



Merrimac Select Board

Select Board Meeting

12/30/24

**I. IN THE EVENT THAT THE BOARD CANNOT MEET IN PERSON, THEY WILL MEET REMOTELY, PURSUANT TO AN ACT EXTENDING CERTAIN COVID-19 MEASURES ADOPTED DURING THE STATE OF EMERGENCY INCLUDING AN EXTENSION, UNTIL MARCH 21, 2025, OF THE REMOTE MEETING PROVISIONS OF HIS MARCH 12, 2020, EXECUTIVE ORDER SUSPENDING CERTAIN PROVISIONS OF THE OPEN MEETING LAW. TO JOIN REMOTE MEETINGS:
HTTPS://US06WEB.ZOOM.US/J/5593835320?PWD=E0SEI0BFDZO4TZO1WCS7V3MJB
WM7LL1 MEETING ID: 559383532 PASSCODE: 1876**

II. CALL TO ORDER

PRESENT: Gustison, Manni, Bruno, Adams

ABSENT: Gorzynski

1pm meeting is recorded and televised.

III. APPROVE AGENDA

1. Motion to approve

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Wayne Adams, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

IV. MINUTES APPROVAL

No minutes to approve.

V. APPROVAL OF PAYROLL AND VENDOR WARRANT OF DECEMBER 23, 2024

1. Motion to approve

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Gustison, Board Member
SECONDER:	Janet Bruno, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

VI. CORRESPONDENCE

1. Student Letter

Adams responded to student's letter on 12/20/24. Adams updates the board on installation of the charger for the senior center. Larry Fisher says all they need is an electrician and volunteers to look at it. They will give the light dept one last chance; then they will go to Fisher.

The location of this meeting is wheelchair accessible and reasonable accommodations will be provided to persons with disabilities requiring assistance. If you need a reasonable accommodation, please contact the Town of Merrimac's ADA Coordinator, Robert Sinibaldi, at least two business days in advance of the meeting: commissioner@townofmerrimac.com or 978-346-0525.

2. Dec. 2024 Federal Funding Opportunities_ Senator Markey
3. Used Car Dealer-Class II License West Main St Motors 2025-3Rd Request
4. Opportunity for Merrimac to Receive Mass Save Energy Efficiency Services

Adams discussed with the light dept the correspondence from MA Save from the gas company. Was told by the light company that we do not qualify. Sinibaldi says that this is a third party company; they would act on our behalf to notify the gas users they are entitled to. No cost to us.

5. Motion to file correspondence

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

VII. OLD BUSINESS

None.

VIII. AGENDA ITEMS

1. Performance Appraisal- Joe Thompson

Sinibaldi is recommending the 1% increase. Motion to grant 1%

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Chris Manni, Chairman
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

2. Church St Culvert Engineering Contract SME

Bruno asks where the \$13,000 comes from. Sinibaldi says they have matching funds but not in the initial phase; she says the grant is \$30,000, but the contract is \$43,000. McLeod says matching funds are available from special article. Motion for chair to sign

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Wayne Adams, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

3. Joseph Fernandes Letter of Interest in Filling Vacancy-Amesbury Merrimac Housing Authority

Motion to appoint Joseph Fernandes to the vacancy in Merrimac Housing Authority

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

4. Renew Liquor Licenses 2025

Fire Chief Larry Fisher says Osaka has outstanding issues but Fisher secured copy of contract for planned upgrades to their system; all licenses in good standing. Motion for the board to sign the liquor licenses for the various establishments in front of them.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

5. 9014 : Merrimac 2024 Sustainable Materials Recovery and Recycling Dividend Grant Award

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

6. Town Hall Hours

Not making changes in operating hours until Feb 3rd; motion that town hall hours changes are effective Monday Feb 3, 2025

Select Board will meet on Tuesday the 14th and the 28th;

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Janet Bruno, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski

IX. ADJOURN

1. Motion to adjourn at 1:17 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison, Board Member
AYES:	Gustison, Manni, Bruno, Adams
ABSENT:	Gorzynski



Merrimac Select Board

2 School Street

Merrimac, MA 01860

Meeting: 12/30/24 01:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED

CORRESPONDENCE (ID # 9011)

DOC ID: 9011

Student Letter

COMMENTS - Current Meeting:

Adams responded to student's letter on 12/20/24. Adams updates the board on installation of the charger for the senior center. Larry Fisher says all they need is an electrician and volunteers to look at it. They will give the light dept one last chance; then they will go to Fisher.

[REDACTED]
Merrimac, MA 01860
October 28, 2024

Wayne Adam
Merrimac select board
2 School St
Merrimac, MA 01860

BOARDED
NOV 28 2024
TOWN OF MERRIMAC

Dear Mr. Adam's,

Please allow me to introduce myself. My name is Ella Raine and I am a resident of Merrimac and a freshman at Central Catholic High School in Lawrence.

I have been learning about Ancient Athens and its influence on American democracy. Some things that we have learned is that in Ancient Athens only men were given power in their democracy, women weren't allowed to vote or be a part of any form of government. Another example would be how we have three different branches of government, Legislative, Executive, and Judicial. There were three main branches of government in Athens: The Assembly, The Council of 500, and The Courts.

I think that it is important to be involved in our communities so that we can better understand what's going on or what is going to happen to the place that we live in. Being better engaged is important for teens as well because this is what we are growing up to, so we would want to make sure that it stays a nice place for everyone, and even help you connect with new people.

I would like to ask you, why you decided to run for political office, as well as ask if you had any advice for a freshman in high school on how to be more engaged in their community.

Sincerely,



Ella Raine

Attachment: Student Letter (Student Letter)

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 12/30/24 01:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED~~CORRESPONDENCE (ID # 9009)~~~~DOC ID: 9009~~**Dec. 2024 Federal Funding Opportunities_ Senator Markey**

From: [Horsman, Liam \(Markey\)](#)
Subject: Dec. 2024 Federal Funding Opportunities: Senator Markey
Date: Monday, December 16, 2024 12:45:23 PM

Good afternoon,

On behalf of Senator Markey, I am pleased to share recently announced federal grant opportunities funded through the [Infrastructure Investment and Jobs Acts \(IIJA\)](#), [Bipartisan Safer Communities Act](#), [Inflation Reduction Act](#), and other federal sources.

As always, please do not hesitate to reach out with any questions or concerns.

Thank you!

- ❖ [Solid Waste Infrastructure for Recycling Grant Program \(SWIFR\)](#) (U.S. Environmental Protection Agency): The EPA has announced new funding opportunities for Solid Waste Infrastructure for Recycling grants under the Bipartisan Infrastructure law funds for projects that will improve collection, transport, systems, and processes related to post-use materials that can be recovered, reused, recycled, repaired, refurbished, or composted.
- ❖ [Recycling Education and Outreach Program \(REO\)](#) (U.S. Environmental Protection Agency): This EPA program will award \$39 million to one project that is focused on food waste prevention and composting.
- ❖ [Clean School Bus Program \(CSB\)](#) (U.S. Environmental Protection Agency): The EPA is launching an additional rebate opportunity for the Clean School Bus Program, awarding up to \$965 million in funding. This program aims to help accelerate our transition to zero-emission and clean school buses by replacing older buses with electric and clean school bus replacements.
- ❖ [Water Infrastructure Finance and Innovation Act Funding](#) (U.S. Environmental Protection Agency): This program offers long-term loans to help communities implement critical water infrastructure projects at a lower cost. \$7.5 billion of new funding is now available, which can be provided to borrowers through creative, affordable financing options.
- ❖ [Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation \(PROTECT\) Program](#) (U.S. Department of Transportation): This program provides grants on a competitive basis for projects that seek to strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, heat waves, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure.
- ❖ [Assistance to Firefighters Grants \(AFG\)](#) (Federal Emergency Management Agency): The AFG Program provides financial assistance directly to eligible fire departments, nonaffiliated emergency medical service (EMS) organizations, and State Fire Training Academies (SFTAs) for critical training and equipment. The AFG Program funds critically needed resources that equip and train emergency personnel to recognized standards, enhance operational efficiencies, foster interoperability, and support community resilience.
- ❖ [Nonprofit Security Grant Program](#) (Federal Emergency Management Agency): The National Security Supplemental provides \$210 million in funding for eligible nonprofit organizations to prevent, prepare for, protect against, and respond to acts of terrorism or other threats.
- ❖ [Restoring Tribal Priority Fish Passage through Barrier Removal Grant](#) (National Oceanic and Atmospheric Administration): This program will support projects that reopen migratory pathways and restore access to healthy habitat for fish around the country. Selected partners will use these funds to implement locally-led removals of dams and other in-stream barriers. They may also provide community and economic benefits, such as jobs and climate resilience.

- ❖ **RAISE Transportation Discretionary Grants (Department of Transportation):** This program provides grants for surface transportation infrastructure projects with significant local or regional impact. It allows eligible applicants to pursue multi-modal and multi-jurisdictional projects.
- ❖ **Energy Improvements in Rural or Remote Areas (Department of Energy):** This grant is created to improve resilience, reliability, and affordability of energy systems in communities across the country with 10,000 or fewer people. ERA aims to fund community driven energy projects that demonstrate new energy systems, deliver measurable benefits to customers and build clean energy knowledgeable and capacity throughout rural America.
- ❖ **Transformational Habitat Restoration and Coastal Resilience Grants (NOAA Fisheries):** This funding is available for transformational habitat restoration and coastal resilience projects under the Bipartisan Infrastructure Law.

Grant Opportunities

[This is not an exhaustive list of available federal grants. For a complete list of open and forecasted grant opportunities, please visit [Grants.gov](https://www.grants.gov), where you can sign up for grant announcements, and search for and filter opportunities by grant type, eligibility, and federal agency.]

SOLID WASTE INFRASTRUCTURE FOR RECYCLING GRANT PROGRAM (SWIFR)

Department:	U.S. Environmental Protection Agency
Description:	The Solid Waste Infrastructure for Recycling program provides grants to implement the National Recycling Strategy to improve post-consumer materials management and infrastructure; support improvements to local post-consumer materials management and recycling programs; and assist local waste management authorities in making improvements to local waste management systems.
Eligible Applicants:	Eligible entities include U.S. States, including Washington, D.C, U.S. Territories, political subdivisions of states and territories (counties, cities, towns, parishes, and similar units of governments that have executive and legislative functions), federally recognized Tribes, and Intertribal Consortia.
Closing Date:	December 20, 2024 for Communities and March 14, 2025 for Tribes and Intertribal Consortia
Award Range:	Estimated Total Program Funding: \$78 million
Link to Opportunity:	<u>SWIFR Grant for Communities</u>

**SWIFER Grant for Tribes and
Intertribal Consortia**

RECYCLING EDUCATION AND OUTREACH PROGRAM (REO)

Department:	U.S. Environmental Protection Agency
Description:	The program provides \$39 million to fund one cooperative agreement that includes developing and implementing a national consumer wasted food reduction campaign, expanding the market for and sales of compost, and increasing education and outreach to households on composting.
Eligible Applicants:	Eligible applicants include U.S. States, Washington DC, Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, Commonwealth of Northern Mariana Islands, local governments, Indian Tribes, Native Hawaiian organizations, Department of Hawaiian Home Lands, Office of Hawaiian Affairs, nonprofit organizations, and public-private partnerships.
Closing Date:	December 20, 2024
Award Range:	U.S. Environmental Protection Agency expects to award \$39,094,000 to one recipient.
Link to Opportunity:	Recycling Education and Outreach Program Application

CLEAN SCHOOL BUS PROGRAM (CSB)

Department:	U.S. Environmental Protection Agency
Description:	With funding from the Bipartisan Infrastructure Law, the EPA Clean School Bus Program provides \$5 billion over five years (FY 2022-2026) to replace existing school buses with zero-emission and clean school buses.
Eligible Applicants:	Eligible applicants include public school districts, Indian Tribes, Tribal

Organizations, or Tribally Controlled Schools responsible for: providing school bus service for a Bureau of Indian Education funded school; or the purchase, lease, license, or contract for service of school buses, and for-profit, not-for-profit, or nonprofit entities that have the capacity to (1) sell, lease, license, or contract for service clean or ZE school buses or related charging or fueling infrastructure to school bus owners or (2) arrange financing for such a sale, lease, license, or contract for service.

Closing Date:	January 9, 2025
Award Range:	\$965 million total
Link to Opportunity:	CSB Rebate Forms

WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT FUNDING (WiFia)

Department: U.S. Environmental Protection Agency

Description:	The Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) established the WIFIA program, a federal credit program administered by EPA to provide loans for water and wastewater infrastructure projects. It can fund the planning, design, and construction of a wide range of water infrastructure projects and offers the ability to combine multiple projects into a single loan.
Eligible Applicants:	Eligible borrowers include local, state, and tribal government entities; partnerships and joint ventures; corporations and trusts; and Clean Water and Drinking Water State Revolving Fund (SRF) programs.
Closing Date:	Funding is available on an ongoing basis.
Award Range:	\$7.5 billion
Link to Opportunity:	WIFIA Application Materials

PROMOTING RESILIENT OPERATIONS FOR TRANSFORMATIVE, EFFICIENT, and COST-SAVING TRANSPORTATION (PROTECT) PROGRAM

Department:	U.S. Department of Transportation
Description:	The Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program is a competitive grant program created by the Bipartisan Infrastructure Law to plan for and strengthen surface transportation to be more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters. The Bipartisan Infrastructure Law provides over \$1.4 billion over five years through this program to fund projects that address the climate crisis by improving the resilience of the surface transportation system, including highways, public transportation, ports, and intercity passenger rail.
Eligible Applicants:	Eligibility is dependent on the project type for the PROTECT Program.

Closing Date:	February 24, 2025 for FY 2024 & 2025; February 24, 2026 for FY 2026
Award Range:	Total Program Funding: \$1.4 billion over 5 years
Link to Opportunity:	PROTECT Program Application

ASSISTANCE TO FIREFIGHTERS GRANTS (AFG) PROGRAM

Department:	Federal Emergency Management Agency
Description:	The primary goal of the Assistance to Firefighters Grant (AFG) is to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations. It helps firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training and other resources necessary for protecting the public and emergency personnel from fire and related hazards.
Eligible Applicants:	Fire departments, nonaffiliated Emergency Medical Services (EMS), state fire training academies, and non-federal airport and/or port authority fire or EMS organizations.
Closing Date:	December 19, 2024
Award Range:	Total Program Funding: \$324 million
Link to Opportunity:	AFG Application Guidance Materials

NONPROFIT SECURITY GRANT PROGRAM

Department:	Federal Emergency Management Agency
Description:	The Nonprofit Security Grant Program provides funding for facility hardening and other physical and cyber security enhancements and activities to nonprofit organizations that are at high risk of terrorist or other extremist attack.
Eligible Applicants:	The State Administrative Agency applies to FEMA on behalf of eligible nonprofit organizations that are at high risk of terrorist or other extremist attack. Eligible nonprofit organizations are those described

	under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code. A consortium of nonprofit organizations is also an eligible subapplicant.
Closing Date:	January 23, 2025
Award Range:	Total Program Funding: \$210 million
Link to Opportunity:	Nonprofit Security Grant Application Guidance

RESTORING TRIBAL PRIORITY FISH PASSAGE THROUGH BARRIER REMOVAL GRANT

Department:	National Oceanic and Atmospheric Administration
Description:	Supports projects that reopen migratory pathways and restore access to healthy habitat for fish around the country. selected partners will use these funds to implement locally-led removals of dams and other in-stream barriers. Selected projects will assist in sustaining our nation's fisheries and contributing to the recovery of threatened and endangered species. They may also provide community and economic benefits, such as jobs and climate resilience.
Eligible Applicants:	Eligible applicants are institutions of higher education, non-profits, commercial (for profit) organizations, U.S. territories, and state, local, and tribal governments.
Closing Date:	February 10, 2025
Award Range:	\$75 million total; \$3-5 million per recipient
Link to Opportunity:	Restoring Tribal Priority Fish Passage through Barrier Removal Grant Application

RAISE Transportation Discretionary Grants

Department:	Department of Transportation
Description:	The Rebuilding American Infrastructure with Sustainability and Equity program provides grants for surface transportation

	infrastructure projects with significant local or regional impact. It allows eligible applicants to pursue multi-modal and multi-jurisdictional projects.
Eligible Applicants:	States and the District of Columbia, any territory or possession of the United States, a unit of local government, a public agency or publicly chartered authority established by 1 or more States, a special purpose district or public authority with a transportation function, including a port authority; a Federally recognized Indian Tribe or a consortium of such Indian Tribes; a transit agency; and a multi-State or multijurisdictional group of entities.
Closing Date:	Jan 30 2025
Award Range:	\$25,000,000
Link to Opportunity:	<u>RAISE Transportation Discretionary Grant Program</u>

Energy Improvements in Rural or Remote Areas

Department:	US Department of Energy
Description:	This grant is created to improve the resilience, reliability, and affordability of energy systems in communities across the country with 10,000 or fewer people. ERA aims to fund community-driven energy projects that demonstrate new energy systems, deliver measurable benefits to customers and build clean energy knowledgeable and capacity throughout rural America
Eligible Applicants:	Higher education, NGOs, for profits, tribes, state/local governments
Closing Date:	High urgency to apply
Award Range:	\$100K-100M
Link to Opportunity:	<u>RAISE Transportation Discretionary Grant Program</u>

Transformational Habitat Restoration and Coastal Resilience Grants

Department:	NOAA Fisheries
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Description:	Funding is available for transformational habitat restoration and coastal resilience projects under the Bipartisan Infrastructure Law
Eligible Applicants:	Institutions of higher education, non-profits, commercial for profit organizations, U.S. territories, and state, local, and tribal governments
Closing Date:	April 16, 2025
Award Range:	\$750,000 to \$10 million
Link to Opportunity:	Search Results Detail Grants.gov



Merrimac Select Board

2 School Street
Merrimac, MA 01860

SCHEDULED

Meeting: 12/30/24 01:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

~~CORRESPONDENCE (ID # 9013)~~

~~DOC ID: 9013~~

Used Car Dealer-Class II License West Main St Motors 2025-3Rd Request

**TOWN OF MERRIMAC****Office of the Select Board**

2-8 School Street, Merrimac, MA 01860

TEL (978) 346-8862

E-MAIL Selectmen@townofmerrimac.com

December 19, 2024

Gino Digiacomio
West Main St. Motors LLC
128 West Main St.
Merrimac, MA 01860

RE: 2025 Class II License-Third Request

Dear Mr. Digiacomio:

In order for the Select Board to renew your 2025 Class II License you must submit the annual fee amount of **\$100.00, proof of bonding, and payment on any outstanding taxes**. Once received, the license will go before the Select Board for renewal. Your license will expire January 1, 2025.

Sincerely,

Jennifer Penney
Executive Assistant to the Select Board

cc. Robert Sinibaldi



Agenda Item
Merrimac Select Board
12/30/24

Opportunity for Merrimac to Receive Mass Save Energy Efficiency Services

Subject:

Attachments:

Opportunity for Merrimac to receive Mass Save energy efficiency services

From: [Carol McLeod - Finance \(X3040\)](#)
To: [Jennifer Penney - Select Board \(X3080\)](#)
Subject: RE: Opportunity for Merrimac to receive Mass Save energy efficiency services
Date: Thursday, December 5, 2024 12:53:04 PM

I do not believe we do – I would have the Select Board look into it.

Carol A. McLeod, CMMT, MCPPO

Town Administrator, Finance Director, Treasurer
 Town of Merrimac
 4 School St.
 Merrimac, MA 01860
 (978) 346-0524

Office Hours:

Monday 8 AM – 7 PM
 Tuesday – Thursday 8 AM – 4 PM

From: Jennifer Penney - Select Board (X3080) <selectmen@townofmerrimac.com>
Sent: Thursday, December 5, 2024 12:34 PM
To: Carol McLeod - Finance (X3040) <cmcleod@townofmerrimac.com>
Subject: FW: Opportunity for Merrimac to receive Mass Save energy efficiency services

Not sure if we have something like this already.

Best,

Jennifer Penney

Executive Assistant
 Notary Public
 Office of the Select Board
 Town of Merrimac
 4 School St.
 Merrimac, MA 01860
 P: 978-346-8862
 Hours: Monday 8am-7pm; Tuesday-Thursday 8am-4pm

Meeting Agenda Deadline-Tuesday(prior to the meeting) by 12PM

<https://townofmerrimac.com/select-board/>

Notice:

Attachment: Opportunity for Merrimac to receive Mass Save energy efficiency services (Opportunity for Merrimac to Receive Mass Save

This email is subject to [MGL: Chpt.66, Sec.10 Public Records Law](#).

From: Nathan Scott <nathan@massenergize.org>
Sent: Thursday, December 5, 2024 11:58 AM
To: Jennifer Penney - Select Board (X3080) <selectmen@townofmerrimac.com>
Subject: Opportunity for Merrimac to receive Mass Save energy efficiency services

Dear Jennifer,

I am writing to ask whether the Select Board would be interested in offering free Mass Save energy efficiency services to Merrimac residents? I realize that Merrimac has an MLP for electricity customers but am addressing the Select Board because these services would benefit Merrimac National Grid gas customers.

Merrimac has an opportunity to receive free \$0 cost support for energy efficiency upgrades and clean energy measures for National Grid customers through [Mass Save's Community First Partnership](#). Newburyport has already signed on and Amesbury is likely to be signing on as well. We at MassEnergize will act as the community engagement partner to promote these programs. I have attached Mayor Reardon's letter indicating how Newburyport will be supporting this initiative.

Is the Select Board interested in supporting this initiative? If so, we would need some indication of support. I would be happy to speak with someone on the Select Board to answer any further questions you might have.

We would like an indication of your support by the beginning of next week if possible. I look forward to hearing from you.

Nathan

[Watch our short video](#) of how we are energizing communities for climate action!

Nathan Kumar Scott
Executive Director
nathan@massenergize.org
www.massenergize.org



Energizing Communities for Climate Action

Attachment: Opportunity for Merrimac to receive Mass Save energy efficiency services (Opportunity for Merrimac to Receive Mass Save



Agenda Item
Public Works
12/30/24

Performance Appraisal- Joe Thompson

Subject:



Agenda Item
Public Works
12/30/24

Church St Culvert Engineering Contract SME

Subject:

Engineering contract for Church St culvert from SME. \$30k grant funds, remaining match funds.

Attachments:

20241218_Church Street SME Contract



4 Blanchard Road, P.O. Box 85A
 Cumberland, ME 04021
 Tel: 207.829.5016 • Fax: 207.829.5692
 info@smemaine.com
 smemaine.com

December 18, 2024

VIA EMAIL

Alyssa Sexton
 Inspection Services
 Department of Public Works
 Town of Merrimac, MA

Email: asexton@townofmerrimac.com

Subject: Proposal for Civil Engineering and Design Services
 Culvert Replacement – Church Street
 Merrimac, Massachusetts

Dear Alyssa:

Sevee & Maher Engineers, Inc. (SME) is pleased to provide this proposal to assist the Town of Merrimac (Town) with engineering investigation and design services for the culvert replacement for the crossing at Cobblers Brook on Church Street in Merrimac. SME understands that the Town has been awarded a Massachusetts Division of Ecological Restoration (DER) Stream Continuity Program Grant to replace the culvert, and that the project must meet the goals of the Massachusetts Stream Crossing Standards. SME has reviewed the grant award titled “Attachment A – CRMATWNMERRIMACXFY25” to prepare this scope of work for the Merrimac FY25 CRMA Project.

In review of the grant, SME understands that the Merrimac FY25 CRMA Project (Project) includes field data collection services and recommended replacement summary. The Project will not include design, permitting, bidding and construction phase services, or construction oversight. If the Town decides to move forward with these phases of the project, SME will provide an updated scope and fee.

SCOPE OF SERVICES

SME has prepared the following Scope of Services based on our understanding of the project and the information provided in the grant award from DER.

Task 1 – Project Coordination

To assist the Town with the appropriate engineering services under this Task, SME proposes the following:

- Coordination with DER and the Town to review project information, deliverables and schedule;
- Attendance at project kick-off meeting either in person or via conference call;

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE



- Attendance at initial site visit with DER and Town; and
- Assist the Town in preparing quarterly grant progress updates to submit to DER.

Task 2 – Field Data Collection, Analyses and Recommended Replacement Structure

To complete the work outlined in the Project under Task 2, SME proposes the following breakdown for the scope of work.

Task 2a – Field Survey

SME will contract with SGC Engineering LLC to prepare a field survey to verify grades, contours, utilities, trees, roadway features, and right-of-way boundaries in the proposed work area. The work will include establishing the stream channel and bank full measurements conditions of the existing culvert crossing.

Task 2b – Wetland Resources Delineation

SME will contract with Seekamp Environmental Consulting, Inc. to perform a wetlands delineation of the project area to a minimum of 100-feet along the road and streambed. The delineation will satisfy the requirements of the Army Corps of Engineers (USACE) wetland delineation standards and include preparation of the USACE forms. The stream at the culvert crossing is considered perennial which will require that Riverfront Area be delineated as part of this work. If additional wetland or natural resource investigation work is required, SME will provide a revised scope and fee.

Task 2c – Geotechnical Evaluation and Streambed Evaluation

SME will contract with S.W. Cole to complete two borings on either side of the proposed structure and prepare a geotechnical memorandum for subsurface exploration, soil bearing capacity, and suitability of soils. The report will include soil sample data, any soil amendments, foundation recommendations for an arch style culvert, and an analysis of the existing streambed material. For purposes of this proposal, SME has included one (1) day of investigations to complete the borings and assumes that the Town will provide legal access and remediation of any areas disturbed by the work.

Task 2d – Hydrologic Study and Hydraulic Analysis

SME will perform Hydrologic and Hydraulic analyses of the existing and proposed condition using HydroCAD and USGS Massachusetts StreamStats for comparison of calculated flows. The model will be used to size the proposed crossing to pass the 10-year, 25-year, and 100-year storm events without overtopping Church Street. A basis of design report will be prepared to provide the findings of the modelling completed, and design information, including the water surface elevations will be provided on the engineering drawings.

Task 3 – Preparation of Conceptual Drawings and Basis of Design Report

After completion of Task 2, SME will prepare a conceptual plan for inclusion in the Basis of Design Report. The drawings will include an existing conditions plan and a conceptual plan and section of the recommended culvert replacement.

SME will also prepare a written report documenting the findings of the geotechnical report, boring, soil samples, and pre- and post-Hydrologic and Hydraulic Analyses information, and establishing the basis of design for the proposed crossing.

COMPENSATION

SME suggests that compensation be budgeted in accordance with the table below for the Scope of Services described above.

CONSULTANT FEE SUMMARY

Task Number	Description	Suggested Budget
1	Project Coordination	\$5,000
2	Field Data Collection, Analyses and Recommended Replacement Structure	\$30,000
3	Preparation of Drawings and Basis of Design Report	\$8,000
	TOTAL BUDGET	\$43,000

SME suggests that compensation for the services described above be made based on time and materials expended in accordance with the attached Fee Schedule. This estimated total budget will not be exceeded without written prior authorization.

ADDITIONAL SERVICES

SME has not included costs for the following studies, services, or reports since they are not anticipated to be required, or will be contracted separate from this proposal:

- Design of culvert replacement suitable for permitting and construction;
- Structural Engineering of the proposed culvert;
- Permitting application preparation;
- Permit Application Filing Fees;
- Bidding Phase Services;
- Construction Design Drawings and Specifications; and
- Construction testing or oversight services.



SME would be happy to assist with the bidding or construction phase services of the contract once the design is complete.

If the additional tasks are required, SME will provide a revised Scope and fee for approval prior to proceeding with the work.

SCHEDULE

SME will begin work immediately upon authorization from the Town of Merrimac.

AUTHORIZATION

Your signature below constitutes authorization to proceed on the work described herein.

SME appreciates this opportunity to provide professional services to the Town and look forward to working with you on this project. If you have any questions regarding this proposal, please do not hesitate to contact Michael Roy, or me at 207.829.5016.

Sincerely,

SEVEE & MAHER ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read "Daniel P. Diffin".

Daniel P. Diffin, P.E., LEED AP BD+C
Vice President/Senior Civil Engineer

Seen and Agreed

TOWN OF MERRIMAC

Signature

Printed Name

Date

Attachment: Fee Schedule

Attachment: 20241218_Church Street SME Contract (Church St Culvert Engineering Contract SME)

ATTACHMENT 1

FEE SCHEDULE

Attachment: 20241218_Church Street SME Contract (Church St Culvert Engineering Contract SME)



2025 FEE SCHEDULE

PRINCIPAL	\$225/hr
PROGRAM MANAGER	\$185/hr
PROJECT MANAGER/SR. ENGINEER/SR. GEOLOGIST/SR. SCIENTIST	\$185/hr
ENGINEER/GEOLOGIST/SCIENTIST	\$160/hr
SENIOR FIELD ENGINEER	\$150/hr
FIELD ENGINEER/FIELD GEOLOGIST	\$125/hr
SENIOR TECHNICIAN	\$125/hr
SENIOR CADD	\$125/hr
CADD	\$105/hr
TECHNICIAN	\$100/hr
JUNIOR TECHNICIAN	\$75/hr
ADMINISTRATIVE SUPPORT	\$75/hr
SR. CHEMIST/SR. TOXICOLOGIST	\$250/hr
CERTIFIED INDUSTRIAL HYGIENIST	\$225/hr
SENIOR INDUSTRIAL HYGIENIST	\$155/hr
INDUSTRIAL HYGIENIST	\$130/hr
EXPERT WITNESS – DEPOSITION/TRIAL	\$350/hr
EXPERT WITNESS – FILE REVIEW	\$250/hr
COMMUNICATIONS	3% of labor
COMPANY VEHICLE USE	\$0.75/mi
PERSONAL VEHICLE USE	IRS Prevailing Rate
SUBCONTRACTORS	Cost + 15%
PERMIT/APPLICATION FEES	Cost + 10%
DIRECT EXPENSES	Cost + 10%

Invoices will be submitted every 30 days. Payment shall be made to Sevee & Maher Engineers within 30 days of receipt of invoice.

A 1.5% finance charge will be assessed on all past due invoices.



Agenda Item
Merrimac Select Board
12/30/24

Joseph Fernandes Letter of Interest in Filling Vacancy-Amesbury Merrimac Housing Authority

Subject:

Attachments:

Joseph Fernandes Letter of Interest in Filling Vacancy-Amesbury Merrimac Housing Authority_Redacted
Vacancy

December 9, 2024

I Joseph Fernandes am a resident who resident of Merrimac Mass. I reside at
19 Merri Village 52 Middle St. Merrimac, Mass. 01860

I have been an activity community member of the The Merri Village Development
for the past 8 Years.

I received a letter from the Amesbury & Merrimac Housing Authority
that a Vacancy Seat has come up on the Board of Commissioners
at the Merri Village Development as of 12/2/2024.

I Joseph Fernandes am interested in filling the seat on the
Merri Village Board of Commissioners as the Resident Member
on the board.

My contact information is

Joseph Fernandes

19 Meri Village

52 Middle St.

Merrimac Mass. 01860

Best source of contact is phone



From: [Gwen Lay Sabbagh - Clerk \(X3030\)](#)
To: [Jennifer Penney - Select Board \(X3080\)](#)
Subject: FW: Message from "RNP002673F12709"
Date: Friday, December 13, 2024 12:43:49 PM
Attachments: [20241210080816001.pdf](#)

Hello Jenn,
 Please see the attached request for appointment to the Amesbury & Merrimac Housing Authority .
 Thank you,
 Gwen

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

From: Lisa Harrington <lharrington@amesburyha.com>
 Sent: Tuesday, December 10, 2024 8:53 AM
 To: Gwen Lay Sabbagh - Clerk (X3030) <townclerk@townofmerrimac.com>
 Cc: Annmary Connor <AConnor@amesburyha.com>
 Subject: FW: Message from "RNP002673F12709"

Good Morning,
 This is Lisa Harrington I am the Housing Co-Ordinator with the Amesbury & Merrimac Housing Authority .
 We have a Resident at Merri Village that is interested in filling the Vacant set on the board as the resident board member.
 I have attached his letter of intent to this email Please let me know what the next steps are

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

From: copier@amesburyha.com <copier@amesburyha.com>
 Sent: Tuesday, December 10, 2024 8:08 AM
 To: Lisa Harrington <lharrington@amesburyha.com>
 Subject: Message from "RNP002673F12709"

This E-mail was sent from "RNP002673F12709" (MP C3004ex).

Scan Date: 12.10.2024 08:08:15 (-0500)
 Queries to: copier@amesburyha.com

Attachment: Vacancy (Joseph Fernandes Letter of Interest in Filling Vacancy-Amesbury Merrimac Housing Authority)



Agenda Item
Merrimac Select Board
12/30/24

Renew Liquor Licenses 2025

Subject:

All have filed renewals and paid licensing fees. Deleo's and New Old Oak have been signed off by inspectional svc. and fire. Richdale has paid Outstanding Taxes.

Attachments:

Deleos Common Victualer License All Kinds Form 2025

Osaka Asian Bistro Common Victualer License All Kinds Form 2025

The New Old Oak Common Victualer License All Kinds Form 2025

Richdale Retail Package Goods License Form 2025

Richdale

Deleos and New Old Oak Inspection cert

Certificate of Inspection Osaka Asian Bistro - EXP 2025

00012-PK-0694

2025

LICENSE

ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The Town of Merrimac
MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

To Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Paul A. Deleo, Manager, Gloria Food Store of Lynn d/b/a
Deleo's Brick Oven Pizza, 117 E. Main St., Merrimac, Ma
on the following described premises

One (1) dining room, one (1) bar area, one (1) kitchen and one (1)
storage room.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2025, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 16th day of December, 2024.

The Hours during which Alcoholic Beverages may be sold are
From ...MON-SAT 8AM-1AM
SUN 11AM-1AM

LICENSING BOARD

Attachment: Deleos Common Victualer License All Kinds Form 2025 (Renew Liquor Licenses 2025)

04605-RS-0694

2025

LICENSE

ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The Town of Merrimac
MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

To Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Xiuling Ni, Manager, L & J Asian Bistro Inc. d/b/a Osaka Asian Bistro
32-34 Broad St., Merrimac, MA
on the following described premises

Ground floor of a two (2) storied building containing approx.. 3500sq.ft. One (1)dining room,
Sushi bar, One (1) bar area, 75 seats. Three (3) restrooms and one (1) kitchen/employee room.

This license is granted and accepted upon the express condition that the licensee shall,
in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the
General Laws, as amended, and any rules or regulations made thereunder by the
licensing authorities. This license expires December 31st, 2025, unless earlier
suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their
official signatures this 16th day of December, 2024.

The Hours during which Alcoholic Beverages may be sold are
From ...MON-SUN 11AM-12AM

LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE SEEN

00001-RS-0694

2025

LICENSE

ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The Town of Merrimac
MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

To Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To Beth Jewett, Manager, Waterhouse, Inc. d/b/a The New Old Oak
76 E. Main St., Merrimac, Ma
on the following described premises

Four (4) rooms, one (1) dining room, one (1) bar area, one (1) kitchen & one (1)
storage room

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2025, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 16th day of December, 2024.

The Hours during which Alcoholic Beverages may be sold are
From ...MON-SAT 8AM-1AM
SUN 11AM-1AM

LICENSING BOARD

Attachment: The New Old Oak Common Victualer License All Kinds Form 2025 (Renew Liquor Licenses 2025)

00006-PK-0694

2025

LICENSE

ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF
The Town of Merrimac
MASSACHUSETTS

HEREBY GRANTS A

RETAIL PACKAGE GOODS STORE

To Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

Not To Be Drunk On the Premises

To Nilufar Sultana, Manager, Alam & Hoque, Inc. d/b/a Richdale
1 Merrimac Sq., Merrimac, Ma
on the following described premises

One (1) floor, two (2) rooms, approx. 1500 sq. ft.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2025, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their
Official signatures this 16th day of December, 2024.

The Hours during which Alcoholic Beverages may be sold are
From ...MON-SAT 8AM-11PM
SUN 12PM-10PM

LICENSING BOARD

Attachment: Richdale Retail Package Goods License Form 2025 (Renew Liquor Licenses 2025)

From: [Michelle Barry - Tax \(X3091\)](#)
To: [Jennifer Penney - Select Board \(X3080\)](#)
Subject: Richdale
Date: Monday, December 23, 2024 10:50:41 AM

Good morning Jen,

The outstanding real estate taxes for Richdales were paid today.

Thank you,

Michelle M. Barry, CMMC
Tax Collector
Town of Merrimac
4 School Street
Merrimac, MA 01860

mbarry@townofmerrimac.com
978-346-8824
Hours: M 8-7PM; Tu -Th 8-4PM; Friday CLOSED



The Commonwealth of Massachusetts

TOWN OF MERRIMAC Certificate of Inspection

In accordance with 780 CMR, Chapter 1 (The Seventh Edition of the Massachusetts State Building Code) and Chapter 304 of the Acts of 2004 (an Act to further enhance fire and life safety), this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued to	Identify Name of Establishment					Certificate No.
	The New Old Oak					CI 01 -25
Located at	Identify property address including street number, name, city or town and county					Certificate Expiration
	76 East Main Street, Merrimac, MA 01860					December 2025
Use Group Classification(s)	Basement	First Floor	Second Floor	Third Floor	Fourth Floor	Other
		A-2NC				
Allowable Occupant Load		99				

This *certificate of inspection* is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. *Failure to post or tampering with the contents of the certificate is strictly prohibited.*

Name of Municipal Fire Chief	Larry Fisher	Name of Municipal Building Commissioner	Robert Sinibaldi	Date of Inspection	11/19/2024
Signature of Municipal Fire Chief	<i>Larry S. Fisher</i>	Signature of Municipal Building Commissioner	<i>Robert Sinibaldi</i>	Date of Issuance	11/19/2024



The Commonwealth of Massachusetts

TOWN OF MERRIMAC Certificate of Inspection

In accordance with 780 CMR, Chapter 1 (The Seventh Edition of the Massachusetts State Building Code) and Chapter 304 of the Acts of 2004 (an Act to further enhance fire and life safety), this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued to	Identify Name of Establishment					Certificate No.
	Deleo's Brick Oven Pizza					CI 02-25
Located at	Identify property address including street number, name, city or town and county					Certificate Expiration
	117 East Main Street, Merrimac, MA 01860					December 2025
Use Group Classification(s)	Basement	First Floor	Second Floor	Third Floor	Fourth Floor	Other
	-	A 2-R	-	-	-	
Allowable Occupant Load		45 Customers 5 Employees				

This certificate of inspection is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. Failure to post or tampering with the contents of the certificate is strictly prohibited.

Name of Municipal Fire Chief	Larry Fisher	Name of Municipal Building Commissioner	Robert Sinibaldi	Date of Inspection	11/19/2024
Signature of Municipal Fire Chief	Larry S. Fisher	Signature of Municipal Building Commissioner	Robert Sinibaldi	Date of Issuance	11/19/2024

Attachment: Deleos and New Old Oak Inspection cert (Renew Liquor Licenses 2025)



The Commonwealth of Massachusetts

TOWN OF MERRIMAC

Certificate of Inspection

In accordance with **780 CMR, Chapter 1** (*The Seventh Edition of the Massachusetts State Building Code*) and **Chapter 304 of the Acts of 2004** (*an Act to further enhance fire and life safety*), this certificate of inspection is issued to the premise or structure or part thereof as herein identified.

Issued to	Identify Name of Establishment					Certificate No.
	Osaka Asian Bistro					CI 03-25
Located at	Identify property address including street number, name, city or town and county					Certificate Expiration
	32-34 Broad Street, Merrimac, MA 01860					December 2025
Use Group Classification(s)	Basement	First Floor	Second Floor	Third Floor	Fourth Floor	Other
	-	A 2	-	-	-	
Allowable Occupant Load		86 Total				

This *certificate of inspection* is hereby issued by the undersigned to certify that the premise, structure or portion thereof as herein specified has been inspected for general fire and life safety features. This certificate shall be framed behind clear glass and/or laminated and posted in a conspicuous place within the space as directed by the undersigned. *Failure to post or tampering with the contents of the certificate is strictly prohibited.*

Name of Municipal Fire Chief	Larry Fisher	Name of Municipal Building Commissioner	Robert Sinibaldi	Date of Inspection	11/19/2024
Signature of Municipal Fire Chief	<i>Larry S. Fisher</i>	Signature of Municipal Building Commissioner	<i>Robert Sinibaldi</i>	Date of Issuance	11/19/2024



Agenda Item
Merrimac Select Board
12/30/24

Merrimac 2024 Sustainable Materials Recovery and Recycling Dividend Grant Award \$1470

Subject:

Attachments:

Congratulations! Merrimac 2024 SMRP and RDP Grant Award

Merrimac 2024 SMRP Award Letter

Merrimac RDP Contract Spring24

From: [Smith, Rachel \(DEP\)](#)
To: [Jennifer Penney - Select Board \(X3080\)](#)
Cc: [Jennifer Penney - Select Board \(X3080\)](#); [Brian Walsh](#)
Subject: Congratulations! Merrimac 2024 SMRP and RDP Grant Award
Date: Tuesday, December 17, 2024 3:03:27 PM
Attachments: [Merrimac 2024 SMRP Award Letter.pdf](#)
[Merrimac RDP Contract Spring24.pdf](#)
[Spring24_Checklist_RDP.docx](#)

Dear Municipal Recycling Official,

We are pleased to inform you that your municipality has been awarded a Sustainable Materials Recovery Program (SMRP) Municipal Grant from the Massachusetts Department of Environmental Protection. The terms and conditions of your grant are outlined in the attached award documents. Please sign and return via email the attached RDP Contract as per the instructions provided on the Grant Checklist documents. This will help expedite your award.

Should you have any questions, please email [Rachel Smith](#), Grant Manager for the SMRP Grant Program.

Congratulations and thank you for the work you do to reduce waste, reuse, and improve recycling in the Commonwealth.

MassDEP
Municipal Waste Reduction Branch

Rachel Smith (she/her)
Grant Manager
Massachusetts Department of Environmental Protection
Municipal Waste Reduction Branch
(617) 694-1324
Rachel.Smith@Mass.gov

Are you recycling right? Find out: <https://www.recyclesmartma.org>



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

100 Cambridge Street Suite 900 Boston, MA 02114 • 617-292-5500

Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Rebecca L. Tepper
Secretary

Bonnie Heiple
Commissioner

December 17, 2024

chris Manni
Chair, Board of Selectmen
Town of Merrimac
4 School Street
Merrimac, MA 01860

Dear Mr. Manni:

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the Town of Merrimac Recycling Dividends Program funds under the Sustainable Materials Recovery Program. The Town of Merrimac has earned 6 points and will receive \$1,470.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. This year, we are awarding more than \$4 million in SMRP funding to 285 municipalities and regional groups.

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

To accept your grant award, please sign and return the attached RDP Contract via email to Cathy Doodnauth at Cathy.Doodnauth@mass.gov before **February 15, 2025**. After we receive your signed RDP contract, funds will be sent to your community. The receipt of grant funds is contingent upon the grantee being able to certify that it will comply with the Massachusetts General Laws, including G.L. c. 40A, § 3A, the MBTA Communities Act. Compliance with the MBTA Communities Act is determined by the Executive Office of Housing and Livable Communities.

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

Sincerely,

Bonnie Heiple, Commissioner

SIGN AND RETURN THIS DOCUMENT TO MASSDEP VIA EMAIL

**GRANT SCOPE OF WORK
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION (“MassDEP”)**

AND THE Town of Merrimac (“Grantee”)

Pursuant to the Green Communities Act, relevant provisions of which are codified at M.G.L. c. 25A, Section 11F(d) and the regulations promulgated thereunder at 310 CMR 19.300 and in support of the Massachusetts Solid Waste Master Plan developed pursuant to M.G.L. c. 16, Section 21, MassDEP has awarded the Municipality a Sustainable Materials Recovery Program grant under the Recycling Dividends Program (“RDP”). The Municipality has earned a payment of \$1,470.

The Recycling Dividends Program provides payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction. Municipalities receive payments according to the number of points their program earns based on the [2024 Details: Recycling Dividends Program](#) and number of residential households served as described below. RDP provides an incentive for municipalities to improve their recycling programs by implementing best practices and rewards communities with model recycling and waste reduction programs.

Duration of the Grant: The term of this Scope of Work shall be in effect until the municipality has expended all RDP funds and reported to MassDEP on use of funds.

RESPONSIBILITIES OF THE MUNICIPALITY

1. **Authority:** The Signatory of this Grant Scope of Work is authorized by the governing body of the Grantee to enter into this Grant Scope of Work on behalf of the Grantee and accept and utilize this Grant.
2. **Commonwealth Terms and Conditions:** The Grantee shall comply with the Commonwealth Terms and Conditions and other requirements set forth in the Grantee’s executed Master Agreement.
3. **Failure to Comply:** If, in the judgment of MassDEP, the Grantee fails to comply with any of its responsibilities as identified in the Grant Scope of Work, then, at the election of MassDEP, (a) the Grantee may be deemed ineligible to participate for what time remains of the grant period; and/or (b) title to all grant materials purchased with these grant funds immediately and without any further steps shall be transferred to MassDEP; and/or (c) MassDEP may find the Grantee not eligible to seek another Sustainable Materials Recovery Program Grant for up to three years; and/or (d) the Grantee shall repay the grant funds to MassDEP within 90 days. MassDEP may provide written notice to the Grantee of any such failure to comply. Such notice may provide a time period and manner for the Grantee to cease or remedy the failure. Such notice from MassDEP of any such failure by the Grantee is not a precondition to MassDEP’s right to select options (a), (b), and/or (c) above. The Grantee shall follow the instructions of MassDEP regarding possession of the grant materials (e.g., collection container). The Parties hereby agree to execute any and all documents necessary to accomplish said transfer. Furthermore, the Grantee shall transfer or arrange to transfer actual possession of said materials to an authorized representative of the Commonwealth of Massachusetts or its designee.
4. **Recycling in Practice:** The Grantee has established paper, bottle, and can recycling in all municipal buildings offices and meeting spaces, including schools. The Grantee shall continue such paper, bottle and can recycling during the term of the Grant.
5. **Notification of Buy Recycled Policy:** The Grantee has established a written policy which promotes a preference for the purchase of recycled products in lieu of non-recycled products and distributes an annual notification of the Buy Recycled Policy, ordinance or by-law to all staff, department heads and employees with purchasing authority. This notice shall be sent from the Mayor, Board of Selectmen, Town Manager, Town Administrator or Chief Purchasing Officer and highlights specific opportunities to buy recycled products, the benefits of buying recycled and encourages the purchase of these products. The Grantee shall continue to send an annual notification during the term of the Grant.
6. **RDP Payment Calculation:** MassDEP has calculated the RDP Payment using the table below which shows payment brackets based on the number of households served by the municipal solid waste program and the point value for each bracket. See [2024 Details: Recycling Dividends Program](#) guidance document for additional information on point value.

RDP Payment Brackets

# of Households that Receive Trash Service Provided by the Municipality	Point Value Basic Level 1-9 pts.	Point Value Advanced Level ≥ 10 pts. or RDP EJ Populations
0 - 1,999	\$245	\$350
2,000 - 4,999	\$420	\$600
5,000 - 7,499	\$770	\$1,100
7,500 - 9,499	\$910	\$1,300
9,500 - 12,499	\$1,260	\$1,800
12,500 - 16,999	\$2,100	\$3,000
17,000 - 24,999	\$2,450	\$3,500
25,000 - 31,999	\$2,800	\$4,000
32,000 - 99,999	\$4,550	\$6,500
100,000 +	\$7,000	\$10,000

7. **Program Criteria:** The Municipality, through its RDP application, certifies that all points earned are for programs that were in place between July 1, 2023 and June 30, 2024 and that these programs fully meet the performance standard set forth in the [2024 Details: Recycling Dividends Program](#) guidance document.
8. **Use of Funds:** RDP Payments shall be expended on activities and programs listed on the [Approved Spending Categories](#) for the Recycling Dividends Program and Regional Small Scale Initiative Funds, to enhance the performance of the Municipality's waste reduction programs. Use of a dedicated account is required. Funds may be carried over to future years and accumulated to fund a larger eligible expense or project. Planned use of funds shall be noted on the Annual RDP Spending Report. However, MassDEP may delay future RDP payments if municipality is not expending funds.
9. **Record Keeping:** The Municipality shall be responsible for keeping documentation (i.e., proof of purchase in the form of an invoice which lists the vendor name and address, item purchased, item price, number of items purchased and shipping costs if any) by calendar year, of how RDP funds were expended and the remaining balance of RDP funds. MassDEP may conduct record audits to ensure compliance with this Contract.
10. **Reporting:** The Grantee shall file an annual Recycling and Solid Waste survey and the RDP Spending Report by February 15th, via ReTRAC, for the duration of this grant. Failure to comply with these reporting requirements may jeopardize future grant awards.
11. **Environmental Compliance:** The Grantee understands receipt of a Grant from MassDEP does not in any way imply that the Grantee is in compliance with applicable environmental regulations. This Grant Scope of Work shall not be construed as, nor operate as, relieving the Grantee or any other person of the necessity of complying with all applicable federal, state, and local laws, regulations and approvals. The Grantee's facility(ies) are subject to inspection at any time by MassDEP and noncompliance with applicable environmental regulations may result in formal enforcement actions, including penalties.
12. **Addendums:** Should MassDEP award additional grant funds, an addendum to the Grant Scope of Work shall be provided to the Grantee. The same terms and conditions apply to the addendum.

13. RDP Payment Calculation:

The Municipality's payment has been calculated as follows:
 (NET RDP POINTS EARNED) x (VALUE OF EACH POINT)

a. Bulky Items	1
b. Center for Hard to Recycle Materials	0
c. Curbside Recycling Regulation	0
d. Diversity, Equity, and Inclusion	0
e. Household Hazardous Waste	0
f. Organics	0
g. Recycling Center Access	0
h. Reuse Programs	0
i. Solid Waste Reduction	5
j. Textile Recovery Initiatives	0
k. Waste Prevention Outreach and Education	0
 TOTAL RDP POINTS EARNED	 6
 POINT DEDUCTED DUE TO LATE SUBMISSION	 N/A
 NET RDP POINTS EARNED	 6
 VALUE OF EACH POINT	 \$245
 RDP PAYMENT AMOUNT	 \$1,470

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

COMMONWEALTH OF MASSACHUSETTS

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

Town of Merrimac

Municipal Official(s) Authorized to sign: **Chairman Selectboard**
 VC6000191879

By: _____ (Date) _____
 (Signature)

 (Print Name) (Title)