

Board of Selectmen
12 East Main Street
Erving, Massachusetts 01344

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Town *of* Erving

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LOCAL
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ERVING MA 01344

Annual Town Meeting

Wednesday, May 02, 2018

Time: 7:00 PM

**Erving Elementary School
28 Northfield Road, Massachusetts 01344**



TOWN OF ERVING

12 East Main Street, Erving, MA 01344
Tel. (413) 422-2800 | Email: admin@erving-ma.org

ANNUAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Franklin, ss.

Town of Erving Constables: In the name of the Commonwealth, you are directed to notify and warn the said inhabitants qualified to vote in Town affairs to meet in the **Erving Elementary School** located at **28 Northfield Road, Erving, MA** on

Wednesday, May 02, 2018 at 7:00 PM,

then and there to vote on the following articles in the Warrant:

ANNUAL TOWN ELECTIONS

Monday, May 07, 2018

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the **Town Hall** in Erving Center on **Monday, May 07, 2018 at 10:00 AM** then and there to bring their votes for the following town offices and ballot questions:

- One (1) Selectman for three (3) years
- One (1) Assessor for three (3) years
- One (1) Town Clerk for three (3) years
- One (1) Library Trustee for three (3) years
- One (1) Moderator for one (1) year
- One (1) School Committee member for one (1) year
- One (1) School Committee member for two (2) years
- Two (2) School Committee members for three (3) years
- One (1) Tree Warden for one (1) year
- One (1) Constable for three (3) years
- One (1) Planning Board member for three (3) years
- Two (2) Recreation Commission members for three (3) years
- One (1) Board of Health member for three (3) years

The polls will close at 8:00 PM.



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GENERAL ARTICLES

ARTICLE 1: ACCEPTANCE OF THE 2017 TOWN REPORT

To see if the Town will vote to accept the reports of the Town Officers for 2017, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: No Recommendation

Article Information: Approval of this article will accept the 2017 Town Report as presented. Approval of this article requires a majority vote.

ARTICLE 2: AUTHORIZATION TO APPLY FOR FEDERAL AND STATE GRANTS

To see if the Town will vote to authorize the Board of Selectmen to apply for Federal or State grants and to expend any monies received, as set forth by the grant, and to follow the appropriate procedures, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: Approval of this article will allow the Board of Selectmen to apply for, receive, and take actions to comply with the requirements of grants throughout the year. Approval of this article requires a majority vote.

ARTICLE 3: AUTHORIZATION TO DISPOSE OF SURPLUS PROPERTY

To see if the Town will vote to authorize the Town to dispose of any Town property that is declared surplus by the Board of Selectmen, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: Approval of this article will allow the Board of Selectmen to dispose of Town owned property that is determined to be surplus. Approval of this article requires a majority vote.



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ANNUAL TOWN MEETING WARRANT

FISCAL YEAR 2019 OPERATING BUDGET

ARTICLE 4: FY2019 GENERAL OPERATING BUDGET

To see if the Town will vote to raise and appropriate the following itemized amounts, all for municipal purposes, or take any other action relative thereto:

Line	Divisions	Amount
1	General Government	\$ 736,519
2	Public Safety	\$ 779,981
3	Public Works	\$ 573,948
4	Health & Human Services	\$ 209,193
5	Culture & Recreation	\$ 162,805
6	Benefits	\$ 1,588,186
	Grand Total	\$ 4,050,632

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: detail budget information for each department that comprises each line-item above is available in the Fiscal Year 2019 Town of Erving Proposed Operating and Capital Improvement Budget. A copy of the document is available on the municipal website (www.erving-ma.org), can be picked up at Town Hall, and was mailed via direct mail through the United States Post Office to mail recipients in Erving. Approval of this article will establish the FY2019 operating budget in the categories identified above. Approval of this article requires a majority vote.



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ANNUAL TOWN MEETING WARRANT

ARTICLE 5: ELECTED OFFICIAL COMPENSATION

To see if the Town will vote to authorize the sum of One Hundred Twenty Thousand, Twenty-two Dollars and Forty-eight Cents (\$120,022.48) for Elected Officials' salaries, and vote that the following salary and compensation be paid from this sum to the following Elected Officers of the Town, as provided by Section 108, Chapter 41 of the General Laws, as amended by Chapter 540 of the Acts of 1947, or taken any other action relative thereto:

	Detail	Wage Total	Wage per Person
Assessor (3)		\$ 11,193.48*	\$ 3,731.16ea
Board of Health (3)		\$ 2,805.00*	\$ 935.00ea
Library Trustees (3)		\$ 2,295.00*	\$ 765.00ea
Moderator (1)		\$ 106.00*	
Planning Board (5)		\$ 4,422.00*	\$ 884.40ea
Recreation Commission (5)		\$ 4,460.00*	\$ 892.00ea
School Committee (5)		\$ 6,744.00*	\$ 1,348.80ea
Selectmen/Water Commissioners (3)	\$ 11,728.00*		
from Water Department	\$ 845.00**		
Total Salary		\$ 12,573.00	\$ 4,191.00ea
Tax Collector (1)	\$ 11,174.00*		
Certification Award	\$ 1,000.00*		
From Water Department	\$ 1,871.00**		
Total Salary		\$ 14,045.00	
Town Clerk (1)	\$ 9,309.00*		
From Census Work	\$ 1,000.00*		
Total Salary		\$ 10,309.00	
Treasurer (1)	\$ 45,900.00*		
Certification Award	\$ 1,000.00*		
From Water Department	\$ 1,732.00**		
Total Salary		\$ 48,632.00	
Tree Warden (1)		\$ 2,438.00	

Total Elected Official Salary \$120,022.48

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: This article outlines the compensation amounts for elected officials.

*funding for this compensation is raised & appropriated in the omnibus budget in article 4.

**funding for this compensation is raised & appropriated in the Water Enterprise Fund article.



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ANNUAL TOWN MEETING WARRANT

ARTICLE 6: FY 2019 ERVING ELEMENTARY SCHOOL FUNDING

To see if the Town will vote to raise and appropriate the sum of Three Million, Seventy-six Thousand, Four Hundred Twenty-six Dollars and No Cents (\$3,076,426.00) for the expense and operation of the Erving Elementary School for fiscal year 2019, beginning July 1, 2018, or take any other action relative thereto.

Line	Account #	Description	Amount
1	01-300-100-51000	School Committee Salary	\$6,744
2	01-301-200-57800	Erving Elementary School Expense	\$3,069,682
Grand Total			\$3,076,426

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: This article provides funding for the Erving Elementary School. Approval of this article requires a majority vote.

ARTICLE 7: FY 2019 SECONDARY EDUCATION FUNDING

To see if the Town will vote to raise and appropriate the sum of One Million, Three Hundred Fifty-eight Thousand, Seven Hundred One Dollars and No Cents (\$1,358,701.00) for secondary education and expenses for fiscal year 2019, beginning July 1, 2018, or take any other action relative thereto.

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: This article provides funding for Erving's secondary education costs of sending students in grades 7 through 12 to other districts, excluding the Technical school. This budget reflects an increase of \$22,200 from FY18. Approval of this article requires a majority vote.



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ANNUAL TOWN MEETING WARRANT

ARTICLE 8: FY 2019 FRANKLIN COUNTY TECHNICAL SCHOOL FUNDING

To see if the Town will vote to raise and appropriate the sum of Five Hundred Forty-four Thousand, Two Hundred Fifty-four Dollars and No Cents (\$544,254.00) for secondary education and expenses at the Franklin County Technical School for fiscal year 2019 as itemized below, beginning July 1, 2018, or take any other action relative thereto.

Line	Account #	Description	Amount
1	01-320-100-51000	Tech School Committee Salary	\$1,316
2	01-321-200-57800	F.C. Tech School Assessment	\$528,828
3	01-322-200-57800	F.C. Tech School Capital Assessment	\$14,110
Grand Total			\$544,254

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: This article provides funding for Erving's assessment to the Technical School and establishes the salary for Erving's representative to the Technical School Committee. Approval of this article requires a majority vote.

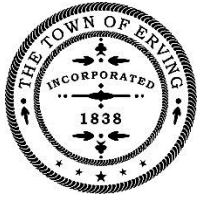
ARTICLE 9: FY 2019 WATER DEPARTMENT ENTERPRISE FUND

To see if the Town will vote to raise and appropriate the sum of Ninety-two Thousand, Four Hundred Eighty-one Dollars and No Cents (\$92,481.00) to the Water Enterprise Fund for fiscal year 2019 Water operations, or take any other action relative thereto. Said money to be raised from receipts, revenues, and funds from any source derived from the activities of the Erving Water Department, or take any other action relative thereto.

SUBMITTED BY: Water Commissioners

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: This article approves the operating budget for the water department and will allow the department to raise the necessary funds through water receipts and other activities. As an enterprise fund, unspent revenue at the close of the fiscal year will remain with the fund.



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ANNUAL TOWN MEETING WARRANT

ARTICLE 10: FY 2019 WASTEWATER DEPARTMENT ENTERPRISE FUND

To see if the Town will vote to raise and appropriate the sum of Seven Hundred Forty-six Thousand Eight Hundred Seventeen Dollars and No Cents (\$746,817.00) to the Wastewater Enterprise Fund for fiscal year 2019 Wastewater operations, or take any other action relative thereto.

The \$746,817.00 is to be raised as follows:

Town of Montague and other receipts	\$ 208,795.72
Town of Erving (raise & appropriate)	\$ 538,021.28
Total Wastewater Fund	\$ 746,817.00

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article approves the operating budget for the wastewater department and will allow the Town to raise the necessary funds through means stated. As an enterprise fund, unspent revenue at the close of the fiscal year will remain with the fund.*

FISCAL YEAR 2019 CONTINUING ANNUAL APPROPRIATIONS & SPECIAL ARTICLES

ARTICLE 11: RAISE & APPROPRIATE FOR CONTINUING ANNUAL APPROPRIATIONS

To see if the Town will vote to raise and appropriate the sum of Three Hundred Ninety-one Thousand Dollars and No Cents (\$391,000.00) for the continuing annual appropriations and special articles itemized below for the purposes stated, or take any other action relative thereto.

Line	Dept.	Account #	Description	Amount
1	Accounting	01-135-901-53000	Town Financial Audit Expense	\$3,500
2	Assessors	01-142-901-53000	Assessors Revaluation	\$25,000
3	IT & Support	01-155-906-57800	Restore Permanent Records	\$20,000
4	Town Buildings	01-192-903-57800	Town Building Maintenance	\$30,000
5	Miscellaneous	01-199-901-57800	Purchase Space in Around Town	\$7,500
6	Highway	01-424-901-57800	Streetlight Repair/Replace	\$5,000
7	Benefits	01-996-901-59661	Transfer to Post Employment Benefit Trust Fund	\$300,000
Grand Total				\$391,000

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval



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ANNUAL TOWN MEETING WARRANT

Article Information: The FY2019 continuing appropriation & special article plan outlined above is a continuation of the sound financial planning that the Town has engaged in over the past few years. The amounts requested are consistent with previous appropriations and allows the Town to meet the service obligations for the stated purposes. Approval of this article requires a majority vote.

FISCAL YEAR 2019 CAPITAL IMPROVEMENT BUDGET

ARTICLE 12: RAISE & APPROPRIATE FOR CAPITAL IMPROVEMENTS

To see if the Town will vote to raise and appropriate the sum of Three Hundred Fifty-one Thousand Five Hundred Dollars and No Cents (\$351,500.00) for the capital improvement projects itemized below, subject to Board of Selectmen approval, or take any other action relative thereto.

Line	Account #	Description	Amount
1	01-155-903-57800	Server Maintenance/Upgrade (recurring)	\$ 6,000
2	01-155-905-57800	Town Computer Upgrades (recurring)	\$8,000
3	01-422-904-57800	Roadwork/Sidewalks Repair Replace (recurring)	\$155,000
4		Ford Utility Van	\$28,000
5	01-210-901-57800	Police Cruiser	\$45,000
6	01-650-903-57800	Veterans Park Tennis Courts	\$48,000
7	01-301-901-57800	EES Computer Upgrades (recurring)	\$24,000
8	01-301-906-57800	EES Classroom Furniture (recurring)	\$10,000
9		EES Event Chairs Replacement	\$12,000
10		COA Storage Shed	\$15,500
Grand Total			\$ 351,500

SUBMITTED BY: Board of Selectmen

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

Article Information: The FY2019 capital improvement plan presented above is the result of the work of the Capital Planning Committee after reviewing requests made by departments. Some requests are "recurring requests" that appear annually to maintain a consistent investment while other capital requests are one time requests. Approval of this article requires a majority vote.

ARTICLE 13: TO APPROPRIATE FOR WATER CAPITAL IMPROVEMENT

To see if the Town will vote to appropriate from the Water Enterprise Fund Retained Earnings the sum of Sixty-six Thousand Dollars and No Cents (\$66,000.00) for the installation of pH



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ANNUAL TOWN MEETING WARRANT

Monitoring equipment and associated work at the Ervingside Well house, subject to Board of Selectmen approval, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen/ Water Commissioners
CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article would allow the Water Department to install pH Monitoring equipment at the Erving side Well house. The installation of the equipment is strongly recommended by the Massachusetts Department of Environmental Protection. Approval of this article requires a majority vote.*

ARTICLE 14: TO APPROPRIATE FOR WASTEWATER SYSTEM INSPECTION

To see if the Town will vote to appropriate from the Wastewater Enterprise Fund Retained Earnings the sum of One Hundred Thirty-one Thousand Dollars and No Cents (\$131,000.00) for the inspection, evaluation and associated work costs with the double barrel siphon that conveys wastewater to POTW #1, subject to Board of Selectmen approval, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen/ Water Commissioners
CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** The double barrel siphon conveys wastewater from the end of Pratt Street to POTW#1 is nearly 50 years old. The system has not been cleaned or inspected since its installation. It is important to conduct this work to monitor the line for any potential wear. The estimate provides for bidding, evaluation services, and cleaning of the lines. Depending on the results of the evaluation, there may be recommendations for maintenance & repairs. Approval of this article requires a majority vote.*

ARTICLE 15: TO APPROPRIATE FOR WASTEWATER SYSTEM REPAIR/MAINTENANCE

To see if the Town will vote to appropriate the sum of One Million Five Hundred Seventy Thousand Dollars and No Cents (\$1,570,000.00) for the purpose of constructing a replacement wastewater forced main line from the Arch Street pump station to POTW#2 and associated work, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7 (3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or take any other action relative thereto.



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SUBMITTED BY: Board of Selectmen/ Water Commissioners
CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** The existing 6" force main from the Arch Street Sewer Pump Station to POTW#2 is nearly 50 years old and has experienced failures in recent years. This line is a critical component of the sewer infrastructure. Once installed, the line should not regularly burden the operating budget. By replacing the equipment there should be a reduced chance of a failure that would burden the operating budget with emergency repair expenditures. The recommendation is to install a replacement line. Approval of this article requires a 2/3 vote.*

STABILIZATION FUNDS

ARTICLE 16: TO CONSOLIDATE GENERAL STABILIZATION ACCOUNTS

To see if the Town will vote to close the Stabilization Fund account and transfer all fund balance to the General Stabilization account, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen & Treasurer
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would consolidate the two (2) general purpose stabilization accounts that the Town has into a single account. Approval of this article requires a 2/3 vote.*

ARTICLE 17: TO ESTABLISH A CAPITAL IMPROVEMENT SPECIAL STABILIZATION ACCOUNT & CLOSE OTHER SPECIAL STABILIZATION ACCOUNTS

To see if the Town will vote to establish a Special Purpose Capital Improvement Stabilization account in accordance with Massachusetts General Law Chapter 40 Section 5B, for the purpose of funding capital improvement projects and to close the following stabilization accounts and transfer the remaining funds in the listed accounts to the newly created Capital Improvement Stabilization account,

Stabilization- Fire Truck
Stabilization- EES Comp

or take any other relative action thereto.

SUBMITTED BY: Board of Selectmen & Treasurer
FINANCE COMMITTEE RECOMMENDS: Approval



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Article Information: In the past, the Town has used the provisions of MGL Chapter 40, Section 5B to establish special stabilization accounts for specific capital projects. With the newly created capital improvement process, the Capital Planning Committee, Finance Committee, and Board of Selectmen have recommended that the Town establish a single capital improvement fund that will be used to fund the majority of all annual capital projects as identified by the long-range capital improvement plan. We expect to appropriate to this fund at future Town Meetings. Approval of this article requires a 2/3 vote.

DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

ARTICLE 18: REVOLVING ACCOUNT SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2019 beginning on July 1, 2018 for the revolving funds established in Town bylaws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, as follows:

Revolving Fund	Department/Board/Committee/ Agency or Officer	FY2019 Spending Limit
Food Service	Council on Aging	\$10,000
Facility Use	Council on Aging	\$10,000

or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS:

Article Information: Approval of this article would establish the FY2019 spending limits in the above referenced revolving funds in accordance with Town bylaw and with MGL Chapter 44, Section 53E 1/2. Approval of this article requires majority vote.

REDEVELOPMENT OF THE MILLERS FALLS PAPER (IP) MILL SITE

ARTICLE 19: RESOLUTION IN SUPPORT OF THE REMEDIATION AND REDEVELOPMENT OF THE MILLERS FALLS PAPER (IP) MILL PROPERTY

WHEREAS, the land located at 8 Paper Mill Road, Erving, MA 01344 (the “Site”) has become a public safety danger due to the substantial presence of hazardous materials, and remediation has become the only viable option for the property to be redeveloped;



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ANNUAL TOWN MEETING WARRANT

WHEREAS, Town of Erving has been awarded a Brownfields recoverable grant in the amount of \$200,000 from MassDevelopment (the “Recoverable Grant”) for the remediation and redevelopment of the Site (the “Project”);

WHEREAS, to foster its own economic development, the Town of Erving has agreed to repay the Recoverable Grant pursuant to the terms of the grant agreement;

NOW, THEREFORE, the Town of Erving votes as follows:

Beginning in the fiscal year when any Economic Benefit to the Municipality (as hereinafter defined) is realized, the Town of Erving shall include in its annual budget a line item requiring payment to MassDevelopment of an amount equal to 15% of any Economic Benefit to the Municipality, until the earlier of: (i) full repayment of the amount of the Recoverable Grant that has been disbursed and has not already been repaid to MassDevelopment, (ii) the expiration of 30 years from the date on which the first Economic Benefit to the Municipality is realized, or (iii) if no redevelopment on the Site commences, the expiration of 30 years from the date of the Recoverable Grant.

For the purposes of this vote, “Economic Benefit to the Municipality” means any increase in the annual property tax and/or other municipal revenues for the Site (including but not limited to nonprofit PILOT revenue, local hotel- or restaurant-tax revenue, and new local revenues derived from municipally-owned redevelopment projects) attributable to development of the Property above the Baseline Value of the property (as hereinafter defined). The “Baseline Value” means the amount of property tax and related tax revenue assessed by the Town of Erving on the Site in the fiscal year of the execution of the agreement governing the Recoverable Grant, such amount having been calculated by the municipality and determined to be \$_____ (the “Baseline”).

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article will authorize the Town to form an agreement with Mass Development regarding the funding and repayment of hazardous materials cleanup funds for the property indicated.*



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ANNUAL TOWN MEETING WARRANT

Constables... In addition, you are hereby directed to serve the above warrant and to post attested copies as directed by vote of the Town at least seven (7) days before said meeting. Fail not, and make due return of this warrant with your doings thereon to the Town Clerk for the day of said meeting.

Given under our hands this 9th day of April 2018.

Jacob A. Smith, Chairman

William Bembury
William Bembury

Scott Bastarache
Scott Bastarache

Erving Board of Selectmen

FRANKLIN SS TOWN OF ERVING

I have served the above warrant by posting up attested copies, as directed by vote of the Town, at least seven (7) days before time of holding said meeting.

4/11/2018
Date

Richard W. Newton
Erving Constable

This image shows a full page of blank, lined paper. It features approximately 20 evenly spaced horizontal grey lines across its entire width, providing a guide for handwriting or typing. The background is a clean, solid white color. There are no margins, text, or other markings present on the page.