA compliant and provide equal access to all riders with the least amount of manual scheduling, it would be very advantageous for us to replace our non-accessible vehicles with fully accessible vehicles as the existing ones reach their maximum useful lives.

18. How has the organization's operating budget been modified to account for new service? Has a formal plan been developed to accommodate new vehicle(s) in the fleet?

    Since the requested vehicles are all replacements for existing gas vehicles, no modifications to our "core" budget have been made. Actually, we anticipate that the new EVs would allow for a slight decrease in our maintenance and fuel budgets.

    That being said, we see and hear about significant unmet demand in our region every day. We are planning a service expansion for next year if grant funding is awarded, which we can accommodate with our existing number of vehicles. Again, it would be much better to leverage additional fully accessible reliable replacement vehicles, rather than non-accessible vehicles which have exceeded their useful life, to position us for success in this expansion plan.

19. If the vehicle(s) request is not funded, will the new service plan still be implemented?

    If the replacement vehicle requests are not funded, we may have to cut back our existing service

as current vehicles continue to age and become less reliable, and any expansion plan would be made much more difficult. We may be able to pool together some Towns' local matches to purchase a couple non-accessible replacement vehicles, which would be detrimental to our program's mission and goals. Service expansion would not be impossible, but not funding these replacement vehicles would likely result in the South County Connector providing a less reliable service with less consistent vehicle uptime, and a lesser ability to meet rider needs during peak demand days and hours.

Elizabeth Hartsgrove
Town Manager

E-mail: lhartsgrove@townofgbma.gov
www.townofgbma.gov

Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619 x2
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

OFFICE OF THE TOWN MANAGER

November 14, 2025

Rachel Fichtenbaum
Manager of Grant Programs and Mobility Management
MassDOT Rail & Transit Division
Community Transit Grant Program

RE: Local Match Commitment – Accessible Vehicle Application

Dear Ms. Fichtenbaum:

I am writing to confirm that the Town of Great Barrington will provide the local matching funds for up to two Ford E-Transit accessible vans, which we will seek to purchase in partnership with MassDOT through the Community Transit Grant Program.

Specifically, the Town will seek voter approval at our Annual Town Meeting in May 2026 for a total of $36,410, which represents the 15% match required for two vehicles. We understand that MassDOT will cover the remaining 85% of the vehicle cost if our grant application is successful.

I would like to thank MassDOT for its continued support of the South County Connector transit service and our mission to provide essential transportation for all of our residents, including our seniors and workforce.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Liz Hartsgrove
Town Manager


SOUTH COUNTY
CONNECTOR
LOCAL BUS SERVICE
M 6943

Wastewater

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Sewer Infrastructure Work	$ 100,000.00	$ -	$ -	$ -	$ -	$ 100,000.00
Sludge Loadout Upgrade	$ 145,000.00	$ -	$ -	$ -	$ -	$ 145,000.00
Capacity, Management, Operations and Maintenance Year 6 FY2027	$ 30,000.00					$ 30,000.00
Miscellaneous Engineering Services	$ 200,000.00					$ 200,000.00
Annual Inflow & Infiltration Construction	$998,000.00					$ 998,000.00
Design & Permitting WWTP Upgrades and Avery Lane Pump Station Upgrades	$1,527,900.00					$ 1,527,900.00
TOTAL WASTEWATER	**$ 3,000,900.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3,000,900.00**

Wastewater - Town Manager Recommended

Project Title	FY2027	FY2028	FY2029	FY2030	FY2031	Project Total
Sewer Infrastructure Work	$ 100,000.00	$ -	$ -	$ -	$ -	$ 100,000.00
Sludge Loadout Upgrade	$ 145,000.00	$ -	$ -	$ -	$ -	$ 145,000.00
Capacity, Management, Operations and Maintenance Year 6 FY2027	$ 30,000.00	$ -	$ -	$ -	$ -	$ 30,000.00
Miscellaneous Engineering Services	$ 200,000.00	$ -	$ -	$ -	$ -	$ 200,000.00
Annual Inflow & Infiltration Design	$ 160,000.00	$ -	$ -	$ -	$ -	$ 160,000.00
Annual Inflow & Infiltration Construction		$ 838,000.00	$ -	$ -	$ -	$ 838,000.00
Design & Permitting WWTP Upgrades and Avery Lane Pump Station Upgrades	$ -	$ -	$1,527,900.00	$ -	$ -	$ 1,527,900.00
TOTAL WASTEWATER	**$ 635,000.00**	**$ 838,000.00**	**$ 1,527,900.00**	**$ -**	**$ -**	**$ 3,000,900.00**

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
WWTP

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Sewer Infrastructure Work in Conjunction with FY2027 Roadwork

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Adjust, replace, modify, adjust, improve sewer infrastructure elements in conjunction with the towns FY2027 Roadwork.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

⊙ Maintaining Existing

○ Enhancing/Expanding Existing

○ Replacement of Existing

○ New Project/Asset/Service

○

Describe change in resource requiring Capital Request

Infrastructure modification in conjunction with FY2027 road work

Rational/Justification for Request

This work is an integral part of roadway improvements.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This will support town infrastructure improvements.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Lack of sewer infrastructure will impact the longevity of the town's infrastructure.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$100,000.00

Total Cost: $100,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Construction	use existing hourly contractor, or pay roadway contractor	$88,000.00
Police Details		$12,000.00

Total Cost: $100,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

FY27-31 Capital Request Form

A capital request is required for any project costing over $15,000.

Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Wastewater

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
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Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

WWTP Sludge Loadout Upgrade

Select Board Strategic Priority

☑ Infrastructure & Assets

☐ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☐ Municipal Service Delivery

Classification

○ Non Discretionary (Change in law, Utility Increase, etc)

⊙ Discretionary

Detailed Description of Request

Reconstruct the sludge loadout area at the WWTP. This area has deteriorated and is in need of replacement.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

This area has deteriorated, the ability to function properly is greatly reduced and causing damage to driveway of the plant.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

A reconstructed loadout facility will allow this area to function as designed.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Deterioration will continue, the driveway will continue to be damages and haulers may have issues.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect

delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$145,000.00

Total Cost: $145,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Engineering		$25,000.00
Procurement & OPC		$35,000.00
Construction	estimate	$85,000.00

Total Cost: $145,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
DPC Proposal_GB_WWTP Sludge Loadout Upgrades_Proposal_2025.12.31.pdf

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

Progressive solutions for municipal infrastructure

DPC Engineering, LLC
46 Mohawk Drive
Longmeadow, MA 01106

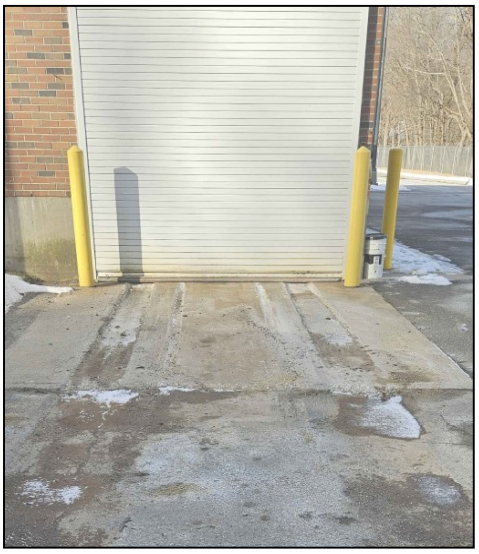
Phone: 413-567-6310
Fax: 413-451-1030
www.DPCengineering.com

December 31, 2025

Mr. Joseph Aberdale
Superintendent of Public Works
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

Re: **Engineering Services Proposal**
WWTP Sludge Loadout Upgrades Project

Dear Mr. Aberdale:





As requested, following is DPC Engineering, LLC's (DPC) engineering services proposal for the WWTP Sludge Loadout Upgrades Project (Project) for the Town of Great Barrington (Town). Below, are the Project understanding, as well as DPC's proposed scope of services, schedule, and fee for the Project.

PROJECT UNDERSTANDING

The Town of Great Barrington owns and operates a Wastewater Treatment Plant (WWTP). The WWTP produces dewatered sludge cake as a part of the solids handling process. The sludge cake is conveyed to a sludge bin, where it is collected until it is hauled off away from the WWTP via truck and another bin is installed for collection. The sludge bins sit on a concrete pad with tracks. The pad and tracks have deteriorated and new sludge bins with different track dimensions are utilized. See two inset photos. This has resulted in more challenging operating conditions.

The Town contacted DPC to prepare a conceptual design concept for the sludge loadout process at the WWTP. Please refer to the two attached plan concepts. Additionally, the Town seeks to have permitting, bidding and construction oversight for the Project.

SCOPE OF SERVICES

Following are the proposed tasks associated with the WWTP Sludge Loadout Upgrades Project:

Design Phase

D-1. Draft Plans: Develop draft plans, including cover, legend/notes, site, mechanical, and details.

D-2. Draft Specifications: Prepare draft specifications for draft bidding documents.

D-3. Basis of Design: Prepare a basis of design summary memorandum including: preliminary sizing and design of the system upgrades; recommended equipment and materials of construction; operators' preferences; draft plans; anticipated construction needs/sequencing; preliminary opinion of probable project cost (OPPC); and project schedule.

D-4. Coordination Meeting #1: Meet with the Town to review the results of Tasks D-1 through D-3.

D-5. Final Plans: Finalize the plans based on input from the Town.

D-6. Final Specifications: Finalize specifications, based on input from the Town, for final bidding documents.

Bidding Phase

B-1. Electronic Bidding Documents: Prepare a complete set of bidding documents, in indexed PDF format, to be used for the bidding phase. Bidding Documents will be distributed via email and DropBox. No hard copies of bidding documents are anticipated as part of this Project.

B-2. Advertisements for Bids: Prepare and submit a copy of the Advertisement for Bids to a local newspaper, for public notice of the bid documents. The Town shall pay the cost of the advertisement directly. Town staff shall also place a copy of the Ad in the Town offices, and the Town will submit to COMMBUYS.

B-3. Distribution of Bidding Documents: Maintain a planholders list throughout the bidding period, and facilitate the distribution of bidding documents to prospective bidders via DropBox.

B-4. Pre-Bid Conference: Arrange and attend a non-mandatory pre-bid conference for planholders and prospective bidders. The Pre-Bid Conference will include an overview of the Project at the WWTP, including the sludge loadout work area.

B-5. Respond to Questions/Issue Addenda: Respond to questions from planholders and prospective bidders during the bidding phase. Prepare and issue addenda, as necessary, to clarify and/or update Bidding Documents prior to the bid opening. All addenda will be issued electronically via DropBox/email.

B-6. Bid Opening: Attend the bid opening at the Great Barrington Town Hall, and assist Town staff with receipt of bids. The bids will be opened and read aloud at the bid opening.

B-7. Tabulate and Review Bids: Tabulate and review bids received for accuracy, completeness and inclusion of required forms and acknowledgement of addenda (if any).

B-8. Bid Summary: Prepare a bid summary, in tabular format, following the bid opening.

B-9. Recommendation to Award: Perform reference checks of bidders and prepare a Recommendation to Award letter to advise the Town on the selection of the apparent low bidder.

B-10. Review Bonds & Insurance Certificates: Perform review of the conditionally awarded Contractor's submitted bonds and insurance certificates for compliance with the Contract documents.

B-11. Award of Project: Compile the final Contract documents in indexed PDF format, and facilitate the execution of the Contract between Contractor and the Town.

Construction Phase

C-1. Pre-Construction Meeting: Arrange and conduct a pre-construction meeting with representatives from the Contractor and Town to review the Project, Contract obligations, schedule and other pertinent Project information.

C-2. Construction Administration: Construction administration includes coordination with the Town and Contractor throughout the duration of the Project. Review and respond to shop drawings submitted by the Contractor. Shop drawings will be submitted to DPC as PDF copies, and returned in electronic PDF format to the Contractor. Review and respond to requests for information (RFI) submitted by the Contractor. All RFIs will be submitted and returned in electronic PDF format. Review proposed Change Order requests prepared by the Contractor, and prepare Change Order paperwork, as necessary, for signature by the Town and the Contractor. Review monthly pay applications, submitted by the Contractor to the Town, and provide a recommendation for payment. We anticipate approximately four (4) pay estimates. We assume the overall active construction period will be less than four (4) months, with the overall project lasting no more than six (6) months.

C-3. Progress Meetings (Active Construction): Arrange and conduct up to three (3) progress meetings during construction, with representatives from the Contractor and Town, to review the Project status, remaining work, schedule for completion, as well as any other items of consideration.

C-4. Part-Time Construction Observation: DPC will conduct up to six (6) part-time visits over the active construction during the Project, up to eight (8) hours each, including travel time and mileage.

C-5. Punchlist: Upon Substantial Completion, generate a punchlist for Contract closeout and coordinate Final Completion.

C-6. Record Drawings: Based on as-built drawings received from the Contractor, prepare a set of Record Drawings, in PDF format, to be transmitted to the Town.

PROJECT SCHEDULE

DPC will commence the Project upon receipt of a signed Agreement or Purchase Order from the Town. We anticipate that the Design Phase will take approximately 12 weeks to complete. We anticipate the Bidding Phase will take approximately eight (8) weeks to complete. We anticipate the Construction Phase will take approximately 24 weeks to complete.

PROJECT BUDGET

DPC will complete the work described in the Scope of Services for a lump sum fee of $59,664.50, as summarized in the following table:

Phase	DPC Sub-Total by Task	
Design	$	24,976.60
Bidding	$	6,996.60
Construction	$	27,691.30
Total =	**$**	**59,664.50**

DPC will invoice Great Barrington monthly based on the percentage of work completed for each phase. In the event that the scope of work is modified (increased or decreased) for any reason, the scope and fee for the work will be mutually revised by Amendment.

Thank you for this opportunity. We look forward to the opportunity to implement this Project with the Town. Please contact Dave by cell at 860-418-9676 or by email at dave.prickett@dpcengineering.com, or Justin by cell at 203-605-3470 or by email at justin.skelly@dpcengineering.com if you have any questions or need additional information.

Sincerely,

DPC ENGINEERING, LLC

David R. Prickett, P.E.
President

Justin L. Skelly, P.E.
Director of Engineering Services

Cc: Ms. Paula Ely, Wastewater Superintendent, Town of Great Barrington

FY27-31 Capital Request Form

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Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Wastewater

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

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Project/Purchase Request Title

Miscellaneous Engineering Services

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

To have funds available to perform unanticipated engineering & construction in FY2027

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

The wastewater plant and infrastructure is a mechanical system and it is important to engineering funds available for an unforeseen condition.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

By having these funds available we can promptly respond to an unforceen condition.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Corrective action on an unforeseen condition could be delayed.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$200,000.00

Total Cost: $200,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Engineering & Construction		$200,000.00

Total Cost: $200,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

FY27-31 Capital Request Form

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Please complete one form per project, purchase or proposal and provide all requested detail, including purpose, justification, cost estimates, specifications, pictures, project schedule, funding source(s), and operating impacts.

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Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Wastewater

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
Joe
First

Aberdale
Last

Primary Staff Email
jaberdale@townofgb.org

2nd/Reviewing Staff Email
jaberdale@townofgb.org

Proposed Project, Purchase or Proposal

For each capital request, please provide a concise narrative that clearly explains what the project is, why it is needed, and how it supports service delivery or community priorities. Describe the problem the request addresses, the expected benefits or outcomes, estimated cost, preferred timing, and any operating impacts

(staffing, maintenance, utilities, or efficiencies gained).

Your narrative should be written so that decision-makers and residents can understand the purpose, urgency, and value of the request without technical expertise. If applicable, note alternatives considered, risks of delaying the project, and potential funding sources (grants, enterprise funds, state aid, etc.). Each submission should allow the Town Manager, Select Board, Finance Committee, and public to see how the request fits into the Town's overall infrastructure and service planning.

Project/Purchase Request Title

Capacity, Management, Operations and Maintenance Year 6 FY2027

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☑ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

This program analyzes areas of the wastewater infrastructure to locate and pinpoint areas of improvement and make recommendations. This item requires specific warrant language to be approved at town meeting, the recommendation is in the attachment.

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

This programs identifies areas of improvement and is done substantially with grant funds. The enterprise fund basically gets $180,000 worth of engineering for $30,000 of out of pocket funds.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

This program is the annual first step in identifies areas of improvement.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Trouble areas of the wastewater system will not be identified for improvement resulting in failures and/or excess inflow and infiltration (I&I). Increased I&I is costly to treat and adds to wear and tear on the wastewater facilities.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$30,000.00

Total Cost: $30,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Total Estimated Project Cost		$250,000.00
MEDEP Clean Water Grant		($150,000.00)
Town in-kind services	(Non-monetary)	($70,000.00)

Total Cost: $30,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue
CMOM Warrant Article.pdf

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

From May 2025 Annual Town Meeting

ARTICLE 7: CAPITAL AUTHORIZATION FOR WASTEWATER ENTERPRISE FUND

To see if the Town will vote to appropriate $1,150,000, or any other sum of money, for Wastewater capital improvements, in the following approximate amounts and for the following purposes, and for the payment of all other costs incidental and related thereto, and to determine whether this appropriation shall be raised by taxation, transferred from available funds, and/or borrowing or otherwise; or to take any other action relative thereto.

Wastewater Capital Items	
Engineering & Design	$ 802,000
Capacity, Management, Operations, and Maintenance (CMOM); Infiltration/Inflow Mitigation	248,000
Sewer & Manholes	100,000
Total	**$1,150,000**

Recommended by the Finance Committee and Selectboard

Recommended 2026 Annual Town Meeting Article Language

This is DEP's preferred language for a "clean" Warrant Article for the Asset Management Grant, CMOM Year 6 Project:

To see if the Town will vote to appropriate the sum of $250,000 for the Collection System Asset Management Plan (Year 6) which was submitted to the Massachusetts Clean Water State Revolving Fund (SRF) Asset Management Planning Project List. The total project cost of $250,000 is comprised of a $150,000 grant which the Town will be reimbursed for throughout the Project by MassDEP and the Massachusetts Clean Water Trust. The balance of the Project will be comprised of in-kind services (non-cash) provided by the Town valued at $70,000 and a cash contribution from the Town valued at $30,000.

The Town's __{enter position title}_____ is authorized to act on behalf of the Town to file for and accept funds in connection with the Grant and the Project, including entering into a financial assistance agreement with Clean Water Trust, on such terms and conditions as the DPW Director and the Clean Water Trust shall agree and to submit any and all documents and certifications necessary or advisable.

FY27-31 Capital Request Form

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Personnel related requests are on a separate form found here. (LINK COMING)

Submissions must also identify changes from prior year requests, if applicable.

Department
Public Works

Division
Wastewater

Requested Fiscal Year
☑ FY2027 ☐ FY2028 ☐ FY2029 ☐ FY2030 ☐ FY2031

Department Priority # ____ of ____
1 of 1

Division Priority # ____ of ____

Request Prepared By:
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2nd/Reviewing Staff Email
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Proposed Project, Purchase or Proposal

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Project/Purchase Request Title

Annual Inflow & Infiltration Construction that was identified in Year 3 CMOM

Select Board Strategic Priority

☑ Infrastructure & Assets

☑ Public Health & Safety

☐ Housing

☐ Sustainability & Environment

☐ Economic Development

☑ Municipal Service Delivery

Classification

⊙ Non Discretionary (Change in law, Utility Increase, etc)

○ Discretionary

Detailed Description of Request

Design, procurement, OPM services & Construction for the State Road Sewer Upgrades identified in Year 3 of the CMOM

Provide detailed description of the purpose, scope, and expected benefits of this request.

This Request...

○ Maintaining Existing

○ Enhancing/Expanding Existing

⊙ Replacement of Existing

○ New Project/Asset/Service

○

Rational/Justification for Request

To reduce inflow and infiltration of water into the sewer system.

For each requested increase (or decrease), provide a rationale, expected benefits or outcomes, and any cost-benefit or efficiency considerations.

How will this request affect efficiency/effectiveness of providing service if funded? (Explain)

Removing water from infiltrating into the sewer system, reduces transportation & treatment costs.

Include intended outcomes, benchmarks or comparative data (prior years, peer towns, or internal targets) to contextualize performance expectations.

Impact on service if not funded? (Explain)

Water will continue to enter the sewer system requiring the infrastructure to transport and treat the added water at the cost of the rate payers.

Highlight any known or anticipated risks (fiscal, regulatory, demographic, operational) that could affect

delivery of services or cost structure.

Note any dependencies (state/federal funding, grants, inter-municipal agreements, capital needs) and how delays or changes might affect service delivery.

Funding for Proposal

Total Amount for this Request:

Capital Purchase and Expenses (set-up, inspections, Insurance, etc)

Type of Cost	Cost
Capital Purchase	$998,000.00

Total Cost: $998,000.00

Breakdown of Total Costs by Line Item

Detail costs of purchase, set up, and any annual reoccurring costs to operate (gasoline, licenses, insurance, parts, etc.). Total Costs of Breakdown MUST match Total Amount Requested in Field above.

Type of Cost Detail	Expense Line Item Account #	Cost
Design, Procurement, OPM		$160,000.00
Construction, Estimate, Place Holder		$820,000.00
Police Details		$18,000.00

Total Cost: $998,000.00

Will this Request generate Revenue?

No

Funding Offset Proposed:

No

Please attach all backup material for this Capital Request.

Detailed Cost Analysis of Expense and Revenue

Quotes and Specifications

Pictures, Site Plans, Other Visuals

Other Backup Material for Justification

COMMUNITY PRESERVATION ACT (CPA) FUND

A Dedicated Investment in Great Barrington's Historic Character, Housing, and Open Space

The Community Preservation Act (CPA) Fund represents Great Barrington's voter-authorized commitment to preserving the assets that define our community's identity and long-term vitality. Established pursuant to Massachusetts General Laws Chapter 44B, the CPA allows the Town to raise dedicated local revenue supplemented by state funding for investment in:

- **Historic Resources**
- **Community Housing**
- **Open Space**
- **Outdoor Recreation**

CPA funds are generated through a local property tax surcharge and deposited into a restricted fund separate from the General Fund. These revenues may only be used for eligible CPA purposes and must comply with statutory requirements, including mandatory reserve allocations and project eligibility standards.

As reflected in the Town's FY26 Review and FY27 Forecast presentation the CPA Fund is one of the Town's appropriated funds operating alongside the General Fund and Wastewater Enterprise Fund. While it is part of the Town's overall financial structure, it remains legally restricted and cannot be used to offset general operating expenses. This separation ensures fiscal discipline while allowing the Town to strategically invest in preservation and community-based capital projects.

Structured and Accountable Process

The Community Preservation Committee (CPC) administers a two-step application process for project funding, as outlined in the Town's CPA application materials.

Applicants must demonstrate:

- Consistency with the Town's Community Preservation Plan and Master Plan
- Clear public benefit
- Defined project scope and budget
- Leveraged funding where possible
- Long-term maintenance and protection of the asset

Projects involving historic resources must comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties. Deed restrictions or preservation easements are required where appropriate to ensure long-term stewardship of CPA-funded improvements.

Recent applications illustrate the breadth of CPA impact in Great Barrington, from preservation of National Register-listed properties and culturally significant sites, to structural rehabilitation, accessibility improvements, and protection of community-serving facilities.

Fiscal Stewardship and Long-Term Planning

CPA funds are appropriated annually by Town Meeting following CPC recommendation. Revenues, state match distributions, debt service obligations, administrative costs, and project awards are tracked separately to ensure transparency and structural balance.

Consistent with the Town's core financial principles, particularly maintaining structural balance and ensuring services do not exceed sustainable revenue, CPA investments are evaluated within a multi-year planning framework. The CPA Fund supports capital needs that would otherwise compete with operating priorities, thereby reducing pressure on the tax levy and helping stabilize the General Fund.

Investing in Community Legacy

Through CPA, Great Barrington continues to:

- Protect nationally and locally significant historic properties
- Support affordable housing initiatives
- Preserve open space and environmental resources
- Enhance recreational opportunities and community gathering spaces

The Community Preservation Act remains one of the Town's most powerful tools for safeguarding its heritage, expanding opportunity, and strengthening quality of life for current and future residents.

This section of the Budget Book provides a detailed review of CPA revenues, required reserve allocations, project appropriations, fund balances, and long-term planning considerations for FY27 and beyond.

HISTORIC PROJECTS

1. **UU Meeting House of South Berkshire – $37,000**
   This project supports continued exterior preservation work on the historic Unitarian Universalist Meeting House in Housatonic. Funding will address critical building envelope components to prevent further deterioration and protect a National Register-listed structure that serves as an active community gathering space.

2. **Preserving the Historic Clinton A.M.E. Zion Church, Phase 1B Basement - $200,000**
   This phase advances structural rehabilitation of the historic Clinton A.M.E. Zion Church, an African American heritage site associated with W.E.B. Du Bois. Work includes foundation replacement, moisture mitigation, and structural improvements to ensure long-term preservation and allow safe, code-compliant public use.

3. **Historic Document Preservation and Digitization - $50,000**
   This initiative preserves and digitizes Great Barrington's oldest and most vulnerable permanent municipal records, including vital records dating back to incorporation. The project protects historically significant documents while expanding public access through modern archival standards and digital preservation.

4. **Elmwood Cemetery Monument Resetting - $75,000**
   This project stabilizes and resets historic monuments in Elmwood Cemetery that have shifted or deteriorated over time. The work preserves historic grave markers, improves public safety, and protects culturally significant burial grounds.

5. **Brown Mausoleum Roof - $91,000**
   This project replaces or repairs the roof of the historic Brown Mausoleum to prevent water infiltration and structural damage. The work preserves a significant historic funerary structure and protects the integrity of the cemetery asset.

OPEN SPACE / RECREATION PROJECTS

6. **Old Maid's Park – Design & Engineering - $50,000**
   This project funds design and engineering work for improvements to Old Maid's Park. Planning and technical preparation will position the Town to enhance recreational access while protecting environmental resources.

7. **Housatonic Playground - $165,000**
   This project upgrades and improves the Housatonic Playground to enhance safety, accessibility, and recreational value. CPA funding supports community-centered recreational infrastructure serving local families and children.

COMMUNITY HOUSING

8. **Affordable Housing Trust**
   This allocation supports the Affordable Housing Trust in advancing housing initiatives for low- and moderate-income residents. CPA funding provides critical leverage for housing development, preservation, and affordability efforts consistent with the Town's housing goals.

Community Preservation Committee

Category	Project Title	Town Property	Applicant	Request	CPC Recommend
Historic	**UU Mtg House of South Berkshire Preservation**	No	UU Mtg House of SB	$ 37,000.00	$ 37,000.00
	Preserving the Historic Clinton A.M.E. Zion Church — Phase 1B Basement	No	The Du Bois Freedom Center	$ 250,000.00	$ 200,000.00
	Monument Mills Office/HQ Rehab.	No	1100 Main Street ,LLC	$ 400,000.00	
	Historic Document Preservation and Digitization	Yes	Town Clerk	$ 50,000.00	$ 50,000.00
	Mason Library Painting	Yes	Public Works	$ 265,000.00	
	Elmwood Cemetery Monument restting	Yes	Public Works	$ 75,000.00	$ 75,000.00
	Water St & Mahawie Cemetery Preservation	Yes	Public Works	$ 155,000.00	
	Brown Mausoleum Roof	Yes	Public Works	$ 91,000.00	$ 91,000.00
	Ramsdell Library Rennovation	Yes	Library	$ 1,500,000.00	
Open Space/Rec	**Old Maid's Park Design & Engineering**	Yes	Planning Dept.	$ 50,000.00	$ 50,000.00
	Housatonic Playground	Yes	Public Works	$ 165,000.00	$ 165,000.00
	Skatepark Sail Shades	Yes	Public Works	$ 101,000.00	
Housing	**Affordable Housing Trust**	No	AHT	$ 675,000.00	$ 325,000.00
			GRAND TOTAL	**$ 3,814,000.00**	**$ 993,000.00**

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Unitarian Universalist Meeting of South Berkshire

Project Name Exterior preservation 2024 - 2026

Project Address 1089 Main Street, Housatonic, Great Barrington Assessor's Map 002.2

Lot 00004.0

Property Deed Book / Page 2253 / 128

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $37,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
UUMSB building fund, capital campaign, and other donations	$180,000	66%	extensive exterior woodwork replacement and repair, lead paint, painting, gutters	$180K committed
CPA FY26 award	$54,000	20%	roofing replacement of front section and tower. Completed September 2025	CPA award FY26, completed
CPA FY27 application	$37,000	14%	roofing replacement, rear section	CPA FY27 application
	$271,000	100%		
Total budget:				

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

Funding for the repairs and painting is 100% in place (cash available). Amounts pledged in the capital campaign were paid by Spring 2025, and much of the work was completed during summer 2025. CPA FY27 funds would be used for the remaining roofing replacement during summer 2026, to be completed before winter 2026/27.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

The building is of the Queen Anne and Colonial Revival styles and was built in 1892 and has been in continuous use; it replaced a building in use since 1842. The building is on the National Registry of Historic Places (ID#2000377). The only current deed restriction is for the CPA funded work for historic preservation.

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

If CPA funds are awarded, UUMSB would be agreeable to implementing deed restrictions for a ten year period which would (1) require repayment of the CPA award in the event that the property is demolished and (2) impose a restriction upon UUMSB and any successors and assignees mandating that the improvements made pursuant to the award be maintained.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

The roofing replacement contractor is to be determined; estimates have been obtained. The exterior painting and related carpentry repairs are being done by Painting by Marge (www.paintingbymarge.com). Gutter replacement is being done by Mr. Gutter from Holyoke, MA (https://www.mrgutter.biz/).

The project team: Bill Young (immediate past board of trustees chairperson and former large nonprofit chief operating officer with multiple facilities responsibilities), Leyn Burrows (long-time facilities management), Martha Page (nonprofit grants management), and the existing Facilities Management Committee. The team managed the prior CPA award in 2025.

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

The community preservation plan -- " Preserve buildings and sites that are listed in the National Register of Historic Places including designated National Historic Landmarks." The Master Plan includes several applicable broad goals such as to protect "compact village centers, historic treasures... that contribute to" Great Barrington's distinctive character." Similarly, to "direct development and growth into the village centers, while preserving their character by encouraging the reuse of existing sites, structure, and infrastructure." "Improvement of existing structures."

7.) Town Projects: Is the proposed project for a town-owned asset? ☐ Yes ☑ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

8.) Public Benefits: Describe the public benefits of the project.

Since 2014, the building has been used for numerous events and activities benefiting the community and local nonprofit organizations. These include and are not limited to Greenagers, Multicultural Bridge, People's Pantry, NAACP, Construct, Berkshire Bach, Berkshire Immigrant Center, Berkshire Bounty, Volunteers in Medicine, Railroad Street Youth Project, Literacy Network of South Berkshire, The Du Bois Freedom Center, food security initiatives, and others. There have also been a number of cooperative activities with Ramsdell Library.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

Yes. The overall exterior preservation project includes a new roof, full building repainting, related carpentry repairs and restoration, and gutter replacement. The total cost for all components is approximately $271K to be done in two phases, 2024 to 2026. Phase 1 was completed in spring/summer 2024. Phase 2 was started in spring/summer 2025 and will be completed in spring 2026. CPA funding is requested for the remaining roofing only.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

Letters of support were provided in the prior application. No additional letters of support are included specific to this roof-only application.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

Any required building permits and inspections will be obtained. The CPA funded project is limited to roofing replacement.

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

N/A

13.) Affordability Level(s):

_____% of area median income no. of units _____
_____% of area median income no. of units _____
_____% of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

One of the preservation plan goals is "Preserve buildings and sites that are listed in the National Register of Historic Places..."
-1089 Main Street, Housatonic is on the Registry as #02000377. Additional goals in the preservation plan include:
-Preserve a threatened historic resource
-Include a long-term maintenance plan
-Allow for public access to the historical asset

This CPA funding request aligns with these preservation plan goals.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

No additional site or project information.

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Bill Young

Ph: 860-597-2627 Email billyoung55@att.net

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: William Young

Date: 11/28/2025

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name Unitarian Universalist Meeting of South Berkshire

Project Name 1089 Main St., Housatonic -- exterior preservation

Project Address 1089 Main St., Housatonic

Contact Person Bill Young Title: immediate past president

Phone No. 860-597-2627 Email billyoung55@att.net

Brief Project Description (attach up to 1 additional page if necessary)

Please see the attached one-page project description

Amount of CPA funding you are seeking: $$37,000

When do you request the CPA funding be received by your project? FY27

Property Owner (if different from applicant)

Owner's Name N/A

Owner's Address _____

Phone No. _____ Email: _____

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) that best apply to your project.
Boxes with an X through them are not CPA eligible activities. Contact the Town Planner if you need more information.

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	☐	☐	☐	☐
CREATION To bring into being or cause to exist. *Seideman v. City of Newton*, 452 Mass. 472 (2008)	☐	☒	☐	☐
PRESERVATION Protect personal or real property from injury, harm or destruction	☐	☑	☐	☐
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	☒	☒	☒	☐
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds ☐	☑	☐	Only applies if housing was acquired or created with CPA funds ☐

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

End of Step 1 application

CPA Application Step 1 – Brief Project Description
1089 Main Street, Housatonic

The building at 1089 Main St., Housatonic is owned by the Unitarian Universalist Meeting of South Berkshire (UUMSB). It is on the state and federal historic registries and, built in 1892, is a prominent example of Queen Anne Revival architecture. It is adjacent to the Ramsdell Library. Since 2014, when purchased, there have been ongoing investments and improvements to the building, including electrical upgrades, increased insulation, and many other improvement projects.

The last period when significant work, beyond maintenance and small projects, was done on the building was in the late 1970s and 1980s. The exterior preservation project including carpentry, painting, and gutters started in 2024. To date, that work cost approximately $170,000. The funds came from a combination of organization savings for the work and a capital campaign conducted in 2024.

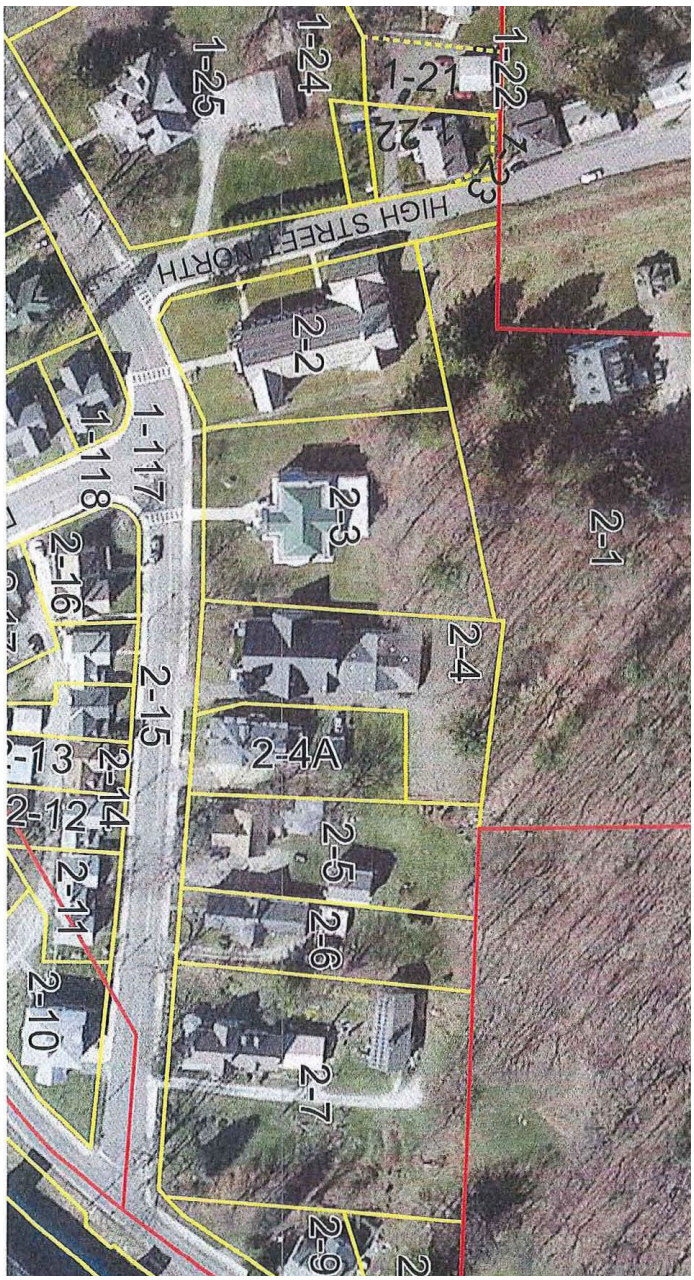
UUMSB is seeking $37,000 CPA support for historic preservation work – roof replacement. The asphalt shingles on the rear section are at the end of their functional life and have required a number of repairs to prevent leakage. In addition, leakage caused significant water damage in a section of exterior wall, requiring approximately $6000 of repairs last year. The roof replacement project is made up of three distinct components – front section for $42,000, rear section for $37,000, and tower for $12,000. This request is for the rear section only, as the front section and tower roof replacement were completed in September 2025.

If chosen for Step 2 of the CPA application process, UUMSB will provide all required information on the Step 2 application. Questions on the Step 1 application can be directed to Bill Young at billyoung55@att.net or by telephone: 860-597-2627

Project Timeline for CPA-funded Elements
Rear Roof Section Replacement

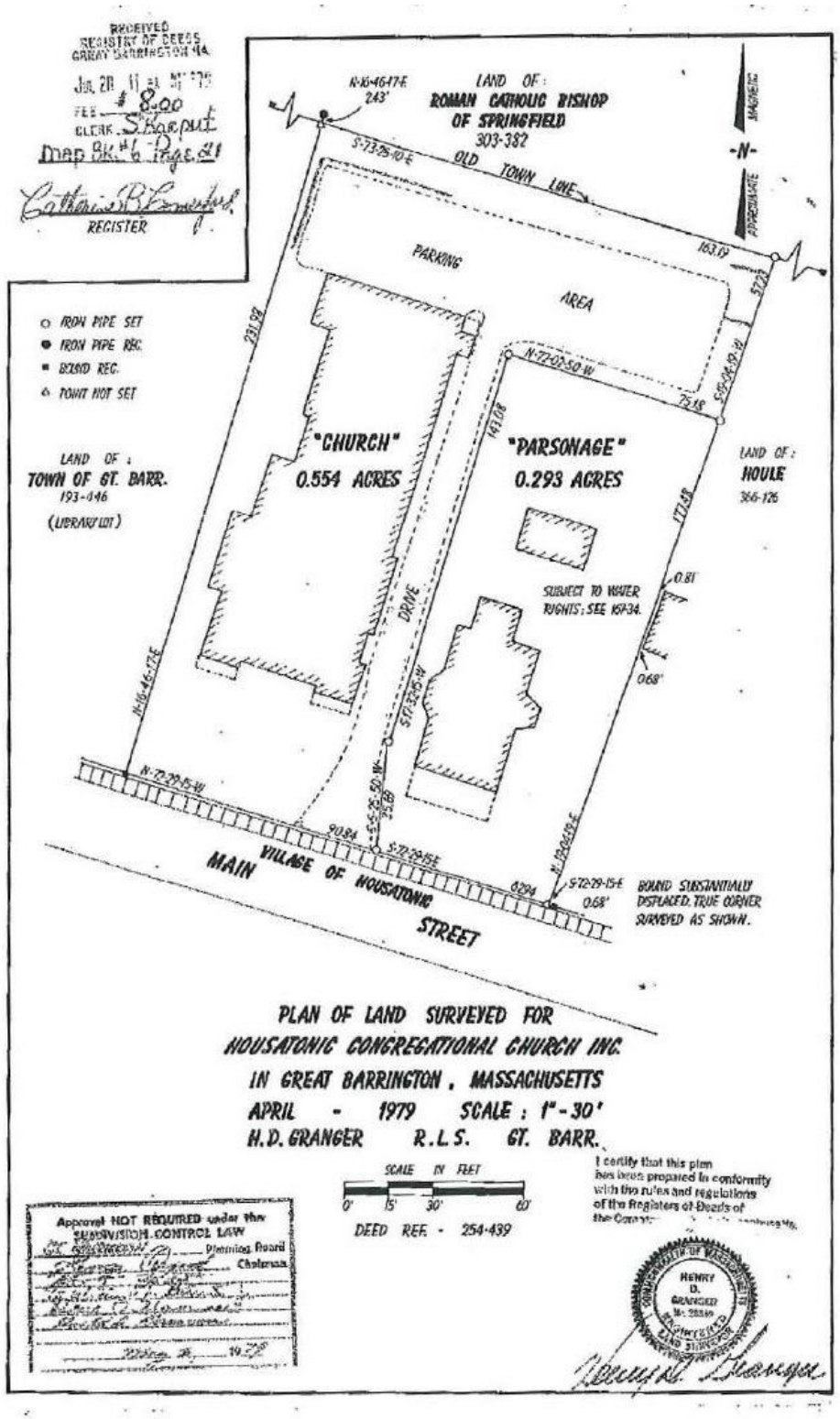
- Finalize project bids – June 2026
- Select roofing contractor and execute agreement – July 2026
- Complete roofing replacement – August 2026 through October 2026

A. Lot Description

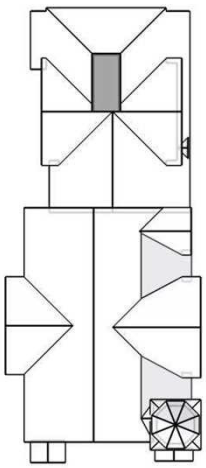


Survey Boundaries

Note that UUMSB does not own the parsonage building or lot.



1089 Main Street, Great Barrington, MA 01236 Report: 51263800



In this 3D model, facets appear as semi-transparent to reveal overhangs.

PREPARED FOR

Contact:	ABC Supply
Company:	ABC Supply
Address:	1 ABC Parkway Beloit, WI 53511
Phone:	(800) 226-1280

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Length Diagram 4
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Penetrations Diagram 8
Report Summary 9

MEASUREMENTS

Total Roof Area =11,096 sq ft
Total Roof Facets =39
Predominant Pitch =15/12
Number of Stories >1
Total Ridges/Hips =504 ft
Total Valleys =288 ft
Total Rakes =400 ft
Total Eaves =436 ft
Total Penetrations =13
Total Penetrations Perimeter = 115 ft
Total Penetrations Area = 62 sq ft

Measurements provided by www.eagleview.com

Certified Accurate

www.eagleview.com/Guarantee.aspx

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IMAGES

The following aerial images show different angles of this structure for your reference.

Top View



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IMAGES

North Side



South Side



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IMAGES

East Side



West Side



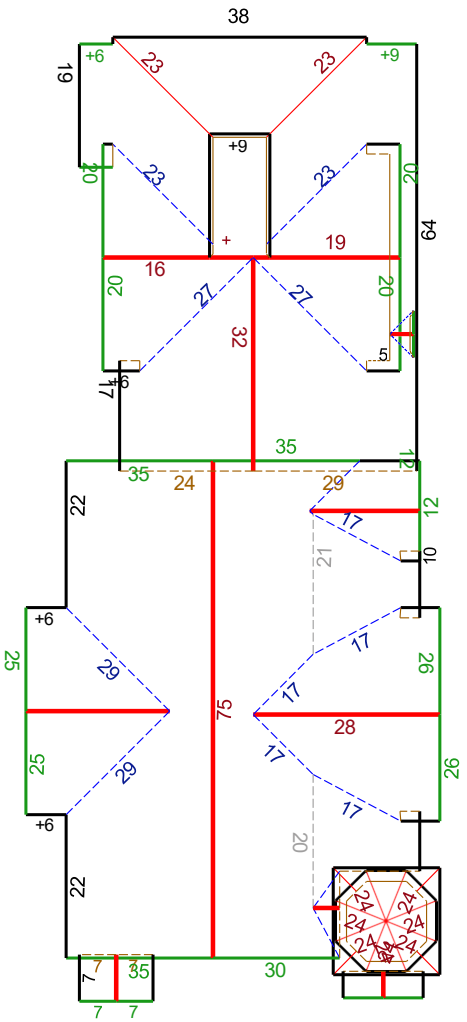
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LENGTH DIAGRAM

Total Line Lengths:
Ridges = 236 ft
Hips = 268 ft

Valleys = 288 ft
Rakes = 400 ft
Eaves = 436 ft

Flashing = 113 ft
Step flashing = 164 ft
Parapets = 0 ft



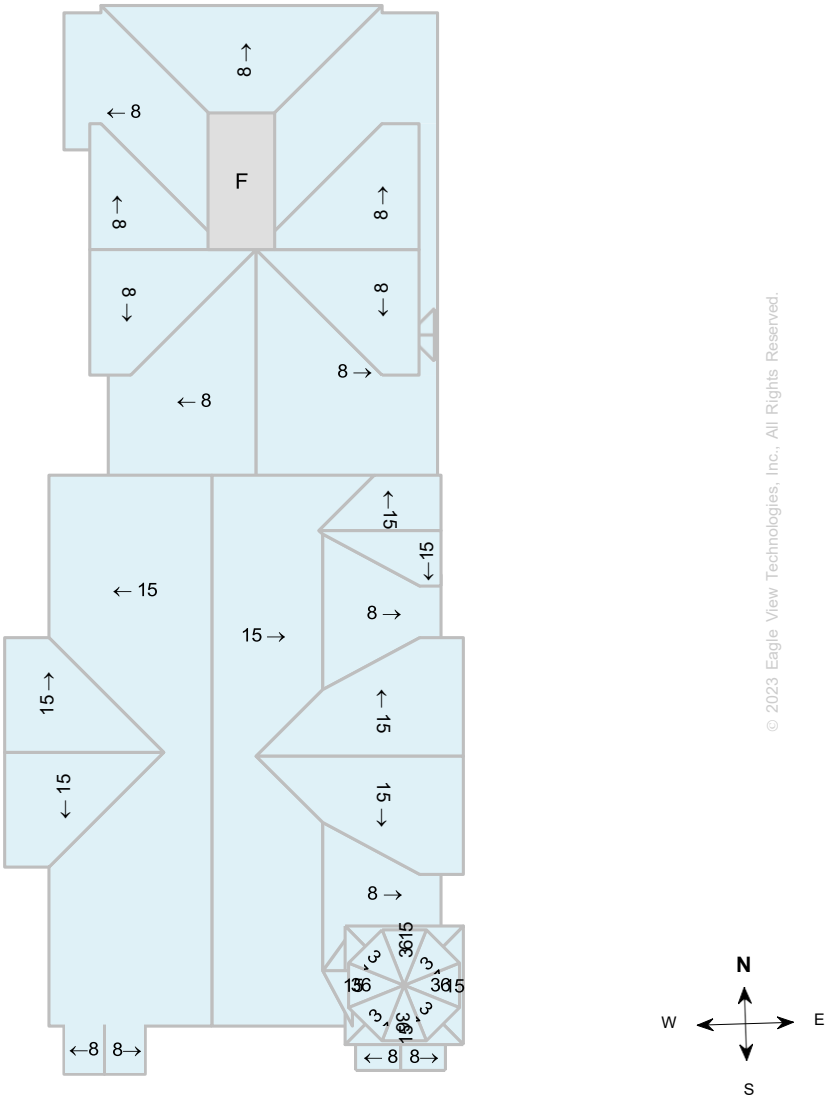
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Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5.0 Feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

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PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 15/12



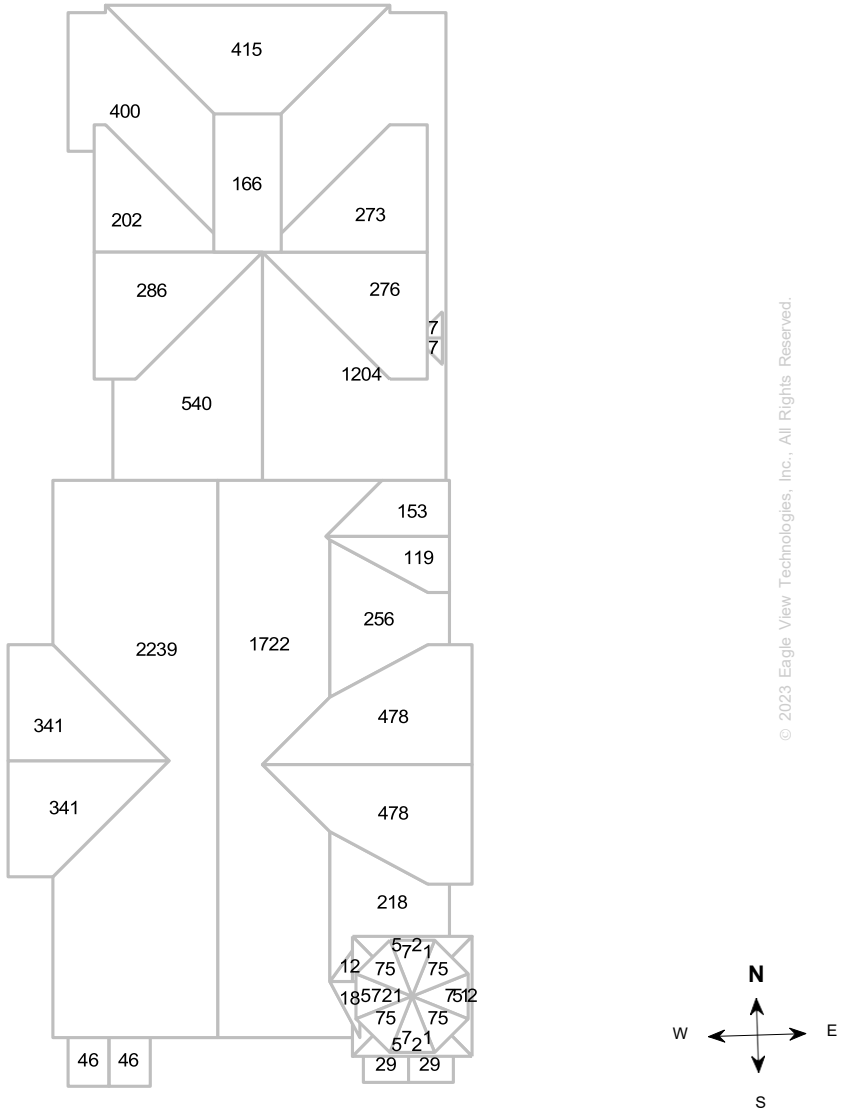
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Note: This diagram contains labeled pitches for facet areas larger than 20.0 square feet. In some cases, pitch labels have been removed for readability. Blue shading indicates a pitch of 3/12 and greater. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

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AREA DIAGRAM

Total Area = 11,096 sq ft, with 39 facets.



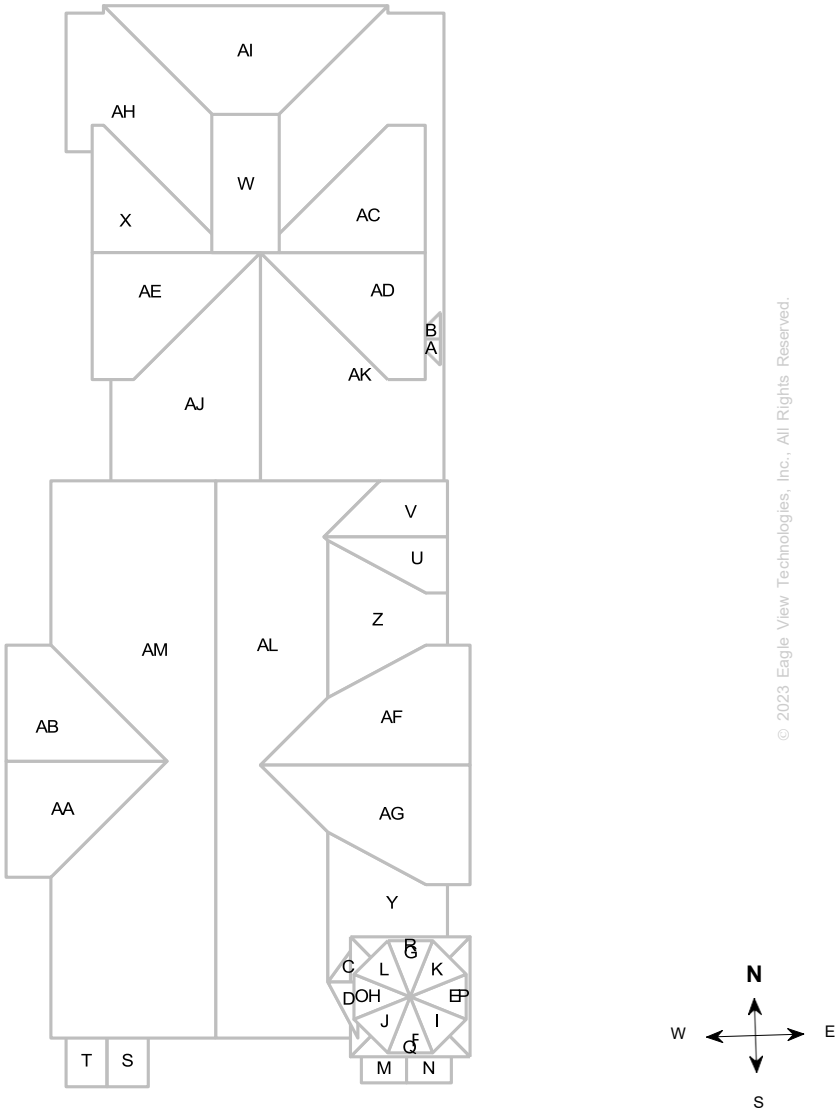
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Note: This diagram shows the square feet of each roof facet (rounded to the nearest Foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

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NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



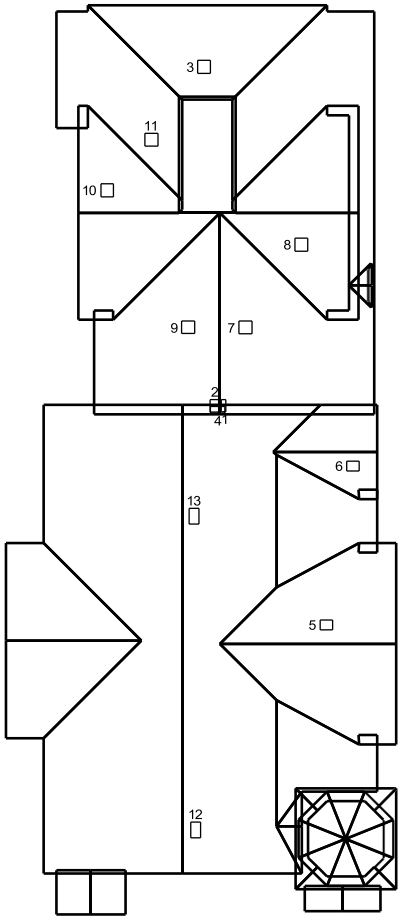
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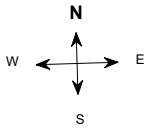
PENETRATIONS NOTES DIAGRAM

Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations = 13
Total Penetrations Perimeter = 115 ft

Total Penetrations Area = 62 sq ft
Total Roof Area Less Penetrations = 11,034 sq ft





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REPORT SUMMARY

All Structures

Areas per Pitch						
Roof Pitches	0/12	6/12	8/12	15/12	36/12	37/12
Area (sq ft)	166.5	12.2	4251.3	6079.2	284.8	301.6
% of Roof	1.5%	0.1%	38.3%	54.8%	2.6%	2.7%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

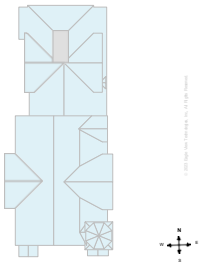
Waste Calculation Table							
Waste %	**0%**	**10%**	**12%**	**15%**	**17%**	**20%**	**22%**
Area (sq ft)	11,096	12205.6	12427.5	12760.4	12982.3	13315.2	13537.1
Squares	111.0	122.1	124.3	127.6	129.8	133.2	135.4

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Penetrations	1	2	3-10	11	12-13					
Area (sq ft)	1.7	3.2	5	3.7	6.3					
Perimeter (ft)	5.6	7.2	9	9.4	10					

Any measured penetration smaller than 3.0x3.0 Feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

All Structures Totals



Total Roof Facets = 39
Total Penetrations =13

Lengths, Areas and Pitches

Ridges = 236 ft (13 Ridges)
Hips = 268 ft (14 Hips).
Valleys = 288 ft (17 Valleys)
Rakes† = 400 ft (23 Rakes)
Eaves/Starter‡ = 436 ft (39 Eaves)
Drip Edge (Eaves + Rakes) = 836 ft (62 Lengths)
Parapet Walls = 0 (0 Lengths).
Flashing = 113 ft (17 Lengths)
Step flashing = 164 ft (29 Lengths)
Total Penetrations Area = 62 sq ft
Total Roof Area Less Penetrations = 11,034 sq ft
Total Penetrations Perimeter = 115 ft
Predominant Pitch = 15/12
Total Area (All Pitches) = 11,096 sq ft

Property Location

Longitude = -73.3649492
Latitude = 42.2581540

Notes

This was ordered as a commercial property. There were no changes to the structure in the past four years.

† Rakes are defined as roof edges that are sloped (not level).
‡ Eaves are defined as roof edges that are not slop

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GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name The W.E.B. Du Bois Center for Freedom and Democracy ("The Du Bois Freedom Center")

Project Name Preserving the Historic Clinton A.M.E. Zion Church — Phase 1B Basement

Project Address 9 Elm Court, P.O. Box 1075, Great Barrington, MA 01230

Contact Person Dr. John Lloyd Title Interim Executive Director

Phone No. 617-359-0099 Email jlloyd@duboisfreedomcenter.org

Brief Project Description (attach up to 1 additional page if necessary)

The Du Bois Freedom Center respectfully requests a CPA grant of $250,000 for the third phase of restoration work on the former Clinton A.M.E. Zion Church. Significant for its association with civil rights pioneer W. E. B. Du Bois, and its enduring role in the region's African American community, Great Barrington's first Black church was built in 1886-87. The Du Bois Freedom Center is transforming this National Register property into an African American cultural heritage center with exhibits and programming that will educate the public about Du Bois' complex life and legacy, the Berkshires' rich African American history, and the work of the church and its first female pastor, Rev. Esther Dozier. *(continued on p. 3)*

Amount of CPA funding you are seeking: $250,000

When do you request the CPA funding be received by your project? Spring 2026

Property Owner (if different from applicant) — *SAME BUT NOTE NAME VARIATION BELOW*

Owner's Name The W.E.B. Du Bois Center for Freedom and Democracy (f/k/a Clinton Church Restoration)

Owner's Address Same

Phone No. Same Email: Same

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	☐	☐	☐	☐
CREATION To bring into being or cause to exist. *Seideman v. City of Newton*, 452 Mass. 472 (2008)	☐	☒	☐	☐
PRESERVATION Protect personal or real property from injury, harm or destruction	☐	☑	☐	☐
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	☒	☒	☒	☐
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds ☐	☑	☐	Only applies if housing was acquired or created with CPA funds ☐

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

Historical Significance
Dedicated in 1887, the Clinton A.M.E. Zion Church served as the spiritual, cultural, and political center of local African American life for nearly 130 years. The A.M.E. Zion Society that built the church was a formative influence in the life of W.E.B. Du Bois, who was born and raised in Great Barrington. The shingle-style church, a distinctive example of 19th-century vernacular church architecture, is also significant for its association with the religious and cultural heritage of African Americans in rural New England, and the congregation's involvement in the Civil Rights Movement. It is listed on the National Register of Historic Places, the Massachusetts Register of Historic Places, the Upper Housatonic Valley African American Heritage Trail, and has been named one of Massachusetts' Most Endangered Historic Resources. It is also located in Great Barrington's Downtown Cultural District.

Status of Work to Date
Rehabilitation of the historic church building has been guided by the project's 2018 historic structure report, in which a two-phase project was anticipated. However, due to the building's poor condition and extensive structural damage, and the impacts of the COVID-10 pandemic, the planned Phase I construction was divided into three sub-phases:

- Phase IA Roof — COMPLETED
  This phase included initial roof repair and emergency stabilization work. (2019-2021)
- Phase IB Structure — COMPLETED
  This phase comprised final roof repair/replacement, installation of new cedar shingles, and major structural upgrades. (2022-2025)
- **Phase IB Basement —THIS APPLICATION (see below)**
  This phase will address the basement's longstanding water infiltration problems and make it suitable for program use in a manner that complies with all relevant building codes.

In addition to the Phase I work outlined above, the Center's design team has made significant progress on the development of its Phase II architectural and engineering plans and permitting. In 2025, a special permit to alter a nonconforming structure was issued by the Great Barrington Zoning Board of Appeals, and site plan approval was granted by Town Planning Board.

Current Request: Phase IB Basement
The Center now seeks funding for its third round of construction work, Phase IB Basement. Slated for 2026-2027, this phase will include:

- Raising the building 24 inches to significantly improve drainage and moisture conditions, and allow for a usable, code-compliant basement with a 7'10" ceiling (vs. the current 6'4"). The work will involve site prep, development of a lifting plan by a specialized contractor, installation of structural shoring, and lifting the building.
- Full replacement of the existing stone foundation and slab with new cast-in-place concrete. This approach was recommended by the project's structural engineer, after their 2022 assessment led to a determination that repair of the existing foundation, which is mostly dry-laid stone with daubs of semi-decomposed mortar between them, would be insufficient. The work will include waterproofing of the new foundation, as well as related drainage and site work.

All work is being done in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties. An easement will restrict the property in perpetuity.

GREAT BARRINGTON COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

Applicant Name The W.E.B. Du Bois Center for Freedom and Democracy ("The Du Bois Freedom Center")

Project Name Preserving the Historic Clinton A.M.E. Zion Church — Phase 1B Basement

Project Address 9 Elm Court, P.O. Box 1075, Great Barrington, MA 01230

Assessor's Map 13 Lot 14-206

Property Deed Book / Page 022419 / 118

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $250,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
Town of GB CPA Fund	**250,000**	**15%**	**Ph IB Basement**	**This application**
Mass Office of Travel & Tourism	155,000	9%	Ph IB Basement	Yes
Nat'l Trust AACH Action Fund	250,000	15%	Ph IB Basement	Pending
Mass Cultural Facilities Fund	200,000	12%	Ph IB Basement	Pending
Private foundation Grant	250,000	15%	Ph IB Basement	Planned
Add'l fed, state, foundation grants	450,000	27%	Ph IB Basement	Planned
Individual donations	83,692	5%	Ph IB Basement	Planned
Total budget:	$1,638,692	100%		

A detailed project budget is attached.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

- Town of GB CPA funds (this application) Summer 2026
- MOTT Destination Development Capital Grant funds (pending) Summer 2026
- National Trust AACH Action Funds (pending) Spring 2026
- Mass Cultural Facilities Fund funds (pending) Summer 2026
- Private foundation grant (planned) Spring 2026
- Additional federal, state, and foundation grants (planned) Summer-Fall 2026
- Individual donations (planned) Summer-Fall 2026

Note: except for MOTT, specific funders listed above have previously awarded grants to the project.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

The Clinton A.M.E. Zion Church is listed on the National Register of Historic Places, the State Register of Historic Places. The National Register listing was recently amended to acknowledge the church's significance to the Civil Rights Movement.

Located in the Downtown Great Barrington Cultural District, the church is a site on the Upper Housatonic Valley African American Heritage Trail, the W.E.B Du Bois Walking Trail, and Tufts University's African American Trail Project. It was also named to Preservation Massachusetts' list of Massachusetts Most Endangered Resources.

In 2024, a special permit to alter a nonconforming structure was issued by the Great Barrington Zoning Board of Appeals, and site plan approval was granted by Town Planning Board. In addition, the Town approved the transfer of an adjacent parcel (.02 acres) to the Center; the deed transfer is pending review by Town Counsel.

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

A preservation restriction agreement between the Commonwealth of Massachusetts by and through the Massachusetts Historical Commission and the W.E.B. Du Bois Center for Freedom and Democracy, Inc. (f/k/a Clinton Church Restoration, Inc), will protect the Clinton A.M.E. Zion Church property in perpetuity. In addition to complying with funder requirements (including those of the CPA) the preservation restriction will ensure that the property is maintained and its historic integrity is respected. It will be executed upon completion of the building's rehabilitation.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

The Center's architectural and engineering design team has extensive experience with grant-funded historic preservation projects and has been involved with the restoration of the Clinton A.M.E. Zion Church for many years. The team includes:

- Clark, Green + Bek (preservation architecture and construction administration)
- Structures North Consulting Engineers (structural engineering)
- Foresight Land Services (civil engineering)
- Landmark Facilities Group (MEP engineering)
- Walter Cudnohufsky Associates (landscape architecture)
- Collaborative Lighting (lighting consultant)
- Talevi and Haesche (construction cost estimator)

CVs are attached for the primary team members involved with Phase IB Basement: Jacob Bek, Steve McAllister, and Tobias Bernercker of Clark, Green + Bek; John Wathne and Jill Borghardt of Structures North; and Steve Mack of Foresight Land Services. Firm profiles are available upon request.

The Center will hire an owner's rep to manage the project from the bidding phase through construction.

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

Community Preservation Plan
This project fulfills the Historic Preservation goals of the Community Preservation Plan, which states: "Great Barrington's historic legacy and cultural resources are important contributors to our quality of life and economy." The church project will restore a historically significant site, revitalize a deteriorated downtown building, and draw local residents and tourists to the town center, creating vitality and economic activity.

Great Barrington Master Plan
Historic Preservation advances the Great Barrington Master Plan's core initiatives by "protecting our community character, enhancing our neighborhoods, and promoting redevelopment of our village centers". This project aligns with these goals in several ways:

Historic Preservation: Once completed, the historic Clinton Church will become a cultural and economic resource in Great Barrington's downtown. The Plan's vision articulates an "embrace of people of many ages, incomes, and ethnicities," and calls for "history, walkable neighborhoods, and vibrant village centers" as the foundation for the town's future viability. The Master Plan identifies the value of a walkable downtown that is rich with cultural opportunities that will help support the surrounding mix of shops and restaurants. A vibrant cultural heritage center will draw local residents and tourists through a robust schedule of programs, exhibits, and events.

Historic resource preservation will also help Great Barrington be a more sustainable community. It creates jobs and increases property tax revenue and tourism. It preserves important educational opportunities and resources. It reuses existing buildings and directs growth pressures to locations where infrastructure already exists, allowing for the conservation of important landscapes.

Land Use: The Plan calls for redevelopment of dilapidated properties and to "support Downtown so That it continues to prosper as a regional hub of business, employment, entertainment, and civic life". The restoration will transform a vacant building into a vibrant and welcoming community resource in the heart of downtown.

Tourism: According to the Plan, historical and cultural resources "are an important basis of our downtown tourism". Heritage tourism continues to be one of the fastest growing markets in the country, with heritage tourists spending more than tourists in other sectors. Interest in sites devoted to African American and civil rights history in particular have grown dramatically, a trend accelerated by the opening of the National Museum of African American History and Culture in 2019. According to the CEO of the American Association for State and Local History, museums and cultural organizations, its members "are all working on emphasizing the history of civil rights and the history of race relations… it's a priority for everyone." (2018 article in Stateline, an initiative of The Pew Charitable Trusts).

This project is uniquely positioned to draw these and other tourists to Great Barrington, where the Center will tell the story of W.E.B. Du Bois in his hometown and provide a window into the largely untold history of African Americans in rural New England.

7.) Town Projects: Is the proposed project for a town-owned asset? No

8.) Public Benefits: Describe the public benefits of the project.

The effort to transform the historic Clinton A.M.E. Zion Church into an African American cultural heritage center is part of a national movement to preserve historically important African American and civil rights heritage sites around the country and to more accurately present the full scope of

American history. The project has received considerable local, regional, and national attention and has also brought significant new funding to Great Barrington. The project's early success was called out in Great Barrington's application to establish a downtown cultural district. The historic church, located in a historically African American neighborhood, is now a key site anchoring the northern end of the district. Continued success will provide additional public benefit in a number of ways:

Preserve and interpret local history: The Clinton A.M.E. Zion Church played a central role in the history of the African American community and civil rights in the Berkshires, a story that has been long overlooked. The founding congregation had a formative influence on the life and work of W.E.B. Du Bois, the internationally known scholar and activist who has been called "the premier architect of the Civil Rights movement." Interpretive exhibits and programming will explore the rich Black history of the Berkshires, including Du Bois' complex legacy and the contributions of luminaries from Agrippa Hull to James Van Der Zee. They will also keep alive the stories of the church, its first female pastor, the Rev. Esther Dozier, and its members through oral histories and archives.

Heritage tourism site: With its focus on W.E.B. Du Bois and the legacies of African Americans in 19th- and 20th- century rural New England, the Center will bring new groups of students and tourists to the Berkshires by leveraging national trends in African American, civil rights, and heritage tourism, which are among the fastest growing sectors in the industry. The project will add a unique new site to the region's rich cultural offerings.

Cultural and educational resource: The restored church's flexible performance space, interpretative exhibits and visitor center will provide space for the Center's planned educational and cultural programming dedicated to local African American heritage and culture. With seating for 75-100, the former sanctuary will complement the larger downtown performance venues for groups seeking rental space. The downstairs social hall will provide community meeting space with kitchen facilities.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

Yes. The Center has a proven track record of leveraging grants for additional funding. This CPA grant, if awarded, will supplement a $155,000 MOTT Destination Development Capital Grant just awarded by the Commonwealth, and other grants for which the Center has applied or will be applying this month, including the National Trust Action Fund, Mass Cultural Facilities Fund, and a local private foundation, all of whom have funded the project in the past. Historically, we have found that having financial support from the Town reflects well on the project, and we believe it will help to leverage other grants (including from the National Park Service) and donations the Center plans to pursue in 2026.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project.

- **Local support:** The Center has received significant input and support from the community since the project's inception. To date, nearly 900 individuals have donated to the project. Thousands of community members have attended the Center's events, which include a wide range of performances, lectures, and guided tours. Many of these events have been held in collaboration with local organizations, including Housatonic Heritage, Mahaiwe Performing Arts Center, Saint James Place, Great Barrington Land Conservancy, Dewey Hall, The Mount, Jacob's Pillow, and the Clark Art Institute. Educational partnerships with UMass Amherst, Mass College of Art, and the Du Bois Middle School provide curriculum-based opportunities for students to more engage more deeply with the Center's interpretive and programming work.

- **Community input in planning:** Community input to ensure the development of an appropriate

and sustainable vision for the future of the Clinton A.M.E. Zion Church has also been an ongoing priority. Planning workshops, design charrettes, audience research, and presentations have been used to garner input from individual stakeholders, organizations, and the public. As part of our application for a special permit in 2024, the Center's plans were presented in public meetings and hearings of the Planning Board, Selectboard, Design Advisory Committee, and Zoning Board of Appeals.

- **Letters of support:** Formal letters in support of this application from the following people have been included as attachments to this application: State Senator Paul W. Mark, State Representative Leigh Davis, 1Berkshire Regional Tourism Council Director Lindsey Schmid, and GB Historical Commission Chairman Malcolm Fick.

- **Partnerships:** From the outset, the Center has had strong partnerships with the Upper Housatonic Valley National Heritage Area (Housatonic Heritage) and UMass Amherst, two of the institutions involved in the development of a 2009 master plan for interpreting the legacy of W.E.B. Du Bois in Great Barrington. The plan, *W.E.B. Du Bois Boyhood Homesite and Great Barrington: A Plan for Heritage Conservation and Interpretation*, was the outcome of a comprehensive planning process that included local residents, educators, design professionals, and a representative from the National Museum of African American History and Culture, and has been a foundational resource for the Center's work.

  Housatonic Heritage, a program of the National Park Service, has been an integral partner in the project, serving as our organization's financial sponsor prior to our receiving 501c3 status and acting as a conduit for three National Park Service grants. In addition, they have provided ongoing support in the form of sponsorships, grants and technical assistance, most recently providing funding for the establishment of the Center's field office and storefront popup at 309 Main Street in Great Barrington. Housatonic Heritage's executive director serves on the board of directors, *ex officio*.

  The University of Massachusetts Amherst, which houses the papers of W.E.B. Du Bois and maintains his Boyhood Homesite in Great Barrington, has been another foundational partner. Collaborations have ranged from guided tours, archaeological field schools, and the development of interpretive signage in various downtown Great Barrington locations. Faculty and students from the university continue to contribute to the project in a range of roles. The Center's current history and interpretive fellow is a Ph.D. candidate in the Afro-American Studies and Public History departments.

  New educational partnerships are being forged with the Du Bois Middle School in Great Barrington and Mass College of Art and Design in Boston, while ongoing collaborations with the Mahaiwe Performing Arts Center, Jacob's Pillow, Saint James Place, the Mount, and others continue to support and expand the Center's programming.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

A special permit to alter a nonconforming structure was issued by the Great Barrington Zoning Board of Appeals in March 2024. The following month, the Planning Board approved the project's site plan. Although we are prepared to commence work related to the permit within the required two-year window, we would prefer to wait until a general contractor can be hired for the full scope of work later in the year. For this reason, we plan to request a request for one-year extension from the ZBA.

Prior to going out to bid, the architectural and engineering plans for Phase IB Basement must be approved by the State Historic Preservation Office. This submission is planned for Spring 2026. Should

the National Park Service provide funding for a later portion of the work, they will also review these plans. Once hired, the contractor will obtain a building permit from the town.

12.) N/A
13.) N/A
14.) N/A

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

The Center's plans are closely aligned with the Historic Preservation goals identified in the Community Preservation Plan, which states that historic preservation is "*essential to our small town feeling and sense of place, and are vital elements of our tourism sector*." In addition, "*historic resource preservation helps Great Barrington be a more sustainable community"* by reusing existing buildings, promoting tourism, and providing educational opportunities.

Central to the Center's mission is the preservation of a downtown building for adaptive reuse as an educational resource, community cultural center, and heritage tourism site. The planned center, current programming, and new downtown storefront pop-up are all working in service of the plans' goals:

- **Preserving a site listed on the National Register of Historic Places:** The Clinton A.M.E. Zion Church (Information System Number: 08000464) was listed in 2008 for its Historically Significant Architecture. The Queen Anne, shingle-style, wood framed building is a distinctive example of late 19th century vernacular church architecture. The sanctuary and entryway have retained much of the building's 1887 character including the exterior clapboard siding, belfry, sanctuary ceiling, and two stained glass windows. In 2024, an amendment to the listing extended the period of significance to encompasses the property's Civil Rights Era history and coincides with the transfer of the church's management from the local parish to the Boston district of the national A.M.E. Zion Church. All work is being undertaken in compliance with Secretary of the Interior's Standards for the Treatment of Historic Properties.
- **Preserving a threatened historic resource:** In 2018, Preservation Massachusetts added the church to its list of the state's most endangered resources. The vacant building had been severely damaged by water infiltration and structural failure and might have been lost had the Center (then called Clinton Church Restoration) not intervened to stabilize and rehabilitate it.
- **Preserving artifacts and records that are significant to the history of Great Barrington:** The church has been an anchor of the small African American neighborhood behind Main Street for 130 years. It has been the most enduring African American church in Berkshire County and the only extant building integrally associated with W. E. B. Du Bois's formative years. Scholar Homer Meade called the church "a crucible that nurtured the spirit and honed the skills of 'Willie' Du Bois." David Levering Lewis, Du Bois's biographer described it as "a place of continual and important social reference for him." Cataloging of the Center's collection is underway and some artifacts are currently on display at the Center's downtown storefront pop-up.
- **Public access:** Since its formation, the Center has offered a wide range of public programming, often in partnership with local venues. Over the years, tours, concerts, lectures, and other events have helped to build an audience and awareness of the project. In October 2024, we opened a new storefront pop-up at the Center's field office at 309 Main Street in Great Barrington. This visible

downtown location will serve as a dynamic community venue, featuring rotating displays that highlight local Black history, including Du Bois and the Clinton A.M.E. Zion Church. Staffed by the Center's history and interpretive fellow, volunteers, and student interns, it will provide a base for guided walking tours of Black history- and Du Bois-related sites in Great Barrington. Once the transformation of the church is completed, the Center will be fully accessible to the public, offering museum-quality interpretive exhibits, programming, and community events.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

Zoning: The site is in a B2 General Business Zone and also in the Village Center Overlay District. As noted above, in 2024, the Center received a special permit to alter a nonconforming structure was from the Great Barrington Zoning Board of Appeals, and site plan approval was granted by Town Planning Board.

17.) N/A

18.) N/A

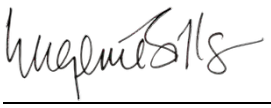
Certification

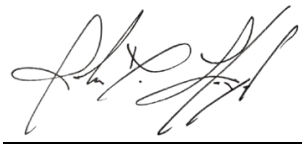
19.) This application was prepared, reviewed, and submitted by:

Name: Eugenie Sills, Grants Consultant
Ph: 413-329-8748 Email: esillsconsulting@gmail.com

Name: John Lloyd, Interim Executive Director
Ph: 617.359.0099 Email: jlloyd@duboisfreedomcenter.org

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature:  Date: 12/2/25

Signature:  Date: 12/2/25

Attachments

- Question #5 continued (CVs)
- Images
- Project narrative, timeline, budget
- Letters of support
- Separate: A/E package (Phase IB Basement drawings, site plan, etc.)

CLARK GREEN + BEK ARCHITECTURE DESIGN

JACOB BEK, RA, NCARB, LEED AP

Principal Architect

EDUCATION

- Master of Science, Architectural Association School of Architecture
- Bachelor of Architecture (Honors), Pratt Institute
- Studio Exchange, Central Academy of Fine Arts
- Associate of the Arts, Bard College at Simon's Rock

AFFILIATIONS

- Licensed Architect, New York, Massachusetts, New Jersey
- Member, Architectural Association, Inc.
- Member, USGBC (United States Green Building Council)
- LEED AP, Leadership in Energy and Environmental Design
- National Council of Architectural Registration Boards
- Board Member, Berkshire Habitat for Humanity

PROFESSIONAL EXPERIENCE

2014 - Present	Founder, JBA Collective, New York, NY
2022 - Present	Principal, Clark Green + Bek, Great Barrington, MA
2009 - 2015	Co-Founder, studioMADOUHBEK, New York | Kuwait
2011 - 2012	Faou Foundation | Mariko Mori Studio, New York, NY
2009 - 2010	Reiser + Umemoto, RUR Architecture PC, New York, NY
2007 - 2010	Norman Foster and Partners, New York | London
2006 - 2007	Nelligan White Architects PLLC, New York, NY
2004 - 2006	RSVP Art and Architecture Studio PLLC, Brooklyn, NY

ACADEMIC EXPERIENCE

- Visiting Professor, Pratt Institute School of Architecture + Interior Design
- Adjunct Professor, Parson School of Design – The New School
- Adjunct Professor, Fashion Institute of Technology
- Invited Critic, Ongoing Pratt Institute School of Architecture

AWARDS, EXHIBITIONS, LECTURES and WORKSHOPS

- Public Exhibition: Median Frequency, Beyond the Centerline, Shortlisted Competition Entry, Park Avenue Plaza, Feb 2018
- IDA - International Design Awards, Bronze Metal, Residential Nasima, 2017
- New Views: Art and Design Faculty Exhibition, FIT, 2015
- Lynn and Carl Goldstein Gallery, JBA Current Works, 2015
- On View Now THE SPACES | SELECT : Exhibition and Book Launch, sMB Current Works, 2014
- studioMADOUHBEK Works, Kansas Gallery New York, 2013
- First Day on the Job Symposium, AIA NY, 2013
- Downtown Design, Center for the Now, Dubai, 2013
- TU Awards, Finalist Achievement in Engineered Timber Award, Birmingham UK, 2013

STEVE MCALISTER, AIA, NCARB

Senior Architect

EDUCATION

- Master of Architecture, University of Utah
- Bachelor of Arts, History, University of Utah
- National Council of Architectural Registration Boards
- Licensed Architect, Louisiana, Connecticut and Massachusetts
- Foreign Study: Bergen, Norway

PROFESSIONAL EXPERIENCE

2001 - Present	Clark Green + Bek (formerly Clark & Green), Great Barrington, MA
1999 - 2001	Associate, P2 Architects, LLC, Plainville, CT
1988 - 1999	Principal, McAlister Architects, New Hartford, CT
1986 - 1988	Senior Architect, Galliher & Baier Architects, Simsbury, CT
1983 - 1985	Senior Architect, Haspel Kansas Inc., New Orleans, LA
1980 - 1982	Architect, August Perez Associates Inc., New Orleans, LA
1977 - 1979	Intern, Brixen & Christopher Architects, Salt Lake City, UT

COMMUNITY SERVICE

- Zoning Board of Appeals, Town of Great Barrington, MA
- Board Member, Berkshire South Regional Community Center, Great Barrington, MA
- Past Chairman, Town of Tolland Planning & Zoning Board, Tolland, MA

DESIGN AWARDS

- Collinsville Congregational Church Sanctuary Renovations, Collinsville, CT
- Connecticut Society of Architects Honor Award for Design, 1993
- National Historic Register Project
- #10 Courtyard Building Addition, Simsbury, CT
- Greater Hartford Architecture Conservancy Merit Award for Renovation, 1989
- Emery Economics Building Addition, University of Utah, Salt Lake City, UT
- American Institute of Architects, Western Region Honor Award, 1983
- National Historic Register Project
- Horsemen's Building, New Orleans
- Historic District Landmarks Commission of the City of New Orleans
- Honor Award for New Construction, 1984
- Toney's Restaurant Renovation, Bourbon Street, New Orleans
- Vieux Carre (French Quarter) Commission of the City of New Orleans
- Merit Award for Renovation, 1982

TOBIAS BERNECKER

Project Designer, Project Manager

EDUCATION

- Master of Architecture Technical, University of Massachusetts
- Vordiplom, University of Berlin, Germany; foreign study at University of Liverpool, UK
- Foreign Study in Europe – Berlin, Germany

PROFESSIONAL EXPERIENCE

2021 - Present	Clark Green + Bek (formerly Clark & Green), Great Barrington, MA
2018 - 2021	Project Manager, agn architekten halle, Halle, Germany
2017 - 2018	Architect Intern, Metcalfe Associates Architecture, Northampton, MA
2014 - 2017	Project/Product Manager, Menck Windows, Chicopee, MA
2012 - 2014	Associate, Dietz & Company Architects, Springfield, MA
2012	Designer, ZERZA Architects, New York City
2008 - 2009	Drafter, Artist, University of Massachusetts Campus and Facilities Planning

COMMUNITY SERVICE

- Personal Care Attendant Volunteer, Kfar Tikvah, Quiriat Tivon, Israel, 2000-2001

DESIGN AWARDS, EXHIBITIONS

- Honorable Mention, Affordable Housing Design Competition, Salzburg, Austria, 2012 (with ZERZA Architects)
- 2D3D-2: Drawing in the Post-Digital Age, Woodbury University, Los Angeles, 2012
- MIRA LOOK: New Visions for Architecture, Holyoke, MA 2009

CLARK GREEN + BEK ARCHITECTURE DESIGN
113 BRIDGE STREET, GREAT BARRINGTON, MA, 01230 | +1 413 528 5100
115 WEST 29TH STREET, SUITE #1105, NEW YORK, NY, 10001 | +1 212 219 9909
INFO@CLARKANDGREEN.COM | WWW.CLARKANDGREEN.COM

REPRESENTATIVE HISTORICAL BUILDING STUDIES & REHABILITATION PROJECTS

Tyringham Union Church Tyringham, MA – 2023 Massachusetts Register of Historic Places	Structural stabilization of front colonnade and overseeing of future improvements.
John James Memorial Hall Goshen, MA - 2023 National Register of Historic Places	Stone conservation, historic window rehabilitation, lower roof replacement and other improvements and repairs.
W.E.B. Du Bois Freedom Center Great Barrington, MA - 2023 National Register	Historic Structure Report and design for conversion of 1886 shingle-style Black church into cultural center/museum.
East Otis Schoolhouse East Otis, MA - 2022 Register- eligible	Stabilization and future renovation of one-room schoolhouse used for over a century.
James Weldon Johnson Writing Studio Great Barrington, MA -2022 National Register (pending)	Rehabilitation of small studio cabin in which Johnson wrote some of his greatest Harlem Renaissance works.
Herman Melville's Barn Pittsfield, MA – 2020 National Register	Renovations to 19th century barn at Herman Melville's estate, "Arrowhead," where *Moby Dick* was written.
First Congregational Church Manse Great Barrington, MA - 2022 Massachusetts Register	Stone exterior rehabilitation of pastor's residence designed by noted Boston architects Peabody & Stearns.
Spectacle Pond Farm Sandisfield, MA – 2020 Massachusetts Register	Structural stabilization of unusual and relatively intact 18th and 19th century barn and abattoir.
St. Paul's Church Otis, MA – 2018	Stabilization design for 1828 church in small New England village setting.
Superintendent's House Beartown Mountain State Forest Monterey, MA - 2018 Massachusetts Register	Structural stabilization and preservation of original 19th century dwelling with early 20th century modifications
The Bidwell House Museum Monterey, MA – 2015-17 National Register	Historic Structure Report, structural stabilization, reroofing design and barrier removal project.

Structures North
CONSULTING ENGINEERS, INC.

60 Washington St, Suite 401
Salem, Massachusetts 01970-3517
P.O. Box 01971-8560
T 978.745.6817 | F 978.745.6067
www.structures-north.com

Abbreviated Qualifications

John M Wathne, PE
President, Principal Structural Engineer

EDUCATION

BS, Civil Engineering
Lehigh University,
Bethlehem, PA

REGISTRATIONS

Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Alabama
New York

AFFLIATIONS

American Society of Testing and Materials, Committee C12.03.3, Chair

International Concrete Repair Institute, Committee 410 Co-Chair

Association for Preservation Technology

Preservation Massachusetts

Boston Preservation Alliance

Historic Salem Inc, 55 year old arch. pres. society, President '95-'97

Marblehead Arts Association- Juried Artist Member

PROFILE

Mr. Wathne has a wide range of structural analysis and design experience related to historic building restoration and renovation, and considerable bridge experience. He has over 30 years of experience in nearly all types of existing structures with an emphasis on construction built before or during the nineteenth century. He has hands-on experience with masonry restoration and post and beam timber framing and significant inspection, analysis, and design experience with concrete, terra-cotta, brick, stone, timber, and iron and early low carbon steel structures in archaic as well as modern-day applications. He is experienced in the restoration and repair of totally preserved structures as well as the adaptive re-use of partially preserved and abandoned structures. He also conducts construction administration on many of the firm's projects, involving frequent site meetings, submittal review and responses to contractor RFIs

Mr. Wathne also has rare training and frequent practical experience in macroscopic and microscopic identification of wood species as well as timber investigation to identify defects and causes of biological attack, using visual inspection, microscopy and resistance-drilling.

He was also a pioneer in the development of thermal pre-stressing for the reinforcement of existing steel structures under load (Modern Steel Construction, Feb. 1996), and has completed and presented research on the subject of historical physical property test data for Natural Cement (April 1, 2005, Rosendale, NY) at the first North American Natural Cement Conference.

Mr. Wathne is an expert in the evaluation of historic masonry and the design and specification of mortars for historic structures. He is the chair of American Society of Testing and Materials (ASTM) Task Group C12.03.03 that has recently completed development of ASTM's new "Standard Specification for Mortars for Existing Masonry", ASTM C1713, now published in 30 countries.

Mr. Wathne is also the co-chair of the Masonry Committee (410) of the International Concrete Repair Institute.

He is also the inventor and patent holder of the "Port Anchor", an integrated Tying and Grout Injection system that restores composite action to debonded mass masonry construction and the founder and owner of VoidSpan Technologies, LLC.

SAMPLE PROJECTS

Fort Sumter NHS, Charleston, SC

Structural Evaluation of historic brick and stone masonry fortress that was the site of the first shot of the American Civil War. Made recommendations for stabilization of structural vault, pier and wall construction and general recommendations compatible restoration materials based upon new ASTM specification.

Granary Burying Ground, Kings Chapel Burying Ground, Boston

Evaluation and restoration of historic grave markers and tombs, and reconstruction of collapsed subsurface brick burial vaults using suspended shields (to protect remains) and historically compatible masonry materials and techniques.

Independence Hall, Philadelphia, PA

Restructuring of the four glazed clock faces to include an innovative torsional ring wind stiffening system with no shadow lines, along with other masonry and timber cornice repairs.

Louisa May Alcott's Orchard House, Concord, MA

Structural repairs to historic museum and former Alcott residence funded by Save America's Treasures. Project included extensive timber repairs, chimney and foundation wall underpinning, and suspension of entire rear half of house during construction of new foundation while it remained open as museum.

Worcester Clock Tower, Worcester, MA

Investigation and documentation of condemned Kirkbride era state hospital building with prominent cock tower element, managed dismantling and demolition of the structure, then reconstruction of 140 foot tower element using a mix of salvaged and supplemental materials as a free standing structure. New structure has a tubular, seismically resistant reinforce concrete core with a suspended brick and salvaged stone veneer of 8" to 20" thickness.

Modern Theater, Boston, MA

Ph1- Inspection, evaluation, monitoring and emergency structural stabilization of Boston's first movie-house following 20-year abandonment and extensive damage to structural framing and exterior masonry.

Ph2- Dismantling and reassembly of historic stone façade on front of new multi-story dormitory and theater as part of Suffolk University. Reassembled 20"-thick stone façade incorporates hidden supports, braces and relief joints that will allow it to deform by up to 2" in any direction as part of overall building movements during an earthquake with no significant damage.

Staple Bend Tunnel / Allegheny Portage Railway NHS, Mineral Point, PA

Project included abutment repairs and restoration of 20" thick sandstone liner of first railway tunnel in the Americas. Traditional pointing and project-specific deep jetting and grouting techniques (developed by our office) were used in a phased manner.

Structures North
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Abbreviated Qualifications

Jillian S. Borghardt, EIT

Structural Engineering Preservation Designer

EDUCATION

MSc: Structural Analysis of Monuments and Historical Constructions

University of Minho,
Guimaraes, Portugal

BE, Civil Engineering

Stony Brook University,
Stony Brook, NY

AFFLIATIONS

Association for Preservation Technology

Boston Preservation Alliance

SAMPLE PROJECTS

PROFILE

Ms. Borghardt has focused her education and career on the restoration of historic structures through the art of structural preservation engineering. She earned her Master's degree at the University of Minho, in Portugal where she cultivated her passion for preservation. Her Master's thesis focused on the cross-sectional analysis of the ancient masonry columns of the Carmo Convent in Lisbon. Her investigations required specialized use of NDTs including GPR, as well as ultrasonic and sonic tomography.

Upon the completion of her degree, she joined Structures North and has been working on a variety of interesting projects throughout the New England region, including historic homes and house museums, places of worship, institutions, crypts, event spaces, abandoned mills and university buildings. Her unique educational experience is serving her well with the diversity of historic and modern materials and construction types with which she is presently involved in on a daily basis.

The Wright Tavern, Concord, MA

Structural evaluation and analysis of the historic 1747 wood framed tavern and its brick masonry foundations walls. Developed and designed reinforcing details to satisfy the increased live load of the first and second floor for the adaptive reuse of the Minutemen's meeting house, while maintaining its historic feel and appearance for future museum use.

Oakes Ames Truss Repair, Easton, MA

Emergency stabilization of rotted truss end of the H.H. Richardson memorial hall. Conducted structural analysis of the truss system and repair design and performed resistance drilling of the affected member. Developed the construction drawings and reviewed the shop drawings for the repair design to be implemented.

Central Burial Grounds, Boston, MA

Performed emergency survey of collapsed tomb in the Boston Common and developed immediate design repair methods of the 1756 brick arch vault system. Conducted overall inspection of remaining tombs and produced summary report to preemptively repair surrounding tombs while respecting original construction.

Steven A. Mack, P.E.

President | Principal Engineer
Foresight Land Services, Inc.
Pittsfield, MA | smack@foresightland.com | 413-499-1560

Professional Summary

Accomplished and results-driven **Professional Engineer** with over **30 years of experience** in civil engineering, project management, and municipal infrastructure design. Proven leadership as **Principal Engineer and President** of Foresight Land Services, overseeing multidisciplinary teams in engineering and surveying. Demonstrated expertise in planning, permitting, design, and administration for residential, commercial, and municipal projects. Recognized for fostering collaborative relationships with architects, contractors, and public officials to deliver complex projects on time and within budget.

Professional Experience

Foresight Land Services, Inc. — *Pittsfield, Massachusetts*

President | Principal Engineer
1994 – Present

- Provides executive leadership and strategic direction for all **engineering and surveying operations**.
- Manages and coordinates a diverse range of civil engineering projects, including **residential site design, commercial development, and municipal infrastructure**.
- Serves as the firm's principal engineering representative, collaborating with multidisciplinary design teams comprising architects, landscape architects, and various engineering disciplines.
- Leads public presentations and permitting processes before **local and state regulatory authorities**.
- Directs project design and management for complex municipal works involving **roadways, bridges, water and sewer systems, dams, drainage, and slope retention**.
- Oversees **construction administration, layout, and quality control** throughout project lifecycles.
- Builds and maintains relationships with city and town officials to modernize community infrastructure.

Select clients/projects include Blantyre Resort, Canyon Ranch, Miraval/Cranwell Resort & Golf Club, Tanglewood/Boston Symphony Orchestra, Elm Court Estate, Towns of Lee, Lenox, Great Barrington, Sheffield, Stockbridge and others, Kimball Farms, Miss Hall's School, Berkshire School, Edith Wharton Restoration, Stockbridge and Wyantenuck Golf Courses

Town of Lee – Department of Public Works, Engineering Division

Civil Engineer
Before 1994

- Developed a comprehensive **town-wide water distribution mapping system and database**.
- Supported public works design and maintenance activities focused on water and sewer infrastructure.

Education

- **Master of Science**, *Rensselaer Polytechnic Institute*, 2004
- **Bachelor of Science in Civil Engineering**, *Worcester Polytechnic Institute*, 1995
- Additional Continuing Education in Civil and Environmental Engineering

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Professional Licenses & Certifications

- **Registered Professional Engineer** – Massachusetts and New York
- **Registered Title V Soils Evaluator** – Massachusetts

Professional Affiliations

- **American Society of Civil Engineers (ASCE)**
- **Boston Society of Civil Engineers**
- **United States Green Building Council (USGBC)**
- **American Water Works Association (AWWA)**

Civic Involvement

- Member **West Stockbridge Affordable Housing Trust**
- Past **Conservation Commission Member and Chair**
- Past **Berkshire Youth Hockey Coach and Board of Directors**
- Past **Youth Soccer and Baseball Coach**

Conceptual Renderings





Conceptual rendering by Clark, Green + Bek ©2024

DU BOIS FREEDOM CENTER





Conceptual rendering by Clark, Green + Bek ©2024

DU BOIS FREEDOM CENTER

Recently completed work 2024-2025 (Phase IB Structure)







Completed roof with cedar wood shingles and rebuilt chimney



Interior roof and truss stabilization, new structural beam





Belfry rebuild, new clapboards and wood shingled roof









Structural repair, replacement, and upgrades of sills, floors, and walls

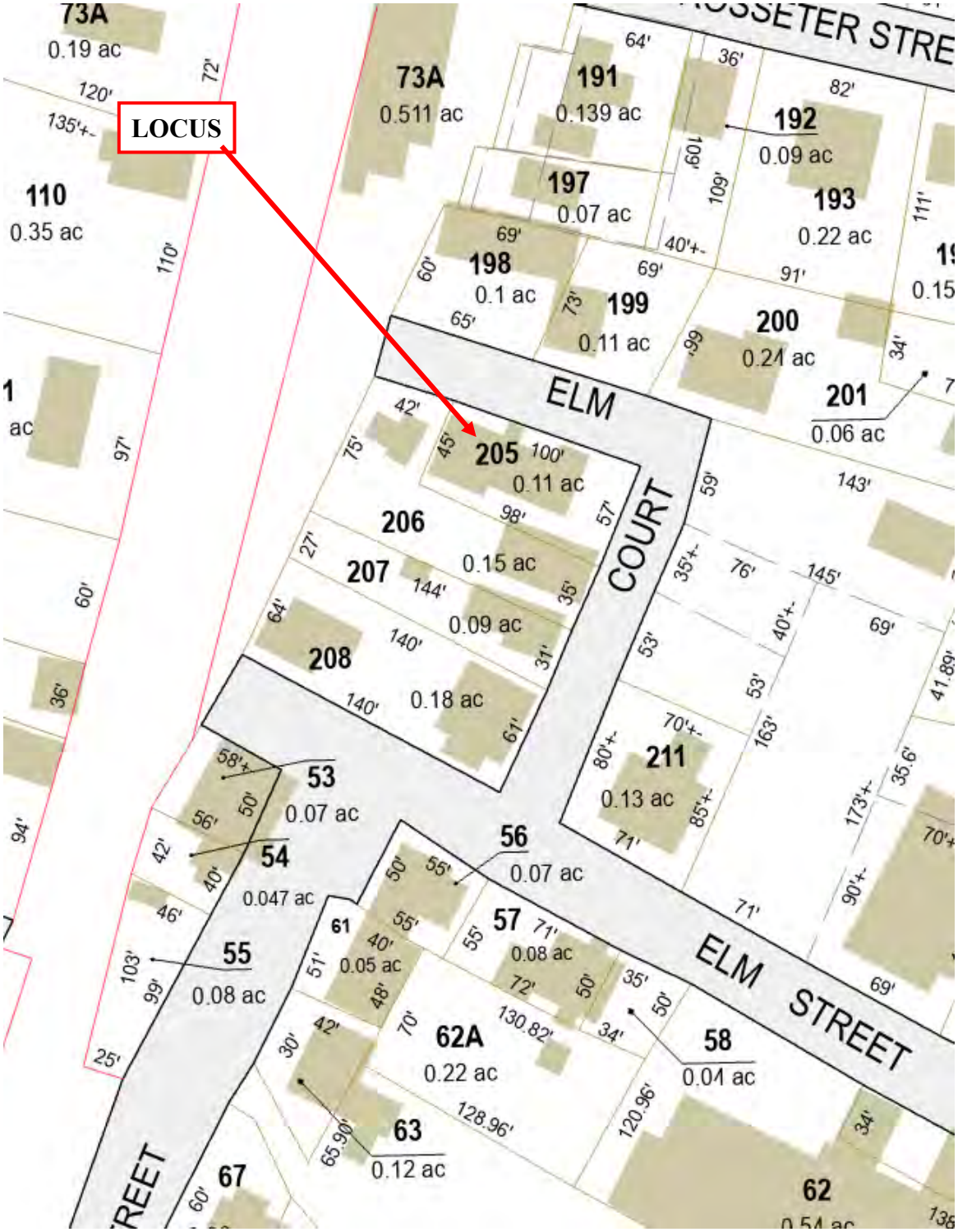




Exterior wall repair, clapboard replacement, new gutters



TOWN OF GREAT BARRINGTON ASSESSOR'S MAP



N.T.S.

FORESIGHT LAND SERVICES
ENGINEERING • SURVEYING • PLANNING
1496 West Housatonic Street
Pittsfield, MA 01201

FLS Project #E3085

Exhibit A-5
USGS Great Barrington QUAD, 1987 ed.
Source: AxisGIS

9 Elm Court
Great Barrington, MA

CLARK GREEN + BEK ARCHITECTURE DESIGN

309 MAIN STREET, GREAT BARRINGTON, MA, 01230, +1 413 528 5180
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INFO@CLARKANDGREEN.COM | WWW.CLARKANDGREEN.COM

November 20, 2025

The Du Bois Freedom Center
Phase 1B Basement Scope Description

Phase 1B Basement will focus on the installation of new footings and foundation walls for the former Clinton A.M.E. Zion Church.

The site preparation will include the excavation of existing site to the basement level on the north side of the property, as well as the construction of shoring walls, berms, and ramps for machinery. The existing wood framed structure will be lifted to allow for the demolition of the existing field stone foundation. Previous construction phases focused on the stabilization of the building structure and preservation of the building envelope – which makes lifting the building at the sill level above the existing masonry foundation walls possible. The demolition will remove the existing sidewalk on the north side of the property, as well as all existing foundation walls and footings.

New reinforced concrete footings and foundation walls under the existing building will be formed and poured. At the new addition, footings and all underground concrete work will be carried out. All openings will be temporarily closed. An exterior water barrier will be installed at footings and foundation walls. This will offer protection against standing ground water. These water barriers will be tied into the overall waterproofing design of underground and ground adjacent building components later.

At this stage footing drains will be installed. There will also be a temporary pumping system for potential rainwater or run-off mitigation from inside the building footprint. The building will be lowered onto and connected to the new foundation walls. All support structures from the lifting operation will be removed. Temporary columns and a temporary sump pump will be installed to ensure the structure's safety in the interim period before Phase II construction.

The site's space limitations and the proximity to the neighbor's property lines on the south and west create challenges both for construction site logistics and the building lifting operation. Because of these constraints, the cribbing to support the south and west walls will be placed below the building, preventing the pouring of the new ground floor slab during this phase. The upside of this circumstance is that the water situation at and under the building can be observed in the interim and the architectural and civil design can react to these findings before finalizing the Phase II plans.

Du Bois Freedom Center Project Timeline								
Phase IB Basement								
Planned for 2026-2027	Month 1-3	Month 4-5	Month 6-9	Month 10-12	Month 13-15	Month 16-18	Month 19-21	Month 22-24
A/E Design and Approvals								
Construction drawings								
Agency review (SHPO)								
Bid Package + Specs								
Solicit Bids / Contract Award								
Bidding period								
Contractor qualifications approval								
Award and contract negotiation								
Submittals / Approvals / Permits								
Building permit								
Preconstruction (subs lift plan + review)								
Construction and Closeout								
Mobilization								
Pre-lift, lift, foundation, drainage								
Lift building (incl cribbing, steel needling)								
Post-lift and site work								
Close out								
Submitted to CPA grant 12/3/25								

Du Bois Freedom Center Project Budget Estimate

Phase IB Basement

Planned for 2026-2027

Project Costs			
Direct Costs*			
	Temporary Support and Protection	15,000	
	Building Raise Allowance	400,000	
	Selective Demo	81,500	
	Cast-in-place Concrete	149,650	
	Masonry, Metals, Woods	32,000	
	Thermal + Moisture Protection	23,760	
	Plumbing, HVAC, Electrical Disconnects	7,000	
	Sitework	113,675	
	Subtotal hard costs		**822,585**
	General Conditions, OH/Profit 25%	205,646	
	Estimating/Construction Contingency 20%	205,646	
	Escalation 2.5 years @ 5%	154,235	
	Subtotal GC, OH/P, contingency, escalation		**565,527**
Soft Costs			
	Architectural and Engineering Fees	135,580	
	Other Consultants (e.g., plaster, archaeology monitoring)	10,000	
	Project Management	35,000	
	Subtotal soft costs		180,580
Add'l Costs			
	Indirect	25,000	
	Legal and Builder's Risk insurance (~3%)	45,000	
	Subtotal add'l		**70,000**
Total Expenses			**$1,638,692**

**Based on professional cost estimate Mar '24 (escalation to mid-point of construction)*

Funding Sources			
	Town of GB CPA Grant	this request	250,000
	Mass Office of Travel & Tourism DDC Grant	**secured**	155,000
	Nat'l Trust AACH Action Fund Grant	pending	250,000
	Mass Cultural Facilities Fund Grant	pending	200,000
	Private Foundation Grant	pending	250,000
	Add'l Federal, State, Foundation Grants	planned	450,000
	Individual donations	planned	83,692
Total Funding Sources			**$1,638,692**

Submitted to CPA grant 12/3/25

The Commonwealth of Massachusetts
MASSACHUSETTS SENATE

SENATOR PAUL W. MARK
Berkshire, Hampden, Franklin and Hampshire District

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BOSTON, MA 02133-1053
TEL. (617) 722-1625
FAX. (617) 722-1523
PAUL.MARK@MASENATE.GOV
WWW.MASENATE.GOV

November 12, 2025

Ms. Karen Smith
Chair, Community Preservation Commission
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

Dear Ms. Smith:

As State Senator for the Berkshire, Hampden, Franklin, and Hampshire District, I am pleased to offer my strong support for the Du Bois Freedom Center's application for a $250,000 Community Preservation Act grant from the Town of Great Barrington. Restoration of the historic Clinton A.M.E. Zion Church for adaptive reuse as an African American cultural heritage center is a unique and important project that will enrich the region's cultural landscape and contribute to its economic vitality.

The requested funds will be used for the project's next phase of restoration work, which involves raising the building 24" and pouring a new waterproof foundation that will allow for a usable, code-compliant basement — a major step in ensuring the long-term viability of this historic structure. The Center was recently awarded a MOTT Destination Development Capital Grant, which will also support this work.

Once completed, the Center will present interpretive exhibits that educate the public about the life and legacy of Great Barrington native, W.E.B. Du Bois, and the rich African American history of the Berkshires. Educational programming, cultural events, and other gatherings will return this important National Register property to the center of community life, serving as a hub of activity for students, residents, and tourists alike.

As part of the Downtown Great Barrington Cultural District and a site on the Upper Housatonic Valley African American Heritage Trail, this new destination will connect

visitors to a broader network of historic and educational experiences in Great Barrington. Guests will be encouraged to visit the nearby Mason Library, home to a recently installed sculpture of Du Bois, as well as Town Hall, where Elizabeth Freeman made her pivotal contribution to American history.

The Du Bois Freedom Center's plans align closely with the Commonwealth's goals of supporting rural tourism, cultural preservation, and economic development, while also meeting climate resilience standards.

I am confident that this project will make a lasting contribution to Great Barrington and the Berkshires, and I urge your full support for this important and timely initiative.

Sincerely,



Paul W. Mark, *State Senator*
Berkshire, Hampden, Franklin & Hampshire District

The Commonwealth of Massachusetts
HOUSE OF REPRESENTATIVES
STATE HOUSE, BOSTON 02133-1054

LEIGH DAVIS
STATE REPRESENTATIVE
3rd BERKSHIRE DISTRICT

STATE HOUSE, ROOM 134
TEL: (617) 722-2400
Leigh.Davis@mahouse.gov

November 21, 2025

Ms. Karen Smith, Chair
Community Preservation Commission
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

Dear Ms. Smith,

I am pleased to offer my strong support of the Du Bois Freedom Center's application for a CPA grant from the Town of Great Barrington. As the Massachusetts State Representative for the 3rd Berkshire District, and a resident of Great Barrington, I understand the importance of this vital project to restore the historic Clinton A.M.E. Zion Church for adaptive reuse as an African American heritage site and cultural center dedicated to educating the public about the life and legacy of civil rights pioneer W.E.B. Du Bois and the Berkshires' rich African American history.

Its preservation is not only about saving a historic structure—it is about ensuring that the story of Black life in rural New England is visible and celebrated.

Built in 1887 by the A.M.E. Zion Society, the Clinton A.M.E. Zion Church served as the spiritual, cultural, and political heart of the local African American community for nearly 130 years. Long a beacon of activism, the church provided a rich variety of performances, guest speakers, and children's classes in music and public speaking. Long a focal point for social and political activism, the church hosted meetings of the local NAACP chapter in the 1950s and '60s, as well community discussions on poverty and human rights.

In my role at the State House, I work closely with the Massachusetts Black and Latino Legislative Caucus to advance equity and justice across the Commonwealth. The Clinton A.M.E. Zion Church, and this planned Center, represent exactly the kind of history and community impact that the Caucus and I champion: preserving places of African American resilience, telling fuller stories of our past, and investing in institutions that will inspire future generations. My lifelong commitment to civil rights and to commemorating our leaders is deeply influenced by my father, Lloyd Davis, who was a leader in the establishment of Martin Luther King Jr. Day in the United States. This project embodies that same dedication to honoring the legacies of our civil rights leaders and ensuring their lessons endure.

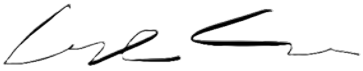
The vision for the Du Bois Freedom Center aligns powerfully with Massachusetts' values of education, equity, and cultural vitality. Once restored, the Center will provide exhibit and program space that connects residents, students, and visitors to African American history, while

also strengthening the local economy through heritage tourism. As part of Great Barrington's Cultural District and the Upper Housatonic Valley African American Heritage Trail, this project will significantly enhance our region's cultural infrastructure.

The Du Bois Freedom Center's work to rehabilitate and transform this National Register site is essential to advancing the cause of preservation and justice in the Commonwealth, and I strongly urge you to fully fund their grant request.

Thank you for your consideration of this important project.

Sincerely,



Leigh Davis, State Representative
3rd Berkshire District

1Berkshire Strategic Alliance, Inc.
P.O. Box 4829, Pittsfield, MA 01202
1berkshire.com • 413.499.1600 • berkshires.org

Ms. Karen Smith
Chair, Community Preservation Committee
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

November 17, 2025

Dear Ms. Smith,

As SVP of 1Berkshire, the Regional Economic Development Organization and Regional Tourism Council for the Berkshires, I offer our strong support for the Du Bois Freedom Center's application for a Community Preservation Act grant from the Town of Great Barrington.

This transformational project to restore the historic 1887 Clinton A.M.E. Zion Church for adaptive reuse as an African American cultural heritage center is a great opportunity for the region. Once open, the Center will feature interpretive exhibits and programming, and serve as a gathering space for the broader community. In addition to educating the public about the life of civil rights pioneer W.E.B. Du Bois, who was born and raised in Great Barrington, the Center will illuminate the Berkshires' rich Black history and serve as hub for the Upper Housatonic Valley African American Heritage Trail.

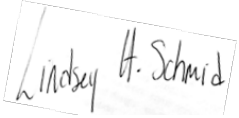
The Center brings a nationally significant cultural attraction to the core of Great Barrington's Designated Cultural District. While home to a number of esteemed cultural institutions, there is currently no museum in Great Barrington. This project will fill that gap, drawing visitors into the walkable center of town, where they can explore other heritage sites, including the Mason Library (home to a new sculpture of Du Bois) and Town Hall, which commemorates Elizabeth Freeman's 1781 lawsuit that helped end slavery in Massachusetts.

The initiative promises to expand the reach and diversity of our existing tourism base, drawing younger and more diverse audiences from near and far, and enhance cultural equity in Berkshire tourism offerings.

Expanding the visitor base is not only a cultural imperative—it is an economic necessity. According to the Massachusetts Office of Travel and Tourism, Berkshire County welcomes over 2.6 million visitors annually, generating more than $600 million in direct spending. Tourism supports over 5,000 jobs in the county. As the region continues to rebound from the economic impacts of COVID-19, attracting broader and more inclusive audiences will be critical to ensuring a resilient and sustainable visitor economy.

1Berkshire strongly supports this visionary project, which aligns with regional tourism priorities and the Commonwealth's goals for economic development, rural revitalization, and inclusive cultural investment. The museum will enhance the downtown and support the theater and music venues within the district by offering a full lineup of educational, historic, and artistic events for tourists. We urge your full consideration and support for this meaningful endeavor.

Sincerely,



Lindsey Schmid
Sr. VP of Marketing & Tourism/ RTC Director
1Berkshire Strategic Alliance, Inc.

Made possible by our 1Berkshire Leadership Circle Investors

BerkshireBank · Berkshire Health Systems · Cohen | Kinne Valicenti | Cook Attorneys · General Dynamics Mission Systems · Greylock Federal Credit Union · Interprint IP · Williams

Great Barrington Historical Commission

c/o Selectmen's Office
Town Hall
334 Main Street
Great Barrington, MA 01230
Malcom Fick, Chairman • 413-645-3060 • Malcolm.fick@gmail.com

November 13, 2025

Ms. Karen Smith, Chair
Community Preservation Committee
Town of Great Barrington
334 Main Street Great Barrington, MA 01230

RE: Community Preservation Funds for Du Bois Freedom Center Restoration Project

Dear Chairperson Smith and Members of the Community Preservation Committee:

The Great Barrington Historical Commission strongly endorses the Du Bois Freedom Center's application for Community Preservation Act support of its restoration work on the former Clinton A.M.E. Zion Church (1887, National Register of Historic Places). The project goals are to raise the building 24" and pour a new waterproof foundation to address longstanding water infiltration problems to further preserve this historic structure.

Indeed, the Du Bois Freedom Center's timely and sensitive intervention has arrested the destructive forces of nature, man and time that had combined to ravage this landmark. The church building and connected parsonage had suffered from deferred maintenance, poor drainage, severe mold, leaking roofs and water infiltration, the New England freeze-thaw cycle and the rotting of building parts. Over the course of their stewardship the Du Bois Freedom Center has made significant progress in stabilizing the structure using funds from Town, State and private sources.

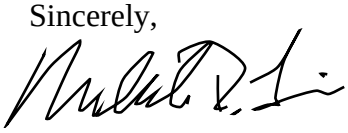
The Du Bois Freedom Center's program to adaptively use this prominent National Register property as a visitor and community center to celebrate our rich African American heritage, particularly the contributions of W.E.B. Du Bois, has emerged from a carefully considered and prudent textbook-like process, marked by detailed planning, strong community involvement and consultation with authorities in the fields of interpretive and program planning, architecture and engineering. Indeed, their hard work in developing a clear vision and project goals and laying out a phased course to bring them to fruition will result in the preservation of a local landmark that will enrich the cultural landscape and contribute to the economic vitality of Great Barrington.

The building is the embodiment of our town's African American history and culture and association with W.E.B. Du Bois and its preservation will not only save a significant legacy of this community but a piece of architecture that is a key component of our rich catalogue of

historic buildings. Clinton Church transformed Du Bois' understanding of the power and possibilities inherent in the Black church. The church and its community showed him the vitality that was possible there and not evident on the other side of the color line.

Funds from the Community Preservation Committee will continue to be transformational in furthering the goal of creating a true and living monument to Du Bois. The Great Barrington Historical Commission registers its enthusiastic support of this application.

Sincerely,



Malcolm Fick
Chairman
Town of Great Barrington Historical Commission

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
ABBREVIATED CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

GENERAL NOTES:

1. CONTRACTOR SHALL VERIFY ON SITE ALL CONDITIONS AND DIMENSIONS SHOWN ON THE DRAWINGS, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR CONFLICTS NOTED PRIOR TO PROCEEDING WITH THE WORK.
2. DO NOT SCALE THE DRAWINGS - DIMENSIONS GOVERN. NOTIFY THE ARCHITECT OF ANY MISSING OR CONFLICTING DIMENSIONS PRIOR TO PROCEEDING WITH THE WORK.
3. DIMENSIONS FOR THIS SET OF DRAWINGS ARE SHOWN TO FACE OF CONCRETE AND FACE OF STUD, UNLESS NOTED OTHERWISE.
4. REFER TO THE SPECIFICATIONS FOR REQUIRED SHOP DRAWINGS. CONTRACTOR SHALL PREPARE AND SUBMIT SHOP DRAWINGS FOR REVIEW BY ARCHITECT.
5. REFER TO THE SPECIFICATIONS FOR INFORMATION ON PROJECT GENERAL CONDITIONS, PERFORMANCE REQUIREMENTS, MATERIALS, ETC.
6. OBSERVE STANDARD WORKING HOURS OF 7 AM TO 5 PM ON WEEKDAYS. ALL NOISE-GENERATING WORK SHALL BE CONDUCTED WITHIN THAT TIMEFRAME. WORK SHALL NOT BE PERFORMED ON WEEKENDS, NOR ON HOLIDAYS AS OBSERVED BY THE COMMONWEALTH OF MASSACHUSETTS.

BUILDING DEPARTMENT NOTES:

1. WORK SHALL BE COMPLETED IN FULL COMPLIANCE WITH THE APPLICABLE PROVISIONS OF ALL LAWS, BYLAWS, STATUTES, ORDINANCES, CODES, RULES, REGULATIONS, AND LAWFUL ORDERS OF PUBLIC AUTHORITIES BEARING ON THE PERFORMANCE AND EXECUTION OF THE WORK. THE CONTRACTOR SHALL PROMPTLY NOTIFY THE AUTHORITY OF ANY PORTIONS OF THE WORK IN THE CONTRACT DOCUMENTS THAT ARE AT VARIANCE WITH THE ABOVE.
2. ALL MATERIALS, ASSEMBLIES, FORMS OF CONSTRUCTION, AND SERVICE EQUIPMENT REGULATED BY CODE SHALL MEET THE FOLLOWING REQUIREMENTS:

a) THEY SHALL HAVE BEEN FOR USE UNDER PRESCRIBED TEST METHODS BY THE BUILDING OFFICIAL, OR
b) SHALL BE LISTED AND LABELED BY A BUILDING OFFICIAL OR RECOGNIZED AGENCY TO MEET REQUIRED STANDARDS.

3. MATERIALS OR ASSEMBLIES REQUIRED TO HAVE A FIRE RESISTANCE RATING SHALL COMPLY WITH ONE OF THE FOLLOWING:

a) THEY SHALL COMPLY WITH CHAPTER 7 OF IBC 2015 WITH MASSACHUSETTS AMENDMENTS.
b) THEY HAVE BEEN TESTED IN ACCORDANCE WITH FIRE EXPOSURE AND ACCEPTANCE CRITERIA OF ASTM E119 OR UL 263.
c) THEY SHALL HAVE BEEN ACCEPTED PRIOR TO THE EFFECTIVE DATE OF THE CODE.

4. THE CONSTRUCTION CLASSIFICATION OF THE BUILDING IS "TYPE V-B" (TABLE 601). THE CONSTRUCTION ELEMENTS SHALL BE OF THE REQUIRED MINIMUM FIRE RESISTANCE RATINGS AS OUTLINED IN TABLE 601 AND DEFINED IN CHAPTER 6 OF IBC 2015.
5. AN ACCURATE AND COMPLETE FINAL SURVEY BY A DULY LICENSED SURVEYOR SHALL BE FILED AS AN AMENDMENT BEFORE COMPLETION OF THE PROJECT.
6. THE CONTRACTOR'S LICENSED PROFESSIONAL IS RESPONSIBLE FOR FILING APPLICATION AND OBTAINING PERMITS FOR SCAFFOLDING, SIDEWALK BRIDGING, ANY OTHER CONSTRUCTION EQUIPMENT OR PUBLIC PROTECTIVES REQUIRED TO ENSURE SAFETY OF OPERATION AND THE PUBLIC AS PER IBC 2015 CHAPTER 33, SECTION 3306. THE CONTRACTOR IS ALSO RESPONSIBLE FOR OBTAINING LETTER OF COMPLETION. APPLICATION FOR CONSTRUCTION PERMITS SHALL BE PROCESSED THROUGH THE TOWN OF GREAT BARRINGTON BUILDING DEPARTMENT.
7. THE FOLLOWING SHALL BE MADE UNDER SEPARATE APPLICATION BY THE CONTRACTOR'S LICENSED PROFESSIONAL, IN ACCORDANCE WITH SECTION 28-104.2.6 OF TITLE 28:

PERMANENT ELEVATORS	PRIOR TO T. C. O.
TEMPORARY ELEVATORS	PRIOR TO PERMIT
MECHANICAL AND HAND DEMOLITION OPERATIONS PERMIT	PRIOR TO PERMIT
SIDEWALK SHEDS PERMIT	PRIOR TO PERMIT
CONSTRUCTION FENCES PERMIT	PRIOR TO PERMIT
CHUTES, SCAFFOLDS, HOISTS PERMIT	PRIOR TO PERMIT

8. THE ITEMS LISTED IN NOTE 7 ABOVE UNDER SEPARATE APPLICATION, (i.e. DEFERRED TO BE FILED), SHALL NOT BE CONSTRUCTED PRIOR TO OBTAINING SUCH PERMIT.
9. THESE DRAWINGS HAVE BEEN PREPARED BY OR AT THE DIRECTION OF THE UNDERSIGNED AND TO THE BEST OF UNDERSIGNED'S KNOWLEDGE, BELIEF, AND PROFESSIONAL JUDGEMENT ARE IN COMPLIANCE WITH THE INTERNATIONAL BUILDING CODE AND MASSACHUSETTS REVISIONS.
10. SITE SAFETY PLANS SHALL BE SUBMITTED BY THE CONTRACTOR AND APPROVED BY THE BUILDING OFFICIAL PRIOR TO APPLYING FOR CONSTRUCTION PERMITS.

ZONING INFORMATION:

LOT:	205
LOT AREA:	4850 SF (ESTIMATED)
LOT FRONTAGE:	54.5 FT (EAST)
	98.6 FT (NORTH)
LOT DEPTH:	45.0 FT (WEST)
	98.1 FT (SOUTH)
YEAR BUILT:	1886
NUMBER OF BUILDINGS:	1
GROSS FLOOR AREA:	
RESIDENTIAL UNITS:	1 (PARSONAGE)
LAND USE:	COMMUNITY CENTER
ZONING:	B2
COMMERCIAL OVERLAY:	VCOD
ZONING MAP NUMBER:	14
LANDMARK BUILDING:	YES
HISTORIC DISTRICT:	NO
MINIMUM LOT AREA:	5000 SF
MINIMUM LOT WIDTH:	50 FT
MINIMUM FRONT YARD:	25 FT

BUILDING CODE INFORMATION:

PRIMARY OCCUPANCY: A-3

BUILDING FLOOR AREA:

BASEMENT	TBD
FIRST FLOOR	1622 SF
SECOND FLOOR	488
TOTAL	2110 SF

BUILDING HEIGHT: 25 FT + 10 FT BELFRY

TYPE OF CONSTRUCTION: VB
ONE-HOUR PROTECTION: NO
SPRINKLERED: YES

OCCUPANT LOAD:
BASEMENT
FIRST FLOOR
SECOND FLOOR
TOTAL

FIRE PROTECTION AND SOURCE OF RATED ASSEMBLY ELEMENT (UL, FM, ETC):
PARTY / FIRE WALLS
INTERIOR BEARING WALLS
INTERIOR NON-BEARING PARTITIONS
COLUMNS
BEAMS, GIRDERS, TRUSSES, ARCHES
FLOOR / CEILING CONSTRUCTION
ROOF / CEILING CONSTRUCTION
EXTERIOR NON-BEARING WALLS
SHAFT ENCLOSURES

OTHER FIRE PROTECTION:
MECHANICAL ROOM SEPARATION
OTHER SPECIAL FIRE PROTECTION
DRAFTSTOPPING REQUIRED
FIRESTOPPING REQUIRED
SMOKE BARRIER REQUIRED

PROJECT IN FIRE DISTRICT:
PROJECT IN FLOOD PLAN: NO
PROJECT IN WETLANDS AREA: NO

PROJECT DESCRIPTION:

THE CURRENT PROJECT (PHASE 1B BASEMENT) CONSISTS OF LIFTING THE WOOD-FRAMED PORTION OF THE HISTORIC CHURCH (PREVIOUSLY KNOWN AS THE CLINTON CHURCH) OFF ITS FOUNDATION, DEMOLITION OF THE EXISTING BASEMENT LEVEL, CONSTRUCTION OF A NEW FOUNDATION, AND RE-SETTING THE WOOD-FRAMED PORTION OF THE CHURCH ONTO THE NEW FOUNDATION. THE CHURCH WAS FORMERLY AFFILIATED WITH THE AFRICAN METHODIST EPISCOPAL FAITH, AND HAS STRONG HISTORIC TIES TO THE LOCAL AFRICAN-AMERICAN COMMUNITY. THE PROJECT, WHICH WILL EVENTUALLY BE DEVELOPED INTO A MUSEUM AND CULTURAL CENTER, IS NAMED IN HONOR OF AFRICAN-AMERICAN SCHOLAR, ACTIVIST, AND INTELLECTURAL W. E. B. DU BOIS, WHO WAS BORN IN AND GREW UP IN GREAT BARRINGTON. AMONG MANY OTHER ACCOMPLISHMENTS, HE WAS ONE OF THE FOUNDING MEMBERS OF THE NAACP.

WORK PREVIOUSLY COMPLETED UNDER PHASE 1B PART 1 CONSISTED OF BUILDING STABILIZATION MEASURES, AND THE ADDITION OF NEW CEDAR SHINGLE ROOFING, WITH NEW COPPER GUTTERS AND DOWNSPOUTS.

PROJECT TEAM:

PROJECT ARCHITECT
CLARK + GREEN AND BEK
309 MAIN STREET
GREAT BARRINGTON, MA 01230

PHONE: (413) 528-5180
WEB: clarkandgreen.com

PROJECT ARCHITECT: STEVE McALISTER
PHONE: (413) 528) 5180 EXT 102
EMAIL: steve@clarkandgreen.com

PROJECT MANAGER: TOBIAS BERNECKER
PHONE: (413) 270-2406 (C)
EMAIL: tbernecker@clarkandgreen.com

SURVEYOR / CIVIL ENGINEER
FORESIGHT LAND SERVICES, INC.
1496 WEST HOUSATONIC STREET
PITTSFIEL D, MA 01201

PHONE: (413) 449-1560
FAX: (413) 449-3307
WEB: foresightland.com

LANDSCAPE ARCHITECT
WALTER CUDNOHOFSKY ASSOCIATES, INC.
455 BUG HILL ROAD
ASHFIELD, MA 01330

PHONE: (413) 628-4600
FAX: (413) 628-0117
WEB: wcala.com

PROJECT MANAGER: CHUCK SCHNELL
PHONE: (413) 923-1859
EMAIL: cschnell@wcala.com

STRUCTURAL ENGINEER
STRUCTURES NORTH CONSULTING ENGINEERS INC.
60 WASHINGTON STREET, SUITE 401
SALEM, MA 01970-3517

PHONE: (978) 745-6817
FAX: (978) 745-6067
WEB: structures-north.com

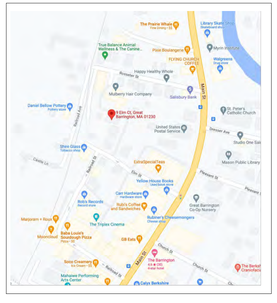
PROJECT ENGINEER: JOHN WATHNE
PHONE:
EMAIL: jwathne@structures-north.com

OWNER:

The W.E.B. Du Bois Center for Freedom and Democracy, Inc.
(f/k/a Clinton Church Restoration, Inc.)
P.O. Box 1075
Great Barrington, MA 01230

VICINITY MAP

NOT TO SCALE



JURISDICTION:

TOWN OF GREAT BARRINGTON, MASSACHUSETTS
BUILDING DEPARTMENT / INSPECTIONAL SERVICES
334 MAIN STREET
GREAT BARRINGTON, MA 01230

PHONE:	(413) 528-1619 x 2600
FAX:	(413) 528-3206
WEB:	townofgb.org
BUILDING COMMISSIONER:	MATTHEW KOLLMER
PHONE:	(413) 528-1619 X 2602
ELECTRICAL INSPECTOR:	THEODORE PIONTEK
PHONE:	(413) 274-6605
PLUMBING INSPECTOR:	ROBERT KRUPSKI
PHONE:	(413) 229-8019
GAS INSPECTOR	ROBERT GENNARI
PHONE:	(413) 274-0267

PLANNING DEPARTMENT
334 MAIN STREET
GREAT BARRINGTON, MA 01230

DIRECTOR OF PLANNING:	CHRISTOPHER REMBOLD
PHONE:	(413) 528-1619 X 2400
FAX:	(413) 528-2290

HISTORICAL REVIEW:

TECHNICAL PRESERVATION SERVICES
NATIONAL PARK SERVICE
1849 C STREET, NW
MAIL STOP 7243
WASHINGTON, DC 20240

PHONE:	(202) 513-7270
WEB:	nps.gov/orgs/1739/index.htm
LEAD REVIEWER, MA/NH/VT:	TINA ROACH
PHONE:	(202) 354-2044

MASSACHUSETTS HISTORICAL COMMISSION
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

PHONE:	(617) 727-8470
FAX:	(617) 727-5128
WEB:	sec.state.ma.us/mhc/
EMAIL:	mhc@sec.state.ma.us

LIST OF DRAWINGS:

A-001	TITLE SHEET	C+G AND BEK TYP, UNO
A-002	CONSTRUCTION SITE LAYOUT	
C-0	COVER SHEET	FORESIGHT LAND SERVICES
C-1	EXISTING CONDITIONS & DEMOLITION PLAN	FORESIGHT LAND SERVICES
L-1	APPROVED SITE PLAN	WCALA
A-010	BASEMENT PLAN - EXISTING CONDITIONS	
A-011	FIRST FLOOR PLAN - EXISTING CONDITIONS	
A-012	SECOND FLOOR PLAN - EXISTING CONDITIONS	
A-014	ROOF PLAN - EXISTING CONDITIONS	
A-020	EXTERIOR ELEVATIONS - EXISTING CONDITIONS	
A-021	EXTERIOR ELEVATIONS - EXISTING CONDITIONS	
A-030	BUILDING SECTIONS - EXISTING CONDITIONS	
A-031	BUILDING SECTIONS - EXISTING CONDITIONS	
A-100	BASEMENT PLAN - DEMOLITION	
A-101	FOUNDATION PLAN	
A-200	EXTERIOR ELEVATIONS	
A-201	EXTERIOR ELEVATIONS	
A-202	EXTERIOR ELEVATIONS	
A-300	BUILDING SECTIONS	
A-301	BUILDING SECTIONS	
S-00	STRUCTURAL GENERAL NOTES	STRUCTURES NORTH
S-101	FOUNDATION PLAN	STRUCTURES NORTH
S-102	FIRST FLOOR FRAMING PLAN	STRUCTURES NORTH
S-201	SECTIONS AND DETAILS	STRUCTURES NORTH
TS-101	SUGGESTED SHORING PLAN	STRUCTURES NORTH

HISTORICALN REVIEW:

JURISDICTION REVIEW:

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN
BERKSHIRES STUDIO
309 MAIN STREET
GREAT BARRINGTON, MA 01230
PHONE + 413 528 5180
NEW YORK STUDIO
115 WEST 29TH STREET, #1105
NEW YORK, NY 10001
PHONE + 212 219 9909

CONSULTANTS

GENERAL NOTES
1. DO NOT SCALE DRAWINGS.
2. DAIMENSIONS GOVERN.
3. ALL DIMENSIONS ARE IN FEET AND INCHES UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS SHALL BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
5. ARCHITECT MUST BE NOTIFIED IN WRITING OF ANY DISCREPANCIES ON DRAWINGS, OR IN THE FIELD, BY THE CONTRACTOR, BEFORE EXECUTING ANY WORK.

TRUE NORTH
PROJECT NORTH

PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE
DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE
TITLE SHEET

SHEET NUMBER
A-001.00

SUMP, DRAINAGE TRENCHES
AND PUMP FOR CONSTRUCTION SITE
WATER MANAGEMENT

MINI EXCAVATOR
AND CLEARANCE/REACH

THEORETICAL MAX.
EXTENT OF CONSTRUCTION PIT
WITHOUT SIDEWALK DEMOLITION

EXISTING CURB
TO REMAIN

'SOLDIER PILE'
SHORING WALL

ACCESS RAMP
20% INCLINE
11.5 FT WIDE

17.03'

BUILDING FOOTPRINT

PROVIDE TEMPORARY
PROTECTIVE SURFACE FOR SIDEWALKS
CURBS AND ROAD SURFACE

-7' TO STREET LEVEL
BOTTOM OF PIT

MW

45° BERM

STAGING AREA
ON BANK PARKING LOT

FIRE HYDRANT

COMBINATION
SHORING AND
FRAMING SYSTEM

Gravel Parking
Area

Stone
Patio

Gate

Conc. Paver
Patio

4'-6"

5'-4"±

Conc. Paver Walkway

Fence

Conc. Paver
Patio

Concrete Walkway

Concrete Sidewalk

ELM COURT
Accepted as a Town Way
March 18, 1898
(33 Feet Wide)

N/F
John Lynn Jones
And
Perry Boles Brooks
2015 Irrevocable Trust
Book 2322 Page 45
#7 Elm Court

N/F
CMB Properties LLC
Book 2436 Page 283
#5 Elm Court

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN

BERKSHIRES STUDIO
309 MAIN STREET
GREAT BARRINGTON, MA 01230
PHONE + 413 528 5180

NEW YORK STUDIO
115 WEST 29TH STREET, #1105
NEW YORK, NY 10001
PHONE + 212 219 9909

CONSULTANTS

GENERAL NOTES

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TRUE NORTH

PROJECT NORTH

PROFESSIONAL SEAL

11/26/25 SUBMITTAL SET

PROJECT TITLE

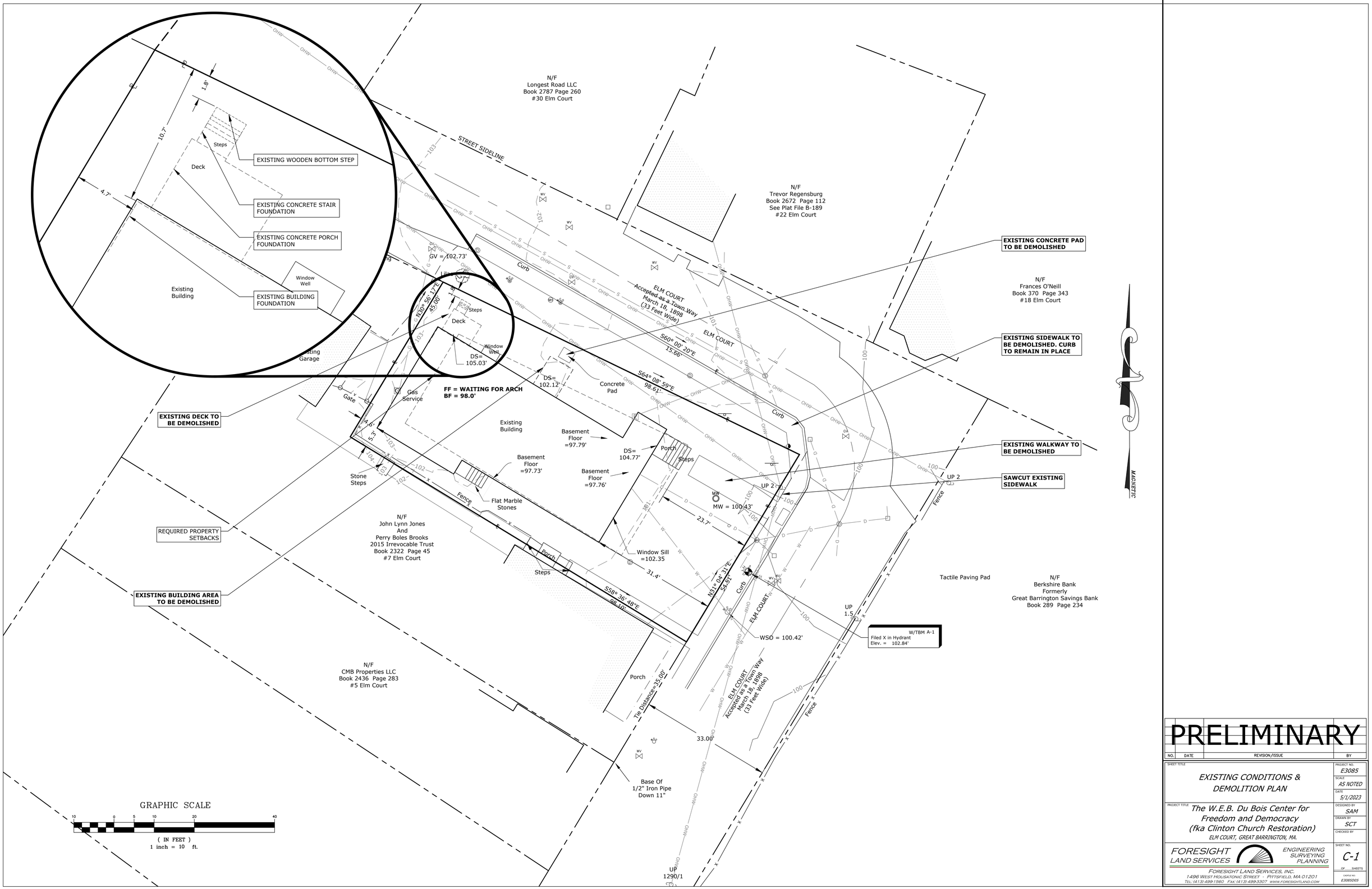
DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE

CONSTRUCTION
SITE
LAYOUT

SHEET NUMBER

A-002.00



PRELIMINARY

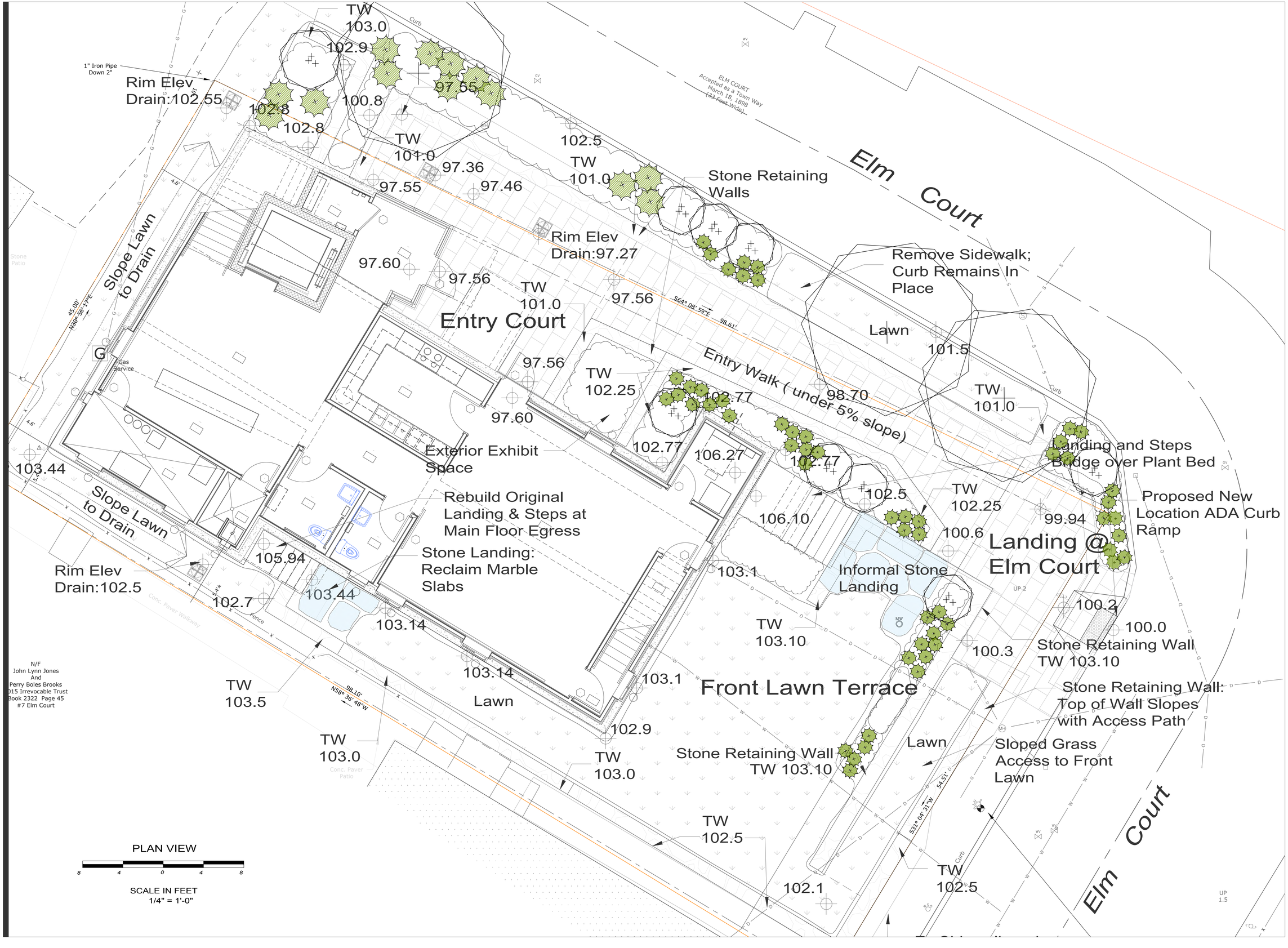
NO.	DATE	REVISION/ISSUE	BY

SHEET TITLE
EXISTING CONDITIONS & DEMOLITION PLAN

PROJECT TITLE
The W.E.B. Du Bois Center for Freedom and Democracy
(fka Clinton Church Restoration)
ELM COURT, GREAT BARRINGTON, MA.

PROJECT NO. E3085
SCALE AS NOTED
DATE 5/1/2023
DESIGNED BY SAM
DRAWN BY SCT
CHECKED BY
SHEET NO. C-1 OF SHEETS
CADFILE NO. E3085D05

FORESIGHT LAND SERVICES
ENGINEERING SURVEYING PLANNING
FORESIGHT LAND SERVICES, INC.
1496 WEST HOUSATONIC STREET - PITTSFIELD, MA 01201
TEL: (413) 499-1560 FAX: (413) 499-3307 WWW.FORESIGHTLAND.COM



PLAN VIEW

8 4 0 4 8

SCALE IN FEET
1/4" = 1'-0"

Walter Cudnohufsky Associates
Landscape Architects/ Planners

Box 489, 455 Bug Hill Road
Ashfield, MA 01330

PHONE: 413-628-4600
FAX: 413-628-0117
E-MAIL: wcala@wcala.com
WEB SITE: www.wcala.com

Project Architect:
CLARK GREEN · BEK ARCHITECTURE DESIGN

113 Bridge Street
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PHONE: +1 413-528-5180
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Civil Engineer:

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No.	Description	Date
	CPA Abbr. Package	2025.12.01

Scale = $\frac{1}{4}$" = 1'-0"

The W.E.B. Du Bois Center for Freedom and Democracy
(fka Clinton Church Restoration)

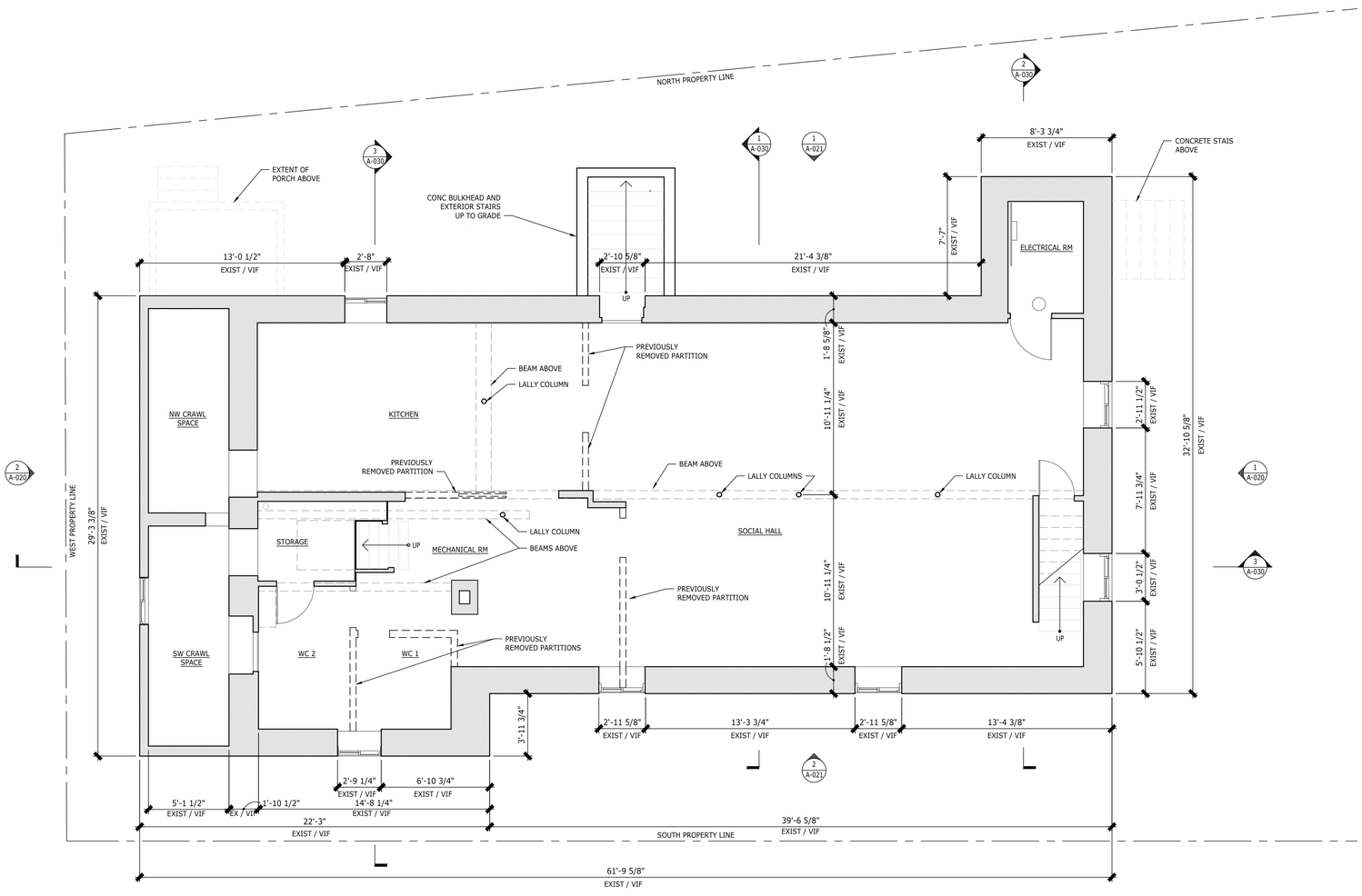
9 Elm Court
Great Barrington, MA

APPROVED SITE PLAN-LANDSCAPE

L1.0

The W.E.B. Du Bois Center - 2023.09.22 - WALTER CUDNOHUFSKY ASSOCIATES, INC L1.0 SITE PLAN - LANDSCAPE

1. EXISTING DRAWINGS ARE FOR REFERENCE PROPOSES ONLY.
2. CONTRACTOR IS RESPONSIBLE TO VERIFY CRITICAL FIELD CONDITIONS.
3. CONTRACTOR IS RESPONSIBLE TO REPORT DISCREPANCIES TO THE ARCHITECT PRIOR TO PROCEEDING WITH RELEVANT WORK.



01 BASEMENT PLAN - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN
BERKSHIRES STUDIO
309 MAIN STREET
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CONSULTANTS

GENERAL NOTES
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TRUE NORTH

PROJECT NORTH

PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

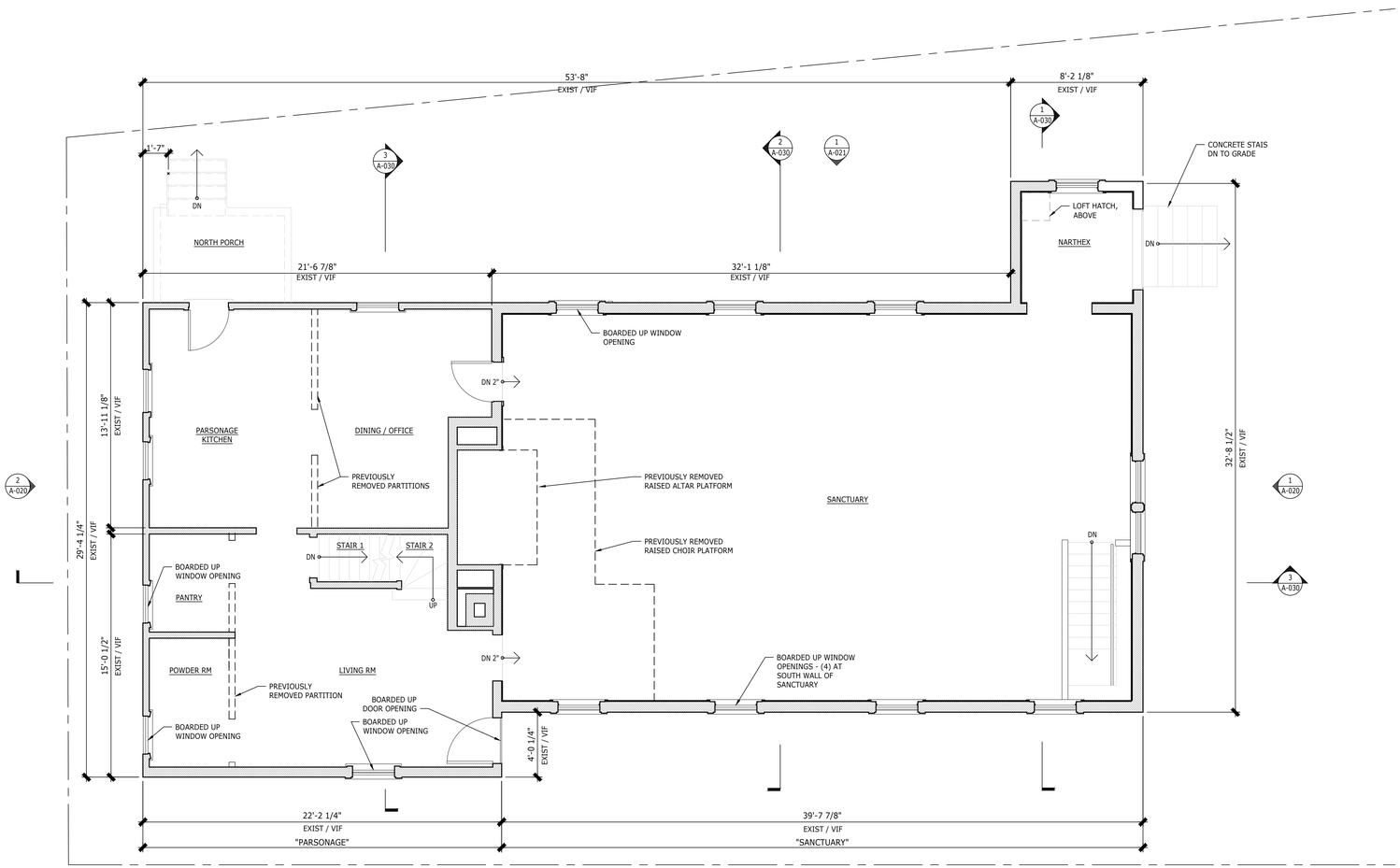
SHEET TITLE

BASEMENT PLAN - EXISTING CONDITIONS

SHEET NUMBER

A-010.00

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01 FIRST FLOOR PLAN - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

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11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

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PHASE 1B - BASEMENT
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9 ELM COURT
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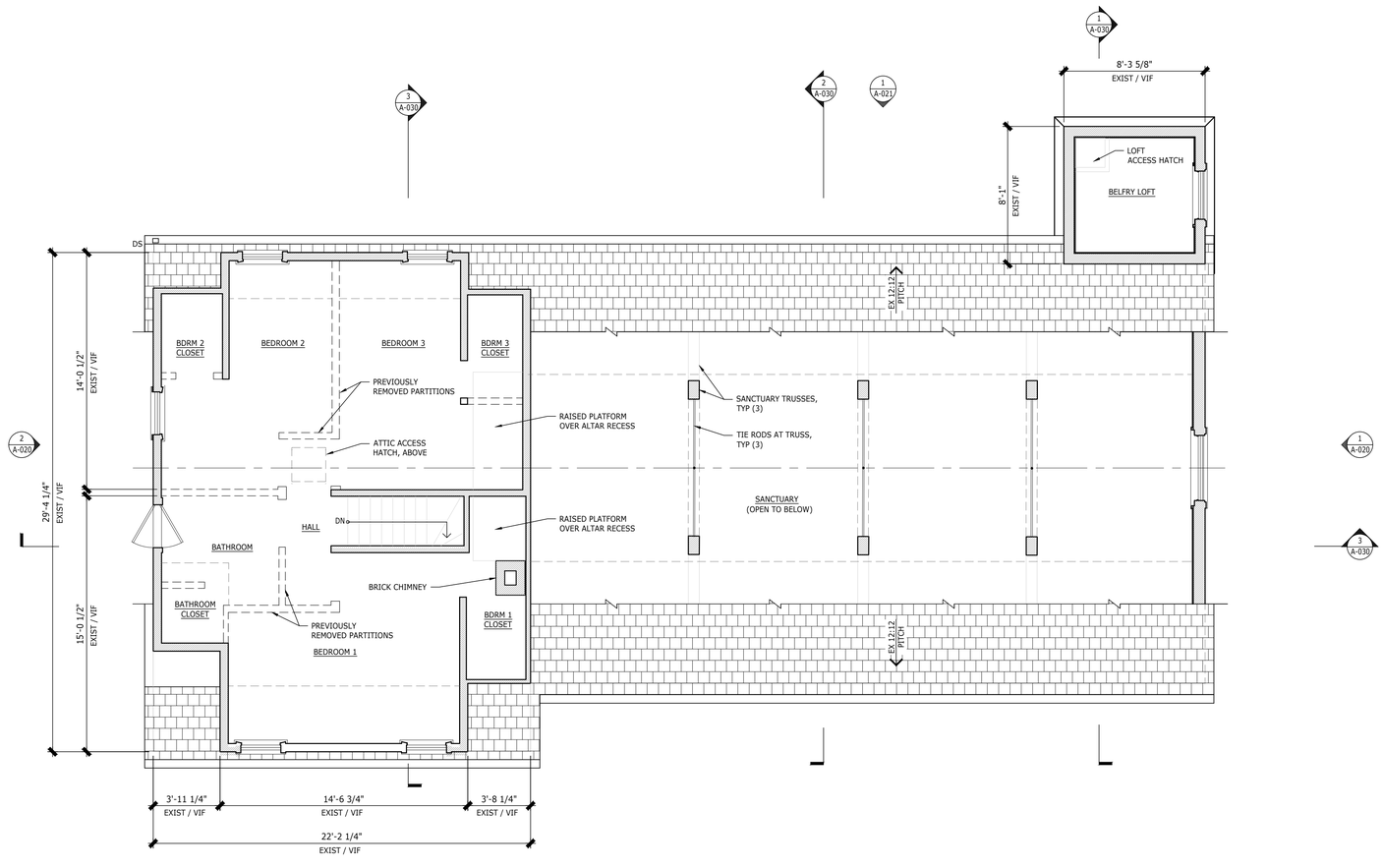
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SHEET NUMBER

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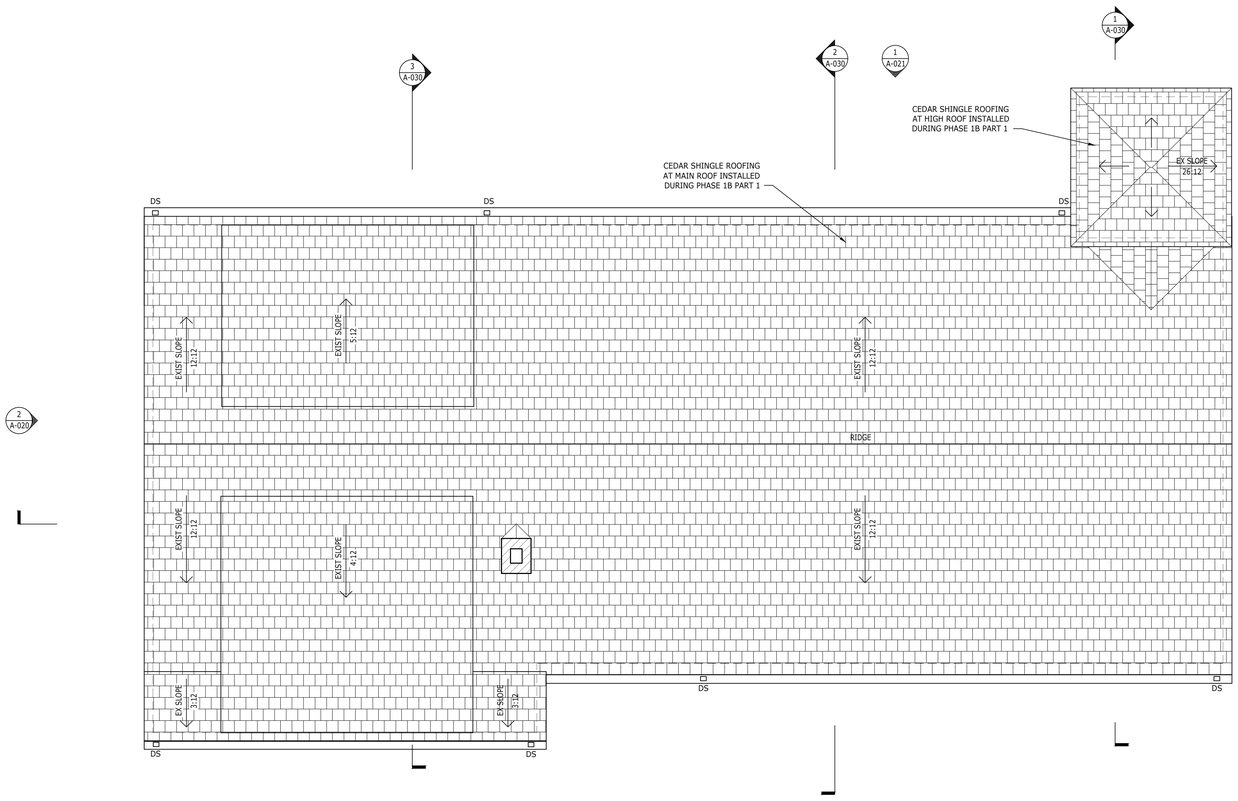
SHEET TITLE

SECOND FLOOR PLAN - EXISTING CONDITIONS

SHEET NUMBER

A-012.00

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01 ROOF PLAN - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

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PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

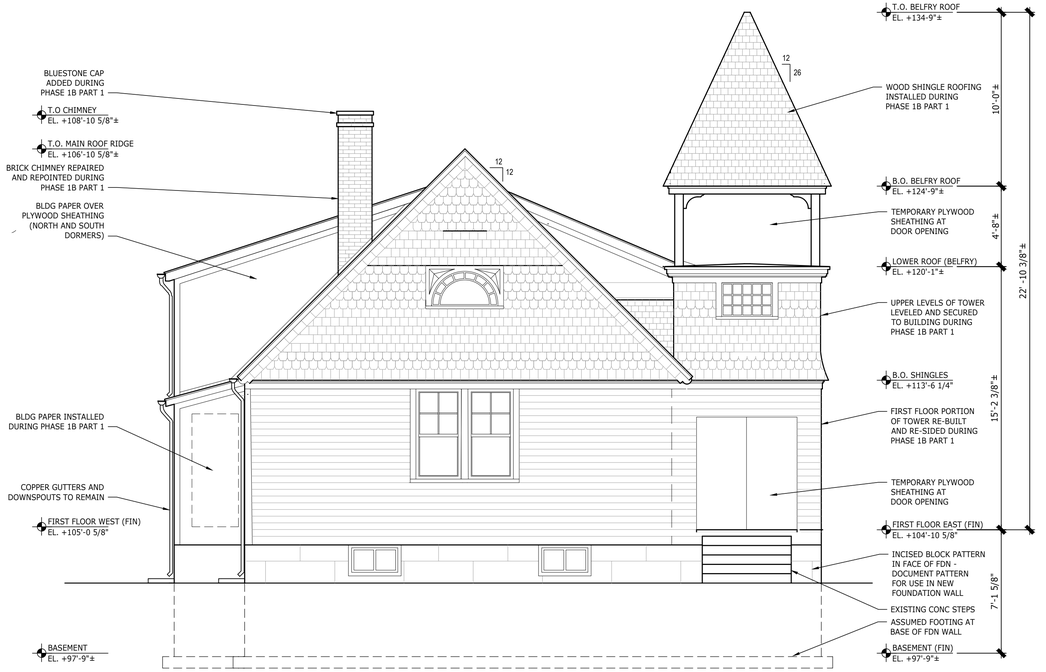
DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE

ROOF PLAN - EXISTING CONDITIONS

SHEET NUMBER

A-014.00



01 EAST ELEVATION - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

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02 WEST ELEVATION - EXISTING CONDITIONS
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TRUE NORTH
PROJECT NORTH

PROFESSIONAL SEAL

11/26/25	SCOPE SUBMITTAL

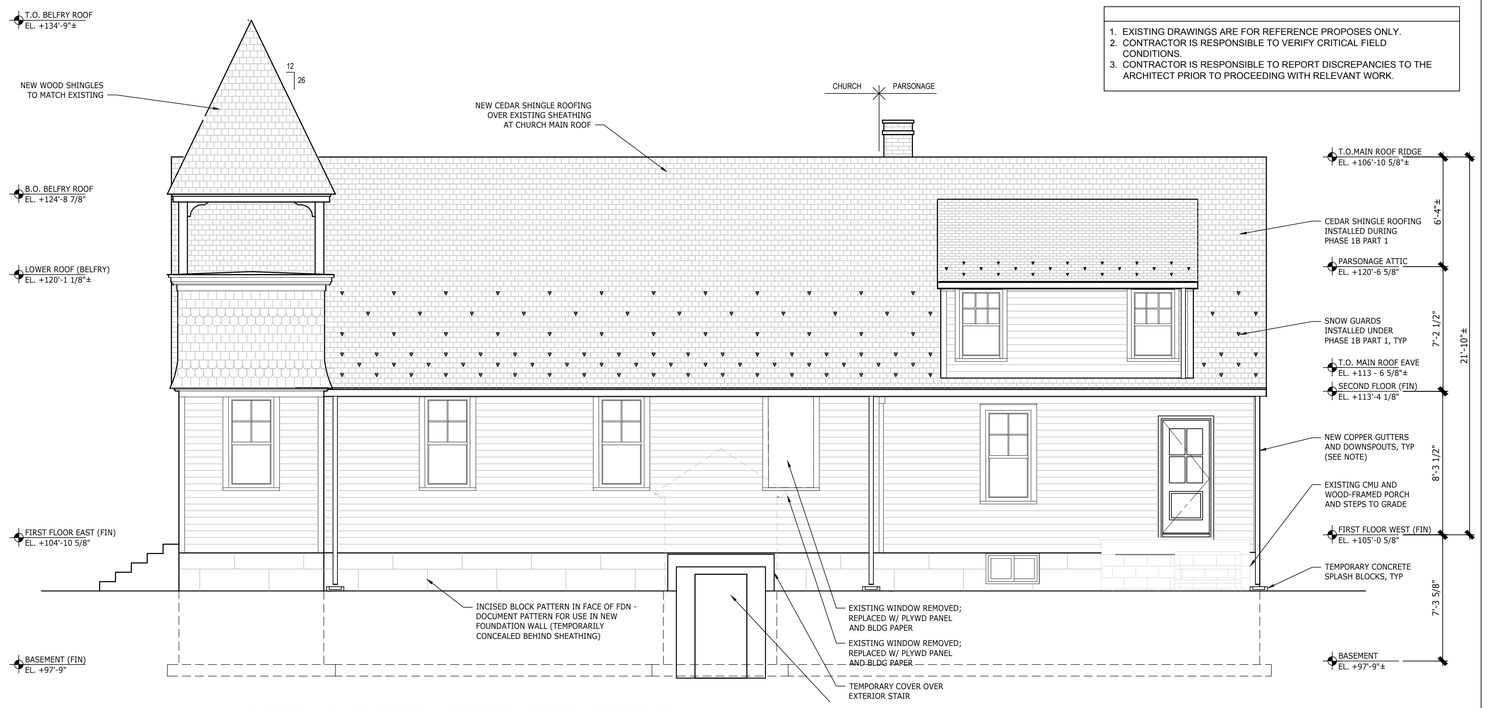
PROJECT TITLE

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

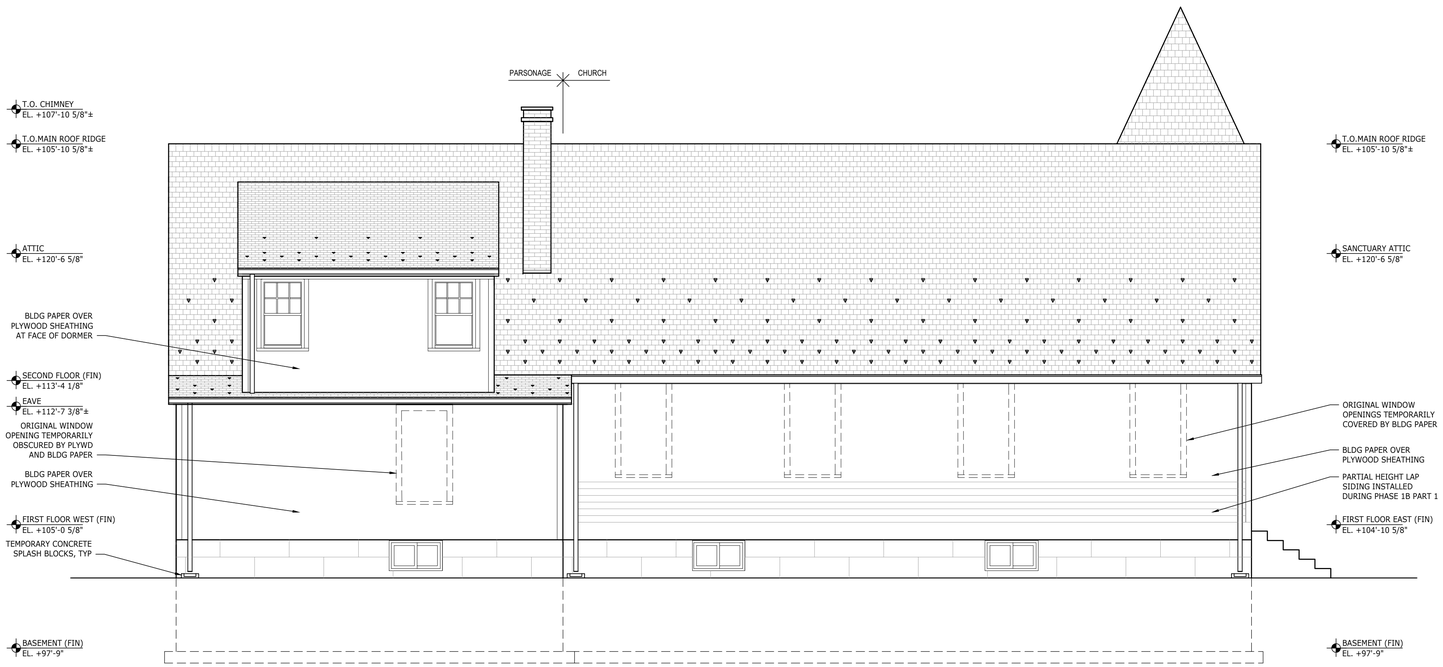
SHEET TITLE
EXTERIOR ELEVATIONS - EXIST. CONDITIONS

SHEET NUMBER
A-020.00

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01 NORTH ELEVATION - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"



02 SOUTH ELEVATION - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

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TRUE NORTH

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PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

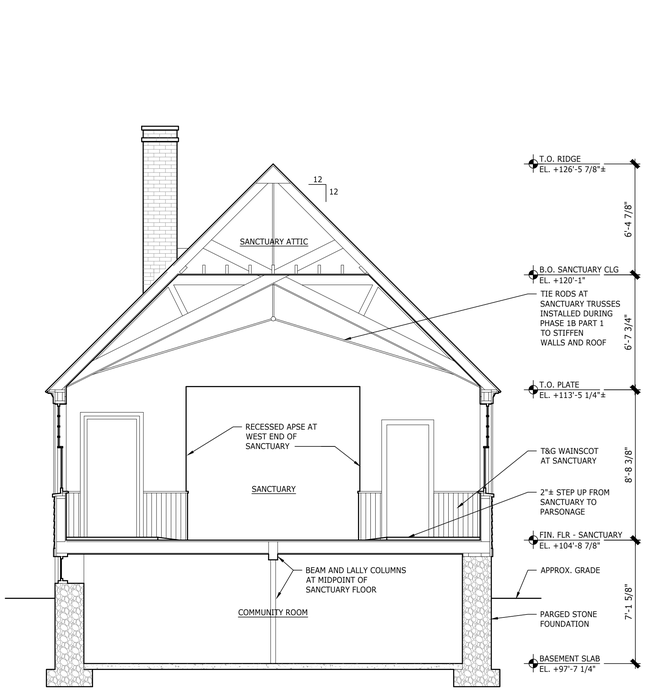
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EXTERIOR ELEVATIONS - EXIST. CONDITIONS

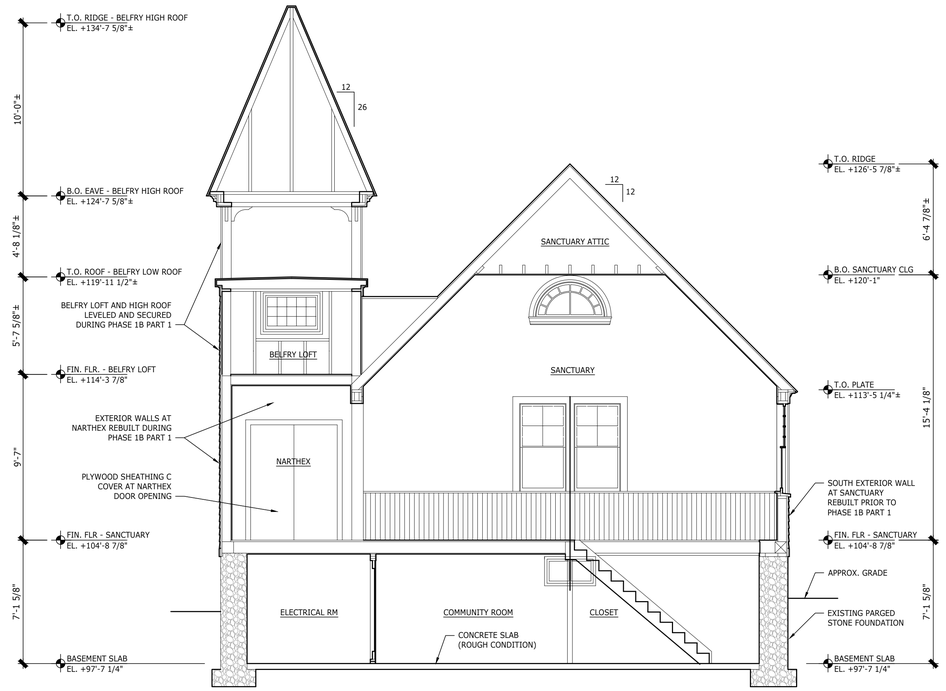
SHEET NUMBER

A-021.00

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02 BUILDING SECTION AT SANCTUARY LOOKING WEST - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"



01 BUIILDING SECTION AT SANCTUARY LOOKING EAST - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

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TRUE NORTH

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PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

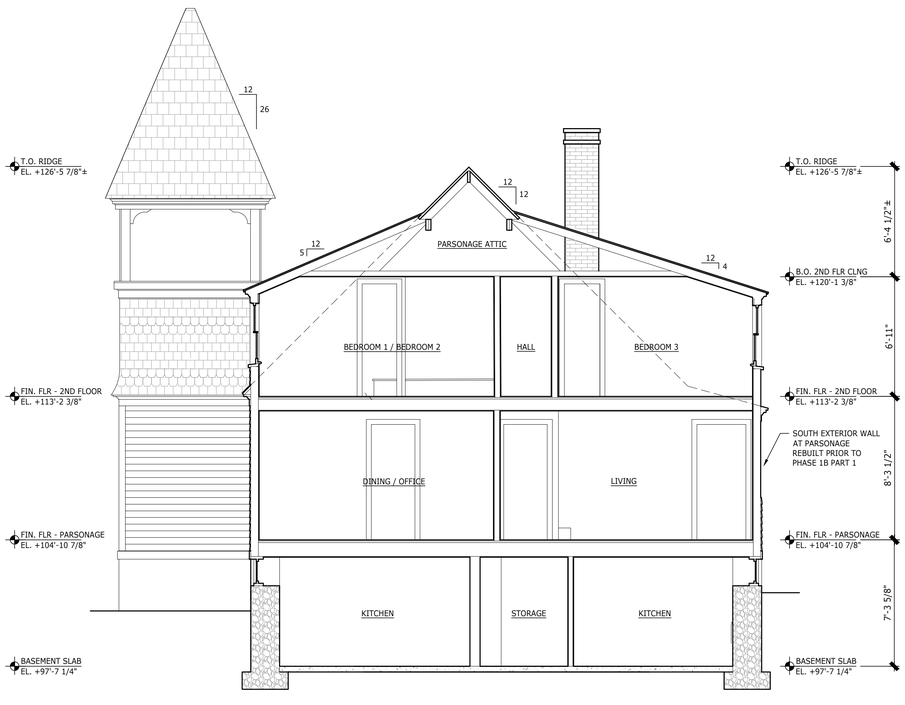
SHEET TITLE

BUILDING SECTIONS - EXIST. CONDITIONS

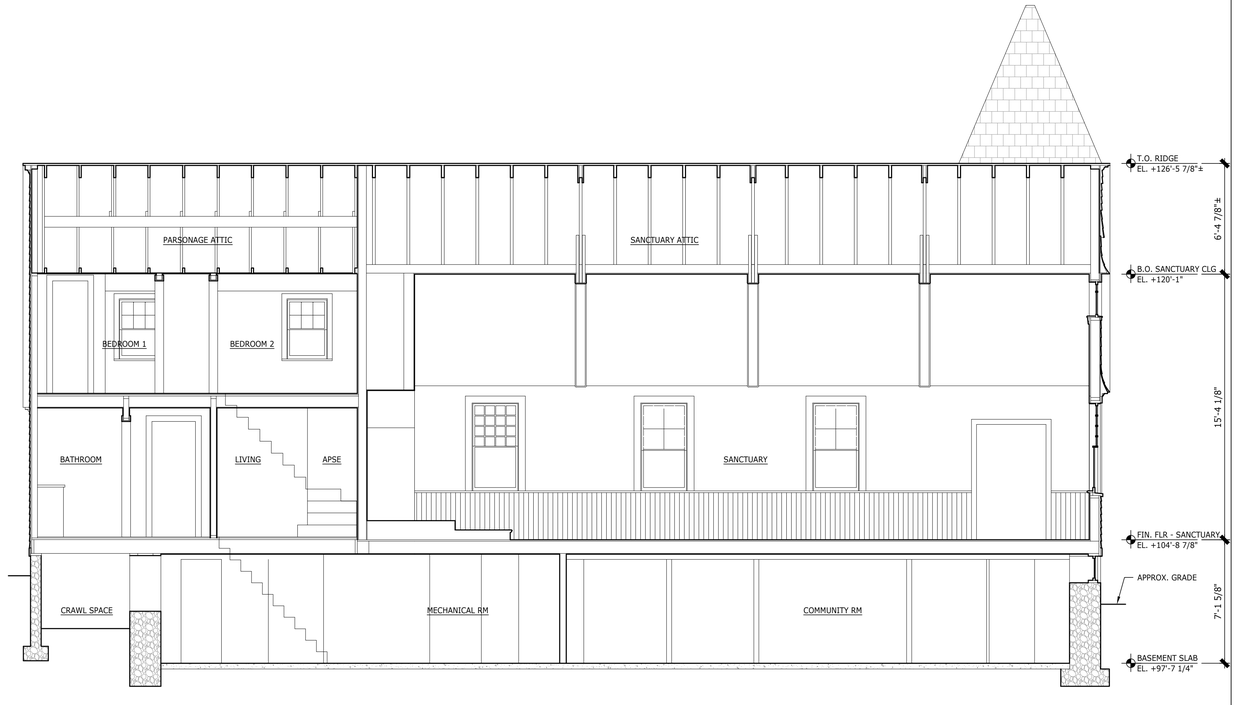
SHEET NUMBER

A-030.00

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02 BUILDING SECTION LOOKING EAST - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"



01 BUILDING SECTION LOOKING NORTH - EXISTING CONDITIONS
SCALE: 1/4" = 1'-0"

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9 ELM COURT
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SHEET TITLE

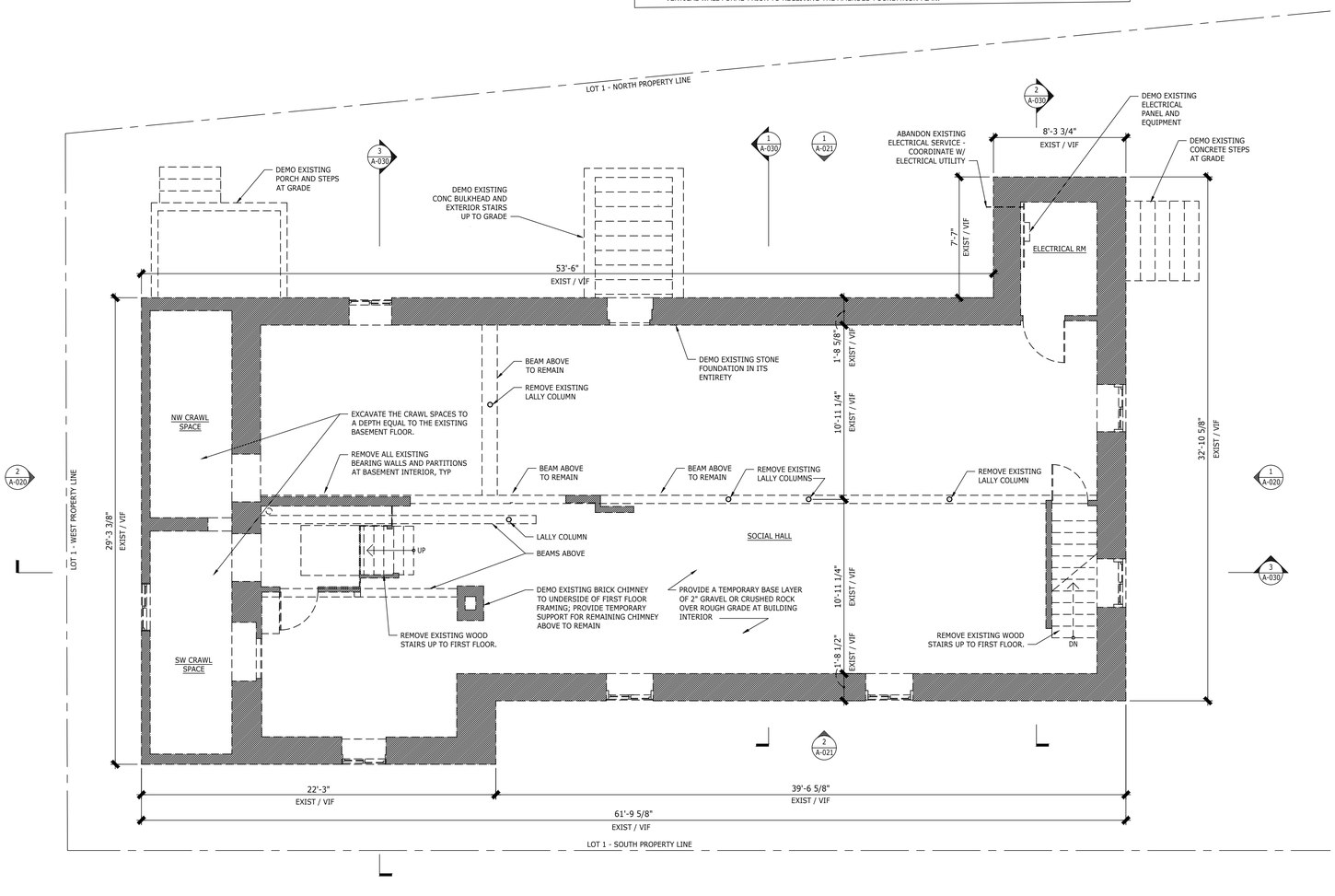
BUILDING SECTIONS - EXIST. CONDITIONS

SHEET NUMBER

A-031.00

DEMOLITION NOTES:

1. REFER TO DWG C-1 "EXISTING CONDITIONS AND SITE PLAN" FOR SITE FEATURES AND DEMOLITION.
2. REMOVE ANY MECHANICAL AND/OR ELECTRICAL EQUIPMENT, DEVICES, ETC. THAT REMAIN SUBSEQUENT TO DEMOLITION CARRIED OUT DURING PREVIOUS PHASES OF THE PROJECT.
3. CONTRACTOR SHALL PRACTICE EXTREME CARE WITH DEMOLITION AND THE INSTALLATION OF TEMPORARY SHORING AT THE WEST AND SOUTH PROPERTY LINES, WITH RESPECT TO ADJACENT PROPERTIES AND STRUCTURES, WHICH ARE IN CLOSE PROXIMITY TO THE PROJECT SITE.
4. GENERAL CONTRACTOR SHALL MEET ON SITE WITH THE ARCHITECT AND STRUCTURAL ENGINEER PRIOR TO THE COMMENCEMENT OF DEMOLITION, TO REVIEW THE FOLLOWING, AT A MINIMUM:
   a. EXISTING SITE CONDITIONS, PARTICULARLY WITH RESPECT TO IMMEDIATELY ABUTTTING PROPERTIES AND STRUCTURES, AS WELL AS ADJACENT SIDEWALKS, STREETS, AND PUBLIC UTILITIES;
   b. REVIEW OF INTERNAL STRUCTURE AT THE BASEMENT LEVEL, AND PROVISIONS FOR PROVIDING TEMPORARY SUPPORT AND STABILIZATION OF THE WOOD-FRAMED STRUCTURE DURING DEMOLITION;
   c. PROVISIONS FOR LIFTING AND/OR RELOCATING THE WOOD SUPERSTRUCTURE TO ALLOW FOR BASEMENT DEMOLITION, AND THE CONSTRUCTION OF A NEW FOUNDATION, PRIOR TO MOVING THE WOOD SUPERSTRUCTURE INTO PLACE ON THE NEW FOUNDATION.
5. SUBSEQUENT TO THE LIFTING AND/OR RELOCATION OF THE WOOD SUPERSTRUCTURE TO ITS TEMPORARY LOCATION, CONTRACTOR SHALL MEASURE AND RECORD THE EXTERIOR PERIMETER DIMENSIONS OF THE UNDERSIDE OF THE WOOD STRUCTURE. CONTRACTOR SHALL ALSO CONFIRM WHETHER ALL PERIMETER WALLS SQUARE TO EACH OTHER, AND RECORD ANY DISCREPANCIES FOR ARCHITECT'S USE. ARCHITECT WILL PROVIDE A REVISED FOUNDATION PLAN REFLECTING THE RECORDED DIMENSIONS AND ANY PLAN ADJUSTMENTS. CONTRACTOR SHALL NOT PROCEED WITH THE LAYOUT OF FOOTINGS AND VERTICAL WALL FORMS PRIOR TO RECEIVING THE AMENDED FOUNDATION PLAN.



01 BASEMENT PLAN - DEMOLITION
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PHASE 1B - BASEMENT
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9 ELM COURT
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SHEET TITLE

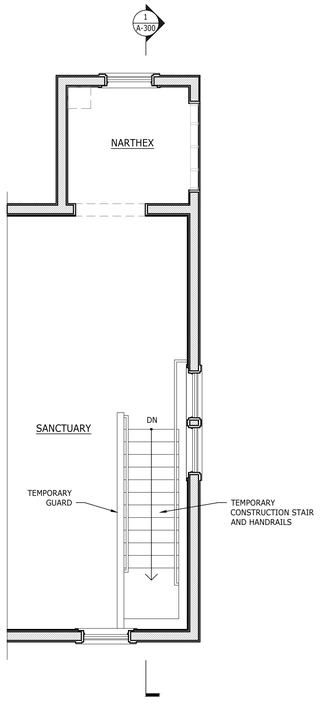
BASEMENT PLAN - DEMOLITION

SHEET NUMBER

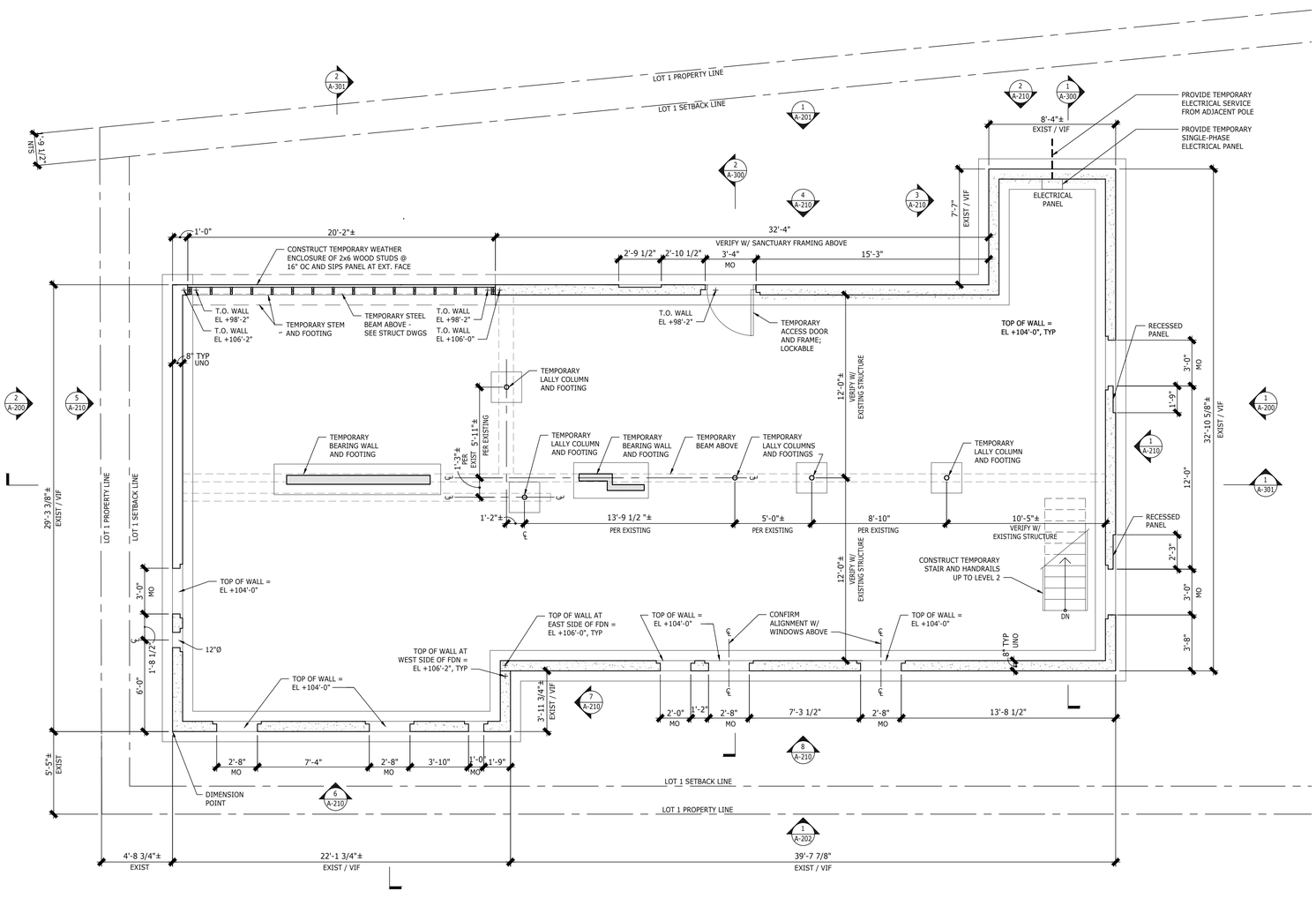
A-100.00

GENERAL NOTES:

1. AS STATED ON THE DEMOLITION PLAN, CONTRACTOR SHALL NOT PROCEED WITH THE LAYOUT OF FOOTINGS AND VERTICAL FOUNDATION FORMS UNTIL THE ARCHITECT HAS PROVIDED A REVISED FOUNDATION PLAN INCORPORATING THE CONTRACTOR'S MEASUREMENTS OF THE EXISTING WOOD SUPERSTRUCTURE.
2. THIS PHASE INCLUDES SITE CLEARING AND EXCAVATION AS REQUIRED TO COMMENCE THE WORK.
3. THIS PHASE INCLUDES THE CONSTRUCTION OF FOOTINGS AND PERIMETER CONCRETE FOUNDATION WALLS, AS WELL AS THE CONSTRUCTION OF INTERIOR TEMPORARY FOOTINGS, BEARING WALLS, AND COLUMNS REQUIRED TO SUPPORT THE WOOD SUPERSTRUCTURE WHEN IT IS LOWERED INTO PLACE ON THE NEW FOUNDATION WALLS.
4. THIS PHASE INCLUDES THE CONSTRUCTION OF A AN UNDER-SLAB DRAINAGE SYSTEM AND PERIMETER FOOTING DRAINS, TIED EXISTING CITY DRAINAGE SYSTEMS IN ACCORDANCE WITH THE CIVIL DRAWINGS.
5. THIS PHASE DOES NOT INCLUDE THE PLACEMENT OF BELOW-GRADE UTILITIES, OR THE CONSTRUCTION OF A CONCRETE SLAB WITHIN THE BUILDING PERIMETER, (OTHER THAN THE REQUIRED TEMPORARY ELECTRICAL PANEL AND SERVICE AS NOTED ON THE FOUNDDATION PLAN).
6. REFER TO THE CIVIL DRAWINGS FOR UNDERSLAB AND EXTERIOR DRAINAGE SYSTEMS.



02 PARTIAL PLAN AT SANCTUARY
SCALE: 1/4" = 1'-0"



01 FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

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TRUE NORTH

PROJECT NORTH

PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

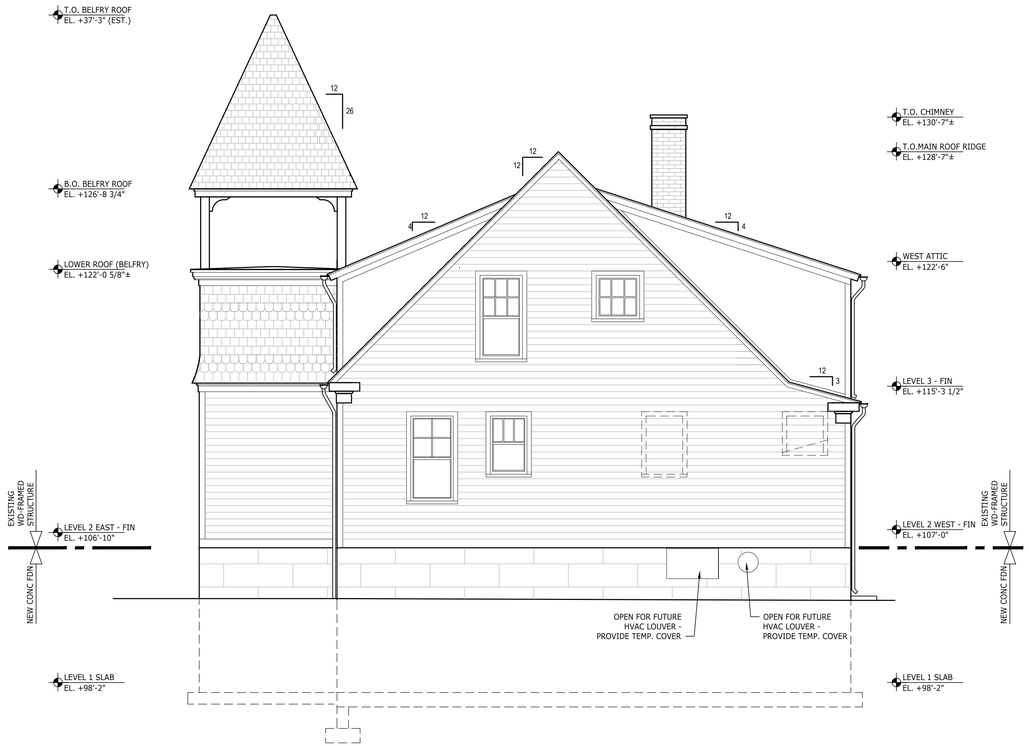
DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE

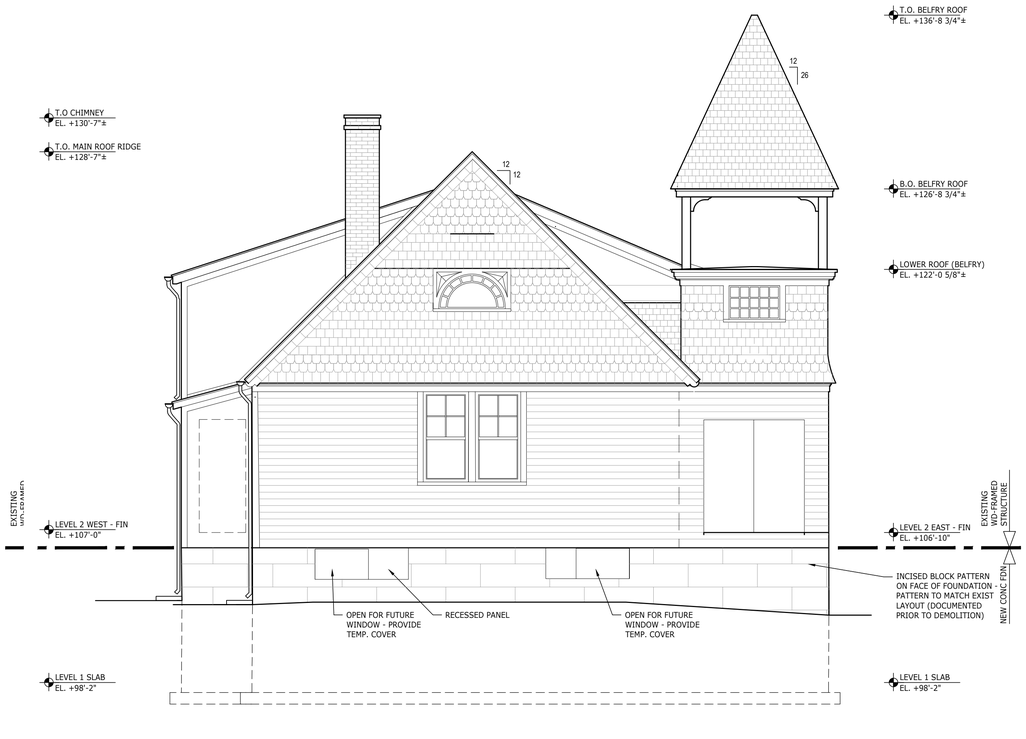
FOUNDATION PLAN

SHEET NUMBER

A-101.00



02 WEST ELEVATION
SCALE: 1/4" = 1'-0"



01 EAST ELEVATION
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
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NEW YORK STUDIO
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CONSULTANTS

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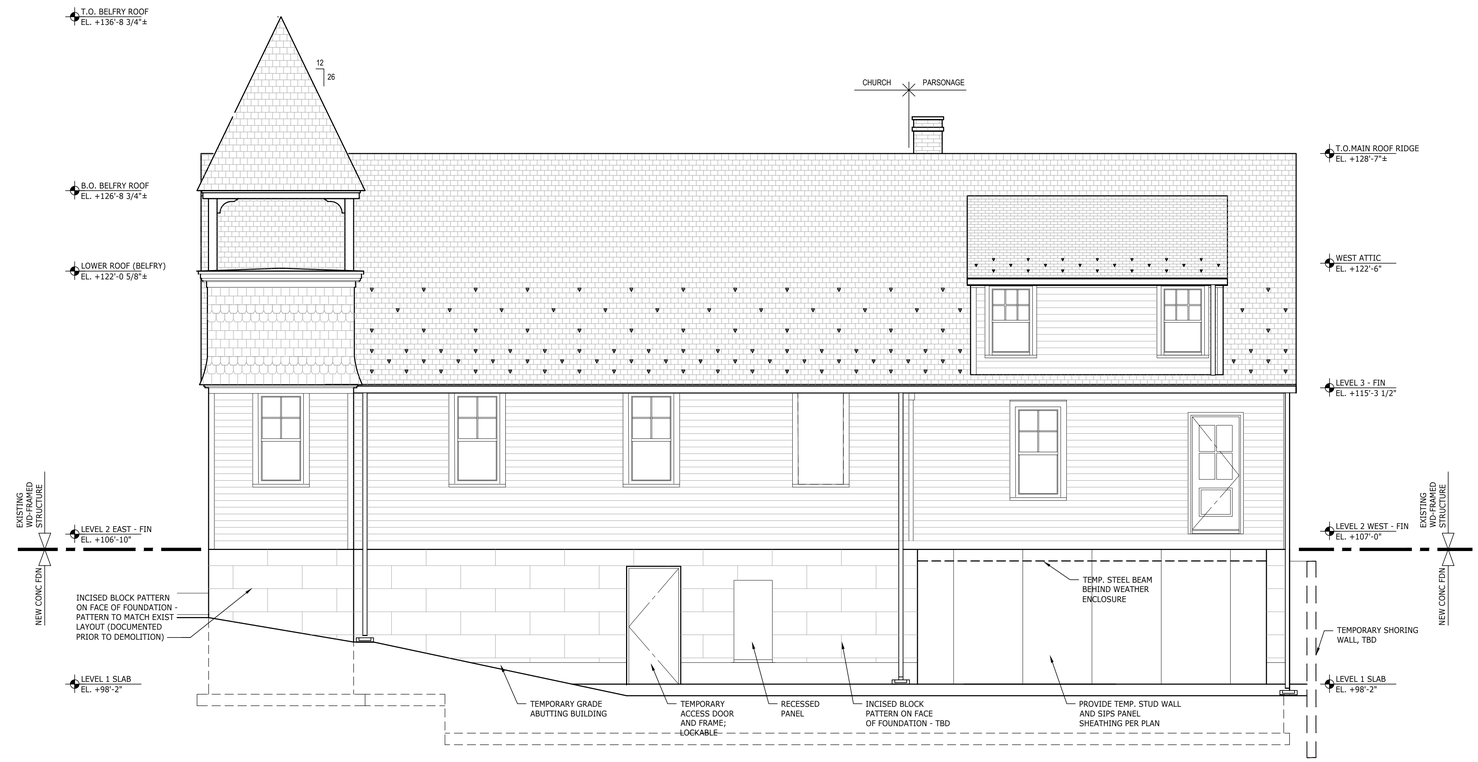
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SHEET TITLE

EXTERIOR ELEVATIONS

SHEET NUMBER

A-200.00



01 NORTH ELEVATION
SCALE: 1/4" = 1'-0"

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PROJECT NORTH

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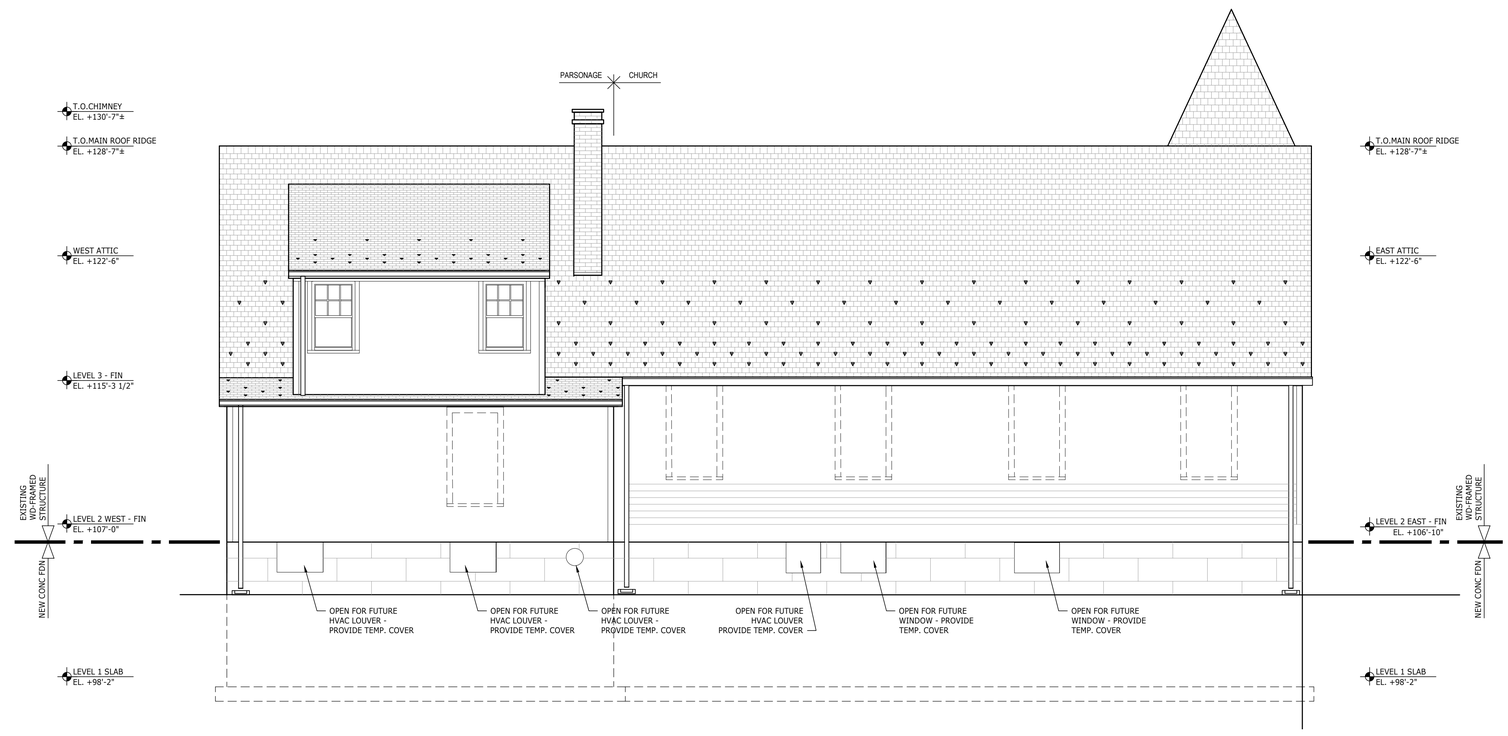
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SHEET TITLE

EXTERIOR ELEVATIONS

SHEET NUMBER

A-201.00



01 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

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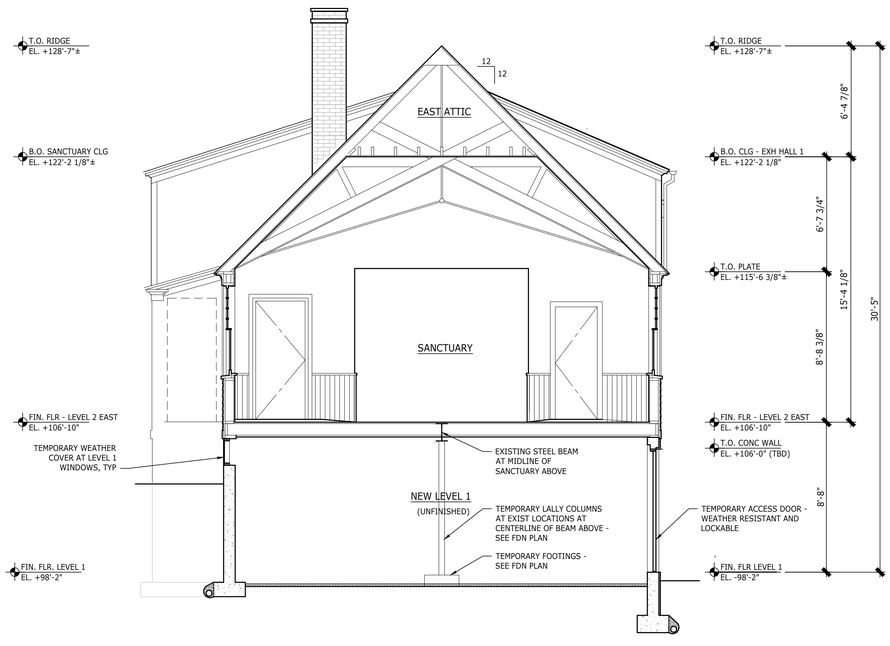
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9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE

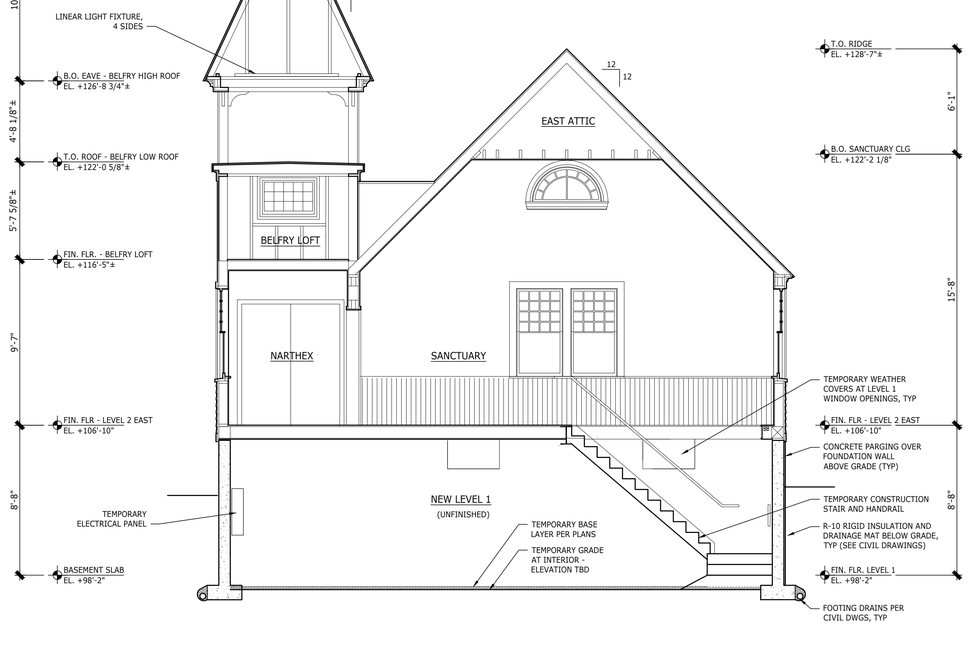
EXTERIOR ELEVATIONS

SHEET NUMBER

A-202.00



02 BUILDING SECTION LOOKING WEST
SCALE: 1/4" = 1'-0"



01 BUIILDING SECTION LOOKING EAST
SCALE: 1/4" = 1'-0"

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PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

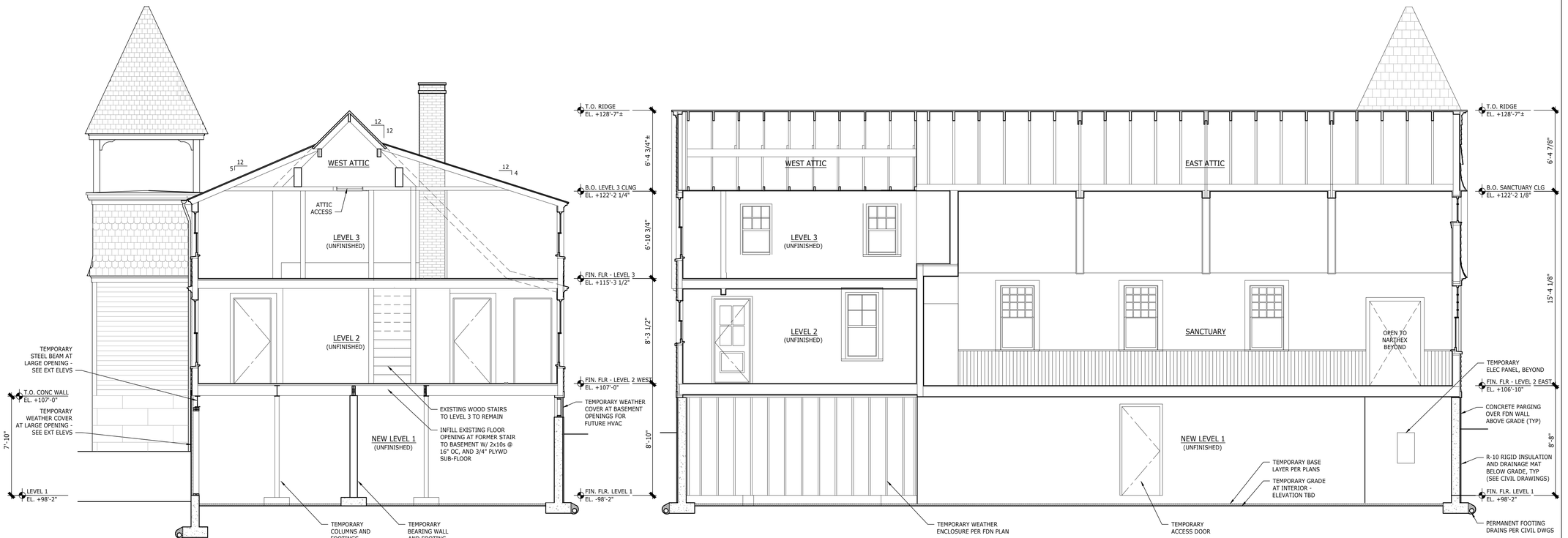
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GREAT BARRINGTON, MA

SHEET TITLE

BUILDING SECTIONS

SHEET NUMBER

A-300.00



02 BUILDING SECTION LOOKING EAST
SCALE: 1/4" = 1'-0"

01 BUILDING SECTION LOOKING NORTH
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

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TRUE NORTH

PROJECT NORTH

PROFESSIONAL SEAL

11/26/25 SCOPE SUBMITTAL

PROJECT TITLE

DU BOIS FREEDOM CENTER
PHASE 1B - BASEMENT
CONSTRUCTION SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA

SHEET TITLE

BUILDING SECTIONS

SHEET NUMBER

A-301.00

GENERAL

G1. WORK SHALL CONFORM TO THE REQUIREMENTS OF THE TENTH EDITION AND OTHER REFERENCES OF THE MASSACHUSETTS BUILDING CODE

G2. CONTRACTOR SHALL VERIFY & COORDINATE ALL DIMENSIONS ON THE JOB.

TEMPORARY SHORING AND BRACING

B1. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL MEANS AND METHODS OF CONSTRUCTION EMPLOYED ON THIS PROJECT, AND FOR ALL TEMPORARY BRACING, SUPPORT, AND PROTECTION OF THE EXISTING STRUCTURE AND ITS PARTS. PROVIDE AND INSTALL SHORING DESIGNED TO SUPPORT THE TEMPORARY STRUCTURAL LOADS OF THE SUPPORTED ITEMS. SUBMIT SHORING PRODUCTS, CONFIGURATION, AND PROCEDURE TO THE ENGINEER FOR HIS REVIEW PRIOR TO SHORING AND BRACING. CONTRACTOR SHOULD BE PREPARED TO RETAIN THE SERVICES OF A MASSACHUSETTS–REGISTERED PROFESSIONAL STRUCTURAL AT HIS OWN EXPENSE IN ORDER TO MAINTAIN SAFE AND STABLE CONDITIONS ON THE PROJECT.

B2. SHORING SHALL BE OF ANY MATERIAL THAT IS SUITABLE FOR THE APPLICATION. TIMBER SHORING SHALL BE FULLY DRIED AND ALL END GRAIN SHALL BE SEALED TO PREVENT ABSORPTION OF WATER AND ASSOCIATED SWELLING. SHORING SHALL BE MADE STABLE, STIFF, AND SNUG FITTING SO AS NOT TO DEFLECT UNDER LOAD. PRE LOAD SUPPORTED ELEMENTS FOR SNUG FIT ONLY. SHORING SHALL DEFLECT NO MORE THAN THE GIVEN SPAN LENGTH DIVIDED BY 600.

B3. BEARING SURFACES OF SHORING SHALL BE REVIEWED WITH ENGINEER IN FIELD AND SHALL PROVIDE FOR PROPER TRANSFER OF LOADS TO SUPPORTING AND SUPPORTED ELEMENTS.

STRUCTURAL STEEL

S1. STRUCTURAL STEEL WORK SHALL CONFORM TO "SPECIFICATION FOR STRUCTURAL STEEL BUILDINGS" (ASD OR LRFD, 15th EDITION (AISC 360–16); AND STRUCTURAL WELDING CODE – STEEL (AWS D1.1–04).

S2. STRUCTURAL STEEL SHALL BE NEW STEEL CONFORMING TO THE FOLLOWING:

ROLLED STEEL SHAPES:	ASTM A992 GRADE 50
PLATES	ASTM A36
STRUCTURAL PIPES:	ASTM A53, GRADE B
STRUCTURAL TUBES:	ASTM A500, GRADE B
ANCHOR BOLTS:	ASTM A307
HIGH STRENGTH BOLTS:	ASTM A325
WELDING ELECTRODES:	AWS E70–XX

S3. SUBMIT SHOP DRAWINGS OF ALL FABRICATIONS SHOWING FIELD VERIFIED DIMENSIONS, LOCATIONS, AND CONNECTIONS TO BE MADE IN THE FIELD,. SUBMIT PRODUCT LITERATURE FOR STANDARD PRODUCTS AND/PR MASS–PRODUCED ITEMS TO BE USED.

S4 ALLOW FOR ERECTION LOADS, AND FOR SUFFICIENT TEMPORARY BRACING TO MAINTAIN STRUCTURE IN SAFE, PLUMB, AND IN TRUE ALIGNMENT UNTIL COMPLETION OF ERECTION AND INSTALLATION OF PERMANENT BRACING

S5. FIELD–WELD STRUCTURAL COMPONENTS ONLY WITH THE APPROVAL OF ENGINEER

S6. DO NOT FIELD CUT OF ALTER STRUCTURAL MEMBERS WITHOUT APPROVAL OF ENGINEER

S7. WORK SHALL BE DONE FROM APPROVED SHOP DRAWINGS ONLY

S8. AFTER ERECTION, PRIME WELDS, ABRASIONS, AND SURFACES NOT GALVANIZED

S9. PROVIDE NON–SHRINK GROUT BETWEEN ALL STEEL AND MASONRY CONTACT SURFACES FOR UNIFORM BEARING, TROWEL EDGES OF GROUTED SURFACE SMOOTH, SPLAY NEATLY TO 45 DEGREES.

STRUCTURAL WOOD

W1. WOOD CONSTRUCTION IS TO CONFORM THE "NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION" (NDS–15).

W2. NEW TIMBER FOR STRUCTURAL USE IS TO BE SURFACE DRIED AND HAVE A MOISTURE CONTENT OF NOT MORE THAN 15 PERCENT.

W3. STRUCTURAL TIMBER IS TO BE IDENTIFIED BY THE GRADE MARK OF, OR CERTIFICATE OF INSPECTION ISSUED BY, A GRADING OR INSPECTION BUREAU OR AGENCY RECOGNIZED AS BEING COMPETENT.

W4. STRUCTURAL TIMBER IS TO BE VISUALLY STRESS–GRADED LUMBER IN ACCORDANCE WITH THE PROVISIONS OF ASTM DESIGNATION D245–06, "METHODS FOR ESTABLISHING STRUCTURAL GRADES AND RELATED ALLOWABLE PROPERTIES FOR VISUALLY GRADED LUMBER."

W5. TIMBER IS TO BE HANDLED AND COVERED TO PREVENT DAMAGE AND MOISTURE ABSORPTION FROM SNOW OR RAIN.

W6. ALL STRUCTURAL WOOD IS TO HAVE THE FOLLOWING MINIMUM DESIGN STRENGTHS AND IS TO HAVE MATERIAL CERTIFICATES AND GRADE STAMPS ATTESTING THEREOF (UNITS IN PSI UNLESS OTHERWISE NOTED):

LOCATION OF USE	Fb	FT	Fv	Fc(perp.)	Fc(parallel)	E(KSI)	Emin(KSI)
JOISTS/RAFTERS	875	450	135	425	1150	1400	510
WOOD POSTS (NO. 1, DOUGLAS FIR, SOLID TIMBERS)							
	1200	825	170	625	1000	1600	580
BEARING WALL STUDS	675	350	135	425	725	1200	440
LAMINATED VENEER LUMBER (LVL)							
	2600	1895	285	750	2510	2000	1016
PARALLEL STRAND LUMBER (PSL) (POST)							
	2400	1995	190	545	2500	1800	915
PARALLEL STRAND LUMBER (PSL) (BEAM)							
	2900	2300	290	625	2900	2000	1016

W7. WOOD JOISTS:

1. SPLICES ARE TO OCCUR ONLY OVER/AT BEARING POINTS.
2. JOISTS SHALL BE TOE NAILED TO WOOD SUPPORT WITH TWO 10d NAILS OR AS SHOWN ON DRAWINGS.
3. MINIMUM BEARING FOR JOISTS = 1½ INCH AT ENDS, AND 3½ INCHES WHERE JOISTS ARE CONTINUOUS.
4. USE METAL JOIST HANGERS AT ALL FLUSH FRAME CONDITIONS.
5. JOISTS ARE TO BE DOUBLED UNDER PARALLEL PARTITIONS.
6. BRIDGING WILL BE SOLID USING 2"x JOIST DEPTH INSTALLED IN OFFSET FASHION. MAXIMUM SPACING = 8 FEET.
7. NO JOIST IS TO BE NOTCHED OR DRILLED WITH HOLES WITHOUT PROPER REINFORCEMENT OR UNLESS SPECIFIED BY ENGINEER.
8. JOIST SUPPORT SOLELY BY NAILING IS NOT ALLOWED BY CODE.

W8. BEAMS AND GIRDERS:

1. GIRDERS WILL NOT REST LESS THAN 4" ON SUPPORTS.
2. WHERE BEAMS AND GIRDERS OF NOMINAL 2" MEMBERS ARE SHOWN, NAIL WITH TWO ROWS OF 16d NAILS SPACED NOT MORE THAN 24" O.C., LOCATE END JOISTS IN MEMBERS OVER SUPPORTS.
3. ALL BEAMS MUST BE SPLICED ONLY OVER SUPPORTS UNLESS SPECIFICALLY INSTRUCTED OTHERWISE BY THE ENGINEER.
4. ALL BUILT–UP WOOD BEAMS WIDER THAN 6" AND NAILERS ATTACHED TO STEEL BEAMS ARE TO BE BOLTED WITH ⅝" DIAMETER THROUGH–BOLTS AT 2'–0" O.C. STAGGERED SPACING, UNLESS OTHERWISE NOTED.

W9. CONNECTIONS:

1. ALL FLUSH FRAMED CONVENTIONAL WOOD JOIST CONNECTIONS TO BE SIMPSON TYPE HU OR EQUAL.
2. COMPLY WITH MANUFACTURER INSTALLATION SPECIFICATIONS FOR ALL SIMPSON (OR APPROVED EQUIVALENT) HARDWARE.
3. ALL WOOD POST BASES ON CONCRETE TO BE SIMPSON TYPE ABU OR EQUAL.
4. ANCHOR BOLTS AND BOLTS FOR STRUCTURAL TIMBER ARE TO BE ASTM A307. STANDARD CUT WASHERS ARE TO BE PROVIDED BETWEEN THE WOOD AND BOLT NUT, UNLESS STEEL PLATES OR PLATE WASHERS ARE USED, AS INDICATED ON STRUCTURAL DRAWINGS. BOLT HOLES IN STRUCTURAL TIMBER ARE TO BE 1/16 INCH LARGER THAN THE NOMINAL BOLT DIAMETER INDICATED.
5. ALL EXTERIOR CONNECTION HARDWARE INCLUDING NAILS, BOLTS, AND FABRICATED CONNECTORS IS TO BE STAINLESS STEEL OR GALVANIZED. ELECTROGALVANIZED STOCK SHALL HAVE A CLASS RATING OF 40 OR HIGHER, AND HOT–DIPPED GALVANIZED STOCK SHALL BE G–185.

W10. ENGINEERED WOOD TIMBER

1. SCHEDULE ON SHOP DRAWINGS AND PROVIDE LOAD RATED PRE–MANUFACTURED WOOD CONNECTORS FOR POSTS TO BEAM AND ALL FLUSH–FRAMED MEMBERS. PROVIDE FASTENERS IN ACCORDANCE WITH MANUFACTURER SCHEDULE FOR EACH TYPE.
2. WHERE NO MANUFACTURED WOOD CONNECTOR EXISTS, FABRICATE FROM ¼ INCH WELDED STEEL PLATE TO CONFORM TO THE MOST SIMILAR SIMPSON CONNECTOR.
3. CONNECTION SHALL BE DESIGNED FOR MAXIMUM CAPACITY OF THE CONNECTED MEMBERS FOR THE SPANS INDICATED.
4. END BEARING OF LVL BEAMS SHALL BE 2½ INCHES MINIMUM AND ACROSS THE FULL WIDTH OF THE BEAM.
5. MINIMUM BEARING LENGTHS ARE GOVERNED BY Fc PERPENDICULAR OF THE WALL PLATE = 425–PSI, OR BY 750–PSI BEARING STRENGTH OF THE VENEER LUMBER WHEN PLACED ON STEEL SUPPORTING CONNECTOR.
6. ALL LVL BEAMS REQUIRE LATERAL SUPPORT OR BLOCKING AT BEARING POINTS.
7. BUILT UP LVL BEAMS SHALL BE NAILED OR BOLTED TOGETHER IN ACCORDANCE WITH THE SCHEDULE ON THE MANUFACTURER'S LITERATURE, BUT NOT LESS THAN 3 ROWS OF 16d NAILS AT 12 INCHES O.C. THROUGH ALL PLIES.
8. ADHESIVES SHALL BE PROVIDED AT ALL PLYWOOD FLOOR TO WOOD JOIST AND BEAM FASTENINGS. ADHESIVES SHALL CONFORM TO TRUSS JOIST MANUFACTURER'S STANDARDS AND MEET THE REQUIREMENTS OF ASTM D2559.

MASONRY

M1. DO NOT PERFORM ANY WET MASONRY WORK WHEN TEMPERATURE OF SURROUNDING AREA IS BELOW 40 DEGREES F., OR BELOW 45 DEGREES F. AND FALLING, OR FORECAST BY PUBLIC NEWS MEDIA TO FALL TO OR BELOW 35 DEGREES F. WITHIN 24 HOURS WITHOUT TEMPORARY HEATED ENCLOSURES OR WITHOUT HEATING MATERIALS OR OTHER PRECAUTIONS NECESSARY TO PREVENT FREEZING. MINIMUM TEMPERATURE WITHIN HEATED ENCLOSURE SHALL BE 40 DEGREES F. DO NOT USE MASONRY MATERIALS WHICH ARE LIKELY TO CONTAIN FROST. DO NOT USE ACCELERATING INGREDIENTS WITH ANY MORTAR. MORTAR SHALL HARDEN WITHOUT FREEZING AND WITH NO DAMAGE FROM FROST. PROTECT ALL WORK AGAINST FREEZING FOR NOT LESS THAN 48 HOURS AFTER INSTALLATION.

M2. PROTECT MASONRY WORK IN HOT WEATHER TO PREVENT EXCESSIVE EVAPORATION OF SETTING BEDS AND GROUT. PROVIDE ARTIFICIAL SHADE, WIND BREAKS AND USE COOLED MATERIALS AS REQUIRED. USE FRESH MORTAR. DISCARD MORTAR THAT HAS STIFFENED DUE TO HYDRATION.

M3. PREVENT GROUT OR MORTAR USED IN REPOINTING AND REPAIR WORK FROM STAINING FACE OF SURROUNDING MASONRY AND OTHER SURFACES. REMOVE IMMEDIATELY GROUT AND MORTAR IN CONTACT WITH EXPOSED MASONRY AND OTHER SURFACES.

M4. PROTECTION: PROTECT AND MAINTAIN ALL WORK IN A DRY SAFE CONDITION FOR THE DURATION OF THE WORK.

M5. PROTECTION DURING CLEANING: PROTECT PERSONS, MOTOR VEHICLES, CONSTRUCTION SITE AND SURROUNDING BUILDINGS FROM INJURY RESULTING FROM STONE CLEANING WORK.

M6. MORTAR AND GROUT MATERIALS:

1. CEMENT: TYPE 1 WHITE AND/OR GRAY CEMENT AS FOLLOWS: PORTLAND CEMENT: ASTM C150 COMPLYING WITH STAINING REQUIREMENTS OF ASTM C91 FOR A LOW–ALKALI CEMENT HAVING A MAXIMUM OF 0.60% EQUIVALENT ALKALIS. MORTAR SHALL SHOW NO EFFLORESCENCE WHEN CAST IN A 2" X 7" X ½" SLAB CONSISTING OF 1 PART OF THE CEMENT TO BE USED, 2 PARTS OTTAWA PLASTIC MORTAR SAND AND DISTILLED WATER, AND SUBJECTED TO A 7 DAY "WICK TEST" CONFORMING TO ASTM C67.
2. HYDRATED LIME: ASTM C207, TYPE S.
3. FINE AGGREGATE / SAND FOR MORTAR AND GROUT: ASTM C144, WASHED, CLEAN AND FREE OF SALTS. FOR USE IN MORTAR THAT WILL BE USED FOR POINTING THAT IS EXPOSED TO PUBLIC VIEW SAND SHALL MATCH THE SAND IN THE ORIGINAL MORTAR IN COLOR, COARSENESS AND GRADATION, SUBJECT TO REVIEW BY THE ENGINEER.
4. WATER: POTABLE, CLEAN, FREE OF OILS, ACIDS, ALKALIS AND ORGANIC MATTER.

M7. MASONRY UNITS: HOLLOW LOAD BEARING BLOCK UNITS (CMU): ASTM C90 MOISTURE CONTROLLED; NORMAL WEIGHT.

M8. PROVIDE MORTAR CONFORMING TO ASTM C1713 "PROPORTION SPECIFICATION" IN THE FORMULATION(S) AS LISTED BELOW.

1. PROVIDE THE FOLLOWING:
   a. STRUCTURAL MORTAR FOR CONCRETE UNIT MASONRY CONSTRUCTION SHALL BE 1 PART PORTLAND CEMENT, 1/4 PART HYDRATED LIME AND 3–3/4 PARTS BULKED SAND.
   b. SAND SHALL BE PROPERLY SELECTED AND BLENDED TO MATCH THE COLOR, TEXTURE AND APPEARANCE OF THE EXISTING MORTAR SAND, AND WHEN USED, PORTLAND CEMENT SHALL BE A COMBINATION OF WHITE AND GRAY CEMENT THAT BESTS SUITS THE COLOR MATCHING OF THE EXISTING MORTAR BINDER. WHERE ADDITIONALLY NEEDED, UP TO 10% BY MINERAL OXIDE PIGMENT BY WEIGHT OF BINDER MAY BE ADDED TO BEST MATCH THE COLOR OF THE ORIGINAL MORTAR. PIGMENTS SHALL BE CHEMICALLY PURE MINERAL OXIDES, ALKALI PROOF AND LIGHT FAST, AND SHALL BE EQUAL OR EQUIVALENT TO "SOLOMON GRIND" AS MANUFACTURED BY CHEM SERVICES INC, OF SPRINGFIELD, IL.
2. MORTAR SPECIFIED PER ASTM C1713 SHALL BE PROPORTIONED AND MIXED BY HAND AS PRE–PACKAGED MORTARS DO NOT CLEARLY STATE THE MORTAR MIX PROPORTIONS IN THE BAG.
3. THE CONTRACTOR SHALL REVIEW TEST DATA AND PRODUCTS WITH THE ENGINEER AND ANY REQUIRED ADJUSTMENTS SHALL BE MADE. CONTRACTOR SHALL THEN SUBMIT A RECORD MORTAR MIX DESIGN ALONG WITH PRODUCT DATA SHEETS TO THE ENGINEER FOR VERIFICATION AND REVIEW BEFORE BEGINNING ANY MIXING AND/OR SETTING.

M9. MORTAR AND GROUT MIXING

1. THOROUGHLY MIX MORTAR INGREDIENTS IN ACCORDANCE WITH ASTM C270 IN QUANTITIES NEEDED FOR IMMEDIATE USE.
2. MIX GROUT IN ACCORDANCE WITH ASTM C94 OR THOROUGHLY MIX GROUT INGREDIENTS IN QUANTITIES NEEDED FOR IMMEDIATE USE IN ACCORDANCE WITH ASTM C476 AND/OR MANUFACTURER'S INSTRUCTIONS.
3. MORTAR COLORS SHALL BE CHOSEN TO MATCH CLEANED STONE AND MORTAR SURFACES. CHEMICALLY CLEAN AN 18" SQUARE AREA OF WALL AT A LOCATION TO BE DESIGNATED IN THE FIELD BY THE ENGINEER FOR USE IN COLOR COMPARISON.
4. DO NOT USE ANTIFREEZE COMPOUNDS TO LOWER THE FREEZING POINT OF GROUT.

M10. GROUT FOR GROUTED REINFORCED CONCRETE UNIT MASONRY AND FORMED GROUT CONSTRUCTION:

1. FOR BOND BEAMS, FORMED GROUT ARCHES AND GROUTED BEARING BLOCKS– 3,000 PSI STRENGTH AT 28 DAYS; 3–6 INCHES SLUMP; PREMIXED TYPE IN ACCORDANCE WITH ASTM C94 OR MIXED IN ACCORDANCE WITH ASTM C476 COURSE GROUT.
2. FOR GROUTED CORES OF REINFORCED CONCRETE UNIT MASONRY: 3,000 PSI STRENGTH AT 28 DAYS; 8_10 INCHES SLUMP; PREMIXED TYPE IN ACCORDANCE WITH ASTM C94 OR MIXED IN ACCORDANCE WITH ASTM C476 FINE GROUT.
3. CMU GROUTS SHALL HAVE 25 PERCENT FLY ASH ADDED BY WEIGHT OF CEMENT.

M11. FINAL MORTAR WASHDOWN CLEANER

1. FOR NON–PIGMENTED MORTARS, USE EQUAL OR EQUIVALENT TO "SURE KLEAN 600 DETERGENT" AS MANUFACTURED BY PROSOCO CORP.
2. FOR PIGMENTED MORTARS USE EQUAL OR EQUIVALENT TO "VANA TROL" AS MANUFACTURED BY PROSOCO CORP.

M11. ALL DISMANTLED WORK SHALL BE FULLY DOCUMENTED AND THE ORIGINAL GEOMETRY OF THE STRUCTURE (BEFORE BULGING AND SAGGING) BE ESTABLISHED. RECONSTRUCTION SHALL BE DONE TO REPLICATE ORIGINAL GEOMETRY.

CONCRETE AND REINFORCEMENT

C1. CONCRETE WORK IS TO CONFORM TO BUILDING CODE REQUIREMENTS FOR REINFORCED AND PLAIN CONCRETE (ACI 318–19) AND SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS (ACI 301–14).

C2. CONCRETE SHALL BE CONTROLLED CONCRETE, PROPORTIONED, AND MIXED UNDER THE SUPERVISION OF AN APPROVED CONCRETE TESTING AGENCY RETAINED BY THE OWNER.

C3. WHEN CONCRETE IS PLACED AT OR BELOW AMBIENT TEMPERATURES OF 40 DEGREES F, OR WHENEVER LOWER TEMPERATURES ARE LIKELY TO OCCUR WITHIN 48 HOURS AFTER PLACEMENT OF CONCRETE, COLD WEATHER CONCRETING PROCEDURES, IN ACCORDANCE TO ACI 306R SHALL BE FOLLOWED. COLD WEATHER PROTECTION SHALL ALSO APPLY TO MASONRY CONSTRUCTION WHENEVER THE TEMPERATURE FALLS BELOW 40 DEGREES.

C4. CONFORM TO ACI 305R WHEN CONCRETING DURING HOT WEATHER.

C5. CONCRETE IS TO HAVE 4,000 PSI (NORMALWEIGHT) COMPRESSIVE STRENGTH AT 28 DAYS.

C6. CONCRETE IS TO BE PLACED WITHOUT HORIZONTAL CONSTRUCTION JOINTS.

C7. DETAILING, FABRICATION, AND ERECTION OF REINFORCEMENT, UNLESS OTHERWISE NOTED, SHALL CONFORM TO ACI "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE (ACI 318–19)" AND ACI "DETAILING MANUAL–2004 (SP–066(04))".

C8. STEEL REINFORCEMENT SHALL CONFORM TO ASTM 615 GRADE 60 (YIELD STRESS = 60,000 PSI).

C9. REINFORCEMENT IS TO BE CONTINUOUS THROUGH ALL CONSTRUCTION JOINTS UNLESS OTHERWISE INDICATED ON THE DRAWINGS.

C10. CONCRETE SHALL BE MAINTAINED IN A MOIST STATE AND AT A TEMPERATURE OF AT LEAST 40°F FOR A PERIOD OF NOT LESS THAN 4 DAYS FOLLOWING PLACEMENT.

C11. SLUMP OF CONCRETE SHALL BE 4–6" AND WATER–CEMENT RATIO SHALL BE A MAXIMUM OF 0.40.

C12. PROVIDE ALL NECESSARY ACCESSORIES TO HOLD REINFORCEMENT SECURELY IN POSITION IN THE LOCATIONS SHOWN ON THE SECTIONS.

C13. PROVIDE MIX DESIGN FOR EACH TYPE OF CONCRETE TO BE USED ON THE PROJECT. EACH MIX DESIGN SHALL BE APPROVED PRIOR TO ORDERING CONCRETE.

ABBREVIATIONS

ABBREVIATION	WORD
ADDL	ADDITIONAL
ALT	ALTERNATE
ACI	AMERICAN CONCRETE INSTITUTE
AISC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION
AISI	AMERICAN IRON AND STEEL INSTITUTE
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS
AWS	AMERICAN WELDING SOCIETY
BM	BEAM
BRG	BEARING
BETW	BETWEEN
CIP	CAST–IN–PLACE
CTRD	CENTERED
COL	COLUMN
CONC	CONCRETE
CMU	CONCRETE MASONRY UNIT
CONN	CONNECTION
CONST	CONSTRUCTION
CONT	CONTINUOUS
COORD	COORDINATE
DET	DETAIL
ø	DIAMETER
DWG	DRAWING
EA	EACH
ELEV	ELEVATION
EQ	EQUAL
EXT	EXTERIOR
FT	FEET or FOOT
FL	FLOOR
FTG	FOOTING
FDN	FOUNDATION
GALV	GALVANIZED
GEN	GENERAL
GEW	GABLE END WALL
GR	GRADE
HP	HIGH POINT
HS	HIGH STRENGTH
HSS	HOLLOW STRUCTURAL SECTION
HORIZ	HORIZONTAL
K	KIP (1000 POUNDS)
LG	LONG
LLH	LONG LEG HORIZONTAL
LLV	LONG LEG VERTICAL
LP	LOW POINT
MAS	MASONRY
MAX	MAXIMUM
MECH	MECHANICAL
MID	MIDDLE
MIN	MINIMUM
MISC	MISCELLANEOUS
NS	NON–SHRINK
NTS	NOT TO SCALE
NO	NUMBER
OC	ON CENTER
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
REF	REFERENCE
REINF	REINFORCE or REINFORCEMENT
REQD	REQUIRED
SCHED	SCHEDULE
SECT	SECTION
SIM	SIMILAR
SPECS	SPECIFICATIONS
STD	STANDARD
STL	STEEL
STR	STRUCTURAL
TEMP	TEMPERATURE
TYP	TYPICAL
UNO	UNLESS NOTED OTHERWISE
V or VERT	VERTICAL
VIF	VERIFY IN FIELD
WWF	WELDED WIRE FABRIC
W/	WITH
XFER	TRANSFER

NOT FOR CONSTRUCTION

IF ACTUAL CONDITIONS ENCOUNTERED IN THE FIELD VARY FROM THOSE ASSUMED, NOTIFY ARCHITECT IMMEDIATELY & ALLOW FOR RE-ISSUE OF DETAIL IN AFFECTED AREA

CLARK GREEN + BEK
ARCHITECTURE DESIGN

BERKSHIRES STUDIO
113 BRIDGE STREET
GREAT BARRINGTON, MA 01230
PHONE + 413 528 5180

NEW YORK STUDIO
28 WEST 27TH STREET, #703
NEW YORK, NY 10001
PHONE + 212 219 9909

CONSULTANTS

GENERAL NOTES

1. DO NOT SCALE DRAWINGS.
2. DIMENSIONS GOVERN.
3. ALL DIMENSIONS ARE IN FEET AND INCHES UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS SHALL BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
5. ARCHITECT MUST BE NOTIFIED IN WRITING OF ANY DISCREPANCIES ON DRAWINGS, OR IN THE FIELD, BY THE CONTRACTOR, BEFORE EXECUTING ANY WORK.

TRUE NORTH

PROJECTED NORTH

PROFESSIONAL SEAL

DATE	REMARKS
11/26/25	SCOPE SUBMITTAL

PROJECT TITLE

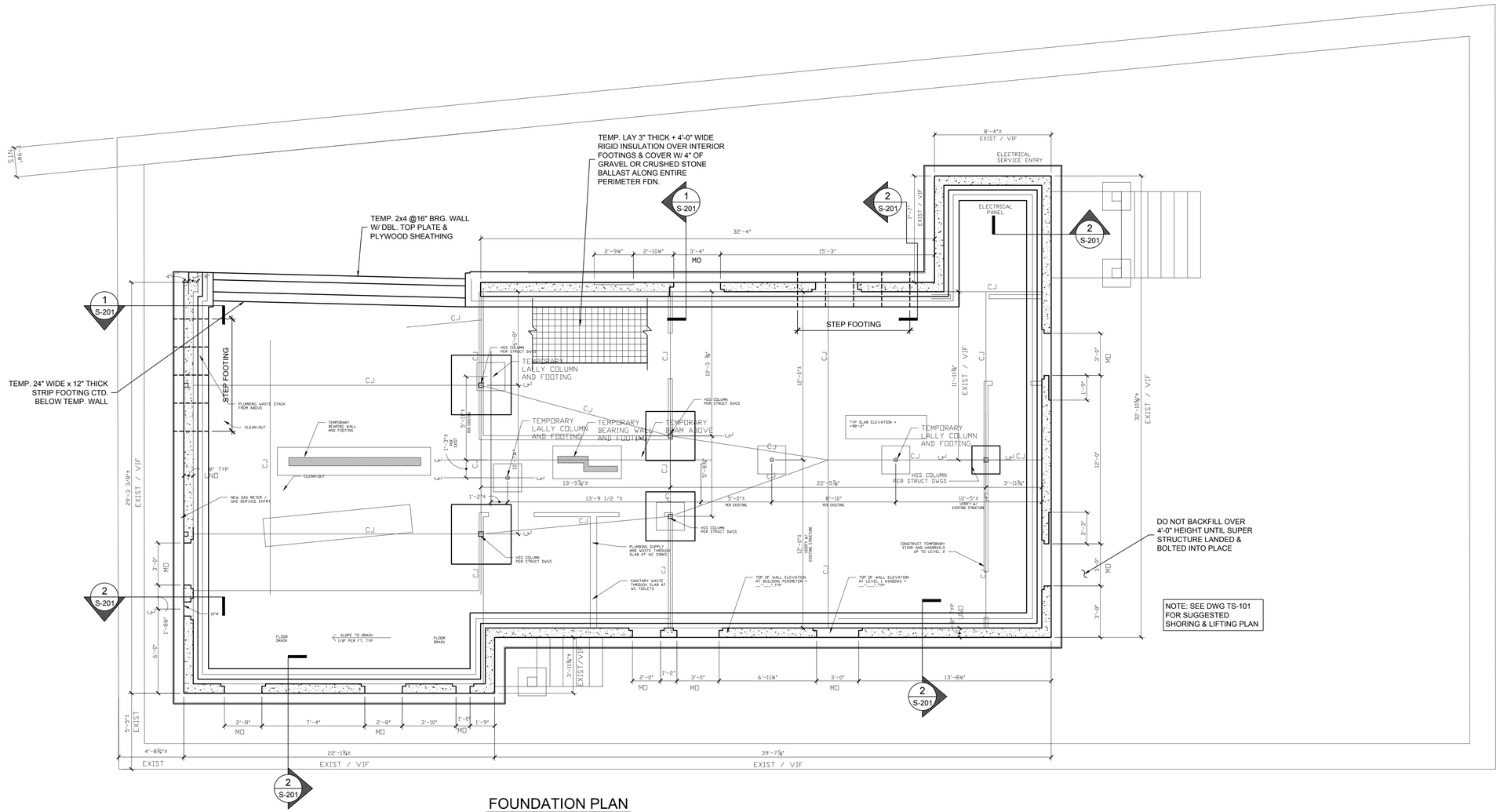
THE W.E.B. DU BOIS CENTER
PHASE 1 B BASEMENT CONSTRUCTION
SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA 02130

SHEET TITLE

STRUCTURAL GENERAL NOTES

SHEET NUMBER

S-100



FOUNDATION PLAN

¼" = 1'-0"

4 0 4 8

1/4" = 1'-0"

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN

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TRUE NORTH

PROJECTED NORTH

PROFESSIONAL SEAL

DATE	REMARKS
11/26/25	SCOPE SUBMITTAL

PROJECT TITLE

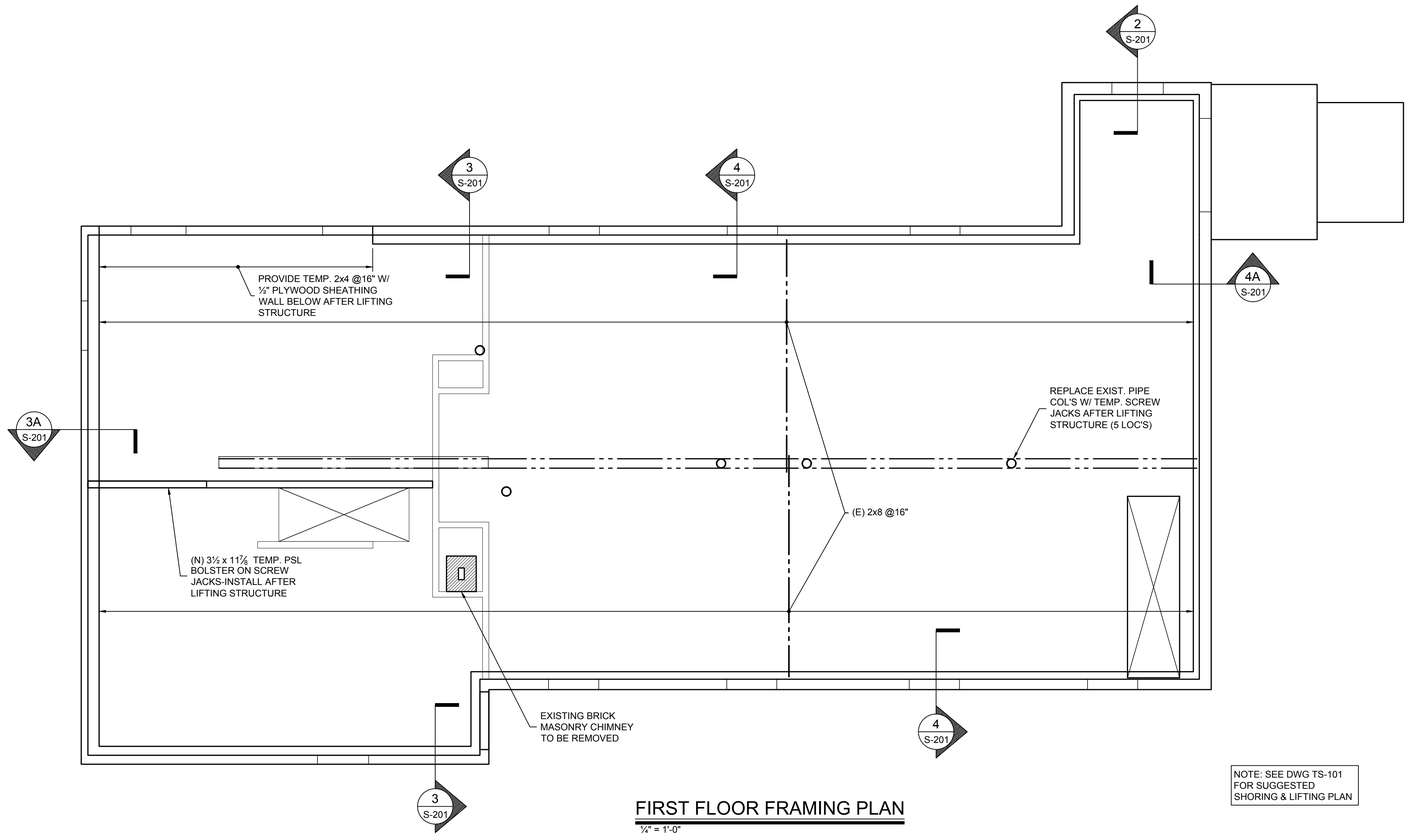
THE W.E.B. DU BOIS CENTER
PHASE 1 B BASEMENT CONSTRUCTION
SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA 02130

SHEET TITLE

FOUNDATION PLAN

SHEET NUMBER

S-101



FIRST FLOOR FRAMING PLAN

¼" = 1'-0"

4 0 4 8

1/4" = 1'-0"

NOTE: SEE DWG TS-101
FOR SUGGESTED
SHORING & LIFTING PLAN

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN

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113 BRIDGE STREET
GREAT BARRINGTON, MA 01230
PHONE + 413 528 5180

NEW YORK STUDIO
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TRUE NORTH

PROJECTED NORTH

PROFESSIONAL SEAL

DATE	REMARKS
11/26/25	SCOPE SUBMITTAL

PROJECT TITLE

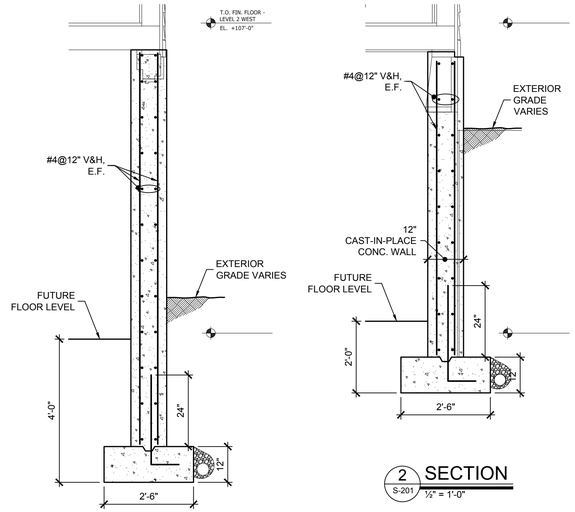
THE W.E.B. DU BOIS CENTER
PHASE 1 B BASEMENT CONSTRUCTION
SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA 02130

SHEET TITLE

FIRST FLOOR FRAMING PLAN

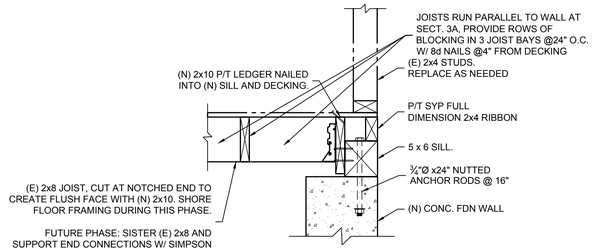
SHEET NUMBER

S-102

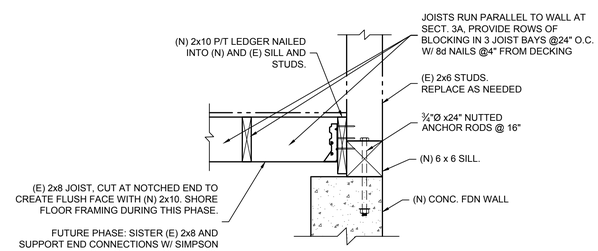


1 S-201 SECTION
½" = 1'-0"

2 S-201 SECTION
½" = 1'-0"



3 3A S-201 SECTION
1" = 1'-0"



4 4A S-201 SECTION
1" = 1'-0"

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN
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PROFESSIONAL SEAL

DATE	REMARKS
11/26/25	SCOPE SUBMITTAL

PROJECT TITLE

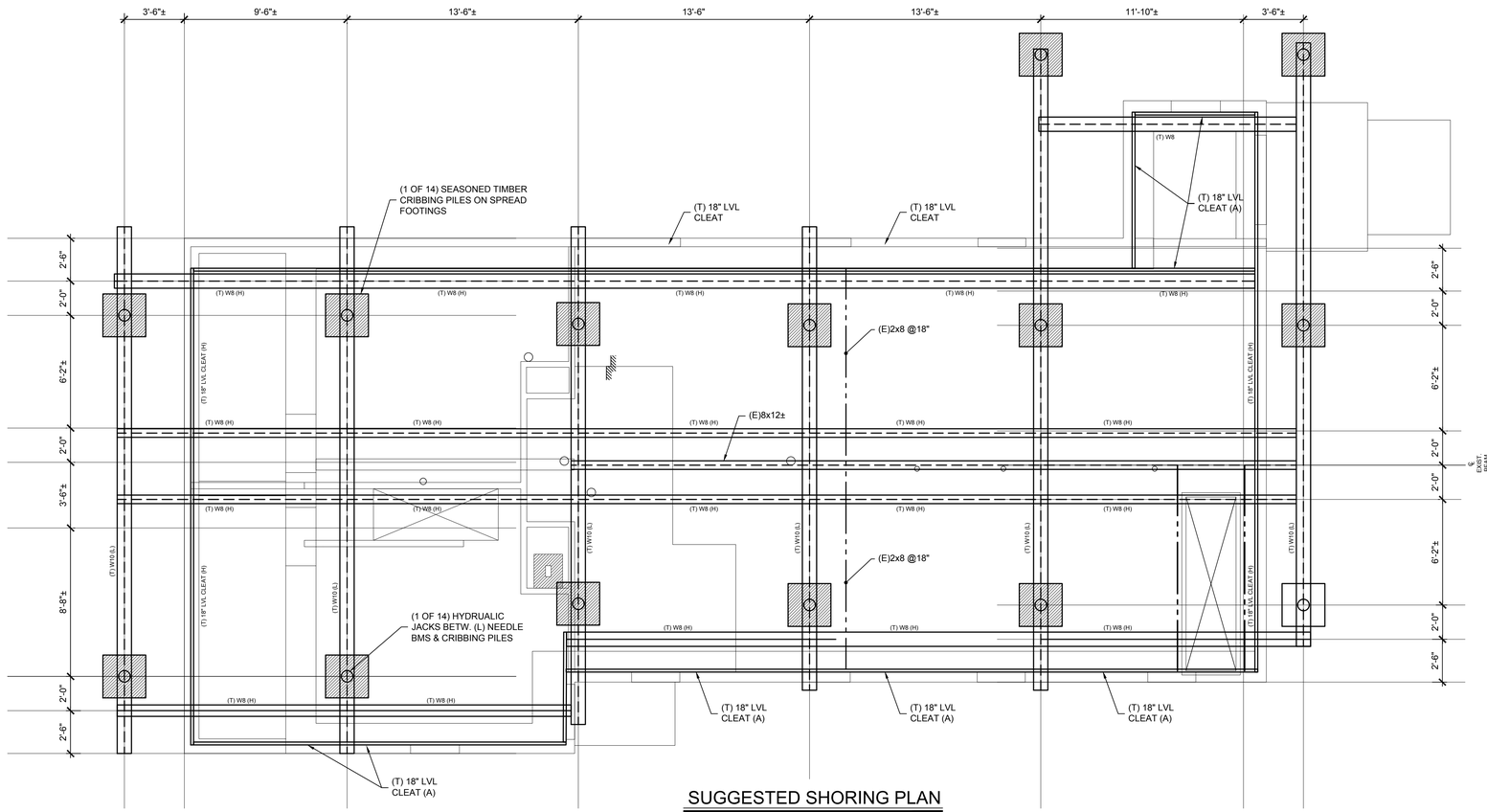
THE W.E.B. DU BOIS CENTER
PHASE 1 B BASEMENT CONSTRUCTION
SCOPE PACKAGE
9 ELM COURT
GREAT BARRINGTON, MA 02130

SHEET TITLE

SECTIONS

SHEET NUMBER

S-201



SUGGESTED SHORING PLAN

¼" = 1'-0"

ABREVIATIONS:

(E) - EXISTING
(T) - TEMPORARY
(L) - LOW (BELOW "H")
(H) - HIGH (ATOP "L")
(A) - ABOVE FLOOR (PROVIDE CRIPPLES DOWN TO (L) (H) BEAMS)

2 0 2 4 6

3/8" = 1'-0"

NOT FOR CONSTRUCTION

CLARK GREEN + BEK
ARCHITECTURE DESIGN

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THE W.E.B. DU BOIS CENTER
PHASE 1 B BASEMENT CONSTRUCTION
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9 ELM COURT
GREAT BARRINGTON, MA 02130

SHEET TITLE

SUGGESTED SHORING PLAN

SHEET NUMBER

TS-101

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name Joshua Risen

Project Name Historic Document Preservation and Digitization

Project Address 334 Main Street Great Barrington

Contact Person Joshua Risen Title: Town Clerk

Phone No. 413-528-1619 ex. 2 then 1 Email jrisen@townofgbma.gov

Brief Project Description (attach up to 1 additional page if necessary)

The restoration, preservation and digitization of the oldest and most at-risk Town documents with an initial focus on the Towns vital records, followed by an expansion into all permanent documents which date back to Great Barrington's incorporation in 1761. On November 3, 2025 I went before the Historical Commission and requested that they designate permanent records stored at Town Hall from 1761 to 1960 as being of Historical Significance. The Historical Commission voted unanimously that the permanent records from 1761 to 1960 were Historically Significant. (See attachment A)

Amount of CPA funding you are seeking: $400,000.00

When do you request the CPA funding be received by your project? 5.15.26

Property Owner (if different from applicant)

Owner's Name Town of Great Barrington

Owner's Address 334 Main Street Great Barrington MA 01230

Phone No. 413-528-1619 Email: jrisen@townofgbma.gov

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) that best apply to your project.
Boxes with an X through them are not CPA eligible activities. Contact the Town Planner if you need more information.

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	☐	☐	☐	☐
CREATION To bring into being or cause to exist. *Seideman v. City of Newton*, 452 Mass. 472 (2008)	☐	☒	☐	☐
PRESERVATION Protect personal or real property from injury, harm or destruction	☐	☑	☐	☐
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	☒	☒	☒	☐
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds ☐	☐	☐	Only applies if housing was acquired or created with CPA funds ☐

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

End of Step 1 application

Attachment A

List of Documents with Permanent Retention Designations

This is a list of the types of town documents that are designated with a permanent retention requirement that I am going to prioritize as being first to be preserved.

1) Vital Statistics, Birth, Death and Marriage (all official forms related to the registration process);

2) Town Meeting Records;

3) By-Laws (including written approval of Attorney General);

4) Charters, Certificate of Adoption, Preliminary Reports;

5) Declarations of Trust;

6) Oaths of Office;

7) Deeds for Cemetery Lots;

8) Voter Records/Registrations;

9) Military Records;

10) Overseer of the Poor/ Pauper Records (money given to the poor);

Great Barrington Historical Commission

c/o Selectmen's Office
Town Hall
334 Main Street
Great Barrington, MA 01230
Malcolm Fick, Chairman • Malcolm.fick@gmail.com

November 4, 2025

Ms. Karen Smith, Chairperson
Community Preservation Committee
Town of Great Barrington
334 Main Street Great Barrington, MA 01230

RE: Community Preservation Application for Preservation of Town Hall Records

Dear Chairperson Smith and Members of the Community Preservation Committee:

During its meeting on November 3, 2025, the Great Barrington Historical Commission voted that "the town records dating from 1761 to 1960 which are currently stored in various locations in Town Hall, are determined to be historically and culturally significant to the Town of Great Barrington."

In finding the documents significant to the Town, the committee agreed that these are vital, irreplaceable, records for understanding and preserving the history of Great Barrington.

Sincerely,

Malcolm Fick
Chairman

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Joshua Risen

Project Name Historic Documents Preservation Plan

Project Address 334 Main St. Great Barringon MA 01230

Assessor's Map _____ Lot _____

Property Deed Book / Page _____ / _____

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $400,000.00

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA Funds	400,000.00	100	preservation and digitization	
Total budget:	400,000.00			

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

CPA Funds would be the only source for this project. The project would be overseen by Joshua Risen, the Town Clerk. This project would be a multi year endeavor and would require a significant amount of administrative time. I would be requesting the assistance of other Town employees, participants in the Senior Work Off Program and various members of boards and committees.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

Please see the attached letter from the Great Barrington Historical Commission dated November 4, 2025. This letter codifys the vote of the Historical Commission designating that, the town records dating from 1761 to 1960 are determined to be historically and culturally significant to the Town of Great Barrington.

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

The Proposed Use after the Project Completion would be to allow the public to view and request copies of the Historic Documents for any legal purpose. This project would ensure that the town records would be available for current and future residents, historians, and the general public.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

Currently the project team is Joshua Risen, the Town Clerk. Depending on the amount of funding I receive I will put a bid out looking to find a vendor that will facilitate the preservation and digitization of the historically significant documents. I have been in contact with a Company called Kofile and hope to be able to utilize them to facilitate this project.

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

Berkshire ss:

To Jonathan Nash of Great Barrington Jr

County Greeting.

By Virtue of an Act of the Great & Gen[l] Court of Assembly of the Province of the Massachusetts Bay Entitled an Act for Erecting the North Parish or Precinct in the Town of Sheffield into a Seperate Town by the Name of Great Barrington in the County of Berkshire Especially Impowering.

You are hereby Required in his Majesty's Name to Notifie and Warn the Inhabitants of the Same Town qualified by Law to Vote in Town Meetings that they meet and assemble themselves together at the Meeting house in Great Barrington on Wednesday the 22[d] Day of July Instant at four of the Clock in the afternoon then and there to Choose a Moderator of S[d] Same Meeting & Clerk & Choose all Town Officers, which are Law Towns in this Province are impowered or Enjoyned by Law to Choose.

Hereof fail not and make Due Return of this Warrant and of your Doings Thereon unto my Self on or before the Time hereby Sett for Convening the S[d] Meeting Dated at Great Barrington this 18[th] Day of July in the fifty first Year of the Reign of George the Third of Great Britain &c King & Defender of the Faith &c Annoq: Dom: 1761

Joseph Dwight

Great Barrington



Be it remembered that by the Certificate of the Rev. Samuel Griswold made to me on the second of April A.D. 1822 without mentioning the day of the month it appears that the following persons were married in the year preceding last named the following persons

Alma Stiles
with
Sarah Mills

and no other persons in the Commonwealth of Massachusetts

A true record
Attest William C. Bryant
Town Clerk of Great Barrington

Be it remembered that by the Certificate of the Reverend Elijah Waller made to me it appears that the following persons were joined in marriage by him in the year preceding the 2nd of April A.D. 1821.

Foster Dewey
with
Melinda Kelley
} June 15. 1820

Luna Parks
with
Emeline Hamlen
} Oct 8 1820

Solomon Tilkins
with
Nancy Ives
} Oct 7 1820

William Johnson
with
Nabby Wilson
} Nov 2nd 1820

Martin D. Kellogg
with
Sally Brindle
} Nov 2. 1820

Charles Beach
with
Fanny Merrill
} Nov. 16 1821

William C. Bryant
with
Thomas Fairchild
} Dec 11. 1820

George P. Emigh
with
Elizabeth Brindle
} Feb 7. 1821

Hanson Church
with
Sally Pels.
} Apr. 11th. 1821

Phineas Wells
with
Alma C. Ives
} Apr 17 1821

Erastus Beckwith
with
Martha Wilcox
} Apr. 26. 1821

A true record from the clergyman's Certificate. Attest Wm. C. Bryant
Town Clk. of G. Barrington

Be it remembered that by the Certificate of the Reverend Samuel Griswold dated Apr. 23. 1822 it appears that the Rev. Griswold did not join any persons in marriage during the year proceed to the 23d day of April.—

A true Record from the Certificate of the said Griswold

Attest Wm. C. Bryant
Clk of the Town of
Great Barrington

DEPOSITION
BIRTHS

287 - 450

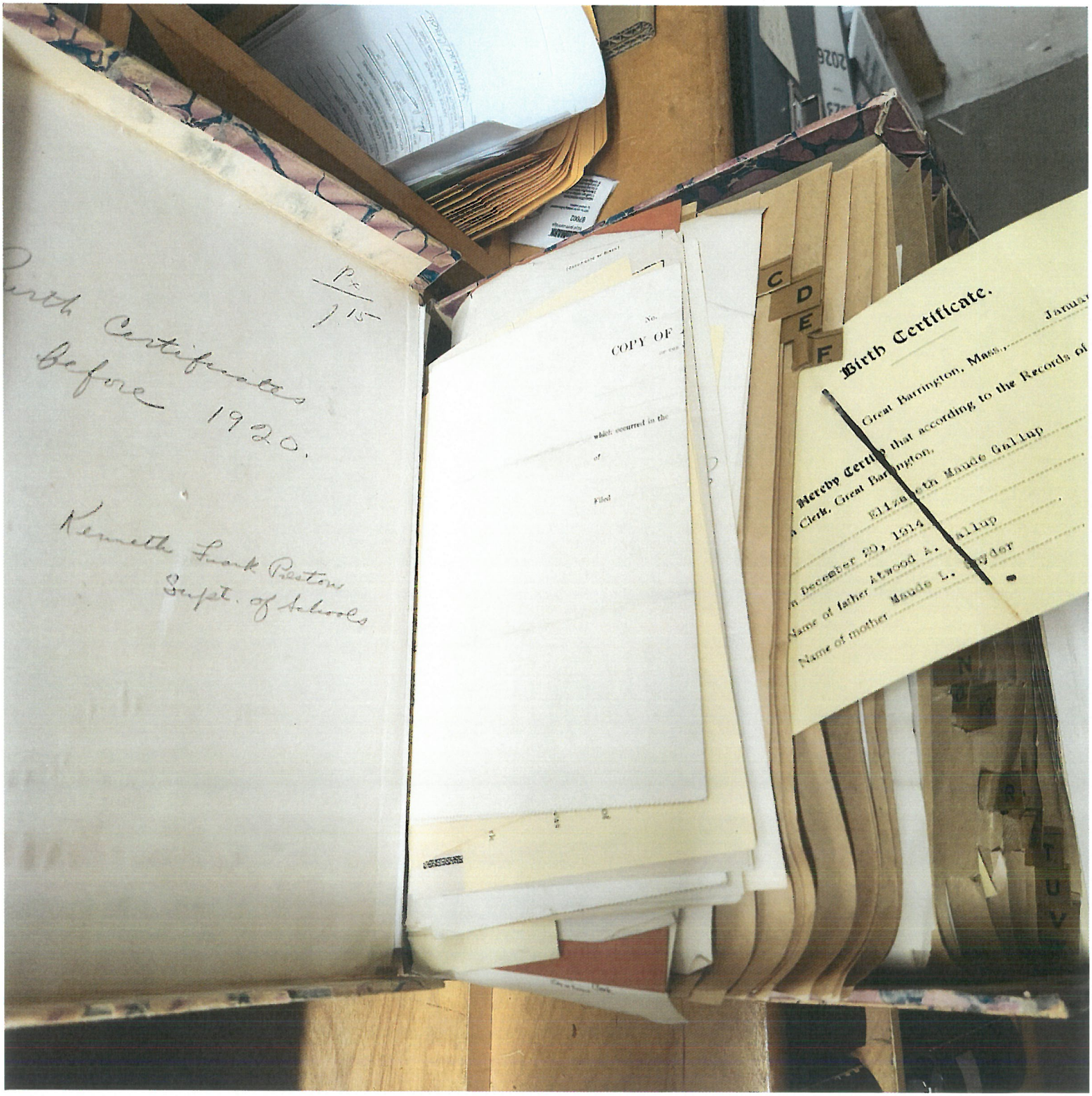
TOWN OF
GREAT BARRINGTON

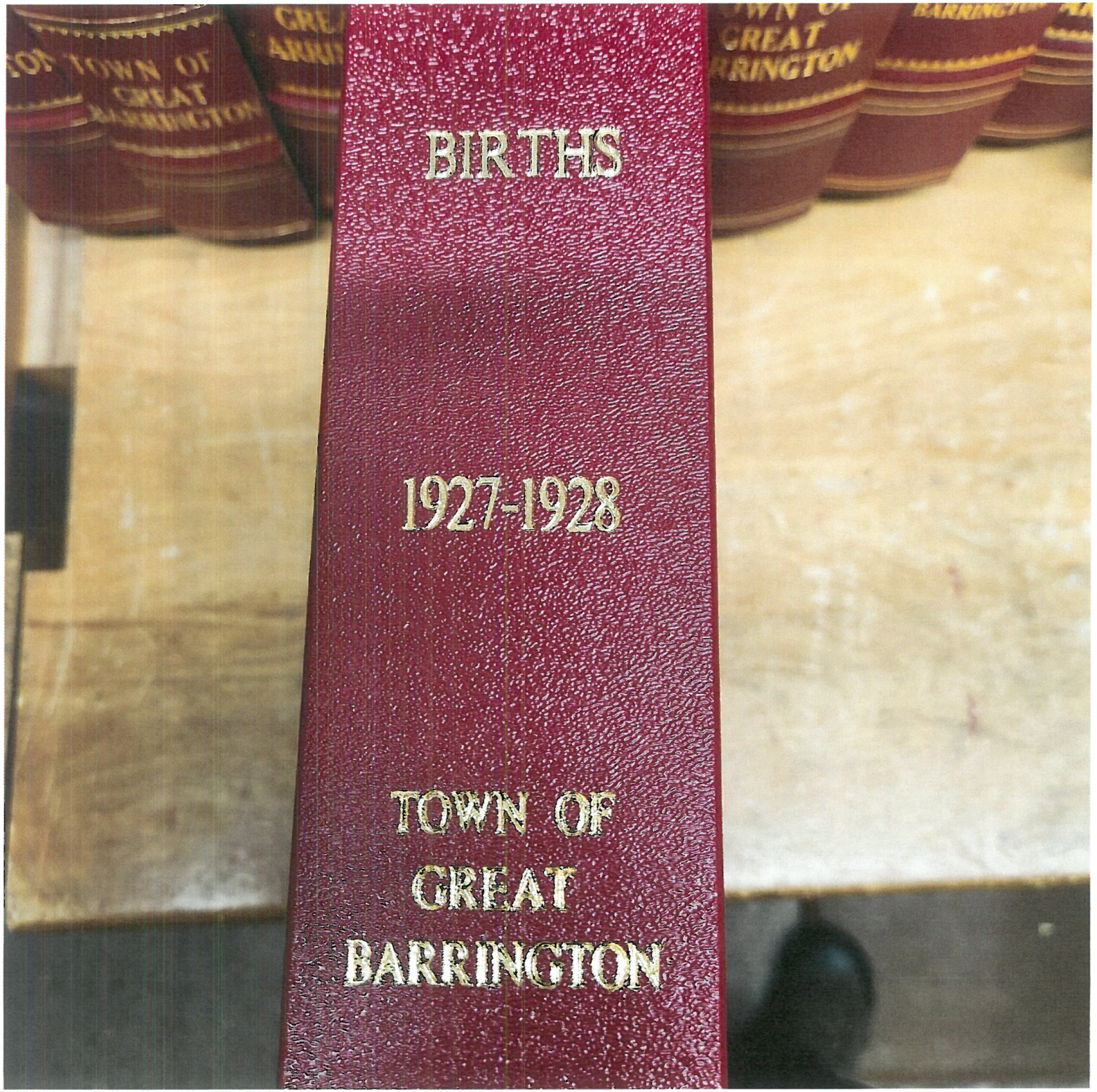
Index
Marriage
Intention

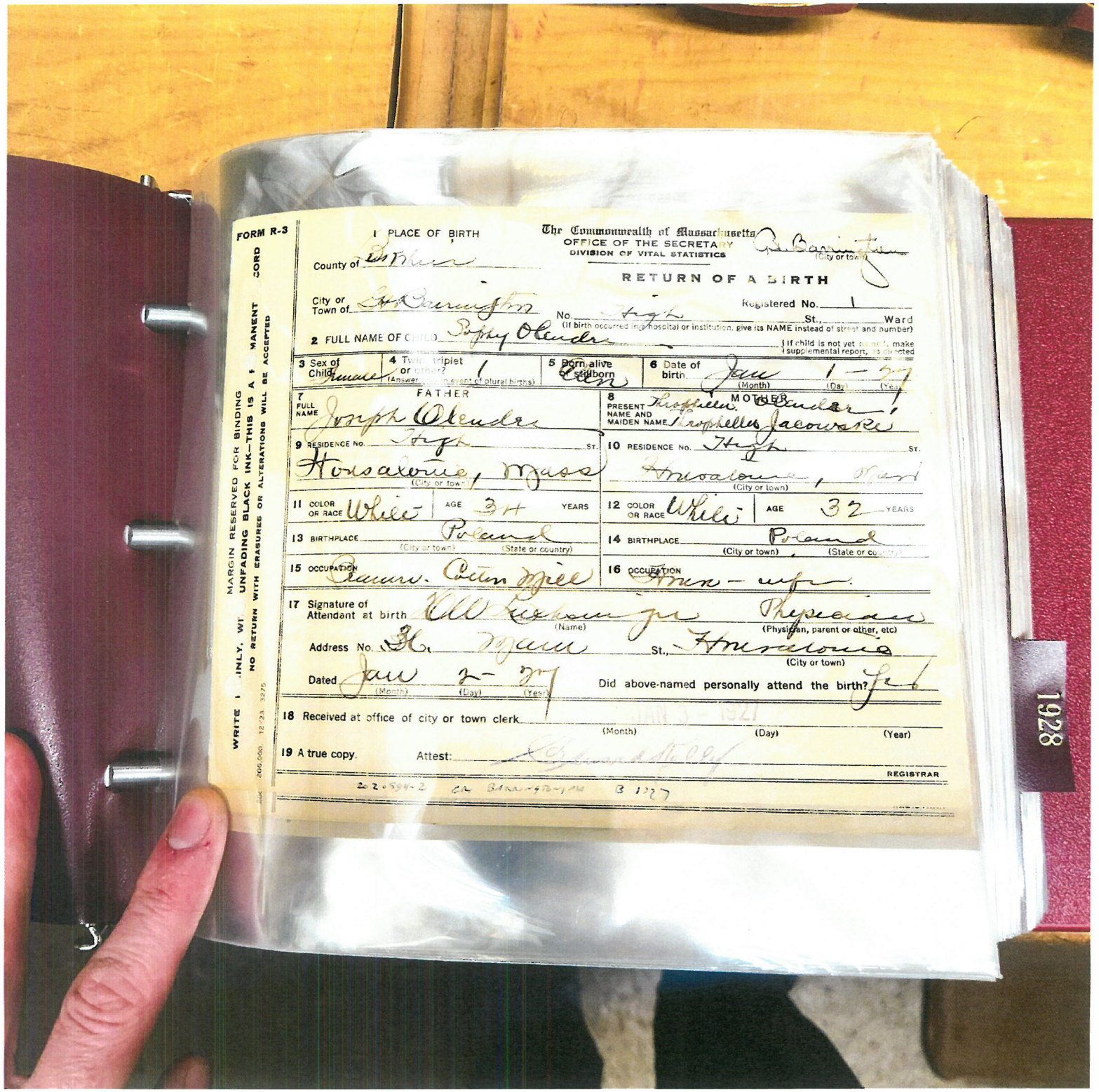
No. 30

No. 31

No. 32


Birth certificates
before 1920.
Kenneth Frank Preston
Supt. of Schools
Birth Certificate.
Great Barrington, Mass.,
Elizabeth Maude Gallup
December 29, 1914
Name of father Atwood A. Gallup
Name of mother Maude L. Snyder
COPY OF
which occurred in the
of
Filed
C
D
E
F


BIRTHS
1927-1928
TOWN OF
GREAT
BARRINGTON



FORM R-3

The Commonwealth of Massachusetts
OFFICE OF THE SECRETARY
DIVISION OF VITAL STATISTICS

RETURN OF A BIRTH

1 PLACE OF BIRTH
County of Berkshire
City or Town of Great Barrington (City or town)
Registered No. 1
No. High St., Ward
(If birth occurred in hospital or institution, give its NAME instead of street and number)

2 FULL NAME OF CHILD Bobby Olender
(If child is not yet named, make supplemental report, as directed)

3 Sex of Child	4 Twin, triplet or other? (Answer only in event of plural births)	5 Born alive or stillborn	6 Date of birth (Month) (Day) (Year)
Male	1	Alive	Jan 1 27

7 FATHER	8 MOTHER
FULL NAME Joseph Olender	PRESENT NAME AND MAIDEN NAME Prophelia Olender Prophelia Jacowska
9 RESIDENCE No. High St.	10 RESIDENCE No. High St.
Housatonic, Mass (City or town)	Housatonic, Mass (City or town)
11 COLOR OR RACE White AGE 34 YEARS	12 COLOR OR RACE White AGE 32 YEARS
13 BIRTHPLACE Poland (City or town) (State or country)	14 BIRTHPLACE Poland (City or town) (State or country)
15 OCCUPATION Farmer. Cotton Mill	16 OCCUPATION Farmer - wife.

17 Signature of Attendant at birth Edward Lehman Jr (Name) Physician (Physician, parent or other, etc)
Address No. 36 Main St., Housatonic (City or town)
Dated Jan 2 27 (Month) (Day) (Year) Did above-named personally attend the birth? Yes

18 Received at office of city or town clerk JAN 3 1927 (Month) (Day) (Year)

19 A true copy. Attest: [illegible] REGISTRAR

202594-2 GR BARRINGTON B 1927

WRITE PLAINLY, WITH UNFADING BLACK INK—THIS IS A PERMANENT RECORD
MARGIN RESERVED FOR BINDING
NO RETURN WITH ERASURES OR ALTERATIONS WILL BE ACCEPTED

1928

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

This project supports the goals of the Preservation Plan because it is designed to preserve Historic Town owned Resources i.e. Documents which the voters of the Town will benefit from being able to access and research. Preserving historically significant documents will benefit the voters by allowing them to learn about their past and how the Town has been managed and operated throughout the years.

7.) Town Projects: Is the proposed project for a town-owned asset? ☑ Yes ☐ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

The entire funding source for this project will be derived from the CPA Funds. If CPA funds are not allocated for this project then I will request that the budget for records preservation under the Town Clerks Operating Budget be drastically increased each year so that I am able to comply with the requirements of the Municipal Records Retention Schedule.

8.) Public Benefits: Describe the public benefits of the project.

If we do not preserve the records of our past actions then we will lose the opportunity to learn from our past. The public benefits from being able to know the history of their town and its people, if that knowledge is lost due to neglect or inaction we will be depriving ourselves of the benefit of learning about our ancestors and their contributions that have made us who we are. We could even lose legal rights that establish Town ownership of real property assets.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

No the CPA funds will not be used to leverage other funding sources for this project.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

During a meeting on November 4, 2025 at the Historical Commission I received input stating that this was a valuable and wise course of action and that the Commission would be willing to volunteer time to assist in this process.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

There are currently no permits required to for the Historic Documents Preservation Plan to move forward.

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

n/a

13.) Affordability Level(s):

_____% of area median income no. of units _____
_____% of area median income no. of units _____
_____% of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

n/a

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

This project supports and facilitates the Historic Preservation goals of the Community Preservation Plan by ensuring that educational opportunities and resources are preserved and available for the general public. Without this project being approved thousands of educational opportunities could be lost as a result of the deterioration of vital documents.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

As this project is going to require multiple years of work to achieve the desired goal of preserving and digitizing thousands of historic records the process will have to be undertaken in phases. Phase one will begin with a reorganizing of the shelving in the Vault in the Clerks' Office so that when the preserved documents are rebound after undergoing deacidification and digitization they can be properly stored. Phase Two will be expanding the project into the basement and necessitate reorganizing that space to accommodate new shelving and environmental controls. In order for phase two to be successful a purge of records that no longer need to be kept must occur. This will require assessing each document for retention purposes.

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

This project supports the Open Space and Recreation goals of the Community Preservation Plan by ensuring that the town owned documents that establish ownership and control of the Open Spaces will be preserved and searchable.

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Joshua Risen

Ph: 413-528-1619 Email jrisen@townofgbma.gov

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: Joshua Risen

Date: 12.2.25

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

Addendum received by CPC 12/17/2025

Joshua Risen
Town Clerk

E-mail: jrisen@townofgb.org
www.townofgbma.gov

Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619 x2 then 1
Fax: (413) 528-1026

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

OFFICE OF THE TOWN CLERK

Addendum to the Great Barrington Community Preservation Committee Application for CPA Funding
Historic Document Preservation and Digitization

The Town of Great Barrington is requesting funding to initiate a multi-year project to preserve and digitize historically significant municipal records in order to comply with Massachusetts law. The first $50,000.00 dollars of the funds will be used to retain a qualified archival and records-management firm to conduct an assessment and to provide recommendations.

The first phase of this project will be a comprehensive evaluation of all of the documents held within the storage areas in Town Hall located at 334 Main Street Great Barrington MA. A goal of the assessment will be to develop a detailed phased plan for how to preserve and digitize the permanent records.

Phase one will entail contracting a qualified archival and records-management firm with the Town to evaluate each document and its corresponding retention requirements under the Municipal Records Retention Schedule. If it is determined that a given record does not require preservation and/or retention pursuant to applicable law under the Retention Schedule, it will be segregated for destruction or removal.

During Phase one, the qualified archival and records-management firm shall establish a new organizational plan on how to organize and manage the entire record collection. As part of this organizational plan, the following information shall be determined:

1) A plan on how to organize the retained documents (i.e. a map of where various types of records will be stored);
2) A plan to purchase new storage shelving and containers;
3) Rules and policies shall be adopted as to how new documents will be added into the collection of the retained older documents.

Once a comprehensive list of what documents are to be persevered and digitized is established, the vender will provide their expert opinion on which documents are to be prioritized for preservation and digitization.

Addendum received by CPC 12/17/2025

Additional future phases, subject to additional funding, will address the following:

1) Restructuring the physical storage areas to accommodate and properly store the preserved documents.
2) Installation of environmental controls to preserve the documents.
3) Contracting with a vender to actually perform the work of preserving the documents and digitizing them.

Sincerely,



Joshua Risen,
Town Clerk

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Town of Great Barrington Cemetery Commission / DPW

Project Name Cemetery Monument Resetting Phase 1

Project Address Elmwood Cemetery, 90 Stockbridge Road

Assessor's Map 37 & 12 Lot **37-18-0 & 12-46-0**

Property Deed Book / Page _____ / _____

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $75,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA	**$75,000**	**100%**	**Procurement & Monument Resetting**	
Total budget:		$75,000		

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

July 1st, 2026

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

none

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

none

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

Cemetery Commission, DPW Building & Grounds & Low Bid Contractor

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

The Elmwood Cemetery has been declared as having historical significance by the Great Barrington Historic Commission. Preserving the deteriorating monuments will preserve them for future generations.

7.) Town Projects: Is the proposed project for a town-owned asset? ☑ Yes ☐ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

The town's current budget situation does not have funding available to perform this historic preservation project. If CPA funds are not received the project will not be under taken.

8.) Public Benefits: Describe the public benefits of the project.

This project will preserve the historic significance of many monuments at the Elmwood Cemetery.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

No.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

The Cemetery Commission has initiated this request. This Historic Commission has voted to recognize the Elmwood Cemetery as having historic significance.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

None

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

n/a

13.) Affordability Level(s):

n/a % of area median income no. of units _____
n/a % of area median income no. of units _____
n/a % of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

None

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

The Historic Commission has determined the Elmwood Cemetery as having historic significance to the town. This project will involve correcting 20-25 of the 8 monuments that have fallen over, 40 monuments that are leaning heavily ready to topple. The exact number of monuments to be corrected will depend on the results of the bidding process.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

None

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

n/a

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Water Atwood / Joe Aberdale

Ph: 413-717-8603 Email jaberdale@townofgb.org

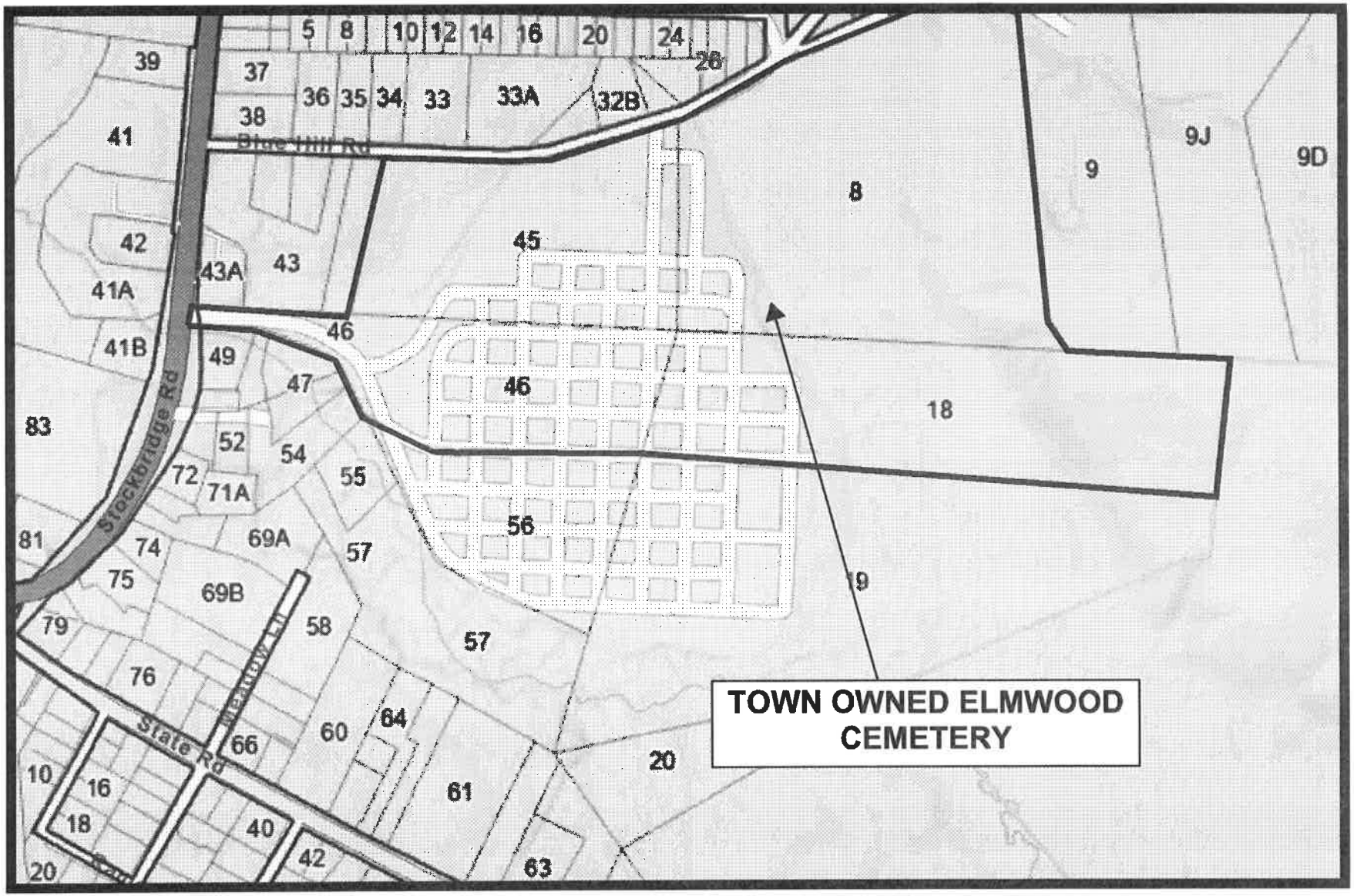
I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: _____

Date: 12/3/25

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.



LOCATION PLAN

2

CAI Property Card

Town of Great Barrington, MA

GENERAL PROPERTY INFORMATION

LOCATION: 90 STOCKBRIDGE RD
ACRES: 8.19
PARCEL ID: 012.0-0000-0046.0
LAND USE CODE: 931
CONDO COMPLEX:
OWNER: TOWN OF GREAT BARRINGTON
CO - OWNER: ELMWOOD CEMETERY
MAILING ADDRESS: 334 MAIN ST RM 208
GT BARRINGTON, MA 01230-1832
ZONING: R2
PATRIOT ACCOUNT #: 862

SALE INFORMATION

SALE DATE:
BOOK & PAGE:
SALE PRICE:
SALE DESCRIPTION:
SELLER:

PRINCIPAL BUILDING AREAS

GROSS BUILDING AREA: 0
FINISHED BUILDING AREA: 0
BASEMENT AREA: 0
 # OF PRINCIPAL BUILDINGS: 0

ASSESSED VALUES

LAND: 167,100
YARD: 21,700
BUILDING: 0
TOTAL: $188,800

BUILDING EXTERIOR

BUILDING STYLE:
UNITS: 0
YEAR BUILT:
FRAME:
EXTERIOR WALL COVER:
ROOF STYLE:
ROOF COVER:

BUILDING INTERIOR

INTERIOR WALL:
FLOOR COVER:
HEAT TYPE:
FUEL TYPE:
PERCENT A/C:
 # OF ROOMS: 0
 # OF BEDROOMS: 0
 # OF FULL BATHS: 0
 # OF HALF BATHS: 0
 # OF ADDITIONAL FIXTURES: 0
 # OF KITCHENS: 0
 # OF FIREPLACES: 0
 # OF METAL FIREPLACES: 0
 # OF BASEMENT GARAGES:

SKETCH

NO SKETCH AVAILABLE

PHOTO

NO PHOTO AVAILABLE

CAI Property Card

Town of Great Barrington, MA

GENERAL PROPERTY INFORMATION

LOCATION: BLUE HILL RD
ACRES: 14.31
PARCEL ID: 037.0-0000-0018.0
LAND USE CODE: 903
CONDO COMPLEX:
OWNER: CEMETERY
CO - OWNER:
MAILING ADDRESS:

ZONING: R2
PATRIOT ACCOUNT #: 3724

SALE INFORMATION

SALE DATE:
BOOK & PAGE:
SALE PRICE:
SALE DESCRIPTION:
SELLER:

PRINCIPAL BUILDING AREAS

GROSS BUILDING AREA: 0
FINISHED BUILDING AREA: 0
BASEMENT AREA: 0
 # OF PRINCIPAL BUILDINGS: 0

ASSESSED VALUES

LAND: 151,400
YARD: 0
BUILDING: 0
TOTAL: $151,400

BUILDING EXTERIOR

BUILDING STYLE:
UNITS: 0
YEAR BUILT:
FRAME:
EXTERIOR WALL COVER:
ROOF STYLE:
ROOF COVER:

BUILDING INTERIOR

INTERIOR WALL:
FLOOR COVER:
HEAT TYPE:
FUEL TYPE:
PERCENT A/C:
 # OF ROOMS: 0
 # OF BEDROOMS: 0
 # OF FULL BATHS: 0
 # OF HALF BATHS: 0
 # OF ADDITIONAL FIXTURES: 0
 # OF KITCHENS: 0
 # OF FIREPLACES: 0
 # OF METAL FIREPLACES: 0
 # OF BASEMENT GARAGES:

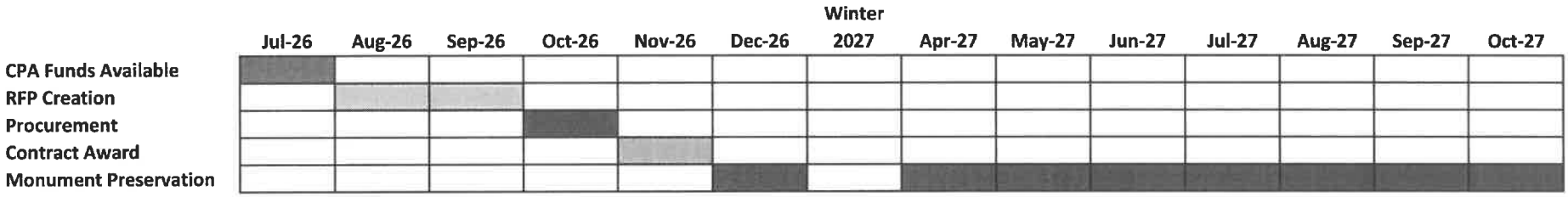
SKETCH

NO SKETCH AVAILABLE

PHOTO

NO PHOTO AVAILABLE

ELMOWOOD CEMETERY TIME LINE



BUDGET ESTIMATE MONUMENT SETTING

Labor

Mason	30	$ 135.00	/hr	$ 4,050.00
Operator	30	$ 140.00	/hr	$ 4,200.00

Equipment

Mini Excavator	30	$ 85.00	/hr	$ 2,550.00
Single Axle	30	$ 75.00	/hr	$ 2,250.00
Monument Wagon	30	$ 65.00	/hr	$ 1,950.00

Materials

Allowamce per Monument	10	$ 250.00	/monument	$ 2,500.00

Sub-Total for 10 Monuments: $ 17,500.00

15% Allowance: $ 2,625.00

Total for 10 Monuments: $ 20,125.00

Estimate per Monument: $ 2,012.50

Design & RFP Package	$	12,500.00
Procurement	$	5,500.00
Monument Resetting	$	40,250.00
Restoration & Preservation Oversight	$	5,000.00
Sub-Total:	$	63,250.00
Contingency	$	9,487.50

Estimated Total: $ 72,737.50

Great Barrington Historical Commission

c/o Selectmen's Office
Town Hall
334 Main Street
Great Barrington, MA 01230
Malcom Fick, Chairman • 413-645-3060 • Malcolm.fick@gmail.com

November 19, 2025

Ms. Karen Smith, Chairperson
Community Preservation Committee
Town of Great Barrington
334 Main Street Great Barrington, MA 01230

RE: Community Preservation Application for Elmwood Cemetery

Dear Chairperson Smith and Members of the Community Preservation Committee:

During its meeting on August 18, 2022, the Great Barrington Historical Commission voted that "the Elmwood Cemetery is determined to be culturally and historically significant to the Town of Great Barrington" and thus qualifies for CPA historical consideration.

Sincerely,

Malcolm Fick
Chairman

Historical Commission Meeting Minutes – Draft

DATE: November 18, 2025
TIME: 5:00 P.M.
PLACE: via Zoom
MEMBERS PRESENT: Gary Leveille, Malcolm Fick, James Mercer, Abby Schroeder, Carrie Chen
MEMBERS NOT PRESENT: Marilyn Bisiewicz

1. Chairperson Fick called the meeting to order at 5:00 pm.

2. New Business
   - Mr. Fick presented a request from DPW to determine if the Water Street Cemetery is of architectural, cultural, or historical significance to the Town for CPA purposes. Gary Leveille pointed to the origin of the cemetery in the 18th Century and the many historical figures buried there.

     Mr. Mercer moved that the Water Street Cemetery is determined to be of historical and cultural significance to the Town of Great Barrington. Ms. Schroeder seconded the motion. All voted to approve.

   - Mr. Fick presented a request from DPW to determine if the Elmwood Cemetery is of architectural, cultural, or historical significance to the Town for CPA purposes. Mr. Fick said following the 19th Century founding of the cemetery, many famous residents were buried there, including forty nine civil war veterans and other prominent Town citizens.

     Ms. Schroeder moved that the Elmwood Cemetery is determined to be of historical and cultural significance to the Town of Great Barrington. Ms. Schroeder seconded the motion. All voted to approve.

3. Other Member Issues
   - Mr. Mercer reported that he had an bid for the metal Trolley Shelter sign. Mr. Fick said he would forward the bid to the Town to obtain a purchase order. Mr. Mercer expects a bid for the graphics within a week or two.

4. Citizen's Speak
   - Ms. Ruby Chang appealed to the Historical Commission for support of the Ramsdell Library project, emphasizing the historical character of the building and its sad condition.

5. Next Meeting Date – Monday, January 6, 2026, at 5:00 pm at a site to be determined.

6. Adjourn – Without objection, Mr. Fick adjourned the meeting at 5:20 pm.

Respectfully submitted,

Malcolm Fick
Chair



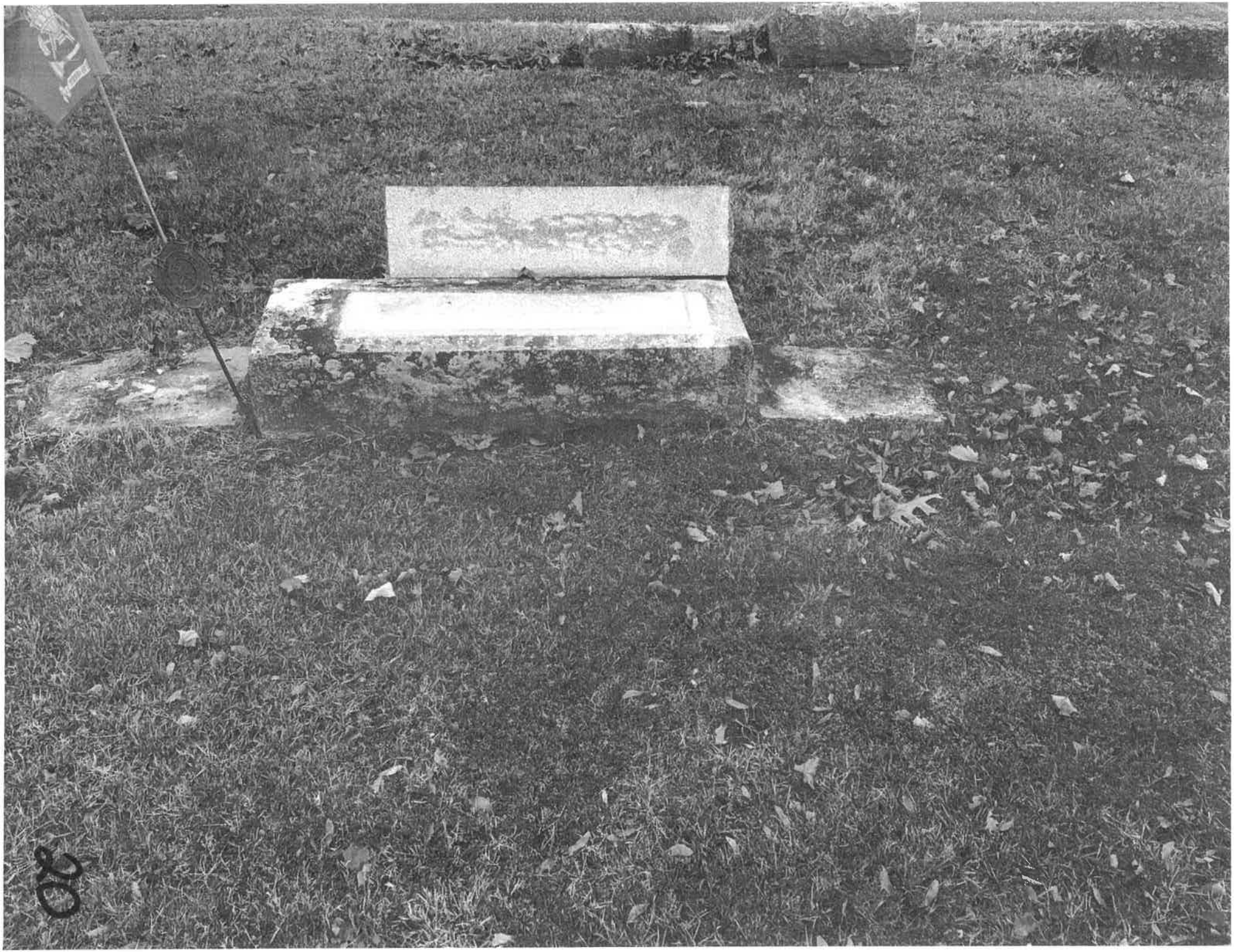

16

JOHN W. SMITH
SEAMAN 1C CLASS
OCT 1924

17

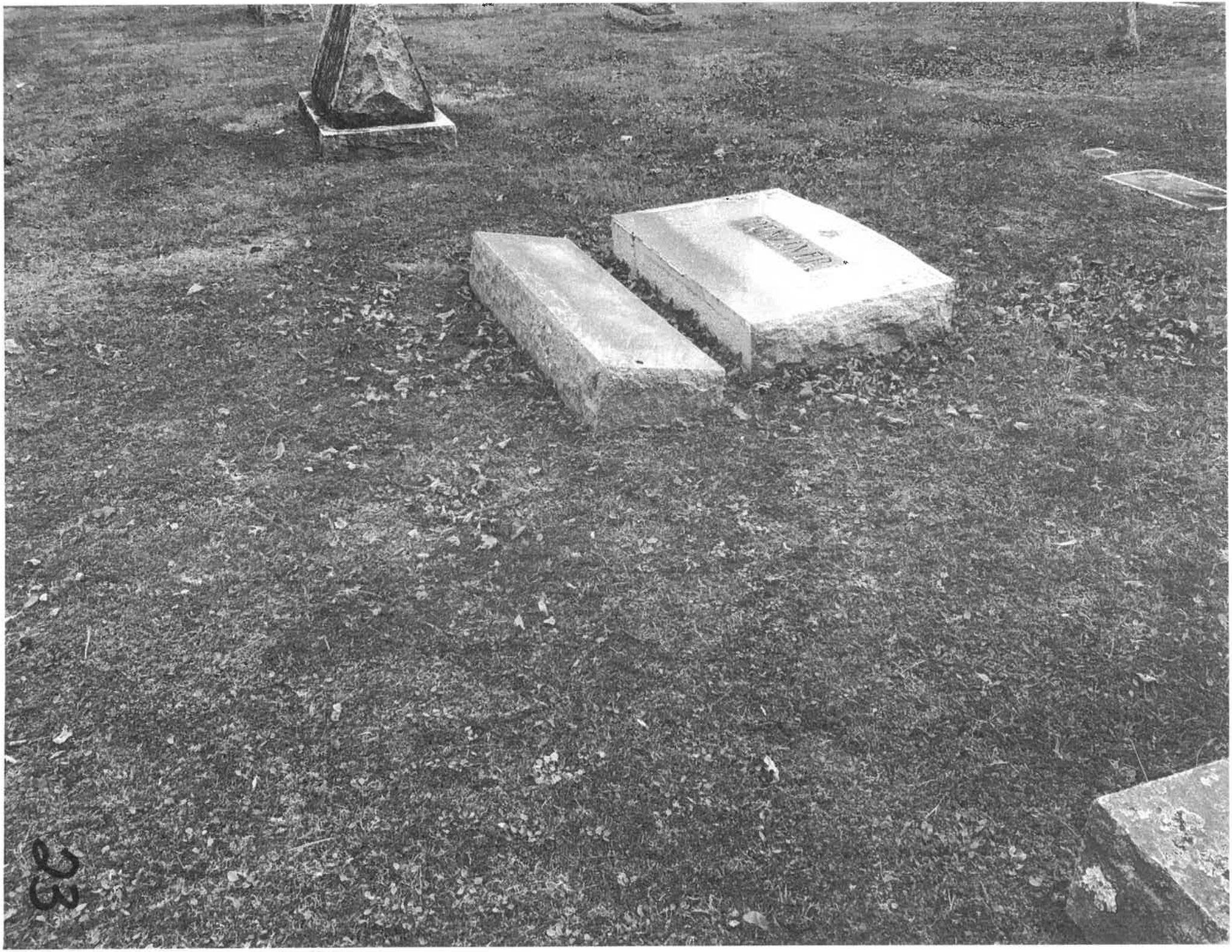







WHITBECK
1889 EZRA WHITBECK 1964
HIS WIFE
MABLE M. PATTERSON








25



GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Town of Great Barrington Cemetery Commission / DPW

Project Name Brown Mausoleum Roof

Project Address Mahiawe Cemetery 9 Silver Street, Great Barrington

Assessor's Map 24 Lot 24-8-0

Property Deed Book / Page _____ / _____

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $ $91,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA	**$91,000**	**100%**	**Procurement & Roof Restoration**	
Total budget:		$91,000		

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

July 1, 2026

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

None

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

None

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

Cemetery Commission, DPW Building & Grounds & Low Bid Contractor

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

The Mahiawe Cemetery is the burial site for the family of civil rights leader W.E.B. DuBois. Preserving the Brown Mausoleum would preserve the historic significance of this cemetery. The Brown Mausoleum has no remaining beneficiaries as determined by the Great Barrington Historic Commission. With no living family members the Town of GB has been performing necessary repairs. In addition, the space in the mausoleum can be used for remains of unclaimed GB resident remains.

7.) Town Projects: Is the proposed project for a town-owned asset? ☑ Yes ☐ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

The Brown Mausoleum has no remaining beneficiaries as determined by the Great Barrington Historic Commission.

8.) Public Benefits: Describe the public benefits of the project.

The Mahiawe Cemetery is the burial site for the family of civil rights leader W.E.B. DuBois. Preserving the Brown Mausoleum would preserve the historic significance of this cemetery.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

No

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

The Cemetery Commission has initiated this request. This Historic Commission has supported the preservation.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

Building Permit

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

N/A - except for unclaimed remains

13.) Affordability Level(s):

n/a % of area median income no. of units _____
n/a % of area median income no. of units _____
n/a % of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

None

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

The Mahiawe Cemetery is the burial site for the family of civil rights leader W.E.B. DuBois. Preserving the Brown Mausoleum would preserve the historic significance of this cemetery.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

none

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

N/A

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

N/A

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Water Atwood / Joe Aberdale

Ph: 413-717-8603 Email jaberdale@townofgb.org

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: _____

Date: 12/3/25

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

BROWN MAUSOLEUM



MAHIAWE CEMETERY LOCATION PLAN

4

CAI Property Card

Town of Great Barrington, MA

GENERAL PROPERTY INFORMATION

LOCATION: 9 SILVER ST
ACRES: 12.97
PARCEL ID: 024.0-0000-0008.0
LAND USE CODE: 930
CONDO COMPLEX:
OWNER: TOWN OF GREAT BARRINGTON
CO - OWNER: CEMETERY
MAILING ADDRESS: 334 MAIN ST RM 208
GT BARRINGTON, MA 01230-1832
ZONING: B2
PATRIOT ACCOUNT #: 2184

SALE INFORMATION

SALE DATE:
BOOK & PAGE:
SALE PRICE:
SALE DESCRIPTION:
SELLER:

PRINCIPAL BUILDING AREAS

GROSS BUILDING AREA: 0
FINISHED BUILDING AREA: 0
BASEMENT AREA: 0
 # OF PRINCIPAL BUILDINGS: 0

ASSESSED VALUES

LAND: 434,700
YARD: 1,900
BUILDING: 0
TOTAL: $436,600

BUILDING EXTERIOR

BUILDING STYLE:
UNITS: 0
YEAR BUILT:
FRAME:
EXTERIOR WALL COVER:
ROOF STYLE:
ROOF COVER:

BUILDING INTERIOR

INTERIOR WALL:
FLOOR COVER:
HEAT TYPE:
FUEL TYPE:
PERCENT A/C:
 # OF ROOMS: 0
 # OF BEDROOMS: 0
 # OF FULL BATHS: 0
 # OF HALF BATHS: 0
 # OF ADDITIONAL FIXTURES: 0
 # OF KITCHENS: 0
 # OF FIREPLACES: 0
 # OF METAL FIREPLACES: 0
 # OF BASEMENT GARAGES:

SKETCH

NO SKETCH AVAILABLE

PHOTO

NO PHOTO AVAILABLE

BUDGET ESTIMATE BROWN MAUSOLEUM ROOF

Subcontractor

Roof Sub-contractor Labor to Install	8	$ 2,800.00	/square	$ 22,400.00
Roof Sub-contractor Labor to Repair sub-structure	1	$ 4,500.00	Allowance	$ 4,500.00
Roof Sub-Contractor Labor for flashing	1	$ 2,800.00	Allowance	$ 2,800.00

Materials

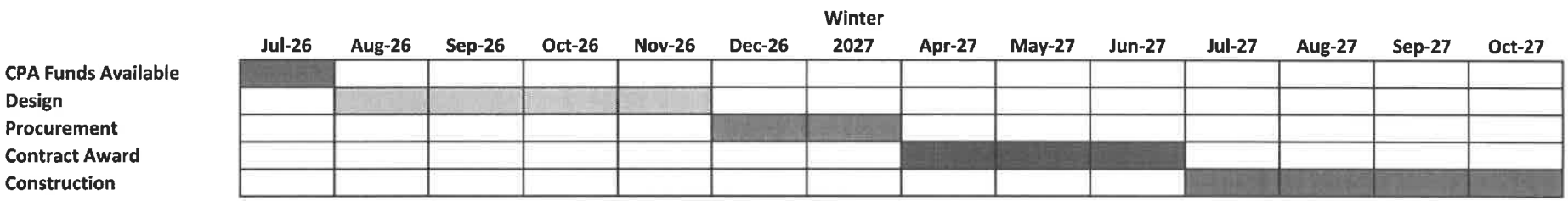
Roof Sub-contractor Roofing Materials	8	$ 3,400.00	Lump Sum	$ 27,200.00
Roof Sub-contractor Flashing Materials	1	$ 3,600.00	Allowance	$ 3,600.00
			Sub-Total:	$ 56,900.00
			15% Allowance:	$ 8,535.00
			Total for Restoration & Preservation Work:	$ 65,435.00

Design & RFP Package	$ 12,500.00
Procurement	$ 5,500.00
Building Permit	$ 2,500.00
Restoration & Preservation Work	$ 65,435.00
Restoration & Preservation Oversight	$ 5,000.00

Total: $ 90,935.00

11

BROWN MAUSOLEUM ROOF



GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

RECEIVED
TOWN OF GREAT BARRINGTON
OCT 29 REC'D
SELECTBOARD & TOWN MANAGER'S OFFICE

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name Town of Great Barrington (Planning Dept.)

Project Name Old Maid's Park Design & Engineering

Project Address Wyantenuck St, Housatonic

Contact Person Chris Rembold Title: Asst. Town Manager

Phone No. 528-1619 Email crembold@townofgbma.gov

Brief Project Description (attach up to 1 additional page if necessary)

With assistance from an MVP grant, the Town is undertaking a community planning and engagement process related to Old Maid's Park on the Williams River. If this CPA request is funded, it would support the engineering and design component of the project, including: preparation of baseline and existing conditions survey; preparation of conceptual plans; testing feasibility and estimating costs for improvements identified during the public engagement. A letter of interest and preliminary scope of services from a professional engineering team is attached here.

Amount of CPA funding you are seeking: $50,000

When do you request the CPA funding be received by your project? FY27

Property Owner (if different from applicant)

Owner's Name _____

Owner's Address _____

Phone No. _____ Email: _____

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) that best apply to your project.
Boxes with an X through them are not CPA eligible activities. Contact the Town Planner if you need more information.

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	☐	☐	☐	☐
CREATION To bring into being or cause to exist. *Seideman v. City of Newton*, 452 Mass. 472 (2008)	☐	☒	☐	☐
PRESERVATION Protect personal or real property from injury, harm or destruction	☐	☐	☐	☐
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	☒	☒	☒	☐
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds ☐	☐	☑	Only applies if housing was acquired or created with CPA funds ☐

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

End of Step 1 application

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2



Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Town of Great Barrington (Planning Dept.)

Project Name Old Maid's Park Design & Engineering

Project Address Wyantenuck St, Housatonic

Assessor's Map 26 Lot 81A + 91A

Property Deed Book / Page see #3 below / _____

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $50,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA	50,000	38%	design and engineering	no
MVP grant	80,860	62%	community engagement	yes
Total budget:		$130,860		

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

CPA: FY27

MVP: Already in hand.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

The bulk of the property was donated to the Town in the early 1960s (see Book 334 Park 594), and there is not a permanent protection on file.
Another 0.18 acres was donated in 2003 and is restricted by Deed conditions (see Book 1477 Page 254, and subsequent agreement at Book 1477 Page 304).

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

No changes or new restrictions would be required per CPA rules. The park is open to the public and will remain so.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

The project would be led by the Planning Director and ongoing teamwork with the DPW, Parks Commission, Housatonic Improvement Committee, and Selectboard. The Planning Director has over 15 years experience leading related projects with the Town, including the Lake Mansfield Improvements, and 25 years of experience in related projects.

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

This project supports the goals of the Preservation Plan because it is designed to preserve Historic Town owned Resources i.e. Documents which the voters of the Town will benefit from being able to access and research. Preserving historically significant documents will benefit the voters by allowing them to learn about their past and how the Town has been managed and operated throughout the years.

7.) Town Projects: Is the proposed project for a town-owned asset? ☑ Yes ☐ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

The entire funding source for this project will be derived from the CPA Funds. If CPA funds are not allocated for this project then I will request that the budget for records preservation under the Town Clerks Operating Budget be drastically increased each year so that I am able to comply with the requirements of the Municipal Records Retention Schedule.

8.) Public Benefits: Describe the public benefits of the project.

If we do not preserve the records of our past actions then we will lose the opportunity to learn from our past. The public benefits from being able to know the history of their town and its people, if that knowledge is lost due to neglect or inaction we will be depriving ourselves of the benefit of learning about our ancestors and their contributions that have made us who we are. We could even lose legal rights that establish Town ownership of real property assets.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

No the CPA funds will not be used to leverage other funding sources for this project.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

During a meeting on November 4, 2025 at the Historical Commission I received input stating that this was a valuable and wise course of action and that the Commission would be willing to volunteer time to assist in this process.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

There are currently no permits required to for the Historic Documents Preservation Plan to move forward.

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

n/a

13.) Affordability Level(s):

_____% of area median income no. of units _____
_____% of area median income no. of units _____
_____% of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

n/a

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

N/A

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

N/A

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

Please see attached narrative.

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Please see attached narrative.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Christopher Rembold

Ph: 413-528-1619 x. 2401 Email crembold@townofgbma.gov

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature:

Date: 12/3/25

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

Background: Old Maid's Park is in close proximity to the Housatonic Village Center, and one can walk or bike there without navigating steep hills or busy roads. The park is owned by the Town of Great Barrington, and its 3.9 acres span both sides of the Williams River. This proposed CPA project will complement, and help implement, the Town's current Municipal Vulnerability Preparedness (MVP) grant from the State, which has funded a community planning and engagement process related to Old Maid's Park on the Williams River. Specifically, ***a goal of this project is to enhance the climate resilience of our most valued community open spaces, particularly those that are near or within walking distance of population centers and those that provide (or have the opportunity to provide) shade and access to water resources for cooling and recreational benefits for people of all ages and abilities.***

The MVP grant-funded community engagement process will result in improvement plans for Old Maid's that will need to be refined by civil engineers and landscape architects for feasibility, permitting, and cost implications. This CPA request is intended to fund that engineering and design work, including: preparation of baseline and existing conditions survey of the site (documenting all property lines, site features, structures, topography and so forth); preparation of conceptual plans; testing feasibility and estimating costs of improvements identified through the community engagement process.

Consistency: The project is consistent with the CPA Plan, which includes a recognition of "the mounting realities of climate change" and states that one of the town's CPA needs is to "serve the changing needs of our community, particularly those most in need of convenient places for cooling, recreation, and community gathering, as well as our aging and less mobile population." That is in fact the exact intent of this project. It will develop plans that improve Old Maid's Park as a place that can continue to serve the open space, recreation, and cooling needs of the community.

This project will meet the following two of the five CPA open space and recreation funding priorities:

- "Support projects designed to help mitigate the impacts of climate change on our community.
- Provide for a demonstrated community open space or recreational need and be accessible for a variety of ages and abilities."

This project is also consistent with the Town's Master Plan, specifically Goal OSR 3, which states, "Parks, open space and recreational area should serve the changing needs of our community."

Finally, the project is consistent with the recommendations of the Town's **2025 ADA Plan**, which calls for specific handicapped accessibility improvements at Old Maid's park. Relevant pages from that plan are attached to this packet.

8.) Public Benefits: Describe the public benefits of the project.

Public benefits include direct benefits to people (access – for all abilities – to the health, cooling, recreational, and social benefits of nature, and flood resilience), and direct benefits to wildlife (improved water quality, improved cold water connectivity, removal of invasive plants, flood resilience).

1. The park is already open to the public during daylight hours, and it will remain so.

2. This project is intended to result in a more accessible park, as per the recommendations of the 2025 ADA Plan. Currently, the grassy path from the parking area down to the water is too steep, and it is not a "firm and stable surface;" therefore, it does not meet accessibility regulations. As a result only relatively able-bodied individuals can access the water. **Photos 5 and 6** provided with this application illustrate the steep slopes.

   Access to natural waterways for recreation, joy, sport, and cooling helps to facilitate human health and well-being, and provides an important means to cope with the impacts of climate change. People are generally healthier when they can access the outdoors, particularly in a warming climate. Health and cognitive impacts from extreme heat is one of the most urgent human impacts listed in the 2022 Massachusetts Climate Change Assessment. As climate change increases the frequency of extreme heat days, residents can experience impacts on their health and cognition disproportionately. Extreme heat impacts the ability to work in climate-vulnerable or outdoor industries due to weather conditions or the need to care for others who are sick due to extreme heat. Therefore places to cool down and be outside are becoming more and more essential for people of all ages and mobility.

   Further, when people have places to gather, that can create or enhance existing social connections, strengthening the social fabric and therefore the climate resilience of the community.

3. This project could improve water quality. Currently stormwater in the upper parking lot area is collected into catch basins that drain directly into the river without filtration or cooling. The best practice to filter stormwater would be to install rain gardens or other infiltration measures, similar to what was installed in the Lake Mansfield parking area. **Photos 8 and 9** provided with this application illustrate the catch basins, erosion, and lack of stormwater infiltration features.

   In particular, hotter weather is bringing more extreme rainfall events, and an increase of unfiltered runoff can negatively impact the community by polluting waterways and transmitting diseases to people who swim or recreate in the waterway. E. coli monitoring data from the Great Barrington Health Department shows that bacteria counts at Old Maid's and two other sampling locations typically get higher in August, typically the warmest month of the year. By investing in infrastructure improvements to reduce runoff into the Williams River swimming hole and improving access, we can ensure that additional cooling and bathing locations are continuously available as our climate continues to change and impact water quality.

   Improvements to runoff, steep slopes, and new plantings can also mitigate soil erosion, another major factor in another water quality degradation. Soil erosion into waterways adds

more silt and sedimentation into the stream, the makeup of which can include nutrients like phosphorus and nitrogen. This can then change the water chemistry, harm native flora and fauna, and increase the water temperatures.

4. This project could improve wildlife habitat. The Williams River is a relatively large tributary to the Housatonic River. It begins in West Stockbridge and flows through Great Barrington, connecting into the Housatonic just south of Division Street. The Williams River is a designated coldwater fish resource that supports wild and stocked Brown Trout but suffers from high water temperatures, making it more intolerable for native coldwater fishes. We will coordinate with Housatonic Valley Association (HVA) and Mass. Division of Fisheries and Wildlife (Mass Wildlife) to consider what improvements can mitigate degradation of the river ecosystem, and what improvements can mitigate soil erosion. Both groups have extensive expertise in this type of work, both have been active in planning for climate change mitigation and adaptation, most importantly, both have pledged their support to the MVP project. Mass Wildlife is leading a multi-agency effort funded by a National Fish and Wildlife Foundation "America the Beautiful" (ATBC) grant federal grant to improve river ecosystems. HVA leads the *Berkshires Clean Cold and Connected* project. Both Mass Wildlife and HVA have commented to partnering in our community engagement efforts, helping to educate the Town and our community about climate change, its existing and future impacts on the river and park, and potential solutions for this park.

5. This project could improve flood resilience. Impoundments (dams), particularly poorly constructed dams, can be extremely vulnerable to extreme rainfall events. As climate change makes the frequency of extreme precipitation more frequent and more likely, the Williams River is sure to experience extreme river flows which could imperil the dam and lead to flooding in the case of dam failure. On the other hand, a river without obstructions and with healthy vegetation has more opportunity to spread out the flow, to slow the flow, and to mitigate extreme flooding. If the community engagement process identifies dam removal as an option, Mass Wildlife stands ready, with over $1 million if needed, to deliver on the deconstruction of the dam and restoration of the river.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

This CPA project is part of a multi-agency effort. The Town is already underway on an $80,860 MVP grant funded project. Furthermore, if the community engagement process identifies dam removal as an option, Mass Wildlife stands ready, with over $1 million, to deliver on the deconstruction of the dam and restoration of the river.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

The MVP grant-funded work underway is ***all about*** community input and engagement. Three main goals of the project are:

1. To develop a plan to enhance the Old Maid's Park resilience to climate change impacts

2. To develop a plan that will ensure universal accessibility to the park for all community members and create solutions that embody the values and needs of the community
3. To utilize community engagement practices as a means of informing the plan development and of creating deeper and lasting community connections within the Village of Housatonic and the wider region

The process will utilize a variety of discussions and events to achieve these goals, including

- A "Welcome to Old Maid's Park" events to introduce residents to the park. (The park is relatively little known, according to previous town surveys.)
- Interactive Community Dinners in Housatonic (for example, at the Housy Dome or Berkshire Pulse).
- Outreach at community hubs, which could include the Alice Bubriski Memorial Playground, the winter farmer's market at the Housy Dome, Ramsdell Library, and village businesses.
- Collaboration with *Language Justice Solutions* to ensure translation, interpretation, and cultural accessibility at all events.
- Making materials, signage, and surveys be multilingual (English/Spanish at a minimum) and ADA-accessible.
- An inclusive community survey to collect broad community perspectives.
- Youth engagement with Old Maid's Park and the Williams River through meaningful activities that are rooted in environmental science, climate science, etc. in collaboration with schools and/or other community organizations.
- After information collection, work with the design/engineering team to develop public forums to present draft design concepts and gather feedback
- Seek to form a diverse and multigenerational community stewardship group or task force to sustain engagement beyond the grant period

This work will also complement the work of the Mass. Division of Fisheries and Wildlife (Mass Wildlife), which is funded by a National Fish and Wildlife Foundation "America the Beautiful" grant. Mass Wildlife, with the support of the Great Barrington Parks Commission, proposed in 2023 to undertake a community engagement process to learn what is desired and needed to improve the swimming access at Old Maid's Park, including potentially removing the unsafe remnant dam. Mass Wildlife's watershed-wide goals include improving the Williams River as a coldwater fish habitat, removing invasive plants, and improving the riparian forest's ability to moderate increases and decreases of precipitation and water temperature expected to occur with climate change.

HVA supports the work as well. HVA works across the entire 2,000 square–mile Housatonic River Watershed to conserve the natural character, environmental health, and the economies of the region by protecting and restoring its land and waters for today and for future generations. As such, HVA has long been invested in conservation projects that both ensure public access to natural spaces and protect key habitat for both terrestrial and aquatic wildlife.

We will keep all partners informed, and we will keep all relevant Town boards and committees informed. And, of course, all will be welcome at the above events.

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

The project is consistent with the CPA Plan, which includes a recognition of "the mounting realities of climate change" and states that one of the town's CPA needs is to "serve the changing needs of our

community, particularly those most in need of convenient places for cooling, recreation, and community gathering, as well as our aging and less mobile population." That is in fact the exact intent of this project. It will develop plans that improve Old Maid's Park as a place that can continue to serve the open space, recreation, and cooling needs of the community.

This project will meet the following two of the five CPA open space and recreation funding priorities:

- "Support projects designed to help mitigate the impacts of climate change on our community.
- Provide for a demonstrated community open space or recreational need and be accessible for a variety of ages and abilities."

This project is also consistent with the Town's Master Plan, specifically Goal OSR 3, which states, "Parks, open space and recreational area should serve the changing needs of our community."

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

This is not a construction project, and no specific approvals are required. This project will however develop a list of all approvals that may be necessary for improvement scenarios that may emerge from the community engagement process. The following permits or approvals could be required

- Parks Commission, Selectboard, and Town Meeting for funding or operational questions.
- Conservation Commission and Mass DEP for work in or near wetlands, rivers, and flood zones
- Army Corp of Engineers, for work on the dam and under water
- Natural Heritage and Endangered Species Program, for any work in identified habitat areas

Additional Information Attached:

Existing Conditions Photos

Map Showing Project Location

Related Property Deeds

Pages from the 2025 ADA Plan

Letter of Interest from Civil Engineers


Photo 1
TOWN OF GREAT BARRINGTON MASSACHUSETTS
1761
OLD
MAIDS
PREVENT
TICK
BITES!


Photo 2


Photo 3


Photo 4

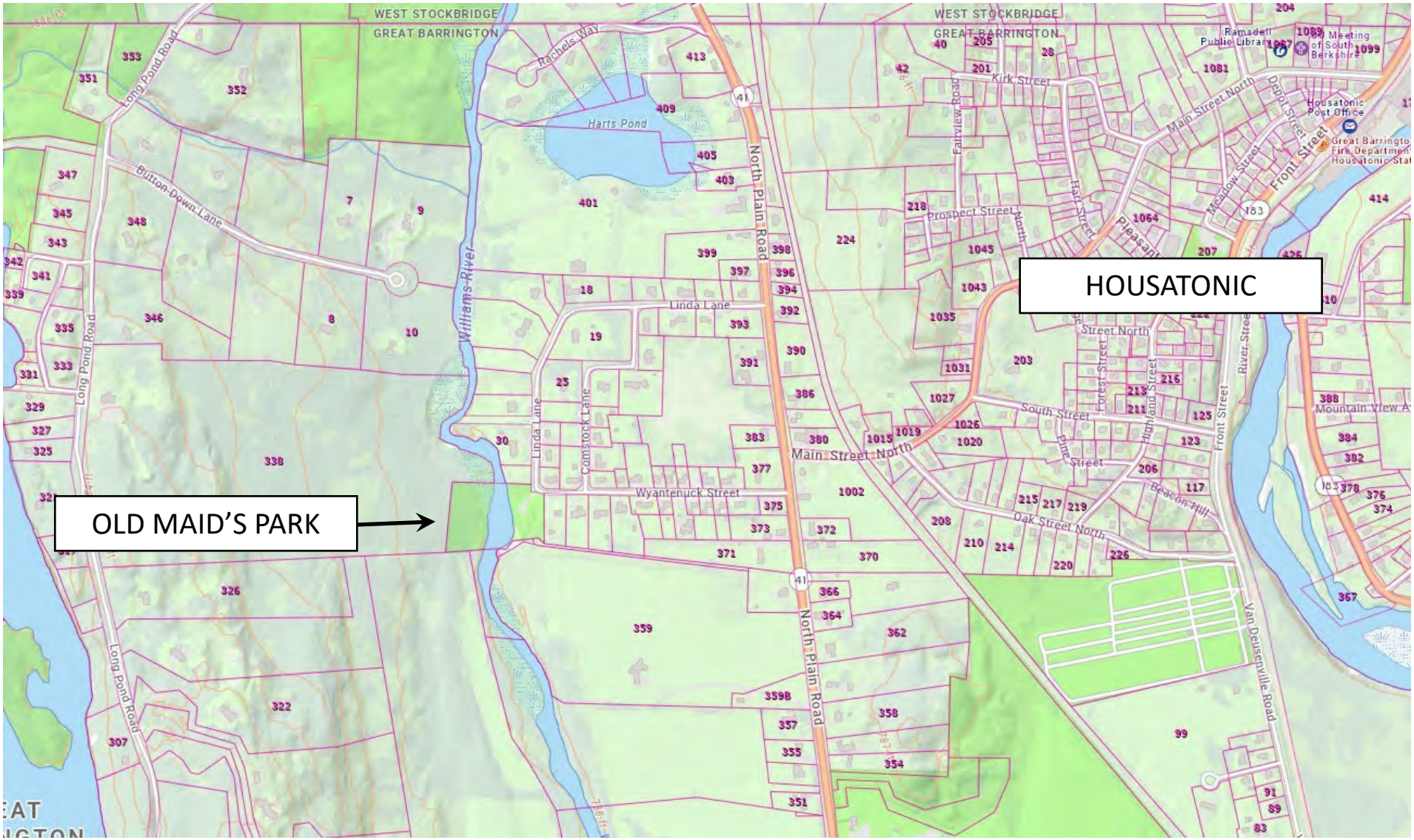

Photo 5


Photo 6


Photo 7


Photo 8


Photo 9


HOUSATONIC
OLD MAID'S PARK
WEST STOCKBRIDGE
GREAT BARRINGTON
Long Pond Road
Button Down Lane
Williams River
Rachels Way
Harts Pond
North Plain Road
Linda Lane
Comstock Lane
Wyantenuck Street
Main Street North
Kirk Street
Fairview Road
Prospect Street
Hall Street
Meadow Street
Front Street
Depot Street
Main Street North
Housatonic Post Office
Ramsdell Public Library
Meeting of South Berkshire
Great Barrington Fire Department Housatonic Station
South Street
Forest Street
Highland Street
Pine Street
Oak Street North
Beacon Hill
River Street
Van Deusenville Road
Mountain View Avenue

BOOK 334 PAGE 594

That, WHEELER AND TAYLOR REALTY COMPANY

a corporation duly established under the laws of Massachusetts

and having its usual place of business at Great Barrington

Berkshire County, Massachusetts, for consideration paid

grant to THE INHABITANTS OF THE TOWN OF GREAT BARRINGTON

~~X~~ with warranty covenants

the land in said Great Barrington, bounded and described as follows:

[redacted]

Beginning at a point in the north sideline of Wyantenuck Street, said point being 370 feet, more or less, westerly from the southwest corner of land now or formerly of one Martin, and being the northeast corner of the land herein conveyed; thence running south 13° 05' west, 310 feet, more or less, to a right of way; thence along the said right of way the following courses and distances: North 48° 15' west 55 feet; north 79° west, 135 feet, more or less, to the east bank of the Williams River; thence along the said east bank of the said river 55 feet, more or less; thence north 63° 40' west, 53.46 feet to the west bank of said river; running thence north 82° 40' west, 250 feet, more or less, to a point; thence running north 13° 05' east, 370 feet, more or less, to a point on the extended north sideline of said Wyantenuck Street; and running thence south 76° 25' east, 500 feet, more or less, to the place of beginning; containing 4 acres, more or less.

Being a portion of those premises as were conveyed to Wheeler and Taylor Realty Company by deed from Pioneer Investment Corporation dated January 21, 1960, and recorded in the Southern Berkshire Registry of Deeds in Book 525, Page 68.

No Stamps Required.

BOOK 334 PAGE 595

In witness whereof, the said Wheeler and Taylor Realty Company has caused its corporate seal to be hereto affixed and these presents to be signed, acknowledged and delivered in its name and behalf by Robert K. Wheeler its President this 4th day of April in the year one thousand nine hundred and sixty-two.

Signed and sealed in presence of

WHEELER AND TAYLOR REALTY COMPANY

by Robert K. Wheeler

The Commonwealth of Massachusetts

April 4, 1962

Berkshire ss.

Then personally appeared the above named Robert K. Wheeler and acknowledged the foregoing instrument to be the free act and deed of the Wheeler and Taylor Realty Company before me

William P. Miller

Notary Public

My commission expires October 22, 1965

CERTIFICATE OF VOTE

I, WILLIAM S. WEBBER, 3rd., Clerk of Wheeler and Taylor Realty Company, a corporation duly established under the laws of the Commonwealth of Massachusetts, and having an usual place of business at Great Barrington, Massachusetts, do hereby certify that at a special meeting of the Board of Directors of Wheeler and Taylor Realty Company, duly called and held on the twelfth day of March, 1962, it was unanimously voted:

> That in accordance with the by-laws of the corporation that Robert K. Wheeler, President of Wheeler and Taylor Realty Company, be and hereby is authorized and empowered in the name and behalf of the corporation to convey certain real estate adjoining Williams River in the village of Housatonic, town of Great Barrington, Berkshire County, Massachusetts, to the Inhabitants of the Town of Great Barrington.

William S. Webber, 3rd.
Clerk of
Wheeler and Taylor Realty Company

I, WILLIAM S. WEBBER, 3rd., Clerk of Wheeler and Taylor Realty Company, further certify that the President of Wheeler and Taylor Realty Company, is the officer named in the by-laws of the corporation as being the proper officer to sign conveyances of real estate.

William S. Webber, 3rd.
Clerk of
Wheeler and Taylor Realty Company

Received May 24, 1962 at 4:31 P.M.
Southern Berkshire Registry of Deeds James J. Connaford Regr.

BK 1477 PG 254
10/16/03 10:09 DOC. 170925

KNOW ALL MEN BY THESE PRESENTS:

THAT WE, JOSEPH L. GROCHMAL AND ANN M. GROCHMAL (the "Grantor"), of Housatonic, Massachusetts, **WITHOUT CONSIDERATION** as this transfer represents a gift, grant to the inhabitants of the Town of Great Barrington, a municipal corporation located in the County of Berkshire, Commonwealth of Massachusetts, whose post office address is 334 Main Street, Great Barrington, MA 01230 (hereinafter, the "Town"), with **QUITCLAIM COVENANTS**, the land in said Housatonic bounded and described as follows:

A certain piece of land, located adjacent to Town owned land, known as "Old Maids" swimming hole shown as 0.18 acres on the attached plan of land entitled "Plan Prepared for Joseph L. & Ann M. Grochmal Great Barrington, Massachusetts May - 2002, Scale 1" =20', Kelly-Granger-Parsons and Associates, Inc. ", and recorded in the Southern Berkshire District Registry of Deeds in Plat File M-6, and being a portion of the premises conveyed to the Grantor herein by deed of Wheeler and Taylor Realty Company dated June 5, 2001 and recorded in said Registry of Deeds in Book 1242, Page 334. So as to further avoid confusion, said Parcel transferred to the Town hereunder by the Grantor contains precisely 0.18 acres.

Off North Plain Road
Housatonic, MA 01236

For Confirmation See Bk 1477 Pg 304

It is the desire of the Grantor that the premises remain essentially in their natural state. Therefore the above-described premises are conveyed subject to the following restrictions and obligations:

1. No improvements shall be permitted on the parcel without the prior written approval of Grantor. Notwithstanding the foregoing, Grantor acknowledges that the parcel on the aforesaid plan of land shall be accessible to the public for recreational purposes.

2. With the exception of mowing of the grassy area to keep the premises in their open condition, no trees, flowers, brush, shrubs, or other vegetation of any nature or kind shall be cut or destroyed on said parcel, provided, however that the cutting of diseased, dead or damaged trees in accordance with sound conservation practices shall be permitted.

3. No motorized vehicle of any kind shall be permitted to operate on said parcel except such as may be necessary for emergencies, maintenance, patrol, or to fight fire. The Town will maintain a stone barrier at the edges of the parking lot to preclude common vehicular traffic from entering the site.

4. The Town shall clearly post, monitor and enforce times for the area to be accessible to the public, namely sunrise to sunset. These postings shall be installed by November 3, 2003.

5. The Town shall remove the light and light post from the property. This light and light post shall be removed by October 17, 2003

6. The Town shall install a gate to the parking area entrance on Wyantenuck Street and the gate shall be closed and locked from sunset to sunrise daily to prevent the entrance of common vehicular traffic. It is the understanding of the Grantor that the gate may remain closed and locked for extended periods of time.

7. The Town shall erect and maintain a split rail fence (3 rail) along the boundary line with "Remaining Land of Grochmal" from the bank of the Williams River, behind the stump to the edge of the woods on the west side of the Old Roadway.

8. The Town shall provide a trash receptacle and regularly pick up and remove trash from the site.

If the above restrictions and obligations are not met, the Grantor herein, or any subsequent successor owner of 359 North Plain Road, Housatonic, Massachusetts (the "Successor"), shall give the Town written notice by certified mail of any failure to observe any said restriction or obligation, and the Town shall have thirty days from the date of such written notification to correct such failure. If the Town shall not correct such failure within said thirty day period the above described land will revert to the Grantor or any Successor upon written notice from the Grantor, or the Successor, to the Town to that effect.

WITNESS our hands and seal this ~~14~~ 16th day of October, 2003.

Joseph L. Grochmal

Joseph L. Grochmal

Ann M. Grochmal

Ann M. Grochmal

COMMONWEALTH OF MASSACHUSETTS

Berkshire, ss. October 16, 2003

Then personally appeared the above-named Joseph L. Grochmal and Ann M. Grochmal and acknowledged the foregoing instrument to be their free act and deed, before me.

Notary Public
My Commission Expires:
Louis J. Oggiani
NOTARY PUBLIC
My commission expires Sept. 16, 2005

SOUTHERN BERKSHIRE REGISTRY OF DEEDS

BK 1477 PG 304
10/17/03 09:40 DOC. 170940

CONFIRMATION OF DEED

The Town of Great Barrington, acting by and through the Chairman of the Board of Selectmen, duly authorized thereto, hereby agrees to the conditions in the deed from Joseph L. Grochmal and Ann M. Grochmal to the Inhabitants of the Town of Great Barrington dated October 14, 2003, and recorded in the Southern Berkshire District Registry of Deeds on October 16, 2003 in Book 1477, Page 254, which land is shown on a plan of land entitled "Plan Prepared for Joseph L. & Ann M. Grochmal, May 2002, Scale 1"=20', prepared by Kelly Granger Parsons and Associates, Inc., Great Barrington, Mass. and which plan is recorded in said Registry of Deeds in Plat File M-6. The voters at the June 24, 2002 Special Town Meeting voted to acquire by gift or purchase on terms acceptable to the Board of Selectmen, the land situated immediately adjacent to Town land on the Williams River known as "Old Maids" swimming area in Housatonic.

FOR THE TOWN OF GREAT BARRINGTON BY THE CHAIRMAN OF THE BOARD OF SELECTMEN

DOUGLAS D. STEPHENSON

COMMONWEALTH OF MASSACHUSETTS

BERKSHIRE, SS. Oct 17, 2003

Then personally appeared the above-named DOUGLAS D. STEPHENSON, Chairman of the Board of Selectmen and acknowledged the foregoing instrument to be the free act and deed of the Town of Great Barrington, before me.

NOTARY PUBLIC
MY COMMISSION EXPIRES: 9/20/07





Great Barrington ADA Self-Evaluation and Transition Plan

June 2025





BRPC
Berkshire Regional Planning Commission

TOWN OF GREAT BARRINGTON MASSACHUSETTS 1761

Old Maids Park

Old Maid's Park is a 3.8-acre park located behind Wyantenuck Street. This small park features open space, picnic tables, a grill, and access to the Williams River.



Old Maids Park has a variety of passive recreational opportunities.

Priority 1 – Parking and Approach

The parking area has approximately a half dozen parking spaces. The lot is not delineated, lacks a designated accessible parking spot, and is made up of packed gravel.

The lot does not have accessible parking spaces as required by 208.2 of the 2010 ADA Standards and 521 CMR 23.2.1. The 2010 ADA standards require at least one accessible parking space anywhere a city or town provides parking.

Additionally, 208.2.4 of the 2010 ADA Standards and 521 CMR 23.2.2 requires that there be at least one van accessible parking space. Van accessible spaces must be at least 11-feet wide and have a five-foot access aisle or eight-feet wide with an eight-foot aisle. The aisle must be painted with diagonal lines

There is no accessible route from the arrival point to the park elements as required by 206.2.1 of the 2010 ADA Standards and 521 CMR 20.2.

Priority 2 – Access to Goods and Services

There is no accessible path of travel to the picnic tables, grill or water. Additionally, elements such as picnic tables and grills are not located on an accessible surface.



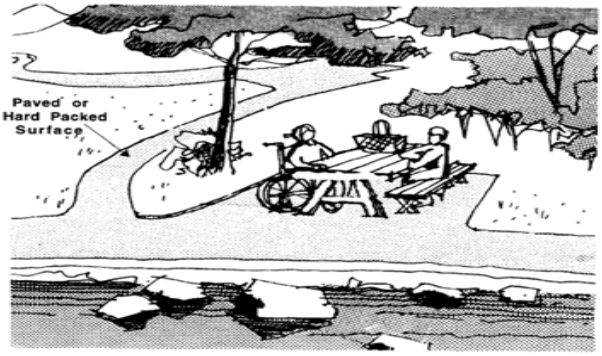
There is no accessible parking on the property.

To access the grill and picnic tables a person must walk across the grass, which is not "stable, firm, and slip resistant," in accordance with 302.1 of the 2010 ADA Standards and 521 CMR 29.1.

Additionally, for a person to access the water one must descend a grassy hill that has a slope that exceeds 5% of the grade as specified in 403.3 of the 2010 ADA Standards and 521 CMR 20.9.

The picnic tables on the property are not accessible, which does not comply with 521 CMR 19.5.2, which requires at least 5% of the tables to be accessible. See Fig. 19d.

The town could install designated accessible parking and create a short but accessible path of travel to an accessible picnic table and charcoal grill located at the top of the hill, located within proximity to the parking lot while still offering visitors views of the surrounding landscape.



Source: Massachusetts Architectural Access Board.

Priority 3 – Toilet Rooms

There are no restrooms located at the park. The town should ensure any portable toilets should be accessible and must comply with MAAB 521 CMR 30.1.2

Priority 4 – Additional Access

There are no other elements at the park that the Department of Justice considers under Priority 4.

47 Pleasant Street | Suite 2N
Northampton, Massachusetts 01060
www.woodardcurran.com

T 800.426.4262
F 207.774.6635

Via Electronic Mail

October 29, 2025

Chris Rembold, ACIP
Interim Town Manager
Director of Planning and Community Development
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230

Re: Letter of Interest and Preliminary Scope of Engineering Services
Old Maid's Park Improvements

Dear Chris:

Woodard & Curran appreciates the opportunity and is interested in supporting the Town of Great Barrington with preliminary engineering services for potential improvements to Old Maid's Park, located adjacent to the Williams River off of Linda Lane and Wyantenuck Street. We have prepared the preliminary scope of services and estimated budget to aid in project budgeting and to advance this initial phase of the project. We understand that the work, if authorized, would not begin until July 2026 and would extend over the following one-year period.

SCOPE OF SERVICES

Phase 1: Community Engagement & Conceptual Design

As part of this initial phase, Woodard & Curran will support the Town with community engagement and conceptual design development activities, intended to generate a preferred concept plan that can be used as the basis of future design development and support future grant funding application(s). Woodard & Curran envisions completing the following specific activities during this initial phase of services:

- Obtain a current existing conditions survey, prepared by a licensed land surveyor subconsultant;
- Attend and facilitate one (1) in-person community workshop, intended to obtain community feedback on desirable uses for the site;
- Support the creation of a digital questionnaire/survey for the Town to distribute, intended to obtain community feedback and desirable uses for the site
- Prepare up to two conceptual plans based on community feedback and Town leadership input;
- Present the conceptual plan(s) at a public workshop and gather final feedback;
- Prepare one final conceptual layout plan; and
- Prepare a conceptual level Engineer's Opinion of Probable Construction Costs (EOPCC) for the final concept

Woodard & Curran

CLARIFICATIONS AND EXCEPTIONS

The following represents Woodard & Curran's understanding of items that need additional clarification and/or assignment of responsibility for work.

1. Conceptual layout plans will be 2-D and in color. 3-D modeling or perspective view simulations are not included.

FEE ESTIMATE

Woodard & Curran proposes to perform the work described within this proposal upon the fee and billing methods described in the following table. Phase 1 will be lump sum, billed monthly based upon the percentage of work completed.

PHASE	DESCRIPTION	FEE	BILLING METHOD
1	Community Engagement & Conceptual Design	$50,000.00	Lump Sum
	Total	**$50,000.00**	

SCHEDULE

Woodard & Curran is available to begin providing the above services in July 2026 and will complete the services by June 2027.

Thank you again for considering Woodard & Curran for this effort. If the Town is interested in proceeding, we would be pleased to develop and submit a formal proposal with detailed terms and conditions for your review. We look forward to the opportunity to collaborate on this exciting project.

Sincerely,

WOODARD & CURRAN, INC.

Megan McDevitt, PE
Vice President

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Town of Great Barrington

Project Name Housatonic Playground Improvements

Project Address Pleasant Street Housatonic

Assessor's Map 1 Lot 1-155-A

Property Deed Book / Page 155 / 445

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $165,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA	**$165,000**	**100%**	**Procurement & Improvements**	
Total budget:		165000		

1

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

July 1, 2026

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

No

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

No

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

Parks Commission, DPW Building & Grounds & Low Bid Contractor

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

The Housatonic Playground is one of the most utilized park in town. There have been many request to upgrade to basketball court to the Parks Commission. Residents have also requested outdoor play area in town for Pickleball. Both of these improvements will increase the park usage and recreation.

7.) Town Projects: Is the proposed project for a town-owned asset? ☑ Yes ☐ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

The town's current budget situation does not have funding available for open space and recreation improvements. If CPA funds are not received, this project will most likely not be undertaken.

8.) Public Benefits: Describe the public benefits of the project.

Increased park usage & recreation will result. The scope of this request is to upgrade the paved playing surface at the Housatonic Playground. The upgrade will include, improved basketball court, leveling the surface, applying a surface coating, install painted lines so the surface can be a multi use surface, install the necessary hardware to support pickle-ball netting.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

no

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

The improvements have been the subject matter of many Parks Commission discussions.

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

None

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

N/A

13.) Affordability Level(s):

N/A ____% of area median income no. of units _____
N/A ____% of area median income no. of units _____
N/A ____% of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

None

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

N/A

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

None

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

Increased park usage & recreation will result. The scope of this request is to upgrade the paved playing surface at the Housatonic Playground. The upgrade will include, improved basketball court, leveling the surface, applying a surface coating, install painted lines so the surface can be a multi use surface, install the necessary hardware to support pickle-ball netting.

5

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

None

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: **Ilana Siegal, Parks Commission Chair/ Joe Aberdale DPW**

Ph: 413-717-8603 Email jaberdale@townofgb.org

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: _____

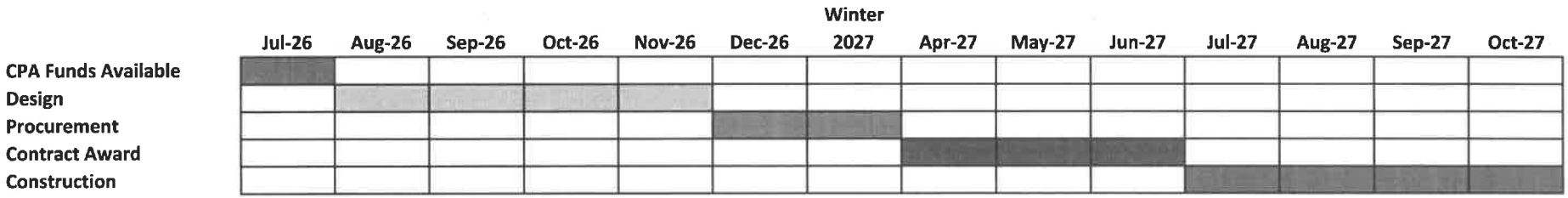
Date: 12/3/25

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

6

Housatonic Playground Improvements



BUDGET ESTIMATE HOUSATONIC PLAYGROUND

Subcontractor

Clean & Seal Existing Cracks on Pavement to Remain	1	$ 2,000.00	Lump Sum Budget	$ 2,000.00
Unclassified Excavation & Disposal	165	$ 48.00	/CY	$ 7,920.00
Gravel Borrow	85	$ 85.00	/CY	$ 7,225.00
HMA Surface Course - 9.5mm overlay 1.25" average	110	$ 275.00	/ton	$ 30,250.00
HMA - 19mm @ 3"	140	$ 225.00	Allowance	$ 31,500.00
HMA - Curb	250	$ 30.00	/LF	$ 7,500.00
Asphalt Emulsion - Tack Coat	85	$ 10.00	/Gal	$ 850.00
Remove & Reset Trees	2	$ 1,000.00	/Ea	$ 2,000.00
Resilient Cushion Course System	0	$ 35.00	/SY	$ -
Acrylic Color Coating System and Line Painting	695	$ 30.00	/SY	$ 20,850.00
Portable Net System	2	$ 2,000.00	/ea	$ 4,000.00
Practice Board	1	$ 4,000.00	/ea	$ 4,000.00
Errosion, Sedimentation & Dust Control	1	$ 1,500.00	/LS	$ 1,500.00
Loam, Seed, Straw Mulch & Clean-UP	120	$ 30.00	/SY	$ 3,600.00

Sub-Total: $ 123,195.00

15% Allowance: $ 18,479.25

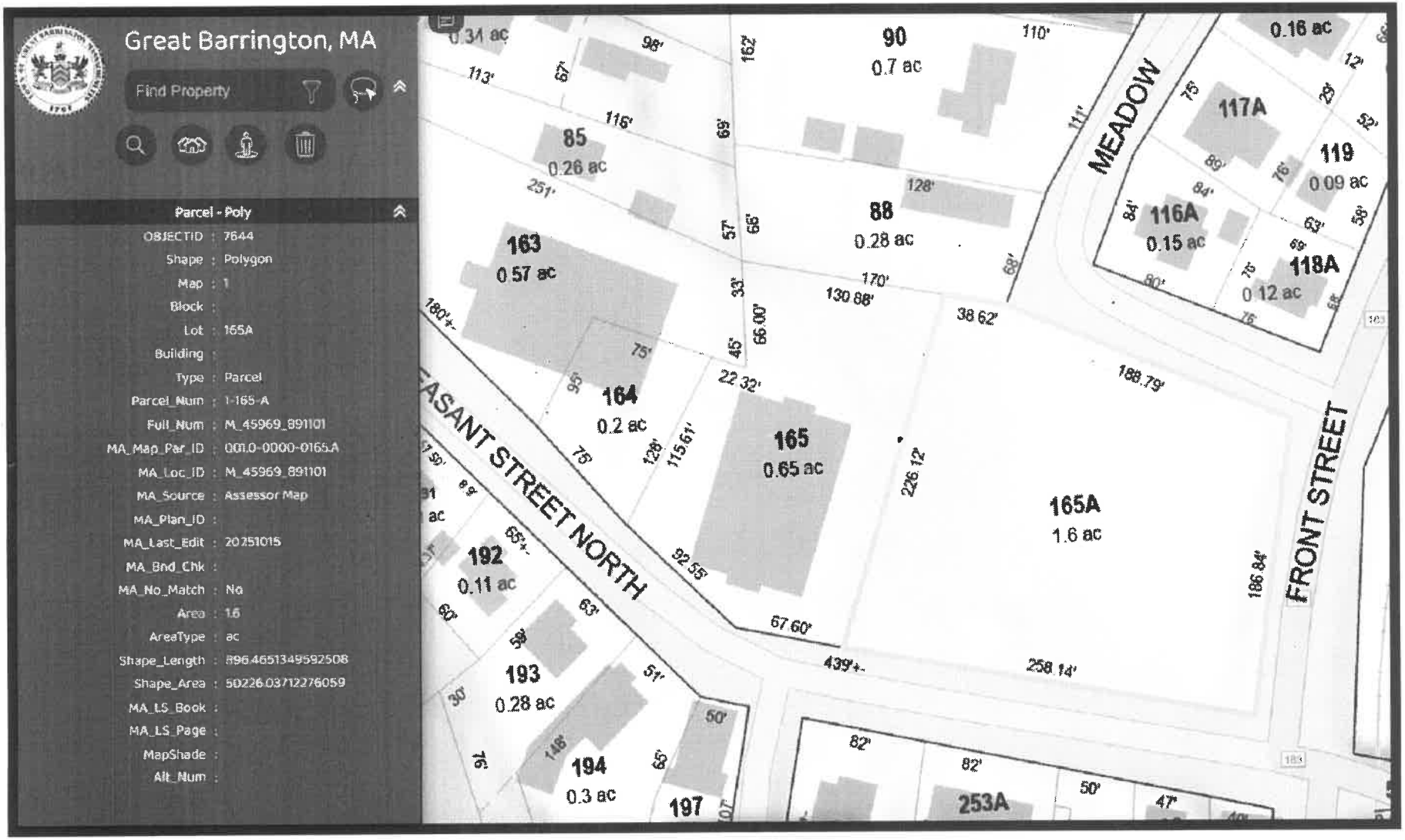
Construction Work: $ 141,674.25

Design & RFP Package	$ 12,500.00
Procurement	$ 5,500.00
Construction	$ 141,674.25
Construction Oversight	$ 5,000.00

Total: $ 164,674.25



HOUSATONIC PLAYGROUND



ACESSORS MAP HOUSATONIC PLAYGROUND

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name Great Barrington Affordable Housing Trust

Project Name Affordable Housing Support Programming

Project Address TBA

Contact Person Ananda Timpane & Fred Clark Title: Co-Chairs

Phone No. 413-329-8707 Email ananda.timpane@gmail.com, fred3clark@

Brief Project Description (attach up to 1 additional page if necessary)

Great Barrington Affordable Housing Trust requests CPA funds with the goal of continuing to move towards being the official town body that oversees affordable housing that accepts, reviews, funds, and oversees all application and projects related to affordable housing in the town. In this way, the Trust will answer the urgency of the housing crisis in our community efficiently while minimizing redundancy. Through 5 core activities: Housing Stabilization, 0% Down Payment Loans, Accessory Dwelling Units, Affordable Housing Development Grants, and Property Acquisition. See attached additional page for more details.

Amount of CPA funding you are seeking: $675,000.00

When do you request the CPA funding be received by your project? 7/1/2026

Property Owner (if different from applicant)

Owner's Name TBA

Owner's Address TBA

Phone No. TBA Email: TBA

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) that best apply to your project.
Boxes with an X through them are not CPA eligible activities. Contact the Town Planner if you need more information.

	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	☐	☐	☐	✓
CREATION To bring into being or cause to exist. *Seideman v. City of Newton*, 452 Mass. 472 (2008)	☐	☒	☐	✓
PRESERVATION Protect personal or real property from injury, harm or destruction	☐	☐	☐	☐
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable	☒	☒	☒	✓
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds ☐	☐	☐	Only applies if housing was acquired or created with CPA funds ✓

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

End of Step 1 application

Great Barrington Affordable Housing Trust
Step 1 Application to the Great Barrington Community Preservation Committee

Great Barrington Affordable Housing Trust ("the Trust") is taking the unusual step to request $675,000 – the maximum CPC can apply to affordable housing – with the goal of continuing to move towards funding the Trust as the official town body tasked with advancing affordable housing. As such the Trust will accept, review, fund and oversee all applications and projects related to affordable housing in the Town. In this way, the Trust will answer the urgency of the housing crisis in our community efficiently while minimizing redundancy.

According to data from the most current Great Barrington Housing Study, commissioned by the CPC and paid for with CPA funds, there is a pressing need for more affordable housing in Great Barrington. In fact, 45% of current renters are considered either cost burdened (25%) or severely cost burdened (20%), while 20% of homeowners are cost burdened (15%) or severely cost burdened (5%). In addition, 68% of South County renters and 47% of South County homeowners are eligible for affordable housing.

Requested funds will secure and increase access to affordable housing for the residents of Great Barrington through 5 core activities of the Trust that align with the 2024 CPC Community Preservation Plan. Trust programs work directly to create solutions to this housing crisis:

1. **Housing Stabilization** provides direct support to Great Barrington renters to secure precarious housing situations in emergencies and prevent homelessness. We are submitting a single application with support from Construct to continue to fund this work in Great Barrington.[1]
2. **0% Down Payment Loans** provide 0% loans for down payment assistance to income eligible applicants seeking to become homeowners. The Trust is planning for a higher number this year including 10 closings on the North Plain Road site.
3. **Accessory Dwelling Unit (ADU) Program,** a new initiative to partner with Great Barrington homeowners to add ADUs to the market at affordable rental rates, funding will continue the program into FY26.
4. **Affordable Housing Development Program,** newly formalized into a rolling application and RFP, this program provides grants to non-profits – such as Construct & Habitat – and developers to develop income-restricted affordable housing options in Great Barrington.
5. **Property Acquisition Initiative** is an ongoing initiative of the Trust to seek and acquire property at or below market value for development into deed-restricted affordable housing.

All Trust programs directly serve Great Barrington residents with incomes at or below average median income (AMI). Where programs support housing development, the Trust requires units be restricted for AMI-eligible residents. The number of units to be restricted and the period of restriction varies by program and type of development beginning at a minimum of a 10-year restriction and extending to up to a 30-year or a permanent restriction.

Taken together, these programs offer an opportunity for Great Barrington residents and taxpayers across a spectrum to be part of the solution to the housing crisis. The Trust therefore humbly asks the Committee to consider investing the maximum amount of CPA funds allowable for affordable housing to meet this moment by committing $675,000 to the Trust.

[1] Construct has agreed to support a single application by the Trust rather than apply for CPA funds directly and instead will apply to the Trust for funding.

GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) *12/2/2025*

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Great Barrington Affordable Housing Trust

Project Name Affordable Housing Support Programming

Project Address TBA

Assessor's Map _____ Lot _____

Property Deed Book / Page _____ / _____

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: $$675,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
CPA	$75,000	10%	Housing Stabiliza	Requested
CPA	$75,000	10%	Down Payment L	Requested
CPA	$100,000	14%	ADU Program	Requested
CPA	$275,000	38%	Development	Requested
CPA	$150,000	21%	Property Aquisitio	Requested
Sort-Term Rental Tax	$45,000	6%	See Appendix 1	
Total budget:		$720,000		

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

CPA funding will be used for program operations in fiscal year 2027 beginning July 1, 2026.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

All 5 Trust programs (see answer 6 for a detailed description of these programs) directly serve Great Barrington residents with incomes at or below average median income (AMI). (Continued on Page 7, attached.)

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

See above.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

The Affordable Housing Trust (the "Trust") was created by town meeting in 2017 to address the affordable housing crisis in Great Barrington. The Trust is now taking the unusual step to request $675,000–the maximum CPC can apply to affordable housing – to fund the Trust as the official town body tasked with advancing affordable housing to accept, review, fund and oversee all applications and projects related to affordable housing in the Town. (See Page 7, attached).

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

The Trust's goals and projects are consistent with both the Community Preservation Plan and the Great Barrington Master Plan. Both recognize Great Barrington's long-standing housing affordability problem, which exists largely because visitors and residents alike have found a welcoming and attractive town. Up until a few years ago, despite much effort, barely any affordable housing options could be found in the town. (continued on Page 7 of attached sheets).

7.) Town Projects: Is the proposed project for a town-owned asset? [✓] Yes [ ] No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

Any asset the Trust acquires is considered a town-owned asset. Disposition of that asset will be subject to Massachusetts procurement regulations and will be widely advertised and carry restrictions. If CPA funds are not received, the work of the Trust to help meet the affordable housing goals of the Master Plan will not go forward (see Appendix 1, page 12). (Continued on Page 10 attached.)

8.) Public Benefits: Describe the public benefits of the project.

All Trust programs benefit Great Barrington residents and taxpayers across a spectrum of experiences, providing an opportunity for them to be part of the solution to the local housing crisis. (continued on Page 11 attached).

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

Whenever possible CPA funds are used to leverage additional sources of funding for Trust programs, including appropriations in the town's annual budget (for example, the short-term rental community impact appropriation), state grants, private donations and other sources. CPA funds supporting the North Plain Road affordable housing site were crucial to the Trust securing a $3.2 million Mass Works grant for infrastructure and a multimillion dollar commitment from Habitat for Housing for construction funding. (continued on Page 1 of attached sheets).

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

All affordable housing projects include widely advertised community meetings to gather input and the public regularly attends monthly Trust meetings. Public input is vital in shaping programs to meet community need. (Appendix 4 has support letters)

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

Permits will be obtained as required.

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

The Community Preservation Plan clearly states that "the town needs more affordable housing." The effects of the pandemic exacerbated the already severe housing crisis, driving supply to the lowest levels (0% vacancy for rental units) and prices to the highest levels the town has ever seen. The Trust was created to address these issues by keeping people in their homes, assisting with the purchase of affordable housing, and to help create new affordable housing units. The 2020 Great Barrington Housing Study's top two recommendations are to "continue rental assistance programs, particularly emergency rental assistance" and to "continue down payment assistance programs." (continued on Page 6 of attached sheets).

13.) Affordability Level(s):

100 % of area median income no. of units _____
80 % of area median income no. of units _____
_____ % of area median income no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

Taken together, Trust programs offer an opportunity for Great Barrington residents and taxpayers across a spectrum of experiences to be part of the solution to the housing crisis. The Trust is therefore taking the unusual step to request the maximum the CPC can apply to affordable housing – to fund the Trust as the official town body tasked with advancing affordable housing to accept, review, fund and oversee all applications and projects related to affordable housing. In this way, the Trust will answer the urgency of the housing crisis efficiently while minimizing redundancy.

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.

18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: ANANDA TIMPANE

Ph: 413-329-8707 Email ananda.timpane@gmail.com

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: Ananda Timpane

Date: 12/2/2025

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

3. Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

Where programs support housing development, the Trust requires units be restricted for AMI-eligible residents. The number of units to be restricted and the period of restriction varies by program and type of development beginning at a minimum of a 10-year restriction and extending to up to a 30-year or a permanent restriction. 0% Down Payment Loans provide 0% loans to income-eligible applicants seeking to become homeowners. Loans are paid back upon the sale of the house. A lien is recorded with the deed for the full amount of the award.

5. Describe the project team, including project management personnel, design professionals…

In this way, the Trust will answer the urgency of the housing crisis in our community efficiently while minimizing redundancy.

The Trust is uniquely positioned to do this. Members are appointed for three-year terms by the Select Board, to whom the Trust is answerable (see Appendix 3 for a List of Board Members and brief bios, pg 17). The Trust is subject to the Open Meeting Law and state procurement requirements. Meetings are held regularly with posted agenda and recorded minutes.

The Trust includes members with a range of experience in local housing market, construction, project management, finance, architecture, and community organizing. As a Great Barrington town board, the Trust operates programs and collaborates with non-profit affordable housing organizations such as Construct, Inc., Habitat for Humanity, and the Southern Berkshire Community Development Corporation. Additionally, through the Accessory Dwelling Unit Pilot Program and the Affordable Housing Development Program, the Trust works directly with individual taxpayers to create new affordable housing in the Town (see Appendix 8 for an ADU Program Overview and Rubric, pg. 28; and Appendix 9 for the Developer RFP and Rubric, pg. 33.) A timeline is attached as Appendix 4, pg. 18.

Additional Information:

- Project timeline
- Letters of Support
- Resumes and experience of personnel
- Map/Existing conditions reports or needs assessments: Risingdale?

6. Consistency: Project consistent with Community Preservation plan/Master plan

Five years ago, the exodus of many from cities during the pandemic significantly change the local housing market, dramatically increasing housing costs and causing a severe loss of affordable rentals in the area. In the years since, increases in overall cost of living has combine with the sustained strain on housing locally – just is this past year the median sale price for a house in Great Barrington was $700,000.

What was a crisis a few years ago has rapidly become a new norm of affordability exacerbating trends that push people living and working in Great Barrington out of the housing market. According to data from the most current Great Barrington Housing Study, commissioned by the CPC and paid for with CPA funds, there is an urgent need for more affordable housing in Great Barrington. In fact, 45% of current renters are considered either cost burdened (25%) or severely cost burdened (20%), while 20% of

homeowners are cost burdened (15%) or severely cost burdened (5%). In addition, 68% of South County renters and 47% of South County homeowners are eligible for affordable housing.

The Master Plan recommended the creation of the Trust (Strategy HO 2.4) as a central coordinating source for the town's affordable housing programs. The Master Plan outlined key strategies that the Trust is implementing through its programs, such as proactively creating affordable housing, down payment assistance to help people purchase a home, and housing stabilization in the form of short-term emergency rental assistance to keep people in their existing homes. This past year, the Trust's accessory dwelling unit (ADU) pilot program (Strategy HO 2.7, 2.8) opened for applications, which was a central element of the Plan's housing program to encourage efficient land use, and the first funded project was completed this fall. The Trust also develops new affordable housing in both existing buildings this includes the FY23 Sumner Block CDC Project and the FY24 Curletti project in Housatonic, and new construction such as the Habitat project on Prosperity Way and the Risingdale Ball Field property, which will also be developed as new affordable housing with input from the Housatonic community and neighbors.

Requested funds will secure and increase access to affordable housing for the residents of Great Barrington through 5 core activities of the Trust that align closely with the 2024 CPC Community Preservation Plan. Trust programs work directly to create solutions to this housing crisis:

A. Housing Stabilization provides direct support to Great Barrington renters to secure precarious housing situations in emergencies and prevent homelessness. In a joint effort to be increase efficiency we are submitting a single application with support from Construct to continue to fund this work in Great Barrington.[1]

   The Trust receives quarterly reports from Construct with updates on the level of need, program use, and a financial report. By evaluating the program in real time, the Trust is positioned to make new grants only when funding is fully spent down without leaving gaps in vital services. Funding is dispersed to Construct on a cost reimbursement basis, with funds leaving the Trust only at the time an invoice for services rendered in the previous quarter is received.

B. 0% Down Payment Loans provide 0% loans for down payment assistance to income eligible applicants seeking to become homeowners (see Appendix 9: 0% Down Payment Loans Description). As the housing market is adjusting and some houses within the $250,000 range are becoming available in Great Barrington, we saw a renewed use of this program in FY24 and FY25.

   In FY25, the Trust received 3 applications for Down Payment Loans, 2 of which were eligible and approved, while in FY24, the Trust received and approved 3 applications. Since of the start of the program in FY19, the Trust has made a total of 10 such loans. In FY26, we are we have provided for higher number of loans (7) in our budget to accommodate this and 5 closings at the North Plain Road site, Prosperity Way.

   Successful applicants to the program are families with an AMI of 100% or less (most often less), who are able to obtain a mortgage promissory note from a mortgage lender. Once approved, the loan is made at 0% interest. Repayment to the Trust is due upon sale of the home.

[1] Construct has agreed to support a single application by the Trust rather than apply for CPA funds directly and instead will apply to the Trust for funding.

C. Accessory Dwelling Unit (ADU) Program, a new initiative to partner with Great Barrington homeowners to add ADUs to the market at affordable rental rates, launched in November 2024. Funding requested here will continue the program into FY27.

The ADU program was developed for piloting over the course of FY24. The pilot opened for applications at the start of November, 2024 with the application window closing after a 3-month window. The pilot received several applications, only one of which met all of the eligibility requirements. (That project is now complete and occupied.) The Trust will reopen applications this year, after completing a review of the pilot and adjusting the program to best achieve the intended results.

The program is designed to leverage town recourses to add new, income restricted, affordable rental unites to the housing market; to foster direct partnerships with Great Barrington resident homeowners to do so; and to provide additional financial support in the form of rent to resident homeowners who are struggling to meet the cost of living in Great Barrington.

Applicants must be Great Barrington residents (or have a current and valid purchase and sale agreement to buy a home in Great Barrington) living on the property the ADU will be built on. Projects are selected based on the project viability, quality of the ADU as a living space, location, cost effectiveness, project impact and the financial need of the applicant (see Appendix 8: ADU Program Overview and Rubric, pg. 28).

The loan structure and its administration are detailed in the Program Overview provided in Appendix 8, on page 29. Up to 50% of the loan amount is available for disbursement at the start of the project. The remaining portion is distributed as a cost reimbursement upon verification of completion of work, or portions thereof, and at such intervals as the AHT determines appropriate for the project being funded. The loan documents must be signed prior to any disbursement. If the unit created is occupied continuously for 10 years by an eligible tenant or tenants, the loan will be 100% forgiven after that 10-year period.

D. Affordable Housing Development Program, formalized in 2023 into a rolling application and RFP, when funded, this program provides grants to non-profits – such as Construct & Habitat – and private developers to develop income-restricted affordable housing options in Great Barrington. Should the CPC fully fund this application, this program would prevent redundancy and increase efficacy by directing all applications for CPA funds for housing directly to the Trust. Applicants may respond to the RFP (see Appendix 9, pg. 33) on a rolling basis, with applications due by the first of each month for review by the Trust at the following meeting. Applications must include:

- A letter of interest – outlining the project and alignment with the Trust's mission.
- A narrative description – including the concept, number of affordable units their sizes and living space description, and how the project will meet the housing needs of Great Barrington.
- Project scope and timeline – complete timeline from acquisition and financing to construction and occupancy.
- Experience and capabilities – an overview of relevant development and property management experience.
- Organization chart and key personnel – including names and responsibilities.
- 5 References – including relevance and contact information.

- Budget and budget narrative – Amount and source of all funds, 10-year operating pro-forma to reflect income and expenses, and development financing plan.

Application meeting minimum threshold criteria (see pg. 36) are evaluated based using an evaluation rubric (see) based on 7 criteria outlined in the RFP:

i. Project Viability
ii. Capabilities Consistent with the Scope of the Project
iii. Living Space Proposed
iv. Affordability
v. Location
vi. Cost Effectiveness
vii. Impact

Working on a rolling-basis in this way, allows the Town to be responsive to emerging opportunities and needs and to advance affordable housing quickly and efficiently when opportunities do arise. For example, in FY23, SBCDC approached the Trust with a proposal to purchase the Marble Block Building and secure it as affordable housing, which the Trust supported. When, SBCDC discovered additional information leading up to the finalization of the sale, that prevent the project from moving forward, they were able to come back to the Trust quickly with that information and a proposal to instead purchase the Sumner Block Building. With the Trust's support the Sumner Block was purchased by SBCDC for affordable housing units. This occurred quickly with updates and changes made over the course of a handful of monthly meetings of the Trust.

E. Property Acquisition Initiative is an ongoing initiative of the Trust to seek and acquire property at or below market value for development into deed-restricted affordable housing. The Trust has unique powers for property acquisition with CPA funds. CPA funds in the hands of an Affordable Housing Trust are exempt from Chapter 30B rules, allowing the Trust to move quickly to purchase properties for affordable housing without a prolonged bid process. In our housing market, where low-cost acquisition opportunities are few and far between, this is a critical tool at the disposal of the town.

Under this initiative, the Trust used this process to purchase the North Plain Road (formerly Alden) parcel, which is under development to build 20 affordable houses for families. This past January the Trust purchased the former Rising Ball Field in Housatonic from the Berkshire Natural Resources Council (BNRC), as part of their efforts to identify land held by BNRC that is best used for affordable housing and working with Affordable Housing Trusts to transfer land for that purpose. This fall, the Trust began a process to seek input from Housatonic residents and neighbors as we move forward to develop the property for affordable housing.

7. Town Projects: Is the proposed project for a town-owned asset?

Alternate funding sources continue to be explored including Great Barrington town budget general funds, and Mass Works and other grants. However, the Trust's work and efficacy is dependent on our ability to leverage funding from outside sources against CPA funds provided through the CPC approval process. When CPA funds are in place, each of the Trust's programs and initiatives is designed to leverage other public and private resources and funding.

8. Public Benefits

All Trust programs benefit Great Barrington residents and taxpayers across a spectrum of experiences, providing an opportunity for them to be part of the solution to the local housing crisis. Housing Stabilization benefits those who have been displaced from the workforce by the economic crisis to prevent homelessness while benefiting landlords through timely payments and financial protection while offering them the chance to provide affordable housing to vulnerable populations. 0% Down Payment Loans assist income-qualified applicants to purchase homes, making the process affordable and maintaining housing for the town's workforce. ADU, Affordable Housing Development, and Site Acquisition allow the Trust to identify and support projects that will increase the supply of affordable housing to meet the great need in the town.

9. Leverage

A core component of the Housing Stabilization program is providing financial counseling where applicants are guided to apply for other funds from the state and from Berkshire Taconic Community Foundation.

0% Down Payment Loans use a loan of 10% of the total property cost (on average $25,000) to leverage the remaining 90% of the purchase price through a mortgage from a qualified financial institution. Using $370,000 as the average median value of homes as identified in the Community Preservation Plan, this means each 0% down payment loans leverages up to an additional $345,000 in a bank mortgage. As an example, when the Trust provides 5 $25,000 0% down payment loans, an additional $1,725,000 can be leveraged through mortgages.

The ADU Program and Developer RFP both are structured to require the applicant leverage additional resources and funds to demonstrate project viability at the application stage.

12. Affordable Housing Projects

These are precisely the programs for which we are requesting funding. The need goes beyond rental and down payment assistance and ultimately comes down to the availability of affordable housing. Sadly any "affordable" house that comes on the market is often grabbed up by developers. The Trust would like to leverage the purchase of land to develop permanently restricted affordable housing in distributed sites throughout Great Barrington. We can no longer rely solely on the marketplace to provide affordable home ownership opportunities.

APPENDIX

APPENDIX 1	Budget & Narrative	Step 2, page 13
APPENDIX 2	Letters of Support	Step 2, page 14
APPENDIX 3	Board Members List	Step 2, page 17
APPENDIX 4	Timeline	Step 2, page 18
APPENDIX 5	AMI Table	Step 2, page 20
APPENDIX 6	FY25 Financial Report	Step 2, page 21
APPENDIX 7	FY26 Q1 Financial Report	Step 2, page 26
APPENDIX 8	ADU Program and Rubric	Step 2, page 28
APPENDIX 9	Developer RFP & Rubric	Step 2, page 33
APPENDIX 10	North Plain Road	Step 2, page 43
	a. Summary	page 43
	b. Habitat Report	page 44

APPENDIX 1

STEP 2, BUDGET AND NARRATIVE

The Trust is taking the unusual step to request $675,000.00, the maximum CPC could apply to housing, to answer the urgency of the housing crisis in our community. The Trust has 5 core programs that work directly with Great Barrington residents and tax payers – renters, homeowners, non-profits and developers – to create solutions to the community's housing crisis. The following is the projected Trust budget for FY27.

Trust Program	**Budget Amount**	**CPA Funds Requested**	**STR Impact Appropriation**
Housing Stabilization	$95,000	$75,000	$20,000
Down Payment Loans	$100,000	$75,000	$25,000
ADU Program	$100,000	$100,000	
Affordable Housing Development	$275,000	$275,000	
Property Acquisitions & Site Development	$150,000	$150,000	
	$720,000	**$675,000**	**$45,000**

For FY27, funding from Town sources (including CPA) will be determined through committee recommendations and vote at Town Meeting in May 2027. The Trust is projecting an estimated $45,000 in Short Term Rental (STR) community impact appropriation.

The Trusts requests the CPC continue funding for housing stabilization and emergency rental assistance with a proposed offset of $20,000 from the Short-Term Rental appropriation. In FY27, we expect additional closings for housing on the North Plain Road (or Prosperity Way) site as Habitat begins phase 2 construction. This request provides for 4 down payment loans in FY27, which will also in part ($25,000) be funded through the STR appropriation. Each down payment loan, leverages additional funding for the remaining 90% of the property costs to be obtained by the buyer. In rough terms, 5 Trust down payment loans at $25,000 each leverage up to $1,725,000 in additional funds through mortgages.

The budget requests CPA funding for the ADU Program, Affordable Housing Development Grant/Loan program at $100,000 and $275,000 respectively. Both of these programs require applicants to leverage CPA funds from the Trust against other funding sources and financing for each proposed project. We are requesting $150,000 in CPA funds for Property Acquisition and Development.

These activities of the Trust take advantage of its unique strengths to create innovative solutions to the Town's Housing crisis (like the ADU pilot) and move quickly to responded to opportunities to acquire or support the acquisition and development of properties by non-profits and private developers in fast paced market.

All Trust programs directly serve Great Barrington residents with incomes at or below average median income (AMI). Where programs support housing development, the Trust requires units be restricted for AMI eligible residents. The number units restricted and period of restriction varies by program and type of development beginning at a minimum of a 10-year restriction and extending to up to a 30-year and permanent restriction.

APPENDIX 2
LETTERS OF SUPPORT

CONSTRUCT

316A STATE ROAD
GREAT BARRINGTON, MA 01230
PH 413-528-1985 | FX 413-528-0192
info@constructberkshire.org

OFFICERS

Betty Farbman
President

Lisa Beede/Janet Zimmerman
Co-Vice Presidents

Hinda Bodinger
Secretary

Peter Dunphy
Treasurer

BOARD MEMBERS

Adrienne Arnold
Roy Liemer
Tony Chojnowski
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Jodie Gordon
Sam Handel
Wanda Houston
Josh Irwin
Barbara Manring
Jacqueline McNinch
Christa Montano
Mark Rosengren
Anne Schnesel
Jillian Schuster

Executive Director

November 20, 2025

Karen Smith
Community Preservation Committee
334 Main St.
Great Barrington, MA 01230

Dear Karen,

I am writing in support of the Great Barrington Affordable Housing Trust's FY27 funding request. The Trust, Construct, and the Town have a solid record of working together, and continued support will help us expand access to safe, affordable housing and essential services for Great Barrington residents.

Flexible funding within the Trust matters. Housing needs shift quickly, and having a Trust that responds to requests that emerge in real time makes such a difference! For years, the Great Barrington Affordable Housing Trust has made it possible for Construct to better meet southern Berkshire affordable housing needs as they arise.

Construct also applauds initiatives that the Great Barrington Affordable Housing Trust leads whether in partnership with us or individual Great Barrington Residents. These efforts strengthen the town's overall ability to create, support, and maintain affordable housing in Great Barrington.

Therefore, Construct supports robust funding for the Affordable Housing Trust, even if it means that more of our individual funding flows through the Trust rather than directly from the CPA. We are all working toward the same outcome: stable, accessible housing for the people of Great Barrington.

Sincerely,

Hillary Howard
Director of Operations
Construct

December, 2025

Great Barrington CPA Committee
334 Main St
Great Barrington, MA 01230

RE: Support for Great Barrington Affordable Housing Trust's CPA application

To the Chair and CPA committee members,

Central Berkshire Habitat for Humanity is pleased to support The Great Barrington Affordable Housing Trust Fund {Trust) application for Community Preservation Act funding. Central Berkshire Habitat for Humanity has worked with Trust on a rehab on Grove Street in Great Barrington and the twenty houses at Prosperity Way. The Trust's support in purchasing the land has been critical to the success of these projects. We hope that an RFP will come out in the near future that will assist in making the units more affordable.

As an affordable housing agency, Habitat is acutely aware of housing challenges in Berkshire County. In addition to new housing at Prosperity Way, the community needs programs for short term housing, support for homeowners and first-time buyers, and for those who are cost burdened by housing costs. We applaud the programs the Trust has developed for housing stabilization, down payment assistance, and incentives to create new housing. Working together, we can ensure safe and accessible housing.

The Trust is well positioned to coordinate all of the town's affordable housing efforts. The housing marketplace is ever changing and having a flexible funding source through the Trust that can respond quickly when existing affordable housing is threatened can make all the difference.

Central Berkshire Habitat for Humanity supports the CPA committee's commitment to affordable housing for the people of Great Barrington. We encourage the CPA to continue to fund the Great Barrington Affordable Housing Trust Fund.

Sincerely,



Carolyn Valli
CEO

C D C S B
Community Development Corporation
South Berkshire

November 28, 2025

Great Barrington CPA Committee
334 Main St
Great Barrington, MA 01230

RE: Support for Great Barrington Affordable Housing Trust's CPA application

To the Chair and CPA committee members:

I am pleased to support The Great Barrington Affordable Housing Trust Fund (AHTF) application for Community Preservation Act funding. Community Development Corporation of South Berkshire CDCSB has worked with AHFT on programs to create, protect and preserve historically affordable housing. The funds provided by AHFT have often been critical to the success of these projects.

Affordable housing is a crucial component of a vibrant, thriving community and remains a daunting issue in our area. There is no single solution, but it requires effort at multiple levels and with multiple partners. The Trust has worked to develop programs for housing stabilization, down payment assistance, and incentives to create new housing. To achieve stable, accessible housing in Great Barrington, we need projects that satisfy all of these components, and more. We are all working together to ensure safe and accessible housing.

The housing marketplace can change quickly, and having a funding source through the Trust that is able to respond quickly when existing affordable housing is threatened can make all the difference. There are advantages to having the Trust coordinate all of the town's affordable housing efforts. CDCSB supports the CPA committee's commitment to affordable housing for the people of Great Barrington.

Sincerely,

Stephanie Lane

Stephanie Lane
Executive Directorr

Board of Directors

James Harwood,
President

Eric Aulicino
Cara Becker
Erik Bruun
Eugene Carr
Thomas Doyle
Robin Helfand
Dennis Iodice
Donna Norman
Richard Stanley
David Thorne
Cameron Volastro

Stephanie Lane,
Executive Director

PO Box 733
Great Barrington, MA 01230
413.528.7788
cdcsb.org

APPENDIX 3
AHTF BOARD MEMBERS

Fred Clark (Chair), An architect, has served on the Berkshire Hills Regional School District for several years.

Ananda Timpane (Vice-Chair) is Executive Director of Railroad Street Youth Project. A life- long South County resident, she grew up in Great Barrington in a family of home builders. "Ensuring that all people in our economically diverse community have pathways to homes, here in our collective home, is critical to securing a thriving future for Great Barrington."

Bill Cooke was a member of the Great Barrington Selectboard for 6 years.

Krysia Kurzyca, a children's book author, owns an organic herb farm and runs a medicinal plants farm and CSA.

Joseph Method is a software developer who is concerned about the housing availability and affordability crisis.

Peter Most, an attorney, is a member of the Great Barrington Zoning Board of Appeals and columnist for the Berkshire Edge focusing on housing issues in South County.

Garfield Reed is a member of the Great Barrington Selectboard. "My home was purchased many years ago with the help of Construct. I am passionate about helping everyone find a place they can afford and call their own."

APPENDIX 4
TIMELINE

Reviewed on an ongoing basis:

- Trust Financial Reports
- Down Payment Loan Applications*
- Responses to the Developer RFP*
- New Acquisition Opportunities

*Both programs are open to applications as long as funds are available.

FY26 Timeline

Month	Activity	Month	Activity
January	Review: • 2nd Quarter Construct Report Review report on community input for Rising Ball Field development process. CPC Report: • 2nd Quarter Financials Release Developer RFP	April	Review: • 3rd Quarter Construct Report CPC Reports • Year to Date Narrative • 3rd Quarter Financial Finalize • Rising Ball Field RFP Work Cont. • Developer RFP
February	Finalize Rising Ball Field Process & Timeline to RFP Release Begin to receive/review applications for Developer RFP Finalize ADU Program updates	May	ADU application window closes FY26 Budget Discussion
March	Open ADU application window Cont. • Developer RFP • Rising Ball Field RFP Work	June	Draft FY26 Budget Vote on ADU Awards

FY27 Timeline

Month	Activity	Month	Activity
July	Board Reorganization Vote FY27 Budget Vote Review: • 4th Quarter Construct Report Open FY27 Developer RFP for Rolling Applications CPC Report:	January	Review: • 2nd Quarter Construct Report • ADU Pilot Proposal Process & Awards CPC Report: • 2nd Quarter Financials

	• 4th Quarter Financials		
August	FY27 Developer RFP for Rolling Applications	February	Open ADU application window
September	Review and Debrief ADU FY26, set FY27 Timeline CPA Application Discussion FY27 Developer RFP for Rolling Applications (as funds are available, continues month to month)	March	
October	Review: • 1st Quarter Construct Report CPC Report: • 1st Quarter Financials Step 1 CPA Application Outline Discussion	April	Review: • 3rd Quarter Construct Report CPC Reports • Year to Date Narrative • 3rd Quarter Financial Close ADU Application Window
November	Submit & Present Step 1 CPA Application	May	FY27 Budget Discussion Vote ADU
December	Submit & Present Step 2 CPA Application	June	FY27 Budget Draft

The Rising Ball Field development timeline of activities for FY27 is yet to be determined.

APPENDIX 5
AREA MEDIAN INCOME TABLE

Blue text = inputs.

CPA GUIDELINES Area Median Income for Great Barrington, MA
Calendar Year 2025
https://www.communitypreservation.org/sites/g/files/vyhlif4646/f/uploads/cpa_low_and_moderate_income_worksheet_for_2025.pdf

Annual Income by Household Size and AMI percentage	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people	
120% of AMI	$ 91,140	$ 104,160	$ 117,180	$ 130,200	$ 140,616	$ 151,032	$ 161,448	$ 171,864	
100% of AMI	$ 75,950	$ 86,800	$ 97,650	$ 108,500	$ 117,180	$ 125,860	$ 134,540	$ 143,220	CPA Max
90% of AMI	$ 68,355	$ 78,120	$ 87,885	$ 97,650	$ 105,462	$ 113,274	$ 121,086	$ 128,898	
80% of AMI	$ 60,760	$ 69,440	$ 78,120	$ 86,800	$ 93,744	$ 100,688	$ 107,632	$ 114,576	
60% of AMI	$ 45,570	$ 52,080	$ 58,590	$ 65,100	$ 70,308	$ 75,516	$ 80,724	$ 85,932	
50% of AMI	$ 37,975	$ 43,400	$ 48,825	$ 54,250	$ 58,590	$ 62,930	$ 67,270	$ 71,610	
30% of AMI	$ 22,785	$ 26,040	$ 29,295	$ 32,550	$ 35,154	$ 37,758	$ 40,362	$ 42,966	

Monthly Incomes by houshold size and AMI percentage	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people	
120% of AMI	$ 7,595	$ 8,680	$ 9,765	$ 10,850	$ 11,718	$ 12,586	$ 13,454	$ 14,322	
100% of AMI	$ 6,329	$ 7,233	$ 8,138	$ 9,042	$ 9,765	$ 10,488	$ 11,212	$ 11,935	CPA Max
90% of AMI	$ 5,696	$ 6,510	$ 7,324	$ 8,138	$ 8,789	$ 9,440	$ 10,091	$ 10,742	
80% of AMI	$ 5,063	$ 5,787	$ 6,510	$ 7,233	$ 7,812	$ 8,391	$ 8,969	$ 9,548	
60% of AMI	$ 3,798	$ 4,340	$ 4,883	$ 5,425	$ 5,859	$ 6,293	$ 6,727	$ 7,161	
50% of AMI	$ 3,165	$ 3,617	$ 4,069	$ 4,521	$ 4,883	$ 5,244	$ 5,606	$ 5,968	
30% of AMI	$ 1,899	$ 2,170	$ 2,441	$ 2,713	$ 2,930	$ 3,147	$ 3,364	$ 3,581	

"Affordable" Monthly Housing Costs for those households (i.e., 30% of their monthly income)	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people	
120% of AMI	$ 2,279	$ 2,604	$ 2,930	$ 3,255	$ 3,515	$ 3,776	$ 4,036	$ 4,297	
100% of AMI	$ 1,899	$ 2,170	$ 2,441	$ 2,713	$ 2,930	$ 3,147	$ 3,364	$ 3,581	CPA max
90% of AMI	$ 1,709	$ 1,953	$ 2,197	$ 2,441	$ 2,637	$ 2,832	$ 3,027	$ 3,222	
80% of AMI	$ 1,519	$ 1,736	$ 1,953	$ 2,170	$ 2,344	$ 2,517	$ 2,691	$ 2,864	
60% of AMI	$ 1,139	$ 1,302	$ 1,465	$ 1,628	$ 1,758	$ 1,888	$ 2,018	$ 2,148	
50% of AMI	$ 949	$ 1,085	$ 1,221	$ 1,356	$ 1,465	$ 1,573	$ 1,682	$ 1,790	
30% of AMI	$ 570	$ 651	$ 732	$ 814	$ 879	$ 944	$ 1,009	$ 1,074	

APPENDIX 6
FY25 END OF YEAR FINANCIAL REPORT

Great Barrington Affordable Housing Trust Fund **7/24/25**

Summary Report for CPC ***FY25 4th Quarter Report***

Trust Fund revenue sources (since FY18)		amount	% of total
CPA grants	$	923,000	83%
Other Town appropriations	$	190,000	17%
	$	1,113,000	
Special Revenue			
State grants (e.g. Mass Works for N. Plain Rd)	$	3,269,000	
Total revenue	$	4,382,000	

Details of CPA grants

FY	CPA Grant	CPA spent or encumbered	CPA *committed* to future projects	CPA balance available
FY18	$50,000	$50,000	$0	$0
FY19	$100,000	$100,000	$0	$0
FY20	$100,000	$100,000	$0	$0
FY21	$185,000	$184,485	$0	$515
FY23	$200,000	$200,000	$0	$0
FY24	$265,000	$199,205	$50,000	$15,795
FY25	$23,000	$0	$0	$23,000
	$923,000	$833,690	$50,000	$39,310

Summary of how CPA funds have been / may be utilized:

Spent means the funds have been paid out. Encumbered means the funds are under contract and will be paid out. Committed means the Trust has voted to spend the funds for a particular initiative or project.

- FY18: used for land acquisition deposit; emergency rental assistance.
- FY19: used for 5 first time homebuyer downpayment assistance
- FY20: used for emergency rental assistance
- FY21: used for land purchase; predevelopment engineering to apply for Mass Works grant for N. Plain Rd., which was awarded
- FY23: used for grant for Sumner Block; rental assistance; downpayment assistance (2 awards, making total of 7 downpayment awards to date). Balance of FY23 available for any CPA housing purpose, and a downpayment application is pending
- FY24: Trust voted to commit $155,000 for ADU pilot program.
- FY25: Town Meeting appropriated $23,000, not included here since this report is through end of FY24.
- "Available" funds are not encumbered or committed to a particular project because the intent is that they remain flexible, to be used as need / opportunity arises on CPA eligible projects. For example, there could be a downpayment application, a property to acquire, etc.
- Initiatives / Proposed uses of available funds and future CPA funds: to be determined by the Trustees on priority initiatives and/or as opportunities arise; may include rental assistance grants; first time homebuyer assistance

(e.g. for the 20 homes at the Habitat development); affordable ADUs if pilot is successful; other housing grants (e.g. to create affordable units in private-sector projects).

AFHT FY25 BUDGET Draft			PROJECTED				TOTAL ACTUALS & PROJECTED	FY24 DRAFT
July 1, 2024-June 30, 2025		Budgeted Amount	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
Funds								
Community Preservation Act	Starting Balance*	$ 152,160.00	$ 152,160.00				$ 152,160.00	$ -
	New FY24	$ 23,000.00	$ 23,000.00				$ 23,000.00	$ -
Town Budget Line Item	Balance (FY18)	$ 4,786.96	$ 4,786.96				$ 4,786.96	$ -
	New FY24		$ -				$ -	$ -
Down Payment Loan Repayment Income**		$ -					$ -	$ -
Sub-total:		**$ 179,946.96**	**$ 179,946.96**				**$ 179,946.96**	$ -
MassWorks		$ 1,500,000.00				$ 1,500,000.00	$ 1,500,000.00	$ -
Total		**$ 1,679,946.96**	**$ 179,946.96**	**$ -**	**$ -**	**$ 1,500,000.00**	**$ 1,679,946.96**	$ -
Expenditures								$ -
Administration (fees, advertising etc)		$ 5,000.00	$ -		$ 1,551.72		$ 1,551.72	$ 3,448.28
Emergency Rental Assistance***		$ 25,000.00	$ -				$ -	$ 25,000.00
0% Down Payment Loan Program		$ 50,000.00	$ -	$ 49,000.00			$ 49,000.00	$ 1,000.00
ADU Pilot Program			$ -				$ -	$ -
Affordable Housing Development Grants			$ -				$ -	$ -
Property Acquisitions Initiative		$ 86,850.00	$ -		$ 86,850.00		$ 86,850.00	$ -
Sub-total:		**$ 166,850.00**	$ -	**$ 49,000.00**	**$ 88,401.72**	**$ -**	**$ 137,401.72**	**$ 29,448.28**
North Plain Road Development		$ 1,500,000.00			$ -	$ 1,500,000.00	$ 1,500,000.00	$ -
Total		**$ 1,666,850.00**	**$ -**	**$ 49,000.00**	**$ 88,401.72**	**$ 1,500,000.00**	**$ 1,637,401.72**	**$ 29,448.28**
Budgeted Balance		$ 13,096.96						*$ 13,096.96*
								$ 42,545.24
Running Balance (on a quarterly basis):			$ 179,946.96	$ 130,946.96	$ 42,545.24	$ 42,545.24	$ 42,545.24	

* Carried forward from FY22, FY23 & FY24; see Sources & Expenses for detail.
** Due only upon sale of the home.
*** Last $50,000 grant made 4/2023 for disbursement into FY24 encumbered from FY18, FY20, and FY23 funds; see Sources & Expenses for detail

GB Affordable Housing Trust's Sources and Expenses

6/30/25

Org: 84100

Total Sources	$ 1,113,000.00	*does not include interest income (about $3,400 in FY24)*
Total Uses	$ 1,070,454.76	
Balance	$ 42,545.24	

GENERAL FUNDS

SOURCES				EXPENSES			BALANCE
Source	Purpose, per TM vote	Town Meeting	Amount	Expenditures	Amount	Date	
General funds		**General funds**	**General funds**	**General funds**	**General funds**	**General funds**	**General funds**
FY18	Unrestricted	5/1/17	$ 15,000.00				
				Admin fy 18	$ 484.94	3/2018	
				Admin fy 19	$ 100.00	8/15/18	
				Bill Cooke reimb for website fees Wix	$ 156.00	3/11/20	
				Kwik print envelopes	$ 32.00	3/25/20	
				Construct -feasibility study of Alden land	$ 9,975.00	6/30/20	
				Record deed for 40 Grove St	$ 155.00	4/1/21	
				Shoppers Guide advertisements for dp assistance grants	$ 205.80	5/5/21	
				Bill Cooke reimb for website fees Wix.com	$ 165.75	2/16/22	
				Wix.com (2 years Nov 2022- Nov 2024)	$ 267.75	12/23/22	
				Berk Eagle advert for RFP (Oct 2023)	$ 165.80	11/13/23	
FY24	Any eligible purpose	5/1/23 article 20	$ 175,000.00 avail 7/1/2023	RFP grant award to 121 Front Street (create 2 units)	$ 150.000.00	11/21/23	
				Down payment assistance grantee 8 (partial of $24K total)	$ 23,305.00	4/16/24	
				administrative and reporting support (500 authorized)	$ 200.00	5/3/24	
				Recording fee (155) and excise fee (396.72) to record Deed for purchase of Rising ballfield parcel	**$ 551.72**	**1/6/25**	
				grant writing support	**$ 1,000.00**	**1/9/25**	
tbd	STR Community Impact appropriation	tbd ~71K +	$ -				
		TOTAL NON-CPA REVENUE	**$ 190,000.00**		**$ 186,764.76**		**$ 3,235.24**

CPA FUNDS

CPA	CPA	CPA	CPA	CPA	CPA	CPA	CPA
FY18	Any CPA housing purpose	5/1/17 article 13	$ 50,000.00				
				Acquisition payment 1, Alden parcel	$ 1,750.00	9/18/19	
				Acquisition payment 2, Alden parcel	$ 7,000.00	1/8/20	
				Emergency rental assistance (CONSTRUCT first contract)	$ 35.000.00	4/7/20	
				Registry of deeds to record North Plain Rd special permit	$ 105.00	5/15/23	
				Rental assistance, via Construct (Trust voted Apr. 2023)(portion)	$ 6.145.00	4/18/23	
					$ 50,000.00		$ -
FY19	Down payment assistance	5/7/18 article 11	$ 100,000.00				
				Down payment assistance grantee 1	$ 11,805.00	10/31/18	
				Down payment assistance grantee 2	$ 23,500.00	7/24/19	
				Down payment assistance grantee 3	$ 14.000.00	1/4/21	
				Down payment assistance grantee 4	$ 25,000.00	4/1/21	
				Down payment assistance grantee 5	$ 25.000.00	6/16/21	
				Down payment assistance grantee 8 (partial of $24K total)	$ 695.00	4/16/24	
					$ 100,000.00		$ -
FY20	Down payment or Rental assistance	5/6/19 article 13 revised by article 20 6/22/2020	$ 100.000.00				
				Emergency rental assistance (CONSTRUCT)	$ 15,000.00	1/26/21	
				Emergency rental assistance (CONSTRUCT)	$ 50.000.00	2/9/21	
				Rental assistance, via Construct (Trust voted Apr. 2023)(portion)	$ 35,000.00	4/18/23	
					$ 100,000.00		$ -
FY21	Acquisition of Alden parcel	6/22/20 article 19	$ 185.000.00	Acquistion of Alden parcel	$ 169.685.00	7/8/20	
				Survey, engineering, predevelopment	$ 14,800.00	1/5-3/16/22	
					$ 184,485.00		$ 515.00
FY23	Acquisition, Creation, or Support *can be used for acquisition, creation or support.*	6/6/22 article 18	$ 200,000.00	Sumner Block CDC project, voted March 2023	$ 100,000.00	3/21/23	
				Rental assistance, via Construct (Trust voted Apr. 2023)(portion)	$ 8.855.00	4/18/23	
				Down payment assistance grantee 6	$ 25,000.00	12/6/23	
				Down payment assistance grantee 7	$ 24.500.00	1/16/24	
				Down payment assistance grantee 9	**$ 24,000.00**	**11/19/24**	
				Down payment assistance grantee 10 (partial of 25K)	**$ 17,645.00**	**11/19/24**	
					$ 200.000.00		$ -
FY24	Any CPA housing purpose	5/1/23	$ 265.000.00	*ADU pilot*	*$ 155.000.00*		
				Down payment assistance grantee 10 (partial of 25K)	**$ 7,355.00**	**11/19/24**	
				Purchase of Rising ballfield on Park Street	**$ 86,850.00**	**12/19/24**	
					$ 249,205.00		$ 15,795.00
FY25	Any CPA housing purpose	5/6/24 article 18	$ 23,000.00				
					$ -		$ 23,000.00
		TOTAL CPA REVENUE	**$ 923,000.00**		CPA spent or encumbered $ 883,690.00		CPA balance $ 39,310.00

Total all funds	Total all funds in:	total spent or encumbered	balance available all funds
	$ 1,113,000.00	$ 1,070,454.76	$ 42,545.24

1ST QUARTER
7/1/24-9/30/24

Funds Narrative	The Trust started FY25 carrying over $156,946.96 from the previous fiscal year. $515.00 in FY21 CPA funds restricted to the Alden/North Plain Road property; and $41,645.00 in FY23 CPA funds restricted acquisition, creation and/or support. $4,986.96 is unrestricted funds carried over from the FY23 Town budget line item. The FY24 budget and first quarter funds also reflect new funds received by the Trust in FY24 in the amount of $23,000 in CPA funds restricted to any CPA housing purpose. The Trust projects no income from Down Payment Loan repayments in FY25. Loans are due upon the sale of the home. We do not anticipate any homes in the program will be sold in FY25. Finally, the Town & Trust are the recipients of at state MassWorks grant to support infrastructure development for the North Plan Road development. The total award is for $3.2 million, on a cost reimbursement basis. We anticipate $1.5 million will be received and utilized in FY25, with ground breaking on the project in October 2025.

Expenditures Narrative	No expenditures were made in the first quarter. The Rental Assistance program funding and contract, administered through Construct, was last +reniewed in April 18, 2023 at $50,000 using remaning CPA funds from FY18 ($6,145), FY20 ($35,000) and FY23 ($8,855) to provide funds through FY24. As of August 1, 2024, there is a balance of $15,971 remaining on the grant for distrubution through the program. Construct provides reports to the Trust on a quarterly basis along with invoicing. During the first quarter, the Trust worked with Town Counsel and staff to finalize the ADU Pilot program. An MOU with Construct for program administration will be finalized in October and the application period announced at the October meeting of the Trust. The ADU Pilot one time budget is $155,000 for the project, with $150,000 for loans convertable to grants and $5000 for project adminstration. At the September meeting, the Trust voted to aquire land from Berkshire Natural Resources Counsil in Housatonic, that had previously been part of Rising Paper property for the amount of $86,850. The closing is expected to occur in January, 2025. The environmental study will be funded through BRPC funds. The Town Manager's budget will cover closing costs. There were no applications for down payment assistance during this quarter.

2nd QUARTER
10/1/2024-12/31/25

Funds Narrative	No funds received.

Expenditures Narrative	Construct submited it's a July-October 2024 report on emergency rental assistance. In that period there were 13 assists in GB, supporting 21 individuals, (average household, 2.2) and 7 landlords. Construct only uses AHTF funding when all other funding sources are expended. No AFHT funds were required in this period, the balance of $15,971.00 the grant carries forward into the next reporting period. In this period, they were able to fund all assists with other funds. ADU advertizing budget not to exceed $500 approved 6-0. At the November meeting, the Trust reviewed two down payment loan applications: Guidi, Oak Street, Housatonic, requesting $24,000 and approved 6-0; and, Troiano, North Plain Road, requesting $25,000, and approved 6-0. Rising Ballfield Parcel 255 Park Street purchase for $86,850.00 closed on 12.19.2024.

3nd QUARTER

1/1/2025-3/31/2025

Funds Narrative	No funds received.

Expenditures Narrative	Rising Ballfield Parcel 255 Park Street purchase recording fee (155) and excise fee (396.72) to record Deed for purchase of Rising ballfield parcel, grant writing support $1000. Construct report (no spending). March 18th the Trust reviewed the recommendation on ADU forgivable loan award and voted to accept the recommendation for 1 grant at $100,000.

4th QUARTER

4/1/2025-6/30/2025

Funds Narrative	$1.1 million has been expended from the MassWorks grant.

Expenditures Narrative	As of May 22, $51,000 was expended in MassWorks funds on White Engineering and $1,067,785 on Rifenberg (the general contractor). Construct report (no spending). Construct balance on April 2024 grant continues at $15,971.00. (Our understanding is that Construct uses other sources of funding for emergency rental assistance before using AHTF dollars, including other CPA funds.)

APPENDIX 7
FY26 AHTF BUDGET – 1st Quarter

AFHT FY26 BUDGET			PROJECTED				TOTAL ACTUALS & PROJECTED	FY26
July 1, 2025-June 30, 2026		Budgeted Amount	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
Funds								
Community Preservation Act	Starting Balance*	$ 44,310.00	$ 44,310.00				$ 44,310.00	$ -
	New FY26	$ 375,000.00	$ 375,000.00				$ 375,000.00	$ -
Town Budget Line Item	Balance (FY18)	$ 3,130.00	$ 3,130.00				$ 3,130.00	$ -
	New FY26	$ -	$ -				$ -	$ -
Short Term Rental Special Revenue Fund		$ 71,747.14	$ 71,747.14				$ 71,747.14	
Interest Earned through Oct 2025		$ 12,745.00	$ 12,745.00				$ 12,745.00	
Down Payment Loan Repayment Income**		$ -					$ -	$ -
Sub-total:		**$ 506,932.14**	**$ 506,932.14**				**$ 506,932.14**	$ -
MassWorks							$ -	$ -
Total		**$ 506,932.14**	**$ 506,932.14**	**$ -**	**$ -**	**$ -**	**$ 506,932.14**	$ -
Expenditures								$ -
Administration (fees, advertising etc)		$ 3,130.00	$ -		$ 500.00		$ 500.00	$ 2,630.00
Housing Stabilization***		$ -	$ -				$ -	$ -
0% Down Payment Loan Program	N. Plain Road	$ 150,000.00	$ -					
	Other	$ 50,000.00	$ -				$ -	$ 50,000.00
ADU Pilot Program	New Funds	$ 50,000.00	$ -				$ -	$ 50,000.00
	Encumbered FY24	$ 45,000.00						$ 45,000.00
Affordable Housing Development Grants		$ 230,000.00	$ -					
Property Acquisitions Initiative		$ -	$ -				$ -	$ -
Sub-total:		**$ 483,130.00**	$ -	**$ -**	**$ 500.00**	**$ -**	**$ 500.00**	**$ 482,630.00**
North Plain Road Development		$ -			$ -	$ -	$ -	$ -
Total		**$ 483,130.00**	**$ -**	**$ -**	**$ 500.00**	**$ -**	**$ 500.00**	**$ 482,630.00**
	Budgeted Balance	$ 23,802.14						*$ 23,802.14*
								$ 506,432.14
	Running Balance (on a quarterly basis):		$ 506,932.14	$ 506,932.14	$ 506,432.14	$ 506,432.14	$ 506,432.14	

* Carried forward from FY21, FY24 & FY25; see Sources & Expenses for detail.
** Due only upon sale of the home.
*** Last $50,000 grant made 4/2023 for disbursement into FY24 encumbered from FY18, FY20, and FY23 funds; see Sources & Expenses for detail

Narrative

- 9.16.2025, The Trust voted to approve up to $500.00 for advertising and promotion for the developer RFP when it is released.

No new grants have been made for housing stabilization this fiscal year. We expect the majority down payment loans to coincide with closings on Prosperity Way, which has not yet occurred, but is expected to this year. We have budgeted for 2 additional down payment loans in Great Barrington. The ADU program will be offered gain this this year combining the balance of previously encumbered funds (FY24) with $50,000 in new fund this year. We expect to open the application window again this winter, once we have made improvements to the program. The RFP for affordable housing development grants is waiting release until the CPA process is closed.

GB Affordable Housing Trust's Sources and Expenses

11/15/25

Org: 84100

Total Sources	$ 1.572.492.00	*does not include interest income (about $3,400 in FY24)*
Total Uses	$ 1.065.559.76	
Balance	$ 506.932.24	

	SOURCES				EXPENSES			BALANCE
	Source	Purpose, per TM vote	Town Meeting	Amount	Expenditures	Amount	Date	
GENERAL FUNDS	**General funds**		**General funds**	**General funds**	**General funds**	**General funds**	**General funds**	**General funds**
	FY18	Unrestricted	5/1/17	$ 15.000.00				
					Admin fy 18	$ 484.94	3/2018	
					Admin fy 19	$ 100.00	8/15/18	
					Bill Cooke reimb for website fees Wix	$ 156.00	3/11/20	
					Kwik print envelopes	$ 32.00	3/25/20	
					Construct -feasibility study of Alden land	$ 9.975.00	6/30/20	
					Record deed for 40 Grove St	$ 155.00	4/1/21	
					Shoppers Guide advertisements for dp assistance grants	$ 205.80	5/5/21	
					Bill Cooke reimb for website fees Wix.com	$ 165.75	2/16/22	
					Wix.com (2 years Nov 2022- Nov 2024)	$ 267.75	12/23/22	
					Berk Eagle advert for RFP (Oct 2023)	$ 165.80	11/13/23	
	FY24	Any eligible purpose	5/1/23 article 20	$ 175,000.00 avail 7/1/2023	RFP grant award to 121 Front Street (create 2 units)	$ 150.000.00	11/21/23	
					Down payment assistance grantee 8 (partial of $24K total)	$ 23.305.00	4/16/24	
					administrative and reporting support (500 authorized)	$ 200.00	5/3/24	
					Recording fee (155) and excise fee (396.72) to record Deed for purchase of Rising ballfield parcel	$ 551.72	1/6/25	
					grant writing support	$ 1.000.00	1/9/25	
	FY26	STR Community Impact appropriation	5/3/25 article 12	$ 71,747.00	Recording fee for Trustees Incumbency Certificate	$ 105.00	4/23/25	
		Earned Interest through Oct 2025		$ 12,745.00				
			TOTAL NON-CPA REVENUE	**$ 274,492.00**		**$ 186,869.76**		**$ 87,622.24**
CPA FUNDS	**CPA**	**CPA**	**CPA**	**CPA**	**CPA**	**CPA**	**CPA**	**CPA**
	FY18	Any CPA housing purpose	5/1/17 article 13	$ 50.000.00				
					Acquisition payment 1. Alden parcel	$ 1.750.00	9/18/19	
					Acquisition payment 2. Alden parcel	$ 7.000.00	1/8/20	
					Emergency rental assistance (CONSTRUCT first contract)	$ 35.000.00	4/7/20	
					Registry of deeds to record North Plain Rd special permit	$ 105.00	5/15/23	
					Rental assistance. via Construct (Trust voted Apr. 2023)(portion)	$ 6.145.00	4/18/23	
						$ 50.000.00		$ -
	FY19	Down payment assistance	5/7/18 article 11	$ 100.000.00				
					Down payment assistance grantee 1	$ 11.805.00	10/31/18	
					Down payment assistance grantee 2	$ 23.500.00	7/24/19	
					Down payment assistance grantee 3	$ 14.000.00	1/4/21	
					Down payment assistance grantee 4	$ 25.000.00	4/1/21	
					Down payment assistance grantee 5	$ 25.000.00	6/16/21	
					Down payment assistance grantee 8 (partial of $24K total)	$ 695.00	4/16/24	
						$ 100.000.00		$ -
	FY20	Down payment or Rental assistance	5/6/19 article 13 revised by article 20 6/22/2020	$ 100.000.00				
					Emergency rental assistance (CONSTRUCT)	$ 15.000.00	1/26/21	
					Emergency rental assistance (CONSTRUCT)	$ 50.000.00	2/9/21	
					Rental assistance. via Construct (Trust voted Apr. 2023)(portion)	$ 35.000.00	4/18/23	
						$ 100.000.00		$ -
	FY21	Acquisition of Alden parcel	6/22/20 article 19	$ 185.000.00	Aquistion of Alden parcel	$ 169.685.00	7/8/20	
					Survey. engineering. predevelopment	$ 14.800.00	1/5-3/16/22	
						$ 184.485.00		$ 515.00
	FY23	Acquisition. Creation. or Support *can be used for acquisition. creation or suppor*	6/6/22 article 18	$ 200.000.00	Sumner Block CDC project. voted March 2023	$ 100.000.00	3/21/23	
					Rental assistance. via Construct (Trust voted Apr. 2023)(portion)	$ 8.855.00	4/18/23	
					Down payment assistance grantee 6	$ 25.000.00	12/6/23	
					Down payment assistance grantee 7	$ 24.500.00	1/16/24	
					Down payment assistance grantee 9	$ 24.000.00	11/19/24	
					Down payment assistance grantee 10 (partial of 25K)	$ 17.645.00	11/19/24	
						$ 200.000.00		$ -
	FY24	Any CPA housing purpose	5/1/23	$ 265.000.00	ADU pilot	$ 105.000.00		
					Admin fees - Construct $5.000 pd 5/6/25 84100 - 57825			
					First ADU grant was $100.000			
					Still programmed by AHT for use:	*$ 45.000.00*		
					Down payment assistance grantee 10 (partial of 25K)	$ 7.355.00	11/19/24	
					Purchase of Rising ballfield on Park Street	$ 86.850.00	12/19/24	
						$ 244.205.00		$ 20.795.00
	FY25	Any CPA housing purpose	5/6/24 article 18	$ 23.000.00				
						$ -		$ 23.000.00
	FY26	Any CPA housing purpose	5/3/25 article 18	$ 375.000.00				
						$ -		$ 375.000.00
			TOTAL CPA REVENUE	**$ 1,298,000.00**		CPA spent or encumbered		CPA balance
						$ 878,690.00		$ 419,310.00

Total all funds	Total all funds in:	total spent or encumbered	balance available all funds
	$ 1.572.492.00	$ 1.065.559.76	$ 506.932.24

APPENDIX 8
ADU PROGRAM

Great Barrington Affordable Housing Trust
Accessory Dwelling Unit Pilot Program

Terms and General Information

ADU – Accessory Dwelling Unit. In Great Barrington, Accessory Dwelling Unit is defined in the Zoning Bylaw as follows: "a subordinate dwelling unit on the same lot as a primary single unit dwelling or two-unit dwelling, whether in an accessory building or within the same building as the primary dwelling, with provisions for independent cooking, living, sanitation and sleeping. A Movable Tiny House (MTH) connected to electricity, water, and sewer or septic that has its chassis, wheels, and hitch concealed shall be considered an accessory dwelling unit." (Section 11.0)

AMI – Area Median Income is the area median income as determined by the United States Department of Housing and Urban Development and applicable to the Town of Great Barrington. Affordable Housing Trust (AHT) funding may only be used for housing for people with incomes of up to 100% AMI.

AMI Restrictions – Where the AHT uses funds to create housing, the housing must have a period of time during which that housing will be restricted as affordable housing and tied to a minimum AMI. The minimum period of restriction is 10 years.

1. ADU Pilot Purpose
   - Leverage the resources of the AHT to add affordable ADUs to the local housing market;
   - Test viability of utilizing direct partnerships with resident homeowners to increase AMI protected housing in Great Barrington;
   - Provide an opportunity for resident homeowners with financial need – including those with incomes over 100% AMI, but who experience difficulty meeting the cost of living in Great Barrington – to support their cost of living by leveraging AHT funds for construction or renovation to create additional rental income as a means to become financially secure.

2. Applicant Criteria
   The criteria by which homeowner/landlord applications will be evaluated and selected, as well as the criteria for the homeowner/landlord application, are as follows:

   i. **Applicants:** Applicants must currently be legal residents of Great Barrington (their primary residence), or have a current and valid purchase and sale agreement to buy a home in Great Barrington that will be used as their primary residence, with a commitment to maintain that residence for 10-years.
   ii. **Residency**: The proposed ADU will be located on the same Great Barrington property that is also the primary residence of the applicant.

iii. **Project Viability**: In cases where the total project costs will exceed the amount requested of the AHT by the applicant, the applicant must demonstrate, at the time of application, the financial ability to complete the total construction of the ADU building or renovation project. Evidence of this ability may include savings, other loans, or labor to be contributed to the project.

iv. **Resident-Landlord Financial Need:** Applications that demonstrate that the ADU rental income will assist the applicant in being able to afford their Great Barrington housing costs and contribute to allowing them to remain a resident of Great Barrington will be prioritized.

3. AMI Tenant Requirement

The AMI requirement for the tenant of the proposed ADU and income verification process are as follows:

- **AMI:** Maximum income for the tenant of the rental unit (ADU) is 100% of Great Barrington AMI. Rents may not exceed 30% of tenant income at time of lease and verification.
- **Verification:** Income eligibility will be verified at the time of lease. On the first anniversary of the lease date, and at the same time in subsequent years of the lease, the applicant must submit to the AHT or its administrator verification that same tenant remains in the unit. Any change of tenant requires approval of the AHT or its administrator and verification that the proposed new tenant meets the income eligibility requirement.
- **Verification Administration:** The AHT will subcontract income eligibility verification to a third-party organization or corporation acting as program administrator.

4. Loan Program Structure & Administration

This section describes how the loan can be used, its structure and administration.

- **The Loan:** A 0% interest, 10-year loan to resident-landlords to create an ADU on their property on which they primarily reside. The loan shall be tied to a minimum 10-year restriction on the ADU, requiring its use as an affordable rental to persons with income of no more than100% of AMI. If the unit is occupied continuously for 10 years by an eligible tenant or tenants, the loan will be 100% forgiven after that 10-year period.
- **Disbursement**: Up to 50% of the loan amount will be available for disbursement at the start of the project. The remaining portion will be distributed as a cost reimbursement upon verification of completion of work, or portions thereof, and at such intervals as the AHT determines appropriate for the project being funded. The loan documents must be signed prior to any disbursement.
- **Lien for indebtedness:** The loan documents may include a statement of lien, or similar document, as evidence of the loan, and to be recorded at the Registry of Deeds at the time of the initial disbursement.
- **Continued residency required until construction completion:** Should the owner/applicant fail to maintain primary residency at the property after loan approval, whether before or during construction, approval of the application will be rescinded and the applicant must return to the AHT any loan funds disbursed.

- **Requirements after construction**: Owners/applicants who cease to reside on the property after occupation of the ADU by a qualified tenant, or who fail to make the property available for rental in accordance with the ADU loan program within 60 days of completion of construction, or who fail to rent to a qualified tenant within 180 days of completion of construction will not be eligible for any loan forgiveness and repayment of the full loan amount will be due 12 months from the first date of non-compliance.
- **Timeframe:** Each application must include a timeline for completion of construction and proposed rental of the ADU. As part of the loan approval process, the AHT or its administrator will set a project-specific schedule and construction completion deadline. In the event that a project is delayed by 6 months or more beyond the construction completion deadline, the AHT or its administrator will conduct a project review and set a revised timeline and completion deadline, by amendment of the loan documents and written agreement with the applicant. If no agreement can be reached or if the applicant fails to meet the new construction deadline, no further disbursement will be made and the AHT may take legal action against the applicant to recover funds previously disbursed.
- **Property sale:** The restriction established by the loan documents shall run with the land; however, in the event of a property sale within 10 years after the date of the loan documents, repayment of the entirety of the loan shall be due in full at the time of sale, and there shall be no eligibility for loan forgiveness.
- **Administration issues:** When determined necessary or appropriate, the AHT will seek Town counsel input regarding loan document requirements and program compliance and enforcement mechanisms, including applicability of fair housing laws to loan applicants and program participants and, to the extent necessary, the application of "Mrs. Murphy's" rule. The pilot will adopt the recommendation of counsel on both issues during implementation phases.

5. Public Relations and Marketing

The success of the ADU Pilot Program rests on effective outreach and marketing in order to maximize the applicant pool and ensure community awareness. The AHT will work with the Town to generate and disburse information about the Pilot Program and application process. The following provides an outline for further implementation:

- **Target Audience:** Homeowners in the Town of Great Barrington, with efforts to generate word-of-mouth information sharing among all residents.
- **Community-based Information Outlets:** The NEWSletter, Senior Center Newsletter, Shopper's Guide, Social Media, AHT Website, Town Website, Town social media, School District E-blasts
- **AHT Website:** Posted program updates, press release, general information about the Pilot Program, and a link to the application form.
- **In person:** Information session.
- **News Media:** Target local news outlets for in depth stories, Spectrum News, The Edge, The Eagle and WAMC.
- **Materials to Create:** Short-form program description, press release, website content, hard copy flyer and social media "flyer."

6. Budget Line

The Pilot Program budget includes $150,000 for disbursements in loans to selected applicants and $5,000 for program administration.

- $150,000.00 – To be disbursed to selected applicants, with selection to be based on whether and how well the application meets program criteria. There will be no minimum loan amounts or number of applications for program participation.
- $5,000.00 – To fund program administration costs. It is expected that a sum up to this amount will be paid, as a flat fee, to the program administrator for general administration, including implementation of the application process and tenant eligibility verification. The reasons for using a contract-based administrator include 1.) better protecting the privacy of applicants; 2.) ensuring the resources needed for the application and selection process; and 3.) providing a greater level of expertise in housing and community-based loan programs.
- The total number of applications funded will be determined during the evaluation process. If no applicants sufficiently meet program criteria for approval, then no funds will be disbursed.
- No single loan may exceed $100,000.00.
- **In the event** no viable applications are received, the funds budgeted for the Pilot Program will be returned to the general fund of the AHT for use in other AHT programs.

7. Application and Selection

The Application

- **Accessibility:** To the extent possible, the application form program information documents will use straight forward language to describe the program and the evaluation process.
- **Timeline**: The application period will be 3 months, starting upon completion of the Pilot Program design and the start of program marketing activities. The program administrator will begin the application review and selection process following the close of the application period.
- **In the event no applicants are selected:** If there are no viable applications, the budgeted funds will revert back to general fund of the AHT for other programming.

Selection Criteria

Applications will be evaluated, compared, ranked, and ultimately selected using the criteria outlined below. All applicants must meet the residency requirement, with no exceptions. Applications will be evaluated on:

I. Project viability – ability to complete the construction, renovation and/or physical improvements proposed. The program administrator may consider additional funding/cost savings sources (such as personal savings, another loan, or sweat equity/labor on the project).

II. Living space proposed – the extent to which the proposed ADU is appropriate for use as a living space

III. Location – The extent to which the proposed ADU location is accessible to food shopping sites and the downtown area, and has cell phone (wireless communications) and highspeed internet coverage.

IV. Resident-Landlord Financial Need – the extent to which the landlord/applicant demonstrates financial difficulty meeting the cost of living in Great Barrington that an income restricted ADU would help alleviate.

V. Cost Effectiveness – the extent to which the project is cost effective.

VI. Impact – the extent to which the application demonstrates a likelihood to provide secure housing for the most people possible – considering ADU capacity and the size of the resident landlord's household in total – consistent with the goals of the Pilot Program.

The below detailed assessment rubric will be used to evaluate and select applications.

Mandatory Residency Requirement– meets residency requirements and is likely to continue to do so. **Prescreening requirement. Not eligible to apply if not met.**	**Fails eligibility:** Not eligible to vote in Great Barrington.	**Meets eligibility:** Eligible to vote in Great Barrington.			
Assessment Criteria:	**Weakest**	**Somewhat Weak**	**Moderate**	**Somewhat Strong**	**Strongest**
1) Project viability – may consider additional funding/cost savings sources (e.g., savings, other loan, or sweat equity/labor on project)	Low level of detail on budget and financial plan such that assessment of viability is not realistically possible.	Low level detail budget or financial plan.	Moderate detail on both budget and financial plan.	Strong budget detail or financial plan but not equally strong.	Detailed budget and financial plan that shows 100% of the project cost will be covered, once the loan amount is included.
2) Living space proposed – the extent to which the proposed ADU is appropriate for a living space • Square Footage. • Amenities. • Natural light. • Environmental quality of materials used.	Minimum allowable square feet (150 sq. ft. of habitable floor space for first occupant and 100 sq. ft. for each additional occupant) under State Sanitary Code. 105 CMR 410.420 Meets minimum standards for a dwelling unit re: water, sanitation, insulation, heat. See State Sanitary Code, chapter 2. Meets minimum windows requirements. Meets minimum environmental design/construction standards. (Refer to Chapter 83 of Great Barrington Code, Stretch Energy Code, and LEED (Leadership in Energy and Environmental Design) rating system of the U.S. Green Building Council.)	Minimum allowable square feet (338 sq. ft.) Meets minimum standards for a dwelling unit re: water, sanitation, insulation, heat and has either: full kitchen, a washer/dryer, a full bath, or high-speed internet. At least 1 window more than minimum windows. Incorporates at least 1 best-practice standard in environmental design/construction.	Minimum allowable square feet (525 sq. ft.) Has some but not all: full kitchen, washer/dryer. Full bath, high-speed internet. At least 2 windows more than minimum. Meets some but not all best-practice standards in environmental design/construction.	Minimum allowable square feet (713 sq. ft.) Has most but not all: full kitchen, washer/dryer, full bath, high-speed internet. Good natural light. Incorporates many best-practice standard in environmental design/construction.	Maximum allowable area: (no more than 900 sq. ft. net usable floor area), per Zoning Bylaw, section 8.2. Has full kitchen, washer/dryer, full bath, high-speed internet. Strong natural light. Meets all best-practice standards in environmental design/construction.
	Meets all minimums to get a Certificate of Occupancy under State Building Code.				
3) Location – The extent to which the location is accessible to food shopping sites and downtown area, and has cell phone (wireless communications) coverage. • Ease of access to groceries/food and Main Street. • Cell phone service/coverage.	Must have transportation to access grocery or food and Main Street, no cell phone coverage.	Has access to only one of: groceries/food; Main Street; or cell phone coverage.	Has access to more than one of: groceries/food; Main Street; or cell phone coverage.	Has access to all but one of: groceries/food; Main Street; or cell phone coverage.	Within walking distance of groceries/food and Main Street & full cell phone coverage.
4) Resident-Landlord Financial Need – the extent to which the landlord/applicant demonstrates financial limitations in meeting cost of living in Great Barrington that an income restricted ADU would help alleviate	No financial need.	Housing costs are less than 30% of applicant's household income and there is little financial need.[1]	Housing costs are approximately 30% of household income and there is some financial need.	Housing costs are over 30% of household income and there is clear financial need.	Application information demonstrates ADU rental income will prevent landlord/applicant from leaving home.
5) Cost Effectiveness – the extent to which the project is cost effective	Inefficient use of estimated cost/square foot.	Somewhat inefficient use of estimated cost/square foot.	Moderately efficient use of estimated cost/square foot.	Fairly efficient use of estimated cost/square foot.	Maximizes efficient use of estimated cost/square foot.
6) Impact – the extent to which the application demonstrates a likelihood to provide secure housing for the most people possible – considering ADU capacity and the size of the resident landlord's household in total – consistent with the goals of the Pilot Program.	Minimum impact: Studio unit, or 1 resident in the landlord/applicant's residential unit.	Studio unit and 1 resident in the landlord/applicant's residential unit.	1 bedroom and more than one resident in the landlord/applicant's residential unit.	Multiroom ADU or high number of residents in the landlord/applicant's residential unit.	Maximum impact: Multiroom ADU and highest number of residents in the landlord/applicant's residential unit.

WORKSHEET

Town of Great Barrington, MA
Great Barrington Affordable Housing Trust Fund
Request for Proposals for
Affordable Housing Projects

I. Introduction and Important Dates

The Affordable Housing Trust Fund's (the "Trust" or "AHTF") mission is to create, preserve and support affordable housing in Great Barrington, and to fund community housing for low and moderate income households, as defined in and in accordance with the provisions of G.L. Chapter 44, §55C. This housing is defined as being affordable to those persons and households whose annual income is less than 100 percent of the area median income (AMI), as determined by the U.S. Department of Housing and Urban Development (HUD). Since its inception in 2017, the Trust's projects have included emergency rental assistance programs, down payment assistance programs, acquisition of land on which to create new homes, and grants for the renovation of homes and buildings to create or preserve affordable housing. The Trust's projects are funded by municipal appropriations from the Town's general fund and the Community Preservation Act (CPA), and may also be funded from donations of money, land, and/or buildings.

With this Request for Proposals the Trust seeks proposals for new affordable housing projects, and for renovation and redevelopment projects that will produce new or preserve existing affordable housing.

- RFP Issuance: September 2025
- This RFP will remain open until June 30, 2026, or until funds are expended.
- Inquiries Deadline: Up to two weeks prior to the submission
- Proposal Submission Deadline: By the 1st of each month, 2:00 PM
- Proposal Presentations: At the regular meetings of the AHTF; depending on the number of applications, presentations may carry over into the next regular, or specially scheduled, meeting of the AHTF.
- Selection: To the greatest extent possible selection decisions will be made at the time of the presentations but may be continued to subsequent meetings at the discretion of the Trust.

II. Request for Proposals

The Town of Great Barrington Affordable Housing Trust Fund, through the Town Manager, is seeking proposals from individuals and groups who have the capabilities consistent with the scope of the project to design, plan, build, create, operate, and manage affordable housing projects on small, medium and large scales, and by using a variety of financing techniques. The intent of this RFP is to identify projects and collaborators that will provide affordable housing for Great Barrington in keeping with the Trust's mission, the Town's housing strategies, and the Trust's financial obligations. With this RFP the Trust seeks proposals for the following:

- Renovation and redevelopment projects that will produce new or preserve existing affordable housing.

The Trust is open to considering various development, rehabilitation and/or future ownership scenarios on projects that respond to the above description. The Trust prefers deed restrictions in perpetuity for its projects, but will consider shorter terms in proportion to the funding requested from the Trust.

Any type of entity or person may submit a response to this RFP. Respondents could include nonprofit housing and community development partners, for-profit housing developers, and even private landowners or homeowners who are seeking to help fulfill the Trust's mission.

All proposals and any subsequent grant award agreement will become a public record.

III. INSTRUCTIONS FOR SUBMISSION OF RESPONSES

Proposals will be considered on a rolling basis. Applicants should submit one (1) original response, three (3) hard copies of the response, and one (1) electronic version **by or before: 2:00 pm, on or before the first business day of the month. Proposals received after this time will be held over to the subsequent submission period. Proposals should be addressed as follows**:

Town of Great Barrington
Affordable Housing Trust Fund
c/o Christopher Rembold, Assistant Town Manager/Director of Planning
334 Main Street
Great Barrington, MA 01230

All inquiries regarding this RFP should be submitted via e-mail and directed to the Assistant Town Manager/Director of Planning & Community Development (crembold@townofgbma.gov), no later than 2:00 PM fourteen calendar days before the submission date. All inquiries and responses to inquiries pertaining to this RFP will be shared with all registered Proposers and prospective Proposers. The Trust is not responsible for the reliability of electronic communications.

Responses must be marked "2025-2026 Proposal to the Affordable Housing Trust Fund" and must include all required documents, completed and signed per this RFP, and all required forms per this RFP. The Trust reserves the right to reject any or all proposals or to cancel this Request for Proposals if it is deemed in the best interest of the Trust to do so.

The Trust makes no representations or warranties, express or implied, as to the accuracy and/or completeness of the information provided in this RFP. This RFP (including all attachments and supplements) is made subject to errors, omissions, prior sale, lease or financing and withdrawal without prior notice, and changes to, additional, and different interpretations of applicable laws and regulations.

Proposers should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other requirements and legal considerations for their subject sites relevant to the terms and elements of

their proposals.

IV. PROPOSAL SUBMISSION REQUIREMENTS

1. A cover letter of interest signed by the principal(s), with their contact information, including the following:
    a. Their understanding of the Trust's mission
    b. The location of the proposed project
    c. A summary of the number of units, bedrooms/unit, and rent/unit
    d. A summary of the proposed AMI threshold/unit
    e. The proposed deed restriction(s)
    f. The amount of funding requested from the Trust and the estimated total cost
    g. Their willingness to enter into contracts with the Town, including any required affordable housing deed restrictions.

2. Narrative Description – The response shall include:
    a. A description of the concept for the subject property, including its location, the feasibility of development or redevelopment, the types of uses to be located on the property, access on the property to cell phone (wireless communications) and internet provider services Minimum Threshold Criteria/GB, Criteria 5
    b. The total number of affordable housing units in the project, their types, sizes and their proposed future sale prices or rents, level of affordability (expressed relative to household income and percentage of Area Median Income), and proposed deed restriction periods. Criteria 4 and 1 half of 3
    c. A description of or plans for the living space proposed, specifying the overall special arrangements of each unit, the number of bedrooms per unit, amenities included per unit, natural light/unit and the environmental quality of materials that will be used in the project. Criteria 3 & 8
    d. A description of the extent to which the project will meet the housing needs of Great Barrington residents and workers, including a marketing and community outreach plan, and management plan and management entity (if any). Criteria 8

3. Project Scope & Timeline: Include a timeline for acquisition, permitting, financing, construction, reconstruction or rehabilitation, and occupancy. Describe whether significant structural changes or additions, including potential removal or replacement of historically significant exterior features, are anticipated, and whether any significant site changes, e.g., parking or landscaping, are required or proposed. Fully describe all zoning requirements or limitations, describe all other local permits that may be required, and describe the timeline for achieving any needed approvals.

4. Experience & Capabilities: The response shall include a description of the relevant development and property management experience of the Proposer and/or their contractor, whether an individual or a team, including a list of relevant projects that have been completed by the Proposer or their contractor in the past ten years. Describe the experience of the individuals and organizations to be involved, including the development team,

architect and code professionals, engineers and consultants, and, as applicable, the contractor, property manager, lenders and investors, if any. Background information, including firm resumes and resumes for principals and employees expected to be assigned to the project, shall be provided. Criteria 2

5. Organization Chart & Key Personnel: The response shall include an organizational chart of the Proposer, along with: The name, address and telephone number of the Proposer, the name of any representative authorized to act on their behalf, the name of the contact to which all correspondence should be addressed, and the names and primary responsibilities of each individual on the development team. Criteria 2

6. References: Five (5) relevant references, including contact information. Criteria 2

7. Budget & Budget Narrative: Fully describe the development budget including the amount and source of all proposed funds, and a 10-year operating pro-forma that reflects typical income (sales or rents) and expenses, including but not limited to debt service costs and capital or operating reserves. Provide a development financing plan, including: Criteria 1 & 5
    a. The amount of grant funds the Proposer is seeking from the Trust, when those funds would be expected (month/year) and whether those funds would be needed in one lump sum or over a period of time.
    b. A proposed pre-development budget, if applicable, including all projected sources to be used to secure necessary permits and approvals for the rehabilitation and/or construction.
    c. A development budget that includes a list of sources and uses, and identifies the extent to which AHTF funds will leverage other funds for the project.
    d. Operating budgets with income and expenses over a minimum 10-year period.
    e. A budget narrative addressing items a-d and describing the assumptions used in making the above determinations, for example, utility costs, taxes or exemptions, price escalations, etc.

V. EVALUATION CRITERIA

Minimum Threshold Criteria

1. The proposed project is located in the Town of Great Barrington.
2. Timely submission of the proposal.
3. A letter of interest signed by the proposal principal(s).
4. The submission includes all required components: narrative description, project scope and timeline, experience and capabilities, organization chart and key personnel, and 5 references.
5. A budget and budget narrative, including funds request, predevelopment budget, development budget, 10-year operating budget.
6. A rehabilitation and/or construction and occupancy timeline of no longer than two (2) years.
7. Submission of required, standard forms: the Certification of Non-collusion, Certification of Authority.

8. All units under consideration must be affordable for households earning up to a maximum of 100% of the Area Median Income.

Comparative Evaluation Criteria

Proposals meeting the minimum criteria will be judged on the following additional comparative evaluation criteria ranked as weak, somewhat weak, moderate, somewhat strong, strong, in accordance with the attached evaluation rubric for this RFP.

1. Project Viability – Considering all funding sources, scope and cost, the extent to which the pro-forma budget presents a viable business model over 10 years.
2. Capabilities Consistent with the Scope of the Project – The extent to which the proposal demonstrates: completeness of project planning in documentation, experience with similar development projects (either the Proposer or the contractor), that subcontractors are in place for the project, and experience in and/or plan for property management.
3. Living Space Proposed – The extent to which the proposed units are appropriate for use as living spaces considering overall spaciousness, amenities included, natural light, and the environmental quality of the materials used.
4. Affordability – Considering the Area Median Income (AMI) threshold required for tenants over the proposed deed restriction period, the extent to which the project will create the most affordable housing for the longest period of time.
5. Location – The extent to which the location is accessible to food shopping sites and downtown areas and has cell phone (wireless communications) coverage and internet access.
6. Cost Effectiveness – The extent to which the project is cost effective measured by overall efficacy in the use of resources and additional funds an AHTF grant will leverage for the project.
7. Impact – The extent to which the application demonstrates a likelihood to provide secure housing for the most people possible as assessed by total number of units included in the project and per unit maximum impact.
8. Community Need – The extent to which the project meets the affordable housing needs of the Great Barington community, based on demonstrated knowledge of the affordable housing needs of Great Barrington residents and workers and experience with marketing and community outreach in Great Barrington.

VI. INTERVIEWS

The Trust may require an interview with Proposers, and any interview presentations will be considered as part of the overall evaluation process to determine the successful Proposer. Any such interviews will be used to further assess the proposal in relation to section V., Evaluation Criteria.

VII. SELECTION PROCESS

All proposals properly submitted will be opened in public. All information contained in the proposals is public, including the requested grant amount. The Trust will review and evaluate all proposals received by the submission deadline on a rolling basis throughout the year, based on the criteria outlined herein. Evaluation of the proposals will be based on information provided in the

Proposer's submission as described in the submission requirements of this RFP and any interviews, references, and additional information requested by the Trust. The successful Proposer(s) will be the responsive and responsible Proposer(s) who submits the proposal that best meets the intent of this RFP as stated in section II, taking into consideration the grant amount requested from the Trust and the comparative evaluation criteria set forth in the RFP, as further explained in the Evaluation Rubric included in Appendix A. The Trust will notify all Proposers in writing of its decision.

The Trust will select proposals to fund that it deems likely to create affordable housing consistent with the Trust's mission, taking into consideration all evaluation criteria and the requested grant amount. More than one proposal may be selected, and the Trust reserves the right to offer grant amounts that are lower or higher than requested. All grants are subject to appropriation of sufficient funds.

VIII. EXECUTION OF GRANT AGREEMENT

The successful Proposer will be required to execute a Grant Agreement in the form presented by the Trust, committing to the elements of the proposal and a timeline for implementation of the project, and prerequisites, if any, to be fulfilled.

RFP COMPARATIVE EVALUATION RUBRIC

Program Goals

1. Leverage the resources of the AHTF to add affordable residential units to the Great Barrington housing market.
2. Encourage renovation and redevelopment projects that will produce new or preserve existing affordable housing affordable housing in town.

Assessment Criteria	Weak	Somewhat Weak	Moderate	Somewhat Strong	Strong
1. Project Viability: Considering all funding sources, scope and cost of project, does the pro forma present a viable business model over ten years.	The pro forma lacks a detailed budget and comprehensive financial plan, making it impossible to realistically assess the project's viability. Key required budget elements are missing.	The pro forma shows some long term planning but lacks a sufficiently detailed budget and financial plan to enable a meaningful assessment of project viability.	The pro forma includes a moderate level of detail in both the budget and financial plan, but falls short of what is needed for a confident assessment of project viability.	The pro forma demonstrates strong detail in either the budget or the financial plan, but the other component is comparatively weaker, limiting a full assessment of project viability.	The pro forma presents a detailed and complete budget and financial plan, demonstrating full coverage of project costs. All required elements are included. Information provided permits assessment of project viability.

2. <u>Capabilities Consistent with Project's Scope:</u> • Experience with similar projects (applicant or contractor) • Completeness of project planning documents • Subcontractors in place • Developed and realistic property management plan	The proposal lacks the plans and level of detail necessary to demonstrate the ability to execute the project. Additionally, the applicant or contractor has no experience with similar projects.	The proposal provides only limited plans and details necessary to demonstrate the applicant's ability to execute the project effectively.	While the submission offers a moderately detailed execution plan and some experience with comparable projects, it lacks specificity needed to give confidence in successful delivery.	The proposal includes a generally complete project plan but one or more critical elements, such as executed construction contracts or required permits, are missing or incomplete.	The project is shovel-ready, with detailed plans, materials identified, a building permit issued, and construction contracts in place. The applicant has extensive experience, with a successful track record, on similar projects supporting their capacity to deliver successfully.
Assessment Criteria	**Weak**	**Somewhat Weak**	**Moderate**	**Somewhat Strong**	**Strong**
3. <u>Living Space Proposed</u>: The proposed units offer well-proportioned square footage appropriate as living spaces with strong amenities and ample natural light. The selection of materials supports a healthy indoor environment, reflecting thoughtful design and attention to livability.	The proposed unit(s) meets the minimum standards for a dwelling unit under the State Building Code for light, natural ventilation, insulation, energy efficiency, and egress. While they satisfy environmental design and construction requirements, the living space provided is limited.	The proposed unit(s) exceeds basic requirements by offering at least one high-quality feature (e.g., full kitchen, washer/dryer, full bath, or high-speed internet), an additional window beyond the minimum required, and the integration of at least one best-practice element in environmental design or construction.	The proposed unit(s) offers one enhanced amenity—such as a full kitchen, washer/dryer, full bath, or high-speed internet—but does not provide the full set. It surpasses minimum code requirements for windows and incorporates certain best-practice measures in environmental design or construction, though not comprehensively.	The unit(s) includes most, but not all, of the key amenities: full kitchen, washer/dryer, full bath, and high-speed internet. It offers good natural light and incorporates many best-practice standards in environmental design and construction, but some opportunities for further enhancement remain.	The proposed living spaces are spacious throughout, with every room meeting high standards for size and comfort. The unit(s) includes a full kitchen, washer/dryer, full bath, and high-speed internet. Strong natural light is present, and the project demonstrates best-practice standards in environmental design and construction through LEED certification or

					equivalent, such as National Association of Home Builders standards.
4. Affordability (AMI): The project meets the minimum requirement with a deed restriction at 100% of Area Median Income (AMI) for tenants. It also provides long-term affordability through a sustained restriction period. Supports stable housing access for moderate-income households.	The project meets the minimum affordability requirement with a 100% AMI deed restriction, but the restriction is time-limited—raising questions about long-term affordability beyond that term.	The project includes a deed restriction at 90% of AMI for a limited duration, reflecting a stronger affordability level than required, but the restriction is not permanent.	A strong commitment to affordability, either through an 80% AMI deed restriction or nonprofit ownership, but affordability is subject to a limited term.	The project provides deep affordability through a 70% AMI deed restriction in perpetuity or ownership by a qualified housing non-profit, ensuring long-term access to affordable housing.	The project ensures deeply affordable housing through a 60% AMI deed restriction in perpetuity or ownership by a qualified housing non-profit, guaranteeing long-term affordability and community benefit.
Assessment Criteria	**Weak**	**Somewhat Weak**	**Moderate**	**Somewhat Strong**	**Strong**
5. Location: The project benefits from a well-situated location, offering easy access to grocery shopping and downtown amenities with strong walkability and pedestrian access to services. Cell service and internet connectivity are present,	With no walkable access to groceries or Main Street, the location is dependent on vehicular transportation for basic needs. Limited cell phone coverage further reduces the site's accessibility and may	The project location provides access to only one of the following: groceries/food , Main Street, or cell phone coverage. This limited access may affect resident convenience and connectivity.	The project location provides access to more than one of the following: groceries/food, Main Street, and cell phone coverage. This supports a reasonable level of convenience and connectivity for residents.	The site has access to all but one of the following: groceries/food , Main Street, or cell phone coverage. While the location supports a generally high level of livability, the missing element may present a limitation for	The site is well-located, with walkable access to groceries/food and Main Street, and benefits from full cell phone coverage. This combination supports a high level of residential convenience and livability.

ensuring residents are well connected both physically and digitally.	impact quality of life.			some residents.	
6. Cost Effectiveness: The project demonstrates cost effectiveness through efficient use of resources and the ability to leverage additional funding alongside the AHTF grant, maximizing the impact of public investment.	The project reflects an inefficient use of resources, with a high estimated cost per square foot. Additionally, limited financial resources are available to support or leverage the AHTF grant.	The project shows a somewhat inefficient use of resources, with estimated costs per square foot above typical benchmarks.	The estimated cost per square foot indicates a moderate level of efficiency. While the proposal does not represent the most cost-effective model, it remains within reasonable limits.	The project demonstrates fairly efficient use of resources, with estimated costs per square foot falling within a reasonable and generally acceptable range.	With a low cost per square foot and the AHTF grant making up no more than 10% of the total project cost, the proposal demonstrates excellent cost efficiency and strong use of external funding sources.
Assessment Criteria	**Weak**	**Somewhat Weak**	**Moderate**	**Somewhat Strong**	**Strong**
7. Impact: The application demonstrates a clear potential to provide secure housing to a significant number of individuals, maximizing the impact of available resources.	The project provides a minimum level of per-unit impact, with studio units offering limited space and functionality. The overall impact is determined by the total number of units included in the proposal.	The project includes 1-bedroom units, offering a modest but adequate level of living space. The overall impact is determined by the total number of units included in the development.	The project includes 2-bedroom units, which provide a higher level of livability and flexibility for small families or shared households. The total number of units will determine the overall scale of impact.	The project includes 3-bedroom units, which support larger households and families, enhancing the per-unit impact. The total number of units will determine the overall scale and effectiveness of the project.	The inclusion of 3+ bedroom units provides strong per-unit impact by accommodating larger families and more complex household structures. The total number of units will determine the project's overall contribution to housing availability.
8. Community Need: The	The proposal shows little to	The proposal reflects an	The proposal reflects an	The applicant demonstrates	With meaningful

project addresses the affordable housing needs of the community, based on demonstrated knowledge of local housing challenges, experience working with town residents, and a track record of effective marketing and community outreach.	no consideration of Great Barrington's housing needs. The applicant has no relevant local experience and lacks a proven approach to outreach or marketing within the community.	understanding of Great Barrington's housing needs. However, the applicant lacks relevant local experience and has not demonstrated a proven approach to community outreach or marketing.	understanding of Great Barrington's housing needs, and the applicant brings relevant local experience. However, there is no demonstrated track record of effective community outreach or marketing.	a solid grasp of Great Barrington's housing challenges and brings a proven history of effective outreach and marketing. Nevertheless, the absence of local experience may limit the applicant's ability to navigate community-specific dynamics.	local experience, a strong outreach and marketing track record, and a clear grasp of the community's housing needs, the applicant is well-positioned to deliver an impactful and responsive project.

APPENDIX 10
NORTH PLAIN ROAD / PROSPERITY WAY

a. SUMMARY

- Phase One – House Prices: Habitat is currently estimating that the average cost of a home for the Phase One houses (going in now), will be $418,436. The majority of houses in Phase One are large modulars that will house the largest families in the development. Habitat moved these homes up to phase one of the project to avoid an anticipated increase in cost of over $40,000/modular with tariffs and to get the crane needed to set the modulars in before paving to prevent damaging the road after paving. Phase one houses will be matched with applicants in the 80%-100% AMI window.

- Applications from Great Barrington residents: Habitat received 261 applications expressing interest in Prosperity Way at the step 1, prescreen phase of the application process. Of these, 76 were eligible to submit a full application and have been invited to do so. This step is currently in process.

  As of typing this, they have received 9 complete or near complete full applications to date, 2 of which currently live in Great Barrington (including Housatonic), 1 works for BHRSD, 4 currently live in other South County towns, and 2 of which are currently Pittsfield residents. These numbers are changing quickly as applications come in.

  The prescreen phase of the application process does not ask for information about current residence other than to ask if they reside in Berkshire County or outside of the County. This can be changed if it is vital information going forward.

  Of the completed applications received to date, the majority are for smaller size families, while the phase one homes are for larger size families. They will be eligible for the next houses to go in at Prosperity Way. Habitat may also consider revising the design of the houses in future phases if they find it is not well aligned with the applicants need.

- Project Costs: There is a certain amount of variability in the total estimated project costs. This is the case for two reasons, construction costs and the Habitat model. Construction costs continue to rise across the board, which impacts the costs of a multiyear project like this one significantly. On the other hand, the Habitat model adds the variable of in-kind donations in the form of labor and/or materials, which brings costs down, but varies house to house, phase to phase, depending on donated time available.

  Habitat's Project Manager, June Wolf, currently estimates the whole of Habitat's aspect of the project to cost $8,725,000. In the report from Habitat Executive Director, Carolyn Valli below, Ms. Valli estimates the total cost for phase one, (the current phase), will be $2,510,616, with projected in-kind donations and additional grants obtained by Habitat for phase phone coming in around $712,000.

To date, the Great Barrington Affordable Housing Trust costs associated with the Alden Parcel/Prosperity Way are as follows:

- $9,975 – Feasibility study (non-CPA Town funds.)
- $178,435 – Acquisition (CPA funds – Town/State)
- $14,800 – Survey, engineering, and predevelopment (CPA funds – Town/State)

Additionally, the Town and Trust leveraged the Trust's investment to secure a MassWorks grant from the State in the amount of $3.2 million for use on site infrastructure which included engineering (White Engineering, $70,000), the road, electrical, sidewalks, sewer, earthwork and drainage (Rifenburg, $3,193,053). The town utilized $103,320 in 40R funds (part of a previous multiyear Smart Growth grant) on costs associated with digging foundations.

Of actual and estimated costs from acquisition through Phase One (end of this fiscal year), .17% of funds are non-CPA Town of Great Barrington funds and 3.22% of funds are CPA funds (a combination of Town and State dollars). Approximately 55% of funds are grants received by the Town of Great Barrington, the majority of which are MassWorks grant funding. 42% of funding through the end of Phase One is funding and/or donations secured (or to be secured) by Habitat.

b. Habitat Report on Prosperity Way from Executive Director, Carolyn Valli

Prosperity Way & Housatonic Homeownership Pipeline and Affordability Report

Building a Path Forward—Together

Introduction

Central Berkshire Habitat for Humanity remains committed to expanding access to affordable homeownership in Berkshire County. As we advance the Prosperity Way development—alongside ongoing interest in Housatonic—we continue to strengthen our systems for screening, supporting, and selecting families while working collaboratively with partners to overcome key affordability obstacles. This report summarizes the applicant pipeline, the screening and review process, financial projections for the project, and shared challenges related to affordability, taxes, and subsidy requirements.

Our spirit is one of partnership: **How can we get this done together?**

I. Applicant Pipeline Overview

Pre-Screening Results

To date, **548 pre-screen applications** have been received. Of these, **261 applicants** expressed interest in the Housatonic homes or indicated willingness to consider either Pittsfield or Housatonic.

Pre-screening enables us to review self-reported applicant data quickly and compassionately, ensuring families are not burdened by a lengthy application if they clearly fall outside program guidelines.

Applicants Who Did Not Qualify (Pre-screen Stage)

Category	Number	Notes
Credit score below 640	**38**	Referred to Financial Education
Did not meet affordable payment guidelines	**17**	Front-end/back-end ratios too high
Did not meet payment *and* income guidelines	**13**	Multiple eligibility barriers
Did not meet income guidelines	**81**	Outside of current program limits
Family size not eligible	**2**	Families of 9 and 10 exceeding available unit sizes
Qualified for Pittsfield but **not** GB	**34**	GB AMI caps and limits differ
Qualified for GB only (invited to apply)**	**34**	Invited to submit a full application
Qualified for both GB & Pittsfield (invited)**	**42**	Invited to submit a full application

*Total invited to full application stage: **76 families**.*

II. Full Applications Received (GB – To Date)

We have currently received **7 full or near-complete applications** [updated to 9, at time of AHTF Step 2 draft submission] for the Great Barrington/Housatonic units:

Applicant	Family Size	AMI %
C.M.	4	60%
C.S.	2	67%
I.J.	1	68%
S.Z.	1	90%
A.H.	2	72%
T.J.	5	55%
T.F.	3	74%

Application Review Process

1. **Pre-screening** to reduce applicant frustration and unnecessary paperwork.
2. If the pre-screening is inconclusive, applicants are invited to send **targeted documents** (income, credit, bank statements) before completing a full application.
3. **Full application** is then processed: verification of income, assets, employment, credit, and household composition.
4. Applications are reviewed by the **Homeownership Team**.
5. CEO completes **final approval**.

To date, **only one application has been denied**, due to liquid assets exceeding $500,000, which falls outside our eligibility criteria.

Support for Non-Qualifying Applicants

Applicants not eligible for Round One are encouraged to enroll in **Building for Tomorrow**, where they can access:

- Financial education
- Coaching
- Asset-building supports
- Credit repair pathways

These efforts help build long-term stability and prepare families for future opportunities.

Applicants below the 80–100% AMI target for Phase 1 are considered for **Phase 2**, which is projected to include homes affordable to applicants as low as **65% AMI**, *pending approval of submitted grant requests*.

III. Affordability Challenges & Financial Realities

Construction Cost Overview

Average cost to construct each Phase One home: **$418,436**

Phase One Total Project Cost

- **Total Cost:** $2,510,616
- **Projected Gift-in-Kind & Grants:** $711,990
- **Projected Net Cost:** $1,798,626

Based on the AMI of buyers and final sale prices, Phase One may result in:

- **Up to a $217,000 project loss**, or

- A **surplus**, which would be **rolled into Phases 2 & 3** to deepen future affordability.

This is a core challenge—and an opportunity for partnership.

IV. Taxes: A Structural Barrier to Affordability

One of the primary drivers pushing families above their affordability threshold is **property taxation**.

Projected Monthly Tax Burden at 80–100% AMI

- **$364 – $439 per month**
  This increases total monthly housing cost to:
- **$2,086 – $2,310 per month**

Impact

Opportunity to align that the Prosperity Way homes will be taxed at deed-restricted sale prices which would negate the following impacts:

- Sale prices must be increased to allow mortgage underwriting to absorb tax costs.
- Increased sale prices push required AMIs **higher**, shrinking the eligible pool.
- This is disproportionately harmful in high-value communities like Great Barrington.

Critical Question for Policymakers and Partners

Can property taxes be based on the restricted structure value rather than market value?
This policy adjustment could unlock affordability not only for Habitat—but for all income-restricted homeowners.

V. Subsidy Comparison: Pittsfield vs. Great Barrington

Pittsfield units benefited from substantial subsidy support:

- **CPA contribution:** ~$45,000 per unit
- **MassHousing support:** Over **$150,000 per unit**

This allowed significantly lower sale prices and lower AMI requirements.

By contrast, Great Barrington Affordable Housing Trust:

- Caps household AMI's **100%.**

- Has greater market pressure due to higher assessed values
- Offers up to $25,000 in down payment assistance as a loan, which has to be factored into sales price for mortgage purposes.

The difference in subsidy layers materially affects affordability outcomes.

VI. Phase 2 Opportunities

Phase 2 includes **funding requests submitted to FHLB**, which—if awarded—will:

- Bring AMI targets as low as **65% for a limited amount of units.**
- Deepen affordability
- Reduce sale prices
- Lower mortgage and tax burdens
- Preserve long-term affordability for more local families

This is another place where partnership and advocacy can move the needle.

VII. Moving Forward—Together

The challenges facing Prosperity Way and our Housatonic pipeline are real, but they are not insurmountable. By working collaboratively across municipal partners, funders, philanthropic supporters, and community leaders, as we have from the beginning of this project we can:

Key Opportunities for Partnership

- **Advocate for tax reform** that aligns assessments with deed-restricted values.
- **Increase local subsidy contributions**, especially in high-cost markets.
- **Support grant applications** and cross-sector funding models. The Town of Great Barrington has been the best partner on grant applications in the Berkshires.
- **Explore regional policy shifts**, including tax abatements or innovative housing overlays.

Our Shared Goal

To ensure that **working families**—teachers, health aides, retail workers, childcare providers, and essential service workers—can afford to live in the towns they keep running.

Our Shared Commitment

To build homes families can afford today, and to build systems that ensure long-term affordability for generations.

Conclusion

Prosperity Way is not just a housing development—it is an investment in community, stability, and shared opportunity. The data show both strong demand and significant structural challenges. By coming together around creative solutions, targeted subsidies, and advocacy for tax and policy alignment, we can close the gap and ensure this project succeeds.

Let's get this done—together.

Great Barrington Budget & Financial Policy for Fiscal Year *2027*

Budget & Financial Policy

The Town of Great Barrington will manage municipal finances wisely. This will include planning for adequate funding to:

1) Provide and maintain public services and facilities at a level that will ensure public well-being and safety;
2) Comply with all State and local by-laws, rules, and regulations; and
3) Meet the strategic priorities of the Town.

The budget and financial goals set forth by the Town Selectboard and the Finance Committee in the policy document outline the priorities and objectives of the Town and provide agreed-upon financial guidelines to be used in the preparation and review of the annual budget.

STRATEGIC PRIORITIES

- Ensure public safety.
- Ensure public health.
- Maintain a strong local economy.
- Strive for a high quality of life.
- Seek environmental sustainability.
- Ensure the fiscal stability of the Town.
- Maintain public infrastructure.
- Support affordable housing.
- Follow Great Barrington's Master Plan.

FINANCIAL GOALS

- Maintain adequate financial resources to sustain municipal services in the short and long term.
- Respond to the changes in the economy and meet the priority needs of the Town.
- Provide quality services efficiently and on a cost-effective basis.
- Maintain our top-level bond rating.
- Work to keep the overall tax levy reasonable in consideration of other priorities and goals.[1]

FINANCIAL MANAGEMENT POLICY

Revenue

- Services provided may not exceed available resources.
- Process must provide quality estimates of anticipated revenue.
- Process must anticipate any changes in revenue in upcoming years.
- Seek to diversify revenue sources.
- Estimate available resources including state funds, local funds, fees, grants and other sources.

Real Estate Tax

- Town should restrict levy to a 2.5% increase over the prior year levy limit adjusted for new construction growth and net debt and capital exclusions, as per Mass General Law.
- Proposed budget to not exceed legal property tax levy. Evaluate estimated tax rate based on level of affordability including average and median income; average and median value of real property and the cost of living.

[1] For further information, see 'Tax Levy Considerations' in Financial Policy Manual, Town of Great Barrington, Prepared by Division of Local Services Technical Assistance Bureau , June 2020, page 2: https://www.mass.gov/doc/greatbarrington-ccc-policies-june-2020/download

Free Cash and Reserves

- The Town will monitor overall general fund reserves (free cash and stabilization funds) as a percentage of the annual operating budget. The relative percentage and sufficiency of these will be evaluated relative to guidance from the state, historical trends and other factors.
- If the Town generates free cash consistently higher than historical trends and guidance from the state, the Town Manager will closely examine future budget proposals to determine if adjustments are appropriate.

User Fees

- Establish user fees and other non-property tax revenues to recoup, to the extent possible, the costs of supplying a particular service.
- Review current department fee structures and charges for services periodically to determine if they reflect the cost of the service and are also reasonable and affordable fees.

Debt Management

- Allow no borrowing to fund operational programs
- Debt service payments may not require the elimination of essential Town services
- Within each 5-year period, make every effort to limit the average yearly long-term general fund borrowing to 3.5 million or less (the Town's historical average).
- Ensure that the Town's general obligation debt ratio not exceed 50% of statutory limit (5% of equalized valuation).
- Exempt from Proposition 2½ any long-term capital debt for any capital purpose for which a city or town is authorized to borrow, including but not limited to capital debt for municipal buildings, WWTP improvements, fire apparatus acquisition, and school facilities improvement; and capital expenditures for any purchase of equipment and vehicles with a shorter useful life.

Service Delivery

- Manage financial resources through internal controls.
- Establish operation practices that minimize the cost of government and financial risk.
- Provide efficient public services.
- Minimize the cost of administration.
- Identify and measure performance outcomes.
- Review the level of services and standards annually.

Guidelines for The Budget Preparation Process

- The Town budget will be estimated in accordance with municipal code and applicable state law. The budget is based on separate funds set forth from anticipated revenues and expenditures for the General Fund and the Enterprise Fund.
- The annual operating budget will contain complete financial statements that show outstanding obligations of the municipality, cash on hand to the credit of each fund, funds received from all sources during the preceding year, funds available from all sources during the ensuing year, revenue estimates to cover expenses in the proposed budget and the estimated tax rate required to fund the proposed budget.

The budget preparation and review process shall include the following steps:

1. Review and approve Finance Policy
2. Distribute Budget Books:
    a. Forecast Revenues.
    b. Updated Capital Plan.
    c. Review Department Budgets.
3. Recommended Projects Proposed for CPA Funds.
4. Participate in BHRSD joint budget meeting with Stockbridge and West Stockbridge.
5. Hold Budget Workshop Meetings. Hold Public Hearing.

The Selectboard and the Finance Committee will jointly set the dates for the above budget meetings. The following will be done to ensure there is community engagement in the budget process:

1) Provide on-line access to budget information.
2) Provide printed budget books for the public at the libraries.
3) Provide a digital budget book on the Town website.
4) Hold open meetings and hearing.

LOCAL GOVERNMENT SERVICES

- The Town Manager will prepare the budget for review by the Selectboard and the Finance Committee.
- The Town Manager may propose significant reorganizational changes and provide alternative ways to deliver services within the proposed budget.
- Performance objectives and goals will be identified and assessed.
- The Town Manager may propose elimination of services in the budget if it is not needed or cost-effective and/or propose new services as needed.
- Any service reductions shall be noted in the budget presentation.
- Salaries and employee insurance contributions shall be set in the Fiscal Year budget pursuant to the Town's collective bargaining units and/or those already approved via a negotiated settlement and for non-represented personnel as authorized by the Town Manager.

For any proposed new initiatives, the Town Manager will:

1) Explain and justify the new needs(s).
2) Identify alternatives to what is being proposed and the pros and cons.
3) Identify the cost and benefit of the proposed alternative.
4) Identify financing source(s) to pay for new need.
5) New need(s) include: any expansion of municipal services necessary; any additional staff and any additional resources needed to meet service needs or expanded service needs.

TOWN BUDGET FORMAT

The following will be done to ensure that the budget information is provided in a format that is clear, accurate and complete.

1. Operating Budget Process:

- The Town Manager will request that Departments submit proposed budgets with operational plans and reports. Background information will include department goals and objectives, strategic initiatives, summary of activities, and level of service.
- The Town Manager will review methods of operation, program service delivery, and expenditure of resources inclusive of manpower allocation to ensure maximum efficiency of the Town.

2. The Budget Book:

- The Town Manager will provide complete **financial statements** in the Budget Book to include:
  - Outstanding obligations and anticipated new borrowings.
  - Cash on hand.
  - Funds received from prior year.
  - Sources of funds from prior year.
  - Estimated revenues.
  - Estimated expenses.
  - Estimated tax levy.
  - Estimated tax rate.
  - Estimated user fees for services.

- The Town Manager will also provide a **Capital Budget** Report to include:

- The Town defines a capital project as having an overall expenditure of $15,000 and a life expectancy in excess of 3 years.
- The Town's annual budget will include a capital plan that identifies work to be started within that fiscal year.
- The budget shall include a five-year Capital Improvement Plan for all Town assets.
- Each year, the Selectboard and the Finance Committee will review the five-year Capital Improvement Plan to identify the future upcoming needs, review any changes to the schedule, cost estimate or sources of funding.
- Operational costs associated with any new equipment or infrastructure will be identified.
- The capital budget report will include the Debt Schedule broken down by department and function and a 10-year history be provided if possible.
- Identify a funding plan that reflects available State funds, grants, bonds and tax levy dollars to finance each project.

- The Town Manager shall prepare a budget for the **Enterprise Fund** that maintains it as a self-supporting fund, without a property tax transfer.
  - The Enterprise Fund budget will include a report on sewer fees and rate structure.

3. Other Information/Reports

- If deemed necessary and appropriate for adequate review of the proposed budget, the Finance Committee and/or Selectboard may request that the Town Manager include, if possible, supplemental materials either in the Budget Book or in a separate report/document presented at a budget meeting or at a separate meeting. These may include, but are not limited to:
  - Historical Financial Information
    - Estimated Local Receipts
    - Free Cash sources and uses
    - Tax Levy and Tax Rate
    - Special Articles, individual and totals
    - Aggregated data regarding property tax collections, such as collected/payment plan/delinquencies for last 3-5 years
    - History of various reserve accounts, i.e., stabilization, capital stabilization, "health insurance".
    - Five-year history of long-term and short-term debt
    - Schedule of Authorized but Unissued Debt, including changes from prior years
  - Financial Projections
    - Show 5-year projections of LT debt including approved future borrowings
    - Projected Debt Service payments
  - Summary Report on Expenditures for Employee Medical (current and Retired "OPEB") and Pension Benefits
    - Five year history and projected (if available)
    - Review funding for future retiree medical benefits (OPEB Trust)
    - Pension Fund summary report
    - What percentage of the obligation is funded

**Approved December 2, 2024 by the Finance Committee*

**Approved at the December 19, 2024 Selectboard Meeting*

TOWN OF GREAT BARRINGTON

SELECTBOARD

STRATEGIC PRIORITIES PLAN

FY26-27



ADOPTED DECEMBER 1, 2025

The Town of Great Barrington's FY26–27 Select Board Strategic Priorities Plan builds upon the community's shared vision of progress, collaboration, and accountability. This plan serves as a guiding framework for decision-making, budget development, and project management across all Town departments. It reflects both ongoing commitments and new opportunities identified through public input, Select Board discussion, and staff collaboration. Organized into six Areas of Focus, the plan emphasizes alignment between policy direction and implementation—ensuring that resources, time, and effort are concentrated on the initiatives with the greatest significance and community impact. Through this structured and transparent approach, the Select Board reaffirms its commitment to maintaining Great Barrington's vitality, enhancing quality of life, and strengthening the foundation for a sustainable and resilient future.

Mission Statement

Committed to providing quality services to the entire community through good planning and cost-effective measures.

Areas of Focus

The Select Board's strategic priorities are organized into six Areas of Focus, each representing a core function of local government and a vital part of community life in Great Barrington. Together, they reflect the Board's commitment to investing in infrastructure, supporting public health and safety, expanding housing opportunities, advancing sustainability, fostering economic vitality, and ensuring high-quality municipal services.

Within each Area of Focus, projects and initiatives are grouped according to their significance and community impact using a three-tiered framework. This structure allows the Select Board and staff to distinguish between initiatives that address essential or high-impact needs, those that advance strategic goals, and those that lay important groundwork for the Town's long-term vision.

The tiered system enhances clarity and accountability by helping the community understand how resources and attention are directed. It also ensures that staff are set up for success, aligning their efforts with the Select Board's guidance, available capacity, and shared priorities. By organizing the work in this way, the Town can maintain focus on what matters most while continuing to make progress across a broad range of community initiatives.

Areas of Focus



Areas of Focus

Infrastructure & Assets

Invest in, maintain, and modernize the Town's infrastructure and public assets to ensure long-term reliability, accessibility, and resilience. Ensure that roads, facilities, utilities, and technology systems are safe, efficient, and capable of supporting current and future community needs.

Public Health & Safety

Promote a safe, healthy, and prepared community through proactive public safety services, emergency readiness, and access to health and wellness resources. Strengthen collaboration among police, fire, public health, and social services to enhance safety, equity, and wellbeing.

Housing

Expand access to diverse, affordable, and attainable housing options that support residents at all income levels and life stages. Address housing affordability and availability through strategic partnerships, zoning tools, and targeted development initiatives.

Sustainability & Environment

Advance environmental stewardship and community resilience through sustainable practices, resource conservation, and climate action. Integrate sustainability into municipal operations, land use decisions, and community initiatives to protect natural assets and prepare for future challenges.

Economic Development

Foster a vibrant, resilient local economy that supports small businesses, creative industries, and equitable opportunities for growth. Strengthen the local economic base by investing in workforce development, infrastructure, and partnerships that align with Great Barrington's values and identity.

Municipal Service Delivery

Foster a vibrant, resilient local economy that supports small businesses, creative industries, and equitable opportunities for growth. Strengthen the local economic base by investing in workforce development, infrastructure, and partnerships that align with Great Barrington's values and identity.

Infrastructure & Assets

Goal

Invest in, maintain, and modernize the Town's infrastructure and public assets to ensure long-term reliability, accessibility, and resilience.

Intent

Ensure that roads, facilities, utilities, and technology systems are safe, efficient, and capable of supporting current and future community needs.

Tier 1 – Highest Impact / Core Priorities

HOUSATONIC WATER WORKS

- Continuing exploration of acquisition
- Continue identifying clean water opportunities
- Continue, and increase efforts to connect property owners to grant funding, for filtration and other improvements.
- Increase and strengthen being proactive with timing of information and outreach between the Housatonic Water Works and customers, on service impacts and other content.
- Increase relationship with the Housatonic Water Works on accountability of services being delivered.
- Update on filling station being available to users.
- Strengthen relationship with DEP, and sharing of communication to customers.
- Work with stakeholders on efforts to disseminate information and available resources.

BRIDGES / ROADS / SIDEWALKS / COMPLETE STREETS

- Schedule updates quarterly from Staff
- Continue implementation of Complete Streets Plan
- Create a sidewalk policy, establishing a standard for decision making of selected materials, areas for investing in new or upgrades, maintenance/repair expectations, and financial review prior to decisions being made.

ELEVATOR REPAIRS

- Ensure all elevators in town buildings are operating properly to ensure accessibility for all.

Infrastructure & Assets

Tier 2 – Strategic Priorities

HOUSATONIC COMMUNITY CENTER IMPROVEMENTS

- Continue, on an on-going basis, to look for grants to assist with continued improvements in identified areas of need.

RAMSDELL LIBRARY PROJECT

- Dedicate appropriate staff for continued assistance to the Building Committee with planning efforts.

Tier 3 – Foundational/Supportive Priorities

FIRE STATION/20 CASTLE EASEMENT- TELEPHONE POLE/UTILITY

- Continue to efforts for Utility Pole relocation to be finalized.

5G TECHNOLOGY

- Continue, on an on-going basis, effort to connect portions of the town, in collaboration with utilities.
- Drafting and implementing regulations to control location of 5G antennas in town

Public Health & Safety

Goal

Promote a safe, healthy, and prepared community through proactive public safety services, emergency readiness, and access to health and wellness resources.

Intent

Strengthen collaboration among police, fire, public health, and social services to enhance safety, equity, and wellbeing.

Tier 1 – Highest Impact / Core Priorities

AMBULANCE SERVICE STUDY

- Retain staff participation, and receive updates on the Regionalization Study
- Remain consistently engaged with Southern Berkshire Ambulance services supporting staff and the community; receive updates on future forecasts, level of services and financial impacts.

HEATING AND COOLING CENTERS

- Assure Town facilities are properly equipped to appropriately support the community needs of being heating/cooling centers.

Tier 2 – Strategic Priorities

FIRE DEPARTMENT STUDY

- Continue efforts to consider recommendations in the 2018 Fire Service Study by Manitou, including the roadmap to adding career staff and increasing stand-by details to assure improved coverage while forecasting funding impacts on such decisions.

SPEED CALMING MEASURES / TRAFFIC MANAGEMENT

- Continue to identify areas of need for reducing vehicle impacts, including East Street Corridor, South Main Street, and connecting thoroughfares from abutting communities.
- Staff to examine options for solutions with cost analysis and recommendations

Public Health & Safety

Tier 3 – Foundational/Supportive Priorities

CHILDCARE ACCESSIBILITY ASSESSMENT

- Continue staff support for the Child Care Committee on identifying needs and recommendations.
- Receive update on Report from Child Care Committee once complete.

Housing

Goal

Expand access to diverse, affordable, and attainable housing options that support residents at all income levels and life stages.

Intent

Address housing affordability and availability through strategic partnerships, zoning tools, and targeted development initiatives.

Tier 1 – Highest Impact / Core Priorities

AFFORDABLE & WORKFORCE HOUSING – AGING IN PLACE

- Continue on-going support for the Affordable Housing Trust with available resources to advance redevelopment and development opportunities.
- Explore and examine Workforce Housing options and opportunities currently being done by other communities, in the state and nationally, including Seasonal Community designation and Residential Tax Exemptions, and how those may benefit or impact if chosen to incorporate.
- Create a plan for promoting and making accessible all Tax Exemptions currently available for eligible residents to apply for and consider.

Tier 2 – Strategic Priorities

ZONING FOR MISSING-MIDDLE HOUSING OPTIONS

- Remain open to feedback from various stakeholders on how current regulations could be improved to assist with evolving needs and housing goals through zoning and regulatory changes.
- Examine ways to assist with promoting parcels that support housing reinvestment and reuse opportunities in the community.

Housing

Tier 3 – Foundational/Supportive Priorities

HOMEOWNER AND RENTERS' RETENTION

- Develop strategies to expand resident access to homeowner and renter retention resource, in partnership with outside agencies and non-profits
- Continue programs to support preservation of existing affordable housing options, including housing rehabilitation programs

PUBLIC-PRIVATE PARTNERSHIP OPPORTUNITIES

- Continue cooperating and collaborating with various organizations in the region working towards promoting workforce housing
- Continue to remain active with Simon's Rock and other available parcels on workforce housing reinvestment and reuse opportunities.

Sustainability & Environment

Goal

Advance environmental stewardship and community resilience through sustainable practices, resource conservation, and climate action.

Intent

Integrate sustainability into municipal operations, land use decisions, and community initiatives to protect natural assets and prepare for future challenges.

Tier 1 – Highest Impact / Core Priorities

REID CLEANERS PROPERTY

- Create a plan for future of parcel, after testing report has been finalized.

SUSTAINABLE WASTE MANAGEMENT

- Receive an update from Board of Health on the Composting Pilot Program, and assess next steps if value of continuing.

Tier 2 – Strategic Priorities

OPEN SPACE AND RECREATION PLAN UPDATE

- Continue to provide necessary staff support for the plan's update, and implementation.

Tier 3 – Foundational/Supportive Priorities

REST OF RIVER STATUS MONITORING

- Retain staff resources to assist with monitoring and evaluation.

Economic Development

Goal

Foster a vibrant, resilient local economy that supports small businesses, creative industries, and equitable opportunities for growth.

Intent

Strengthen the local economic base by investing in workforce development, infrastructure, and partnerships that align with Great Barrington's values and identity.

Tier 1 – Highest Impact / Core Priorities

426 PARK STREET (COOK'S GARAGE PROPERTY)

- Building on efforts of the Housatonic Improvement Committee, develop and issue RFP and market the property for redevelopment.

SIGN BY-LAW

- Review current bylaw with stakeholders and present reform recommendations focused on simplifying the process and ensuring compliance is simplifying the process
- Improving management and enforcement of the bylaw.

Tier 2 – Strategic Priorities

DOWNTOWN PARKING STRATEGY

- Reevaluate previous studies and plans for opportunities that may be of value to consider aiding in future management including wayfinding signage.
- Survey businesses, residents and visitors to ensure current experiences and usage are incorporated into ongoing short and long-term strategies.
- Examine Special Permit process within meeting parking strategies.

Economic Development

Tier 3 – Foundational/Supportive Priorities

SMALL BUSINESS ASSISTANCE & JOB CREATION PROGRAM

- Continue efforts to improve the permitting processes and coordinate user-friendly guidance.
- Evaluate existing tools, effectiveness from an internal and external perspective.
- Create ways for on-going feedback to be collected and incorporated into improvement decisions.
- Utilize community resources and stakeholders such as the Chamber for improving education, access to services, etc.

Municipal Service Delivery

Goal

Provide efficient, transparent, and high-quality municipal services that meet community expectations and support staff success.

Intent

Streamline operations, leverage technology, and cultivate an engaged workforce to continuously improve service delivery and customer experience.

Tier 1 – Highest Impact / Core Priorities

EMPLOYEE RECRUITMENT & RETENTION

- Expanding professional development opportunities to encourage advancement and elevation of staff within the organization.
- Creating an organizational culture that hires, trains and recognizes staff as valuable contributors to the community.

TOWN WEBSITE

- Continue, on an on-going basis, efforts to have up to date, and accurate information on the website as an essential tool for transparency and engagement.
- Ensure all Committee pages are updated with current members, minutes, and agendas.
- Increase awareness of committee vacancies and opportunities for the community to participate.

COMMUNICATION

- Conduct a baseline assessment of existing communication channels, practices, and capacities to understand current strengths, weaknesses, and unmet needs.

Municipal Service Delivery

Tier 2 – Strategic Priorities

PUBLIC SAFETY STAFFING PLAN

- Explore, on an ongoing basis, options for retention opportunities

UPDATE SELECT BOARD POLICIES

- Create an on-going review schedule for policies to be reviewed to ensure necessary updates, and/or effectiveness remains properly aligned to best achieve intent.

INCLUSIVENESS / DIVERSITY INITIATIVES

- Research, develop, recommend, and execute strategies to foster a staff, organizational programs and services that reflect the value of the Town's diversity.

Tier 3 – Foundational/Supportive Priorities

MASTER PLAN REVIEW WITH PLANNING BOARD

- Continue supporting Planning Board with updating the 2013 Master Plan.
- Continue receiving updates on the progress of the Plan's update.

REGULATORY PROCESS AND PERFORMANCE

- Examine the Special Permit process, as well as conditions being placed on a parcel's use, and if compliance can be properly monitored and enforced by staff.

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Liz Hartsgrove
Town Manager

Chris Rembold
Assistant Town Manager

FY27 Budget Submission Guidance and Expectations

To: *All Department Heads*

From: *Liz Hartsgrove, Town Manager*

Date: *December 5, 2025*

Attachments:
- FY27 Budget Action Calendar, dated December 5, 2025
- Draft FY27 Budget Policy
- FY26-27 Select Board Strategic Priorities Plan
- Organizational Commitments

The Town of Great Barrington enters the FY27 budget development process with a continued commitment to fiscal stewardship, service excellence, and community value.

The Financial Policy, soon to be adopted by the Select Board and Finance Committee on December 15th, provides a disciplined framework through which we will evaluate needs, allocate resources, and plan strategically for long-term sustainability. It reinforces our shared priorities of maintaining essential services, supporting infrastructure and public facilities, investing in organizational capacity, and keeping the tax levy within statutory and affordability limits. These expectations mirror our organizational mission and staff-developed commitments around professionalism, accountability, respect, communication, consistency, and customer-focused service delivery.

Aligned with these principles, the Select Board's FY26–27 priorities of ***Infrastructure & Assets, Public Health & Safety, Housing, Sustainability & Environment, Economic Development, and Municipal Service Delivery*** must be clearly visible in every departmental request.

Departments are expected to submit their materials in alignment with milestone deadlines established in the FY27 Budget Action Calendar, including:

REQUIRED TASK	FINAL DATE OF SUBMISSION
Proposed FY27 Position Changes	January 7, 2026
Operating Budgets and Narratives	January 9, 2026
FY27-31 Capital Project Requests	January 15, 2026
Fee Proposals*	January 15, 2026

*Guidance on Fee Proposal Submissions coming soon.

These steps are critical in allowing adequate time for internal analysis, prioritization discussions, joint budget presentations in February and March, warrant article preparation in March and April, and hearing preparation ahead of Town Meeting.

BUDGET FORMS & SUBMISSION INSTRUCTIONS

OPERATING BUDGET

The Town Accountant will issue guidance on the Departmental Operating Budget spreadsheets that will be sent in a separate email next week. Similar to years past, these spreadsheets must be used to detail expenditure requests for the upcoming FY27.

As a starting point, **all FY27 operating budgets are to be initially submitted as level-funded**, with increases permitted only where they reflect existing, documented contractual obligations (e.g., collective bargaining agreements, mandated rate changes, or previously approved commitments).

Departments are reminded not to alter the spreadsheet's structure unless instructed. These forms ensure standardized entry, support our Budget Book development, and create a direct connection between the information departments provide and what is presented to the Select Board, Finance Committee, and the public.

BUDGET NARRATIVE SUBMISSION

The Budget Narrative is one of the most important elements of your FY27 submission. It is more than a supporting document; it is the mechanism through which each department demonstrates how operations, resources, and service delivery meaningfully advance the community's priorities from one year to the next. Intended to be the introduction of each department within the budget book, the narrative will help decision-makers and residents understand the value of your work.

A complete Budget Narrative, must be submitted via the online portal form for each department and division:

FY27 OPERATING BUDGET NARRATIVE FORM

www.cognitoforms.com/TownOfGreatBarrington/FY27BudgetNarrative

The narrative is your opportunity to explain how each department and division's resources translate into service outcomes and advances community priorities. It should:

- Summarize FY26 accomplishments, challenges, and service delivery patterns.
- Identify FY27 objectives and alignment with Select Board strategic priorities.
- Describe key workload drivers, demand changes, or efficiency opportunities.
- Identify risks, regulatory requirements, or emerging needs.
- Present performance indicators for evaluating departmental outcomes.

As this narrative will inform internal review, budget presentations, the published FY27 Budget Book and ultimately Town Meeting Voters, departments are encouraged to treat this exercise as a critical opportunity to communicate their value and stewardship role to the community, and to demonstrate that their work and resource requests contribute to Great Barrington's priorities and mission.

PERSONNEL REQUEST SUBMISSIONS

Personnel requests play a critical role in shaping service delivery and organizational capacity. Consistent with our financial policy and long-term planning philosophy, staffing proposals must reflect demonstrated need, measurable benefit, and alignment with community priorities rather than routine or incremental growth.

Any proposed addition, reduction, reclassification, or restructuring of positions must be submitted using the online portal form:

FY27 PERSONNEL / POSITION CHANGE REQUEST FORM

www.cognitoforms.com/TownOfGreatBarrington/FY27PersonnelRequestForm

This narrative is your opportunity to explain:

- The service gap or operational issue prompting the request such as workload pressures, regulatory requirements, compliance mandates, response expectations, or emerging community needs.
- How the proposed change improves service delivery, customer experience, or organizational capacity whether through efficiency gains, cost avoidance, quality improvement, risk reduction, responsiveness, or innovation.
- Alternatives examined such as reassignment of duties, technology or process redesign, contracted services, seasonal staffing, or training and why those options are insufficient or less cost-effective.
- Operational and financial impacts including salary, benefits, training, equipment, supervision, workspace, onboarding considerations, and long-term cost implications.

FUNDING STRATEGY REQUIREMENT

Departments are responsible for proposing how requested positions will be paid for and sustained over time. This includes identifying:

- Whether the position is to be absorbed within existing appropriations through reallocation or efficiencies;
- Whether the request requires additional funding and, if so, how the department proposes that need be addressed (e.g., fee revenue, reduced spending elsewhere, external reimbursement, grant support, or a phased approach);
- Any offsetting savings or risk mitigation that the position provides;
- Whether the position is temporary, contingent on a grant cycle, intended for startup then transition to local funding, or tied to a mandate.

A position request that does not include a clear, feasible funding strategy will be considered incomplete. Departments should approach personnel planning as a strategic exercise as staffing is the Town's greatest ongoing cost and must be justified through evidence, future planning, and alignment with service outcomes.

FY27-31 Capital Request Submission

Capital planning is integral to maintaining the Town's physical assets, service capability, and long-term financial stability. As noted in our Financial Policy, the Town's Capital Improvement Plan (CIP) is not just a list of projects; it is a strategic roadmap for responsibly managing infrastructure, equipment, technology, facilities, and public spaces over time. Departments therefore play a critical role in identifying capital needs, prioritizing investments, and communicating how those investments advance community value.

Capital requests must be submitted using the online portal form:

FY27–31 Capital Request Form

www.cognitoforms.com/TownOfGreatBarrington/FY2731CapitalRequestForm

Each request must include a clear narrative explaining:

- Why the investment is necessary such as deterioration, risk, regulatory requirement, customer service improvements, service delivery capacity, technology modernization, or planned replacement cycle.
- How the project aligns with the Select Board's priorities including infrastructure, public safety, access, sustainability, service delivery, quality of life, or other FY26–27 strategic priorities.
- Consequences of delay or inaction such as operating risk, higher future costs, reduced service capability, safety implications, or failing to meet regulatory expectations.

Following best practices, requests should be framed within a lifecycle stewardship perspective meaning investments are evaluated not just on need today, but ongoing maintenance, timing, and useful life.

To support informed review, **each submission will be required to include**:

- Preliminary or formal cost estimates (with basis of estimate where known)
- Photos, diagrams, assessment reports, vendor quotes, study results, or engineering work as applicable
- Proposed timing (whether FY27 or later within the 5-year window)
- Funding strategy (levy support, grant opportunity, enterprise fund, capital stabilization, or debt exclusion)
- Operating impacts after implementation including staffing, maintenance, utilities, training, efficiencies, or cost avoidance

Departments should view capital planning as a competitive prioritization process. Projects will be evaluated not only on need but also on readiness, strategic alignment, financial feasibility, community impact, and how they contribute to maintaining Great Barrington's infrastructure portfolio over time. *Departmental Peer Review will be held on January 27, 2026 where each Capital Request proposal will be evaluated and rated.*

Requests that are vague, unsupported, or lack documentation will be difficult to evaluate and may not advance for prioritization.

Strong submissions:

- Demonstrate disciplined analysis,
- Provide evidence of organizational due diligence,
- Show how investments contribute to service reliability and long-term asset care,
- Help residents and officials understand the value of capital dollars spent.

Further, Capital requests are reviewed in concert with operating budgets and personnel proposals to create a holistic view of service delivery capacity and long-term affordability. The CIP is not simply a listing of wants; it is a long-range implementation tool that must reflect need, planning maturity, and fiscal responsibility.

Remember, this process is not about filling out forms. It is about telling the story of how your department delivers value, how resources translate into service outcomes, and how each of us advance the community's priorities. It is also an opportunity to elevate transparency, improve financial planning, strengthen internal collaboration, and demonstrate our shared professionalism.

Thank you for investing the time to develop meaningful submissions, as it is a clear indication and understanding that municipal budgeting is not a technical exercise… it is a reflection of our promise to Great Barrington that the community's resources are being used responsibly to improve and plan for its future.

If assistance is needed in completing materials or interpreting expectations, please reach out to me prior to submission deadlines so I can provide guidance and ensure consistency.

LH

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Liz Hartsgrove
Town Manager

Chris Rembold
Assistant Town Manager

DRAFT FY27 Budget Action Calendar (Last Updated December 11, 2025)

Date	Action Item
Monday, Nov. 3, 2025	FY27 Financial Policy Draft Approved by Select Board
Wednesday, Nov. 5, 2025	Community Preservation Step 1 Applications Due
Monday, Nov. 10, 2025	Community Preservation Step 1 Review of FY27 Proposals
Monday, Nov. 17, 2025	FY26 Tax Classification Select Board Public Hearing
Dec 2-19, 2025	**Department Heads meet with Town Manager on Prelim Budget Review - FY26 Status and conceptual FY27 Operating, Capital (over $15k), and any changes**
Wednesday, Dec. 3, 2025	Community Preservation Step 2 Applications Due
Friday, Dec. 5, 2025	**Town Manager issues instructions and forms to Municipal Departments for FY27 Operating & Capital budgets**
Dec 9-10, 18, 2025	Community Preservation Step 2 Review of FY27 Proposals
Monday, Dec. 15, 2025	Select Board and Finance Committee joint Mtg to approve FY27 Financial Policy
Wednesday, Jan. 7, 2026	**Department Heads submit any proposed FY27 position changes with supporting justification to Town Manager**
Friday, Jan. 9, 2026	**Department Heads submit proposed FY27 Operating Budgets**
Monday, Jan 12, 2026	Select Board designate Annual Town Meeting date, time and place, opening Citizen Petition Time, and designating Annual Town Election date, time and place. (Deadline: March 1st - §41-1, §41-2 Town By-laws)
Thursday, Jan. 15, 2026	**Departments submit FY27 Capital Requests with supporting forms, photos, cost estimates, and FY27-31 Capital Improvements Projects (CIP) to Town Manager**
	Department Heads submit proposed FY27 fee change requests to Town Manager
Tuesday, Jan 27, 2026	**Town Manager and Department Head CIP Review Workshop**
TBD mid-late Jan 2026	External assessments submitted to the Town Manager (school, retirement board, health insurance, dist. dept. of veterans' services, voc-ed tuition estimate, southern Berkshire volunteer ambulance, etc.)
Monday, Feb. 2, 2026	Community Preservation submits list of recommended FY27 grant appropriations to Town Manager.
Tuesday, Feb. 3, 2026	Joint Meeting with Select Board and Finance Cmte. **Town Manager presents FY26 Financial Standing and FY27 Forecast, to-date.**
Tuesday, Feb. 10, 2026	Citizen Petition Deadline. (No less than 30 calendar days - §41-15 Town By-laws)
Friday, Feb. 13, 2026	**Town Manager submits proposed FY27 Budget to Select Board and Finance Cmte.**
February 24-25, 2026	1st Round Budget Presentations – Joint with Select Board and Finance Cmte. (Operating)
March 3-4, 2026	2nd Round Budget Presentations – Joint with Select Board and Finance Cmte. (Capital)
Monday, Mar. 23, 2026	1st Round Town Meeting Warrant Article Presentations incld. CPC Rec. Articles
Tuesday, April 14, 2026	Joint Budget Public Hearing, and cont. Town Meeting Warrant Article Presentations. **Finalize the Warrant**
Friday, April 24, 2026	**Attested copy of ATM warrant posting at least 7 days before ATM (§41-5 Town By-laws)**
Saturday, May 2, 2026	Annual Town Meeting
Tuesday, May 12, 2026	Annual Town Election
Monday, May 18, 2026	Tentative FY27 Select Board Fee Public Hearing

SB/FINCOM Action	Town Mgr Action	Town Staff Action	External Agency Action	CPC Action	GB Citizen Action

TOWN OF GREAT BARRINGTON



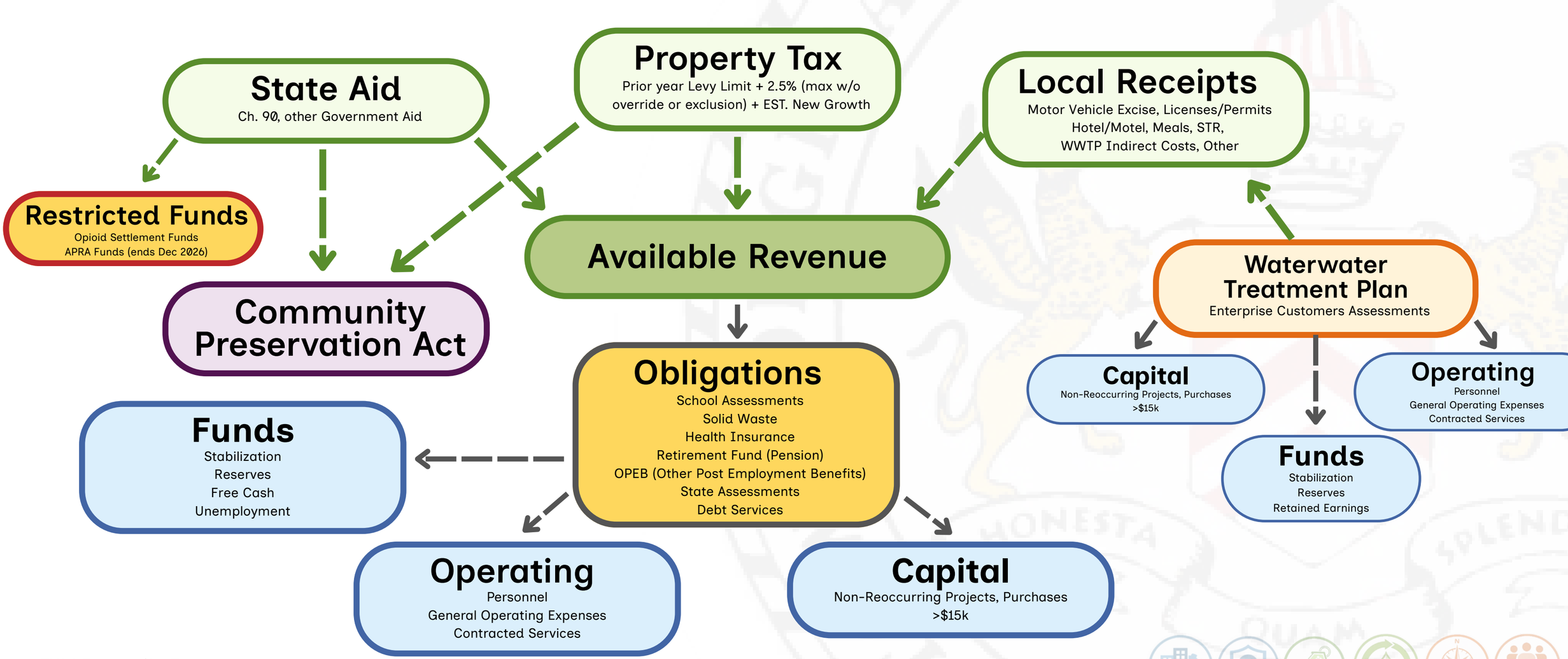
FY26 Review and FY27 Forecast

Presented by Town Manager Liz Hartsgrove
Assistant Town Manager Chris Rembold and Town Accountant Allison Crespo
February 3, 2026

Agenda

- Overview of Budget Model
- Financial Policy Review
- FY26 Review
- FY27 Forecast

Budget Model



Budgeting Formats

1. Policy Budgeting

Primary Driver

- Aligns with Select Board's Strategic Priorities
- Ties decisions directly to Financial Policy
- Asks why a request matters, not just the costs

2. Performance Budgeting

Measuring

- Objectives and Service impacts
- Workload drivers
- Outcomes and performance indicators

3. Program Budgeting

Layering Framework

- Community impact areas
- Services and functions
- Not just departments or accounts.

4. Line-Item Budgeting

Fiscal Control

- Tracks spending
- Provides transparency and legal compliance
- Ensures within approved appropriations.

5. Zero-Based Budgeting

Justification

- Challenges Every Dollar
- Eliminates Automatic Growth
- Resets Spending Priorities

Mission Statement

Committed to providing quality services to the entire community through good planning and cost-effective measures.

Financial Policy Review

The Town of Great Barrington will manage municipal Finances wisely. This will include planning for adequate funding to:

- Provide and maintain public services and facilities at a level that will ensure public well-being and safety;
- Comply with all State and local by-laws, rules and regulations; and
- Meet the strategic priorities of the Town.

Strategic Priorities of the Town

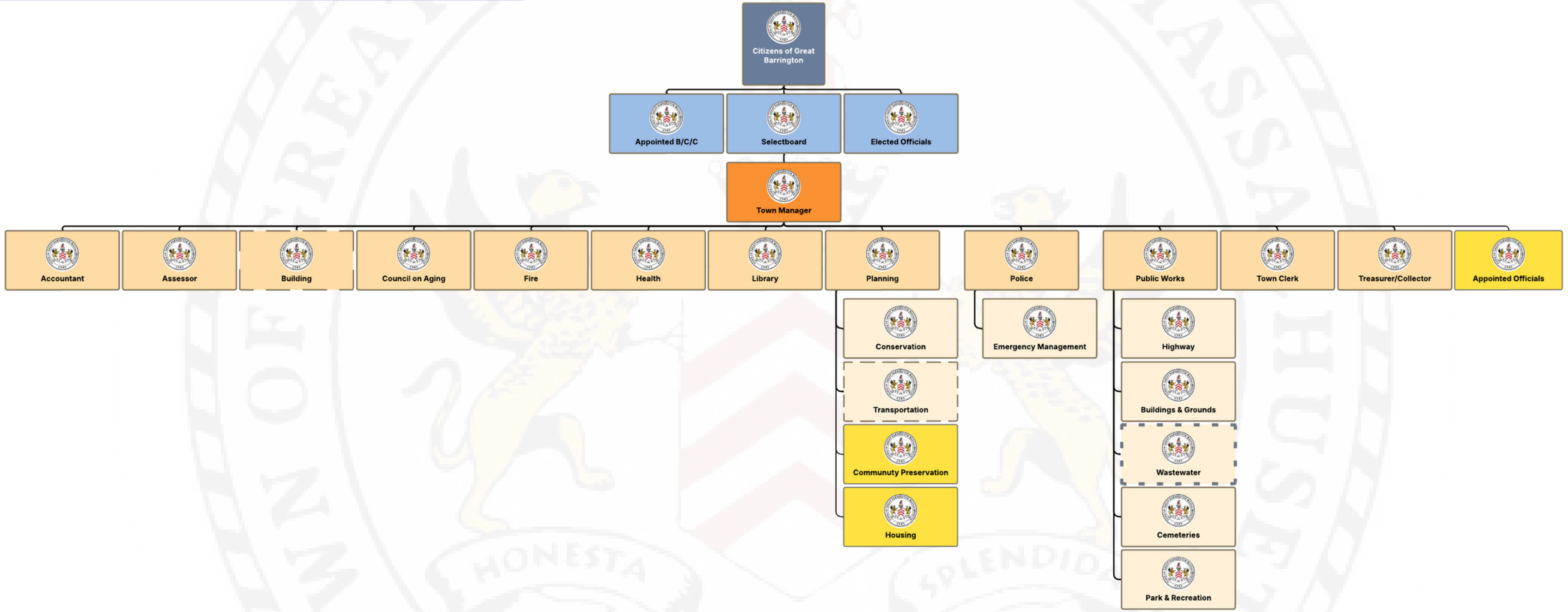
FP's Strategic Priorites

- Ensure Public Safety
- Ensure Public Health
- Maintain a strong local economy
- Strive for a high quality of life
- Seek environmental sustainability
- Ensure the fiscal stability of the Town
- Maintain public infrastructure
- Support affordable housing
- Follow Great Barrington's Master Plan

Selectboard Strategic Priorities



Organizational Chart



Department

Regional Service Department

Division

Enterprise Division

Regional Service Division

Appointed

Core Financial Principles

Services cannot exceed available revenue

Spend only what we can sustainably support

Revenue projections must be realistic

Plan for both today and the future

All funding sources must be identified

Protect taxpayers from volatility

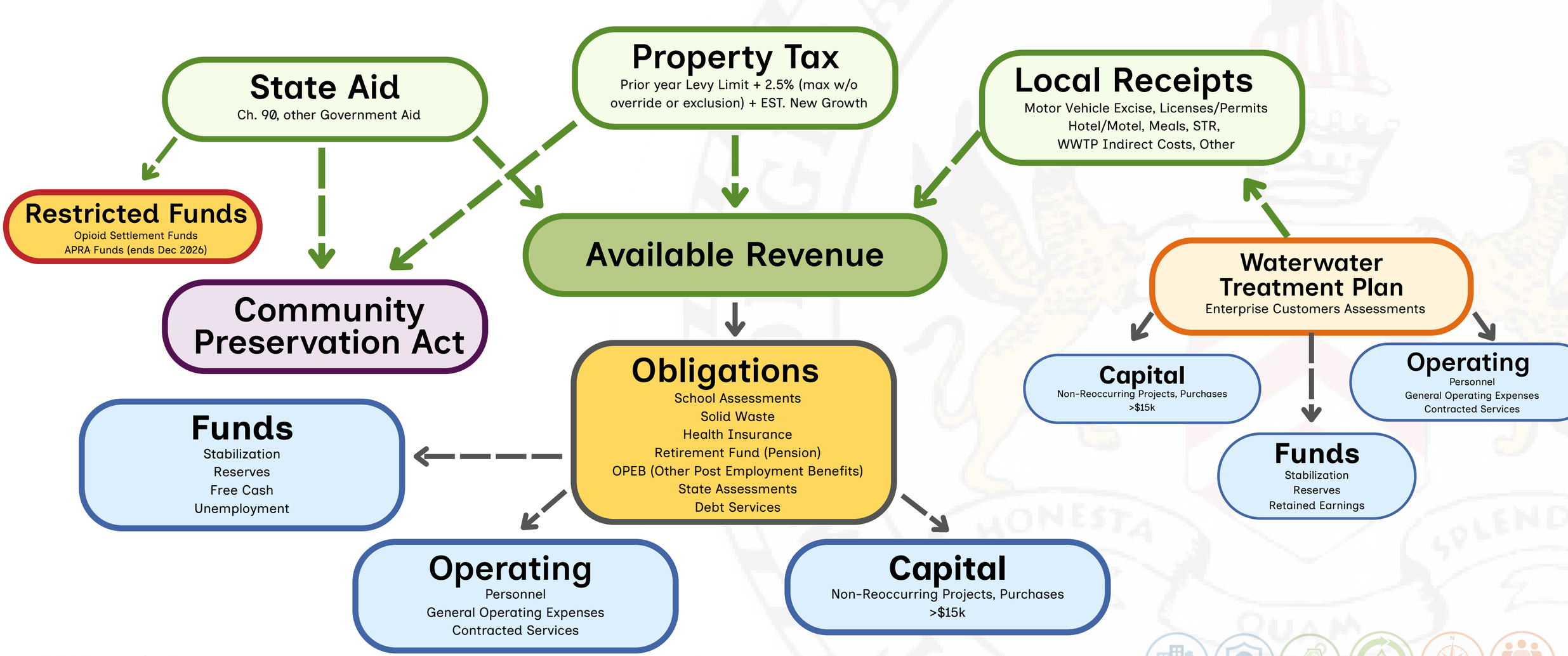
Maintain structural balance

Keep the budget sustainable year over year

Responsible debt management

Use debt strategically, not casually

FY26 Budget Review



Appropriated Funds

- General Fund
- Wastewater Enterprise Fund
- Community Preservation Act Fund

Certified Free Cash

Free Cash Calculation - Fiscal Year 2026	
Begin:	
Unreserved Undesignated Fund Balance	11,648,277.00
Subtract:	
Personal Property Tax Receivable	96,913.00
Real Estate Tax Receivable	550,038.00
Other Receivables in Deferred Revenue	
	0.00
Total	***0.00***
OtherOther Receivables, Overdrawn Accounts, Deficits	
Cash Variance	11,935.00
GF WH: State Tax	94.00
GF WH: Union Dues	833.00
GF WH: Union Dues - Police	390.00
GF WH: Union Dues - Library	155.00
SRF: FY24 Bulletproof Vest Program	498.00
SRF: FY25-27 Green Communities Grant	40,328.00
Refunds	2,739.00
Total	***56,972.00***
Free Cash Voted from Town Meeting Not Recorded	0.00
Add:	
Circuit Breaker, Other Closed Accounts, Adjustments:	
	0.00
Total	***0.00***
Deferred Revenue (Credit Balance+, Debit Balance-)	300,912.00
Free Cash Calculation for 2025	***11,245,266.00***

$11,245,266

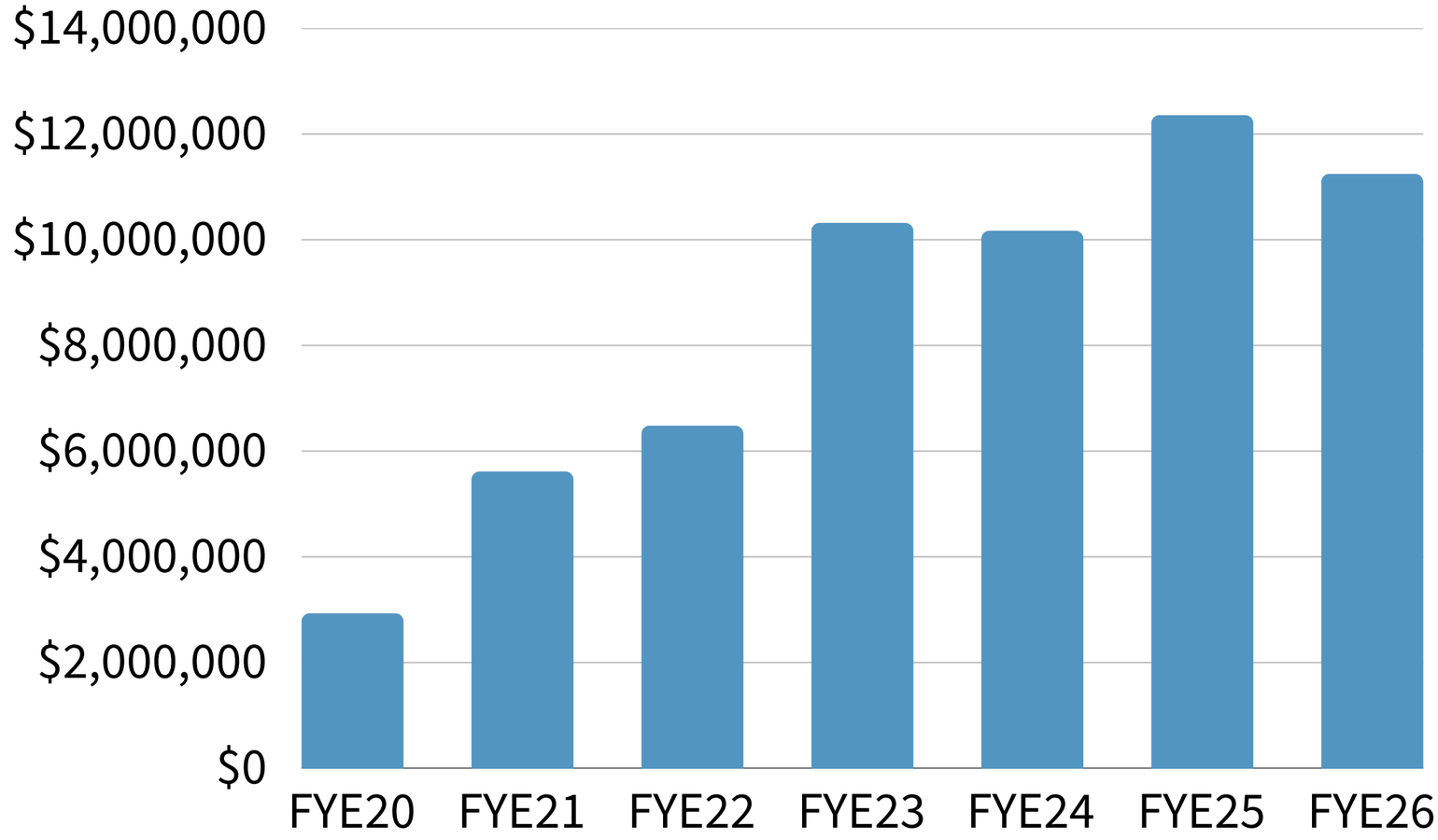
Free cash represents funds remaining from the operations of the previous fiscal year which are certified by the Department of Revenue's Director of Accounts as available for appropriation. Remaining funds include unexpended free cash from the previous year, receipts in excess of estimates shown on the tax recapitulation sheet and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount of remaining funds which can be certified as free cash.

Free Cash - Certification History

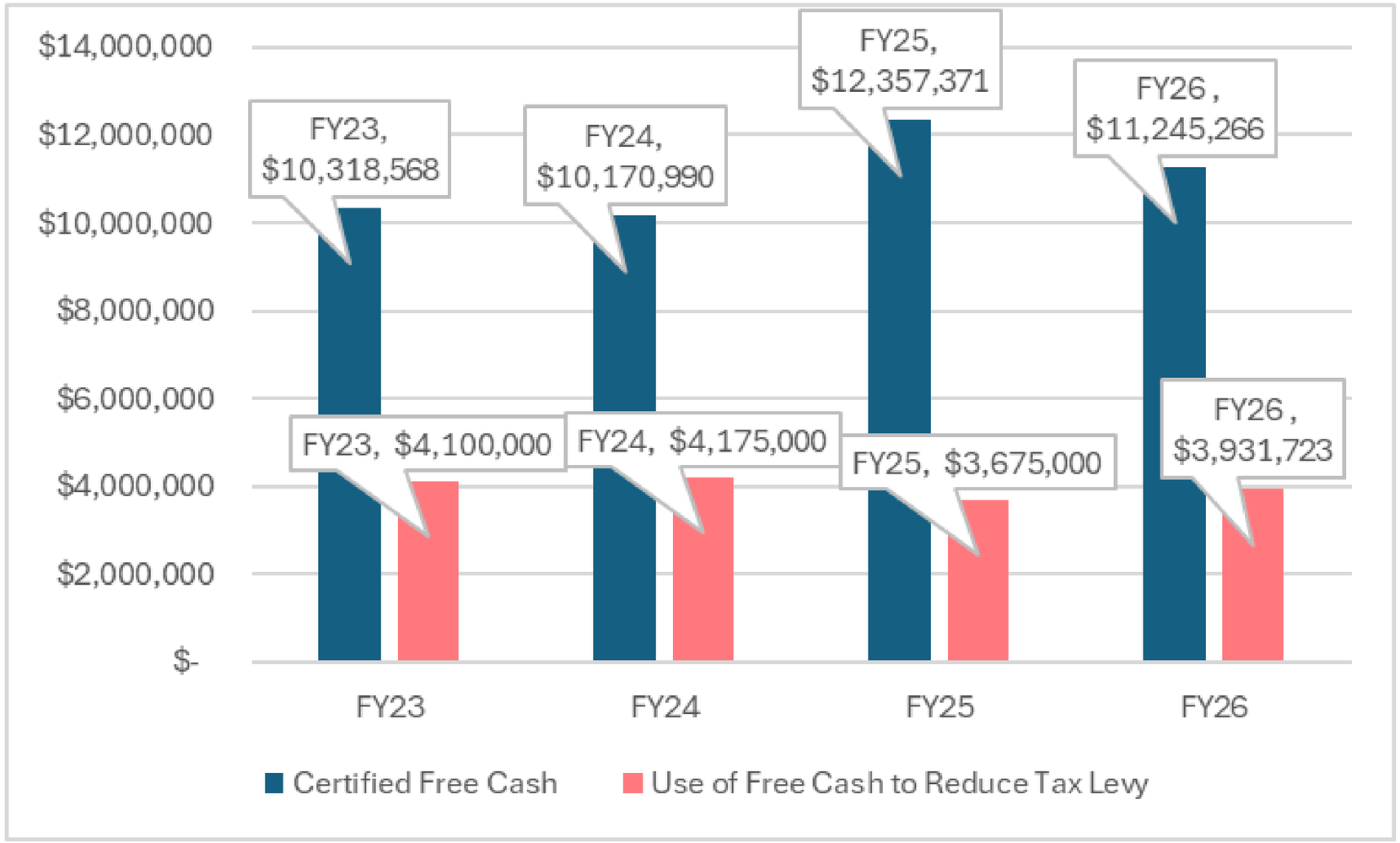
General Fund

S&P Free Cash Best Practices

- Use Free Cash for capital and reserves, not routine operations
- Do not rely on it to balance the operating budget
- Maintain a portion unallocated for flexibility
- Use it to protect the bond rating
- Treat it as one-time and non-recurring



Free Cash Spending Behavior



Retained Free Cash

One Time Cost - Cannabis Community Impact Fund

$5,063,227.86

Offset Operating

4yr Average = $3.9M

- Spending tomorrow's reserves on today's tax rate
- Masking the true cost of services
- Increases long-term tax volatility
- Weakening bond profile

Debt Review

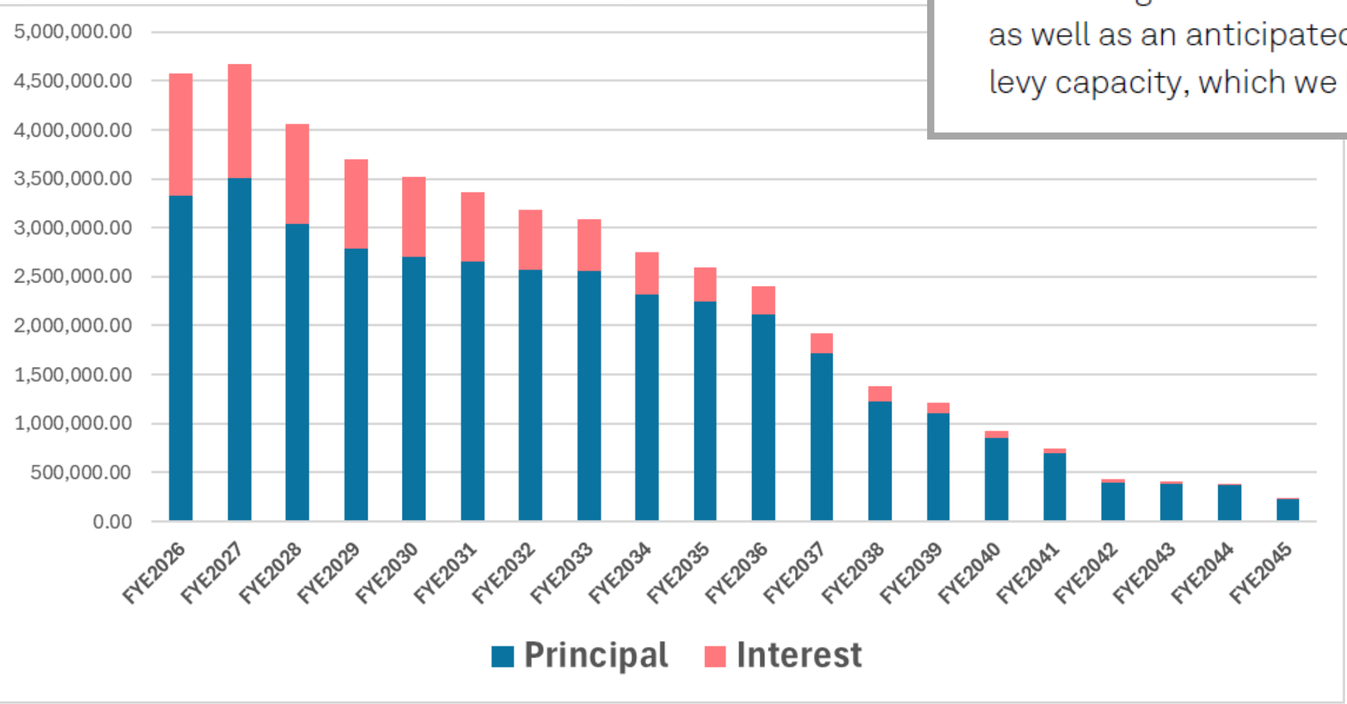
S&P Debt Standards

5–7% of Operating revenues range healthy benchmark for municipal debt service.

June 2025 Standard & Poors Report

- S&P Global Ratings lowered its long-term rating on Great Barrington, Mass.' outstanding general obligation (GO) debt to 'AA+' from 'AAA'.
- At the same time, we assigned our 'AA+' long-term rating to the town's $5.565 million series 2025 GO municipal purpose loan bonds.
- The outlook is stable.
- The downgrade reflects Great Barrington's weakened economic metrics relative to the nation, as well as an anticipated decrease in the town's reserve position and exhaustion of its unused levy capacity, which we believe will increase operating pressure.

Aggregated Debt Schedule



FY26 General Fund Debt Service (P&I)

$3,186,186.97

FY26 Operating Revenues

$35,367,714

Based on Total Revenue

= 9.01%

Town's Operating Expenses

$16,692,744

Based on Town Operating

= 19.08%

Authorizations and Obligations

Authorized Capital

31 Projects Authorized

Authorized (Borrow, Appropriate)	$18,550,300.00
Bonded	$10,191,930.00
Not Yet Funded	**$8,358,370.00**

Bonded Projects with Deficits (Open PO or over spent)	**$728,620.82**
Enterprise Capital needed for Pump Station Upgrades	$1,182,000.00
Required Bonding	**$1,910,620.82**

Outstanding Obligations

Must be included in FY27

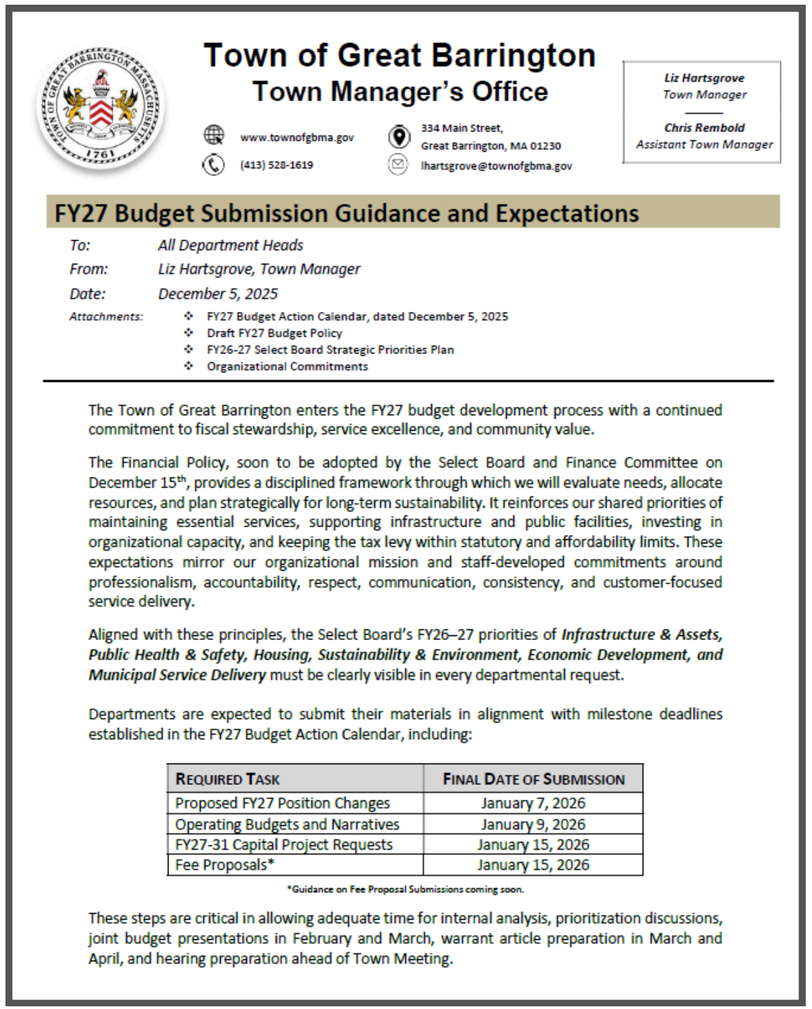
Outstanding Obligations	Amount
Prior Year Unpaid Bills (FY25)	-$50,000.00
Unauthorized, unappropriated Projects***	-$800,000.00
Total Est. Outstanding Bills	**-$850,000.00**

*** Estimated $, as results from Procurement Audit will assist with determining financial scope of liability

Constraints And Risks

1. FY26 reliance on Free Cash to offset General Operating = $3.9M or 22%
2. BHRSD Assessment increasing above 7% for FY27
3. Health Insurance increasing above 8% for FY27
4. General Liability increasing above 3% for FY27
5. SBAmbulance Service proposing 125% increase for FY27 subsidy
6. Required borrowing for FY27, increasing % ratio to General Operating
7. FY27-FY32 Capital Improvement Plan ranges $2.5M - $5.6M/yr
8. Deferred Projects and maintenance costs increase each delayed year
9. Inconsistent expenses (Snow & Ice, HWW Legal, Overtime)
10. Minimal excess levy capacity = Minimal room for emergencies including Snow & Ice deficit

FY27 Budget Forecast



Town of Great Barrington
Town Manager's Office

www.townofgbma.gov
(413) 528-1619
334 Main Street,
Great Barrington, MA 01230
lhartsgrove@townofgbma.gov

Liz Hartsgrove
Town Manager

Chris Rembold
Assistant Town Manager

FY27 Budget Submission Guidance and Expectations

To: *All Department Heads*
From: *Liz Hartsgrove, Town Manager*
Date: *December 5, 2025*
Attachments:
- FY27 Budget Action Calendar, dated December 5, 2025
- Draft FY27 Budget Policy
- FY26-27 Select Board Strategic Priorities Plan
- Organizational Commitments

The Town of Great Barrington enters the FY27 budget development process with a continued commitment to fiscal stewardship, service excellence, and community value.

The Financial Policy, soon to be adopted by the Select Board and Finance Committee on December 15th, provides a disciplined framework through which we will evaluate needs, allocate resources, and plan strategically for long-term sustainability. It reinforces our shared priorities of maintaining essential services, supporting infrastructure and public facilities, investing in organizational capacity, and keeping the tax levy within statutory and affordability limits. These expectations mirror our organizational mission and staff-developed commitments around professionalism, accountability, respect, communication, consistency, and customer-focused service delivery.

Aligned with these principles, the Select Board's FY26–27 priorities of ***Infrastructure & Assets, Public Health & Safety, Housing, Sustainability & Environment, Economic Development, and Municipal Service Delivery*** must be clearly visible in every departmental request.

Departments are expected to submit their materials in alignment with milestone deadlines established in the FY27 Budget Action Calendar, including:

Required Task	Final Date of Submission
Proposed FY27 Position Changes	January 7, 2026
Operating Budgets and Narratives	January 9, 2026
FY27-31 Capital Project Requests	January 15, 2026
Fee Proposals*	January 15, 2026

*Guidance on Fee Proposal Submissions coming soon.

These steps are critical in allowing adequate time for internal analysis, prioritization discussions, joint budget presentations in February and March, warrant article preparation in March and April, and hearing preparation ahead of Town Meeting.

Budget Building Expectations

All operating budgets must be level-funded as the starting point.

Increases are only allowed for:

- Existing contractual obligations
- Mandated rate changes
- Previously approved commitments

The Capital Improvement Plan is a strategic roadmap, not a wish list.

Community Preservation

CPA REVENUE AND EXPENSES								
	A.	B.	C.	D.	E.	F.	G.	H.
	REVENUES			EXPENSES				
FY	CPA Local	CPA State	Total	Debt Service	Administrative	Projects Awarded	Total expenses	Running Balance
22	$566,336.00	$409,878.00	$976,214.00		$9,625.00	$652,959.00	$662,584.00	**$810,099.66**
23	$617,000.00	$370,156.00	$987,156.00		$8,162.00	$917,000.00	$925,162.00	**$872,093.66**
24	$668,449.00	$216,338.00	$884,787.00	$62,000.00	$10,200.00	$1,192,400.00	$1,264,600.00	**$492,280.66**
25	$731,000.00	$200,005.00	$931,005.00	$70,100.00	$8,140.00	$800,000.00	$878,240.00	**$545,045.66**
26	*$625,000.00*	$201,627.00	*$826,627.00*	$55,300.00	*$8,000.00*	$905,800.00	$969,100.00	**$402,572.66**
27	*$625,000.00*	*$95,000.00*	*$720,000.00*	*$53,550.00*	*$8,000.00*			
				Estimated amount for FY27 projects = H+C, -D.-E.				***$1,061,022.66***
	Blue italics =	*estimates*						

Community Preservation

Category	Project Title	Town Property	Applicant	Request	CPC Recommend
Historic	**UU Mtg House of South Berkshire Preservation**	No	UUMSB	$37,000.00	$37,000.00
	Preserving the Historic Clinton A.M.E. Zion Church — Phase 1B Basement	No	The Du Bois Freedom Center	$250,000.00	$200,000.00
	Monument Mills Office/HQ Rehab.	No	1100 Main Street, LLC	$400,000.00	
	Historic Document Preservation and Digitization	Yes	Town Clerk	$50,000.00	$50,000.00
	Mason Library Painting	Yes	Public Works	$265,000.00	
	Elmwood Cemetery Monument restting	Yes	Public Works	$75,000.00	$75,000.00
	Water St & Mahawie Cemetery Preservation	Yes	Public Works	$155,000.00	
	Brown Mausoleum Roof	Yes	Public Works	$91,000.00	$91,000.00
	Ramsdell Library Rennovation*	Yes	Library	$1,500,000.00	Paused
Open Space/Rec	**Old Maid's Park Design & Engineering**	Yes	Planning Dept.	$50,000.00	$50,000.00
	Housatonic Playground	Yes	Public Works	$165,000.00	$165,000.00
	Skatepark Sail Shades	Yes	Public Works	$101,000.00	
Housing	**Affordable Housing Trust**	No	AHT	$675,000.00	$325,000.00
			GRAND TOTAL	**$3,814,000.00**	**$993,000.00**

Wastewater Enterprise

	(a) FY 2026	(b) FY 2027	
1. Enterprise revenues and available funds	**Actual Revenues**	**Estimated Revenues**	**Percent Change**
a. User charges	3,559,295.00	3,877,561.00	**8.94**
Other departmental revenue	0.00	0.00	**0.00**
Investment income	30,449.00	30,000.00	**-1.47**
Total revenues	**3,589,744.00**	**3,907,561.00**	
Retained earnings appropriated from July 1, 2025 Certification		465,000.00 **	
Retained earnings appropriated from July 1, 2026 Certification		0.00 **	
Other enterprise available funds		0.00	
Total revenues and available funds	**3,589,744.00**	**4,372,561.00**	**(To Recap Pg 2, Part III B, line 3)**

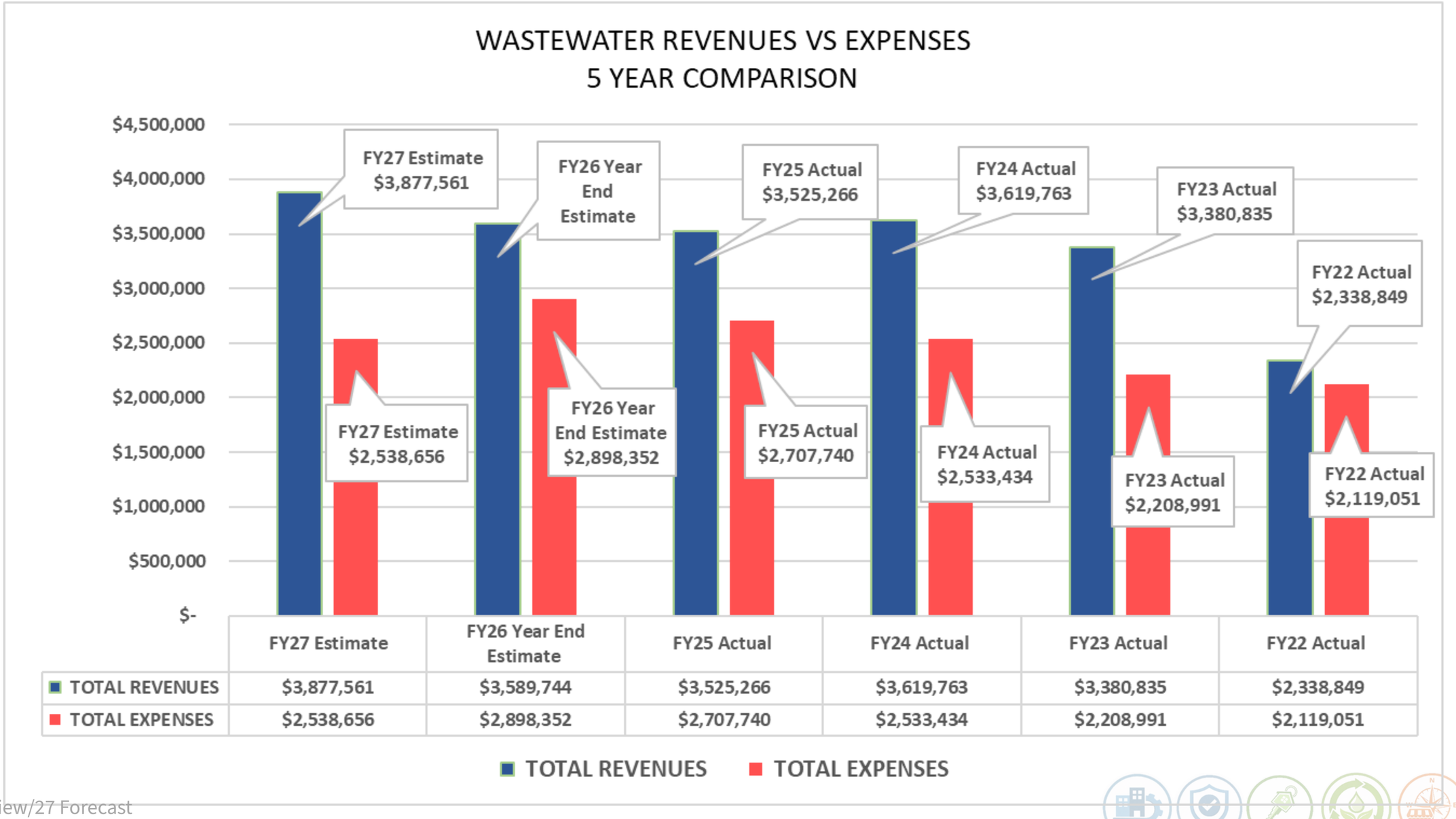
* Written documentation should be uploaded to support increases of estimated vs actual revenues

** Retained earnings must be certified by the Director of Accounts prior to appropriation

2. Total costs appropriated			
a. Costs appropriated in the enterprise fund			
Salaries, wages and expenses	1,688,703.00		
Capital Outlay	989,649.00		
Other	1,694,209.00		
Total costs appropriated in the enterprise fund		**4,372,561.00**	2a

Retained Earnings Certified	Date Certified	Amount Certified
FY 2025 Retained Earnings (as of 06/30/2024)	3/5/2025	6,428,838
FY 2026 Retained Earnings (as of 06/30/2025)	1/29/2026	6,067,855

Wastewater Enterprise



	FY27 Estimate	FY26 Year End Estimate	FY25 Actual	FY24 Actual	FY23 Actual	FY22 Actual
TOTAL REVENUES	$3,877,561	$3,589,744	$3,525,266	$3,619,763	$3,380,835	$2,338,849
TOTAL EXPENSES	$2,538,656	$2,898,352	$2,707,740	$2,533,434	$2,208,991	$2,119,051

Wastewater Enterprise

Proposed Capital

	Project Title	FY2027
WWTP	Sewer Infrastructure Work	$100,000.00
	Sludge Loadout Upgrade	$145,000.00
	TOTAL WASTEWATER	**$245,000.00**

Town Manager's Budget Objectives

Strategy-Aligned Budgeting Align funding with the Town's Financial Policy and Selectboard priorities.

Service Enhnacement Grants Fund $150k one-time improvement projects outside the capital threshold.

Control Personnel Costs Limit personnel growth to 2%–2.5% to protect affordability.

Workforce Incentives Offer benefit alternatives (e.g., health opt-out stipends) to reduce insurance costs.

Capital within Means Prioritize projects funded with Non-borrowed funding sources.

Dedicated Roads and Bridges Funding Establish $2M+/- from recurring funds

Dedicated Non-Road Capital Funding Commit $1M+/- annually for non-road capital.

Build Stabilization Capacity Dedicate 5% of Free Cash annually to Stabilization

Strengthen Reserve Fund Increase annual Reserve Fund to $200,000

FY27 Personnel Changes

Restructuring

- ☑ 1. Human Resources duties reassigned between offices of Town Manager and Treasurer Departments
  - Elevating TM/SB Administrative Assistant to Executive Assistant
  - Creating Compensation & Benefits Coordinator in Treasurers Office
- ☑ 2. Removing IT Support from Assistant Accountant Position
- ☑ 3. Assigning IT Support to Office Assistant position in Town Manager Department
- ⏳ 4. Establishing “South County Connector” Transportation as Enterprise Account

Dept. Capital Requests

	FY27	FY28	FY29	FY30	FY31	TOTAL CIP
Police	$272,201.44	$150,163.10	$157,826.88	$ -	$ -	$580,191.42
Fire	$125,800.00	$54,385.18	$ -	$ -	$ -	$180,185.18
DPW Facilities	$3,700,000.00	$280,000.00	$ -	$ -	$ -	$3,980,000.00
DPW Highway	$11,025,451.00	$ -	$ -	$ -	$ -	$11,025,451.00
Emergency Mgmt	$169,842.00	$ -	$ -	$ -	$ -	$169,842.00
Informational Technology	$133,000.00	$ -	$ -	$ -	$ -	$133,000.00
Town Clerk	$75,000.00	$ -	$ -	$ -	$ -	$75,000.00
Health	$33,300.00	$ -	$ -	$ -	$ -	$33,300.00
Council On Aging	$53,000.00	$ -	$ -	$ -	$ -	$53,000.00
Parks & Rec	$174,000.00	$ -	$ -	$ -	$ -	$174,000.00
Planning	$200,000.00	$200,000.00	-	-	-	$400,000.00
Transportation	$36,410.00	$ -	$ -	$ -	$ -	$36,410.00
TOTAL GENERAL	**$15,998,004.44**	**$684,548.28**	**$157,826.88**	**$ -**	**$ -**	**$16,840,379.60**
Wastewater	$245,000.00	$ -	$ -	$ -	$ -	$245,000.00
Community Preservation	$993,000.00					$993,000.00
Grand Total DH CIP	**$17,272,414.44**	**$684,548.28**	**$157,826.88**	**$ -**	**$ -**	**$18,114,789.60**

Town Manager Capital Recommendations

	FY27	FY28	FY29	FY30	FY31	TOTAL CIP
Police	$133,201.44	$150,163.10	$157,826.88	$140,000.00	$ -	$581,191.42
Fire	$125,800.00	$54,385.18	$ -	$ -	$ -	$180,185.18
DPW Facilities	$150,000.00	$280,000.00	$ -	$2,500,000.00	$1,050,000.00	$3,980,000.00
DPW Highway	$3,959,500.00	$1,559,793.00	$2,734,206.00	$1,447,084.00	$1,874,868.00	$11,575,451.00
Emergency Mgmt	$129,842.00	$ -	$ -	$ -	$42,000.00	$171,842.00
Informational	$133,000.00	$ -	$ -	$ -	$ -	$133,000.00
Town Clerk	$50,000.00	$ -	$ -	$ -	$ -	$50,000.00
Health	$35,000.00	$ -	$ -	$ -	$ -	$35,000.00
Council On Aging	$53,000.00	$ -	$ -	$ -	$ -	$53,000.00
Parks & Rec	$25,000.00	$ -	$ -	$151,000.00	$ -	$176,000.00
Planning	$50,000.00	$200,000.00	$ -	$200,000.00	$ -	$450,000.00
Transportation	$18,205.00	$ -	$ -	$ -	$ -	$18,205.00
TOTAL GENERAL	**$4,862,548.44**	**$2,244,341.28**	**$2,892,032.88**	**$4,438,084.00**	**$2,966,868.00**	**$17,403,874.60**
Wastewater	$245,000.00	$ -	$ -	$ -	$ -	$245,000.00
Community Preservation	$993,000.00					$993,000.00
Grand Total DH CIP	**$6,100,548.44**	**$2,244,341.28**	**$2,892,032.88**	**$4,438,084.00**	**$2,966,868.00**	**$18,641,874.60**

Proposed General Capital

Dept	Project Title	FY2027	Source
Police	Cruiser Replacement (1-2/yr)	$85,000.00	Free Cash
	Body Camera	$48,201.44	Free Cash
	TOTAL POLICE	**$133,201.44**	
Fire	Plymovent System (Facilities)	$80,000.00	Free Cash
	Back up set of Turnout Gear	$45,800.00	Free Cash
	TOTAL FIRE	**$125,800.00**	
Facilities	Town Building Water Infiltration Testing	$150,000.00	Free Cash
	TOTAL FACILITIES	**$150,000.00**	
Highway	Bridge Street Bridge Rehab	$426,000.00	Free Cash
	Shaw Bridge Rehab	$1,603,000.00	Free Cash
	Crosswalk Install & Replace, 5 Locations	$171,000.00	C.S.
	Brush Hill Road Culvert	$777,500.00	Grant
	Roadway Improvements (2 of 6)	$410,000.00	Chapter 90
	Roadwork Engineering (4 projects)	$550,000.00	Chapter 90 & C.S
	Manhole Installation Pearl St.	$22,000.00	Free Cash
	TOTAL DPW - Highway	**$3,959,500.00**	
Emerg. Mgmt	Trailer Mounted 75KW Generator	$75,000.00	Free Cash
	Message Board Purchase	$54,842.00	Free Cash
	TOTAL EMERGENCY MGMT	**$129,842.00**	

Dept	Project Title	FY2027	Source
IT	Online Permitting Software	$90,000.00	Free Cash
	Upgrade Assessors Software	$43,000.00	Free Cash
	TOTAL IT	**$133,000.00**	
Clerk	Archival Storage Feasibility Study	$50,000.00	Free Cash
	TOTAL TOWN CLERK	**$50,000.00**	
Health	Inspector Vehicle	$35,000.00	Free Cash
	TOTAL HEALTH	**$35,000.00**	
COA	COA Van	$53,000.00	Free Cash
	TOTAL COA	**$53,000.00**	
Parks & Rec	Bird Mgmt - Lake Mansfield	$25,000.00	Free Cash
	TOTAL PARKS & REC	**$25,000.00**	
Planning	Master Plan	$50,000.00	Free Cash
	TOTAL PLANNING	**$50,000.00**	
Transit	Accessible Electric Vehicles	$18,205.00	Free Cash
	TOTAL TRANSPORTATION	**$18,205.00**	

Total General Capital	**$4,862,548.44**

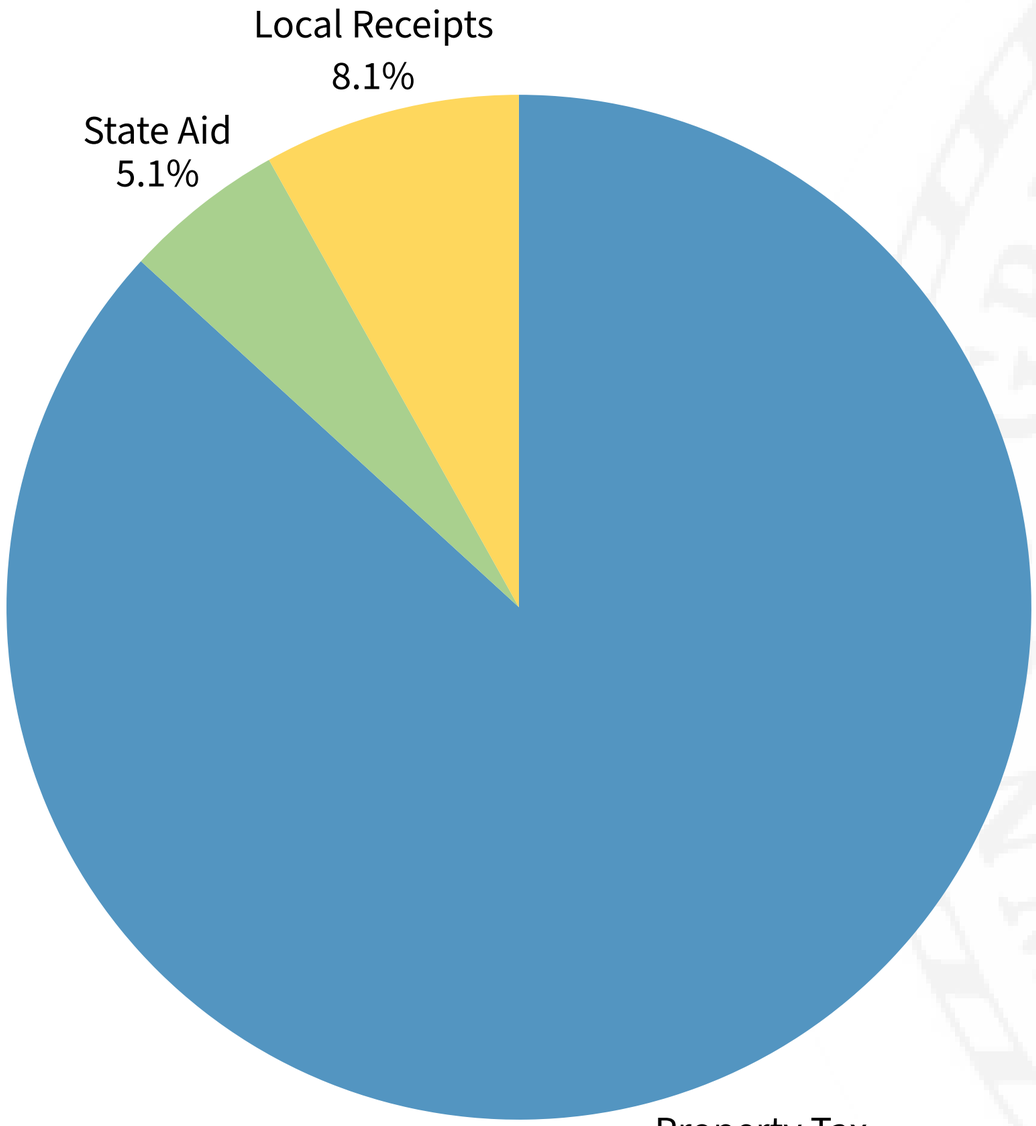
(without borrowing)

Proposed Service Enhancements

Health/Water Quality Intern	$25,000.00
Human Service Grants to local non-profits	$53,000.00
Arts & Culture	$30,000.00
Employee Prof. Dev.	$30,000.00
Fire Department Washer & Dryer	$2,000.00
Computer Replacement Program	$10,000.00
Total Service Enhancement Grants	**$150,000.00**

- Identified in Budget Mtgs
- Does not qualify as Capital either in cost or life expectancy
- Non-Reocurring, One Time Expenses
- Paid from Free Cash

Estimated General Revenues



$36,564,003

Property Tax	$31,736,345
State Aid	$1,862,408
Local Receipts	$2,965,250

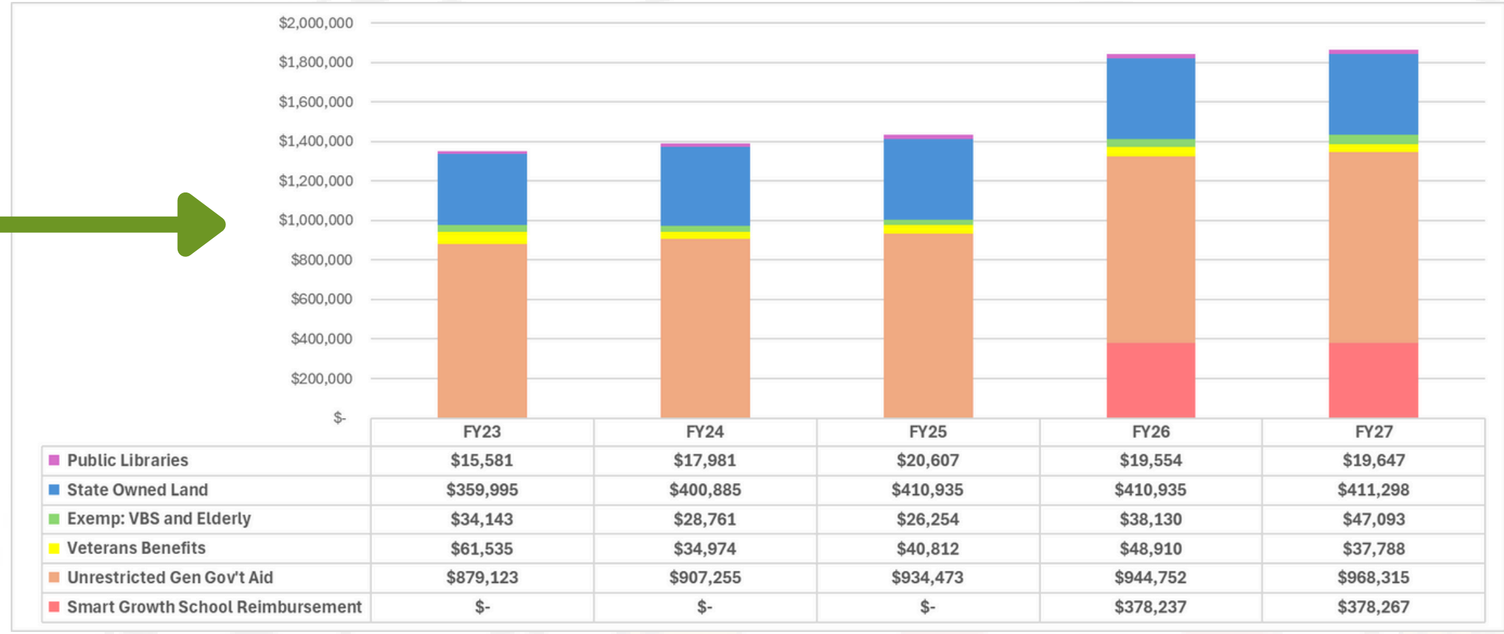
General Fund - Calculating Levy

FY2027		
A. Levy	FY26 Levy Limit	$29,742,776
	2.5% Increase	$743,569
	Est. New Growth	$100,000
	FY27 LEVY LIMIT	**$30,586,345**
	Debt Exclusions	$1,150,000
	MAX FY27 Levy Limit	**$31,736,345**

General Fund - Revenue

Cherry Sheet/State Aid

$1,862,408



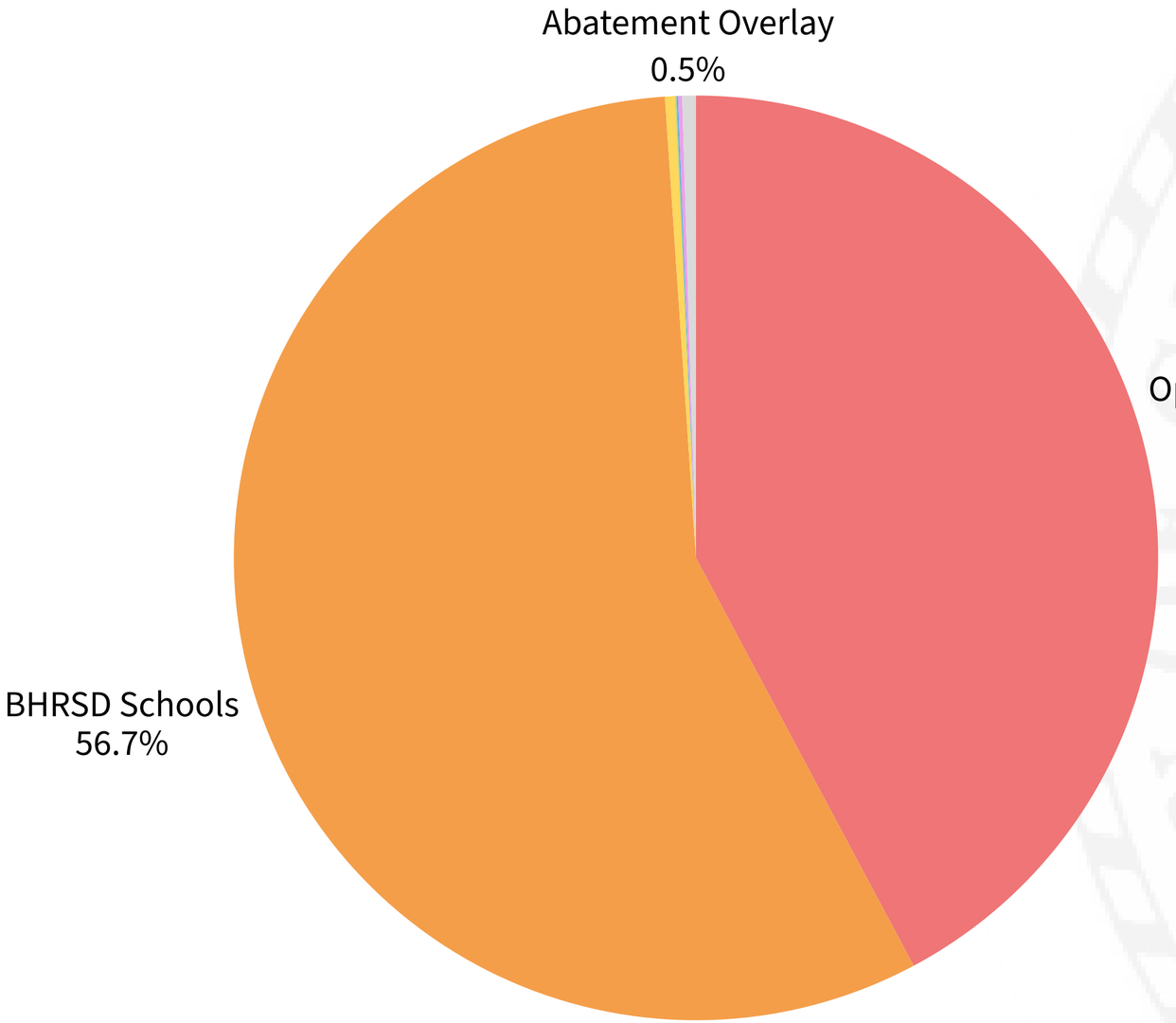
	FY23	FY24	FY25	FY26	FY27
Public Libraries	$15,581	$17,981	$20,607	$19,554	$19,647
State Owned Land	$359,995	$400,885	$410,935	$410,935	$411,298
Exemp: VBS and Elderly	$34,143	$28,761	$26,254	$38,130	$47,093
Veterans Benefits	$61,535	$34,974	$40,812	$48,910	$37,788
Unrestricted Gen Gov't Aid	$879,123	$907,255	$934,473	$944,752	$968,315
Smart Growth School Reimbursement	$-	$-	$-	$378,237	$378,267

Est. Local Receipts

$2,965,250

	FY27
MOTOR VEHICLE EXCISE	$822,000.00
ROOM OCCUPANCY TAX	$750,000.00
MEALS TAX	$215,000.00
PENALTY & INT. ON TAXES	$135,000.00
PAYMENTS IN LIEU OF TAXES	$10,000.00
FEES	$199,200.00
RENTALS	$125,000.00
OTHER DEPT REVENUE	$65,500.00
LICENSES AND PERMITS	$431,550.00
FINES & FOREFEITURES	$37,000.00
INVESTMENT INCOME	$175,000.00
TOTAL	**$2,965,250.00**

Estimated General Expenses



$42,066,570

Operating Budget	$17,673,695
BHRSD Schools	$23,764,216
Voc School	$150,000
State Offsets (Library)	$19,647
Snow & Ice Defict	$200,000
State Assessments	$59,607
Abatements/Exemption Overlays	$200,000

FY27 General Budget

A. Levy	FY 26 Levy Limit	$29,742,776
	2.5% Increase	$743,569
	New Growth	$100,000
	FY27 LEVY LIMIT	$30,586,345
	Debt Exclusions	$1,150,000
	MAX Levy Limit	$31,736,345
B. Revenues	Cherry Sheet/State Aid	$1,862,408
	Local Receipts (Est.)	$2,965,250
	Total	$4,827,658
C. Expenses	Operating Budget	$17,673,695
	BHRSD Schools	$23,764,216
	Voc School	$150,000
	State Offsets (Library)	$19,647
	Snow & Ice Defict	$200,000
	State Assessments	$59,607
	Abatements/Exemption Overalys	$200,000
	Total Expenses	$42,066,570
	C.Expenses - B. Revenues = Amount to be Raised	$37,238,912
	A. Levy Limit	$31,736,345
	GRAND TOTAL DEFICT	**$ (5,502,566)**

Achieves most of Financial Policy

General Operating Increase
6.23%

- Does not rely on Free Cash for reoccuring costs
- $200,000 in Reserves
- 5% Free Cash to Stabilization or OPEB
- Reflects anticipated benefits increases (Insurance, etc)
- No reduction to workforce.
- Applies 2% Cost of Living (COLA) for all town employees and meets Contractual Obligations
- New Borrowing restricted to obligated $728,620.82
- Free Cash for:
  - FY27 Capital without Borrowing = $3.5M
  - Outstanding Obligations = $850,000
  - SBAmbulance Subsidy = $289,681
  - Abatements, Exemptions Overlay = $225,000

$ (5,502,566)

FY27 General Budget

A. Levy	FY 26 Levy Limit	$29,742,776
	2.5% Increase	$743,569
	New Growth	$100,000
	FY27 LEVY LIMIT	$30,586,345
	Debt Exclusions	$1,150,000
	MAX Levy Limit	$31,736,345
B. Revenues	Cherry Sheet/State Aid	$1,862,408
	Local Receipts (Est.)	$2,965,250
	Total	$4,827,658
C. Expenses	Operating Budget	$17,047,695
	BHRSD Schools	$23,764,216
	Voc School	$150,000
	State Offsets (Library)	$19,647
	Snow & Ice Defict	$200,000
	State Assessments	$59,607
	Abatements/Exemption Overalys	$200,000
	Total Expenses	$41,441,165
	C.Expenses - B. Revenues = Amount to be Raised	$36,613,507
	A. Levy Limit	$31,736,345
	GRAND TOTAL DEFICT	**$ (4,877,162)**

Minimally achieves Financial Policy

General Operating Increase
2.45%

- Does not rely on Free Cash for reoccuring costs
- $150,000 in Reserves
- Reflects anticipated benefits increases (Insurance, etc)
- No reduction to workforce.
- Applies 0% Cost of Living (COLA) for all town employees
- Does not meet contractual obligations
- New Borrowing restricted to obligated $728,620.82
- Includes in Free Cash
  - FY27 Capital without Borrowing = $3.5M
  - Outstanding Obligations = $850,000
  - SBAmbulance Subsidy = $289,681
  - Abatements, Exemptions Overlay = $200,000
  - Celebrations = $15,000
  - VFW & American Legion Leases = $53,000
  - HWW Legal Fees = $50,000

$ (4,877,162)

FY27 General Budget

A. Levy	FY 26 Levy Limit	$29,742,776
	2.5% Increase	$743,569
	New Growth	$100,000
	FY27 LEVY LIMIT	$30,586,345
	Debt Exclusions	$1,150,000
	MAX Levy Limit	$31,736,345
B. Revenues	Cherry Sheet/State Aid	$1,862,408
	Local Receipts (Est.)	$2,965,250
	Offset from Free Cash	$4,669,577
	Total	$9,497,235
C. Expenses	Operating Budget	$17,047,695
	BHRSD Schools	$23,764,216
	Voc School	$150,000
	State Offsets (Library)	$19,647
	Snow & Ice Defict	$200,000
	State Assessments	$59,607
	Abatements/Exemption Overalys	$200,000
	Total Expenses	$41,441,165
	C.Expenses - B. Revenues = Amount to be Raised	$31,943,930
	A. Levy Limit	$31,736,345
	GRAND TOTAL DEFICT	**$ (207,585)**

Does not meet Financial Policy

General Operating Increase
2.45%

- Offset Operating Deficit with Free Cash = $4,669,577
- $150,000 in Reserves
- Reflects anticipated benefits increases (Insurance, etc)
- No reduction to workforce.
- Applies 0% Cost of Living (COLA) for all town employees
- Does not meet contractual obligations
- New Borrowing restricted to obligated $728,620.82
- Also includes in Free Cash
  - Outstanding Obligations = $850,000
  - SBAmbulance Subsidy = $289,681
  - Abatements, Exemptions Overlay = $200,000
- Does NOT include
  - Celebrations = $15,000
  - VFW & American Legion Leases = $53,000
  - HWW Legal Fees = $50,000

$ (207,585) or 1.22%

Important Upcoming Dates

Date	Action Item
Tuesday, Feb. 10, 2026	Citizen Petition Deadline. (No less than 30 calendar days - §41-15 Town By-laws)
Friday, Feb. 13, 2026	**Town Manager submits proposed FY27 Budget to Select Board and Finance Cmte.**
February 24-25, 2026	1st Round Budget Presentations – Joint with Select Board and Finance Cmte. (Operating)
March 3-4, 2026	2nd Round Budget Presentations – Joint with Select Board and Finance Cmte. (Capital)
Monday, Mar. 23, 2026	1st Round Town Meeting Warrant Article Presentations incld. CPC Rec. Articles
Tuesday, April 14, 2026	Joint Budget Public Hearing, and cont. Town Meeting Warrant Article Presentations. **Finalize the Warrant**

FY27 Budget Forecast





MUNICIPAL BUDGET GLOSSARY

The following definitions explain the meaning of some of the terms frequently used in documents and discussions related to the Town's financial matters.

ABATEMENT	A reduction or elimination of a real or personal property tax, motor vehicle excise, fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.
ADVANCE REFUNDING OF DEBT	This occurs when new debt is issued to replace or redeem old debt before the maturity or call date of the old debt. Under these circumstances, the proceeds of the new debt must be placed in escrow and used to pay interest on old, outstanding debt as it becomes due and to pay the principal on the old debt, either as it matures or at an earlier call date. (See Refunding of Debt, Current Refunding of Debt)
AMENDED NEW GROWTH	When the assessors discover inadvertently omitted properties that would have been new growth, they may submit an Amended Tax Base Growth Report (Form LA-13A) to BLA before setting the tax rate for the next fiscal year. BLA will certify the amount of any additional tax base growth and notify BOA. BOA will then recalculate the community's levy limit and notify the assessors of the new base for the purposes of calculating the succeeding year's levy limit.
AMORTIZATION	The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.
APPELLATE TAX BOARD (ATB)	Appointed by the governor, the ATB has jurisdiction to decide appeals from local decisions relating to property taxes, motor vehicle excises, state-owned land valuations, exemption eligibility, property classification, and equalized valuations.
APPROPRIATION	An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.
ARBITRAGE	As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

ASSESSED VALUATION	A value assigned to real estate or other property by a government as the basis for levying taxes. In Massachusetts, assessed valuation is based on the property's full and fair cash value as set by the Assessors. (See Full And Fair Cash Value)
ASSESSMENT DATE	The date property tax liability is fixed. In Massachusetts, property taxes are assessed as of the January 1 prior to the fiscal year. Assessors determine the physical status of taxable real and personal property, its ownership, fair cash value, and usage classification as of that date. By local option (MGL c. 59 § 2D), the physical status of real property on June 30 is deemed to be its condition on the previous January 1.
ASSESSMENT SALE RATIO (ASR)	Property assessed value divided by sales price. Expresses the relationship between the assessed value of a sold property and its most recent sales price. The ASR is instrumental in BLA's certification of municipal property values completed every five years.
AUDIT	An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor) resulting in a report on the fairness of financial statements and local compliance with statutes and regulations. The audit serves as a valuable management tool for evaluating a community's fiscal performance.
AUDIT MANAGEMENT LETTER	An independent auditor's written communication to government officials, separate from the community's audit. It generally identifies deficient areas, if any, and presents recommendations for improving accounting procedures and other internal controls.
AUDIT REPORT	Prepared by an independent auditor, an audit report includes: (a) a statement of the audit's scope; (b) explanatory comments as to the application of auditing procedures; (c) findings and opinions; (d) financial statements and schedules; and (e) supplementary comments, recommendations and statistical tables. It is very often accompanied by a management letter.
AVAILABLE FUNDS	Balances in the various fund types that represent nonrecurring revenue sources. As a matter of sound practice, they are frequently appropriated for unforeseen expenses, capital expenditures, or other one-time costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus, and retained earnings.
BALANCE SHEET	A statement that discloses the assets, liabilities, reserves, and equities of a fund or governmental unit as of a specified date.
BALANCED BUDGET	A budget where estimated revenues equal estimated expenditures.

BANK QUALIFIED	When a municipality issues $10,000,000 or less in bonds or notes in a calendar year, these issuances are designated as "bank qualified." The bank that purchases the security receives a tax deduction (80% of the interest cost) for this type of purchase. This deduction makes bank qualified bonds and notes attractive purchases.
BETTERMENTS (SPECIAL ASSESSMENTS)	Whenever part of a community benefits from a public improvement or betterment (e.g., water, sewer, sidewalks, etc.), special property taxes may be assessed to that area's property owners to reimburse the governmental entity for all or part of the costs it incurred to complete the project. Each property parcel receiving the benefit is assessed a proportionate share of the cost, which may be paid in full or apportioned over a period of up to 20 years. If spread over the years, the community adds one year's apportionment along with one year's committed interest computed from October 1 to October 1 to the associated tax bills until the betterment has been paid.
BLA	Bureau of Local Assessment
BLOCK GRANT	A federal grant of money awarded by formula under very general guidelines that allow grantees broad latitude in spending activities.
BOA	Bureau of Accounts
BOND	A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)
BOND ANTICIPATION NOTE (BAN)	Short-term debt instrument used to generate cash for initial project costs with the expectation the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be reissued for up to 10 years, provided principal repayment begins after two years (MGL c. 44 § 17).
BOND AUTHORIZATION	The action of town meeting or a city council authorizing the executive branch to raise money through the sale of bonds in a specific amount and for a specific purpose. Once authorized, issuance is by the treasurer upon the signature of the mayor or the board of selectmen. (See Bond Issue)
BOND COUNSEL	An attorney or law firm engaged to review and submit an opinion on the legal aspects of a municipal bond or note issue.
BOND ISSUE	The actual sale of the entire, or portion of, the bond amount authorized by a town meeting or city council.

BOND PREMIUM	The difference between the market price of a bond and its face value (when the market price is higher). A premium occurs when the bond's stated interest rate is set higher than its true interest cost (the market rate). Premiums received at the time of sale must be used to pay project costs and reduce the amount borrowed by the same amount or be reserved for appropriation for purposes for which debt has or may be authorized for an equal or longer period than the original loan. Additions to the levy limit for a Proposition 2 ½ debt exclusion are restricted to the true interest cost incurred to finance the excluded project. If the premium is not used to pay project costs and reduce the amount of a debt-excluded borrowing, the annual debt exclusion must be adjusted to reflect the true interest rate.
BOND RATING (MUNICIPAL)	A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard & Poor's, use rating systems that designate a letter or a combination of letters and numerals, where AAA is the highest rating and C1 is very low.
BONDS AUTHORIZED AND UNISSUED	Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes but must be rescinded by town meeting or the city council to be removed from community's books.
BUDGET POLICY	The document annually adopted by the Finance Committee and Selectboard establishing the guidelines under which the Town Manager shall follow in the development of the Town budget.
BUREAU OF ACCOUNTS (BOA)	A bureau within the Division of Local Services charged with overseeing municipal execution of financial management laws, rules and regulations.
BUREAU OF LOCAL ASSESSMENT (BLA)	Bureau within the Division of Local Services charged with overseeing municipal execution of state laws, rules and regulations involving real and personal property assessments. BLA is also responsible for determining equalized valuations and overseeing the valuation of state-owned land.
CAPITAL ASSET	Any tangible property used in the operation of government that is not easily converted into cash and that has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure, such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and minimum initial cost.

CAPITAL BUDGET	An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method to finance each recommended expenditure (e.g., tax levy or rates) and identify those items that were not recommended.
CAPITAL IMPROVEMENTS	Expenditures which result in the acquisition of land, construction costs or improvements to land, buildings, or equipment valued at $10,000 and with useful lives of at least 2 years.
CAPITAL IMPROVEMENT PROGRAM	A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital plan. It coordinates community planning, fiscal capacity, and physical development. While all the community's needs should be identified in the program, there is a set of criteria that prioritize the expenditures.
CAPITAL OUTLAY	The exchange of one asset (cash) for another (capital asset) with no ultimate effect on net assets. Also known as "pay as you go," it is the appropriation and use of available cash to fund a capital improvement, as opposed to incurring debt to cover the cost.
CASH BOOK	A source book of original entry that a treasurer is required to maintain for the purpose of recording municipal receipts, adjustments to balances, deposits to municipal accounts, and disbursements through warrants.
CHAPTER 90 HIGHWAY FUNDS	State funds derived from periodic transportation bond authorizations and apportioned to communities for highway projects (MGL c. 90 § 34).
CHAPTER LAND	Forest, agricultural/horticultural, and recreational lands classified, valued, and taxed according to MGL c. 61, 61A, and 61B. Land is valued at its current use rather than the full and fair cash value. The commercial property tax rate is applicable for land defined under these chapters, unless the community adopts a local option provision within each chapter to apply the open space rate.
CHARTER	An act establishing the Selectboard/Town Manager form of administration in the Town of Great Barrington enacted by the General Court as Ch. 184, Act of 1992.
CHERRY SHEET	Named for the cherry-colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns, and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services.
CHERRY SHEET ASSESSMENTS	Estimates of annual charges to cover the costs of certain state and county programs.

CHERRY SHEET OFFSET ITEMS	Local aid that may be spent without appropriation in the budget but which must be spent for specific municipal and regional school district programs. Current offset items include racial equality grants, school lunch grants, and public library grants.
CLASSIFICATION OF REAL PROPERTY	Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified the real property, local officials are permitted to determine locally, within limits established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.
CLASSIFICATION OF THE TAX RATE	Each year, the select board or city council vote whether to exercise certain tax rate options. Those options include choosing a residential factor (MGL c. 40 § 56), and determining whether to offer an open space discount, a residential exemption (c. 59, § 5C), and/or a small commercial exemption (c. 59, § 5I) to property owners.
CODE OF ETHICS	The provisions and requirements of MGL c. 286A pertaining to the standards of behavior and conduct to which all public officials and employees are held. (See State Ethics Commission)
COLLECTIVE BARGAINING	The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union.
COMMITMENT	This establishes the liability for individual taxpayers. For example, the assessors' commitment of real estate taxes fixes the amount the collector will bill and collect from property owners.
COMMUNITY PRESERVATION ACT (CPA)	Enacted as MGL c. 44B in 2000, the CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; c) the acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; d) the acquisition, creation, preservation and support of community housing; e) the rehabilitation and restoration of open space or community housing that is acquired or created using monies from the fund; and (f) a municipal affordable housing trust. Acceptance requires town meeting or city council approval or a citizen petition, together with referendum approval by majority vote. The local program is funded by a local surcharge up to 3 percent on real property tax bills and matching dollars from the state generated from registry of deeds fees.

COMMUNITY PRESERVATION FUND	A special revenue fund established pursuant to MGL c. 44B to receive all monies collected to support a CPA program, including but not limited to, tax surcharge receipts, proceeds from borrowings, funds received from the state, and proceeds from the sale of certain real estate.
COST APPROACH	A method used to estimate the present market value of an existing property by calculating the current cost to rebuild it, then adjusting the cost downward for depreciation based on the property's actual age. Land is valued separately and added to the depreciated replacement cost.
CURRENT REFUNDING OF DEBT	The process of immediately applying proceeds of refunding debt to redeem the old debt. That is, the maturity date on the old debt coincides with the issuance date of the new borrowing obligation. (See Refunding of Debt and Advance Refunding of Debt)
CYCLICAL INSPECTION PROGRAM	A cyclical reinspection program involves completing an interior and exterior inspection of all property over a multiyear period, not exceeding nine years.
DATA COLLECTION	Process of inspecting real and personal property and recording its attributes, quality, and condition.
DEBT AUTHORIZATION	Formal approval by a two thirds vote of town meeting or city council to incur debt, in accordance with procedures stated in MGL c. 44 §§ 1, 2, 3, 4a, 6-15.
DEBT BURDEN	The amount of debt carried by an issuer usually expressed as a measure of value (e.g., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.
DEBT EXCLUSION	An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy but outside of the limits under Proposition 2½. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 2½, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.
DEBT LIMIT	The maximum amount of debt a municipality may authorize for qualified purposes under state law. Under MGL c. 44 § 10, debt limits are set at 5 percent of EQV. By petition to the Municipal Finance Oversight Board, a community can receive approval to increase its debt limit to 10 percent of EQV.
DEBT SERVICE	The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

DEBT STATEMENT	A report that local treasurers are required to file with DLS showing the authorized and issued debt, retired debt, and interest paid by a community during the prior fiscal year, as well as authorized but unissued debt at year-end. Also known as the "Statement of Indebtedness."
DEFERRED REVENUE	Amounts that do not meet the criteria for revenue recognition. Also, earned amounts that are not yet available to liquidate liabilities of a current period.
DEFICIT	The excess of expenditures over revenues during an accounting period. Also refers to the excess of the liabilities of a fund over its assets.
DEMAND NOTICE	When a tax bill becomes past due, the collector sends a demand notice requesting payment. The collector is required to issue a demand before initiating a tax taking.
DEPUTY COLLECTOR	A vendor empowered to take enforcement and collection actions on behalf of a community's collector.
DESIGNATED UNRESERVED FUND BALANCE	A limitation on the use of all or part of the expendable balance in a governmental fund.
DLS	The Department of Revenue's Division of Local Services
EMERGENCY SPENDING	MGL c. 44 § 31 allows a community to spend in excess of appropriation in cases of major disasters that pose immediate threats to the health or safety of people or property, following an emergency declaration by the Governor or two-thirds vote of the council or select board and the approval of the Director of Accounts.
ENCUMBRANCE	A reservation of funds to cover an obligation arising from a purchase order, contract, or salary commitment chargeable to, but not yet paid from, a specific appropriation account.
ENTERPRISE FUND	Authorized by MGL c. 44 § 53F½, an enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of a service's total costs recovered through user charges and the portion subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital --are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus," or retained earnings, generated by the enterprise operation rather than closing this out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

EQUALIZED VALUATIONS (EQVS)	An estimate of the full and fair cash value (FFCV) of all property in the state as of a certain taxable date. EQVs have historically been used as a variable in distributing some state aid accounts and in determining county assessments and other costs. The Commissioner of Revenue, in accordance with MGL c. 58 § 10C, is charged with the responsibility of biennially determining an equalized valuation for each city and town in the state.
EXCESS AND DEFICIENCY (E&D)	Also called the "surplus revenue" account, this is the amount by which cash, accounts receivable, and other assets exceed a regional school district's liabilities and reserves as certified by the Director of Accounts. The calculation is based on a year-end balance sheet submitted to DLS by the district's auditor, accountant, or comptroller. E&D is not available for appropriation until certified by the Director of Accounts.
EXCESS LEVY CAPACITY	The difference between the levy limit and the amount of real and personal property taxes actually levied in a given year. Annually, the select board or city council must be informed of excess levy capacity and their acknowledgment must be submitted to DLS when setting the tax rate.
EXEMPTION	A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.
EXEMPTION DATE	Real estate tax exemption status is determined as of July 1. All qualifying factors must be met as of that date.
EXPENDITURE	An outlay of money made by a municipality to provide the programs and services within its approved budget.
FIDUCIARY FUNDS	Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.
FIELD REVIEW AUDIT	A review of assessment valuation methods and support documentation by the BLA performed as a prerequisite to a five-year certification of property values.
FINANCE COMMITTEE	The Finance Committee serves as the Advisory Board, making recommendations to Town Meeting on the Town Budget and all Warrant Articles. In addition, the Finance Committee approves appropriations from the Reserve Fund.

FINANCE CONTROL BOARD	A board created by special legislation and comprised of state officials to oversee the financial management of a community, which may have received deficit borrowing authorization or state loans to finance operating deficits.
FINANCIAL ADVISOR	An individual or institution that assists municipalities in the issuance of tax exempt bonds and notes. The public finance department of a commercial bank or a non-bank advisor usually provides this service.
FINANCIAL DISCLOSURE LAW	MGL c. 268B requires certain individuals, officials and candidates for elected office to file statements of financial interests with the State Ethics Commission.
FINANCIAL STATEMENT	A presentation of the assets and liabilities of a community as of a particular date, most often after the close of the fiscal year.
FISCAL YEAR (FY)	Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. Since 1976, the federal government fiscal year has begun on October 1 and ended September 30. In each case, the designation of the fiscal year is that of the calendar year in which the fiscal year ends.
FIVE-YEAR CERTIFICATION	The Commissioner of Revenue, through BLA, is required to review local assessed values every five years to certify that they represent full and fair cash value. Refer to MGL c. 40 § 56 and c. 59 § 2A(c).
FIXED ASSETS	Long-lived, tangible assets, such as buildings, equipment and land, obtained or controlled as a result of past transactions or circumstances.
FIXED COSTS	Costs legally or contractually mandated, such as retirement, FICA/Social Security, insurance, debt service, or interest on loans.
FREE CASH	Remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimated on the tax recapitulation sheet, and unspent amounts in budget line items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the June 30 balance sheet, which is submitted by the community's auditor, accountant, or comptroller. Free cash is not available for appropriation until certified by the Director of Accounts. (See Available Funds)

FULL AND FAIR CASH VALUE	The Massachusetts Supreme Judicial Court defines fair cash value as the "fair market value, which is the price an owner willing but not under compulsion to sell ought to receive from one willing but not under compulsion to buy. It means the highest price that a normal purchaser not under peculiar compulsion will pay at the time, and cannot exceed the sum that the owner after reasonable effort could obtain for his property. A valuation limited to what the property is worth to the purchaser is not market value. The fair cash value is the value the property would have on January 1 of any taxable year in the hands of any owner, including the present owner." (Boston Gas Co. v. Assessors of Boston, 334 Mass. 549, 566 (1956))
FULL FAITH AND CREDIT OBLIGATIONS	A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full-faith-and-credit bonds.
FULL MEASURE AND LIST	An inspection program completed by assessors to maintain up-to-date property records. Properties are literally measured and relisted in the assessors' records with any changes in condition since the last inspection. Also referred to as a cyclical inspection program, BLA recommends a full measure and list be completed once in every nine-year cycle.
FUND	An accounting entity with a self-balancing set of accounts that is segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations. Within a fund, financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently. Examples of funds include the general fund and enterprise funds.
FUND ACCOUNTING	Organizing the financial records of a municipality into multiple, segregated locations for money. Communities whose accounts are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.
FUND BALANCE	The difference between assets and liabilities reported in a governmental fund. Also known as fund equity.
GENERAL FUND	The fund used to account for most financial resources and activities governed by the normal town meeting or city council appropriation process.
GENERAL FUND SUBSIDY	Most often used in the context of enterprise funds. When the revenue generated by rates or user fees is insufficient to cover the cost to provide a particular service, general fund money is used to close the gap in the form of a subsidy. The subsidy may or may not be recovered by the general fund in subsequent years.

General Ledger (GL)	The accountant's record of original entry, a general ledger is a set of numbered accounts used to track financial transactions and prepare financial reports. Each account is a distinct record summarizing each type of asset, liability, equity, revenue and expense. A chart of accounts lists all the accounts in the general ledger.
General Obligation Bonds	Bonds issued by a municipality that are backed by the full faith and credit of its taxing authority.
Government Finance Officers Association (GFOA)	A nationwide association of public finance professionals.
Governmental Accounting Standards Board (GASB)	The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments.
Governmental Funds	Funds generally used to account for tax-supported activities. There are five different types of governmental funds: general, special revenue, capital project, debt service, and permanent.
Home Rule	Refers to the power of municipalities to regulate their affairs by bylaws/ordinances or home rule charters subject to certain limitations.
Home Rule Charter	An alternative, under MGL c. 43B, to create a charter commission by which cities and towns may create, adopt, revise and amend local charters.
Income Approach	A method of estimating property value by converting anticipated net rental revenue generated by the property into an indication of market value. Used primarily to value commercial/industrial properties and apartment buildings, which are normally bought and sold on the basis of their income producing capabilities.
Indirect Cost	Costs of a service not reflected in the operating budget of the entity providing the service. The matter of indirect costs arises most often in the context of enterprise funds. An example of an indirect cost of providing water service would be the value of time spent by non-water-department employees who process water bills. A determination of these costs is necessary to analyze the total cost of service delivery.
Informational Guideline Release (IGR)	Provided on the DLS website, IGRs are DLS publications that outline a policy or administrative procedure or that provide a law update related to municipal finance.
Inside Debt	Municipal debt incurred for purposes enumerated in MGL c. 44, § 7 and within the community's debt limit, which is an amount no higher than five percent of the community's equalized valuation. Because this type of borrowing is below the debt limit, it is referred to as inside debt. (See Outside Debt)

INTEREST	Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis but are paid every six months.
INTEREST RATE	The interest payable, expressed as a percentage of the principal available, for use during a specified period of time. It is always expressed in annual terms.
INTERIM-YEAR VALUATION ADJUSTMENT	State law requires that local assessed values reflect market value every year. Every five years, BLA reviews and certifies that an individual community's assessed values meet this standard. In between these five-year revaluations, a community must complete an annual analysis to determine whether an interim-year value adjustment is warranted and report the results to BLA. Depending on market conditions and property value trends, adjustments may increase or decrease values or leave them unchanged.
INVESTMENTS	Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.
LAND COURT	Established in 1898, the Land Court has the exclusive jurisdiction to foreclose rights of redemption on a property in tax title.
LAND OF LOW VALUE (MGL c. 60 § 79)	After 90 days from the date of a tax taking, the treasurer may work with the assessors to pursue a land of low value foreclosure through DLS, an alternative foreclosure procedure to seeking a Land Court decree. Annually, DLS publishes the maximum valuation of parcels qualifying for the land of low value foreclosure procedure.
LAND SCHEDULE	Typically developed by assessors and revaluation consultants, this is a table used to arrive at consistent assessed values for land within defined neighborhoods.
LEGAL OPINION (RE: DEBT ISSUANCE)	An opinion by an attorney or law firm that bonds have been legally issued by a public body, and, usually, that the bonds are exempt from federal income taxes and some Massachusetts taxes under existing laws, regulations, and rulings.
LEVY	The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is reestablished every year in accordance with Proposition 2½ provisions.

LEVY CEILING	A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 2½). It states that, in any year, the real and personal property taxes imposed may not exceed 2½ percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, debt exclusion, or special exclusion.
LEVY LIMIT	A levy limit is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion.
LIEN	A legal claim against real or personal property to protect the interest of a party (e.g., a city or town) to whom a debt is owed (e.g., taxes). In the case of real property, the lien in favor of a municipality automatically arises each January 1, but it must be secured through other action.
LIEN DATE	The date a lien arises on real property to protect the municipality's right to payment of taxes. Property tax liens arise by law on the January 1 assessment date. The lien is secured when the collector makes a tax taking and places the property in tax title. Unless the lien is secured, it expires if five years elapse from the January 1 assessment date and the property is transferred in the meantime.
LINE-ITEM BUDGET	A budget that stratifies spending into categories of greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.
LINE-ITEM TRANSFER	The reallocation of a budget appropriation between two line items within an expenditure category (e.g., salaries, expenses). Employed as a management tool, line-item transfer authority allows department heads to move money where a need arises for a similar purpose without altering the bottom line. Whether or not line-item transfers are permitted depends on how the budget is presented (i.e., its format) and what level of budget detail town meeting approves.
LOCAL AID	Revenue allocated by the state to cities, towns, and regional school districts. Estimates of local aid are transmitted to cities, towns, and districts annually by the Cherry Sheets. Most Cherry Sheet aid programs are considered general fund revenues and may be spent for any purpose, subject to appropriation.
LOCAL RECEIPTS	Locally generated revenues other than real and personal property taxes. Examples include motor vehicle excise, investment income, hotel/motel tax, fees, rentals, and charges.

LONG-TERM DEBT	Community borrowing, or outstanding balance at any given time, involving loans with a maturity date of 12 months or more. (See Permanent Debt)
MATERIAL WEAKNESS	An audit term for a significant deficiency in a community's internal financial controls. It is a reportable condition (internal control weakness) of such magnitude as to potentially result in material misstatements of financial condition.
MATURITY DATE	The date that the principal of a bond becomes due and payable in full.
MGL	Massachusetts General Laws
MINIMUM RESIDENTIAL FACTOR (MRF)	Massachusetts' law allows for a shift of the tax burden from the residential and open space classes of property to the commercial, industrial and personal property classes (CIP). The MRF, established by the Commissioner of Revenue, is used to make certain the tax burden shift complies with the law. If the MRF would be less than .65, the community cannot make the maximum shift and must use a CIP factor less than 1.50 percent. Under specified conditions, some communities may use a CIP factor of up to 1.75 percent.
MOTOR VEHICLE EXCISE	A locally imposed annual tax assessed to owners of motor vehicles registered to addresses within the community (MGL c. 60A). The excise tax rate is set by statute at $25.00 per $1,000 of vehicle value.
MULTIPLE REGRESSION	A technique for valuing real property that uses an equation generated through sales analysis to estimate the value of unsold properties.
MUNICIPAL(S) (AS USED IN THE BOND TRADE)	"Municipal" refers to any state or subordinate governmental unit. Municipals (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, and special districts but also bonds of the state and agencies of the state.
MUNICIPAL CHARGES LIEN	For delinquent water (MGL c. 40 §§ 42A-F), sewer (MGL c. 83 §§ 16A-F), and trash (MGL c. 44 § 28C(f)) charges, a community may lien these amounts on the property tax, provided the enabling legislation is accepted and a certificate of acceptance is on file at the Registry of Deeds. For other unpaid local charges and fees, a community may adopt MGL c. 40 § 58 separately for each purpose in order to lien each upon the property tax. The lien is created by recording a listing of a particular type of charge or fee (by parcel of land and by name) at the Registry of Deeds.

Municipal Finance Oversight Board	This board (consisting of the attorney general, state treasurer, state auditor, and director of accounts) approves use of qualified bonds and certain other municipal borrowings and other actions.
Municipal Revenue Growth Factor (MRGF)	An estimate of the percentage change in a municipality's revenue growth for a fiscal year. It represents the combined percentage increase in the following revenue components: automatic 2½ percent increase in the levy limit, estimated new growth, change in selected unrestricted state aid categories, and the change in selected unrestricted local receipts (Education Reform Act of 1993).
New Growth	The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or revaluations.
Nonrecurring Revenue Source	A one-time source of money available to a city or town. By its nature, a nonrecurring revenue source cannot be relied upon in future years, and therefore, such funds should not be used for operating or other expenses that continue from year to year.
Note	A short-term loan, typically with a maturity date of a year or less.
Official Statement	A document prepared for potential investors containing information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale and sometimes called an offering circular or prospectus.
OPEB (Other Postemployment Benefits)	Many public employees earn benefits over their years of service that they do not receive until after their government employment ends. While pensions are the most common of these, other postemployment benefits generally include combinations of health, dental, vision, and life insurances. These are provided to eligible retirees and sometime to their beneficiaries, and as a group, are referred to as OPEB.
Operating Budget	The plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.
Other Amounts to be Raised (as detailed on the Tax Recap)	Amounts not appropriated but raised through taxation. Generally, these are locally generated expenditures (e.g., overlay, teacher pay deferrals, deficits), as well as state, county, and other special district charges. Because they must be funded in the annual budget, special consideration should be given to them when finalizing budget recommendations to the city council or town meeting.

OUTSIDE DEBT	Municipal borrowing for purposes enumerated in MGL c. 44, § 8. Since this debt is not measured against a community's debt limit per c. 10, the borrowing is outside the debt limit and therefore referred to as outside debt. (See Inside Debt)
OVERLAY (OVERLAY RESERVE, OR ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS)	An account that funds anticipated property tax abatements, exemptions, and uncollected taxes. Additions to the overlay reserve need not be funded by the normal appropriation process but instead raised on the tax rate recapitulation sheet.
OVERLAY DEFICIT	A deficit that occurs when the abatements and statutory exemptions charged to the overlay during a fiscal year exceed the account balance. Overlay deficits must be provided for in the next fiscal year.
OVERLAY SURPLUS	Any balance in the overlay account in excess of the amount remaining to be collected or abated can be transferred to this account. Within 10 days of a written request by the community's chief executive officer, the assessors must provide a certification of the excess amount of overlay available to transfer, if any. Overlay surplus may be appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is closed to surplus revenue; in other words, it becomes a part of free cash.
OVERRIDE	A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.
OVERRIDE CAPACITY	The difference between a community's levy ceiling and its levy limit. It is the maximum amount by which a community may override its levy limit.
PAYMENT IN LIEU OF TAXES (PILOT)	An agreement between a municipality and an entity not subject to taxation, such as a charitable or educational organization, whereby the organization agrees to make a voluntary payment to the municipality. By law, a city or town must make such a payment to any other community in which it owns land used for public purposes.
PENSION (OR OTHER EMPLOYEE BENEFIT) TRUST FUNDS	A fiduciary fund type used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension plans, defined contribution plans, other postemployment benefit (OPEB) plans, or other employee benefit plans.
PENSION COST	A measure of the periodic cost of an employer's participation in a defined benefit pension plan.

PENSION PLAN	An arrangement for the provision of pension benefits to employees upon their retirements. All assets accumulated are used to pay benefits (including refunds of member contributions) to plan members or beneficiaries, as defined by the plan's terms.
PERAC (PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION)	Oversees and directs the state retirement system and administers benefits for members.
PERMANENT DEBT	Borrowing by a community typically involving a debt service amortization period of greater than one year. (See Long-term Debt)
PERMANENT FUNDS	A fiduciary fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (that is, for the benefit of the government for its citizenry). An example is a cemetery perpetual care fund.
PERSONAL PROPERTY	Movable items not permanently affixed to, or part of, the real estate. It is assessed separately from real estate to certain businesses, public utilities, and owners of homes that are not their primary residences.
PRELIMINARY TAX	The tax bill for the first two quarters of the fiscal year, sent by communities on quarterly tax billing cycles or on annual preliminary billing systems. The tax bill is sent by July 1 and can generally be no greater than 50% of the amount due in the previous fiscal year.
PRINCIPAL	The face amount of a bond, exclusive of accrued interest.
PRO FORMA RECAP SHEET	The Tax Recap sheet that communities on semiannual tax billing cycles submit to DLS when seeking to send optional preliminary tax bills for the first half of the fiscal year. This is done either because a community is in a recertification year or has a valuation-related delay in setting the tax rate.
PROPOSITION 2½	A state law enacted in 1980, Proposition 2½ regulates local property tax administration and limits the amount of revenue a city or town may raise from local property taxes each year to fund municipal operations.
PURCHASE ORDER	An official document or form authorizing the purchase of products and services.
QUALIFIED BOND	A program unique to Massachusetts for municipalities with marginal credit ratings, in which the State Treasurer pays the debt service directly from a community's local aid, thereby reinforcing the security of the bond and improving its marketability. The Municipal Finance Oversight Board authorizes issuance of these bonds under c. 44A.

RAISE AND APPROPRIATE	A phrase used to identify an expenditure's funding source as money generated by the tax levy or other local receipt.
REAL PROPERTY	Land, buildings, and the rights and benefits inherent in owning them.
RECEIPTS RESERVED FOR APPROPRIATION	Proceeds earmarked by law and placed in separate accounts for appropriation for particular purposes. For example, ambulance charges may be appropriated to offset expenses in providing ambulance services.
RECEIVABLES	An expectation of payment of an amount certain accruing to the benefit of a city or town.
RECONCILIATION OF CASH	The process whereby the accountant and treasurer compare records to confirm available cash in community accounts.
RECONCILIATION OF RECEIVABLES	The process whereby the accountant and collector compare records to confirm the amount of outstanding taxes.
RECORDS DISPOSITION SCHEDULE	Published by the Secretary of State's Records Management Division and pursuant to MGL c. 66, these guidelines on municipal records inform local officials as to how long and in what form records must be maintained and identifies those that may be lawfully disposed.
RECURRING REVENUE SOURCE –	A source of money used to support municipal expenditures, which by its nature can be relied on, at some level, in future years. (See Nonrecurring Revenue Source)
REFUNDING OF DEBT	Transaction whereby one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer. (See Current and Advance Refunding of Debt)
REQUISITION	Form used by the requesting department when ordering products and services from external vendors. This document generates a purchase order.
RESERVE FUND	An amount (not to exceed 5 percent of the tax levy for the preceding year) set aside annually within a community's budget to provide a funding source for extraordinary or unforeseen expenditures. In a town, the finance committee can authorize transfers from this fund for "extraordinary or unforeseen" expenditures. Other uses of the fund require budgetary transfers by town meeting. In a city, transfers from this fund may be voted by the city council upon recommendation of the mayor.

RESIDENTIAL EXEMPTION	A municipality can grant a residential exemption of a dollar amount that cannot exceed 35 percent of the average assessed value of all residential class properties. The exemption reduces, by the adopted percentage, the taxable valuation of each residential parcel that is a taxpayer's principal residence. Granting the exemption raises the residential tax rate and shifts the residential tax burden from moderately valued homes to apartments, summer homes, and higher valued homes.
RESIDENTIAL FACTOR	Adopted by a community annually, this governs the percentage of the tax levy to be paid by property owners. A residential factor of "1" will result in the taxation of all property at the same rate (single tax rate). Choosing a factor of less than one results in increasing the share of the levy raised by commercial, industrial and personal property. Residential property owners will thereby pay a proportionately lower share of the total levy. (See Minimum Residential Factor)
RETAINED EARNINGS	An equity account reflecting the accumulated earnings of an enterprise fund, which may be used to fund capital improvements, reimburse the general fund for prior-year subsidies, reduce user charges, or provide for enterprise revenue deficits (operating losses).
REVALUATION	The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program depends on the assessors' analyses and consideration of many factors, including, but not limited to, the status of the existing valuation system, results of an in-depth sales ratio study, and accuracy of existing property record information. Every five years, assessors must submit property values to DLS for certification. Assessors must also maintain fair cash values in the years between certifications so that each taxpayer in the community pays his or her share of the cost of local government in proportion to the value of property they own. (See Five-year Certification)
REVENUE DEFICIT	The amount by which actual revenues at year-end fall short of projected revenues and appropriation turnbacks and are insufficient to fund the amount appropriated. Unless otherwise funded, a revenue deficit must be raised in the following year's tax rate.
REVOLVING FUND	A fund that allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.
ROLLBACK TAXES	Back taxes that become due when land valued, assessed and taxed under MGL c. 61, 61A or 61B no longer qualifies as actively devoted to the purposes specified in each chapter.

SALE OF CEMETERY LOTS FUND	A fund established to account for proceeds of the sale of cemetery lots. The proceeds may only be appropriated to pay for the cost of the land, its care and improvement or the enlargement of the cemetery under provisions of MGL c. 114 § 15.
SALE OF REAL ESTATE FUND	A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure. MGL c. 44 § 63 states that such proceeds shall be applied first to the retirement of debt on the property sold. In the absence of such debt, funds may generally be used for purposes for which the city or town is authorized to borrow for a period of five years or more.
SALES COMPARISON APPROACH	A method of estimating the value of property by comparing verified data about similar properties that have recently sold or are offered for sale on the open market and adjusting for differences from the subject, or unsold, property.
SCHEDULE A –	A statement of revenues, expenditures, and other financing sources, uses, changes in fund balance, and certain balance sheet account information prepared annually by the accountant or auditor at the end of the fiscal year. This report is based on the fund account numbers and classifications contained in the UMAS manual.
SHORT-TERM DEBT	The outstanding balance, at any given time, on amounts borrowed with maturity dates of 12 months or less. (See Note)
SINGLE AUDIT ACT	For any community that expends $750,000 or more per year in federal grant awards, the Single Audit Act establishes audit guidelines that reduce to only one the number of annual audits to be completed to satisfy the requirements of the various federal agencies from which grants have been received.
SMALL COMMERCIAL EXEMPTION	A property tax classification option that allows a community to exempt up to 10 percent of the value of a Class Three, commercial parcel. The parcel must be occupied by a small business and have an assessed valuation of less than $1 million. In effect, the option shifts the tax burden from parcels occupied by small businesses to those occupied by other commercial and industrial taxpayers. Eligible small businesses have an average annual employment of no more than 10 people.
SPECIAL ASSESSMENT	(See Betterments)
SPECIAL ASSESSMENT EXEMPTION	Full discharge from the payment of betterments and special exemptions, granted only to government properties occupied for public purposes.

SPECIAL EXCLUSION	For a few limited capital purposes, a community may exceed its levy limit or levy ceiling without voter approval. Presently, there are two special expenditure exclusions: 1) water and sewer project debt service costs that reduce the water and sewer rates by the same amount; and 2) a program to assist homeowners to repair or replace faulty septic systems, remove underground fuel storage tanks, or remove dangerous levels of lead paint to meet public health and safety code requirements. In the second special exclusion, homeowners repay the municipality for the cost plus interest apportioned over a period of time, not to exceed 20 years (similar to betterments).
SPECIAL REVENUE FUND	Funds, established by statute only, containing revenues that are earmarked for and restricted to expenditures for specific purposes. Special revenue funds include receipts reserved for appropriation, revolving funds, grants from governmental entities, and gifts from private individuals or organizations.
STABILIZATION FUND	A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL c. 40 § 5B). Communities may establish one or more stabilization funds for different purposes and may appropriate any amounts into them. A two-thirds vote of town meeting or city council is required to establish, amend the purpose of, or appropriate money from a stabilization fund. A majority vote of town meeting or city council is required to appropriate money into a stabilization fund.
STATE ETHICS COMMISSION	This state agency was established to foster integrity in government and promote public trust. The Commission enforces a code of ethics and the Financial Disclosure Law.
SURETY BOND	A performance bond that protects a municipality against financial loss arising from a breach of public trust by an employee who collects money on its behalf.
SURPLUS REVENUE	The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.
TAILINGS	Unclaimed municipal funds in the custody of a municipality, which are retained in a repository (referred to as a tailings account) until eventual disposition (MGL c. 200A). Tailings include unclaimed tax refunds, uncashed payroll checks, vendor payments yet to clear, etc.
TAX INCREMENT FINANCING EXEMPTION (TIF)	In accordance with MGL c. 59 § 5(51), a property tax exemption negotiated between a community and a private developer, typically implemented over a period up to 20 years, and intended to encourage industrial/commercial development.

TAX MAPS	Used to determine the location of properties, indicate the size and shape of each parcel, and show their relation to features that affect value. Maps also provide a complete inventory of all land parcels, helping to minimize the problems of omitted parcels and duplication of listing. Also referred to as assessors' maps.
TAX POSSESSION	Once a tax title has been foreclosed in Land Court, the treasurer records the decree at the Registry of Deeds as a municipally owned property, which thus becomes a tax possession. For a property issued a Land of Low Value affidavit by DLS, the municipality must hold an auction prior to it becoming a tax possession.
TAX RATE	The amount of property tax stated in terms of a unit of the municipal tax base; for example, $14.80 per $1,000 of assessed valuation of taxable real and personal property.
TAX RATE RECAPITULATION SHEET (THE TAX RECAP)	The document a city or town submits to DLS to set a property tax rate, the recap shows all estimated revenues and actual appropriations that affect the property tax rate. It should be submitted to DLS by September 1 (in order to issue the first-half semiannual property tax bills before October 1) or by December 1 (to issue actual tax bills on or before December 31 in a quarterly community or a semiannual community issuing annual preliminary tax bills).
TAX TITLE (OR TAX TAKING)	A collection procedure that secures a municipality's lien on real property and protects its right to payment of overdue property taxes. Without a taking, the lien expires if five years elapse from the January 1 assessment date and the property has been transferred to another owner.
TAX TITLE FORECLOSURE	The procedure initiated by a city or town treasurer in Land Court, or through the land of low value process, to obtain legal title to real property already in tax title and on which property taxes are overdue. The treasurer must wait at least six months from the date of a tax taking to initiate Land Court foreclosure proceedings (MGL c. 60 § 65).
TAX TITLE REDEMPTION	The payment by a property owner of all overdue taxes, fees, charges, other costs, and interest on real property that the municipality had placed in tax title. The taxpayer's right to redeem terminates when the treasurer receives a Land Court decree or land of low value affidavit, records the affidavit, and holds an auction.
TEMPORARY DEBT	Borrowing by a community in the form of notes and for a term of one year or less. (See Short-term Debt)
TOWN MEETING	The legislative body responsible for enacting Town By-Laws and approving the Municipal Budget.

TRUST FUND	In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds, or by town meeting. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.
TURNOVER SHEET	A form completed by municipal departments that accompanies the physical transfer of departmental revenues (or bank deposit slips reflecting revenues) to the treasurer.
UNCOLLECTED FUNDS	Recently deposited checks that are included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. These funds may not be loaned or used as part of the bank's reserves, and they are not available for disbursement.
UNDERRIDE	A vote by a community to permanently decrease the tax levy limit. It is the exact opposite of an override.
UNDESIGNATED FUND BALANCE	Monies in the various government funds as of June 30 that are neither encumbered nor reserved and are therefore available for expenditure once certified as part of free cash.
UNFUNDED OPEB LIABILITY	This is the difference between the value assigned to the benefits (other than retirement) already earned by a municipality's employees and the assets the local government will have on hand to meet these obligations. (See OPEB)
UNFUNDED PENSION LIABILITY	This is the difference between the value assigned to the retirement benefits already earned by a municipality's employees and the assets the local retirement system will have on hand to meet these obligations. The dollar value of the unfunded pension liability is redetermined every three years and driven by assumptions about the interest rates at which a retirement system's assets will grow and the rate of the pensioners' future costs of living increases. (See Pension Plan)
UNIFORM MUNICIPAL ACCOUNTING SYSTEM (UMAS)	UMAS succeeded the statutory accounting system (STAT) and is regarded as the professional standard for municipal accounting in Massachusetts. As a uniform system for local governments, it conforms to Generally Accepted Accounting Principles (GAAP), offers increased consistency in reporting and recordkeeping, and enhances the comparability of data among cities and towns.
UNIFORM PROCUREMENT ACT	MGL c. 30B establishes uniform procedures for local government to use when contracting for supplies, equipment, services, and real estate.

UNRESERVED FUND BALANCE (SURPLUS REVENUE ACCOUNT)	The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)
VALUATION	The legal requirement that a community's assessed value on property must reflect its market, or full and fair, cash value.
WARRANT	An authorization for an action. For example, a town meeting warrant establishes the matters that may be acted on by that town meeting. A treasury warrant authorizes the treasurer to pay specific bills. The assessors' warrant authorizes the tax collector to collect taxes in the amounts and from the persons listed.