

**BOARD OF SELECTMEN
AGENDA
Monday, January 25, 2016**

Regular Meeting – 7:00 p.m.

Al Merritt Media and Cultural Center,
Market Street

****NOTE****

As a result of changes in the Open Meeting Law, the chair must announce at the outset of every meeting that the meeting is being recorded and transmitted via cable television.

7:00 p.m.

Pledge of Allegiance

Presentation by Clear Gov on financial reporting software

Recreation Commission appointment

Historical Commission associate member appointment

Police Department budget presentation

Fire Department budget presentation

Emergency Medical Services budget presentation

Approval of presidential primary warrant

Adoption of new mileage rate

Conservation Commission resignation

Union Hospital update

Camp Curtis Guild cell antenna update

Public comment period

Use of Town facilities:	South Hall, LHS baseball carwash, May 1 and May 8 Common, Centre Congregational Church, May 21
One-day liquor license:	None
Minutes:	December 21
Proclamations:	None
Administrative matters:	Signing of warrants

ACCOUNTS FOR: GENERAL FUND - TOWN
 2015 ACTUAL 2016 ORIG BUD 2016 REVISED BUD 2017 REVIEW
 COMMENT

POLICE		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW	COMMENT
0210	POLICE					
0121051	POLICE CHIEF SALARY	158,746.36	161,262.00	161,262.00	161,262.00	
0121051	511000 POL CHIEF					
0121051	514000 LONGEVITY	500.00	575.00	575.00	575.00	
0121051	514100 HOLIDAY	6,461.30	7,250.00	7,250.00	7,250.00	
	TOTAL POLICE CHIEF SALARY	165,707.66	169,087.00	169,087.00	169,087.00	.00
0121052	POLICE OTHER SALARIES	249.11	5,000.00	5,000.00	5,000.00	
0121052	511000 MATR SAL					
0121052	511001 DISP SAL	235,540.94	213,089.00	213,089.00	219,630.00	
0121052	511002 P-MEN SAL	1,170,308.89	1,349,504.00	1,325,504.00	1,360,604.00	
0121052	511003 TRAF SAL	27,489.38	29,671.00	29,671.00	26,915.00	
0121052	511200 CLER SAL	58,212.14	59,394.00	59,394.00	58,932.00	
0121052	513001 DISP OT	57,980.88	45,737.00	45,737.00	45,737.00	
0121052	514002 PATR LONG	3,800.00	6,825.00	6,825.00	6,825.00	
0121052	514003 TRAF LONG	250.00	250.00	250.00	250.00	
0121052	514101 DISP HOL	6,319.15	10,527.00	10,527.00	10,900.00	
0121052	514102 PATR HOL	46,693.26	61,019.00	61,019.00	61,647.00	
0121052	519001 DIS STIP	1,000.00	1,500.00	1,500.00	1,500.00	
0121052	519200 SCHL CRED	199,175.42	198,591.00	198,591.00	215,353.00	
	TOTAL POLICE OTHER SALARIES	1,807,019.17	1,981,107.00	1,957,107.00	2,013,293.00	.00
0121053	POLICE OFFICER'S OVERTIME	421,972.88	358,383.00	400,383.00	375,000.00	
0121053	513000 OVERTIME					

ACCOUNTS FOR: GENERAL FUND - TOWN	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW	COMMENT
TOTAL POLICE OFFICER'S OVERT	421,972.88	358,383.00	400,383.00	375,000.00	
0121054 POLICE OFFICER'S TRAINING					
0121054 513000 OVERTIME	58,981.36	96,000.00	96,000.00	147,520.00	
0121054 513002 TRAINING	.00	.00	.00	7,432.00	
TOTAL POLICE OFFICER'S TRAIN	58,981.36	96,000.00	96,000.00	154,952.00	
0121055 POLICE OTHER EXPENSES					
0121055 519000 STIPEND	6,775.30	16,342.00	16,342.00	16,342.00	
0121055 519500 TRAINING	15,070.57	13,683.00	13,683.00	13,683.00	
0121055 519555 CF TRAININ	1,572.11	4,000.00	4,000.00	4,000.00	
0121055 524001 RADIO R&M	11,506.54	11,000.00	11,000.00	11,000.00	
0121055 524002 VEH R&M	23,628.64	35,000.00	35,000.00	35,000.00	
0121055 531200 MAINT CON	22,049.00	23,750.00	23,750.00	24,000.00	
0121055 531250 ACCRED	.00	1,000.00	1,000.00	1,000.00	
0121055 531400 H/S MAINT	6,019.04	6,000.00	6,000.00	6,000.00	
0121055 534000 PHONE	19,542.30	18,525.00	18,525.00	19,625.00	
0121055 542000 SUPPLIES	9,924.36	10,000.00	10,000.00	10,000.00	
0121055 548001 TRES	2,731.10	3,000.00	3,000.00	3,500.00	
0121055 548005 AMMUNITION	.00	2,000.00	2,000.00	6,000.00	
0121055 550000 MED SUPP	2,024.98	4,000.00	4,000.00	4,000.00	
0121055 558000 SUBS/BOOKS	618.48	1,000.00	1,000.00	1,000.00	
0121055 573000 DUES/MEMB	9,728.56	9,279.00	9,279.00	9,548.00	
0121055 578000 OTH EXP	6,629.16	6,665.00	6,665.00	6,665.00	

ACCOUNTS FOR: GENERAL FUND - TOWN		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW		COMMENT
0121055 578019	PHOTO/ID	3,004.80	3,210.00	3,210.00	3,210.00		
0121055 578020	UNIFORM AC	7,600.01	8,000.00	8,000.00	8,000.00		
0121055 578021	MED EXAM	.00	2,941.00	2,941.00	2,941.00		
0121055 585000	EQUIP	12,422.71	14,043.00	14,043.00	16,500.00		
0121055 585001	COMP/EQUIP	3,784.12	3,892.00	3,892.00	6,400.00		
TOTAL POLICE OTHER EXPENSES		164,631.78	197,330.00	197,330.00	208,414.00	.00	
TOTAL POLICE		2,618,312.85	2,801,907.00	2,819,907.00	2,920,746.00	.00	

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT



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PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET

FOR PERIOD 12

ACCOUNTS FOR: GENERAL FUND - TOWN
2015 ACTUAL 2016 ORIG BUD 2016 REVISED BUD 2017 REVIEW COMMENT

ACCOUNTS FOR:	GENERAL FUND - TOWN	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW	COMMENT
0220	FIRE					
0122051	FIRE CHIEF'S SALARY					
0122051	511000 FIRE CH SA	112,200.00	114,444.00	114,444.00	114,444.00	
	TOTAL FIRE CHIEF'S SALARY	112,200.00	114,444.00	114,444.00	114,444.00	
0122052	FIRE FULL TIME SALARIES					
0122052	511000 FIREFT SAL	505,569.95	448,844.00	478,852.00	597,230.00	
0122052	513000 OVERTIME	51,397.93	79,152.00	79,152.00	81,443.00	
0122052	513003 OVERTIME	41,064.77	22,571.00	22,571.00	23,797.00	
0122052	514100 HOLIDAY	21,138.62	26,122.00	26,122.00	32,123.00	
0122052	519050 TEL ALLOW	1,500.00	2,250.00	2,250.00	2,250.00	
0122052	519200 SCHL CRED	.00	27,706.00	27,706.00	23,914.00	
	Reinberg \$6998					
	Walsh \$6469					
	Alexander \$4483					
	Lyons \$2131					
	Ripley \$2131					
	Mutti \$1702					
0122052	519650 SPEC PAY	.00	4,131.00	4,131.00	5,090.00	
	TOTAL FIRE FULL TIME SALARIE	620,671.27	610,776.00	640,784.00	765,847.00	
0122053	FIRE CALL DEPT. SALARIES					
0122053	511000 CALL SAL	308,806.45	319,494.00	319,494.00	528,152.00	
	TOTAL FIRE CALL DEPT. SALARI	308,806.45	319,494.00	319,494.00	528,152.00	
0122054	FIRE ALARM SALARIES					
0122054	511000 ALARM SAL	14,239.50	13,267.00	13,267.00	13,267.00	

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT
PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET

FOR PERIOD 12



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ACCOUNTS FOR: GENERAL FUND - TOWN		2015	2016	2016	2017	COMMENT
		ACTUAL	ORIG BUD	REVISED BUD	REVIEW	
TOTAL FIRE ALARM SALARIES		14,239.50	13,267.00	13,267.00	13,267.00	.00
0122055 FIRE EXPENSES						.00
0122055 519400	UNIFORM	870.14	1,300.00	1,300.00	1,300.00	
0122055 519500	TRAINING	7,054.86	6,096.00	6,096.00	6,139.00	
0122055 524000	R&M	6,093.70	7,112.00	7,112.00	7,162.00	
0122055 524001	R&M	12,364.60	10,160.00	10,160.00	10,231.00	
0122055 524002	VEH R&M	24,347.87	38,932.00	38,932.00	39,205.00	
0122055 534000	PHONE	3,127.07	3,556.00	3,556.00	3,581.00	
0122055 542000	SUPPLIES	6,000.62	4,674.00	4,674.00	4,707.00	
0122055 548000	VEH SUPP	2,672.15	2,794.00	2,794.00	2,814.00	
0122055 558000	SUBS/BOOKS	3,260.61	1,880.00	1,880.00	5,180.00	
0122055 573000	DUES/MEMB	4,452.17	3,353.00	3,353.00	3,376.00	
0122055 578000	OTH EXP	2,544.94	1,016.00	1,016.00	1,700.00	
0122055 578020	UNIFORMS	6,761.53	10,160.00	10,160.00	10,231.00	
0122055 585000	EQUIP	10,839.35	16,000.00	16,000.00	16,112.00	
TOTAL FIRE EXPENSES		90,389.61	107,033.00	107,033.00	111,738.00	.00
0122057 FIRE ALARM EXPENSES						.00
0122057 524015	ALARM VEH	913.71	2,032.00	2,032.00	2,046.00	
0122057 578000	OTH EXP	280.00	762.00	762.00	767.00	
0122057 578022	ALARM HW	1,998.11	1,524.00	1,524.00	1,535.00	
0122057 578023	ALARM PART	2,724.10	1,524.00	1,524.00	1,535.00	
0122057 578024	ALARM WIRE	.00	2,286.00	2,286.00	2,302.00	
TOTAL FIRE ALARM EXPENSES		5,915.92	8,128.00	8,128.00	8,185.00	.00
TOTAL FIRE		1,152,222.75	1,173,142.00	1,203,150.00	1,541,633.00	.00
TOTAL GENERAL FUND - TOWN		3,770,535.60	3,975,049.00	4,023,057.00	4,462,379.00	.00
GRAND TOTAL		3,770,535.60	3,975,049.00	4,023,057.00	4,462,379.00	.00

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT



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FOR PERIOD 12

PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET

ACCOUNTS FOR:
GENERAL FUND - TOWN

2015 ACTUAL 2016 ORIG BUD 2016 REVISED BUD 2017 REVIEW

COMMENT

** END OF REPORT - Generated by Colleen Tam **

Lynnfield Police Department
Fiscal Year 2017
Capital Budget

1. Police Cruiser- One (1) Chevrolet Tahoe (Admin), One (1) Ford Explorer (supervisors), One (1) Ford Taurus (detective)-----	\$125,370
2. Radio Site Replacement,-----	\$ 37,000
3. Portable Radio Upgrade, Phase Two-----	\$ 34,157
4. Taser Units, Three (3) + Equipment-----	\$ 4,337
5. Radar Unit-----	\$ 2,559
6. Mobile Computer Replacement-----	\$ 6,432
7. Portable Breath Test Units, Two (2)-----	\$ 2,200
8. Patrol Rifles, Four (4), + Equipment-----	\$ 8,000
9. Electronic Keypad (Dispatcher Area)-----	\$ 3,300
10. Supervisor Workstations, Three (3)-----	\$ 3,351

	\$ 226,706

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT
PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET

FOR PERIOD 12



ACCOUNTS FOR: GENERAL FUND - TOWN
2015 ACTUAL 2016 ORIG BUD 2016 REVISED BUD 2017 REVIEW
COMMENT

ACCOUNTS FOR:	GENERAL FUND - TOWN	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW	
0220	FIRE					
0122051	FIRE CHIEF'S SALARY					
0122051	511000 FIRE CH SA	112,200.00	114,444.00	114,444.00	114,444.00	
	TOTAL FIRE CHIEF'S SALARY	112,200.00	114,444.00	114,444.00	114,444.00	.00
0122052	FIRE FULL TIME SALARIES					
0122052	511000 FIREFT SAL	505,569.95	448,844.00	478,852.00	597,230.00	
0122052	513000 OVERTIME	51,397.93	79,152.00	79,152.00	81,443.00	
0122052	513003 OVERTIME	41,064.77	22,571.00	22,571.00	23,797.00	
0122052	514100 HOLIDAY	21,138.62	26,122.00	26,122.00	32,123.00	
0122052	519050 TEL ALLOW	1,500.00	2,250.00	2,250.00	2,250.00	
0122052	519200 SCHL CREDD	.00	27,706.00	27,706.00	23,914.00	
	Reinberg \$6698 Walsh \$6469 Alexander \$4483 Lyons \$2131 Ripley \$2131 Muttl \$1702					
	TOTAL FIRE FULL TIME SALARIE	620,671.27	610,776.00	640,784.00	765,847.00	.00
0122053	FIRE CALL DEPT. SALARIES					
0122053	511000 CALL SAL	308,806.45	319,494.00	319,494.00	528,152.00	
	TOTAL FIRE CALL DEPT. SALARI	308,806.45	319,494.00	319,494.00	528,152.00	.00
0122054	FIRE ALARM SALARIES					
0122054	511000 ALARM SAL	14,239.50	13,267.00	13,267.00	13,267.00	

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT



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FOR PERIOD 12

ACCOUNTS FOR:
GENERAL FUND - TOWN

2015 ACTUAL
2016 ORIG BUD
2016 REVISED BUD
2017 REVIEW

COMMENT

ACCOUNTS FOR:	GENERAL FUND - TOWN	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2017 REVIEW		
TOTAL FIRE ALARM SALARIES		14,239.50	13,267.00	13,267.00	13,267.00	.00	.00
0122055 FIRE EXPENSES							
0122055 519400	UNIFORM	870.14	1,300.00	1,300.00	1,300.00		
0122055 519500	TRAINING	7,054.86	6,096.00	6,096.00	6,139.00		
0122055 524000	R&M	6,093.70	7,112.00	7,112.00	7,162.00		
0122055 524001	R&M	12,364.60	10,160.00	10,160.00	10,231.00		
0122055 524002	VEH R&M	24,347.87	38,932.00	38,932.00	39,205.00		
0122055 534000	PHONE	3,127.07	3,556.00	3,556.00	3,581.00		
0122055 542000	SUPPLIES	6,000.62	4,674.00	4,674.00	4,707.00		
0122055 548000	VEH SUPP	2,672.15	2,794.00	2,794.00	2,814.00		
0122055 558000	SUBS/BOOKS	3,260.61	1,880.00	1,880.00	5,180.00		
0122055 573000	DUES/MEMB	4,452.17	3,353.00	3,353.00	3,376.00		
0122055 578000	OTH EXP	2,544.94	1,016.00	1,016.00	1,700.00		
0122055 578020	UNIFORMS	6,761.53	10,160.00	10,160.00	10,231.00		
0122055 585000	EQUIP	10,839.35	16,000.00	16,000.00	16,112.00		
TOTAL FIRE EXPENSES		90,389.61	107,033.00	107,033.00	111,738.00	.00	.00
0122057 FIRE ALARM EXPENSES							
0122057 524015	ALARM VEH	913.71	2,032.00	2,032.00	2,046.00		
0122057 578000	OTH EXP	280.00	762.00	762.00	767.00		
0122057 578022	ALARM HW	1,998.11	1,524.00	1,524.00	1,535.00		
0122057 578023	ALARM PART	2,724.10	1,524.00	1,524.00	1,535.00		
0122057 578024	ALARM WIRE	.00	2,286.00	2,286.00	2,302.00		
TOTAL FIRE ALARM EXPENSES		5,915.92	8,128.00	8,128.00	8,185.00	.00	.00
TOTAL FIRE		1,152,222.75	1,173,142.00	1,203,150.00	1,541,633.00	.00	.00
TOTAL GENERAL FUND - TOWN		3,770,535.60	3,975,049.00	4,023,057.00	4,462,379.00	.00	.00
GRAND TOTAL		3,770,535.60	3,975,049.00	4,023,057.00	4,462,379.00	.00	.00

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET

FOR PERIOD 12
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ACCOUNTS FOR:
GENERAL FUND - TOWN

2015 ACTUAL 2016 ORIG BUD 2016 REVISED BUD 2017 REVIEW

COMMENT

** END OF REPORT - Generated by Colleen Tam **

Fire Department Operations

Line #	CATEGORY	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
	SALARIES	\$886,308	\$932,517	\$958,028	\$1,262,745	31.81%	
	SALARY EDUCATION, SPECIALTY, ETC	\$86,750	\$89,819	\$91,254	\$91,894	0.70%	
	EXPENSES	\$973,058	\$1,022,336	\$1,049,282	\$1,385,893	32.08%	
	TOTAL HIGHWAY						

Operations

Acct Number	Position	FY-14		FY-15		FY-16		FY-17		COMMENTS
		RATE	ANNUAL	RATE	ANNUAL	RATE	ANNUAL	RATE	ANNUAL	
12052	Captain FPO - Paramedic									
	Captain Paramedic									
	Lieutenant EMTA									
	Lieutenant - EMT B									
	Firefighter Paramedic									
12052	Firefighter Paramedic									
	Firefighter Paramedic									
	Firefighter Paramedic									
12052	Over-time		\$65,208		\$77,600		\$79,152		\$81,443	
	Training		\$24,246		\$29,000		\$22,571		\$23,797	
12052	Holiday		\$21,520		\$25,610		\$26,122		\$32,123	
12052	Call Firefighters Pay		\$13,229		\$13,229		\$19,494		\$28,152	
	Total Salary		\$424,203		\$445,439		\$925,220		\$1,262,745	36.48%

Expenses

Acct Number	Account Name	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
12055	519400 Training	\$6,000	\$6,000	\$6,096	\$6,139	0.71%	
12055	524000 Fire Equipment Repair	\$6,150	\$7,000	\$7,112	\$7,162	0.70%	
12055	524001 Radio Repair	\$8,100	\$10,000	\$10,160	\$10,231	0.70%	
12055	524002 Vehicle Repair	\$38,000	\$38,319	\$38,932	\$39,205	0.70%	
12055	548000 Vehicle Supplies	\$2,750	\$2,750	\$2,794	\$2,814	0.72%	
12055	578020 Uniforms	\$10,000	\$10,000	\$10,160	\$10,231	0.70%	
12055	585000 Fire Equipment	\$15,750	\$15,750	\$16,000	\$16,112	0.70%	
	Total Expenses	\$86,750	\$89,819	\$91,254	\$91,894	0.70%	

Fire Department
EMS

Line #	CATEGORY	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
	EMS Salaries	\$508,000	\$548,000	\$572,663	\$485,027	-15.30%	
	EMS Expenses	\$92,000	\$92,000	\$92,337	\$92,899	0.57%	
	Total EMS	\$600,000	\$640,000	\$665,000	\$577,926	-13.10%	

SALARIES

Account Name	Account Number	Description	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
6100	513000	Career EMS Call back	\$74,151	\$88,240	\$95,385	\$67,210	-29.54%	
6100	519300	Career Coverage	\$113,699	\$135,302	\$147,749	\$149,227	1.00%	
6100	511023	Call FF Coverage	\$127,150	\$127,958	\$130,517	\$130,517	0.00%	
6100	511023	Call FF Call back	\$175,000	\$178,000	\$181,012	\$120,073	-33.67%	
6100	519026	Call FF Stipend	\$18,000	\$18,000	\$18,000	\$18,000	0.00%	
		Total Salaries	\$508,000	\$548,000	\$572,663	\$485,027	-15.30%	

Expenses

Account Name	Account Number	Description	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
6100	515000	Fringe Benefits	\$12,000	\$12,000	\$12,000	\$12,000	0.00%	
6100	578000	EMS Other Expenses	\$80,000	\$80,000	\$80,337	\$80,899	0.70%	
		Total EMS Expenses	\$92,000	\$92,000	\$92,337	\$92,899	0.57%	

Fire Department
Fire Alarm

Line #	CATEGORY	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
	Fire alarm Salary and Expense	\$26,252	\$22,239	\$21,395	\$21,452	0.25%	
	TOTAL SNOW & ICE REMOVAL SALARY AND EXPENSE	\$26,252	\$22,239	\$21,395	\$21,452	0.25%	

Fire Alarm Salary and Expense

Account Number	Description	FY-14	FY-15	FY-16	FY-17	% CHANGE	COMMENTS
122054	511000 Fire Alarm Salary	\$18,752	\$14,239	\$13,267	\$13,267	0.00%	
122057	524015 Fire Alarm Vehicle Repairs	\$1,500	\$2,000	\$2,032	\$2,046	0.69%	
122057	578000 Fire Alarm Expenses	\$750	\$750	\$762	\$767	0.66%	
122057	578022 Fire Alarm Hardware	\$1,500	\$1,500	\$1,524	\$1,535	0.72%	
122057	578023 Fire Alarm Small Parts	\$1,500	\$1,500	\$1,524	\$1,535	0.72%	
122057	578024 Fire Alarm Wires	\$2,250	\$2,250	\$2,286	\$2,302	0.70%	
	Total Fire Alarm Salary and Expense	\$26,252	\$22,239	\$21,395	\$21,452	0.25%	

Lynnfield Fire Department
FY 2017 Capital Budget

Hose:	
Annual hose replacement	\$5,000
Personal Protective Clothing	
Annual PPE Replacement	\$15,000
Washer/Extractor	\$8,000
Radio upgrades	\$18,100
Information Technology	\$5,000
Computer work stations	
Computers laptop/tablets	
Computer programs	
Station Status Boards	
Dispatch Upgrades	\$10,000
Fire Department Share of upgrades to the Route 1 Radio site, 50% of the total \$73,000 project	\$36,500
Reporting Software upgrade	\$11,900
Fire Engine /Pumper	\$489,000

In previous years we requested a number of high priority items and a number of lower priority items. This year we have submitted only our high priority items for consideration.

Future Considerations:

Radio Infrastructure upgrades. If we continue to operate our own dispatch center radio infrastructure we will need to upgrade in the not too distant future. Estimated cost for this update has been estimated between \$800,000 and \$1 Million.

Although we have requested funds to replace a pumper this year we must keep in mind that two of our pumpers are 30 years old, it is unlikely we will be able to wait another 5 years to replace the second pumper. We will continue to peruse alterative funding sources for this project.

Requests:

NFPA 1962 now recommends that hose manufactured prior to 1987 be removed from service. Previous editions of the code allowed older hose to continue to be used provided it passed annual testing. These funds are needed to replace obsolete hose and replace hose that has been otherwise damaged or no longer will pass annual service testing. We have been aggressive with our hose replacement program, and we have been fiscally responsible, getting the best possible price on replacement hose. As a result we feel we can reduce the amount in our hose replacement appropriation for one year, and instead spend that money on replacement protective clothing.

NFPA 1851 required firefighting protective clothing used for structural firefighting to be replaced after it reaches 10 years of age. In 2008 we received a grant to replace all our protective firefighting protective clothing. Unfortunately this also means in 2018 most of our supply of protective clothing will again need to be replaced. Due to wear and tear we need to replace gear every year. Due to turnover we need to purchase complete or partial sets for new members. As a result we hope to minimize the amount we will need to request in 2018 and as we move forward.

This is the third budget we have requested funding for a washer extractor. Two years ago we requested funding for two units, Last year we re-evaluated this request and found one extractor will meet our needs. Again this year we are requesting funds for a washer extractor. There is a mounting body of evidence that regularly cleaning firefighting protective equipment prolongs the life of the equipment and is instrumental in preventing exposure to known carcinogens. This year we have been able to research a number of vendors and have been able to secure more competitive pricing, reducing our requests this year by \$2000 this year.

Radios are vital to our operation. Unfortunately there is a certain amount of planned obsolescence with radio equipment. After a period of time the manufacturer will stop supporting the equipment. Once this occurs the radio parts become more difficult to find, repairs become more expensive, or repairs are not possible. Our stocks of mobile and portable radios are well past the expected service life of the radios. The manufacturer has long since discontinued support for the product. The vast majority of our radio stock is over 15 years old. I propose a 4 year replacement program for these portable radios. In the mean time we will seek out grants or alternative funding opportunities to either completely fund further purchases or minimize further cost. Radios are a priority for the Assistance to Firefighters Grant program. Should we receive the grant the amount requested in this budget will be utilized to pay our share of the \$120,700.00 project.

As we know technology moves at an extremely fast pace. As with the radios there is a certain amount of planned obsolescence with technological equipment. The funds requested are simply to keep our computers and IT equipment operational and compatible with current programming. Further funds are there to replace the IT items that are considered disposable in nature. Our status boards in the stations are a good example. If one were to fail it is likely not cost effective to repair the unit.

Our combination police Fire Dispatch center is very limited when it come to receiving fire alarms in the dispatch center. This past year we received two simultaneous alarms and the dispatcher was unable to read the two simultaneous alarms. The amount requested is to interface dispatch with computer based readout of the fire alarm monitoring station in the fire station. This will allow the dispatcher to see the same information we see at the fire station, recognize two or more simultaneous alarms, and enable the dispatcher to better interact with the fire alarm receiving system. I am sure Chief Breen will concur this is a long over due upgrade.

Our software company has notified us that they will no longer be supporting the version of reporting software we are currently using. The cost to upgrade this software is reflected in this request. This upgrade is necessary to continue to utilize our incident reporting software. Incident reporting is to state and federal agencies in order to be eligible for grant funding. The new software would transition us from a local database retention system to a web based system. In the future the annual cost of our subscription will be reduced by approximately \$1000. The cost to transition to a new software system ranges from tens of thousands of dollars to as high as \$100,000 or more.

Currently we have a radio repeater site on Route 1 at the water tank. Unfortunately the water department is making some upgrades requiring we move our equipment. The cost of the fire department share of the project is included in this request. This project is part of the necessary radio infrastructure upgrades mentioned earlier.

Two of our pumpers are thirty years old. These pumpers both need to be replaced. This year we applied for Assistance to Firefighters Grant to replace one of these pumpers, unfortunately the average age of our fleet makes the success of such a grant unlikely. A 2009 consultants report indicated that the community should plan on replacing a pumper every 5 years, which would have meant we should have replaced a pumper in 2010 and again in 2015. The need to replace at least one of these pumpers is now beyond critical. Our only pumper with firefighting foam capabilities has a bolt temporarily plugging a hole in the pump housing. A long term repair of this pump would likely well exceed the total value of the vehicle. We will look at "demo" pumpers and/or stock pumpers that meet our needs to minimize cost.

The members of the Lynnfield Fire Department would like to thank the Town Administrator, The members of the Finance Committee and the Board of Selectmen for their consideration of this capital request. We feel this request is a financially responsible request. This request is consistent with: the 2009 consultants' report; recognized standards and best practices; and the priorities of the fire department leadership.

FY2017 Capital Request Form

Department Name: Fire Department

Depart #

Description/Purpose of Item	Quantity	Unit	Total Amount Requested
Hose, Regular replacement of obsolete/damaged fire hose			\$5,000
Personal prtective equipment, regualr purchase of new, obsolete or damaged PPE			\$15,000
Washer Extractor, to decontaminate Personal Protective Clothing	1		\$8,000
Radio Reapirs and Upgrades and/or required grant match			\$18,100
Information Technology replacement of obsolete /damaged IT equipment			\$5,000
Dispatch upgrades	1		\$10,000
Route 1 radio upgrade FD share	50%		\$36,500
Fire Incident reporting software upgrade, old system no longer supported	1		\$11,900
Automaitc External Defibrilators Replace obsolete equipment			-
Fire Apparatus	7	\$1,500	10,500.00
Police Cruisers	3	\$1,500	4,500.00
Fire Engien Repalcement Replace obsolete 30 year old pumper	1		\$489,000
Total Capital Requested			613,500.00

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TOWN OF LYNNFIELD
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20171 TOWN OF LYNNFIELD FY 2017 BUDGET



ACCOUNTS FOR:
AMBULANCE ENTERPRISE
2015 ACTUAL
2016 ORIG BUD
2016 REVISED BUD
2017 REVIEW
COMMENT

0231	EMERGENCY MEDICAL SERVICES							
6100	AMBULANCE ENTERPRISE							
6100	511023 CALL SAL	154,595.58	181,012.00	181,012.00	120,073.00			
6100	511030 EMS COV	160,467.12	130,517.00	130,517.00	130,517.00			
6100	513000 OVERTIME	84,410.98	95,385.00	95,385.00	67,210.00			
6100	515000 FRINGE	.00	12,000.00	12,000.00	12,000.00			
6100	519026 CEMT STIP	16,920.80	18,000.00	18,000.00	18,000.00			
6100	519300 FRT EMS COV	128,133.33	147,749.00	147,749.00	149,227.00			
6100	578000 OTH EXP	84,606.79	80,337.00	80,337.00	80,899.00			
	TOTAL AMBULANCE ENTERPRISE	629,134.60	665,000.00	665,000.00	577,926.00	.00	.00	.00
	TOTAL EMERGENCY MEDICAL SERV	629,134.60	665,000.00	665,000.00	577,926.00	.00	.00	.00
	TOTAL AMBULANCE ENTERPRISE	629,134.60	665,000.00	665,000.00	577,926.00	.00	.00	.00
	GRAND TOTAL	629,134.60	665,000.00	665,000.00	577,926.00	.00	.00	.00

** END OF REPORT - Generated by Colleen Tam **

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR PRESIDENTIAL PRIMARY

SS.

To either of the Constables of the Town of Lynnfield

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at

PRECINCTS 1, 2, 3, 4

**LYNNFIELD HIGH SCHOOL GYMNASIUM
275 ESSEX STREET**

on **TUESDAY, THE FIRST DAY OF MARCH, 2016**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE
STATE COMMITTEE MAN
STATE COMMITTEE WOMAN
TOWN COMMITTEE

FOR THIS COMMONWEALTH
THIRD ESSEX SENATORIAL DISTRICT
THIRD ESSEX SENATORIAL DISTRICT
TOWN OF LYNNFIELD

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of _____, 2016.

SELECTMEN OF LYNNFIELD

Pursuant to the Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield, Center Post Office, Colonial Village Market, Library, Pump n' Pantry, Senior Center, South Post Office, Lynnfield Water District, and Town Hall seven days at least before the time and calling of said election.

Constable

_____, 2016.
(month and day)

Warrant must be posted by **February 23, 2016**
(at least *seven days prior* to the **March 1, 2016** Presidential Preference Primary).



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2016 Standard Mileage Rates for Business, Medical and Moving Announced

IR-2015-137, Dec.17, 2015

WASHINGTON — The Internal Revenue Service today issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54 cents per mile for business miles driven, down from 57.5 cents for 2015
- 19 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
- 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased 3.5 cents per mile and the medical, and moving expense rates decrease 4 cents per mile from the 2015 rates. The charitable rate is based on statute.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical or charitable expense are in [Rev. Proc. 2010-51](#). [Notice 2016-01](#) contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

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Page Last Reviewed or Updated: 17-Dec-2015

Commonwealth of Massachusetts

Executive Office of Public Safety / Military Division – Massachusetts National Guard

**Public Informational Meeting Notice for the Siting of
Telecommunications Infrastructure at Camp Curtis Guild**

The Commonwealth of Massachusetts, Executive Office of Public Safety / Military Division - Massachusetts National Guard, hereby gives notice that it will hold a public informational meeting on the proposed project which has been granted Final Project Approval by the Asset Management Board. The proposed project is for the Siting of Telecommunications Infrastructure at Camp Curtis Guild (CCG), located in the towns of Reading, Lynnfield, North Reading and Wakefield, Massachusetts. The property consists of approximately 700 acres of land with the buildings and improvements thereon. The estimated lease value of the under-utilized portions of the proposed Asset is between \$574,000 and \$785,000 assuming a 30 year term. An underutilized area within the CCG Site is proposed to be disposed of via a non-exclusive 30 year lease consisting of a five-year initial term and five equal extension options. The lessee(s) would procure the right(s) to construct wireless telecommunications tower or monopole on a portion of the site through a competitive process.

The public can obtain copies of the Final Project Proposal as well as our Siting Analysis Study at two locations: at the Commonwealth of Massachusetts, Massachusetts National Guard (Colonel Timothy A. Mullen, State Quartermaster) Massachusetts National Guard Joint Force Headquarters, 2 Randolph Road, Hanscom Air Force Base, MA, 01731, telephone: 339-202-3942) or at the Division of Capital Asset Management and Maintenance (Attn: Jason Hodgkins, Project Manager, DCAMM, One Ashburton Place, 14th Floor, Boston, MA 02108, telephone: 857-204-1407). Copies of the Final Project Proposal may also be obtained by submitting a written request to Jason Hodgkins at the above referenced DCAMM address.

The public informational meeting will be held on January 27, 2016 from 6:00 p.m. to 7:00 p.m. at Camp Curtis Guild, 25 Haverhill Street, Reading, MA, Massachusetts Army National Guard Field Maintenance Shop (FMS), Building L0009, First Floor Classroom (Room # 103).

Due to current security measures in place in light of recent national events, all meeting attendees will need proper identification to enter the CCG Reading Installation from the public street. It is expected that there will be a military member checking identification at the main gate to the facility. Those driving will need a valid driver's license. Passengers and pedestrians seeking access will also need proper identification (e.g., driver's license).

December 10, 2015

Jason Hodgkins

Assistant Project Manager/GIS Coordinator

Commonwealth of Massachusetts

Division of Capital Asset Management & Maintenance (DCAMM)

Office of Real Estate Management

One Ashburton Place, 14th Floor

Boston, Massachusetts 02108

**RE: Camp Curtis Guild, Telecommunications Tower Siting Analysis
Lynnfield, Reading, North Reading, and Wakefield MA
Findings Report**

Dear Mr. Hodgkins,

BSC Group, Inc. (BSC) is pleased to submit this Findings Report for the Camp Curtis Guild Telecommunications Tower Siting Analysis (Siting Analysis) in Lynnfield, Reading, North Reading, and Wakefield MA. A brief summary of our findings is included below, and supporting graphics are attached.

The first step in our Siting Analysis was to conduct a desktop review of the entire Camp Curtis Guild property. Publically available data/information reviewed includes the following:

- Massachusetts Geographic Information Systems (MassGIS)
- Available topographic and aerial mapping
- Materials provided by DCAMM
- Local wetland bylaws
- Local zoning bylaws

Potential constraints associated with the human and natural environments were evaluated and displayed (if present) on two separate maps: Natural Environmental Constraints Map and Human Environmental Constraints Map (see Figures 1 and 2 attached). The constraints reviewed during each of these mapping exercises are identified below.

- **Natural Environmental Constraints Map**
 - MassDEP Wetlands
 - USGS Hydrography, MADEP Hydrologic Connections
 - NHESP Certified and Potential Vernal Pools
 - NHESP Priority and Estimated Habitats
 - USFWS Rare and Endangered Species¹

¹ The presence of USFWS Rare and Endangered Species was evaluated using the USFWS Information Planning and Conservation planning tool (iPaC). Since the one wildlife species identified on site is mapped throughout the state, this constraint was not utilized as part of our siting/alternatives analysis.



- FEMA 100 year Flood Zones (2013)
- Public Water Supplies
- Surface Water Protection Areas
- Zone II Wellhead Protection Zones
- Interim Wellhead Protection Zones
- Surface Water Protection Zones
- Outstanding Resource Waters
- Areas of Critical Environmental Concern
- MassDEP 21E Sites
- MassDEP AUL Sites
- Wetland buffers

- **Human Environmental Constraints Map**

- Existing infrastructure (e.g. Camp Curtis National Guard Base)
- MHC's Inventory of the Historic and Archaeological Assets of the Commonwealth (MACRIS)
- Local zoning setbacks or no-build areas for Lynnfield², Reading³, and North Reading⁴
- Kinder Morgan Pipeline/Meter Station setbacks⁵
- New England Power Company Transmission line setbacks⁶
- FAA/MAC thresholds/setbacks (airports)⁷

² Lynnfield recently designated the Camp Curtis Guild property as part of the Municipal District and stipulated that land in the Municipal District be included in the Wireless Communications Overlay District (WCOD). Wireless Communications structures are permitted in the WCOD by special permit from the Zoning Board of Appeals. The setback requirements are 1,000 feet from the nearest residential structure and the height shall not exceed 120 feet. The setback to property lines shall be equal to or greater than the height of the structure.

³ The Reading Zoning Bylaw only permits wireless facilities in the S-40 residential district if it is within a state highway right-of-way (ROW). The Camp Curtis Guild property is not within a state highway ROW. Therefore, the portions of the site in Reading would not allow a wireless service facility.

⁴ North Reading allows Wireless Service facilities in all districts by special permit from the Community Planning Commission (Planning Board). Height is restricted to 10 feet above the maximum permitted height in the zoning district it is located. The maximum allowed height in the Residence A district (which encompasses the Camp Curtis Guild) is 35 feet. The bylaw references a maximum height of 130 feet, in areas established as wireless facility overlay districts, however there is no record of any such areas established by the Town. The required setback is equal to the "fall zone" or the height of the structure, or 45 feet if the maximum structure height is applied. Since DCAMM identified the need for a 100-150 foot monopole, BSC has proceeded with the assumption that a 45-foot tower would not be appropriate. Therefore, the entire Town of North Reading was identified as "constrained" for the purposes of this analysis.

⁵ Based on generic conversations with Kinder Morgan and previous project experience, no work should occur within 50 feet of the pipeline or associated facilities (meter station). Since the exact location of the pipeline is not known, the 50-foot buffer was developed based on MassGIS datalayers and aerial interpretation of the easement location. However, Kinder Morgan should be consulted before project details are finalized.

⁶ Based on conversations with New England Power Company, the "fall zone" for any tower placed near their transmission line would need to be 1.5 times the structure height. For the purposes of this analysis, we assumed the maximum height of the structure to be 150 feet. Therefore, the setback (fall zone) associated with the Transmission was assumed to be 225 feet.

⁷ Based on our desktop review, the closest airport is approximately 10 miles from the project site. Therefore, FAA/MAC thresholds/setbacks are not a concern for this analysis.



Since the ultimate goal of this analysis is to identify areas on site that are minimally constrained by either the human or natural environment, a custom datalayer was created by combining all constraints into one dataset and overlaying this information onto aerial imagery. This is referred to as the “Constrained Portions of the Project Site” on Figure 3 (attached). Based on the results of this mapping effort, two unconstrained portions of the site were identified in Lynnfield: Option A and Option B.

The next step to determine the Preferred Location for the installation of the proposed telecommunications tower was to conduct an Opportunities and Challenges (“Pros and Cons”) analysis for both Options A and B. Please refer to Table 1 for this detailed comparison.

Table 1 – Summary of Opportunities and Constraints (“Pros and Cons”) Analysis

Site	Opportunities	Challenges/Constraints
Option A	<ul style="list-style-type: none"> ▪ Existing shared access driveway from Lowell Street in Lynnfield. ▪ No major overhead or subsurface utility ROW crossings required. ▪ No adverse impact to the natural environment. <i>Note: a wetland complex is present to the east and west of the existing access driveway. If this road needs to be expanded or improved, wetlands may be impacted. See Obstacles/Constraints.</i> ▪ No adverse impact to the human environment. ▪ Permissible under local zoning 	<ul style="list-style-type: none"> ▪ At a minimum, an additional 500 linear feet of access road will need to be constructed. ▪ Improvements may be required to the existing access road. If these improvements are necessary adjacent to the wetland, a Request for Determination of Applicability or Notice of Intent will need to be filed with the Lynnfield Conservation Commission. If expansion is required within the wetland, a Notice of Intent, MassDEP Section 401 Water Quality Certification, and U.S. Army Corps of Engineers (USACE) Section 404 approval would be required. Wetland mitigation and a Wildlife Habitat Evaluation may also be necessary. ▪ A Special Permit will be required from the Zoning Board of Appeals. ▪ Structure height is limited to 120 feet. ▪ Coordination with Kinder Morgan will be required for shared use of the access driveway and any construction activities proximate to the existing meter station. ▪ Upland tree clearing will be required for access and tower installation. If a federal permit is triggered (see above – USACE), coordination with the USFWS will be necessary due to the potential presence of the Northern Long-Eared Bat in Massachusetts. ▪ Traffic management may be necessary on Lowell Street during construction.



Table 1 – Summary of Opportunities and Constraints (“Pros and Cons”) Analysis

Site	Opportunities	Challenges/Constraints
Option B	<ul style="list-style-type: none">▪ The tower can be sited to avoid adverse impacts to the natural environment. <i>Note: access is constrained (see Obstacles/Constraints).</i>▪ The tower can be sited to avoid adverse impacts to the human environment. <i>Note: access is constrained (see Obstacles/Constraints).</i>▪ Permissible under local zoning.	<ul style="list-style-type: none">▪ Existing upland access is available from the Camp Curtis National Guard Base only. For the purposes of this evaluation, it is assumed that construction and maintenance traffic in an active military base may not be permitted.▪ Although the tower can be sited to avoid adverse impacts to the human and natural environment, access may impact existing base infrastructure and electric transmission line rights-of-way. Although alternative access paths appear to be available, they will require permanent wetland crossings and coordination with National Grid/Kinder Morgan for road crossings within their respective easements. If permanent wetland crossings are required, a Notice of Intent (Lynnfield Conservation Commission), MassDEP Section 401 Water Quality Certification, and U.S. Army Corps of Engineers (USACE) Section 404 approval would be required. Wetland mitigation and a Wildlife Habitat Evaluation may also be necessary.▪ A Special Permit will be required from the Zoning Board of Appeals.▪ Structure height is limited to 120 feet.▪ Comparatively, more upland tree clearing will be required for access and tower installation. If a federal permit is triggered (see above – USACE), coordination with the USFWS will be necessary due to the potential presence of the Northern Long-Eared Bat in Massachusetts.▪ Traffic management may be required during construction (pending access point).



Results and Preferred Location

Based on the results of this analysis, Option A was identified as the Preferred Location. As shown in the summary provided in Table 1, Options A and B share some similar constraints. However, Option A was chosen as the Preferred Location due to the existing access road shown in Figure 4 (see attached). If this access road does not require improvement or expansion in wetland resource areas or buffer zones, no environmental permits are required. In addition, even if expansion (fill) is needed in wetland areas, the anticipated impacts would be less than those required to develop the new, longer access for Option B.

Furthermore, although access will be shared with Kinder Morgan, neither the road nor the proposed tower are anticipated to be located within an active natural gas pipeline or electric transmission corridor. Option B would require crossing New England Power Company's Transmission Right-of-Way and/or Kinder Morgan's Natural Gas Pipeline.

Visual Assessment

Since the installation of this telecommunications tower will require tree clearing and the installation of a 100 to 120⁸ foot monopole adjacent to residential areas, a high level visual assessment was conducted.

As part of this task, a preliminary topographic map analysis was performed over a study area of two miles from the Preferred Location. On the ground photographic analysis was then conducted over a study area of one mile, extending from the south near Juniper Road and Perkins Lane in Lynnfield, to Bachalder Road and Heritage Way in Reading.

Within the area identified as Option A, a test structure was modeled in the location where it was most likely to be visible to simulate worst case scenario. Although the proposed structure height is limited to 120 feet, a 200-foot tall tower was conservatively modeled for the visual assessment.

There are two sites where there is potential for the top of a 200-foot structure to be visible from the upper windows of adjacent residences. These views would likely be obscured and only visible during winter months when vegetation is defoliated. These locations include 22 Hickory Lane and 8 Crestwood Drive, with similar but more limited exposure at adjacent properties. However, it is important to note that a 120-foot structure would be practically invisible to adjacent residences at any time of year, even after tree clearing is performed for installation. Since there is essentially no change to demonstrate in the "before" and "after" photographs, simulations have not been included as part of this Siting Analysis.

In conclusion, the Preferred Location (Option A) is ideal for the installation of 100-130 foot telecommunications tower. Although access will need to be further evaluated and a Special Permit will be required from the Lynnfield Zoning Board of Appeals, impacts to the natural and human environments appear to be negligible.

⁸ Maximum height based on Lynnfield zoning restrictions.



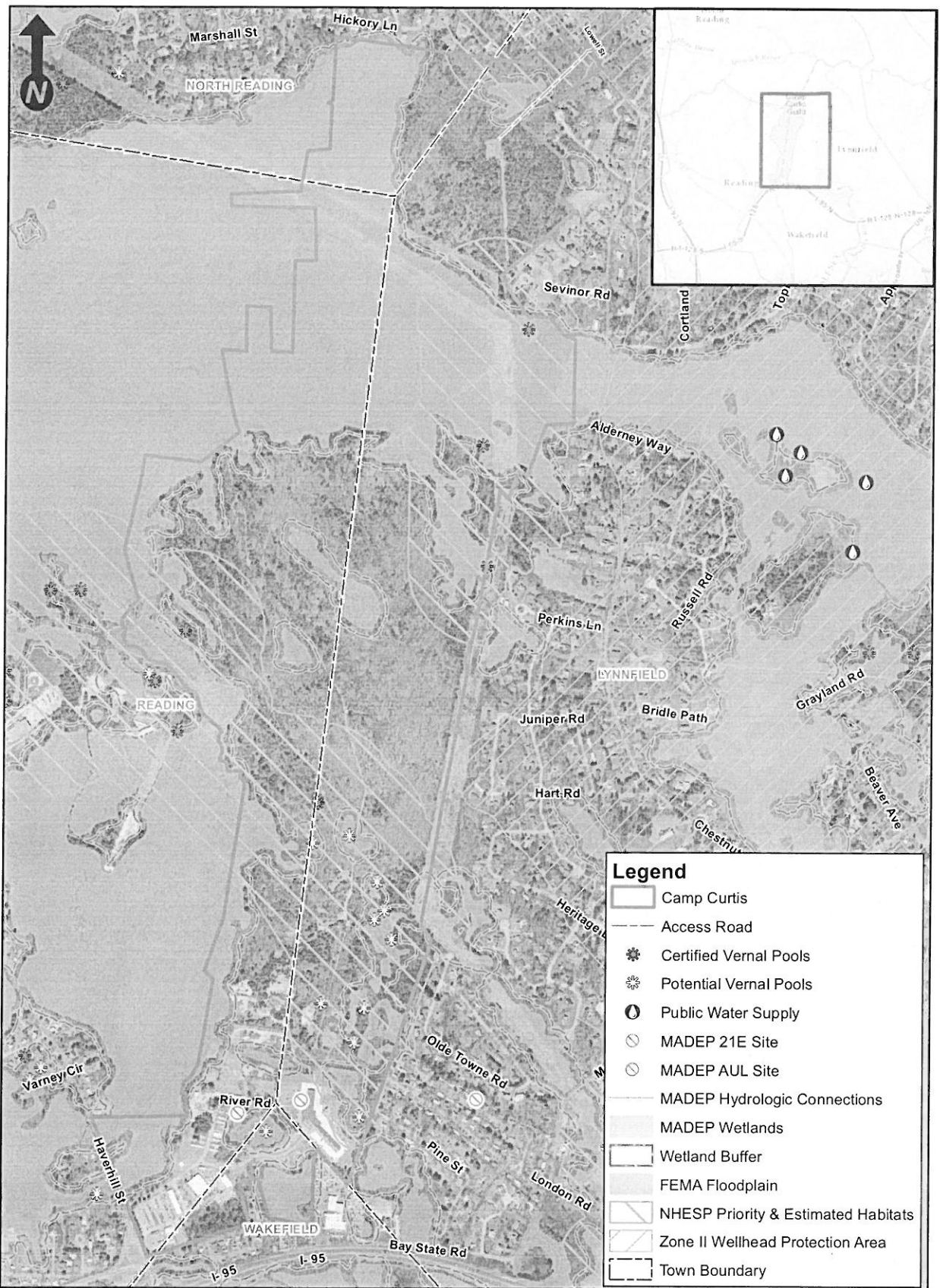
If DCAMM has any questions or would like additional details about any of the tasks performed under this Siting Analysis, please do not hesitate to contact me with any questions. BSC would also be happy to meet with you, in person or via teleconference, to review these findings.

Very truly yours,

BSC Group, Inc.

Lee Curtis
Manager of Ecological and GIS Services

Attachments
Supporting Graphics



Legend

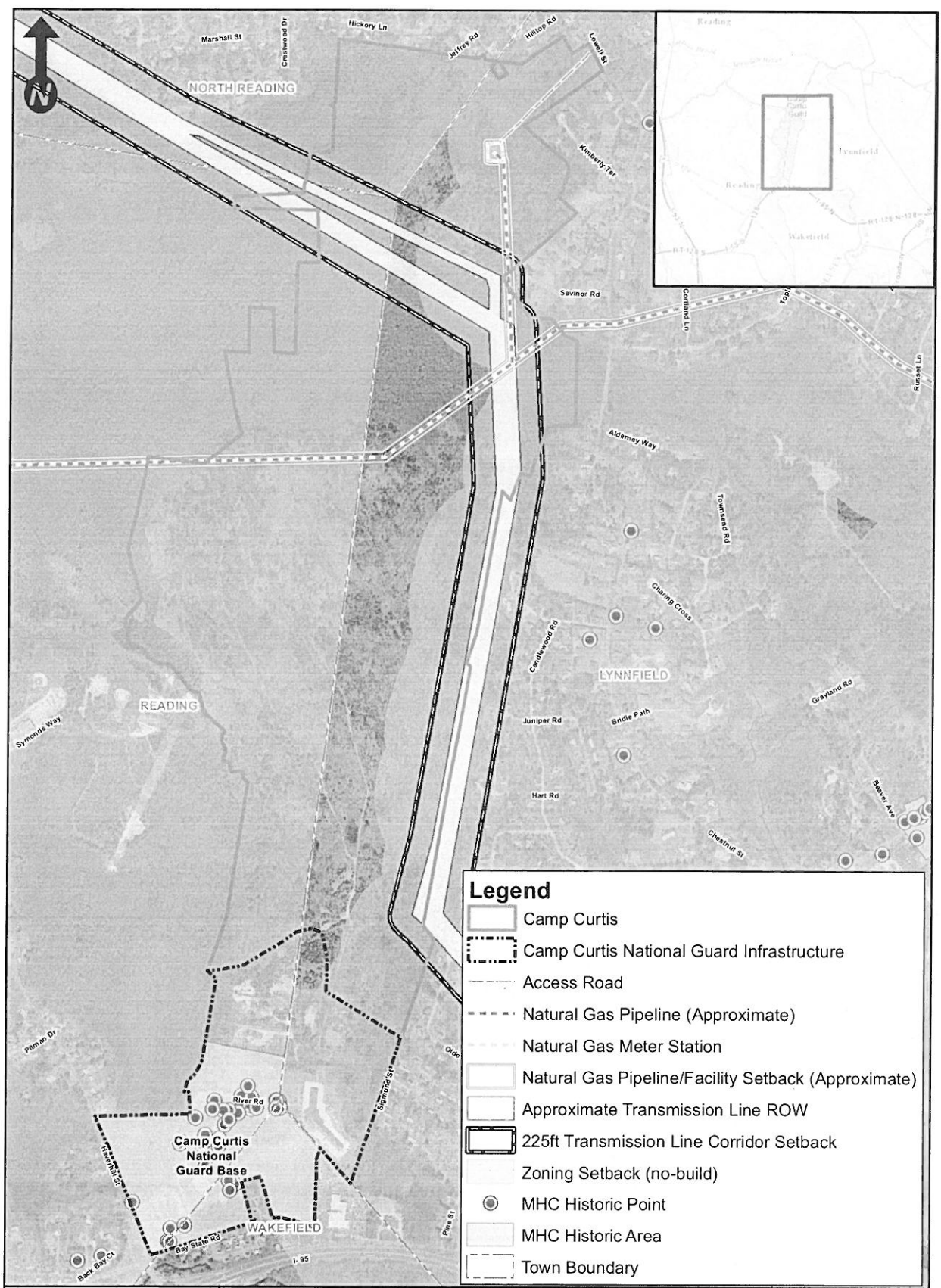
- Camp Curtis
- Access Road
- Certified Vernal Pools
- Potential Vernal Pools
- Public Water Supply
- MADEP 21E Site
- MADEP AUL Site
- MADEP Hydrologic Connections
- MADEP Wetlands
- Wetland Buffer
- FEMA Floodplain
- NHESP Priority & Estimated Habitats
- Zone II Wellhead Protection Area
- Town Boundary

Scale:
 1 inch = 1,250 feet
(page size: 11 X 17)
 0 1,250 2,500
 Feet

CAMP CURTIS GUILD
Figure 1
Natural Environmental Resources Map
 North Reading, Reading, Lynnfield & Wakefield, MA

Source:
 -MassGIS: Basemap & Environmental Data
 -Aerial & Topo Imagery: ESRI, HERE,
 DeLorme, Intermap, InCREMENT P Corp.,
 GEBCO, IGN, Kadaster NL, Ordnance
 Survey, ESRI Japan, METI, ESRI China
 (Hong Kong), swisstopo, MapmyIndia,
 OpenStreetMap contributors, & the GIS User
 Community





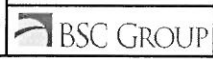
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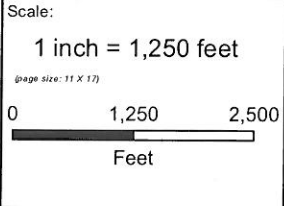
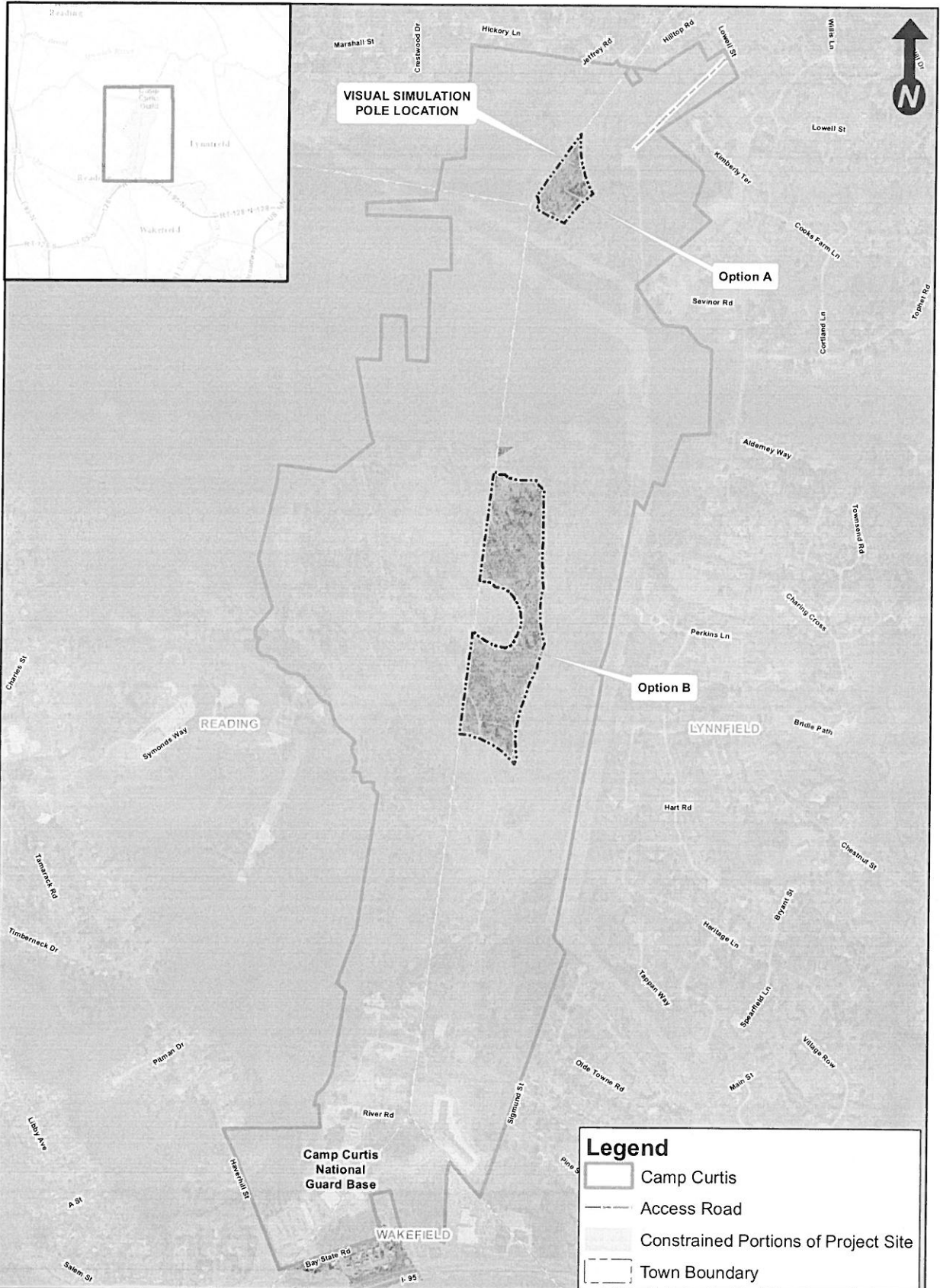
- Camp Curtis
- Camp Curtis National Guard Infrastructure
- Access Road
- Natural Gas Pipeline (Approximate)
- Natural Gas Meter Station
- Natural Gas Pipeline/Facility Setback (Approximate)
- Approximate Transmission Line ROW
- 225ft Transmission Line Corridor Setback
- Zoning Setback (no-build)
- MHC Historic Point
- MHC Historic Area
- Town Boundary

Scale:
 1 inch = 1,250 feet
 (page size: 11 X 17)
 0 1,250 2,500
 Feet

CAMP CURTIS GUILD
Figure 2
Human Environmental Resources Map
 North Reading, Reading, Lynnfield & Wakefield, MA

Source:
 -MassGIS: Basemap & Environmental Data
 -Aerial & Topo Imagery: ESRI, HERE,
 DeLorme, Intermap, increment P Corp.,
 GEBCO, IGN, Kadaster NL, Ordnance
 Survey, ESRI Japan, METI, ESRI China
 (Hong Kong), swisstopo, MapmyIndia,
 OpenStreetMap contributors, & the GIS User
 Community

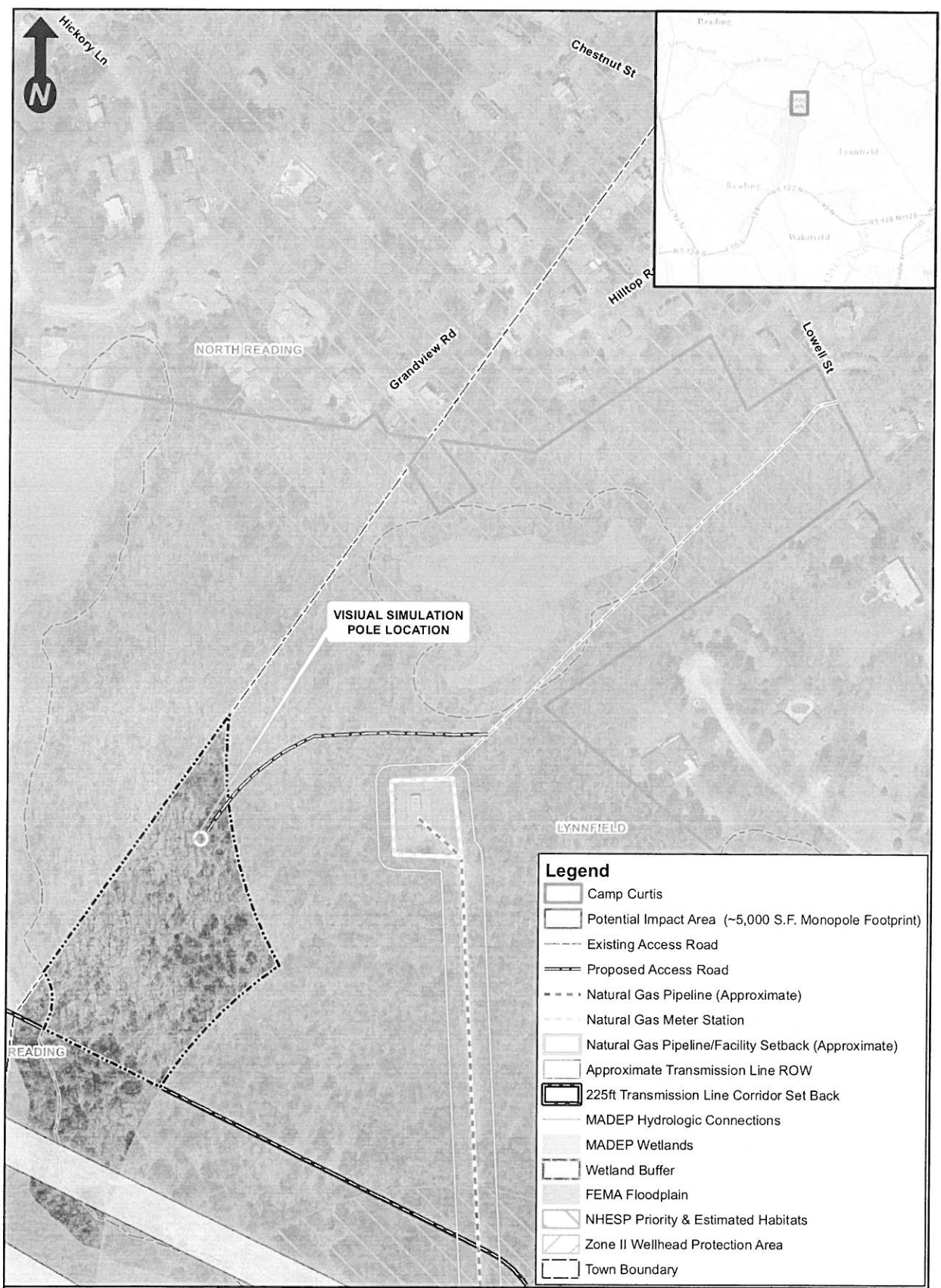




CAMP CURTIS GUILD
Figure 3
Site Constraints & Alternatives Map
 North Reading, Reading, Lynnfield & Wakefield, MA

Source:
 MassGIS: Basemap & Environmental Data
 Aerial & Topo Imagery: ESRI, HERE,
 DeLorme, Intermap, increment P Corp.,
 GEBCO, IGN, Kadaster NL, Ordnance
 Survey, ESRI Japan, METI, ESRI China
 (Hong Kong), swisstopo, Mapbox India,
 OpenStreetMap contributors, & the GIS User
 Community

BSC GROUP



Legend

- Camp Curtis
- Potential Impact Area (~5,000 S.F. Monopole Footprint)
- Existing Access Road
- Proposed Access Road
- Natural Gas Pipeline (Approximate)
- Natural Gas Meter Station
- Natural Gas Pipeline/Facility Setback (Approximate)
- Approximate Transmission Line ROW
- 225ft Transmission Line Corridor Set Back
- MADEP Hydrologic Connections
- MADEP Wetlands
- Wetland Buffer
- FEMA Floodplain
- NHESP Priority & Estimated Habitats
- Zone II Wellhead Protection Area
- Town Boundary

Scale:
 1 inch = 300 feet
(page size: 11 X 17)
 0 300 600
 Feet

CAMP CURTIS GUILD
Figure 4
Preferred Location Map
 North Reading, Reading, Lynnfield & Wakefield, MA

Source:
 -MassGIS: Basemap & Environmental Data
 -Aerial & Topo Imagery: ESRI, HERE,
 DeLorme, Intermap, increment P Corp.,
 GEBCO, IGN, Kadaster NL, Ordnance
 Survey, ESRI Japan, METI, ESRI China
 (Hong Kong), swisstopo, MapmyIndia,
 OpenStreetMap contributors, & the GIS User
 Community



FINAL PROJECT PROPOSAL
to the
ASSET MANAGEMENT BOARD

Telecommunications Leasing Project
Commonwealth of Massachusetts

Camp Curtis Guild
Located in the towns of Reading, Lynnfield, North Reading and
Wakefield, Massachusetts

September 16, 2015

Proposed by:

Military Division – Massachusetts National Guard

Major General L. Scott Rice, Adjutant General

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- I.** Site Description
- II.** Location Map and Site Plan
- III.** Letter of Agency Support
- IV.** Recommendation and Approval of the Final Project Proposal by Secretary of the Executive Office of Public Safety and Security
- V.** Recommendation and Approval of the Final Project Proposal and the Trust Fund by the Secretary of the Executive Office for Administration and Finance
- VI.** Notice of Intent
- VII.** Minutes of Public Hearing and Letter(s) of Public Comment

PROJECT SUMMARY

Proposing Agency:

Military Division – Massachusetts National Guard (MIL/MNG)

Description of Assets:

Camp Curtis Guild (CCG) is a more than 700 acre Massachusetts Army National Guard camp located in the towns of Reading, Lynnfield, North Reading and Wakefield, Massachusetts. CCG, a large site that falls across the jurisdictions of four separate municipalities, includes an extensive network of wetlands and other protected natural resource areas.

During World War I, the site was leased from the Bay State Rifle Association by the United States Navy. The area then became known as Camp Plunkett and wooden barracks and mess halls were erected on the site. After the war, the land was returned to the Association.

In 1926, and at a cost of \$64,000 dollars, the land was bought by the Commonwealth of Massachusetts. On March 1 of that year, Governor Alvin T. Fuller named the camp in honor of the former Governor Curtis Guild, Jr. “in consideration of [his] public service and intimate connection with the military forces of the state and nation.”

During the time period between 1933 and 1936, a Works Progress Administration camp was operated by the state on the site. Several wood frame buildings were also erected on the site during this time.

During World War II, the camp was operated by the First Service Command as a staging area for the Port of Boston. The camp was also utilized by the United States Coast Guard as well for training. Today, Camp Curtis Guild serves a varied fleet of military vehicles, which support National Guard operations in northeastern Massachusetts.

MIL/MNG has identified Camp Curtis Guild as an appropriate location for the installation of wireless tower(s) and equipment by the telecommunications industry. The Executive Officer of MIL/MNG has endorsed this proposal.

The address of the asset identified in this proposal is as follows:

**Camp Curtis Guild
25 Haverhill Street
Reading, MA 01867**

Description of Transaction:

MIL/MNG seeks Asset Management Board (AMB) authorization to enter into long-term, non-exclusive lease(s) for the installation of wireless tower(s) within CCG to support telecommunications uses and equipment. The potential lease areas available will be identified by the MIL/MNG and are generically referred to in this Final Project Proposal as a lease site or sites (See Attachment I.) The authorization would permit selection of telecommunications companies to lease areas at CCG for the purposes of installing wireless tower(s) or monopoles via a competitive procurement process. The areas within the site are underutilized, in that they can be used by the telecommunications industry without interfering with the current uses and operations at CCG.

The proposed lease term is 30 years, consisting of a five-year initial term and five equal extension options.

Prior to the installation of any tower(s) and equipment on the site, the successful proposer will be required to complete, at its sole expense, an engineering assessment to ensure that the proposed site area can support the proposed tower and the provider's equipment will not cause any damage to the site. If the telecommunications use interferes with any future redevelopment, disposition or change in use of the site, the telecommunications tower and equipment will have to be relocated or removed and the lessee will have the option of terminating the lease or relocating to another site on the property, the cost of which will be negotiated and covered by a rent abatement for a specified period of time.

Telecommunications equipment has become less intrusive due to improvements in design and stealth installations will be encouraged.

Sound Asset Management and Public Benefit:

In support of this transaction, MIL/MNG believes that long-term, non-exclusive lease(s) to telecommunications companies at CCG could offer the following benefits:

- Provide significant rental income to the Commonwealth to be added to the General Fund and, through the creation of an AMB Trust Fund, to finance on-going facility minor maintenance operating expenses of MIL/MNG at this site, and for costs and expenses of DCAMM, including without limitation, personnel costs, related to developing, implementing and monitoring this and other AMB telecommunications leasing projects, all as approved by the Secretary of the Executive Office for Administration and Finance.
- Enhance the provision and reliability of telecommunications services to private citizens, commercial users, public law enforcement, safety officials and military users.
- Improve the provision of emergency communications for state and local safety and military personnel.
- Maximize the use of underutilized areas on, CCG without interfering with its mission or any future sale, lease, transfer or disposition.

Feasibility and Financial Benefit:

CCG is located in suburban areas near well-traveled highways, US95, Routes 1, 128 and 129 and vendor networks, and as such should be of interest to telecommunications companies for equipment and facilities' locations. In addition, CCG contains more than 700 acres located outside of Boston, and should provide increased wireless signal coverage and reliability for the constituents of the four communities impacted. The site has the potential to realize 30 years of lease revenue for the Commonwealth and the proponent agency.

Projected annual lease rates for the site will vary depending on the number of lessees, method of installations, and market demand. The lessees will be obligated to accept the leased areas in "As-Is" condition, and the Commonwealth will have no responsibility for any costs associated with the telecommunications leases. The companies will bear all costs of permitting, installing, establishing, constructing, preparing, repairing, maintaining, and securing, as the case may be, any structures within the leased area and the telecommunications equipment on the site.

Proposed Procedures:

DCAMM, on behalf of MIL/MNG, will initiate an open and competitive process to select telecommunications lessee(s). The process will include issuing and advertising a Request for Proposals (RFP), consistent with the M.G.L. Chapter 7C, Section 36 disposition process. Lessees will be selected based on RFP criteria. A beneficial interest disclosure statement under Chapter 7C, Section 38 will be required for all lessees and any sub-lessees, if applicable.

Laws & Regulations to be Waived by the AMB:

M.G.L. Chapter 7C, Section 33
M.G.L. Chapter 7C, Section 34
M.G.L. Chapter 7C, Section 41
810 CMR 2.06(2) (c)
810 CMR 2.06(2) (f)

PROJECT DESCRIPTION

Background and Leasing

Telecommunications leasing projects were first approved by the AMB in June of 1997, when the AMB approved a DCAMM Final Project Proposal (FPP) to allow telecommunications companies to install equipment, antennae and facilities through long-term, non-exclusive leases of up to 20 years, including extension options at ten surplus state properties. Since that time DCAMM has conducted numerous telecommunication leasing procurements on behalf of the Department of Correction, the Department of Higher Education, the Department of Transportation, the Department of Public Health and the Executive Office of Health and Human Services. A summary of the currently active AMB projects and telecommunications leases by agency is as follows:

A. DHE (FORMERLY BHE) PROJECTS

On September 30, 2002, the AMB approved FPPs for telecommunications leasing projects submitted by the Board of Higher Education (BHE) now the Department of Higher Education (DHE) for 30 college sites. On February 10, 2003, the AMB approved an amendment to the BHE FPP, authorizing BHE to include the Chelsea campus of Bunker Hill Community College in the list of assets included in the FPP, bringing the total number of campuses to 31. Within the last eight years, RFPs were issued for seven sites with leases having been executed for six sites of which five are currently active and performing. They are as follows: Omnipoint Communications, Inc. (d/b/a T-Mobile)

- **Massachusetts Bay Community College, Wellesley Hills**
- **Quinsigamond Community College, Worcester**

New Cingular Wireless PCS, LLC (d/b/a AT&T)

- **Massachusetts Bay Community College, Wellesley Hills**

Sprint Spectrum, LLC (d/b/a Sprint)

- **Bunker Hill Community College, Boston (Charlestown)**

- **Massachusetts Bay Community College, Wellesley Hills**

DCAMM is currently in the process of leasing additional sites at Berkshire Community College, Bridgewater State University, Cape Cod Community College, Holyoke Community College and Worcester State University. All active procurements can be found on the DCAMM Telecommunications web page located at:

<http://www.mass.gov/anf/property-mgmt-and-construction/design-and-construction-of-public-bldgs/procurement-ops-at-dcam/telecommunications-program.html>

B. DEPARTMENT OF CORRECTION (DOC)

On October 26, 2005, the AMB voted to approve FPPs for the Department of Correction (DOC) and the Executive Office of Health and Human Services (EOHHS). RFPs on the behalf of the DOC are currently posted for the North Central Correctional Institution in Gardner; Shirley Complex in Shirley; Walpole/Norfolk Complex in Norfolk; and for the Bridgewater Complex in Bridgewater. To date, only one lease for the Shirley Complex has been executed and is currently performing.

Wireless Edge Towers, LLC

- **Shirley – Shirley Correctional Complex**

C. DEPARTMENT OF PUBLIC HEALTH (DPH)

On behalf of DPH, DCAMM has executed leases with AT&T and T-Mobile at the Massachusetts Hospital School in Canton and with AT&T and T-Mobile at the Lemuel Shattuck Hospital in Boston (Jamaica Plain). A third lease for the Shattuck site is pending with Verizon Wireless. Within the last eight years, RFPs were issued for three sites with four leases having been executed and one pending of which four are currently active and performing. They are as follows:

Omnipoint Communications, Inc. (d/b/a T-Mobile)

- **Boston (Jamaica Plain) – Lemuel Shattuck Hospital**
- **Canton – Massachusetts Hospital School**

New Cingular Wireless PCS, LLC (d/b/a AT&T)

- **Boston (Jamaica Plain) – Lemuel Shattuck Hospital**
- **Canton – Massachusetts Hospital School**

D. DOT (FORMERLY MHD) PROJECTS

On October 26, 2005 (six sites), April 10, 2006 (eight sites) and June 26, 2006 (two sites), the AMB voted to approve six FPP packages for the Massachusetts Highway Department (MHD) now the Department of Transportation (DOT) that included sixteen sites with structures/areas that were appropriate for telecommunications leases. All three were transferred to DOT's administrative control on January 31, 2014. They are as follows.

Omnipoint Communications, Inc. (d/b/a T-Mobile)

- **Chelmsford – I-495 North Bound Rest Area (2-3-08)**
- **Haverhill - at 530 Broadway / Route 97 (6-29-07)**

Green Mountain Realty Corporation

- **Milton - I-93 at Houghton's Pond Road (10-17-08)**

E. EXECUTIVE OFFICE OF HEALTH & HUMAN SERVICES (EOHHS)

On February 21, 2007, DCAMM released a RFP for telecommunications proposals at the Soldier's Home in Chelsea. DCAMM conditionally selected Bell Atlantic Mobile of Massachusetts Company, Ltd. (d/b/a Verizon Wireless). The lease is currently active and performing.

Bell Atlantic Mobile of Massachusetts Corporation, Ltd (d/b/a Verizon Wireless)

- **Chelsea Soldiers' Home – 91 Crest Avenue**

All current RFP documents are posted and available for downloading from the DCAMM Telecommunications website with all of the available solicitations having multiple closing dates. More than one vendor may be accepted at any location in accordance with the terms of the FPP. DCAMM will continue to inform agencies of vendor interest, post RFPs as requested and negotiate leases on behalf of the Commonwealth.

Description of Assets

MIL/MNG will identify specific areas within the CCG as a potential lease site(s) for telecommunications use. (Please refer to Attachment I for a description of the site and to Attachment II for a location map and site plan.) Proposers will be responsible for their own due diligence, at their own expense, to determine the suitability of the site for telecommunications equipment. The successful proposer(s) will be required to complete, at their sole expense, an engineering assessment of the tower installation as appropriate in order to ensure that the structure is able to support the new equipment proposed with no damage resulting from the installation.

CCG represents an attractive location for telecommunications companies because of its location, topography, proximity to intensely traveled highways and vendor networks. The location of the site will also allow the wireless providers or tower management companies in the area to provide service to a currently underserved suburban population.

The site will provide adequate space to accommodate the associated monopole(s) or tower(s) and any auxiliary equipment necessary for a telecommunications installation. The provider will be responsible for maintenance, repair and security of all installations on the lease site, and will be required to comply with all MIL/MNG security protocols in performing these obligations. The location and terms of access to the lease site(s) will be set forth in the lease.

Telecommunications companies will be required to comply with local zoning, permitting and all other relevant federal, state and local ordinances applicable to their installation(s) on and use of the site.

Description of Transaction

MIL/MNG seeks AMB authorization to competitively procure telecommunications companies for long-term, non-exclusive lease(s) at CCG.

Each telecommunications company has its own unique technology and specific installation requirements may vary. However, it is possible to select one or more wireless companies to

install a tower or towers and associated equipment on the site and also allow for multiple installations on the structure(s).

The secondary use of under-utilized areas of CCG for telecommunications purposes will generate funds for the Commonwealth. If authorized by the AMB, these leases will generate revenue for the General Fund as well as MIL/MNG and DCAMM. In accordance with M.G.L. Chapter 7B, Section 8 and 810 CMR 2.09, MIL/MNG proposes that the revenue generated from this project be divided among the General Fund, an individual Trust Fund created for MIL/MNG, and a DCAMM-Telecommunications Leasing AMB Trust Fund. The Trust Fund revenues will be used to finance on-going facility minor maintenance operating expenses of MIL/MNG at this site, and for costs and expenses of DCAMM, including without limitation, personnel costs, related to developing, implementing and monitoring this and other AMB telecommunications leasing projects, all as approved by the Secretary of the Executive Office for Administration and Finance as described in the Proposal.

For all leases executed at CCG, for the first year of the lease, 50% of all revenues received will be deposited in the General Fund, 25% will be deposited in the MIL/MNG Trust Fund, and 25% will be deposited in the DCAMM Trust Fund to compensate DCAMM for its assistance with the development and implementation of this project. Each year thereafter for the remainder of the lease term, 50% of annual lease revenues will be deposited in the General Fund, 40% will be deposited in the MIL/MNG Trust Fund, and 10% will be deposited in the DCAMM Trust Fund. DCAMM will be responsible for receiving and collecting lease payments from lessees and distributing the revenues among the General Fund, MIL/MNG and DCAMM Trust Funds in accordance with this structure. If the telecommunications use or equipment interferes with any current or future use, redevelopment or disposition of CCG, the lessee will have the option of terminating the lease or relocating to another site on the property if appropriate, the cost of which will be negotiated and covered by rental payment abatement for a specified period of time.

The long-term stability of telecommunications facility locations, once a network is established, is extremely important due to the disruption caused to the entire system when a particular location is discontinued. In addition, due to the expense of preparing a site for telecommunications towers and equipment, which includes costs of establishing appropriate spatial orientation to other vendors' transmission sites, lessees require long-term leases to finance and amortize their costs. For these reasons, MIL/MNG requests that the AMB grant approval to enter into leases of up to 30 years including extension options.

The twenty-year lease term currently in use at other telecommunications facilities consists of an initial ten-year term with two five-year extension options. MIL/MNG is proposing a thirty-year lease term with five years initially and five extension options of five years each. This would be more in line with wireless industry preferences given the constantly changing needs of the industry. Moreover, the option of adding ten years to the lease term would significantly increase the Commonwealth's revenue potential for the sites.

Sound Asset Management and Public Benefit

According to an article by Clayton Funk, Jason Nicolay and Ryan Carter entitled "Trends and Forecasts for the Wireless and Tower Industries" published in AGL in September 2013, the shared wireless infrastructure industry continues to be well positioned for future growth as data and mobile video use increase and continue to strain network capacity especially in populous urban areas. Projected data usage on wireless networks according to Cisco (as quoted in the AGL), is forecast to grow 66 percent between 2012 and 2017. An important component of this infrastructure expansion are towers and rooftops, on existing commercial, retail and multi-unit

properties for antenna placement in strategic locations allowing property owners, such as the Commonwealth, to financially and operationally leverage their underutilized assets.

In support of this transaction, MIL/MNG believes that certain areas at CCG can be used by telecommunications companies without interfering with the current or future use of the site. Long-term, non-exclusive lease(s) of under-utilized areas would result in the following benefits:

- Provide significant rental income to the Commonwealth to be divided between the General Fund, the MIL/MNG Trust Fund, and the DCAMM-Telecommunications Leasing AMB Trust Fund, to cover the costs and expenses, including without limitation, personnel costs, related to developing, implementing and monitoring this AMB telecommunications leasing project and to pay on-going facility minor maintenance operating expenses of MIL/MNG;
- Enhance the provision of mobile and modular telecommunications services within the Commonwealth to private citizens, commercial users, and public law enforcement, safety officials and military personnel;
- Improve the provision of emergency communications for state and local safety and military personnel; and
- Maximize the use of underutilized areas at CCG without interfering with its mission and use or any future sale, lease or disposition.

Feasibility and Financial Benefit

Market Feasibility

The 2013 AGL article, predicted that strong consumer confidence should translate into wireless subscribers continuing to demand a faster and more consistent consumer experience, motivating wireless providers to continue their process of upgrading and enhancing their networks. The shared wireless infrastructure industry continues to be well positioned for future growth as data and mobile video use increase and continue to strain network capacity especially in populous urban areas. Projected data usage on wireless networks according to Cisco, is forecast to grow 66 percent between 2012 and 2017.

Telecommunications providers will be obligated to accept the proposed lease area in “As-Is” condition, and the Commonwealth will have no responsibility for any costs associated with the telecommunications leases. All costs of utilities and of permitting, establishing, preparing, constructing, installing, repairing, maintaining, and securing any structures within the leased areas and the telecommunications equipment on the site, will be borne by the telecommunications companies.

The telecommunications companies will be required to comply with FCC and FAA regulations as applicable, and details regarding interference or RF emissions will be addressed in the leases. The companies will be required to comply with applicable local zoning and permitting requirements and procedures and to obtain and maintain all required permits for their use and operation. The Commonwealth, as lessor, will have the right to audit their operations at any time. The companies will be required to comply with all access and security procedures for the specific site as established by MIL/MNG.

Financial Benefit

Rental rates anticipated for the lease sites will vary depending on the geographic location and the market demand in the area. The appropriate method to coordinate multiple lessees on the same site will be determined during the RFP process and will primarily be decided by the amount of space available to accommodate multiple wireless providers.

The profitability of continuing to enter into lease agreements is best illustrated by the current revenue stream being generated by the many leased sites located in Boston and throughout the Commonwealth which are forecast to generate approximately \$300,000 in Fiscal Year 2016 revenue or approximately \$3 million over the life of the respective lease terms. Each lease has a ten-year term with two five-year options. With these leases as a precedent, MIL/MNG believes that long-term lease(s) of the site at CCG will continue to provide an excellent annuity to both MIL/MNG and the Commonwealth.

The twenty-year lease term currently in use at other telecommunications facilities consists of an initial ten-year term with two five-year extension options. MIL/MNG is proposing a thirty-year lease term with five years initially and five extension options of five years each. This would be more in line with wireless industry preferences given the constantly changing needs of the industry. Moreover, the option of adding ten years to the lease term would significantly increase the Commonwealth's revenue potential for the site.

In accordance with M.G.L. Chapter 7B, Section 8 and 810 CMR 2.09, MIL/MNG proposes that the revenue generated from this project be divided among the General Fund, an individual Trust Fund created for MIL/MNG, and the existing DCAMM-Telecommunications Leasing AMB Trust Fund. The MIL/MNG Trust Fund will be used to finance on-going facility minor maintenance operating expenses of MIL/MNG at this site, and the DCAMM Trust Fund will be for costs and expenses of DCAMM, including without limitation, personnel costs, related to developing, implementing and monitoring this and other AMB telecommunications leasing projects, all as approved by the Secretary of the Executive Office for Administration and Finance as described in the Proposal.

For all leases executed at CCG, for the first year of the lease, 50% of all revenues received will be deposited in the General Fund, 25% will be deposited in the MIL/MNG Trust Fund, and 25% will be deposited in the DCAMM Trust Fund to compensate DCAMM for its assistance with the development and implementation of this project. Each year thereafter for the remainder of the lease term, 50% of annual lease revenues will be deposited in the General Fund, 40% will be deposited in the MIL/MNG Trust Fund, and 10% will be deposited in the DCAMM Trust Fund. DCAMM will be responsible for receiving and collecting lease payments from lessees and distributing the revenues among the General Fund, MIL/MNG, and DCAMM in accordance with this structure.

Proposed Procedures:

DCAMM will initiate an open and competitive process to select telecommunications lessees. The process will include issuing and advertising a Request for Proposals (RFPs) for each building or one blanket RFP for all three, consistent with the M.G.L. Chapter 7C, Section 36 disposition process. Lessees will be selected based on RFP criteria. A beneficial interest disclosure statement under Chapter 7C, Section 38 will be required for all lessees and any sub-lessees, if applicable.

Laws and Regulations to be Waived by the AMB:

M.G.L. Chapter 7C, Section 33
M.G.L. Chapter 7C, Section 34
M.G.L. Chapter 7C, Section 41
810 CMR 2.06(2)(c)
810 CMR 2.06(2)(f)

Anticipated Publically Paid Capital and Operating Costs

The Commonwealth will have no responsibility for any costs associated with this Telecommunications Leasing Project, except for those related to implementation of the Project and AMB monitoring and reporting. It is anticipated that there will be no capital or operating costs incurred by the Commonwealth for this project because the telecommunications companies will bear all costs of permitting, installing, establishing, constructing, preparing, repairing, maintaining and securing the cell tower, the leased area and the telecommunications equipment on the site. Likewise, the telecommunications companies will pay for all utility costs associated with the installation.

Estimated Revenues: Sources and Applications

Revenues received will be generated by long-term leases executed as a result of this project with the potential to execute several non-exclusive leases for each site. It is estimated that initial lease rates for this location could approach \$3,000 - \$4,000 a month.

DCAMM's expenses anticipated for this project may include, but are not limited to, the following: personnel, travel, postage, advertising, and consulting. Ongoing expenses incurred in implementing and monitoring the project will initially be paid for by DCAMM, and DCAMM will be compensated from the Trust Fund revenue generated by leases associated with the project.

Private Market Potential and Participation:

The 2013 AGL article predicted that strong consumer confidence should translate into wireless subscribers continuing to demand a faster and more consistent consumer experience, motivating wireless providers to continue their process of upgrading and enhancing their networks. The shared wireless infrastructure industry continues to be well positioned for future growth as data and mobile video use increase and continue to strain network capacity especially in populous urban areas. Projected data usage on wireless networks according to Cisco, is forecast to grow 66 percent between 2012 and 2017. Therefore, this is an opportune time for the AMB's endorsement of this proposal.

DCAMM anticipates that soliciting lease proposals for up to 30-year terms, including renewal options, will result in the maximum competitive responses to the Commonwealth. Lease terms for up to 30 years will also give potential lessees the option to amortize their technical equipment cost over a longer period and will make these leasing transactions more financially attractive on a net present value basis. This can be expected to translate into more favorable lease rates for the Commonwealth. To ensure maximum revenue for the Commonwealth, the leases will also contain an annual escalator clause of 3.5% or the current Consumer Price Index (CPI) whichever is higher during the term and provisions for negotiated market rates for option terms.

Schedule for Implementation:

As soon as possible after receiving approval to proceed from the AMB, DCAMM will solicit proposals through an open and competitive process. Described more fully in Section IV, the Competitive Lease Disposition Process of this FPP, DCAMM will issue and advertise a RFP. The RFP will be advertised in the Central Register and in local newspapers as required under M.G.L. Chapter 7C, Section 36, and be available for one year from time of public release. DCAMM will evaluate complete proposals submitted in response to the RFP based on criteria stated in the RFP. DCAMM will select successful proposers and will execute leases that will contain the terms and conditions of the transaction.

Performance and Monitoring:

The successful performance of the RFP can be measured objectively by the following criteria:

- the competitive RFP will yield leases for the proposed site at appropriate rents that meet DCAMM requirements;
- the private use proposed is appropriate for the site and the installation will be subject to applicable local zoning and permitting requirements;
- the leases will enhance the telecommunications network within the Commonwealth and will maximize the utilization of the Commonwealth's real estate assets at this location;
- the leases will generate revenue for the General Fund and for the Trust Fund created in accordance with M.G.L. Chapter 7B and the AMB regulations; and
- the selected proposers will include financial information adequate to demonstrate that the financial benefit to the Commonwealth reasonably exceeds transaction costs making these leases a worthwhile financial transaction for the Commonwealth.

DCAMM will assist the AMB in monitoring the performance of the proposed transactions by reporting annually to the AMB pursuant to its regulations (810 CMR 2.08).

PUBLIC REVIEW AND COMMENT

DCAMM is committed to ensuring local support prior to proceeding with the leasing of the proposed site. As a result a Public Hearing was held at 6:30 pm on August 26, 2015 at Camp Curtis Guild, 25 Haverhill Street, Reading, MA. Minutes from the public hearing and copies of the public comment letters received, if any, from the hearing are included as Attachment VII to this FPP.

A Notice of Intent to Submit a Proposal ("Notice") with the date of the August 26, 2015 public hearing was advertised once a week for two consecutive weeks in the Daily Times Chronicle (Reading), Lynnfield Villager, North Reading Transcript and the Wakefield Daily Item on August 12, 2015 and August 19, 2015.

In accordance with the notice procedures required by the AMB regulations, the Notice was also sent by way of USPS Certified Mail to the following individuals on August 12, 2015:

- All members of the General Court representing the towns of Lynnfield, North Reading, Reading and Wakefield;
- Chairperson of the Board of Selectmen representing the towns of Lynnfield, North Reading, Reading and Wakefield;
- The Executive Director of the Metropolitan Area Planning Council; and
- All Members of the AMB (notified both electronically and via USPS certified mail on August 24, 2015).

The Notice with the date of the public hearing and invitation for public comment was published for two consecutive weeks in the Central Register on August 12, 2015 and August 19, 2015, and is included as Attachment VI to this FPP. The deadline for public comment was August 31, 2015. Notice was also provided to the Massachusetts Secretary of State and to the Executive Office of Administration and Finance.

The public hearing was conducted by Nicholas J. Tsaparlis, Real Estate Transactions Manager, DCAMM. Please refer to Attachment VII for a list of attendees as noted on the Public Hearing Sign-In Sheet.

The following public comments were received during the public hearing or the written comment period deadline:

1. Where on the base will the project site be located?
2. Wouldn't the location of the project site be defined before the approval process began?
3. Will there be excessive noise from the running of emergency generators and how long do the generators run for?
4. Does the selected proposer need special town approval to proceed?
5. Will the military use space for their own equipment on the project site?
6. Has DCAMM had communication with any telecommunications companies as of now?
7. What if any are the environmental impacts?
8. What other access roads exist besides the main entrance?
9. How much useable land within CCG have we determined is possible for the project?
10. Is the Site map red boundary line the entire CCG area?
11. Will the RFP include the camouflaging of the potential equipment?
12. Is there a need for cellular service in the prospective area?
13. Comment "Lynnfield was against a cell sites in the past, they even stopped the church cell site".

14. What locations will be selected during siting phase, when will that process occur? Will this occur before, during or after the issuance of a RFP?
15. What is the expected schedule and time line for this project?
16. Location of towers is of concern based on the proximity of residential areas and wetlands within the camp. I understood from the meeting that the eventual lessees would have to comply with local zoning, and, that the FCC has certain guidelines that everyone has to follow. There are still unknowns about potential health hazards from electromagnetic fields. Will DCAMM and MIL/MNG take into consideration that a safety zone or safe distance from residences be a priority when choosing the site?
17. How many cell towers and bases will be permitted at the site: again, this is a concern because of the unknown potential health hazards.
18. Noise levels: at the meeting, it was noted that there would be minimal noise from backup generator testing. Will testing be limited to certain hours during the day? How long will the generators run? And how many would be running at one time?
19. It was a surprise that the areas to be leased had not been identified as of the meeting date, yet, we the public were told this was our only opportunity for comment. The project summary identifies that the MIL/MNG has identified CCG as an appropriate location. Interesting that they feel it is appropriate but they don't know where.
20. It was also a surprise that there was so little advance communication - the local awareness was negligible. Communication was made in a subscription only newspaper during peak summer vacation season. I felt fortunate that I checked my mail and read the newspaper the day before the meeting.
21. The border of CCG along the Lynnfield boundary is heavily populated by residential areas. It appears that the Wakefield end of CCG is heavily utilized by current camp uses. Will this be taken into consideration when choosing the site?
22. How tall would the towers / monopoles be? I hope that camouflage in a natural way will be a requirement in the RFP.

DCAMM has considered the above comments and/or recommendations generated as a result of the August 26th public hearing and public comment period and offers the following response:

1. DCAMM understands the community concerns relative to the exact location of the site(s) and will recommend to the AMB that a second public hearing be held prior to the issuance of a RFP in order to inform all interested parties of the location(s) selected. If the AMB approves the Final Project Proposal, DCAMM will meet with the MIL/MNG to evaluate possible site(s) that have little or no impact on the MIL/MNG mission and have safe vehicular access as well as access to both electricity and natural gas utilities.
2. Any proposal accepted in response to an eventual request for proposals (RFP) issued by DCAMM on behalf of the MIL/MNG would need to comply with all applicable Federal State and Local ordinances including zoning. DCAMM's main concern is for any eventual installation to have little or no impact on the CCG's military mission. As previously stated, If AMB approval is received, DCAMM will meet with the MIL/MNG to eliminate those areas that are sensitive to the military's mission, the environment or infringe on existing municipal zoning requirements.

3. The emergency generators only cycle on for brief “test” periods during the day, typically only a couple minutes.
4. As previously stated, the selected proposer must comply with all Federal, State and Local ordinances.
5. A provision of the Lease mandates that the selected Lessee make both space available and provide up to a \$5,000 credit to the MIL/MNG for the installation of equipment related to the military’s mission.
6. DCAMM has had inquiries from various telecommunications providers over the years relative to locating equipment at CCG. No specifics were ever discussed.
7. The selected Lessee will be responsible for complying with all Federal, State or Local ordinances including those related to environmental impact.
8. There is a secondary access from the gate located at the northern end of the base.
9. This has yet to be determined.
10. Yes.
11. Yes.
12. DCAMM is not aware of gaps in coverage in the four communities comprising CCG, but the inquiries received over the past years from wireless providers would seem to indicate that this is the case.
13. Again, the issuance of the proper permits for the construction of a monopole(s) or cell tower(s) is within the domain of the municipality in which the proposed site(s) is located. Securing said permits is the responsibility of the Lessee(s).
14. As previously stated, If AMB approval is received, DCAMM will meet with the MIL/MNG to eliminate those areas that are sensitive to the military’s mission, the environment or infringe on existing municipal zoning requirements prior to the issuance of a RFP. Some or all of the remaining area of CCG may be designated as appropriate sites. Again, DCAMM will recommend to the AMB that a second public hearing be held to inform interested parties of the location(s) selected.
15. If AMB approval is received, DCAMM will endeavor to release a RFP sometime during the spring of 2016.
16. DCAMM is unaware of any health studies that have conclusively tied electromagnetic fields to potential health hazards. That being said, if there is an opportunity to site a telecommunications tower or monopole further away from a residential neighborhood than prescribed by the applicable municipal zoning ordinance, DCAMM and the MIL/MNG would certainly encourage the lessee(s) to do so.
17. The number of potential sites is unknown at this time. Assuming AMB Final Project approval, DCAMM and the MIL/MNG will meet to eliminate those areas that are sensitive to the military’s mission, the environment or infringe on existing municipal zoning requirements. We will then determine the most “advantageous” site(s), primarily taking into account vehicular access and utilities availability. Lastly, the number of sites eventually leased is determined by industry

demand for additional telecommunications capacity in the subject area. That demand will not be known until responses to an eventual RFP are received.

18. An emergency generator only cycles on for a brief “test” period during the day, typically only a couple minutes. DCAMM and the MIL/MNG cannot speak to the number of generators to be installed until after responses to an eventual RFP are received or the time of day in which “testing” will take place.
19. The CCG site is unique given its military mission and size. Historically, DCAMM has allowed wireless providers or tower management companies to propose a potential site in their response to a request for proposals. The proposed site is then evaluated with the client agency for appropriateness. Even though a specific site location(s) have yet to be determined, the site is in fact appropriate given industry demand and the non-tax based revenue generation possibilities inherent in the leasing of the vast underutilized space within CCG.
20. DCAMM on behalf of the MIL/MNG complied with all public notice and hearing procedures as required by the AMB statute and regulations.
21. Yes.
22. Typically towers and monopoles are between 120’ and 150’ feet tall. Specific technical information concerning the construction of an eventual site(s) would be included in the lessee’s response to an RFP.

COMPETITIVE LEASE DISPOSITION PROCEDURES

DCAMM seeks AMB authorization to lease areas within CCG for the construction of monopoles and/or telecommunications towers through the issuance of non-exclusive leases to competitively selected companies in the telecommunications industry for terms of up to 30 years including extension options. Lessees will be selected through a competitive RFP process. DCAMM will administer the lease disposition process as described below. The RFP will solicit proposals beneficial to the Commonwealth and appropriate to the buildings.

Competitive Selection Process

Upon AMB approval of this Final Project Proposal, DCAMM will undertake the following process to select lessees for the sites:

1. Prepare RFP: DCAMM will prepare and issue one or more RFPs as appropriate to lease underutilized areas that have been identified in conjunction with the MIL/MNG. The RFP will contain site specifications, locations, and general terms of the proposed transaction, an outline of submission requirements and a description of the selection process and criteria. The RFP will specify the date, time, and place for submission of proposals.
2. Advertise RFP: The RFP will be advertised in accordance with Chapter 7C, Section 36 in applicable publications as determined by DCAMM.
3. Receive, Evaluate, Select Proposals: Proposals will be submitted to DCAMM by a certain date and time, and at a specific location, all as specified in the RFP. Proposals will be evaluated on criteria specified in the RFP. DCAMM’s Commissioner, upon the recommendation of a designated selection committee, will select the successful proposers.

4. Documentation: DCAMM will prepare the necessary legal documents for the lease transactions.
5. Execute leases: Depending on the number of companies selected and the structure of the transaction, one or more leases may be executed.

LAWS AND REGULATIONS TO BE WAIVED

DCAMM requests that the AMB waive the following laws and regulations for this proposed transaction:

Laws:

M.G.L. Chapter 7C, Section 33 – Section establishes process for the disposition of surplus state property. Section does not directly apply to the proposed transaction because the proposed site is not “surplus” property; however, it should be waived to make clear that state and local polling is not required for this transaction.

M.G.L. Chapter 7C, Section 34 – Section establishes process for the disposition of surplus state property when legislative authorization exists. Section similarly does not directly apply, but should be waived to make clear that AMB approval is in lieu of express legislative authorization for the proposed project.

M.G.L. Chapter 7C, Section 41 – Section prohibits private use of public land without legislative authorization. AMB approval is requested in lieu of legislative approval.

Regulations:

810 CMR 2.06(2)(c) – The first sentence of this section requires the Commissioner of to certify receipt of an inventory of the agency’s assets and that such inventory is accurate and correct. Such inventory is not applicable to this telecommunications project because the potential lease areas are relatively small, underutilized areas on existing buildings which will continue their current use and operation. The second sentence of Section 2(c) requires the Commissioner to also certify that the project does not conflict with the current and foreseeable needs of any agency of the Commonwealth. Since this transaction does not require state polling, the requirement in this second sentence should be waived to make clear that the Commissioner’s certification is not required.

810 CMR 2.06 (2)(f) – Section requires a traditional real estate appraisal, which in this case, will not adequately determine the value of the lease sites for the proposed specialized telecommunications use. An assessment of lease value is included in this Final Project Proposal.

TRUST FUND BENEFICIARIES

In accordance with M.G.L. Chapter 7B, Section 8 and 810 CMR 2.09, the Secretary of the Executive Office for Administration and Finance will need to approve the creation of a Trust Fund on behalf of the MIL/MNG. All expenditures from the Trust Fund shall require the prior written authorization of the Secretary of the Executive Office for Administration and Finance. The source of this trust money will be up to 40% of the revenues generated from the long-term leases to telecommunications companies

DCAMM proposes that the revenue generated from this project in year one of the lease be split with 50% being deposited into the General Fund, 25% being deposited into the MIL/MNG Trust Fund, and 25% being deposited into the DCAMM Trust Fund. In all subsequent years, 50% will revert to the General Fund, 40% to the MIL/MNG and 10% to DCAMM. The Trust Fund revenue is proposed to finance on-going facility minor maintenance operating expenses of MIL/MNG at this site, and for costs and expenses of DCAMM, including without limitation, personnel costs, related to developing, implementing and monitoring this and other AMB telecommunications leasing projects, all as approved by the Secretary of the Executive Office for Administration and Finance as described in the Proposal.

In accordance with 810 CMR 2.06(2)(k)(4), the beneficiary of the AMB Trust Fund is the MIL/MNG.

AGENCY'S PLAN TO PROVIDE ONGOING INFORMATION

Implementation

DCAMM has designated Real Estate Transactions Manager Nicholas Tsaparis as the agency official charged with oversight of this DCAMM Telecommunications Leasing Project.

- At a minimum, DCAMM will provide AMB members with an annual report containing the following information:
- updated project reviews of progress to date;
- explanations on any deviations from the project plan and actual performance;
- identification of any required modification to the project plan and justifications for why such change was necessary;
- identification of selected proposers and status of leases executed and in negotiation; and
- identification of the value and terms of leases executed.

The Real Estate Transactions Manager will also be responsible for satisfying any requests for information emanating from the AMB. DCAMM will be responsible for notifying the AMB in a timely manner should any change occur in the designation of the person responsible for project implementation. DCAMM will appoint a committee of representatives from their finance, facilities, and legal departments. The Real Estate Transactions Manager will coordinate any site visits that may be required.

DCAMM Project Management will collaborate with DCAMM Legal Counsel to prepare RFPs, negotiate leases with potential telecommunications companies and comply with public notice requirements. In addition, DCAMM has assembled a management team to coordinate with and assist in implementing and monitoring the project. DCAMM Project Management will develop and monitor the advertising and marketing strategy for the project which may include advertising the potential leases on the DCAMM web site. DCAMM Project Management will coordinate with DCAMM Finance for collection of lease payments and assist in complying with AMB annual reporting requirements.

PERSONNEL AND PROPOSAL PREPARATION

The agency proponent of the project is DCAMM. The competitive process of selecting lease proposals for telecommunications facilities and equipment will be conducted by DCAMM. DCAMM will administer the competitive disposition process to implement the project and will be responsible for monitoring of and reporting on the project. The following staff will be involved in the project:

Office of Real Estate Management

Nicholas J. Tsaparlis, Real Estate Transactions Manager/Telecommunications Program Manager

Mr. Tsaparlis has 27 years of experience in public sector policy making, program creation, planning and administration spanning the construction, energy and real estate sectors. He is the manager directly responsible for the administration of the Wireless Telecommunications Leasing Program operated by DCAMM. Mr. Tsaparlis list of real estate accomplishment include; the planned \$250-million dollar development project at Jackson Square, the sale of the former Boston Municipal Incinerator site to the Greater Boston Food Bank, as well as the recently concluded sale of the former Walter E. Fernald Redevelopment Center to the City of Waltham.

Warren A. Madden, Project Manager

Mr. Madden has 29 years of experience in public sector policy making, program creation, planning and project management in the legislative, tax administration, construction, and real estate sectors. He is a project manager directly responsible for assisting with the administration of the Wireless Telecommunications Leasing Program operated by DCAMM. Mr. Madden's list of real estate accomplishment include; the completed Jackson Commons project that is part of the \$250-million dollar development project at Jackson Square and the successful administration of the Commonwealth's Real Estate Auction Program, which has generated approximately \$44 million in proceeds to the Commonwealth from 2003 to the present.

Jason Hodgkins, Assistant Project Manager/GIS Specialist

Mr. Hodgkins has over 10 years with the Commonwealth of Massachusetts (DCAMM). He is currently an assistant project manager within the Office of Real Estate Management with a focus on Wireless Telecommunications while also providing Geographic Information System (GIS) services agency wide. Prior to working at DCAMM, Mr. Hodgkins was employed by Gunther Engineering, a land surveying and engineering firm located in South Boston.

General Counsel's Office

Nancy Loeb, Deputy General Counsel

Ms. Loeb is an attorney with over thirty years of experience in real estate law. She handles all AMB projects and is involved in real estate acquisition and disposition transactions for DCAMM. Prior to joining DCAMM, she was a real estate associate with the law firm of Parker, Coulter, Daley and White. Prior to that, she was a land use planner for the Town of Brookline.

Steven Zeller, Esq., Deputy General Counsel

Mr. Zeller has worked in public and private practice for over 25 years focusing on real estate, contracts and public procurement issues. His clients have included the Economic Development and Industrial

Corporation of Boston, the Boston Local Development Corporation, the Massachusetts Bay Transportation Authority and, currently, the DCAMM. Mr. Zeller is working on the team for the Anaerobic Digestion Facility project in Shirley, MA currently under consideration by the AMB.

Outside consultants may be called on as necessary to assist in implementing this Project.

Proposal Preparation

No private individual or entity was involved in the preparation of the Project Proposal.

ATTACHMENT I: SITE DESCRIPTION

Camp Curtis Guild
25 Haverhill Street
Reading, MA 01867

Proposed Installation:

Appropriate telecommunications equipment may be installed on the site shown on the plan attached as Attachment II.

Site Description:

CCG is a more than 700 acre Massachusetts Army National Guard camp located in the towns of Reading, Lynnfield, North Reading and Wakefield, Massachusetts. It is named after former Massachusetts Governor Curtis Guild Jr.

CCG serves a varied fleet of MIL/MNG military vehicles, which support National Guard operations in northeastern Massachusetts. CCG is a large site that falls across the jurisdictions of four separate towns and includes an extensive network of wetlands and other protected natural resource areas.

MIL/MNG has identified CCG as an appropriate location for the installation of wireless tower(s) and equipment by the telecommunications industry. Specific areas within CCG for potential lease will be approved by MIL/MNG prior to issuance of an RFP.

Utilities:

The providers will be responsible for all utility installations either by separate line or separate meter and for continued operation and maintenance of all utilities. Electric power connectivity is available at the base of the buildings and or structures if available.

Access and Security:

Any selected lessee(s) will be required to comply with all access and security provisions established by MIL/MNG.

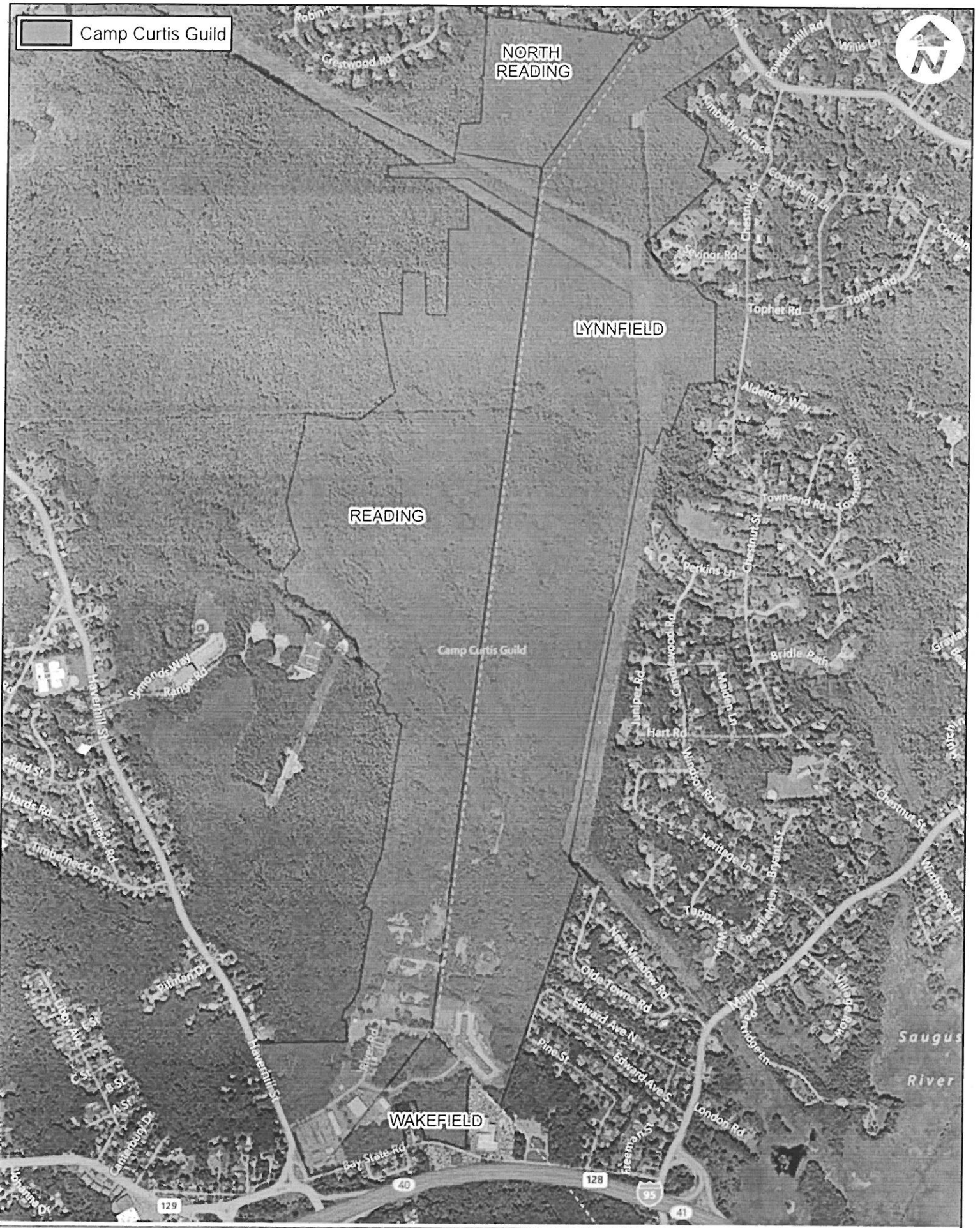
ATTACHMENT II: LOCATION MAP and SITE PLAN

LOCATION MAP:

LOCUS

TOWNS OF LYNNFIELD, NORTH READING, READING & WAKEFIELD:
Four (4) parcels of land totaling 700 +/- acres located at 25 Haverhill Street, Reading.

Camp Curtis Guild



NORTH
READING

LYNNFIELD

READING

Camp Curtis Guild

WAKEFIELD

Saugus
River

ATTACHMENT III: LETTER OF AGENCY SUPPORT



The Commonwealth of Massachusetts
Executive Office of Public Safety & Security
Military Division

2 Randolph Road
Hanscom AFB, Massachusetts 01731-3001
Tel: (339) 202-3900
www.mass.gov/guard

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Daniel Bennett
Secretary of Public Safety & Security

Major General L. Scott Rice
The Adjutant General

June 25, 2015

Asset Management Board
c/o Carol W. Gladstone, Commissioner
Division of Capital Asset Management and Maintenance
One Ashburton Place, 15th Floor
Boston, MA 02108

RE: Massachusetts Army National Guard - Preliminary Project Proposal for
Telecommunications Leasing Project – Camp Curtis Guild located in Lynnfield,
Wakefield, N. Reading and Reading, MA

Dear Board Members:

The Massachusetts National Guard seeks the Asset Management Board's (AMB) authorization to enter into long term leases with telecommunications providers for the provision of facilities and equipment at the location specified within this Preliminary Project Proposal (PPP).

Prior to submitting this proposal to the AMB, all relevant internal and external market data has been reviewed by the Division of Capital Asset Management and Maintenance (DCAMM) which concluded that, if properly marketed through an open and competitive process, this site will generate a significant revenue stream for both the Massachusetts National Guard and the Commonwealth of Massachusetts. This market analysis was based on a review of national rental averages as well as comparable performing and/or negotiated leases administered by DCAMM that are generating average annual rental payments between \$24,000 and \$60,000.

It is my hope that the AMB will act favorably on our PPP and allow DCAMM to continue to expand telecommunications revenue generation through the long-term lease of a portion of this under-utilized site.

Thank you in advance for your consideration of this proposal. My point of contact for any questions you may have concerning this proposal is Colonel Timothy A. Mullen, State Quartermaster, Military Division, Massachusetts National Guard. Colonel Mullen may be reached at the address above or at (339)-202-3942 and timothy.a.mullen@state.ma.us.

Sincerely,

L. Scott Rice
Major General, MA NG
The Adjutant General

**ATTACHMENT IV: RECOMMENDATION AND APPROVAL OF THE
FINAL PROJECT PROPOSAL BY SECRETARY OF THE EXECUTIVE
OFFICE OF PUBLIC SAFETY AND SECURITY**



The Commonwealth of Massachusetts
Executive Office of Public Safety and
Security

One Ashburton Place, Room 2133
Boston, Massachusetts 02108

Tel: (617) 727-7775

TTY Tel: (617) 727-6618

Fax: (617) 727-4764

www.mass.gov/eops

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

DANIEL BENNETT
Secretary

August 31, 2015

Asset Management Board
C/o Carol W. Gladstone, Chair
Division of Capital Asset Management and Maintenance
One Ashburton Place, 15th Floor
Boston, Massachusetts 02108

Dear Board Members:

I am writing to request that the Asset Management Board (AMB) approve a Telecommunications Leasing Project for the Military Division/Massachusetts National Guard property located at Camp Curtis Guild in Reading, Lynnfield, North Reading and Wakefield as articulated in the Final Project Proposal (FPP) dated September 16, 2015, which is to be submitted by the Division of Capital Asset Management and Maintenance (DCAMM) on the agency's behalf. I have reviewed the FPP and believe it to be in the best interest of the agency and the Commonwealth.

Also, please be advised that the FPP requests that a Trust Fund be established on behalf of the Military Division/Massachusetts National Guard for the receipt of the lease revenue accruing to the agency as a result of the revenue sharing formula articulated in the FPP.

- 1) This Trust Fund will be used to finance on-going facility minor maintenance operating expenses of the Military Division/Massachusetts National Guard.
- 2) All expenditures from such Trust Fund shall require the specific, prior written authorization of the Executive Office of Public Safety and Security and the Secretary of Administration and Finance.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads "Daniel Bennett".

Daniel Bennett, Secretary
Executive Office of Public Safety and Security

V. RECOMMENDATION AND APPROVAL OF THE FINAL PROJECT
PROPOSAL AND THE TRUST FUND BY THE SECRETARY OF
THE EXECUTIVE OFFICE FOR ADMINISTRATION AND
FINANCE

VI. NOTICE OF INTENT

Commonwealth of Massachusetts
Executive Office of Public Safety/Military Division

Notice of Intent to Submit Final Project Proposal to the Asset Management Board and Public Hearing for the Siting of Telecommunications Infrastructure at Camp Curtis Guild

The Commonwealth of Massachusetts, Executive Office of Public Safety/Military Division, hereby gives notice under 810 CMR 2.05 that it intends to submit a Final Project Proposal to the Asset Management Board and that it will hold a public hearing on the proposed project which has been granted Preliminary Project Approval by the Board. The proposed project is for the Siting of Telecommunications Infrastructure at Camp Curtis Guild (CCG), located at 25 Haverhill Street in the town of Reading. The property consists of approximately 700 acres of land with the buildings and improvements thereon. The estimated lease value of the under-utilized portions of the proposed Asset is between \$574,000 and \$785,000 assuming a 30 year term. Underutilized areas within the CCG Site are proposed to be disposed of via a non-exclusive 30 year lease consisting of a five-year initial term and five equal extension options. The lessee(s) would procure the right(s) to construct wireless telecommunications towers or monopoles on a portion(s) of the site through a competitive process.

The public can obtain copies of the draft Final Project Proposal at two locations: at the Commonwealth of Massachusetts Military Division (Colonel Timothy A. Mullen, State Quartermaster) Massachusetts National Guard Joint Force Headquarters, 2 Randolph Road, Hanscom Air Force Base, MA, 01731, telephone: 339-202-3942) or at the Division of Capital Asset Management and Maintenance (Attn: Jason Hodgkins, Project Manager, DCAMM, One Ashburton Place, 14th Floor, Boston, MA 02108, telephone: 857-204-1407). Copies of the draft Final Project Proposal may also be obtained by submitting a written request to Jason Hodgkins at the above referenced DCAMM address.

The public hearing will be held on August 26, 2015 from 6:30 p.m. to 7:30 p.m. at Camp Curtis Guild, 25 Haverhill Street, Reading, MA, Massachusetts Army National Guard Field Maintenance Shop (FMS), Building L0009, First Floor Classroom (Room # 103). The public is invited to comment on the proposed project at the public hearing. All comments must be received in writing to the Division of Capital Asset Management and Maintenance, attn.: Jason Hodgkins, One Ashburton Place, Boston, MA, 02108 or via e-mail to jason.hodgkins@state.ma.us by August 26, 2015.

Due to current security measures in place in light of recent national events, all meeting attendees will need proper identification to enter the CCG Reading Installation from the public street. It is expected that there will be a military member checking identification at the main gate to the facility. Those driving will need a valid driver's license. Passengers and pedestrians seeking access will also need proper identification (e.g., driver's license).

VII. MINUTES of PUBLIC HEARING and LETTER(S) OF PUBLIC COMMENT



The Commonwealth of Massachusetts
Executive Office for Administration and Finance
Division of Capital Asset Management and Maintenance
One Ashburton Place

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

Boston, Massachusetts 02108

Tel: (617) 727-4050

Fax: (617) 727-5363

KRISTEN LEPORE
SECRETARY
ADMINISTRATION & FINANCE

CAROL W. GLADSTONE
COMMISSIONER

**PUBLIC HEARING MINUTES RELATIVE TO DCAMM'S INTENTION TO SUBMIT A
 FINAL PROJECT PROPOSAL TO THE ASSET MANAGEMENT BOARD
 ON BEHALF OF THE MILITARY DIVISION/MASSACHUSETTS NATIONAL GUARD**

CAMP CURTIS GUILD, 25 HAVERHILL STREET, READING, MA

AUGUST 26, 2015

The following public comments were received during the PUBLIC HEARING held on August 26, 2015 at Camp Curtis Guild, Massachusetts Army National Guard Field Maintenance Shop (FMS), building 10009, first floor classroom (Room # 103), 25 Haverhill Street, Reading, MA, concerning the submission of a Final Project Proposal (FPP) to the Asset Management Board (AMB) for the proposed installation of telecommunications facilities and/or equipment at Camp Curtis Guild in Lynnfield, North Reading, Reading and Wakefield, MA. The public hearing was conducted by Nicholas Tsaparlis, Real Estate Transactions Manager and Jason Hodgkins, Assistant Project Manager representing the Division of Capital Asset Management and Maintenance (DCAMM). Nine people were in attendance as listed on the attached sign-in sheet.

1. The public hearing commenced at 6:30 P.M.
2. Mr. Tsaparlis read aloud the attached Notice of Intent for the FPP as required.
3. Mr. Tsaparlis gave an introduction of the proposed telecommunications project as well as the history and procedures of the AMB.
4. Attendees were then asked to offer questions and comments. Please refer to the Public Review and Comment section of the FPP for an itemized listing of said questions and the DCAMM MIL/MNG response.
5. The public hearing concluded when the public had no further questions or comments.
6. Mr. Tsaparlis indicated to all that the deadline for written comments to the FPP was August 31st, 2015.
7. The hearing was concluded at 7:30 P.M.

Nickolas Tsaparlis
Real Estate Transactions Manager
Office of Real Estate Management

Date 8-1-15
 Attachments: Notice of Intent
 Sign-in Sheet

Commonwealth of Massachusetts
Executive Office of Public Safety/Military Division

Notice of Intent to Submit Final Project Proposal to the Asset Management Board and Public Hearing for the Siting of Telecommunications Infrastructure at Camp Curtis Guild

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The public can obtain copies of the draft Final Project Proposal at two locations: at the Commonwealth of Massachusetts Military Division (Colonel Timothy A. Mullen, State Quartermaster) Massachusetts National Guard Joint Force Headquarters, 2 Randolph Road, Hanscom Air Force Base, MA, 01731, telephone: 339-202-3942) or at the Division of Capital Asset Management and Maintenance (Attn: Jason Hodgkins, Project Manager, DCAMM, One Ashburton Place, 14th Floor, Boston, MA 02108, telephone: 857-204-1407). Copies of the draft Final Project Proposal may also be obtained by submitting a written request to Jason Hodgkins at the above referenced DCAMM address.

The public hearing will be held on August 26, 2015 from 6:30 p.m. to 7:30 p.m. at Camp Curtis Guild, 25 Haverhill Street, Reading, MA, Massachusetts Army National Guard Field Maintenance Shop (FMS), Building L0009, First Floor Classroom (Room # 103). The public is invited to comment on the proposed project at the public hearing. All comments must be received in writing to the Division of Capital Asset Management and Maintenance, attn.: Jason Hodgkins, One Ashburton Place, Boston, MA, 02108 or via e-mail to jason.hodgkins@state.ma.us by August 26, 2015.

Due to current security measures in place in light of recent national events, all meeting attendees will need proper identification to enter the CCG Reading Installation from the public street. It is expected that there will be a military member checking identification at the main gate to the facility. Those driving will need a valid driver's license. Passengers and pedestrians seeking access will also need proper identification (e.g., driver's license).



The Commonwealth of Massachusetts
 Executive Office for Administration and Finance
 Division of Capital Asset Management and Maintenance
 One Ashburton Place

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

Boston, Massachusetts 02108

Tel: (617) 727-5050

Fax: (617) 727-5363

KRISTEN LEPORE
SECRETARY
ADMINISTRATION & FINANCE

CAROL W. GLADSTONE
COMMISSIONER

COMMONWEALTH OF MASSACHUSETTS
 DIVISION OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE
 NOTICE OF PUBLIC HEARING
 TOWN OF READING

SITING OF TELECOMMUNICATIONS INFRASTRUCTURE
 AT CAMP CURTIS GUILD
 25 HAVERHILL STREET, READING, MA
SIGN IN SHEET

PUBLIC HEARING HELD ON WEDNESDAY, AUGUST 26, 2015 AT 6:30PM
 CAMP CURTIS GUILD, MASSACHUSETTS ARMY NATIONAL GUARD FIELD
 MAINTENANCE SHOP (FMS), BUILDING L0009, FIRST FLOOR CLASSROOM
 (ROOM # 103)
 25 HAVERHILL STREET, READING, MA

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE/EMAIL</u>
1. Michael Sarrigan	Town Hall N. Reading	978-357-5226
2. Tom Terranova	Town of Lynnfield, Selectm	tomtsselectm@gmail.com
3. Susan Mattia	25 Pine St Lynnfield	smattia19@gmail.com
4. Jim Reck	3 Lady, Supper Ln N. Reading	781-389-6909
5. Stephen Smith	25 Haverhill St Reading	stephen.f.smith@mail.com
6. Bill Jacques	25 Haverhill St Reading	william.h.jacques.nfy@mail.com
7. Keith Jorisoll	2 Randolph Rd, Manscon	KEITH.J.DIRISOLL@MAIL.COM
8. Tim Mullen	2 Randolph Rd Hanson	339202354@mail.com
9. Josephine Markey	22 Pine St. Lynnfield	jmarkey@verizon.net
10.		

From: [Phil Crawford](#)
To: [Hodgkins, Jason \(DCP\)](#)
Subject: Re: Camp Curtis Guild - Cell Tower
Date: Thursday, August 27, 2015 3:57:46 PM
Attachments: [image001.png](#)

ThankYou!

On Thu, Aug 27, 2015 at 3:37 PM, Hodgkins, Jason (DCP)
<jhodgkins@massmail.state.ma.us> wrote:

Hi Phil,

We have not yet begun the process of identifying any locations. Our first order of business is to receive AMB approval. If received, we will then work with the Military to locate areas that are good potential site(s). That process will obviously exclude much of the property within CCG. After that we will most likely have another public hearing.

That's pretty much where we stand with regards to the location and yes, we were informed yesterday of the pipeline work at the northerly park of the property.

Thanks - Jason

From: Phil Crawford [<mailto:philcrawfordbos@gmail.com>]
Sent: Thursday, August 27, 2015 2:52 PM
To: Hodgkins, Jason (DCP)
Subject: Re: Camp Curtis Guild - Cell Tower

Hi Jason,

I have reviewed the proposal and was wondering if any specific sites were discussed and, if so, could you point them out.

A new Natural Gas pipeline is being proposed for the northern section of the CCG property on the Lynnfield side.

Any other relevant information that came out in your discussions would be appreciated.

Thank You!

Phil

Phil Crawford

Chairman, Lynnfield Board of Selectmen

On Thu, Aug 27, 2015 at 2:01 PM, Hodgkins, Jason (DCP)
<jhodgkins@massmail.state.ma.us> wrote:

Hi Phil,

Sorry to hear you were unable to attend the public hearing last night, we did notify/send to the Town of Lynnfield: Clerks Office the public hearing notice and we also sent you by certified mail the public hearing notice on August 12th. We also published the notice in the Lynnfield Villager twice on August 12th and the 19th.

I have attached the PPP and the notice for your records.

Thank you and as always if you have any questions or comments please do not hesitate to contact us.

Jason Hodgkins

Assistant Project Manager/GIS Coordinator

Commonwealth of Massachusetts

Division of Capital Asset Management & Maintenance (DCAMM)

Office of Real Estate Management

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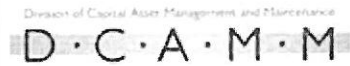
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jason.hodgkins@state.ma.us

www.mass.gov/dcam



From: Phil Crawford [<mailto:philcrawfordbos@gmail.com>]

Sent: Thursday, August 27, 2015 1:27 PM

To: Hodgkins, Jason (DCP)

Subject: Camp Curtis Guild - Cell Tower

Hello Jason,

My name is Phil Crawford and I am the Chairman of the Board of Selectmen in the Town of Lynnfield. I received the notice for last night's meeting about 2 hours prior to the meeting. I was unable to attend and/or receive any information on the proposed Cell Tower.

I would appreciate it if you could forward me a copy of the proposal and the possible sites.

I hope this is something you can e-mail to me but if not, I can pick it up at your office as I work downtown near your building.

Thank You!

Phil

Phil Crawford

Chairman, Lynnfield Board of Selectmen

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Phil Crawford
Chairman, Lynnfield Board of Selectmen

From: Hodgkins, Jason (DCP)
To: "Susan Mattia"
Subject: RE: Telecommunications infrastructure at Camp Curtis Guild
Date: Tuesday, September 01, 2015 8:29:00 AM
Attachments: [image001.png](#)

Susan,

Thank you for responding and providing your comments/questions below in regards to the public hearing. We will respond to your questions and include both your questions and our answers and present them along with the Final Project Proposal (FPP) to the Asset Management Board (AMB).

Regards --

Jason Hodgkins
Assistant Project Manager/GIS Coordinator
Commonwealth of Massachusetts
Division of Capital Asset Management & Maintenance (DCAMM)
Office of Real Estate Management
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Division of Capital Asset Management and Maintenance

D · C · A · M · M

From: Susan Mattia [<mailto:smattia19@gmail.com>]
Sent: Monday, August 31, 2015 4:57 PM
To: Hodgkins, Jason (DCP)
Cc: tomtselectman@gmail.com
Subject: Fwd: Telecommunications infrastructure at Camp Curtis Guild

From: Susan Mattia <smattia19@gmail.com>
Date: August 31, 2015 at 4:54:44 PM EDT
To: "jason.hodgkins@stat.ma.us" <jason.hodgkins@stat.ma.us>
Subject: **Telecommunications infrastructure at Camp Curtis Guild**

Hello Jason,

Here are my comments after the meeting held August 26 at CGG:

1. Location of towers is of concern based on the proximity of residential areas and wetlands within the camp. I understood from the meeting that the eventual

lessees would have to comply with local zoning, and, that the FCC has certain guidelines that everyone has to follow. There are still unknowns about potential health hazards from electromagnetic fields. Will DCAMM and MIL/MNG take into consideration that a safety zone or safe distance from residences be a priority when choosing the site?

2. How many cell towers and bases will be permitted at the site: again, this is a concern because of the unknown potential health hazards.

3. Noise levels: at the meeting, it was noted that there would be minimal noise from back up generator testing. Will testing be limited to certain hours during the day? How long will the generators run? And how many would be running at one time?

4. It was a surprise that the areas to be leased had not been identified as of the meeting date, yet, we the public were told this was our only opportunity for comment. The project summary identifies that the MIL/MNG has identified CGG as an appropriate location. Interesting that they feel it is appropriate but they don't know where.

5. It was also a surprise that there was so little advance communication - the local awareness was negligible. Communication was made in a subscription only newspaper during peak summer vacation season. I felt fortunate that I checked my mail and read the newspaper the day before the meeting.

6. The border of CGG along the Lynnfield boundary is heavily populated by residential areas. It appears that the Wakefield end of CGG is heavily utilized by current camp uses. Will this be taken into consideration when choosing the site?

7. How tall would the towers / monopoles be? I hope that camouflage in a natural way will be a requirement in the RFP.

Thank you for the opportunity to comment.

Sincerely,
Susan Mattia
25 Pine St
Lynnfield, MA

Sent from my iPad

From: [Tsapalis, Nicholas \(DCP\)](#)
To: [Hodgkins, Jason \(DCP\)](#)
Subject: FW: Telecommunications infrastructure at Camp Curtis Guild
Date: Tuesday, September 01, 2015 2:40:14 PM

From: Tom Terranova [mailto:tomtselectman@gmail.com]
Sent: Tuesday, September 01, 2015 12:07 PM
To: Tsapalis, Nicholas (DCP)
Cc: Susan Mattia
Subject: Telecommunications infrastructure at Camp Curtis Guild

Dear Jason,
Dear Nicholas,

Thank you for holding the August 26, 2015 meeting at Camp Curtis Guild regarding the Proposed Cell Towers.

I must say that I am amazed that DCAMM is asking for Public input regarding potential cell tower(s) installation with such little information provided to the Public. Questions that I am requesting answers to are:

1. How many cell towers will be installed?
2. How many antenna's or reflectors will be installed on each tower?
3. What is the height of each tower?
4. What is the location(s) of the cell towers?
5. Will they be seen from an abutters property?
6. Proximity to residences?
7. What are the potential health hazards from the electromagnetic fields?
8. How often will the back up generators run?
9. When the back up generators run, how long and loud is it when it runs?
10. Where will the dedicated electric line be derived?
11. Who will compensate the home owners for the reduced home values?

These are just a few questions that come to mind before I can offer an educated opinion regarding the situation..

During the meeting I mentioned that Lynnfield residents successfully opposed a cell tower located on the corner of Lowell and Chestnut Street. If a Cell Tower is proposed in that geographical area it would be fair to assume they will oppose a Cell Tower site that will be seen and heard.

Please provide answers to the above questions? If answers to the questions are not available my opinion is please refrain from authorizing the installation of Cell Tower(s) until the questions are answered.

--

Kind Regards,

Tom

Tom Terranova
Selectman
Cell: 781-799-0734

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Board of Selectmen Meetings Public Comment Guidelines

The Lynnfield Board of Selectmen recognizes the importance of public comment, at the discretion of the Chair, on items on the official agenda as well as items not on the official agenda. We ask that all comments from the public be directed to the Chair and that all parties, including members of the Lynnfield Board of Selectmen, act in a professional and courteous manner when either addressing the Board, or in responding to the public. Once recognized by the Chair, all persons addressing the Board shall state their name and address prior to speaking. It is the role of the Chair to set time limitations and maintain order during all public comment discussions, as it is important that the Board of Selectmen allow themselves enough time to conduct their official town business.

- Public Comment is a time when town residents can bring matters before the Board of Selectmen that are not on the official agenda.
- Comments must be short and to the point. Plan on being allowed up to three (3) minutes per person (not per topic) to speak.
- Total time for Public Comment is fifteen (15) minutes, which can be adjusted by the Chair, based on the meeting's formal agenda content, and time requirements.
- You are free to ask questions or to make your point for all to consider. However, engaging in active debate with the Board of Selectmen or audience members will not be allowed.
- All remarks must be respectful and courteous, free of personal attacks. Inappropriate language will not be tolerated.
- Town employees, committee, commission or board members who have business with the Board of Selectmen may make requests to be placed on an official agenda and will not request recognition during Public Comment time.
- Persons wanting to reserve time on an official agenda must contact the Town Administrator's office.
- Except in unusual circumstances, any matter presented for consideration to the Board of Selectmen shall neither be acted upon, nor a decision made the night of the presentation in accordance with these guidelines.