

*French King Bridge connecting Erving and Gill - Autumn*



*French King Bridge connecting Erving and Gill - Winter*



# TOWN OF ERVING

## 2019 ANNUAL TOWN REPORT

MANY THANKS TO

**Charles S. Zilinski**  
**for providing the drone pictures of the**  
**French King Bridge**

and

**ALL WHO SUBMITTED DEPARTMENTAL**  
**AND**  
**REGIONAL REPORTS**

**TOWN OF ERVING  
MASSACHUSETTS**



**FOR THE YEAR ENDING  
DECEMBER 31, 2019**

## 2019 ERVING ANNUAL REPORT INDEX

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# DEDICATION

## DEDICATION

*To be Announced at the Annual Town Meeting*

## TOWN CLERK REPORTS

### ELECTED TOWN OFFICIALS

#### BOARD OF SELECTMEN

|  |                   |
|--|-------------------|
| William A. Bembury                       | Term Expires 2020 |
| Jacob A. Smith (Chair)                   | Term Expires 2021 |
| Scott M Bastarache (Resigned 08/20/2019) | Term Expires 2022 |
| Peter P. Sanders (Elected 10/08/2019)    | Term Expires 2022 |

#### BOARD OF ASSESSORS

|                    |                   |
|--------------------|-------------------|
| Jeffrey A. Rollins | Term Expires 2020 |
| Daniel B. Hammock  | Term Expires 2021 |
| Mark D. Burnett    | Term Expires 2022 |

#### TOWN CLERK

|  |                   |
|--|-------------------|
| Richard W. Newton (Retired 01/11/2019) | Term Expires 2021 |
| Richard W. Newton (Elected 05/08/2019) | Term Expires 2021 |

#### TOWN TREASURER

|                 |                   |
|-----------------|-------------------|
| Julie A. Wonkka | Term Expires 2020 |
|-----------------|-------------------|

#### TAX COLLECTOR

|                   |                   |
|-------------------|-------------------|
| Michele M. Turner | Term Expires 2022 |
|-------------------|-------------------|

#### LIBRARY TRUSTEE

|                     |                   |
|---------------------|-------------------|
| Mackensey L. Bailey | Term Expires 2020 |
| Daniel B. Hammock   | Term Expires 2021 |
| Peter B. Roy-Clark  | Term Expires 2022 |

#### MODERATOR

|                    |                   |
|--------------------|-------------------|
| Richard K. Peabody | Term Expires 2020 |
|--------------------|-------------------|

#### ERVING SCHOOL COMMITTEE

|   |                   |
|---|-------------------|
| Erik R. Semb                            | Term Expires 2020 |
| Brian N. Guerin                         | Term Expires 2020 |
| David L. Chagnon, Jr.                   | Term Expires 2021 |
| C. Mark Blatchley (Elected 10/08/2019)  | Term Expires 2021 |
| C. Mark Blatchley (Resigned 12/23/2019) | Term Expires 2021 |
| Jennifer L. Eichorn                     | Term Expires 2022 |

#### TREE WARDEN

|                   |                   |
|-------------------|-------------------|
| Michael J. Gordon | Term Expires 2020 |
|-------------------|-------------------|

#### CONSTABLES

|                     |                   |
|---------------------|-------------------|
| Arthur A. Kaczinski | Term Expires 2020 |
| Daniel B. Hammock   | Term Expires 2021 |
| Richard W. Newton   | Term Expires 2022 |

# TOWN CLERK REPORTS

## PLANNING BOARD

|                        |                   |
|------------------------|-------------------|
| Debra L. Smith         | Term Expires 2020 |
| George Moonlight Davis | Term Expires 2020 |
| Son Hui May            | Term Expires 2021 |
| Jacquelyn M. Boyden    | Term Expires 2022 |
| Michael M. Shaffer     | Term Expires 2022 |

## RECREATION COMMISSION

|                       |                   |
|-----------------------|-------------------|
| Renee A. Tela (Chair) | Term Expires 2020 |
| Erik J. Eichorn       | Term Expires 2020 |
| Alison L. Rollins     | Term Expires 2021 |
| Jillian F. Betters    | Term Expires 2022 |
| Jeffrey A. Rollins    | Term Expires 2022 |

## BOARD OF HEALTH

|                      |                   |
|----------------------|-------------------|
| Bruce W. Scott       | Term Expires 2020 |
| Michael J. Gralenski | Term Expires 2021 |
| Leo J. Parent, Jr.   | Term Expires 2022 |

## APPOINTMENTS BY THE ERVING ELEMENTARY SCHOOL COMMITTEE

### SCHOOL UNION 28 REPRESENTATIVES

|                     |              |
|---------------------|--------------|
| Erik Semb, Chair    | Brian Guerin |
| David Chagnon, Jr.  |              |
| Jennifer L. Eichorn |              |

### JOINT SUPERVISORY COMMITTEE

|                        |                           |
|------------------------|---------------------------|
| <u>Voting Members:</u> | <u>Alternate Members:</u> |
| Erik Semb              | Jennifer Eichorn          |
| Brian Guerin           |                           |
| David Chagnon, Jr.     |                           |

### ERVING ELEMENTARY SCHOOL COUNCIL

|                         |                            |
|-------------------------|----------------------------|
| Lisa Candito, Principal | Katie McLaughlin, Parent   |
| Carol Ortlip, Teacher   | Christine Thurston, Parent |

## COMMITTEES OR REPRESENTATIVES APPOINTED BY THE MODERATOR

### FINANCE COMMITTEE

|                  |                   |
|------------------|-------------------|
| Benjamin Fellows | Term Expires 2020 |
| Arthur Johnson   | Term Expires 2021 |
| Daniel Hammock   | Term Expires 2022 |

### GILL-MONTAGUE REGIONAL SCHOOL COMMITTEE REPRESENTATIVES

|                   |             |
|-------------------|-------------|
| Theresa Kolodziej | 2 Vacancies |
|-------------------|-------------|

### FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT REPRESENTATIVES

|               |                   |
|---------------|-------------------|
| Robert Bitzer | Term Expires 2020 |
|---------------|-------------------|

# TOWN CLERK REPORTS

## ERVING PUBLIC LIBRARY STAFF – APPOINTED BY THE LIBRARY TRUSTEES

Barbara Friedman, Director  
Andrea Deiuliis, Assistant

Jean Daley, Assistant

## TOWN OFFICIALS APPOINTED BY THE BOARD OF SELECTMEN

### ADMINISTRATIVE

Bryan Smith  
Elizabeth Sicard  
Deborah Mero  
Jacob Smith  
Jacquelyn Boyden  
Donna MacNicol  
Mariah Kurtz

Administrative Coordinator  
Municipal Clerk  
Accountant  
IT Support  
IT Coordinator  
Town Counsel  
Assistant Town Planner

### ANIMAL CONTROL and ANIMAL INSPECTOR

Arthur Johnson

Term Expires 06/30/2020

### ARCHAEOLOGICAL PRESERVATION OFFICER

David Brule  
Bruce Scott

Term Expires 06/30/2020

Term Expires 06/30/2020

### BOARD OF REGISTRARS

Warren Boyden  
Richard Newton

Theresa Dodge  
Elizabeth Sicard

### CABLE ADVISORY COMMITTEE

William Bembury  
Richard Newton

Phillip Johnson

### CAPITAL PLANNING COMMITTEE

Scott Bastarache (Resigned 08/20/19)  
Benjamin Fellows  
Deb Smith

Linda Downs-Bembury  
Peter Mallet

### CONSERVATION COMMISSION

David Brule  
Bruce Scott  
Carol Gregory (Resigned 5/2019)  
Beth Bazler  
Peter Sanders (Resigned 06/30/2019)

Term Expires 2020

Term Expires 2020

Term Expires 2021

Term Expires 2022

Term Expires 2021

### COUNCIL ON AGING

Gary Betters  
Joseph Bucci  
Sarah Meuse, Chair  
Kathie E. Curnick  
Denise Maynard  
William Meuse  
Dennis Wonsey

Term Expires 2020

Term Expires 2020

Term Expires 2020

Term Expires 2021

Term Expires 2021

Term Expires 2022

Term Expires 2022

## TOWN CLERK REPORTS

### CULTURAL COUNCIL

|                                      |                   |
|--------------------------------------|-------------------|
| Marcia Bernard, Chair                | Term Expires 2020 |
| Laura Bezio                          | Term Expires 2020 |
| Rinky Black                          | Term Expires 2020 |
| Bradley Peters (Resigned 01/07/2019) | Term Expires 2020 |
| Michele Turner                       | Term Expires 2020 |
| Jarod Robinson (Appointed 8/20/19)   | Term Expires 2022 |

### E911 PLANNING COMMITTEE

|                |                   |
|----------------|-------------------|
| Richard Newton | Term Expires 2020 |
| Philip Wonkka  | Term Expires 2020 |

### ELECTION INSPECTION & TELLERS

|   |                   |
|---|-------------------|
| Harriet Graves                            | Term Expires 2020 |
| Joyce Newton (Did not seek reappointment) | Term Expires 2019 |
| Clemma Savage                             | Term Expires 2020 |
| Pamela Bouthillier (Appointed 6/30/2019)  | Term Expires 2020 |
| Rebecca Miller (Appointed 6/30/2019)      | Term Expires 2020 |

### ELECTION WORKERS

|                      |                   |
|----------------------|-------------------|
| Leslie Brown, Warden | Term Expires 2020 |
| Nancy Kruzlic, Clerk | Term Expires 2020 |

### EMERGENCY MANAGEMENT

|                         |                        |
|-------------------------|------------------------|
| Philip Wonkka, Director | Donna LaClaire, Deputy |
|-------------------------|------------------------|

### FIRE DEPARTMENT – FULL TIME FIREFIGHTERS

|                               |                   |
|-------------------------------|-------------------|
| Philip Wonkka, Chief          | Term Expires 2020 |
| Ryan Betters, Captain         |                   |
| Brandon R. Breault, EMT, FFII |                   |

### CALL FORCE FIREFIGHTERS

|                 |                         |
|-----------------|-------------------------|
| Tim Cronin      | Jonathan LaClaire       |
| Todd Czernich   | Mitchell LaClaire, Sr.  |
| Phillip Dupell  | Mitchell LaClaire, Jr.  |
| Justin Fellows  | Peter McDonough         |
| Spencer Harris  | Cody Pease              |
| Jeremy Klepadlo | Joseph Reed, Jr.        |
| Jacob Smith     | Carolyn Warger-Czernich |

### FRANKLIN REGIONAL PLANNING BOARD

|             |                   |
|-------------|-------------------|
| Bryan Smith | Term Expires 2020 |
|-------------|-------------------|

### FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM

|                  |                   |
|------------------|-------------------|
| Jacquelyn Boyden | Term Expires 2020 |
|------------------|-------------------|

### FRANKLIN COUNTY SOLID WASTE MANAGEMENT PROGRAM

|               |                   |
|---------------|-------------------|
| Peter Sanders | Term Expires 2020 |
|---------------|-------------------|

# TOWN CLERK REPORTS

## FRCOG REPRESENTATIVE

William Bembury  
Bryan Smith, Alternate

Term Expires 2020  
Term Expires 2020

## GOLDEN CANE COMMITTEE

Leo Parent, Jr.  
David Brule

Term Expires 2020  
Term Expires 2020

## HIGHWAY DEPARTMENT

Glenn McCrory, Foreman  
Michael Gordon  
Rebecca Walsh, Custodian  
Pamela Bouthillier, Bldg/Grounds Maintenance  
for Senior Center and Library

James Paulin  
Thomas Duffy

## HISTORICAL COMMISSION

Bruce Scott  
David Brule  
Eric Duffy  
Carol Gregory (Resigned 05/2019)  
Sara Campbell  
John Rice

Term Expires 2020  
Term Expires 2020  
Term Expires 2020  
Term Expires 2021  
Term Expires 2022  
Term Expires 2022

## LIBRARY BUILDING COMMITTEE

Marcia Bernard  
Sara Campbell  
Peter Roy-Clark  
Deb Smith

Jacquelyn Boyden  
Rebecca Hubbard  
Cynthia Roy-Clark  
Charles Zilinski

## MEMORIAL DAY COMMITTEE

Vacancy

## OPEN SPACE COMMITTEE

Scott Bastarache, Select Board Rep. (Resigned)  
Jacquelyn Boyden, Planning Board Rep.  
Jillian Betters, Recreation Comm. Rep.

Beth Bazler, Cons. Comm. Rep.  
Joseph Bucci, COA Rep.

## ORANGE AMBULANCE ADVISORY COMMITTEE

Philip Wonkka

Term Expires 2020

## PUBLIC SAFETY DEPARTMENT

Christopher Blair, Chief  
Robert Holst, Sergeant  
Brent W. Griffin  
Nemours Duteau

Term Expires 2020  
James Loynd  
Adam Paicos  
Amanda Flower

# TOWN CLERK REPORTS

## SENIOR/COMMUNITY CENTER

Paula Betters, Director  
Paul Wasielewski, Custodian  
Robbin Terault, Food Service Cook

Harold Jenson, Van Driver  
William Meuse, Van Driver

## SENIOR HOUSING COMMITTEE

William Bembury  
Gary Betters  
Paula Betters  
Rebecca Hubbard

Keith Ball  
Jacquelyn Boyden  
Linda Downs-Bembury  
Denise Maynard

## TAX/WATER COLLECTOR'S OFFICE

Ann Petrain, Assistant

## TOWN CLERK'S OFFICE

Elizabeth Sicard, Assistant

## TREASURER'S OFFICE

Jean Fountain, Assistant

## VETERAN'S COMMITTEE

Daniel Hammock  
Arthur Kaczinski  
Gary Betters

Term Expires 2020  
Term Expires 2020  
Term Expires 2020

## WASTEWATER TREATMENT

Peter Sanders, Chief Operator  
Peter Walsh, Operator

Darby Chagnon, Asst. Operator

## WATER DEPARTMENT

Peter Sanders, Chief Water Operator  
Darby Chagnon

Michael Brown, Water Operator  
Peter Walsh

## ZONING BOARD OF APPEALS

Daniel Hammock  
Arthur Johnson  
Deborah Mero

Term Expires 2020  
Term Expires 2022  
Term Expires 2022

## VITAL STATISTICS

**BIRTHS** – A total of 19 births were recorded in the Town of Erving for this year.

**MARRIAGES** – A total of 4 marriages were recorded in the Town of Erving for this year.

**DEATHS** – A total of 18 deaths were recorded in the Town of Erving for this year.

### REPORTS OF BOARDS AND DEPARTMENTS

- Board of Selectmen
- Administrative Coordinator
- Fire Department
- Highway Department
- Police Department
- Erving Recreation Commission
- Erving Public Library
- Council on Aging
- Board of Health

# REPORTS OF BOARDS AND DEPARTMENTS

## BOARD OF SELECTMEN REPORT

The Board would like to communicate our appreciation to the community for allowing us the opportunity to serve you as your elected officials. The Board is proud to serve a community that works together and supports each other; through times of great opportunity and as well as great loss. We are consistently reminded that the Town of Erving is truly a “Great Place to Live.”

The Board of Selectmen have had the opportunity to work with departments, boards, commissions, and citizens on several projects in 2019.

- In March 2019, the Town broke ground for the construction of the new Erving Public Library. The Library Building Committee, Board of Library Trustees, and Town staff have worked alongside Marois Construction, General Contractor, P-3, Inc, Owners Project Manager, and Johnson & Roberts Associates, Architect, on the project. With some minor delays the facility’s construction remains on schedule with an anticipated opening in March 2020.
- The Board continues to work with regional and state stakeholders on opportunities to redevelop the former International Paper Mill and return it to productive use. With the invaluable support of the Franklin Regional Council of Governments Economic Development staff the Town applied for a \$200,000 grant/loan through the Brownfields program at Mass Development. In May 2019, the Town was awarded the requested funds and work began on the remediation of asbestos and hazardous materials at the site. Work is anticipated to be completed by June 30, 2020.
- The Board worked with Town staff and regional partners on several planning projects throughout the year including the Municipal Vulnerability Preparedness planning, the Hazard Mitigation Plan, and plan to inventory and assess the Town’s municipally owned bridges and culverts. Town staff developed working groups to identify priorities and update each plan. Opportunities for public feedback and presentations were provided before formal adoption.
- Per the recommendation of the Town’s auditor, the Board of Selectmen and the Finance Committee worked with the Town Accountant to formalize financial policies. The Town’s debt management policy and financial reserves policy were both adopted.
- The Town has continued to work towards energy efficiency projects. Particular focus remained on the Senior & Community Center. Voters supported an upgrade to the HVAC system at the facility, after it was learned that the geothermal system had failed, at a Special Town Meeting. The work was completed in June 2019. Later in 2019, the Board worked to conduct interior and exterior lighting upgrades at the Senior & Community Center and the Police Station with the goal of reducing energy consumption at these facilities.
- In August 2019 Scott Bastarache resigned his position. After a Special Election on October 8, 2019 the Board welcomed Peter Sanders as a newly elected member.

## REPORTS OF BOARDS AND DEPARTMENTS

- The Board continues to work with Town officials and State legislators to advocate for traffic and safety improvements along Route 2, in particular for safety improvements at the French King Bridge. In December 2019 the Board and a team of representatives from the Town met jointly with Senator Comerford and representatives of the Massachusetts Department of Transportation to communicate the critical nature of the safety concerns at the French King Bridge and Route 2 throughout the Town of Erving.

In the coming year we look forward to working with staff and citizens to continue to make progress on these initiatives as well as new initiatives.

Jacob A. Smith, Chair

William Bembury

Peter Sanders

*Erving Board of Selectmen*

# REPORTS OF BOARDS AND DEPARTMENTS

## ADMINISTRATIVE COORDINATOR REPORT

2019 was a year of planning and progress on several initiatives. These efforts are only made possible by the dedicated service of community members, volunteers, and staff. Below is a summary of the projects and initiatives that occurred in 2019 and that will set the stage for work in 2020.

### Highlights from 2019

**Senior Housing:** The Town's Senior Housing Committee and staff continued efforts towards the long-sought development of a senior housing complex to be located on Care Drive. In January 2019, the Town issued a request for proposals (RFP). The RFP process was used in the hopes of identifying a developer who would finance, construct, and manage the project. In June 2019, the Board failed the RFP process after not receiving a proposal by the stated deadline. The Town will work with the Senior Housing Committee to refine the RFP and to prepare for a future release.

**The New Erving Public Library:** In March 2019, the Town held a groundbreaking ceremony to celebrate the start of the construction of the new Erving Public Library at 2 Care Drive. This year-long construction project relied on the work of the Library Building Committee, Board of Library Trustees, and Town staff working with P-3, the Town's Owners Project Manager, and Johnson & Roberts Associates, the Town's Architect. This project would not be possible without the support of the Massachusetts Board of Library Commissioners and the citizens of Erving. The Town is eager to complete construction of this state-of-the-art facility and to welcome citizens into their new Library with an anticipated opening in March 2020.

**Town Staff Classification & Compensation Project:** The voters approved funding to allow the Board of Selectmen to engage UMass Boston's Collins Center to conduct a review of Town-side position descriptions and to conduct a market study regarding compensation of positions in comparable communities. The consultant will provide recommendations for consideration of alterations to position descriptions and will provide recommendations for establishing revised grade & step schedules. In June 2019, at Special Town Meeting, the voters approved funding up to \$50,000 to allow the Board of Selectmen and the Finance Committee to provide for compensation adjustments. The Town anticipates the project concluding in the winter of 2020.

**IP Mill Redevelopment:** The redevelopment of the former International Papermill site continues to be a focal point of work for our office. This work requires continued coordination with regional and State stakeholders. With the invaluable support of the Franklin Regional Council of Governments (FRCOG) Economic Development staff the Town applied for a \$200,000 grant/loan through the Brownfields program at Mass Development. In May 2019, the Town was awarded the requested funds and work began on the remediation of asbestos and hazardous materials at the site. The Town contracted with Tighe & Bond for engineering and licensed site professional services to oversee the remediation work. The remediation work is anticipated to be completed by June 30, 2020 and will allow the Town to proceed to the next step in the redevelopment process.

**Transportation Planning & Safety:** The Town continued its focused efforts from 2018 on transportation planning and safety projects with local, regional, and State partners. The long-anticipated Route 63 pedestrian and streetscape improvement project began in spring 2019 as planned. The project was certified by Massachusetts Department of Transportation (MassDOT)

and the contract for construction was awarded to C & A Construction, Inc.

## REPORTS OF BOARDS AND DEPARTMENTS

The Town continued to work with State and regional stakeholders and served as the Chair of the Route 2 Taskforce to address safety concerns. With the support of the Route 2 Taskforce members, the Board of Selectmen sent a request to MassDOT in June 2019 to make projects in Erving a priority for inclusion in the annual capital improvement plan (CIP) for design work. The three (3) projects requested include the addition of

safety barriers on the French King Bridge and the safety improvements for Erving Center and Farley. In December 2019, representative from the Town met jointly with Senator Comerford and representatives of the MassDOT to communicate the critical nature of the safety concerns at the French King Bridge and Route 2 throughout the Town of Erving.

The Town worked with FRCOG's Transportation Planning staff to inventory and assess all municipally owned bridges and culverts. The final product was presented to the Board of Selectmen in November 2019. The work has created a GIS data layer that the Town has added to its asset management system so that ongoing maintenance work can be tracked for each structure.

**Hiring of Assistant Town Planner:** The Board of Selectmen and the voters approved funding for the creation of an Assistant Town Planner position that will work out of my office and serve as a resource for the Town on planning related special projects. Support will be provided projects regarding land use, economic development, energy efficiency, transportation, open space and recreation, and special initiatives. In October 2019, the Town welcomed Mariah Kurtz into the position and is eager to see what progress will be made in 2020.

This report provides merely highlights of the many efforts that are in the works within the Town of Erving. Additional work involved revisions to personnel practices, researching technology to improve municipal practices and achieve efficiencies, meeting with citizens regarding concerns and trying to work towards solutions. The people who work, volunteer, and live in Erving make this a great community! I am looking forward to seeing what will be accomplished in 2020 as we continue to work with these stakeholders.

Bryan Smith  
*Administrative Coordinator*

# REPORTS OF BOARDS AND DEPARTMENTS

## FIRE DEPARTMENT REPORT

In opening the report of the Fire Department for the year 2019, I would like to thank the many residents that supported the department throughout the year.

### **Investment in the Department:**

This year the Department continued efforts to reduce the carbon footprint through reducing the energy consumption at the fire stations. I am pleased to report the energy used has been curbed by nearly half over the last 5 years. This year the Department took in \$1010.00 in inspection fees and \$1625.75 in Hazardous material responses. This money is directly returned to the Town, deposited back into the general fund. The department was successful in receiving the Safe/Senior Grant for education and safety materials totaling \$3,845.00.

### **Staff Development:**

The Department continues to work hard with the other Departments in Town to bring the Town department's and building into OSHA compliance. Since the Governor of Massachusetts signed the bill mandating that all Municipalities will fall under the OSHA rules, we have been working closely with the town's insurance company to further our Town wide safety plan ensuring our Town employees are safe while performing their duties. Professional development was giving a high priority with members attending several classes giving by the Department of Fire Services.

### **Community Education:**

The Department continued our partnership with Erving Elementary School and Erving Senior Center to further our community education efforts. Fire prevention classes were held at the School and the Community Center to educate the children, older adults, and staff on how to react in case of any emergencies. Additionally, we performed fire drills throughout the year to make sure the children are aware of what is to happen in the event of an emergency. Home safety checks offered through the Senior Center where employees visited homes of older adults and made recommendations on safety features that could be taken to prevent avoidable trips or falls were conducted. Smoke alarm checks were conducted for those older adults that have difficulty with them and recommendations were made to make their homes a safer place for them. In addition, new this year was the Home Knox Box where small key boxes were installed on homes of at-risk residents for easy access of responders in the event of need. The boxes give the Police and Fire department the ability to access homes without the need of forcible entry techniques which causes damage to the homes. The funds for this program were made available through grants and a generous donation from the Friends of Senior Center.

## REPORTS OF BOARDS AND DEPARTMENTS

### Department Calls:

Below is a breakdown of all calls received by the Department throughout the year, the department saw a 13% increase in call volume over 2018.

| Total Reported Incidents      | 2018 | 2019 |
|-------------------------------|------|------|
| Total Calls for service       | 277  | 314  |
| Medical Emergency/MVC         | 136  | 137  |
| Fire Related                  | 32   | 22   |
| Hazardous Condition (No Fire) | 21   | 20   |
| Calls for Service             | 40   | 67   |
| Good intent Call              | 18   | 7    |
| False Alarms                  | 28   | 47   |
| Severe Weather                | 1    | 14   |
| Special Incident              | 1    | 0    |
| Mutual Aid Requests           | 36   | 22   |

In closing I would like to say thank you for supporting the Fire Department throughout the year. Remember to check your smoke alarms monthly to ensure they are working properly.

Respectfully,

Philip Wonkka  
Fire Chief

# REPORTS OF BOARDS AND DEPARTMENTS

## HIGHWAY DEPARTMENT REPORT

On September 3, 2019 Pam McNamara was hired as the Building Grounds Maintenance Custodial person for the Senior / Community Center and Library.

Repairs have been made on many swales along North Street, Mountain Road to prevent ice buildup in the road during the winter months. Swale and drainage work will continue for the next couple years as weather permits.

Many roads had tree trimming done to help visibility. We will continue with the tree trimming in troubled areas. Tree removal will continue in the areas that are raising the sidewalks. We will remove or grind stumps and roots, so the sidewalks can be repaired.

The Highway Department was involved with many safety improvements that included adding ADA Detectable warning Tiles at new crosswalks. Bus stop signs, crosswalk signs, yield ahead signs and road paint markings. Most Town owned crosswalks had new paint applied as well. Multiple signs have been installed along the Route 2 intersections of Church Street and North Street advising of the truck exclusion.

We continue to use the brush chipper to keep intersections and other bad areas clear and more visible without having to make many trips back to the yard. D.E.P. no longer allows highway departments to burn those piles.

Vets Field and Zilinski Field had an extensive tree trimming project completed in the Fall for safety reasons. Vets field play structures had to be removed for safety reasons.

All Highway, Building Grounds and Custodial Staff continue their education for OSHA Safety and License requirements for performing their job.

- Onsite training was completed for culvert repair and replacement.
- Confined space training was completed.

With all these projects that happened we still had our seasonal duties that were completed also. Catch basin cleaning, roadside mowing, mowing the Maple Ave landfill, line painting, almost anything goes, street sweeping, town building and park maintenance, setting up tents for the summer program and fall festival, picking up Christmas trees, the fall leaf collection, streetlight repair, plowing and treating the roads. The new leaf machine worked wonderful! We would especially like to thank the residents for reading the Around Town notice on not including other yard waste in the leaf piles this year.

The Highway Department would like to thank everyone for their support and we look forward to helping and working with all departments again in the upcoming year.

Respectfully Submitted,  
Glenn McCrory, Highway Superintendent

# REPORTS OF BOARDS AND DEPARTMENTS

## POLICE DEPARTMENT REPORT

In 2019 the police department handled (3,027) three thousand twenty-seven calls for service. These calls include but not limited to alarms, medical emergencies, disturbances, erratic vehicles and general complaints. In addition to these calls the Department investigated (53) fifty-three motor vehicle crashes, preformed (1,937) one thousand nine hundred thirty-seven documented traffic stops. These traffic stops resulted in the issuance of (758) seven hundred and fifty-eight traffic citations amounting to (\$28,450) twenty-eight thousand four hundred fifty dollars in fines. The officers filed (289) two hundred eighty-nine incident reports and processed (202) two hundred two arrests and criminal complaints. Included in these arrests were (44) forty-four (OUI) operating under the influence, (4) four domestic disturbances including both restraining order violations and assaults. (20) twenty arrests included drug violations. (14) fourteen trespassing incidents.

The French King Bridge has continued to be a major impact to the department with constant calls for service with many being very serious. Erving Police responded to (33) thirty-three calls for service, (11) eleven suicidal people were taken into custody, (15) fifteen of these incidents involved large scale operations with several additional agencies some including fire and rescue. (1) one person jumped from the bridge and was found months later deceased in Deerfield. The Town has continued working with state agencies to fund and install barriers to prevent further injury and deaths.

Currently the Department has (2) two Dodge Chargers and (2) Ford Interceptor utility cruisers. last January the police department replaced a 2013 Dodge Charger with a new 2019 Dodge Charger. The police station was retro fitted with LED lighting inside and outside to lower energy consumption. The inside lighting was set to motion detection, so they turn on and off when each room is in use. Lastly, the original diesel generator was updated with a new propane generator.

The Department staff has changed when Officer Brent Griffin left for a better paying position with the Greenfield Police Department. Officer Amanda Flower was hired to replace him. The staff now has no reserve officers and maintains services with (6) six full time officers. In July Christopher Miner the sixth officer was hired. These officers cover (24) twenty-four hours a day (7) seven days a week. The station is staffed during the week Monday thru Friday 0700 hours to 1600 hours.

Sincerely,

Christopher W. Blair  
Chief of Police

# REPORTS OF BOARDS AND DEPARTMENTS

## WASTEWATER / WATER DEPARTMENT REPORT

There have been some new changes in 2019 in the Wastewater / Water Department. The Department received it's 2020 Ford F250 crew cab truck. I would like to thank the residents of Erving for their votes. It is greatly appreciated.

The Wastewater department is currently staffed by Peter Sanders (Chief Operator), Darby Chagnon (Assistant Chief Operator), and Peter Walsh (Operator). We have had **NO** Compliance issues with DEP or the EPA. The plant and pump stations have all performed well. We are currently working with the Town of Montague to address I&I issues in Millers Falls, which flows to POTW # 1, reducing the flows would reduce operating costs at POTW # 1.

Inspections of the "Double Barreled Syphons" was completed and we are awaiting the recommendations from the engineers to complete that project. Also, the Arch St. Pump Station Forced Sewer Main project is in the phase of planning geological test borings for the layout of the new main.

The Erving Water Department is staffed by Peter Sanders (Water Superintendent), Mike Brown (Assistant Water Operator), and operators in training Darby Chagnon, and Peter Walsh. There have been **NO** compliance issues with DEP and the EPA. The new Generator for the Well House is installed and ready for use. The department also will be installing water sampling stations (3) in town this spring/summer to meet recommendations by DEP. These stations will provide easier access for our required routine samples. The department continues to provide the best drinking water we can to our residents.

Peter Sanders  
Chief Operator / Water Superintendent

*A Year of Building: New Library, Community Support and Great Service*

# Erving Public Library



## Annual Report 2019



### ***Building the New Library: Progress***

Working together we are Building a Better Library & Creating a Better Erving!

By the end of 2019, the new library project was 95% complete. Johnson/Roberts



Associates under the direction of their project architect Philip O'Brien saw their design concept take shape as Marois Construction guided the crew through every step. P3, Inc. project managers: Dan Pallotta, Rob Todisco and Nick Jablonski actively oversaw the project, reporting any change orders to the Library Building Committee and Town Officials for a vote.

The Library was originally funded at a cost of Four Million, Nine Hundred Thirty-three Thousand, Seven Dollars and No Cents (\$4,933,007.00) with the MBLC Construction grant contributing \$2,722,627 and the town contributing \$2,210,380. Due to the higher than anticipated cost of construction of \$3,837,000, the addition of a generator \$65,000 and the original estimate for solar (PV Array) of \$325,000, the budget for furniture and equipment (FF&E) was eliminated.

### ***Fundraising for the New Library***

To supplement the FF&E budget, private citizens and businesses contributed nearly \$30,000, mainly due to the efforts of the Fundraising Committee, who encouraged monetary donations and held fundraising events and sold items. (See a description under Programs at other Venues in this report.)

### ***Special Town Meeting***

To guarantee completion of the project, an additional special town meeting vote was taken on June 25, 2019 adding \$550,000 bringing the Town's share to \$2,760,380. However, the photovoltaic array project was divided into two stages with site work being done by Marois Construction for \$29,101.31 and the photovoltaic array after rebid saving the town over \$100,000.

### ***Opening***

The new Library will open on March 1, 2020. The Grand Opening will be March 29, 2020, exactly one year from the Groundbreaking Ceremony.

### **B**uilding Community and Connections

The Erving Library provides a space where people meet neighbors and make friends. In addition, the Library offers great opportunities for service through joining the following:

#### ***Friends of the Library***

President: Rebecca Hubbard, Vice President: Dulcie McAndrews, Treasurer: Arlene Wonsey, Board Members: Carol Gregory and Geraldine Cornwell. The Friends of the Library working in conjunction with the Fundraising Committee helped to raise over \$10,000 for the building project as well as to sustain the organization's main goals to fund library supplies, promote library events and sponsor programming.

#### ***Volunteers***

The Library Staff is assisted by many residents that offer countless hours of volunteerism without want of recognition. We also are grateful to all of those who donate books and other media and plants for the annual sale.

The following volunteers devote regular and often daily assistance to the Library staff:

Ann Lucas, now completing her 10<sup>th</sup> year at the Library

Maggie Fidanza developed and offered monthly craft days for the 5<sup>th</sup> straight year.

Becky Hubbard and Arlene Wonsey offered holiday craft days and assisted at other craft days.

#### ***Committees***

The Library Building Committee (in alphabetical order): Marcia Bernard, Librarian; Jacquelyn Boyden, Town Assistant Assessor; Sara Campbell, Consulting Civil Engineer; Rebecca Hubbard, EPL Friends President; Peter “Rupert” Roy-Clark, Trustee and Supervisor of UMass and Amherst Physical Plants; Deb Smith, Finance and Planning Boards; Charles Zilinski, Telecommunication Technician/Electrical Apprentice and Finance Board; Cynthia Roy-Clark, student member in 2018 was unable to serve in 2019.

The Library Building Committee was assisted by Barbara Friedman, Library Director; The P3, Inc. project management team of Daniel Pallotta, Rob Todisco and Nick Jablonski; Phil O'Brien, LEED AP Principal, and Stewart Roberts, AIA Principal, architects with Johnson/Roberts Associates. William Bembury and Scott Bastarache, Board of Selectmen, liaisons to this Committee and Mackensy Bailey, Erving Library Trustee Chairperson.

The Fundraising Committee (in alphabetical order): Beth Bazler, Marcia Bernard, Jacqueline Boyden, Sara Campbell, Holly Fitzpatrick, Rob Fletcher, Teresa Foster, Barbara Friedman, Rebecca Hubbard, Rupert Roy-Clark and Phyllis Stone.

### ***In Cooperation with Other Agencies***

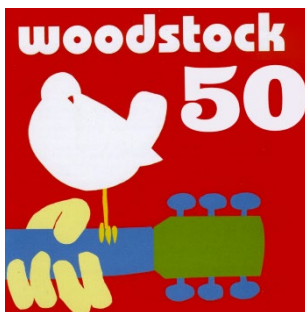
The Erving Library is a member of the following agencies: the Massachusetts Library System (MLS), which provides twice weekly delivery and other services; the Central/Western Massachusetts Automated Resource Sharing (C/W MARS) network which connects the library to the regional online catalog and provides digital content; the Massachusetts Board of Library Commissioners (MBLC) which provides construction money, the Commonwealth Catalog, databases and direct state aid. These agencies and the Western Massachusetts Library Advocates (WMLA) also provide consulting services, staff continuing education and contribute to the summer reading program. Participation in these various groups adds value to the services provided through local funding.

### ***In Cooperation with other Town Departments***

The staff and the Friends of the Erving Library work with local committees and departments to share resources, facilities, and programming opportunities. This includes programs offered at other Town buildings and other locations in with assistance from state and regional agencies.



### ***Programs held at the Senior/Community Center***

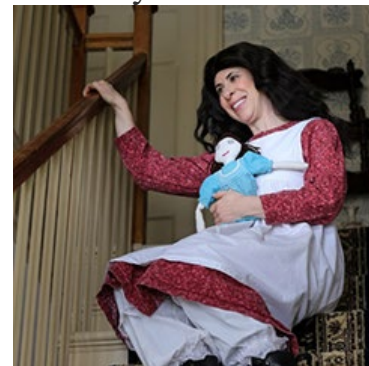


- Virtual Reality Moon Walk
- Woodstock Revisited
- Summer Evening Line Dancing for Seniors
- Friends Craft Days
- Sheryl Faye as Abigail Adams sponsored by the Friends of the Library
- End of Summer Reading Prize Party

- Museum of Science visits from Boston to present *Rockets: There and Back Again*

### ***Programs at the Erving Elementary School***

- Sheryl Faye performing as Helen Keller sponsored by the Friends of the Erving Library and the Erving Elementary School Library
- Class visits for summer reading



### ***Programs at the Library in 2019***

- Author Rachel Hodges shares *Gingerly*, her newly published book in hardcopy and ebook
- Book Discussion: *Stranger in the Woods*
- Author David Brule spoke about his book



*Looking for Judah: Adventures in Genealogy and Remembrance*

- Annual Friends of the Erving Library Plant Book and Media Sale
- John Burk, the author of the recently published AMC'S Best Day Hikes in Central Massachusetts shares maps
- Author August Thomas spoke about her bestseller: *Liars Candle*
- Coding and Robotic activities for third and fourth graders
- Series of science programs as part of STEAM enrichment for early grades
- Professor Salman Hameed Discussion: *Extraterrestrials*
- 200 individuals participated in the 2019 Summer of Space Reading Program
- Escaping the Shuttle: An Escape Room Adventure for Families
- Lego building sessions
- Crazy 8s Math Club
- Halloween Open House

### ***Programs/Fundraising Events at other Venues***

- Friends of the Library Town-wide Tag Sale Annual Fundraiser
- Tales and Tunes supported by the Erving Cultural Council at Riverfront Park
- Mother's Day Flower Sale Fundraiser at Weatherheads
- Hike to Hermits Cave with Harry and Susan Sharbaugh
- Library Libations: A Spirited Night at Element Brewing in Millers Falls Fundraiser featuring Rob Fletcher
- Savory Suppers at Atkins Farmstand, Fundraiser for New Library
- Garden Tool Sharpening with Teresa Foster, Master Gardener
- Scrafty: Sign-Making, a Fundraiser for the new Erving Library
- KLR Photography Sessions Fundraising Event.
- Friends of the Library Pumpkin Painting in the Park at the Fall Festival

## Building on Public Service

### Staff

Barbara Friedman, Library Director

- Barbara Friedman has completed her 11<sup>th</sup> year at the Erving Public Library. Among her accomplishments are:
  - Participated in planning and grant administration for the building of a new library
  - With Committee input and the aid of vendors representatives, selected over \$100,000 worth of furniture and equipment for the new library
  - Lead “large donation” drive for new library, netting over \$20,000 in contributions and pledges.
- Added nearly 800 items to the Library’s collection & added digital services.
- Successful grants added to library operational budget for FY20
  - Massachusetts Cultural Council for new library \$2,500
  - Small Libraries in Networks \$2,100.
  - State Aid to Libraries \$2,244

Jean Daley, Senior Library Assistant

- Jean Daley has completed her 7th year at the Erving Public Library.
- Developed and offered STEM programming in math skills, coding and robotics
- Wrote successful grants:
  - Jordan Miller Storytelling
  - Eduporium
  - Girls that Code
- Supervised staff and volunteers
- Worked toward her para-librarian status
- Selected 500 items from the collection for temporary storage in the Town Hall until the new library opens

Andrea DeIuliis, Library Assistant

- Andrea Deiuliis completed her first year at the Erving Public Library.
- Currently works at two other libraries (Bernardston Elementary School and Tilton Library in South Deerfield) not only enriching her library experience but sharing this knowledge with Erving patrons.
- Enlisted speakers for library programs
- Assumed the role of adding new acquisitions to the Evergreen system (C/W MARS)
- Andrea has applied to be a candidate for a Masters Degree in Library and Information Science at Simmons University. She hopes to start her studies in the fall of 2020.

We want to thank our newest member of our maintenance crew, Pamela McNamara, and also Glenn McCorry, Becka Walsh for helping with our aging building. And our sincerest thank you to all Town Departments who help the Library succeed in so many ways and especially to Bryan Smith and Betsy Sicard, who are always there to help and find solutions to any problem.

## Building New and Existing Services

The Erving Public Library (EPL) reaches many people through Facebook several times each week: 450 people are followers.

EPL offers 24/7 service through the C/W MARS online catalog at <https://catalog.cwmars.org/eg/opac/home>

The Library offers other digital resources. See Erving's website at <https://www.erving-ma.gov/erving-public-library> for links to databases, historical photos, streaming videos, digital music, ebooks and audiobooks offered through the services of Gale, Freegal, Overdrive (Libby) and Hoopla.



\*Digital content adds hundreds of thousands of items to the Erving Library Collection

### ***Annual Statistics for 2019***

- The Erving Library is open 30 hours per week Sunday through Thursday, 1-7 pm
- 934 people held a Erving Public Library card in 2019.
- 12,251 items comprised the Library's collection at the end of 2019, including DVDs, Music CDs, Audiobooks on CD, and books for children, teens and adults.
- 15,278 items valued at \$217,717 were checked out at the Erving Library desk in 2019
- 2928 items were borrowed by Erving residents from other libraries and 3,151 were sent to other libraries in FY19 through the Massachusetts Library System in 2019.

***Erving Public Library's Mission is to Help Make Erving a Great Place to Live!***

Prepared by Barbara Friedman, MLIS, Library Director

Respectfully submitted,  
Mackensey Bailey, Chairperson  
Rupert Roy-Clark, Secretary  
Dan Hammock

# REPORTS OF BOARDS AND DEPARTMENTS

## COUNCIL ON AGING REPORT



*Where Community Meets*

### **2019 Was another year of growth and measured participation.**

The amount of people who signed in: 12,323 vs LY 10,811 an overall **12% increase**.

There was a total of 10 exercise classes per week: Signed in participants 4,907 quilting 393, weekly bingo 545, billiards 402, use of exercise equipment 1,945, other miscellaneous programming 4,385. New Guests attending for first time in 2019 totaled 100.

**Wellness Facilitated Programs:** Ask the nurse first Tuesday of each month, nurse to visit home per request, foot clinic first Thursday of each month, therapeutic massage once monthly, 12 weeks Biggest Loser Program, 1 flu clinic, 3 community blood drives, veterans Services first Wednesday of each month.

**Educational/Information Programs:** The Many Faces of Dementia, Health Plan Options for people with Medicare, planning for Medicare-Countdown to 65, The Dementia Experience, nutritional presentations from LifePath, Erving Fire Home Safety Programs, hearing aids and programs for Life Alert Protection Units, attending and representing Erving seniors at the TRIAD Safety Expo. Basic computer classes, intergenerational reading with Erving Elementary students. Long-Term Care and financial planning.

**Fitness Programs & Wellness Classes:** 10 different classes taught with different fitness levels to accommodate most who attend. Group walking seasonally. See monthly calendar for dates and times for all programs listed. Also available on the **Senior Center Facebook and Erving Town Website** [www.erving-ma.gov](http://www.erving-ma.gov)

**Other Activities/Crafting Offered:** Quilting workshop and bowling every Friday, Wii sports competitions, billiards, painting classes, puzzle making, daily card games, bingo weekly, free Wi-Fi and use of laptops, movies, DIY crafting classes, professional exercise equipment that can be utilized daily from 8:00am – 4:00pm

**Food Service & Homemade Lunch:** Lunch is served 5 days a week. You must sign up in advance so proper quantities can be purchased and prepared. Special lunches offered, Christmas, Thanksgiving, Easter, St Patrick's Day, Valentine's Day, Halloween and special birthdays. 2,595 homemade lunches and 1,551 LifePath lunches for a total of 4,146 meals served. Yearly pies have been provided at Thanksgiving to seniors from the Quabbin Valley Health Care. Other food service provided is the Brown Bag program provided first Thursday of each month to those who qualify.

## REPORTS OF BOARDS AND DEPARTMENTS

**SHINE:** (serving the health insurance needs of everyone) Becky Paciorek is available as needed at the Center to help you with all your health care questions or concerns. She can be reached at 413-423-3649 ex 1541

**Events/Programs supported by a Cultural Council Grant:** There were five events. A six-week History of Jazz & Swing Music Through Dance. Six weeks Djembe Drumming Class. Bryson Lang Comedian Juggler, Tales of the Supernatural presented by: Diane Edgecomb, Sing along with performer Dusti Dufresne.

**Seniors visited and had lunch and donated CARE BLANKETS:**

Quabbin Valley Health Care, Buckley Health Care, Poet's Seat Health Care

**Bus Trip & Other Excursions:** Newport Playhouse RI lunch buffet and Clothes Encounters Show, Maine Lobster Boat, lunch and Sand Castles in NH, Taste of Vermont Wine Tour, Apple Barn and lunch. TRIAD Picnic, Hatfield Lions Pavilion Picnic, Sing Sing Sing, Musical Tribute to the USO Shows, Comedy at lunch with David Shikes.

**Services Provided:** FRTA van services provided for 55 and older Erving residents. This service provides rides to appointments, shopping, to and from the center and other locations necessary for you to live independently. Fee is minimal. **HANDY MAN** service provided by a Grant for small home repairs. Senior pays for materials the grant pay the labor cost to complete job. Community Outreach Officer Becky Paciorek  
413-423-3649 ex 1541

**The Friends of the Erving Senior Center:** An association of seniors that meet the third Tuesday of each month. The Friends enhance the quality of services, programs and events for all who attend the center. The group fundraise permissible under Chapter 180 of the General Laws of the Commonwealth and section 501(c)(3) donating this year over \$2,000 to Erving residents and other programs. Once a year [Friends Holiday Bazaar](#)

**Staff:** Director: Paula D Betters, Kitchen: Robbin Terault, Maintenance/Custodial: Paul Wasielewski retired July 2019 sadly missed. RIP

**COA :** President Sarah Meuse, Joseph Bucci, Denise Maynard, Kathie Curnick, Dennis Wonsey, William Meuse, Gary Betters. Liaison William Bembury. The council voted to meet each quarter. See posting for exact date and time. [www.erving-ma.gov](http://www.erving-ma.gov)

**The Center is open daily 8:00am – 4:00pm** You may call at anytime during these hours for information about programs, events or services **413-423-3649** located at 1 Care Drive Erving MA 01344

**Bad weather policy:** If Erving Elementary is closed so are we.

## RECREATION COMMISSION REPORT

With yet another year under our belts, the Erving Recreation Commission continued its tradition of providing fun, healthy and wholesome opportunities for our community members of all ages to congregate and rec-reate. From climbing walls in Veterans' Field and tubing down snowy slopes, to bedazzling sugar cookies with Santa and jamming to a blues band, Ervingites have enjoyed a year rich with indoor and outdoor recreational activities and programs.

**Full House:** The Commission functioned smoothly with all five seats filled this year. Erik Eichorn continued in the role of Chairman, building upon his experience and managing new ropes with aplomb. Also serving are Jeff Rollins, Renee Tela, Jill Betters and Alison Rollins. Breta Yvars Petraccia stepped aboard in April as Assistant, managing the day to day administration and functions of the department.

Our online presence is increasing, with our now-fully-functional website program, [myrec.com](http://myrec.com), allowing for online registration, payment, and tracking for all our programs. We received a wonderful donation of a new, full-sized table tennis table, which is a delight to play on! It currently resides in the Recreation Center's game room, alongside the mini-billiards table, air hockey, and the ever-popular foosball table.

### Winter:

January marks the beginning of our competitive Eagles Basketball Season. This year we all of our Erving Teams performed spectacularly and had a great learning year with fabulous coaches and parent support. Our Senior Girls Team and our Senior Boys and Junior Boys Teams all placed in the top three of the Vernon and Hinsdale Tournaments. Our third year of snowtubing at Berkshire East was filled to capacity and then some, with families and friends. We more than filled the slopes as children and adults alike took over the tubing slopes. This annual outing is quickly becoming a Town favorite!

### Spring:

Erving baseball had another successful season, with one Erving Junior team representing our town in the Tri County League and an instructional t-ball team. Unfortunately, the Senior team and Softball team were not able to play due to lack of other teams. Some players joined Greenfield teams and Newt Guilbault teams and had winning seasons – congratulations to them all! Our Annual Easter Egg Hunt met with a turn in the weather, but we simply moved the festivities inside! Eggs were strewn across the Erving Elementary School Gym, and the Easter bunny visited with a crowd of Erving kiddos. The Erving Station generously donated candy for the Easter Bunny to hand out for a second year in a row – a delicious local touch to this sweet seasonal event.

### Summer:

Marisa Spaulding returned as the Director of our Summer Parks Program this year, with even more fresh ideas for our Parks Program attendees. We were fully staffed with 4 counselors and an assistant director. We were practically filled to capacity for all three two-week sessions, with 40 participants each. They enjoyed fun crafts, games, guest entertainers (from fantastical puppets to live alligators), weekly beach trips, and biweekly field trips. We were delighted to be able to incorporate the free meals program again this

## REPORTS OF BOARDS AND DEPARTMENTS

summer, which enabled every Summer Park child and Erving resident under the age of 18 to have a healthy breakfast and lunch, free of charge. Once again, we hosted the International Soccer Camp (formerly British Soccer Camp) from Challenger Sports. Instructors from across the globe were hosted by local families at night and spent their days of the week challenging local kids, teaching them new skills and increasing their love for the sport. Tiny Tykes, half day and full day players had a great time honing their soccer skills and learning about soccer and people from around the world. We will welcome them back again in August 2020. We continue to rent out our programs room at the Erving Recreation Center to Nick Blaze, who offers a martial arts course on Tuesdays and Thursdays.

The Erving Recreation Commission worked with the Erving Cultural Council, who hosted three popular concerts in June and July, making ample use of the new bandshell at Usher Park. The Bad News Jazz and Blues Band will be returning in June 2020 for an encore performance.

Fall:

Fall ushers in soccer season proper, and our co-ed Soccer team was ready and eager to go along for the ride. At the end of the season, we participated in a rousing jamboree with 20 teams playing in the Tri-County Junior and Senior leagues. With leaves turning in the cooler weather, we made the most of the Indian summer weather by hosting our bi-annual Fall Festival at Veterans' Field. Over 200 attendees enjoyed bounce houses, climbing walls, bungee trampolines, stunning face paintings, and loads of delicious food served up by local businesses, town departments, regional charity groups, and many of Erving Elementary School's own students. This year, we welcomed the PTO and grade-based fundraising events to the Festival, which brought out families of all ages to enjoy the wonderful fall afternoon. Due to lack of interest and potential weather issues, we canceled Trunk or Treat, and instead welcomed spooky trick-or-treaters at the Recreation Center for Halloween treats. We rounded out 2019 with Cookies with Santa, held at the Community/Senior Center. Younger Erving residents brought their adults to decorate cookies with stunning and delicious results, and to meet Santa and Mrs Claus who stopped by on their way back North to get ready for the winter holidays. The Clauses greeted every adult and child with a smile, a knowing nod, and special reading of T'was The Night Before Christmas.

Right now, we are eagerly preparing for spring, dreaming of our soon-to-come volleyball court at Zilinski field, planning playground renovations at our parks, dusting off our gloves and bats, and getting out to enjoy all of the great resources Erving has to offer. We look forward to serving the Town and our neighbors with another successful year of recreational fun in our parks and throughout our community in the year ahead.

Sincerely,

Jill Betters, Renee Tela, Erik Eichorn, Jeff Rollins and Alison Rollins

## BOARD OF HEALTH REPORT

The Erving Board of Health issued the following license types in 2019:

- 18 Active Septage Hauler Permits
- 15 Active Food Establishment Permits
- 2 Semi-Public Pool Permits
- 2 Outdoor Wood Burning Boiler Permits

Septage Hauler permits allows septic hauling companies to dispose of waste at the Erving Center Treatment Plant and/or at the Erving side Wastewater Facility. The waste from residents' septic systems can be disposed of without charge at the Erving side Plant. The septage hauler must call the facility in advance at 413-423-3354.

Our Health Agents, Claudia Lucas and Charlie Kaniecki have been very busy with annual inspections of our food establishments and public pools, addressing the abandoned buildings here in Town and addressing housing complaints. With the help of Claudia, Charlie and the Attorney General's Office, two properties had gone into receivership in Town in 2018 and they continue to monitor them through housing court as the receivers are still working on completion. One very old property with a dwelling that was in disrepair and a dilapidated barn was addressed through housing court and the owner placed the property on the market. To the delight of the Town, a couple purchased the property and have spent hours upon hours clearing brush and debris and have gutted the dwelling with the intent to restore. Claudia and Charlie are always on hand to help with questions of any kind and do our inspections, perc testing, housing court issues when necessary and are currently assisting with a matter that is in litigation. Thank you to our Health Agents for the important and superb job that you do for the Town.

Our health nurse, Lisa White, keeps us up to date on communicable disease reporting, important information that our residents should know and holds hours at the Erving Senior/Community Center on the first Tuesday morning of every month. Thank you, Lisa, for all that you do and for keeping us informed.

The local Board has started meeting monthly as there seems to be a lot more going on in the realm of public health matters and rules and regulations. The Board of Health is always open to any questions, concerns or problems regarding health issues in our town. Please feel free to call anytime at 413-422-2800 ext. 1101. You may also email the Board of Health Clerk, Betsy Sicard, at [elizabeth.sicard@erving-ma.gov](mailto:elizabeth.sicard@erving-ma.gov) or contact our local board of health members at [health@erving-ma.gov](mailto:health@erving-ma.gov).

Respectfully submitted,

Cyd Scott, Chair      [bruce.scott@erving-ma.gov](mailto:bruce.scott@erving-ma.gov)

Leo Parent, Jr.      [leo.parent@erving-ma.gov](mailto:leo.parent@erving-ma.gov)

Michael Gralenski      [michael.gralenski@erving-ma.gov](mailto:michael.gralenski@erving-ma.gov)

*Erving Board of Health*

### EDUCATION

- Erving Elementary School
- Gill-Montague Regional School
- Franklin County Technical School

## ERVING ELEMENTARY SCHOOL REPORT

It gives me great pleasure to submit this report on behalf of the Erving Elementary School. As I write this report, I'm halfway through my first year as principal and loving every minute of it. Mr. Trill retired June 30, 2019 and left me with a great staff, wonderful children and very supportive parents, grandparents and an amazing community.

Erving Elementary School enjoys a full history of academic and cultural quality that is the result of a shared partnership between the school staff, parents and members of the community, each providing a multiplicity of experiences for our students. During these initial months as the principal, I have found this close working relationship, and emphasis upon what is best for children, to unmistakably exist.

I have quickly learned why Erving Elementary School is characterized as a 'jewel'. It is clear that parents and educators carefully consider the merits that must be present in order to educate the whole child, and this is present across the building. Our educational programs are academically and artistically challenging, engaging each student by linking the curriculum to prior knowledge and experience. Faculty and staff work extremely hard to provide exciting, expanded opportunities for our students to explore new ideas, and acquire the skills to become productive citizens and prepare them for the challenges of the 21<sup>st</sup> century.

The total enrollment of the school is 133 students in grades preschool through grade 6. New additions to the staff this year were Cole Hogg (P.E. Teacher), Michelle Arena (Special Education Teacher), Jessica Sojka (Paraprofessional), Jennifer Fay Smith (Office Assistant), Sarah Vular (Paraprofessional), and Kym Lewis (After School Program Director).

The Massachusetts Board of Elementary and Secondary Education requires all students in grades 3 through 6 take the Next-Generation MCAS computer-based assessment. In the fall of 2019, Erving Elementary School learned of its MCAS rating in both mathematics and English Language Arts (ELA), based on the April and May testing of all students in grades 3 through 6. Erving Elementary School attained an accountability classification of, *Not Requiring Assistance or Intervention* following the fall release of the 2019 MCAS test results. This framework for the accountability system allows the Department of Elementary and Secondary Education to identify districts and schools that require assistance or intervention in addition to those that are demonstrating success, and to assist where necessary.

All staff at Erving Elementary School are proud that our students continue to demonstrate continued success according to the standards set by the State of Massachusetts. As we have done with previous assessments, we will use the MCAS data and our school data to reflect on our students' areas of strength and on areas where they may need additional support. All test results provide critical information that is utilized to target instruction and resources that improve student learning. The MCAS data guides decisions and specific action steps around professional development, curriculum, instruction and assessment.

The School Council meets monthly to create a shared vision, discuss how the school can improve student outcomes, and, plan a school environment which unites all members of the school community in a sense of belonging, commitment and growth. Our goals for the coming school year include:

1. To improve professional capacity, relational trust, collaboration, and quality of instruction within the EES community.
2. Erving Elementary School educators will produce a Literacy Action Plan to drive curriculum, instruction, assessment and professional development.
3. Develop and support a comprehensive assessment system to provide educators with data to inform instructional decision- making.

Erving Elementary School applied for and was awarded, a state -funded Early Grades Literacy grant to support the alignment of English Language Arts curriculum, instruction, assessment and professional development. The purpose of the grant it to focus on creating a robust language rich environment for all students in grades Prek-3, with a focus on increasing student proficiency in the areas of reading, writing and effective communication. This grant program supports a team of teachers from EES to participate in a yearlong professional development learning series that supports high quality literacy instruction for the students at Erving Elementary School.

Erving Elementary ‘Preschool’ is extremely popular. Our full-day program attracts the attention of many Franklin County residents; some of who are relocating to the town to ensure their child experiences a quality early childhood education. We have two preschool classrooms to accommodate the increase in student numbers, and respect the value of a low student to teacher ratio. The ratio in each classroom ensures children attending Erving receive the finest opportunity to start their educational journey.

**Technology** – Tom Smith (Technology Director) continues to update our website ([www.erving.com](http://www.erving.com)) with news to share with the school community. This fall, nine of our classrooms have been fortunate to be outfitted with new Epson Promethean Boards. With this new technology, teachers will be able to lead the class in interactive lessons filled with rich powerful activities to grab the attention of the whole class, as well as work with students on personalized learning activities. These boards can be found in PK-6 classrooms, we also have a rolling board that is located in the EES computer lab.

**Erving Elementary School Community Events** are a vital part of the school’s daily life. Our Winter Concert and Cookie Exchange is a clear example of the extent to which the Erving community goes to demonstrate their care of, and respect for each other. The gym is always packed with standing room only, people squeezing into every space along the walls. We are treated to an instrumental and choral extravaganza, beautiful voices courtesy of the hard work of students and staff. Bravo Ms. B.C. for a well-orchestrated event. Thank you, Katrina Richotte and a host, of P.T.O. volunteers who spent many hours setting up, and ensuring every person received a bag of goodies at the end of the concert. Another community event is the All-School Play. This year we were treated to The Tale of the Oobleck. The play was yet another of those special moments, when the stars were aligned and the lights shone brightly on the talents of our incredible children. In Erving, we are so very fortunate to have a rich and varied pool of opportunities for our students to excel and realize their potential. The hard work and dedication demonstrated by each and every student reflected that same commitment by the staff/instructors, mentors, and of course you their parents, guardians, and grandparents. The ‘Erving Elementary School Play’ is a rite of passage in the truest sense of what a community event should be. It is recognized by all as one of those requisites we should always strive to provide. There were plenty accolades at the end of the show.

A number of people commented on how wonderful an opportunity this show is for those students who may excel in the arts.

Thank you Rinky Black and Pam Ososky for giving so much of your time to ensure our Butterfly Garden retains its beauty, and is an indicator of a healthy environment and healthy ecosystems. Our garden provides a wide range of environmental benefits, including pollination and natural pest control. Mrs. Black and the Erving Conservation Commission, teamed up this fall to start a new pollinator garden at the school that will allow students an opportunity to learn about the science of pollination by participating in the Pollinator Protection Program; a program that is sponsored by the Nolumbeka project.

**Veterans Day:** One of the most important educational messages we can convey to our students is that of respect. If every person in the world truly honored, valued, and respected each other, it would be clear that we would be living in a different world. I would like to share with the community how our students and staff at Erving Elementary School recently had the opportunity to spend some *special time with 'friends'*, and demonstrate the value of respect. On Friday, November 8, 2019 Erving Elementary School students and staff came together to honor and pay tribute to all American veterans, but especially to give thanks to living veterans who served our country honorably during war or peacetime. Our school was proud to honor the 47 special guests in attendance.

**Safety:** Captain Ryan Betters and Firefighter Brandon Breault visit each classroom to present all of our students with important Fire Safety and Prevention information. Erving Police Chief Chris Blair and members of the Erving police force accompany a number of state troopers from the Commonwealth School Safety Task Force, to conduct school-wide lockdown drills, and to provide us with feedback on our protocols for student and staff safety. Overall, we did a wonderful job as students and staff followed everything to the law and received an 'A' rating. Our guests were extremely impressed with the culture of respect that permeated the building. As you can imagine we are very proud of our students and staff.

It is reassuring that our local police officers take the time to build a rapport with our children, so that when they meet in public, children easily recognize them and feel comfortable talking with them. Sergeant Rob Holst comes along to talk with our Preschoolers about his role as a police officer here in the community, including how he uses his police cruiser. Rob does a wonderful job gearing his talk to their level and responding to the many questions asked by our students. Sergeant Holst also provides all students in grade 6 with a comprehensive D.A.R.E. (Drug Abuse Resistance Education) program. D.A.R. E. teaches students good decision-making skills to help them lead safe and healthy lives. Thank you, Sergeant Rob.

On behalf of the students attending Erving Elementary School, thank you to Superintendent Jennifer Culkeen, Central Office staff, Director of Student Support Services Prudence Marsh, Business Manager Bruce Turner, Erving School Committee, PTO, School Council, Town Highway Department staff, Erving Town Officers, faculty and staff, families and community members. Your leadership, management, vision and support are all necessary to maintain the quality of education that our school provides for our children. It is imperative that we continue to provide our children with a safe, innovative and challenging environment to learn and grow as students and as people.

## EDUCATION

Thank you for providing our students with a safe, supportive and well cared for environment, where they can learn and grow. Our students deserve the best!

Respectfully Submitted

Lisa Candito

Principal

## GILL-MONTAGUE REGIONAL SCHOOL REPORT

### ANNUAL REPORT GILL-MONTAGUE REGIONAL SCHOOL DISTRICT FISCAL YEAR 2018-2019

| <u>SCHOOL COMMITTEE</u>       | <u>TERM EXPIRATION (May)</u> |
|-------------------------------|------------------------------|
| Jane Oakes, Chair             | 2022                         |
| Heather Katsoulis, Vice Chair | 2022                         |
| William Tomb                  | 2020                         |
| Mike Langknecht               | 2022                         |
| Cassie Damkoehler             | 2020                         |
| Timmie Smith                  | 2021                         |
| Jennifer Lively               | 2021                         |
| Haley Anderson                | 2021                         |
| Thomasina Hall                | 2020                         |

#### Superintendent's Report

The Gill-Montague Regional School District vision is to be *“A community that empowers every student for continuous learning, active citizenship, and personal fulfillment”*. Under the direction of the school committee, the district's faculty and staff collectively strive towards this shared vision. These aspirations are guided by the district's three-year strategic plan which began implementation in 2017-2020. The plan's details may be found at our website: [www.gmrtd.org](http://www.gmrtd.org) and its main objectives are summarized below:

#### Strategic Plan Overarching Objectives:

1. **Rigor:** Increase the frequency and effectiveness of written and oral tasks that develop the skills of analysis, synthesis, evaluation, creativity, problem solving and reflection.
2. **Relevance:** Meet students where they are by doing the following: Frame questions of natural interest; Build upon prior knowledge; Draw upon cultural experience; Provide choices; and Integrate student choices
3. **Relationships:** Develop school wide approaches and classroom practices to teach self-awareness, self-management, and relationship skills as well as active citizenship and multicultural understanding
4. **Rigor and Relevance:** Increase the frequency of assessments and projects requiring the application of concepts and skills in worthy and authentic contexts.

We believe the combination of initiatives being undertaken as part of this strategy will result in increased student achievement, improved student enrollment trends, and more sustainable school finances.

#### Student Enrollment:

Total student enrollment has gone from 1,000 in 2014 to 936 in 2019. The distribution of student enrollment across the district in the fall of 2019 was as follows:

|   |            |
|---|------------|
| Gill Elementary (Grades K-6)            | 139        |
| Hillcrest Elementary (Grades Pre K-1)   | 155        |
| Sheffield Elementary (Grades 2-5)       | 217        |
| Great Falls Middle School (Grades 6-8)  | 226        |
| Turners Falls High School (Grades 9-12) | <u>199</u> |
| Total:                                  | <u>936</u> |

#### Finances:

In May, 2019, the citizens of Gill and Montague showed their support for the district with their approval of a FY20 Budget that reflected a 3.9% increase in local assessments from the prior year. The general fund budget for FY20 was \$19,932,858, a 3.9% increase from the FY19 budget of \$19,185,344.

**Gill-Montague Regional School District – General Fund  
Statement of Revenues and Other Sources, and Expenditures and Other Uses – Budget and Actual  
For the Year Ended June 30, 2019 (Unaudited)**

| <b>FY19</b>  | <b>Original Budget</b> | <b>Final Budget</b> | <b>Actual Amounts</b> | <b>Variance with Final Budget Positive/(Negative)</b> |
|--|------------------------|---------------------|-----------------------|---|
| <b>Revenues and Other Sources:</b>   |                        |                     |                       |   |
| Assessments to member towns  | 11,441,330             | 11,441,330          | 11,441,330            | 0   |
| Tuition  | 805,000                | 805,000             | 925,903               | 120,903   |
| Intergovernmental  | 6,635,014              | 6,635,014           | 6,635,288             | 274   |
| Investment Income  | 4,000                  | 4,000               | 8,267                 | 4,267   |
| Miscellaneous  | 0                      | 0                   | 202,957               | 202,957   |
| Other Sources  | 300,000                | 300,000             | 193,717               | (106,283)   |
|  |                        | 0                   |                       |   |
| <b>Total Revenues and Other Sources</b>  | <b>\$19,185,344</b>    | <b>\$19,185,344</b> | <b>\$19,407,462</b>   | <b>\$222,118</b>                                      |
|  |                        |                     | 222,118               |   |
| <b>Expenditures and Other Uses:</b>  |                        |                     |                       | 0   |
| Administration   | 669,519                | 616,926             | 630,577               | (13,651)  |
| Instruction  | 8,452,985              | 8,483,001           | 8,464,496             | 18,505  |
| Other School Services  | 1,334,517              | 1,339,762           | 1,302,828             | 36,934  |
| Operation and maintenance  | 1,522,121              | 1,657,837           | 1,723,734             | (65,897)  |
| Fixed charges benefits   | 4,307,945              | 4,189,561           | 3,959,783             | 229,778   |
| Debt Service   | 209,090                | 209,090             | 209,090               | 0   |
| Special education tuitions   | 189,167                | 189,167             | 269,917               | (80,750)  |
| School choice/charter  | 2,500,000              | 2,500,000           | 2,367,643             | 132,357   |
|  |                        |                     |                       |   |
| <b>Total Expenditures and Other Uses</b>   | <b>\$19,185,344</b>    | <b>\$19,185,344</b> | <b>\$18,928,068</b>   | <b>\$257,276</b>                                      |
|  |                        |                     |                       |   |
| <b>Excess (deficiency) of revenues and other sources over expenditure and other uses</b> |                        |                     |                       | <b>\$479,394</b>                                      |

## Gill Elementary School 2018/2019

### Overview

Strong academic traditions have continued at Gill Elementary, though not necessarily evident in MCAS results. Gill Elementary is classified as the state as “not requiring assistance or intervention” based on MCAS results. Percentages of students meeting or exceeding expectations are shown below. Notable differences between school performance and state performance exist in some areas.

## Spring 2019 MCAS Performance: Students Meeting or Exceeding Expectations

|             | Gill Students | State | Difference |
|-------------|---------------|-------|------------|
| 3rd ELA     | 55%           | 56%   | -1%        |
| 3rd Math    | 45%           | 49%   | -4%        |
| 4th ELA     | 17%           | 52%   | -35%       |
| 4th Math    | 28%           | 50%   | -22%       |
| 5th ELA     | 48%           | 52%   | -4%        |
| 5th Math    | 28%           | 48%   | -20%       |
| 5th Science | 48%           | 49%   | -1%        |
| 6th ELA     | N/A           | 53%   | N/A        |
| 6th Math    | 30%           | 52%   | -20%       |

### Students and Staff

Gill Elementary School's enrollment remained stable during the 2018/29 school year with a starting enrollment of 127 students.

|              |             |
|--------------|-------------|
| Kindergarten | 16 Students |
| First Grade  | 14 Students |
| Second Grade | 19 Students |
| Third Grade  | 20 Students |
| Fourth Grade | 19 Students |
| Fifth Grade  | 25 Students |
| Sixth Grade  | 14 Students |

Just over 50% of the Gill Elementary student population is made up of school choice students. 48.4% of students were from the town of Gill and 29.9% were intra-district choice from Montague. 20.5% were from towns outside the Gill-Montague Regional School District. The breakdown is as follows:

| Town       | Number of Students | % of All Students |
|------------|--------------------|-------------------|
| Gill       | 63                 | 49.6%             |
| Montague   | 38                 | 29.9%             |
| Greenfield | 17                 | 13.4%             |
| Northfield | 4                  | 3.1%              |
| Athol      | 1                  | .8%               |

|        |   |      |
|--------|---|------|
| Erving | 2 | 1.6% |
| Leyden | 1 | .8%  |
| Orange | 1 | .8%  |

## Academic Program

*Responsive Classroom* continued to form the core of the social curriculum for grades 1-6. Instructional programs continued to be supported with *Houghton-Mifflin Reading*, *Math Expressions* and *Tools of the Mind* in kindergarten. When possible, students also used iReady and Lexia to supplement their reading skills. Teachers participated in their second year of professional development around the implementation of project-based learning units, and each class implemented at least two of these units. In addition to our in-school academic programs, we ran the *Mad Science* program after school which was available for students in all grades. The ACT program, run by Amy Gordon, ran again last spring as well, culminating with a performance at Town Hall.

## School Council

The school council drafted a new school improvement plan with a heavy focus on project-based learning, family engagement and professional collaboration. We spent time analyzing the previous improvement plan and action steps we've taken to meet our goals, and look towards next steps. Our members were Conor Driscoll, Lori Rinaldi, Kristin Carey, Abby Graseck, Melanie Gaier, and Sandra Brown.

## Family School Engagement

We continued to have an incredibly strong parent base at Gill Elementary. The PTO ran monthly events that were attended. These included a "Soup and Games" night and a crafts night, a bon-fire, family dance, and outdoor movie screening. They also had several successful fundraisers and were able to donate to classes for field trips, provide \$5 for every student to spend on books at the book fair, and purchase every teacher's classroom wish list at the book fair. We continued to hold monthly School Sings and All-School Meetings as well as to invite parents in on Fridays that didn't have one of those events. This was well received and all classrooms had parents volunteer throughout the year.

## Improvements

Gill School continued to work with the town of Gill to resolve ongoing water concerns, replace a boiler destroyed by the flooding water system, plan to replace the roof, plan to revamp the floors, and upgrade the electrical system in the building.

## Hillcrest Elementary School, 2017-2018

We are pleased to present you with the School Annual Report, which provides key information about the 2018-2019 progress at Hillcrest Elementary School.

## Student Data

Statistics describing the student population served by Hillcrest Elementary School during the 2018-2019 school year may be found below:

- Hillcrest Elementary School served grades PK, K, and 1 with 3 preschool classes, 3 kindergarten classes, 4 first grade classes, and a Therapeutic Special Education classroom.
- There were 155 students enrolled during the school year.
- 58.7% of the students were economically disadvantaged.
- English Language Learners made up 4.5% of our student population.
- 20.6% of our students had educational disabilities.

## Overview of School Improvement Goals 2018-2019

**Goal 1:** Further develop a system for educator shared leadership, collaboration, and job embedded professional development.

Implemented initiatives included:

- Development and implementation of protocols for collaborative lesson planning and review of student work samples
- Implementation of cycle of inquiry in PLCs at each grade level

**Goal 2:** Develop curricula that reflect current state standards and emphasize student understanding through the application of learning in meaningful contexts.

Implemented initiatives included:

- Updating of curriculum maps in ELA and Science at all grade levels.

**Goal 3:** Develop a set of clear school-wide instructional best practices with deeper training and explicit commitments to a select few of these each year.

Implemented initiatives included:

- Provided Professional Development sessions on the following Fundamental Instructional Practices
  - FIP #6 Designs group work where students listen carefully to others' thinking and provide responses showing critical engagement with the task.
  - FIP #7 Has students share their knowledge, ideas, or claims through discussion, presentation, debate, or writing.
  - FIP #8 Provides feedback and structures for students to assess/reflect upon their own performance and make adjustments.

**Goal 4:** Further develop a data driven, tiered system of support focusing on reading support and behavioral support.

Implemented initiatives included:

- Consistent implementation of benchmark data meetings three times per year as well as progress monitoring meetings three times per year.
- Development of instructional focus for each kindergarten and first grade student in ELA groups.

**Goal 5:** Implement a series of lessons at each grade level focused on age appropriate themes of diversity and social justice.

- Development of a Diverse Books Collection connected to the Teaching Tolerance Social Justice Standards.
- Provided training for staff in the Teaching Tolerance Social Justice Standards.
- Development and implementation of first grade social studies lessons featuring texts from the Diverse Books Collection.

## Sheffield Elementary School, 2018-2019

We are pleased to present you with the School Annual Report, which provides key information about the 2018-2019 educational progress for Sheffield Elementary School.

### Student Data

Statistics describing the student population served by Sheffield Elementary School during the 2018-2019 school year may be found below:

- The Sheffield School served a 2-5 grade span, with 3 classrooms each for grades 2, 3, 4, and 5.
- Average class size was 18 students.
- Average daily attendance rate was 94.82%.
- There were 243 students enrolled during the school year.
- 100% of children received free or reduced price lunch and the English language learner population was 10 %.
- The overall special education population was 33%. Two substantially separate programs for children with significant disabilities exist in the school; a therapeutic program for children with emotional disabilities and a life-skills program for children with developmental disabilities. Sheffield Elementary practices inclusion as well as pull-out for children with special needs.

On the 2018-2019 MCAS, Sheffield received the status school without required assistance or intervention.

**Overview of School Improvement Goals 2018-2019:** The 2018-2019 school year the Sheffield School Council identified five main focal points for the Sheffield Elementary School Improvement Plan.

**Goal 1:** Further develop a system for educator shared leadership, collaboration, and job embedded professional development.

**Goal 2:** Develop curricula that reflect fidelity to current state standards and emphasize student understanding through the application of learning in meaningful contexts.

**Goal 3:** Develop a shared understanding of a set of school-wide instructional best practices. (Commit to implementation of a sub-set of these in current year. Provide training, support, and accountability for these.)

**Goal 4:** Further develop and implement a data driven, tiered systems of support for students who struggle in reading, writing, math, or behaviorally.

**Goal 5:** Further develop a school culture of active citizenship and inclusive of all staff and students.

## **Great Falls Middle School, 2018-2019**

Great Falls Middle School enrolls approximately 250 students in grades six through eight. A team structure, common planning time, flexible scheduling, and a philosophy that addresses the needs of early adolescents are what set us apart from junior highs and many other middle schools. We take great pride in the quality of the education that we offer our students, and in the cooperative and productive atmosphere where students and teachers work and learn together as a community.

Great Falls Middle School shares its building with Turners Falls High School. While their classroom spaces are separated, the two schools share the library, gymnasium, pool, theater, music room, and cafeteria. The middle school is comprised of three interdisciplinary academic teams, one for sixth grade, one for seventh grade, and one for eighth grade. A fourth team is composed of the teachers of related arts classes that include Art, Physical Education, Health, Math Applications, Reading, Theatre (for grade 7) and World Languages (for grade 8).

All students also participate in Developmental Designs, a model for middle school education designed to create networks of supportive relationships between students and staff and to promote a positive school culture. Students meet three days a week in a small “home base” group and two days a week in all-school morning meeting to build community. The school offers marching band, concert band, chorus, yearbook, as well as student council and the Gender Sexuality Alliance. In addition, many students participate in the inter-scholastic athletics program which includes soccer, football, field hockey, cheer, volleyball, golf, basketball, swimming, baseball, softball, tennis, and track.

This past year was marked by many events that highlight the school’s efforts to build community within and beyond the building:

- New Family Orientations: prior to school opening, families new to our school met the principal and assistant principal, teachers, and other students while getting familiar with the school building.
- The last day of the first week of school always includes the “Great Falls Challenge” field day, where mixed-grade student teams race to answer questions about school facts, figures, and expectations.
- We are fortunate to have the support of the GFMS PTO who fundraise and organize community events. This year the PTO and other organizations from the local community hosted tables at our September back-to-school Open House, and sponsored a spaghetti dinner and talent show.
- With the rest of the Gill-Montague Regional School District, we participated in a food drive which donated hundreds of items to the Montague Catholic Social Ministries pantry.

- The GFMS/TFHS musical production of *Little Mermaid* in March provided middle school students with the opportunity to help produce or perform in a great show.

## **Turners Falls High School, 2018-2019**

Turners Falls High School (TFHS) is a four-year, comprehensive high school. There were approximately 220 students enrolled in 2018-19. TFHS distinguishes itself as a small school with an amazing array of offerings for its size. In addition to course offerings in English, mathematics, science, and social studies, the school offers diverse elective courses including three world languages (Latin, Spanish, and French), business and technology education, (including graphic arts, digital filmmaking, television studio production and a Maker Lab with 3D printing and full wood shop), health education, physical education, art, and music. Many Advanced Placement courses that offer students the opportunity to earn college credit are also part of the curriculum. In addition, the school has partnered with Greenfield Community College's Educational Transitions Program to provide students with dual enrollment opportunities at no or low cost to their families. Recognizing the importance of providing students with insight into the world of work, internships and school-to-work opportunities are provided for students who want hands-on opportunities for credit.

Students participate in leadership opportunities including Student Council, National Honor Society, and Rise Up, a program which allows students to work on a variety of community service efforts and charitable undertakings. Each Tuesday, the entire community gathers for morning meeting. Each Thursday, students participate in an Advisory that includes team building, upstander/anti-bullying curriculum, and academic check-ins. The Advisory group and their Advisor stay together for four years.

Athletic highlights of 2018-2019 included:

### **Football**

- League Champions
- Lost to Hoosac in WMass Semifinals
- Lost to Greenfield on a Record Cold Turkey Day
- 8 players named all-league
- MVP and Lineman of the year from TF
- Had a Co-op with Pioneer and it went very well

### **Field Hockey**

- Came in second in the league
- Lost to Frontier in WMass Semifinals
- Cassidy Wozniak became the all-time leading scorer in TF history
- Had 3 players make all league

### **Volleyball**

- Won the league Title
- Lost to Frontier in WMass semifinals
- Had 4 player's names to all league

### **Golf**

- Missed the playoffs by 1 game
- Had a roster of mostly MS aged players

### **Boys Basketball**

- Lost to Lee in WMass Play in Game
- Tyler Lavin named to all-western mass team and was MVP of Western Mass All Star Game
- Gary Mullins honored at all-star game for his career in coaching

### **Girls Basketball**

- Ed Marvel took over as head coach
- Team played hard but only had 1 win
- Most of the team returns next year

## Swimming

- New Coach in Colin Machat
- Jade Tyler and Liv Whittier made all western mass
- Liv made the state meet!

## Girls Tennis

- Team struggled to win games but has many players new to tennis

## Boys Tennis

- League Champs
- #1 seed in the WMass tourney
- Upset by Lee in the WMass semifinals
- 5 players named all-league

## Track

- Large numbers for the team again with many being MS aged
- Dabney Rollins qualified for the West/Central Championship meet

## Baseball

- Lost to Lee in WMass play in game
- Had 3 players make the all-league team

## Softball

- League Champs
- 5 players made all league
- Western Mass Champs defeating McCann Tech 4-0
- Defeated Hopedale in the state semifinals 9-1
- Lost to Austin Prep 3-0 in the state finals
- Gary Mullins recorded his 700<sup>th</sup> career softball

Students and staff also participated in a variety of other co-curricular and extracurricular activities in and beyond school:

- TFHS continued to participate in the grant-funded Summer Jobs and Beyond program as part of a partnership with the Franklin Hampshire Regional Employment Board, one of only eleven funded nationally, to support students in career readiness and access to the workforce.
- High school students led the way in community service as visiting helpers in local elementary schools, after-school program staff, sports coaches and refs, blood drive organizers, and more.
- Annual traditions such as the Advisory college door-decorating contest, the Thanksgiving Bonfire, the Ugly Holiday Sweater Contest, the All-District Performing Arts Concert, and Unity Day kept school spirit high.
- For the fourth year, the Senior Walk-though, took our Seniors on a tour of their elementary schools, where they were welcomed and cheered by students and staff as they walked the halls in their caps and gowns.

Turners Falls High School appreciates the community's support of our many activities, athletic events, fundraisers, concerts, musical productions, and field trips and the help of the many volunteers who assist our school.

| <b>Contributors to the Annual Report</b>                                      |
|---|
| Michael Sullivan, Ed.D., Superintendent of Schools                            |
| Joanne Blier, Director of Business and Operations                             |
| Conor Driscoll, Principal, Gill Elementary School                             |
| Melissa Pitrat, Principal, Sheffield Elementary School                        |
| Sarah Burstein, Principal, Hillcrest Elementary School                        |
| Joanne Menard, Principal, Great Falls Middle School/Turners Falls High School |

## FRANKLIN COUNTY TECHNICAL SCHOOL REPORT

### 2019 Annual Report to Towns

We submit this annual report for 2019 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Enrollment for member towns as of October 1, 2019 was 485 students with town breakouts as follows:

|             |    |            |     |            |     |            |    |
|-------------|----|------------|-----|------------|-----|------------|----|
| Bernardston | 28 | Erving     | 26  | Montague   | 105 | Sunderland | 10 |
| Buckland    | 6  | Gill       | 12  | New Salem  | 7   | Warwick    | 6  |
| Colrain     | 25 | Greenfield | 100 | Northfield | 27  | Wendell    | 11 |
| Conway      | 5  | Heath      | 5   | Orange     | 66  | Whately    | 12 |
| Deerfield   | 17 | Leyden     | 3   | Shelburne  | 14  |            |    |

Franklin County Technical School awarded 121 diplomas to our seniors in June of 2019. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The state has adjusted their measures for evaluating district/school accountability and FCTS maintained the equivalent of a Level 2 accountability status. Additionally, the district is meeting targets set by the Department of Education for passing rates of students of high risk with disabilities.

FCTS has the advantage of utilizing vocational students and licensed instructors from carpentry, electrical, plumbing and landscaping to provide maintenance and repairs to our school grounds and facility saving member towns tens of thousands of dollars annually. These shop programs also saved member towns an estimated \$100,000 with the bond authorization projects.

Franklin County Technical School students are learning the value of paid work opportunities through a newly revamped Cooperative Education Program (Coop). There are approximately 50% of our seniors involved in paid Coop jobs related to their vocational field of study.

During the last year, Franklin County Technical School's Advanced Placement (AP) test scores, were recognized by National Advanced Placement Center as one of the Commonwealth's top 18 school districts. The AP District Honor Roll recognizes school districts who have demonstrated significant increases with their AP scores for all areas. Franklin County Tech offers AP courses in Computer Science, Statistics, and English Language and Composition.

Franklin County Technical School's technical programs have been busy with community-based projects that are used as learning opportunities. Each year the shop programs, with instructors and students, embrace the authentic work that is done in the communities. Due to the instructional nature of the work, duration of a project may increase, but costs associated with a project to our cities and towns are significantly decreased.

Franklin County Tech's Carpentry, Electrical, Plumbing, and Landscaping programs established a foundation in collaboration with the Greenfield Savings Bank to build a new home for the community on an annual basis. FCTS is finishing its second new home in Erving and will be starting a new one next year in Greenfield. In Heath, Electrical Students have been upgrading the electrical structure for municipality buildings. In Turners Falls, our Electrical students installed all of the lighting for the new JaDuke's Performing Arts Center, while Welding students have welded steel supports and frames for JaDuke's external AC and HVAC units. Here at FCTS, Electrical students wired our new Veterinary Science Program as well as installing LED lighting, while Auto Technology saves the district a substantial amount of money by maintaining the school's vehicle fleet. Many of our school vehicles are used for our various construction jobs within Franklin County and also provide for athletic transportation, which significantly reduces our overall transportation costs.

Collision repair continues working to provide body work for town vehicles and State Trooper cars. Culinary Arts regularly serves the local Community Senior Center, Chamber of Commerce, Ice carving for Greenfield Winter Fest, and the community Car Show. Cosmetology serves the local Senior Centers, while also providing free hair-cuts, nails, and hand massage service. Health Technology students regularly perform blood pressure, heart rate and health checks for the community. Our Veterinary students work with the Mass Division of Fishery and Wild Life, Franklin County Sheriff's Animal Shelter, work with farm animals, and provide grooming for animals and pets. FCTS is open during the evening by working in collaboration with REB and GCC to provide adult training for Advanced Precision Machining and Welding & Metal Fabrication. Franklin County Technical School Staff provide evening community events, like Halloween at Tech and Polar Express, which serve hundreds of kids and families.

Franklin County Tech is forward thinking as it continues to review labor demand and market analysis to add new programs and skills to support students to obtain competencies and training to make them competitive in the workplace, college, and career.

Our partnerships with our communities are important for our programs, and we thank those which allow our students the opportunity to practice their trades out in the field.

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. Richard J. Martin  
Superintendent-Director

### TOWN ELECTIONS AND MEETINGS

- January 28, 2019 Special Town Meeting
- May 1, 2019 Annual Town Meeting
- May 6, 2019 Annual Town Elections
- May 8, 2019 Special Town Meeting
- June 25, 2019 Special Town Meeting
- October 8, 2019 Special Town Elections
- October 21, 2019 Special Town Meeting

# TOWN ELECTIONS AND MEETINGS

## JANUARY 28, 2019 SPECIAL TOWN MEETING

### COMMONWEALTH OF MASSACHUSETTS

#### COUNTY OF FRANKLIN

#### SPECIAL TOWN MEETING

**Monday January 28, 2019**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Senior and Community Center, 1 Care Drive, Erving, Massachusetts, on Monday January 28, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:02 p.m. and noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag. A moment of silence was then held for Eugene Klepadlo who was very active in the Town and was, among several other things, a former Selectman.

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#### ACCOUNTS PAYABLE OF A PRIOR YEAR: 2018

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##### ARTICLE 1: APPROPRIATION FOR FY2018 EXPENSES

The Town voted unanimously to appropriate the sum of Five Hundred Ninety-Eight Dollars and Forty-One Cents (\$598.41) from Free Cash for the purpose of paying Fiscal Year 2018 invoices as listed below.

|              | Department/ Agency    | Vendor                               | Amount   |
|--------------|-----------------------|--------------------------------------|----------|
| Line Item #1 | Town Buildings        | Comcast                              | \$398.41 |
| Line Item #2 | Historical Commission | Friends of the Erving Public Library | \$200.00 |
|              |                       | Grand Total                          | \$598.41 |

SUBMITTED BY: Administrative Coordinator

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** In the above listed instances, invoices were identified and/or received after the start of Fiscal Year 2019 and after the books for FY2018 were closed. Approval of this article will authorize the Town to pay the above referenced vendors in the amounts indicated. Approval for expenditures in a previous fiscal year require 9/10 approval at Special Town Meeting per MGL Chapter 44 Section 64.*

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#### FY2019 FINANCIAL ARTICLES

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##### ARTICLE 2: APPROPRIATION FOR THE CONSTRUCTION OF THE ERVING PUBLIC LIBRARY

The Town voted unanimously to appropriate the sum of Five Hundred Thousand Dollars and No Cents (\$500,000.00) from Free Cash for the purpose of constructing the new Erving Public Library and related expenses and to reduce the borrowing authorized under Article 27 of the Annual Town Meeting on May 03, 2017 by the same amount.

# TOWN ELECTIONS AND MEETINGS

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$500,000 from certified free cash and appropriate it for the construction of the new Erving Public Library. Additionally, approval of the article would reduce the approved borrowing authority by the same amount. By transferring available cash, the Town will avoid borrowing this amount and the interest and loan origination costs associated with that borrowing. Approval of this article requires a majority vote.*

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## ARTICLE 3: APPROPRIATION FOR PERONNEL POLICY REVIEW & WAGE STUDY

The Town voted unanimously to appropriate the sum of Fifteen Thousand Dollars and No Cents (\$15,000.00) from Free Cash for the purpose of conducting a review of position descriptions, compensation rates, and the revision of the personnel policy.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would appropriate funding for the Town to contract with a consultant to review position descriptions, provide a compensation and categorization review, and to review the personnel policy and make recommendations for revisions. Approval of this article requires a majority vote.*

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## ARTICLE 4: APPROPRIATION FOR POLICE STATION GENERATOR

The Town voted unanimously to appropriate the sum of Twenty-Five Thousand Dollars and No Cents (\$25,000.00) from Free Cash for the purpose of replacing and installing a new generator at the Police Station.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would appropriate funding for from certified free cash for the Town to procure a new generator for the Police Station. The existing generator is a diesel fueled unit that has experience numerous maintenance issues. These maintenance issues are more than routine and the downtime that is experience by the unit is creating concern. The Town proposes to replace the diesel unit with a propane fueled unit. Approval of this article requires a majority vote.*

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## ARTICLE 5: TRANSFER FOR ERVING CENTER PLANNING

The Town voted unanimously to transfer the sum of Seven Thousand Two Hundred Dollars and No Cents (\$7,200.00) from Open Space & Recreation Plan account (01-179-903-57800) into the

Consulting account (01-122-200-53000) for the purpose of conducting planning efforts for the Erving Center village.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

# TOWN ELECTIONS AND MEETINGS

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## ARTICLE 7: TRANSFER FOR A FEASABILITY STUDY AND RENOVATION OF TOWN HALL

The Town voted unanimously to transfer the sum of One Hundred Forty-Nine Thousand Four Hundred Eighteen ***Article Information:*** Approval of this article would transfer existing funding for the Town to contract with a consultant to work with the Town, residents, and business owners on a plan for the future development of Erving Center. Approval of this article requires a majority vote.

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## ARTICLE 6: APPROPRIATION FOR SEWER UPGRADE NORTHFIELD ROAD TO CARE DRIVE

The Town voted unanimously to appropriate the sum of Two Hundred Twenty-Six Thousand Five Hundred Dollars and No Cents (\$226,500.00) from the Retained Earnings of the Sewer Enterprise Fund for the purpose of engineering and constructing an upgrade of the sewer line on Northfield Road to Care Drive.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:*** Approval of this article would appropriate funding for the Town to upgrade the sewer line on Northfield Road, beginning in front of the Elementary School to Care Drive, with a 4" diameter main. The existing line is 1 ½" diameter is sufficient for the use of the Senior & Community Center and the new Public Library but would not have enough capacity for the planned development of senior housing off Care Drive. Mass DOT will be opening Northfield Road in 2019 for the installation of a new sidewalk to Care Drive and after this work the road will not be allowed to be opened for at least five (5) years. Approval of this article requires a majority vote.

Dollars and No Cents (\$149,418.00) from the account 01-192-917-57800 to re-side Town Hall for the purpose of conducting a design & feasibility study as well as future renovations of the Erving Town Hall.

SUBMITTED BY: Board of Selectmen

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:*** Approval of this article would transfer funding from an existing appropriation for the siding of Town Hall to allow the Town to conduct a feasibility study and associated renovations of Town Hall. Approval of this article requires a majority vote.

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## STRUCTURED TAX AGREEMENT

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### ARTICLE 8: STRUCTURED TAX AGREEMENT FOR SOLTAGE

The Town voted unanimously to authorize the Board of Selectmen to enter into an Agreement for the Payment In Lieu of Taxes for Personal Property with Erving Poplar Mountain Solar 1, LLC, for a term of twenty (20) years for the development and operation of a solar electric generating facility.

SUBMITTED BY: Board of Selectmen

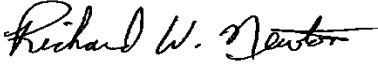
BOARD OF ASSESSORS RECOMMENDS: Approval

## TOWN ELECTIONS AND MEETINGS

FINANCE COMMITTEE RECOMMENDS: No Recommendation

**Article Information:** *In accordance with Massachusetts General Law Chapter 59, § 38H the Town can enter into a structured tax agreement, also known as a PILOT agreement, with a developer to establish an annualized payment in lieu of a personal property tax bill. The agreed upon annual rate is based on an assessment of the value of the project and considers an annual increase in rate. Approval of a structured tax agreement provides the developer with a predictable cost model and provides the Town with an agreed upon tax payment for the duration of the agreement. The developer is seeking a term of twenty (20) years which requires Town Meeting approval. The proposed agreement can be reviewed at Town Hall during normal business hours. Approval of this article requires a majority vote.*

31 registered voters attended this meeting. The meeting was dissolved at 7:52 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

# TOWN ELECTIONS AND MEETINGS

## MAY 1, 2019 ANNUAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS

### ANNUAL TOWN MEETING

WEDNESDAY MAY 1, 2019

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Wednesday May 1, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:05 p.m. and noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

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### GENERAL ARTICLES

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#### **ARTICLE 1: ACCEPTANCE OF THE 2018 TOWN REPORT – ORIGINAL ARTICLE**

To see if the Town will vote to accept the reports of the Town Officers for 2018, 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 2018 Town Report as presented. Approval of this article requires a majority vote.*

**It was voted unanimously to PASS OVER Article 1 since the Town Reports were not yet received from the printer.**

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#### **ARTICLE 2: AUTHORIZATION TO APPLY FOR FEDERAL OR STATE GRANTS**

The Town voted unanimously 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.

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.*

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#### **ARTICLE 3: AUTHORIZATION TO DISPOSE OF SURPLUS PROPERTY**

The Town voted unanimously to authorize the Town to dispose of any Town property that is declared surplus by the Board of Selectmen.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

# TOWN ELECTIONS AND MEETINGS

**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.

## ARTICLE 4: AUTHORIZATION TO ENTER INTO COMPENSATING BALANCE AGREEMENTS

The Town voted unanimously to authorize the Treasurer and Collector to enter into compensating balance agreements for Fiscal Year 2020 as permitted by Massachusetts General Law Chapter 44 Section 53F.

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS:

**Article Information:** Approval of this article will allow the Treasurer and Collector to enter into compensating balance agreements with Massachusetts banking institutions. Approval of this article requires a majority vote.

## FISCAL YEAR 2020 OPERATING BUDGET

### ARTICLE 5: FY2020 GENERAL OPERATING BUDGET

The Town voted unanimously to raise and appropriate the following itemized amounts, all for municipal purposes:

| Line | Divisions               | Amount                |
|------|-------------------------|-----------------------|
| 1    | General Government      | \$ 908,431.00         |
| 2    | Public Safety           | \$ 860,865.00         |
| 3    | Public Works            | \$ 554,714.00         |
| 4    | Health & Human Services | \$ 224,865.00         |
| 5    | Culture & Recreation    | \$ 229,192.00         |
| 6    | Benefits                | \$1,680,368.00        |
|      | <b>Grand Total</b>      | <b>\$4,458,435.00</b> |

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 2020 Town of Erving Proposed Operating and Capital Improvement Budget. A copy of the document is available on the municipal website ([www.erving-ma.gov](http://www.erving-ma.gov)), 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 FY2020 operating budget in the categories identified above. Approval of this article requires a majority vote.

# TOWN ELECTIONS AND MEETINGS

## ARTICLE 6: ELECTED OFFICIAL COMPENSATION

The Town voted unanimously to fix the sum of One Hundred Twenty Thousand, One Hundred Sixteen Dollars and Forty-eight Cents (\$120,116.48) for Elected Officials' salaries, and vote that the following salary and compensation be paid from this sum to the following Elected Officials of the Town, as provided by Section 108, Chapter 41 of the General Laws, as amended by Chapter 540 of the Acts of 1947:

|  | Detail        | Wage Total          | Wage per Person |
|--|---------------|---------------------|-----------------|
| <b>Assessor (3)</b>                      |               | \$ 11,193.48*       | \$ 3,731.16ea   |
| <b>Board of Health (3)</b>               |               | \$ 2,805.00*        | \$ 935.00ea     |
| <b>Library Trustees (3)</b>              |               | \$ 2,295.00*        | \$ 765.00ea     |
| <b>Moderator (1)</b>                     |               | \$ 200.00*          |                 |
| <b>Planning Board (5)</b>                |               | \$ 4,422.00*        | \$ 884.40ea     |
| <b>Recreation Commission (5)</b>         |               | \$ 4,460.00*        | \$ 892.00ea     |
| <b>School Committee (5)</b>              |               | \$ 6,744.00***      | \$ 1,348.80ea   |
| <b>Selectmen/Water Commissioners (3)</b> | \$ 11,728.00* |                     |                 |
| from Water Department                    | \$ 845.00**   |                     |                 |
| <b>Total Salary</b>                      |               | \$ 12,573.00        | \$ 4, 191.00ea  |
| <b>Tax Collector (1)</b>                 | \$ 11,174.00* |                     |                 |
| Certification Award                      | \$ 1,000.00*  |                     |                 |
| From Water Department                    | \$ 1,871.00** |                     |                 |
| <b>Total Salary</b>                      |               | \$ 14,045.00        |                 |
| <b>Town Clerk (1)</b>                    | \$ 9,309.00*  |                     |                 |
| From Census Work                         | \$ 1,000.00*  |                     |                 |
| <b>Total Salary</b>                      |               | \$ 10,309.00        |                 |
| <b>Treasurer (1)</b>                     | \$ 45,900.00* |                     |                 |
| Certification Award                      | \$ 1,000.00*  |                     |                 |
| From Water Department                    | \$ 1,732.00** |                     |                 |
| <b>Total Salary</b>                      |               | \$ 48,632.00        |                 |
| <b>Tree Warden (1)</b>                   |               | \$ 2,438.00         |                 |
| <b>Total Elected Official Salary</b>     |               | <b>\$120,116.48</b> |                 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article outlines the compensation amounts for elected officials. Approval of this article requires a majority vote.*

*\*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.*

*\*\*\* funding for this compensation is raised & appropriated in Article 6.*

## ARTICLE 7: FY 2020 ERVING ELEMENTARY SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Three Million, One Hundred Eighty-one Thousand, Four Hundred Forty-five Dollars and No Cents (\$3,181,445.00) for the expense and operation of the Erving Elementary School for fiscal year 2020, beginning July 1, 2019.

## TOWN ELECTIONS AND MEETINGS

| Line        | Account #        | Description                      | Amount      |
|-------------|------------------|----------------------------------|-------------|
| 1           | 01-300-100-51000 | School Committee Salary          | \$6,744     |
| 2           | 01-301-200-57800 | Erving Elementary School Expense | \$3,174,701 |
| Grand Total |                  |                                  | \$3,181,445 |

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.*

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### ARTICLE 8: FY 2020 SECONDARY EDUCATION FUNDING

The Town voted unanimously 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 2020, beginning July 1, 2019.

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. The development of this budget is a best estimation of the number of Erving students who may attend the Gill-Montague District for the coming school year. Actual decisions about a student's education aren't known until the start of the school year and as a result this budget may require a supplemental funding request in the future. This budget reflects level funding from FY2019. Approval of this article requires a majority vote.*

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### ARTICLE 9: FY 2020 FRANKLIN COUNTY TECHNICAL SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Five Hundred Eighty-one Thousand, Eleven Dollars and No Cents (\$581,011.00) for secondary education and expenses at the Franklin County Technical School for fiscal year 2020 as itemized below, beginning July 1, 2019.

| Line        | Account #        | Description                         | Amount    |
|-------------|------------------|-------------------------------------|-----------|
| 1           | 01-320-100-51000 | Tech School Committee Salary        | \$1,349   |
| 2           | 01-321-200-57800 | F.C. Tech School Assessment         | \$561,899 |
| 3           | 01-322-200-57800 | F.C. Tech School Capital Assessment | \$17,763  |
| Grand Total |                  |                                     | \$581,011 |

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.*

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# TOWN ELECTIONS AND MEETINGS

## ARTICLE 10: FY 2020 WATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to appropriate the sum of Ninety-three Thousand, Six Hundred Eighty-one Dollars and No Cents (\$93,681.00) to the Water Enterprise Fund for fiscal year 2020 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.

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. Approval of this article requires a majority vote.*

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## ARTICLE 11: FY 2020 WASTEWATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to raise and appropriate the sum of Seven Hundred Sixty-nine Thousand, Nine Hundred Eighty-three Dollars and No Cents (\$769,983.00) to the Wastewater Enterprise Fund for fiscal year 2020 Wastewater operations.

The \$769,983.00 is to be raised as follows:

|                                      |                      |
|--------------------------------------|----------------------|
| Town of Montague and other receipts  | \$ 214,015.00        |
| Town of Erving (raise & appropriate) | \$ 555,968.00        |
| <b>Total Wastewater Fund</b>         | <b>\$ 769,983.00</b> |

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. Approval of this article requires a majority vote.*

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## FISCAL YEAR 2020 CONTINUING ANNUAL APPROPRIATIONS & SPECIAL ARTICLES

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### ARTICLE 12: RAISE & APPROPRIATE FOR CONTINUING ANNUAL APPROPRIATIONS

The Town voted unanimously to raise and appropriate the sum of Three Hundred Eighty-two Thousand, Five Hundred Dollars and No Cents (\$382,500.00) for the continuing annual appropriations and special articles itemized below for the purposes stated.

# TOWN ELECTIONS AND MEETINGS

| Line               | Dept.          | Account #        | Description                                    | Amount           |
|--------------------|----------------|------------------|--|------------------|
| 1                  | Assessors      | 01-142-901-53000 | Assessors Revaluation                          | \$25,000         |
| 2                  | IT & Support   | 01-155-906-57800 | Restore Permanent Records                      | \$20,000         |
| 3                  | Town Buildings | 01-192-903-57800 | Town Building Maintenance                      | \$30,000         |
| 4                  | Miscellaneous  | 01-199-901-57800 | Purchase Space in Around Town                  | \$7,500          |
| 5                  | Benefits       | 01-996-901-59661 | Transfer to Post Employment Benefit Trust Fund | \$300,000        |
| <b>Grand Total</b> |                |                  |  | <b>\$382,500</b> |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** The FY2020 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 2020 CAPITAL IMPROVEMENT BUDGET

### ARTICLE 13: RAISE & APPROPRIATE FOR CAPITAL IMPROVEMENTS

The Town voted unanimously to raise and appropriate the sum of Four Hundred Thirty-one Thousand Four Hundred Dollars and No Cents (\$431,400.00) for the capital improvement projects itemized below, subject to Board of Selectmen approval.

| Line               | Account #        | Description                                    | Amount              |
|--------------------|------------------|--|---------------------|
| 1                  | 01-155-903-57800 | Server Maintenance/Upgrade                     | \$ 8,000            |
| 2                  | 01-210-912-57800 | Speed Monitoring Equipment & Trailer           | \$13,000            |
| 3                  | New account      | Enclosed Utility Trailer                       | \$8,000             |
| 4                  | 01-422-904-57800 | Roadwork/Sidewalks Repair Replace              | \$200,000           |
| 5                  | New account      | Site Preparation for Dry Storage Building-DPW  | \$35,000            |
| 6                  | New account      | Street Light Expansion Project                 | \$22,250            |
| 7                  | 01-301-906-57800 | EES Classroom Furniture                        | \$20,000            |
| 8                  | New account      | EES Technology Replacement/ Upgrades           | \$73,600            |
| 9                  | New account      | COA Wellness Room Upgrades                     | \$9,850             |
| 10                 | 01-541-906-57800 | COA Fitness Equipment                          | \$6,700             |
| 11                 | New account      | Volley Ball Court Restoration at Zilinski Park | \$5,000             |
| 12                 | New account      | ADA Compliance & Upgrades to Zilinski Park     | \$30,000            |
| <b>Grand Total</b> |                  |  | <b>\$431,400.00</b> |

SUBMITTED BY: Board of Selectmen

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** The FY2020 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.

# TOWN ELECTIONS AND MEETINGS

## ARTICLE 14: TO APPROPRIATE FOR WATER CAPITAL IMPROVEMENT

The Town voted unanimously to appropriate from the Water Enterprise Fund Retained Earnings the sum of Thirty-five Thousand Dollars and No Cents (\$35,000.00) for the installation of an emergency generator, and associated work at the Ervingside Well house.

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 an emergency generator at the Erving side Well house. The installation of the equipment would provide a back-up power source to continue operations at the well in the event of a power outage. Approval of this article requires a majority vote.*

## ARTICLE 15: TO APPROPRIATE FOR WASTEWATER PICKUP TRUCK

The Town voted unanimously to appropriate from the Wastewater Enterprise Fund Retained Earnings the sum of Forty-five Thousand Dollars and No Cents (\$45,000.00) for the purchase of 2019 Ford 250 and associated equipment.

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

***Article Information:** The Department's current truck is 2012 model year and is scheduled for replacement. It is proposed that the existing truck would be deemed surplus and made available at public auction. Approval of this article requires a majority vote.*

## DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

### ARTICLE 16: REVOLVING ACCOUNT SPENDING LIMITS

The Town voted unanimously to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 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/<br>Agency or Officer | FY2020 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:

## TOWN ELECTIONS AND MEETINGS

**Article Information:** Approval of this article would establish the FY2020 spending limits in the above referenced revolving funds in accordance with Town bylaw and with MGL Chapter 44, Section 53E ½. Approval of this article requires majority vote.

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### FISCAL YEAR 2019 CAPITAL IMPROVEMENT EXPENSE

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#### ARTICLE 17: TRANSFER FOR RIVERFRONT PARK ELECTRICAL SERVICE

The Town voted unanimously to transfer the sum of Twenty-five Thousand Dollars and No Cents (\$25,000.00) from Free Cash for the capital improvement projects itemized below, subject to Board of Selectmen approval.

| Line        | Account # | Description                                   | Amount      |
|-------------|-----------|---|-------------|
|             |           | Riverfront Park Electrical Service & Lighting | \$25,000    |
| Grand Total |           |   | \$25,000.00 |

SUBMITTED BY: Board of Selectmen

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would allow for the installation of the electrical service and lighting at the Riverfront Park. The request was originally included with the FY2020 capital plan, but the Recreation Commission and the Cultural Council would like to begin concerts in the park in June 2019 and this use requires the completion of the electrical service installation before FY2020. Additionally, the installation of the electrical service and lighting was requested during the construction of the Park although funding at the time was not sufficient. Approval of this article requires a majority vote.

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### ACQUISITION OF LAND

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#### ARTICLE 18: TO ACQUIRE PARCEL 4-0-79 AS CONSERVATION LAND

The Town voted unanimously to authorize the Board of Selectmen to acquire by eminent domain, purchase, gift, or otherwise the following described parcel, ID 4-0-79, as conservation and recreation land for public use.

SUBMITTED BY: Board of Selectmen

CONSERVATION COMMISSION: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would authorize the Board of Selectmen to acquire parcel ID 4-0-79 which is a 55-acre parcel that abuts the Town's conservation land off of Old State Road. The Land is owned by the Mount Grace Land Conservation Trust and was purchased with the intention of gifting the land to the Town for conservation and recreation. Approval of this article would allow the Town to accept this gift of land as intended. Approval of this article requires a 2/3 vote.

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## MULTI-YEAR CONTRACT AUTHORIZATIONS

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### ARTICLE 19: AUTHORIZATION TO SIGN TEN YEAR CONTRACT FOR RECYCLING PROCESSING SERVICES

The Town voted unanimously to authorize the Selectboard to enter into a ten (10) year contract, commencing on July 1, 2020 with the qualified vendor selected by MassDEP through a competitive bid process for recycling processing services for the Town, subject to the Selectboard's determination that the contract is in the best interests of the Town and subject annually to Town Meeting approval for funding for these services.

SUBMITTED BY: Board of Selectmen

REQUESTED BY: Franklin County Solid Waste Management District

FINANCE COMMITTEE RECOMMENDS: Approval

*Article Information: Approval of this article would authorize the Board of Selectmen to sign a ten (10) year contract with the new Mass DEP selected vendor that will operate the recycling facility in Springfield, MA. The contract with the existing vendor expires in the year 2020 and a new procurement is underway. Approval of this article requires a majority vote.*

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### ARTICLE 20: AUTHORIZATION TO SIGN FIVE YEAR CONTRACT FOR SCHOOL TRANSPORTATION SERVICES

The Town voted unanimously to authorize the School Committee to enter into a five (5) year contract, commencing on July 1, 2019 with F. M. Kuzmeskus to provide school transportation services for the Town, subject to the School Committee's determination that the contract is in the best interests of the Town and subject annually to Town Meeting approval for funding for these services.

SUBMITTED BY: School Committee

BOARD OF SELECTMEN RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval

*Article Information: Approval of this article would authorize the Board of Selectmen to sign a five (5) year contract with F.M. Kuzmeskus for the provision of school transportation services for students in Erving. Approval of this article requires a majority vote.*

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## BYLAWS

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### ARTICLE 21: HEAVY COMMERCIAL VEHICLE RESTRICTION BYLAW

#### 1. Restriction

*[Carrying capacity of more than 2½ tons prohibited:]* The use and operation of heavy commercial vehicles having a carrying capacity of more than 2½ tons is hereby prohibited through the residential sections of the following streets and portions thereof. This restriction shall not apply to heavy commercial vehicles originating from, going to or coming from places upon sections of such streets for the purpose of making deliveries of goods, materials, or merchandise to or similar collections from abutting land or buildings or adjoining streets or ways to which access cannot otherwise be gained; or to vehicles used in connection with the construction, maintenance and repair

of such streets or public utilities therein; or to federal, state, municipal or public service corporation vehicles.

*Church Street*, entire length.

*North Street*, entire length.

## 2. Violations and Penalties

In accordance with Massachusetts General Law Chapter 85 Section 10, whoever violates the provisions of this bylaw may be punished by a fine of twenty dollars (\$20.00).

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS:

***Article Information:** Approval of this article would establish a bylaw that would restrict the use of heavy commercial vehicles from the listed sections of public ways. In preparation for this restriction, a traffic engineering study was conducted for this area and a request was made to the Massachusetts Department of Transportation (MassDOT). MassDOT has approved the requested exclusion, but it is not enforceable until this bylaw is approved. Approval of this article requires a majority vote.*

**The Town voted unanimously to pass Article 21.**

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## PUBLIC WAYS

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### ARTICLE 22: ACCEPTANCE OF THE RELOCATION OF WHEELOCK STREET – ORIGINAL ARTICLE

To see if the Town will vote to accept the relocation of Wheelock Street as a public way by the following description:

#### **Wheelock Street, Erving, MA**

Beginning at a railroad spike set in pavement on the north sideline of Route 2, a 1929 state highway alteration, located S66°08'05"W and 360.78 feet from a Massachusetts Highway Bound opposite Station 116+ 96.50.

Thence N21°35'03"W and 648.48 feet to a capped iron pin set.

Thence N62°04'12"E and 662.19 feet to a point.

Thence S15°52'58"E and 40.90 feet to an iron pipe.

Thence S62°04'12"W and 617.85 feet to a railroad spike set in pavement.

Thence S21°35'03"E and 611.09 feet to a capped iron pin set on the north sideline of Route 2.

Thence S66°08'05"W and 40.03 feet to the point of beginning.

Laidout 40 feet wide. Discontinuing and abandoning areas outside, which will be gifted, of the altered layout as described below:

## TOWN ELECTIONS AND MEETINGS

### **Description of Parcel to be Gifted to Western Massachusetts Electric Co. on Wheelock Street in Erving MA (Assessors Map 5-1-36)**

A certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at a point on the east side of the 2018 Alteration of Wheelock St., said point being at the south west corner of the parcel herein conveyed. Thence  $N21^{\circ}35'03''W$ , along the east line of the 2018 Alteration of Wheelock St., A distance of 312.05 feet to a point.

Thence  $N61^{\circ}56'39''E$ , a distance of 3.32 feet to an iron pin.

Thence  $S21^{\circ}35'03''E$ , along land now or formerly of Western Massachusetts Electric Co., a distance of 312.29 feet to an iron pin.

Thence  $S66^{\circ}08'05''W$ , a distance of 3.32 feet to the place of beginning.

Containing 1,033 square feet.

### **Description of Parcel to be Gifted to Sharon L. Bradshaw on Wheelock Street in Erving MA (Assessors Map 5-1-37)**

A certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at an iron pin at the intersection of the north line of State Road (Route 2) and the on the east line of the 2018 Alteration of Wheelock St. Thence  $N21^{\circ}35'03''W$ , along the east line of the 2018 Alteration of Wheelock St., a distance of 99.02 feet to a point.

Thence  $N66^{\circ}08'05''E$ , a distance of 3.32 feet to an iron pin.

Thence  $S21^{\circ}35'03''E$ , along land now or formerly of Sharon L. Bradshaw, a distance of 99.02 feet to an iron pin.

Thence  $S66^{\circ}08'05''W$ , along the north line of State St. (Route 2), a distance of 3.33 feet to the place of beginning.

Containing 329 square feet.

### **Description of Parcel to be Gifted to Craig A. & Jennifer A. Cadran on Wheelock St. in Erving MA (Assessors Map 5-1-31)**

A certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at an iron pin, said iron pin being at southwest corner of the parcel herein conveyed and on the north line of the 2018 Alteration of Wheelock St. Thence  $N62^{\circ}04'12''E$ , along the north line of the 2018 Alteration of Wheelock St. a distance of 237.31 feet to a point.

## TOWN ELECTIONS AND MEETINGS

Thence N27°07'33"W a distance of 7.18 feet to a point.

Thence S62°10'12"W, along land now or formerly of Craig A. & Jennifer A. Cadran, a distance of 238.18 feet to a stone bound.

Thence S33°45'22"E, along land now or formerly of Daniel B. Hammock and Kathleen F. Hammock, a distance of 7.63 feet to the place of beginning.

Containing 1,755 square feet.

### **Description of Parcel to be Gifted to John P. & Brook A. Doleva on Wheelock St. in Erving MA (Assessors Map 5-1-34)**

A certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at a point on the east side of the 2018 Alteration of Wheelock St., said point being at the southwest corner of the parcel herein conveyed. Thence N21°35'03"W, along the east side of the 2018 Alteration of Wheelock St. a distance of 200.02 feet to a set RR spike.

Thence N62°04'12"E, along the south line of the 2018 Alteration of Wheelock St. a distance of 3.35 feet to a point.

Thence S21°35'03"E, along land now or formerly of John P. & Brook A. Doleva, a distance of 200.01 feet to an iron pin.

Thence S61°56'39"W, a distance of 3.32 feet to the place of beginning.

Containing 663 square feet.

### **Description of Parcel to be Gifted to Sheila Burnett & Bert Pike, Trustees on Wheelock St. in Erving MA (Assessors Map 5-1-32)**

A certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at a point on the north line of the 2018 Alteration of Wheelock St., said point being at the southwest corner of the parcel herein conveyed. Thence N62°04'12"E, along the north line of the 2018 Alteration of Wheelock St. a distance of 287.37 feet to a point.

Thence N15°52'58"W, a distance of 6.58 feet to an iron pin.

Thence S62°10'11"W, along land now or formerly of Sheila Burnett & Bert Pike, Trustees, a distance of 288.65 feet to a point.

Thence S27°07'33"E, a distance of 6.94 feet to the place of beginning.

Containing 1, 926 square feet.

## TOWN ELECTIONS AND MEETINGS

In addition, a certain parcel of land in Erving, Franklin County, Massachusetts bounded and described as follows:

Beginning at a point on the north line of the 2018 Alteration of Wheelock St. said point being at the southwest corner of the parcel herein conveyed. Thence N62°04'12"E, along the north line of the 2018 Alteration of Wheelock St. a distance of 137.50 feet to a point.

Thence N27°07'33"W, a distance of 9.64 feet to a point.

Thence S62°04'12"W, along land now or formerly of Ursula J. Kersavage, a distance of 137.50 feet to a point.

Thence S27°07'33"E, a distance of 7.18 feet to the place of beginning.

Containing 970 square feet.

Being more particularly shown on a plan entitled "Alteration Plan of Wheelock St. in Erving MA" dated Feb. 20, 2018 by Edward C. Muszynski, PLS and filed in the office of the Town Clerk.

or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS:

***Article Information:** This article provides for the official acceptance of the relocation of Wheelock Street as a public way in the Town of Erving. The Planning Board and the Board of Selectmen have already voted to approve the public way as proposed in the layout. Approval of this article will abandon some land owned by the Town that is unneeded for the layout and will gift the land to the current abutting parcels. Approval of this article will allow the Town to formally record this action with the Franklin County Registry of Deeds. A majority vote is required to approve this article.*

**AMENDMENT:** Moved and Seconded to change "Feb 20, 2018" to "April 10, 2019".  
**The Amendment passed unanimously.**

**Article 22 PASSED unanimously as amended.**

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### CITIZENS PETITION

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#### **ARTICLE 23: RESOLUTION IN SUPPORT OF CHANGING THE STATE FLAG AND SEAL OF MASSACHUSETTS**

***Whereas** the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settlers' first winters on their land;*

***Whereas** members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, in April of 1623, barely two years after the Pilgrims arrived on their shores;*

## TOWN ELECTIONS AND MEETINGS

*Whereas* the naked Colonial broadsword brandished above the head of the Native man on the Massachusetts State Flag and Seal is modeled over Myles Standish's own broadsword, borrowed from the Pilgrim Hall in Plymouth by the illustrator Edmund Garrett in 1884;

*Whereas* the belt binding the Native's cloak on the Flag and Seal is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag leaders who resorted to a mutually destructive war in 1675-76 in defense of Native lands against Euro-Colonial encroachment;

*Whereas* the proportions of the body of the Native man in the Flag and Seal were taken from a Native skeleton kept in Winthrop, the bow modeled after a bow taken from a Native man shot and killed by a colonist in Sudbury in 1665, and his features taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered by the illustrator to be a “fine specimen of an Indian,” though not from Massachusetts;

*Whereas* the history of relations between Massachusetts since Colonial times and the Native Nations who continue to live within its borders includes the forced internment of thousands of so-called “praying Indians” on Deer Island, in Boston Harbor, where they died by the hundreds of exposure in 1675, their subsequent enslavement in Boston, Bermuda, and the Caribbean Islands, the offering of 40 pounds sterling as bounty for the scalps of Native men, women and children in Massachusetts beginning in 1686, increased to 100 pounds sterling for the scalps of Native adult males by 1722, half that amount for Native women and children;

*Whereas* Native Nations within the boundaries of Massachusetts were kept in a state of serfdom, and their members legally considered incompetent wards of the state until the nonviolent action of the so-called Mashpee Rebellion of 1833 led to the granting of Native self rule by the Massachusetts legislature in 1834, as if the sovereign right of Native self-government was the Massachusetts legislature's to confer;

*Whereas* Native Americans were legally prohibited from even stepping foot into Boston from 1675 until 2004, when that law was finally repealed;

*Whereas* the 400th anniversary of the landing of the Euro-Colonists at Plymouth Plantation, which gave rise to the long chain of genocidal wars and deliberate policies of cultural destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizen of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro-Colonial immigrants and the Native Nations of the Commonwealth;

*And whereas* Native Americans have long suffered the many abuses of racism, the appropriation of their symbols for public schools and sports teams, the diminution and pollution of their ancestral lands and the encroachment of their cultural lifeways;

*Whereas* the land area now known as the Town of Erving shares a rich Native history with modern tribal Nations like the Nipmuc and the Abenaki, who frequented this area for thousands of years before the first colonial settlers arrived;

Now, therefore, **BE IT RESOLVED** that the Town of Erving hereby adopts this resolution in support of H.2776 and S.1877, a “**Resolve Providing for the creation of a Special**

## TOWN ELECTIONS AND MEETINGS

**Commission relative to the Seal and Motto of the Commonwealth,”** and requests that Representative

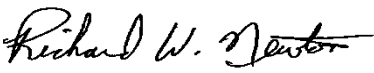
Susannah Whipps and Senator Jo Comerford continue their strong advocacy and support for the aforementioned Resolve (H.2776 and S.1877) in the General Court, and that the Joint Committee on State Administration and Regulatory Oversight, after holding a public hearing on the Resolve report it out favorably, and if the legislation shall pass that the governor shall sign it and work with members of the General Court to ensure its enactment.

SUBMITTED BY: Citizens Petition

***Article Information:** The above citizens petition was received by the Town Clerk on Monday, March 25, 2019 with the required ten (10) signatures of registered Erving voters. Approval of this article will demonstrate the Town of Erving's support for the stated resolution and support for H.2776 and S.1877 and request that Representative Whipps and Senator Comerford act to support these initiatives. Approval of this article requires a majority vote.*

Article 23 passed by majority. 23 YES 21 NO

67 registered voters attended this meeting. The meeting was dissolved at 9:25 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

# TOWN ELECTIONS AND MEETINGS

## MAY 6, 2019 ANNUAL TOWN ELECTIONS

### ANNUAL TOWN ELECTIONS MONDAY MAY 6, 2019

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 7, 2018, at 10:00AM then and there to bring in their votes for the following town officers and ballot questions:

One Selectman for three years  
One Assessor for three years  
One Town Clerk for three years  
One Library Trustee for three years  
One Moderator for one year  
Two School Committee Members for three years  
One School Committee Members for two years  
One School Committee Members for one year  
One Tree Warden for one year  
One Constable for three years  
One Planning Board Member for three years  
Two Recreation Commissioners for three years  
One Board of Health Member for three years

The polls will close at 8:00PM.

# TOWN ELECTIONS AND MEETINGS

## 2019 TOWN ELECTION RESULTS

| OFFICE   | VOTES |
|--|-------|
| <b>Selectman – 3 Years – Vote For One</b>        |       |
| Scott M. Bastarache                              | 31    |
| Blanks   | 1     |
| Total  | 32    |
| <b>Assessor – 3 Years – Vote For One</b>         |       |
| Mark D. Burnett                                  | 31    |
| Blanks   | 1     |
| Total  | 32    |
| <b>Town Clerk– 3 Years – Vote For One</b>        |       |
| Richard W. Newton                                | 30    |
| Blanks   | 2     |
| Total  | 32    |
| <b>Library Trustee– 3 Years – Vote For One</b>   |       |
| Peter B. Roy-Clark                               | 27    |
| Marcia Bernard                                   | 1     |
| Blanks   | 4     |
| Total  | 32    |
| <b>Moderator– 1 Year – Vote For One</b>          |       |
| Richard K. Peabody                               | 29    |
| Ralph Semb                                       | 1     |
| Blanks   | 2     |
| Total  | 32    |
| <b>School Committee – 3 Years – Vote For One</b> |       |
| Jennifer L. Eichorn                              | 29    |
| Blanks   | 3     |
| Total  | 32    |
| <b>School Committee – 2 Years – Vote For One</b> |       |
| Scott Bastarache                                 | 1     |
| Blanks   | 31    |
| Total  | 32    |
| <b>Tree Warden – 1 Year – Vote For One</b>       |       |
| Michael J. Gordon                                | 29    |
| Blanks   | 3     |
| Total  | 32    |
| <b>Constable – 3 Years – Vote For One</b>        |       |
| Richard W. Newton                                | 30    |
| Blanks   | 2     |
| Total  | 32    |

## TOWN ELECTIONS AND MEETINGS

### **Planning Board – 3 Years – Vote For Two**

|                     |    |
|---------------------|----|
| Jacquelyn M. Boyden | 29 |
| Michael M. Shaffer  | 30 |
| Blanks              | 5  |
| Total               | 64 |

### **Recreation Commission – 3 Years – Vote For Two**

|                    |    |
|--------------------|----|
| Jeffrey A. Rollins | 29 |
| Jillian Betters    | 1  |
| Blanks             | 34 |
| Total              | 64 |

### **Board of Health – 3 Years – Vote For One**

|                    |    |
|--------------------|----|
| Leo J. Parent, Jr. | 28 |
| Blanks             | 4  |
| Total              | 32 |

# TOWN ELECTIONS AND MEETINGS

## MAY 8, 2019 SPECIAL TOWN MEETING

### COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

#### SPECIAL TOWN MEETING Wednesday, May 8, 2019

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Senior and Community Center, 1 Care Drive, Erving, Massachusetts, on Monday Wednesday May 8, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:01 p.m. and noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

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#### FY2019 FINANCIAL ARTICLES

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##### **ARTICLE 1: APPROPRIATION FOR THE HVAC SYSTEM AT THE SENIOR & COMMUNITY CENTER – ORIGINAL ARTICLE**

To see if the Town will vote appropriate the sum of One Hundred Twenty-Five Thousand Dollars and No Cents (\$125,000.00) from Free Cash for the purpose of replacing or repairing the heating, ventilation, and air conditioning system at the Senior & Community Center, or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: No Recommendation

**AMENDMENT:** It was moved and seconded to add the words “while discontinuing the current geothermal system” after the word “Center”.

**The amendment passed by a majority.**

**Article 1 as amended passed by a majority.**

***Article Information:** Approval of this article would transfer \$125,000 from Free Cash for the purpose of repairing and/or replacing the HVAC system at the Senior & Community Center. The Town has experienced numerous maintenance issues with the geothermal system that was installed and has made several repairs to the system to keep it operational. In April 2019 the building's architect and a geothermal specialist were consulted about the issues that were being experienced. Through a series of tests it was realized that sand had entered into the well and was drawn into the system. This led to the damage of the intake line, the primary circulation pump, and associated equipment. The Town has spent the last few weeks working with energy efficiency consultants, reviewing the system with our liaisons at the Department of Energy Resources and to determine the options to proceed.*

*The option to repair and retrofit the geothermal system into a closed loop system has been proposed. It would require the drilling of two (2) new wells, the installation of new lines under the parking lot and sidewalk, and the repair of the circulation equipment. The Town is told that this solution should reduce the changes of sand from entering the system again, but it cannot be*

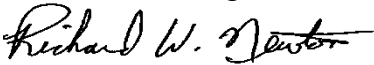
## TOWN ELECTIONS AND MEETINGS

*guaranteed. Additionally, this puts the reliance of the heating and cooling of the entire facility on a single source again. If the system experiences operational difficulty in the future the facility could lose heating and cooling again. The estimate for this repair is approximately \$100,000. We would need to pursue some design work for this option.*

*The option to abandon the geothermal system and transition the facility over to an air-sourced heat pump system has been proposed. The system would utilize multiple condensers to support each of the zones of the facility. This proposal keeps the equipment above ground for maintenance needs and would provide some system resiliency. If a condenser experiences an operational problem there are other condensers that are operational to continue to heat and cool the rest of the facility. We have obtained an estimate for this project of approximately \$100,000. After consideration of the options, the Board of Selectmen are in support of transitioning to an air-sourced heat pump system and abandoning the geothermal system elements.*

*This article requests sufficient funding that is currently available in Free Cash to fund the equipment, installation, and associated costs of the procurement. The Town is exploring any and all grants or utility rebates that are available towards this project. Many of them are reimbursable funding sources which means that the Town would have to fund the work in advance and apply for reimbursement. Our goal is to ultimately have a HVAC system at this location that is reliable and responsible with reasonable energy usage and maintenance costs. The current system does not provide this. Approval of this article requires a majority vote.*

58 registered voters attended this meeting. The meeting was dissolved at 7:38 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

# TOWN ELECTIONS AND MEETINGS

## JUNE 25, 2019 SPECIAL TOWN MEETING

### COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

#### SPECIAL TOWN MEETING WEDNESDAY JUNE 25, 2019

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Senior and Community Center, 1 Care Drive, Erving, Massachusetts, on Wednesday June 25, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:03 p.m. and he noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

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#### GENERAL ARTICLES

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##### ARTICLE 1: ACCEPTANCE OF THE 2018 TOWN REPORT

The Town voted unanimously to accept the reports of the Town Officers for 2018.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article will accept the 2018 Town Report as presented. This article was passed over at the May 01, 2019 Annual Town Meeting. Approval of this article requires a majority vote.*

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#### BYLAW ARTICLES

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##### ARTICLE 2: AMENDED REVOLVING ACCOUNTS

The Town voted unanimously to amend the General Bylaw entitled Departmental Revolving Funds, adopted on June 20, 2017 in Section 5 "Authorized Revolving Funds" by establishing and authorizing a new revolving fund for use by the Board of Library Trustees under Massachusetts General Laws Chapter 44, § 53E1/2.

**Please note: Proposed additions are in *bold italics*.**

#### DEPARTMENTAL REVOLVING FUNDS

5. Authorized Revolving Funds. The Table establishes:

A. Each revolving fund authorized for use by a town department, board, committee, agency or officer.

B. The department or agency head, board, committee or officer authorized to spend from each fund.

C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant.

# TOWN ELECTIONS AND MEETINGS

- D. The expenses of the program or activity for which each fund may be used.
- E. Any restrictions or conditions on expenditures from each fund.
- F. Any reporting or other requirements that apply to each fund, and
- G. The fiscal years each fund shall operate under this by-law.

| Revolving Fund              | Entity Authorized to Spend from Fund | Fees, Charges, or Receipts Credited to Fund  | Program or Activity Expenses Payable from Fund   | Restrictions or Conditions on Expenses Payable from Fund | Other Requirements/ Reports | Fiscal Years                                 |
|-----------------------------|--------------------------------------|--|--|--|-----------------------------|--|
| Food Service                | Council on Aging                     | Receipts Related to the food service program at the Council on Aging                             | Operation of a food Service Program  | Limit of \$10,000.00                                     |                             | Fiscal Year 2018 and Subsequent Years        |
| Facility Use                | Council on Aging                     | Receipts Related to the use of the Senior & Community Center                                     | Maintenance, staffing and repair related to making the facility available for use by outside groups.   | Limit of \$10,000.00                                     |                             | Fiscal Year 2018 and Subsequent Years        |
| <i>Library Use and Fees</i> | <i>Board of Library Trustees</i>     | <i>Receipts Related to the use of the Public Library, Lost Book Fees, and Other Program Fees</i> | <i>Maintenance, staffing and repair related to making the facility available for use by outside groups, replacement of books and materials, expenses related to programs offered</i> | <i>Limit of \$3,000.00</i>                               |                             | <i>Fiscal Year 2020 and Subsequent Years</i> |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would establish a new revolving fund for use by the Board of Library Trustees to accept funds paid for use of the Public Library as well as lost book fees, and fees related to programs. Expenses are related to the sources of the revenue. The expense limit will be voted on annually. A majority vote is required to adopt or amend the general by-laws.

## DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

### ARTICLE 3: REVOLVING ACCOUNT SPENDING LIMIT

The Town voted unanimously to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the Library Use and Fees revolving fund established in Town bylaws for the Board of Library Trustees in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, as follows:

| Revolving Fund       | Department/Board/Committee/ Agency or Officer | FY2020 Spending Limit |
|----------------------|---|-----------------------|
| Library Use and Fees | Board of Library Trustees                     | \$3,000.00            |

SUBMITTED BY: Board of Selectmen

# TOWN ELECTIONS AND MEETINGS

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would establish the FY2020 spending limits in the above referenced revolving funds in accordance with Town bylaw and with MGL Chapter 44, Section 53E ½. Approval of this article requires majority vote.

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## ACCOUNTS PAYABLE OF A PRIOR YEAR: 2018

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### ARTICLE 4: APPROPRIATION FOR FY2018 EXPENSES

The Town voted unanimously to appropriate the sum of Two Hundred Thirty-three Dollars and Ninety-One Cents (\$233.91) from the FY2019 Fire Department Expenses for the purpose of paying Fiscal Year 2018 invoices as listed below.

| Line        | Department/ Agency | Vendor  | Amount   |
|-------------|--------------------|---------|----------|
| 1           | Fire Department    | Comcast | 233.91   |
| Grand Total |                    |         | \$233.91 |

SUBMITTED BY: Administrative Coordinator  
FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** In the above listed instances, invoices were identified and/or received after the start of Fiscal Year 2019 and after the books for FY2018 were closed. Approval of this article will authorize the Town to pay the above referenced vendors in the amounts indicated. Approval for expenditures in a previous fiscal year require 9/10 approval at Special Town Meeting per MGL Chapter 44 Section 64.

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## FY2020 FINANCIAL ARTICLES

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### ARTICLE 5: TRANSFER FOR ERVING CENTER PLANNING

The Town voted unanimously to transfer the sum of Seven Thousand Two Hundred Dollars and No Cents (\$7,200.00) from the Consulting account (01-122-200-53000) into a special article fund for the purpose of conducting planning efforts for the Erving Center village.

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would transfer existing funding for the Town to contract with a consultant to work with the Town, residents, and business owners on a plan for the future development of Erving Center. The Town originally voted to approve this transfer at the

January 2019 Special Town Meeting. The funding was placed into the FY2019 operating budget as the project was to occur in the spring. The School that had contracted to do the planning

project had to cancel the contract and the project was put on hold. The Town has made arrangements with another planning school to do the work if the funding can be moved into a special article. Approval of this article requires a majority vote.

## TOWN ELECTIONS AND MEETINGS

### ARTICLE 6: ADDITIONAL APPROPRIATION FOR THE CONSTRUCTION OF THE ERVING PUBLIC LIBRARY

The Town voted unanimously to appropriate the sum of Five Hundred Fifty Thousand Dollars and No Cents (\$550,000.00), sourced with Four Hundred Eighty-four Thousand Seven Hundred Fifty Dollars and No Cents (\$484,750.00) from Free Cash and by raising Sixty-five Thousand Two Hundred Fifty Dollars and No Cents (\$65,250.00), for the purpose of constructing the new Erving Public Library and related expenses, as itemized below.

| Line        | Description                                | Amount       |
|-------------|--|--------------|
| 1           | Construction of a Photovoltaic Solar Array | \$325,000.00 |
| 2           | Furniture, Fixtures and Equipment          | \$225,000.00 |
| Grand Total |  | \$550,000.00 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$484,750 from certified free cash, raise \$65,250 and appropriate that total of \$550,000 for the construction of the new Erving Public Library. The amount requested is meant to fund the construction of a photovoltaic solar array to provide electricity to the new Public Library, reducing operational costs, and for the purchase of furniture, fixtures, and equipment. Failure to approve the installation of the PV solar array would jeopardize the MBLC grant that was awarded and potentially reduce the matching funds from the state. Approval of this article requires a majority vote.*

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### ARTICLE 7: APPROPRIATION FOR THE CONSTRUCTION OF THE ERVING PUBLIC LIBRARY

The Town voted unanimously appropriate the sum of Two Million Five Hundred Fifty-one Thousand Seven Dollars and No Cents (\$2,551,007.00) from General Stabilization for the purpose of constructing the new Erving Public Library and related expenses and to rescind the remaining borrowing authorized under Article 27 of the Annual Town Meeting on May 03, 2017.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$2,551,007 from General Stabilization and appropriate it for the construction of the new Erving Public Library. Additionally, approval of the article would rescind the approved borrowing authority. By transferring available cash, the Town will avoid borrowing this amount and hundreds of thousands of dollars in interest and loan origination costs associated with that borrowing. In accordance with the Town's Reserve Funding Policy, the repayment plan is as follows: two (2) remaining matching grant payments from the MBLC, each in the amount of \$544,000, \$100,000 grant from the MBLC for achieving LEED certification, and an annual appropriation of \$273,000 over a five (5) year period that begins in FY2021. Approval of this article requires a 2/3 vote.*

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### ARTICLE 8: AMENDED FY2020 GENERAL OPERATING BUDGET

The Town voted unanimously to raise and appropriate the sum of Thirty-two Thousand Four Hundred Thirty-six Dollars and No Cents (\$32,436.00) to amend the FY2020 General Operating

# TOWN ELECTIONS AND MEETINGS

Budget, approved at Annual Town Meeting on May 01, 2019, by the following itemized amounts, all for municipal purposes:

| Line | Divisions               | Original Amount        | Proposed Amendment | New Total             |
|------|-------------------------|------------------------|--------------------|-----------------------|
| 1    | General Government      | \$ 908,431.00          | \$8,929.00         | \$917,360.00          |
| 2    | Public Safety           | \$ 860,865.00          | \$11,863.00        | \$872,728.00          |
| 3    | Public Works            | \$ 554,714.00          | \$8,133.00         | \$562,847.00          |
| 4    | Health & Human Services | \$ 224,865.00          | \$1,482.00         | \$226,347.00          |
| 5    | Culture & Recreation    | \$ 229,192.00          | \$2,029.00         | \$231,221.00          |
| 6    | Benefits                | \$ 1,680,368.00        | \$0.00             | \$1,680,368.00        |
|      | <b>Grand Total</b>      | <b>\$ 4,458,435.00</b> | <b>\$32,436.00</b> | <b>\$4,490,871.00</b> |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article requests amendments to the FY2020 operating budget to allow for adjustments to wages & compensation. The changes are in consideration of cost of living adjustments. Approval of this article will amend the FY2020 operating budget in the categories identified above. Approval of this article requires a majority vote.*

## ARTICLE 9: AMENDED FY2020 ELECTED OFFICIAL COMPENSATION

The Town voted unanimously to fix the sum of One Hundred Twenty-two Thousand Four Hundred Sixty-three Dollars and No Cents (\$122,463.00) for Elected Officials' salaries, and vote that the following salary and compensation be paid from this sum to the following Elected Officials of the Town, as provided by Section 108, Chapter 41 of the General Laws, as amended by Chapter 540 of the Acts of 1947, and rescind the FY2020 Elected Official Compensation article approved at the Annual Town Meeting on May 01, 2019:

|  | Detail        | Wage Total     | Wage per Person |
|--|---------------|----------------|-----------------|
| <b>Assessor (3)</b>                      |               | \$ 11,418.00*  | \$ 3,806.00ea   |
| <b>Board of Health (3)</b>               |               | \$ 2,862.00*   | \$ 954.00ea     |
| <b>Library Trustees (3)</b>              |               | \$ 2,340.00*   | \$ 780.00ea     |
| <b>Moderator (1)</b>                     |               | \$ 204.00*     |                 |
| <b>Planning Board (5)</b>                |               | \$ 4,510.00*   | \$ 902.00ea     |
| <b>Recreation Commission (5)</b>         |               | \$ 4,550.00*   | \$ 910.00ea     |
| <b>School Committee (5)</b>              |               | \$ 6,880.00*** | \$ 1,376.00ea   |
| <b>Selectmen/Water Commissioners (3)</b> | \$ 11,963.00* |                |                 |
| from Water Department                    | \$ 862.00**   |                |                 |
| <b>Total Salary</b>                      |               | \$ 12,825.00   | \$ 4,275.00ea   |
| <b>Tax Collector (1)</b>                 | \$ 11,399.00* |                |                 |
| Certification Award                      | \$ 1,000.00*  |                |                 |
| From Water Department                    | \$ 1,908.00** |                |                 |
| <b>Total Salary</b>                      |               | \$ 14,307.00   |                 |
| <b>Town Clerk (1)</b>                    | \$ 9,495.00*  |                |                 |
| From Census Work                         | \$ 1,000.00*  |                |                 |

## TOWN ELECTIONS AND MEETINGS

|                                      |                                     |                     |
|--------------------------------------|-------------------------------------|---------------------|
|                                      | <b>Total Salary</b>                 | \$ 10,495.00        |
| <b>Treasurer (1)</b>                 | \$ 46,818.00*                       |                     |
|                                      | Certification Award \$ 1,000.00*    |                     |
|                                      | From Water Department \$ 1,767.00** |                     |
|                                      | <b>Total Salary</b>                 | \$ 49,585.00        |
| <b>Tree Warden (1)</b>               | \$ 2,487.00                         |                     |
| <b>Total Elected Official Salary</b> |                                     | <b>\$122,463.00</b> |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article outlines the compensation amounts for elected officials. It has been adjusted from the May 01, 2019 Annual Town Meeting vote to incorporate cost of living adjustment. Approval of this article requires a majority vote.*

### ARTICLE 10: APPROPRIATION FOR WAGE & COMPENSATION ADJUSTMENTS

The Town voted unanimously to raise and appropriate the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) for the purpose of wage and compensation adjustments, determined by the Board of Selectmen and the Finance Committee.

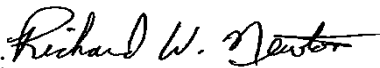
SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would raise and appropriate \$50,000.00 to allow for wage & compensation adjustments to be determined by the Board of Selectmen and the Finance Committee upon the completion of a wage & compensation study. The Town engaged UMass Boston to conduct a market study of comparable positions in comparable Towns and to recommend a transition towards a grade and step compensation system. Approval of this article requires a majority vote.*

44 registered voters attended this meeting. The meeting was dissolved at 7:41 p.m.

A true copy, ATTEST:



Richard W. Newton  
Erving Town Clerk

# TOWN ELECTIONS AND MEETINGS

## TUESDAY, OCTOBER 8, 2019 SPECIAL TOWN ELECTIONS

### SPECIAL TOWN ELECTIONS TUESDAY OCTOBER 8, 2019

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, 12 East Main Street, Erving, MA 01344** on **Tuesday, October 08, 2019 at 10:00 AM** then and there to bring their votes for the following town offices and ballot questions:

One (1) Selectman for the balance of a three (3) year term ending 2022

One (1) School Committee members for the balance of a three (3) year term ending 2021

**The polls will close at 8:00 PM.**

### 2019 SPECIAL TOWN ELECTION RESULTS

| OFFICE   | VOTES |
|--|-------|
| <b>Selectman – 3 Years Term Balance– Vote For One</b>        |       |
| Peter P. Sanders   | 41    |
| Blanks   | 1     |
| Total  | 42    |
| <b>School Committee – 3 Years Term Balance– Vote For One</b> |       |
| C. Mark Blatchley  | 38    |
| Ryan Betters   | 1     |
| Blanks   | 3     |
| Total  | 42    |

# TOWN ELECTIONS AND MEETINGS

## MONDAY, OCTOBER 21, 2019 SPECIAL TOWN MEETING

### COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

#### SPECIAL TOWN MEETING MONDAY OCTOBER 21, 2019

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Senior and Community Center, 1 Care Drive, Erving, Massachusetts, on Monday October 21, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:05 p.m. and he noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

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#### ACCOUNTS PAYABLE OF A PRIOR YEAR: 2019

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##### ARTICLE 1: APPROPRIATION FOR FY2019 EXPENSES

The Town voted unanimously to appropriate the sum of Four Thousand Ninety Dollars and Eighty-six Cents (\$4,090.86) from FY2020 departmental expense appropriations for the purpose of paying Fiscal Year 2019 invoices as listed below.

|              | <b>Department/ Agency</b> | <b>Vendor</b>                     | <b>Amount</b>     |
|--------------|---------------------------|-----------------------------------|-------------------|
| Line Item #1 | Wastewater Department     | Cintas                            | \$178.67          |
| Line Item #2 | Solid Waste               | USA Waste & Recycling             | \$1,488.48        |
| Line Item #3 | Fire Department           | Lodge Tire Co. Inc.               | \$681.32          |
| Line Item #4 | Wastewater Department     | Environmental Resource Associates | \$1,329.62        |
| Line Item #5 | Town Buildings            | Staples                           | \$412.77          |
|              | <b>Grand Total</b>        |                                   | <b>\$4,090.86</b> |

SUBMITTED BY: Administrative Coordinator  
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** In the above listed instances, invoices were identified and/or received after the start of Fiscal Year 2020 and after the books for FY2019 were closed. Approval of this article will authorize the Town to pay the above referenced vendors in the amounts indicated.*

*Approval for expenditures in a previous fiscal year require 9/10 approval at Special Town Meeting per MGL Chapter 44 Section 64.*

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#### FY2020 CAPITAL ARTICLES

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##### ARTICLE 2: RIVER, WARNER & STRACHAN STREET ROADWAY IMPROVEMENT PROJECT

The Town voted by declared 2/3 majority to appropriate the sum of Two Hundred Thousand Dollars and No Cents (\$200,000.00) from the Capital Stabilization Fund for the purpose of

## TOWN ELECTIONS AND MEETINGS

roadway and sidewalk improvements, and related expenses, on River, Warner & Strachan Streets.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$200,000 the Capital Stabilization fund and appropriate it for roadway and sidewalk improvements on River, Warner, and Strachan streets. This funding is in addition to Chapter 90 funds that have been saved for this purpose and the roadway improvement funds appropriated in the FY2020 capital planning budget. Approval of this article requires a 2/3 vote.*

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### **ARTICLE 3: FEASIBILITY FOR PUBLIC WORKS OFFICE SPACE & DRY STORAGE AT POTW#1**

The Town voted unanimously to appropriate the sum of Fifteen Thousand Dollars and No Cents (\$15,000.00) from the Capital Stabilization Fund for the purpose of conducting a feasibility study to create code compliant office space for public works departments at POTW#1 and related expense.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would appropriate \$15,000 from the Capital Stabilization Fund to help the Town understand the available options for creating proper and safe office space for the public works staff. Approval of this article requires a 2/3 vote.*

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### **ARTICLE 4: AUTHORIZATION TO CONVEY A UTILITY EASEMENT ON CARE DRIVE – ORIGINAL ARTICLE**

To see if the Town will vote to authorize the Board of Selectmen to convey to NStar Electric Company, doing business as Eversource, and Verizon New England, Inc. for One Dollar and no Cents (\$1.00) a utility easement along Care Drive for the purpose of providing utilities for the Public Library, senior housing, or any future development; or take any other action relative thereto.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS:

***Article Information:** Approval of this article would authorize the Board of Selectmen to conduct all of the necessary procedures to grant a utility easement to Eversource and Verizon for the*

*transformer equipment that needs to be installed at 2 Care Drive. Approval of this article requires a majority vote.*

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### **ARTICLE 4 AS READ, MOVED AND SECONDED:**

The Town voted unanimously to authorize the Board of Selectmen to convey to NStar Electric Company dba Eversource Energy and Verizon New England, Inc, their successors and assigns, for One Dollar and no Cents an easement for the perpetual right to lay, construct, reconstruct, maintain, operate, replace and rebuild on, across, over and under the easement area hereinafter described, electric and transmission of intelligence distribution systems consisting of poles, guys,

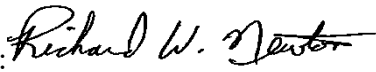
## TOWN ELECTIONS AND MEETINGS

braces, wires, pipes, cables, conduits, transformers, inhales, anchors, silos, handholds, transformer pads, pedestals, meters, fixtures and other appurtenances useful in providing electric and transmission of intelligence service such as the said company may from time to time see fit to install in said easement area; including wires, cables and conduits running from the poles, transformers and pedestals to any structures erected on the premises; the right to provide electric service by means of the same; and the right to enter said land for the purpose of inspecting; maintaining or removing same; and the right to trim and keep trimmed, cut and remove such trees located within the easement area as in the judgment of the Grantee are necessary to maintain its services.

Said easement area is located on the Grantor's land on the westerly side of Care Drive on property known as 2 Care Drive, formerly 34 Northfield Road, in the Town of Erving, County of Franklin, Commonwealth of Massachusetts, and more particularly shown on a plan of land entitled "Map Showing Easement Area to be Granted to NStar Electric Company dba Eversource Energy Across the Property of Town of Erving 34 Northfield Road, Erving, Massachusetts (Scale: As Noted Date: August 19, 2019 File NO. E9068) Date: August 26, 2019" which map has been or will be filed in the Franklin County Registry of Deeds.

For the purpose of providing utilities for the Public Library, senior housing, or any future development.

20 registered voters attended this meeting. The meeting was dissolved at 7:46 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

### FINANCIAL REPORTS

- Board of Assessors
- Tax and Water Collector
- Treasurer
- Accountant

## FINANCIAL REPORTS

### BOARD OF ASSESSOR'S REPORT

|  |                        |
|--|------------------------|
| <b>TOTAL AMOUNT TO BE RAISED FOR FY 2020</b> | <b>\$16,309,188.92</b> |
|--|------------------------|

|                                    |                        |
|------------------------------------|------------------------|
| <b>LESS RECEIPTS &amp; REVENUE</b> | <b>\$ 5,401,446.32</b> |
|------------------------------------|------------------------|

|                                      |                 |
|--------------------------------------|-----------------|
| Estimated Receipts from Cherry Sheet | \$ 631,343.00   |
| Local Estimated Receipts             | \$ 265,500.00   |
| Free Cash                            | \$ 1,175,348.41 |
| Enterprise Fund                      | \$ 614,196.00   |

|  |                        |
|--|------------------------|
| <b>NET AMOUNT TO BE RAISED BY TAXATION</b> | <b>\$10,907,742.60</b> |
|--|------------------------|

### ASSESSED VALUATIONS

|                   |             |
|-------------------|-------------|
| Residential       | 125,997,315 |
| Open Space        | 468,600     |
| Commercial        | 7,805,708   |
| Industrial        | 401,592,182 |
| Personal Property | 404,038,000 |

|                     |                      |
|---------------------|----------------------|
| Total Taxable Value | <b>10,907,742.60</b> |
|---------------------|----------------------|

### CLASSIFIED TAX RATES FOR FY 2019

Our Fiscal Year 2020 Tax Rate was finalized by the Department of Revenue on September 10, 2019.

|                          |                |
|--------------------------|----------------|
| Residential & Open Space | <b>\$ 7.54</b> |
| Commercial & Industrial  | <b>\$12.24</b> |
| Personal Property        | <b>\$12.24</b> |

## FINANCIAL REPORTS

### ABATEMENTS AND EXEMPTIONS GRANTED FROM FISCAL YEAR 2019

| #         |                                | TOTAL AMOUNT        |
|-----------|--------------------------------|---------------------|
| 10        | Veteran's Exemption 22 (a-f)   | \$ 4,000.00         |
| 1         | Veteran's Exemption 22A        | \$ 750.00           |
| 7         | Veteran's Exemption 22E        | \$ 6,474.75         |
| 1         | Blind Exemption                | \$ 500.00           |
| 19        | Persons 65 & Over Exemption    | \$ 18,610.46        |
| 12        | Persons 70+ & Surviving Spouse | <u>\$ 2,100.00</u>  |
| <b>50</b> | <b>Total (as of 6/30/19)</b>   | <b>\$ 32,432.21</b> |

### NO ABATEMENTS WERE GRANTED IN FISCAL YEAR 2019

### MOTOR VEHICLE EXCISE ASSESSED IN CALENDAR YEAR 2019

|                    |            |
|--------------------|------------|
| 2018 Levy          |            |
| Number of Vehicles | 42         |
| Total Valuation    | 293,350.00 |
| Total Tax          | \$ 957.52  |

|                      |                     |
|----------------------|---------------------|
| 2019 Levy            |                     |
| Number of Vehicles   | 2021                |
| Total Valuation      | 9,091,821.00        |
| Total Tax            | \$195,929.09        |
| Total of Commitments | <b>\$196,886.61</b> |

## MOTOR VEHICLE EXCISE ABATEMENTS GRANTED IN CALENDAR YEAR 2019

|      |                      |          |
|------|----------------------|----------|
| 2017 | Levy                 |          |
|      | Number of Abatements | 1        |
|      | Total Amount Granted | \$ 53.13 |

|      |                      |           |
|------|----------------------|-----------|
| 2018 | Levy                 |           |
|      | Number of Abatements | 4         |
|      | Total Amount Granted | \$ 578.64 |

|      |                      |             |
|------|----------------------|-------------|
| 2019 | Levy                 |             |
|      | Number of Abatements | 48          |
|      | Total Amount Granted | \$ 4,602.46 |

Respectfully Submitted,  
The Erving Board of Assessors  
Daniel Hammock  
Mark Burnett  
Jeffrey Rollins

## TAX COLLECTOR'S REPORT

### WATER COLLECTOR'S REPORT

07/01/2018 - 06/30/2019

#### Balances Prior Year Commitment:

|                    |          |
|--------------------|----------|
| FY 17 Water        | .23      |
| FY 18 Water        | 15077.45 |
| Beginning Balance: | 15077.68 |

#### Water Commitments FY 2019:

|                          |          |
|--------------------------|----------|
| Water Testing            | 3500.00  |
| Testing Backflow devices | 640.00   |
| Hydrant Flushing         | 5860.00  |
| Work Service             | 1000.00  |
| Final Reads              | 160.00   |
| Water Usage              | 87038.42 |

Total FY 19: \$ 98,198.42

Net Commitments: \$113,276.10

Net Payments-Refunds & Revisions: \$101,131.96

Ending Balance: \$ 12,144.14

Respectfully Submitted,

Michele M. Turner  
Water Collector

## TREASURER'S REPORT

I have been in the Treasurer's position since May of 2017 and am learning more all the time. Assistant Treasurer, Jean Fountain, has been a huge asset in the office since she started in 2015.

The Treasurer's office is responsible for producing payroll on a bi-weekly basis and includes the administration of all Health, Life, Dental and Optional benefits. Unemployment, State and Federal taxes are paid on the same week that payroll is finished. Union 28 employee benefits are also reconciled and paid by this office.

Health, Life, Dental and Optional Insurance plans are offered to eligible active employees at 84% paid by the Town and to retired employees at 77% paid by the Town. Our insurance carrier is Hampshire County Group Insurance Trust and is administered by BC/BS of Massachusetts.

Vendor bills are processed on the opposite week of payroll. This consists of printing the vendor checks, matching to the bills and posting and mailing the bills.

Money gets turned over by various departments within the town. The State automatically deposits grant money and revenue from other sources such as the RMV fines, COA van program and all School grant monies. The school brings over lunch money and after school program funds weekly; The Selectboard turns in receipts from licenses; The Fire Department turns in money from permits; Recreation department turns in money for programs; and money is received from septage and disposal of white goods. Cash is posted and reconciled with the Accountant on a monthly basis. Benefits are reconciled with the Accountant on a quarterly basis.

As of June 30, 2019 the Tax Title balance was approximately \$45,794.73.

The Tax Collector turned over 3 new properties with balances of approximately \$3,193.34.

1 property with tax balance of \$23,957.30 is still in Land Court being cleared up and

1 property continues to pay sporadically with a balance of \$10,692.11 to pay off.

Julie Wonkka  
Treasurer

## Treasurer's Financial Report

### Composition of Treasurer's Cash from July 1, 2018 through June 30, 2019

Prepared by: Julie Wonkka, Treasurer

|   |                 |                        |
|---|-----------------|------------------------|
| <b>Greenfield Coop Bank</b>                     |                 | <b>\$3,525,088.36</b>  |
| Investment Account                              | \$1,875,660.82  |                        |
| Ten Town Loan Fund                              | \$110,723.23    |                        |
| Water Department Enterprise Fund                | \$26,575.05     |                        |
| POTW #1 Enterprise Fund                         | \$1,409,782.06  |                        |
| Recreation                                      | \$16,818.69     |                        |
| Cultural Council                                | \$3,629.65      |                        |
| School Vendor                                   | \$1,000.00      |                        |
| Town Vendor                                     | \$54,772.54     |                        |
| Student Activities                              | \$26,126.32     |                        |
| <b>Easthampton Savings Bank</b>                 |                 | <b>\$203,379.22</b>    |
| <b>Bartholomew &amp; Co. Inc. Trust Account</b> |                 | <b>\$10,916,299.99</b> |
| Post War Rehabilitation Fund                    | \$23,485.28     |                        |
| Cemetery Perpetual Care Fund                    | \$29,908.41     |                        |
| Stabilization Fund                              | \$10,257,975.82 |                        |
| Capital Improvement Stabilization               | \$596,837.01    |                        |
| Conservation                                    | \$8,093.47      |                        |
| <b>Bartholomew &amp; Co. Inc. OPEB Account</b>  |                 | <b>\$4,048,617.77</b>  |
| Employee Benefits                               | \$481,267.38    |                        |
| Retiree Insurance                               | \$3,567,350.39  |                        |
| <b>Hometown Bank</b>                            |                 | <b>\$2,452,869.61</b>  |
| Investment                                      | \$1,899,696.49  |                        |
| Vendor  | \$460,448.65    |                        |
| School Vendor                                   | \$92,724.47     |                        |
| <b>Unibank</b>                                  |                 | <b>\$529,654.03</b>    |
| Investment                                      | \$480,342.71    |                        |
| Payroll   | \$35,860.24     |                        |
| UniPay Recreation                               | \$13,451.08     |                        |
| <b>Total Cash on Hand June 30, 2018</b>         |                 | <b>\$21,675,908.98</b> |

# FINANCIAL REPORTS

## ACCOUNTANT'S REPORTS

| TOWN OF ERVING, MASSACHUSETTS                              |                        |                      |                        |                        |                         |                        |                         |
|--|------------------------|----------------------|------------------------|------------------------|-------------------------|------------------------|-------------------------|
| COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS |                        |                      |                        |                        |                         |                        |                         |
| FOR THE YEAR ENDING JUNE 30, 2019                          |                        |                      |                        |                        |                         |                        |                         |
|  |                        |                      |                        |                        |                         |                        | Totals                  |
|  | General                | Special Revenue      | Capital Projects       | Enterprise             | Trust and Agency        | Long Term Debt         | (Memorandum Only)       |
| <b>Assets</b>  |                        |                      |                        |                        |                         |                        |                         |
| Cash and Investments                                       | \$ 3,679,089.49        | \$ 596,620.03        | \$ 465,475.23          | 1,657,133.60           | \$ 14,964,593.38        | \$ -                   | \$ 21,362,911.73        |
| Accounts Receivable:                                       |                        |                      |                        |                        |                         |                        |                         |
| Overpayment Refund   | -                      | -                    | -                      | -                      | -                       | -                      | -                       |
| Property Taxes   | 36,985.35              | -                    | -                      | -                      | -                       | -                      | 36,985.35               |
| Excise Taxes   | 34,411.55              | -                    | -                      | -                      | -                       | -                      | 34,411.55               |
| Tax Liens  | 29,107.37              | -                    | -                      | -                      | -                       | -                      | 29,107.37               |
| Tax Foreclosures   | 185,328.43             | -                    | -                      | -                      | -                       | -                      | 185,328.43              |
| User Charges   | -                      | -                    | -                      | 13,038.58              | -                       | -                      | 13,038.58               |
| Less: Allowance for Uncollectible Accounts                 | (821,979.24)           | -                    | -                      | -                      | -                       | -                      | (821,979.24)            |
| Due from Other Governments                                 | -                      | 297,678.45           | 1,632,088.00           | 156,596.79             | -                       | -                      | 2,086,363.24            |
| Due from Other Funds                                       | -                      | -                    | -                      | -                      | -                       | -                      | -                       |
| Amount to be Provided for the Payment of Debt              | -                      | -                    | -                      | -                      | -                       | 2,507,944.00           | 2,507,944.00            |
| <b>Total Assets</b>  | <b>\$ 3,142,942.95</b> | <b>\$ 894,298.48</b> | <b>\$ 2,097,563.23</b> | <b>\$ 1,826,768.97</b> | <b>\$ 14,964,593.38</b> | <b>\$ 2,507,944.00</b> | <b>\$ 25,434,111.01</b> |
| <b>Liabilities and Fund Equity</b>                         |                        |                      |                        |                        |                         |                        |                         |
| <b>Liabilities:</b>  |                        |                      |                        |                        |                         |                        |                         |
| Warrants & Payrolls Payable                                | \$ 797,025.60          | \$ -                 | -                      | \$ 355.00              | -                       | \$ -                   | \$ 797,380.60           |
| Employee Withholdings                                      | (2,340.71)             | -                    | -                      | -                      | -                       | -                      | (2,340.71)              |
| Due to Others  | 940.93                 | -                    | -                      | -                      | 775.00                  | -                      | 1,715.93                |
| Due to Student Groups                                      | -                      | -                    | -                      | -                      | 22,385.90               | -                      | 22,385.90               |
| Deferred Revenue:  |                        |                      |                        |                        |                         |                        |                         |
| Property Taxes   | (784,993.89)           | -                    | -                      | -                      | -                       | -                      | (784,993.89)            |
| Other  | 248,847.35             | 297,678.45           | 1,632,088.00           | 13,038.58              | -                       | -                      | 2,191,652.38            |
| Due to Other Funds   | -                      | -                    | -                      | -                      | -                       | -                      | -                       |
| Bond Indebtedness  | -                      | -                    | -                      | -                      | -                       | 2,507,944.00           | 2,507,944.00            |
| <b>Total Liabilities</b>                                   | <b>259,479.28</b>      | <b>297,678.45</b>    | <b>1,632,088.00</b>    | <b>13,393.58</b>       | <b>23,160.90</b>        | <b>2,507,944.00</b>    | <b>4,733,744.21</b>     |
| <b>Fund Equity:</b>  |                        |                      |                        |                        |                         |                        |                         |
| Retained Earnings:   |                        |                      |                        |                        |                         |                        |                         |
| Reserved for Encumbrances                                  | -                      | -                    | -                      | 484,969.92             | -                       | -                      | 484,969.92              |
| Unreserved:  |                        |                      |                        |                        |                         |                        |                         |
| Designated for Subsequent Years' Expenditures              | -                      | -                    | -                      | -                      | -                       | -                      | -                       |
| Undesignated   | -                      | -                    | -                      | 1,328,405.47           | -                       | -                      | 1,328,405.47            |
| Fund Balance:  |                        |                      |                        |                        |                         |                        |                         |
| Reserved for Encumbrances & Contin. Approp.                | 1,061,060.29           | 30,000.00            | 465,475.23             | -                      | -                       | -                      | 1,556,535.52            |
| Reserved for Nonexpendable Trust Principal                 | -                      | -                    | -                      | -                      | 9,840.18                | -                      | 9,840.18                |
| Unreserved:  |                        |                      |                        |                        |                         |                        |                         |
| Designated for Subsequent Years' Expenditures              | 484,750.00             | -                    | -                      | -                      | 2,551,007.00            | -                      | 3,035,757.00            |
| Undesignated   | 1,337,653.38           | 566,620.03           | -                      | -                      | 12,380,585.30           | -                      | 14,284,858.71           |
| <b>Total Fund Equity</b>                                   | <b>2,883,463.67</b>    | <b>596,620.03</b>    | <b>465,475.23</b>      | <b>1,813,375.39</b>    | <b>14,941,432.48</b>    | <b>-</b>               | <b>20,700,366.80</b>    |
| <b>Total Liabilities and Fund Equity</b>                   | <b>\$ 3,142,942.95</b> | <b>\$ 894,298.48</b> | <b>\$ 2,097,563.23</b> | <b>\$ 1,826,768.97</b> | <b>\$ 14,964,593.38</b> | <b>\$ 2,507,944.00</b> | <b>\$ 25,434,111.01</b> |

# FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS            |                        |                      |                        |
|--|------------------------|----------------------|------------------------|
| BALANCE SHEET - ENTERPRISE FUNDS         |                        |                      |                        |
| FOR THE YEAR ENDING JUNE 30, 2019        |                        |                      |                        |
|  | POTW                   | Water                |                        |
|  | Fund                   | Fund                 | Totals                 |
| <b>Assets</b>                            |                        |                      |                        |
| Cash and Investments                     | \$ 1,389,521.76        | \$ 267,611.84        | \$ 1,657,133.60        |
| Accounts Receivable:                     | 156,596.79             |                      |                        |
| User Charges                             | -                      | 13,038.58            | 13,038.58              |
| <b>Total Assets</b>                      | <b>\$ 1,546,118.55</b> | <b>\$ 280,650.42</b> | <b>\$ 1,670,172.18</b> |
| <b>Liabilities and Fund Equity</b>       |                        |                      |                        |
| <b>Liabilities:</b>                      |                        |                      |                        |
| Warrants & Accounts Payable              | -                      | 355.00               | 355.00                 |
| Deferred Revenue                         | -                      | 13,038.58            | 13,038.58              |
| <b>Total Liabilities</b>                 | <b>-</b>               | <b>13,393.58</b>     | <b>13,393.58</b>       |
| <b>Fund Equity:</b>                      |                        |                      |                        |
| Reserved for Encumbrances                | 429,590.52             | 55,379.40            | 484,969.92             |
| Reserved for Expenditure                 | -                      | -                    | -                      |
| Unreserved Retained Earnings             | 1,116,528.03           | 211,877.44           | 1,328,405.47           |
| <b>Total Fund Equity</b>                 | <b>1,546,118.55</b>    | <b>267,256.84</b>    | <b>1,813,375.39</b>    |
| <b>Total Liabilities and Fund Equity</b> | <b>\$ 1,546,118.55</b> | <b>\$ 280,650.42</b> | <b>\$ 1,826,768.97</b> |

# FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS  |                         |                      |                      |                         |                         |
|--|-------------------------|----------------------|----------------------|-------------------------|-------------------------|
| COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -                              |                         |                      |                      |                         |                         |
| ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS   |                         |                      |                      |                         |                         |
| FOR THE YEAR ENDED JUNE 30, 2019   |                         |                      |                      |                         |                         |
|  | Governmental Fund Types |                      |                      | Fiduciary Fund Types    | Totals                  |
|  | General Fund            | Special Revenue      | Capital Projects     | Trust Funds             | (Memorandum Only)       |
| <b>Revenues:</b>   |                         |                      |                      |                         |                         |
| Taxes  | 10,575,575.33           | \$ -                 | \$ -                 | \$ -                    | \$ 10,575,575.33        |
| State Receipts   | 615,288.00              | -                    | -                    | -                       | 615,288.00              |
| Excise Taxes   | 176,764.60              | -                    | -                    | -                       | 176,764.60              |
| Licenses, Permits, Fees, Fines, Misc   | 146,344.86              | -                    | -                    | -                       | 146,344.86              |
| Interest on Delinquent Taxes   | 7,339.88                | -                    | -                    | -                       | 7,339.88                |
| Investment Income:   |                         |                      |                      |                         |                         |
| Interest   | 37,702.49               | 13,771.24            | -                    | 818,694.86              | 870,168.59              |
| Grants and Fees  | -                       | 566,267.09           | 544,029.00           | -                       | 1,110,296.09            |
| Other  | -                       | -                    | -                    | -                       | -                       |
| <b>Total Revenues</b>  | <b>11,559,015.16</b>    | <b>580,038.33</b>    | <b>544,029.00</b>    | <b>818,694.86</b>       | <b>13,501,777.35</b>    |
| <b>Expenditures:</b>   |                         |                      |                      |                         |                         |
| Current:   |                         |                      |                      |                         |                         |
| General Government   | 771,900.10              | 61,795.68            | -                    | -                       | 833,695.78              |
| Public Safety  | 800,062.42              | 69,246.79            | -                    | -                       | 869,309.21              |
| Public Works   | 928,612.40              | 2,236.08             | 19,000.00            | 12,911.25               | 962,759.73              |
| Education  | 4,881,941.26            | 226,915.38           | -                    | -                       | 5,108,856.64            |
| Health and Human Services  | 175,337.80              | 28,875.28            | -                    | -                       | 204,213.08              |
| Culture and Recreation   | 155,848.33              | 19,075.72            | 1,052,868.77         | -                       | 1,227,792.82            |
| Employee Benefits and Insurance  | 1,526,233.87            | -                    | -                    | -                       | 1,526,233.87            |
| State Assessments  | 403,461.00              | -                    | -                    | -                       | 403,461.00              |
| Debt Service:  | -                       | -                    | -                    | -                       | -                       |
| Principal  | -                       | -                    | -                    | -                       | -                       |
| Interest and Fiscal Charges  | -                       | -                    | -                    | -                       | -                       |
| <b>Total Expenditures</b>  | <b>9,643,397.18</b>     | <b>408,144.93</b>    | <b>1,071,868.77</b>  | <b>12,911.25</b>        | <b>11,136,322.13</b>    |
| <b>Excess of Revenues Over (Under) Expenditures</b>  | <b>1,915,617.98</b>     | <b>171,893.40</b>    | <b>(527,839.77)</b>  | <b>805,783.61</b>       | <b>2,365,455.22</b>     |
| <b>Other Financing Sources (Uses):</b>   |                         |                      |                      |                         |                         |
| Operating Transfers In   | 141,219.00              | 29,370.00            | 500,000.00           | 871,512.60              | 1,542,101.60            |
| Operating Transfers Out  | (1,867,391.28)          | (141,219.00)         | -                    | (71,512.60)             | (2,080,122.88)          |
| Proceeds of Notes and Debt   | -                       | -                    | -                    | -                       | -                       |
| <b>Total Other Financing Sources (Uses)</b>  | <b>(1,726,172.28)</b>   | <b>(111,849.00)</b>  | <b>500,000.00</b>    | <b>800,000.00</b>       | <b>(538,021.28)</b>     |
| <b>Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b> | <b>189,445.70</b>       | <b>60,044.40</b>     | <b>(27,839.77)</b>   | <b>1,605,783.61</b>     | <b>1,827,433.94</b>     |
| <b>Fund Balances, Beginning of Year</b>  | <b>2,694,017.97</b>     | <b>536,575.63</b>    | <b>493,315.00</b>    | <b>13,335,648.87</b>    | <b>17,059,557.47</b>    |
| <b>Fund Balances, End of Year</b>  | <b>\$ 2,883,463.67</b>  | <b>\$ 596,620.03</b> | <b>\$ 465,475.23</b> | <b>\$ 14,941,432.48</b> | <b>\$ 18,886,991.41</b> |

# FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS  |                        |                          |                       |                          |                      |
|--|------------------------|--------------------------|-----------------------|--------------------------|----------------------|
| COMBINED STATEMENT OF REVENUES AND EXPENDITURES -  |                        |                          |                       |                          |                      |
| BUDGET AND ACTUAL - GENERAL FUND   |                        |                          |                       |                          |                      |
| FOR THE YEAR ENDED JUNE 30, 2019   |                        |                          |                       |                          |                      |
|  |                        |                          |                       | Amounts                  |                      |
|  |                        |                          |                       | Carried                  | Variance             |
|  | Original               | Final                    |                       | Forward                  | Favorable            |
|  | Budget                 | Budget                   | Actual                | to Next Year             | (Unfavorable)        |
| <b>Revenues:</b>   |                        |                          |                       |                          |                      |
| Taxes  | \$ 10,149,320.28       | 10,149,320.28            | \$ 10,575,575.33      | \$ -                     | \$ 426,255.05        |
| State Receipts   | 614,147.00             | 614,147.00               | 615,288.00            | -                        | 1,141.00             |
| Excise and Other Taxes   | 175,792.00             | 175,792.00               | 176,764.60            | -                        | 972.60               |
| Licenses, Permits, Fees, Fines, Misc   | 116,700.00             | 116,700.00               | 146,344.86            | -                        | 29,644.86            |
| Interest on Delinquent Taxes   | 6,600.00               | 6,600.00                 | 7,339.88              | -                        | 739.88               |
| Interest on Investments  | 30,000.00              | 30,000.00                | 37,702.49             | -                        | 7,702.49             |
| <b>Total Revenues</b>  | <b>11,092,559.28</b>   | <b>11,092,559.28</b>     | <b>11,559,015.16</b>  | <b>-</b>                 | <b>466,455.88</b>    |
|  | Λ                      | Λ                        | Λ                     |                          |                      |
| <b>Expenditures:</b>   |                        |                          |                       |                          |                      |
| Current:   |                        |                          |                       |                          |                      |
| General Government   | \$1,372,293.24         | \$1,365,591.65           | 771,900.10            | 554,231.32               | 39,460.23            |
| Public Safety  | 889,525.70             | 924,525.70               | 800,062.42            | 81,875.39                | 42,587.89            |
| Public Works   | 1,005,238.29           | 1,027,338.29             | 928,612.40            | 97,540.61                | 1,185.28             |
| Education  | 5,126,501.73           | 5,126,501.73             | 4,881,941.26          | 98,090.95                | 146,469.52           |
| Health and Human Services  | 227,893.00             | 352,893.00               | 175,337.80            | 135,499.95               | 42,055.25            |
| Culture and Recreation   | 233,820.79             | 264,570.79               | 155,848.33            | 93,822.07                | 14,900.39            |
| Employee Benefits and Insurance  | 1,588,186.00           | 1,588,186.00             | 1,526,233.87          | -                        | 61,952.13            |
| State Assessments  | 426,348.00             | 426,348.00               | 403,461.00            | -                        | 22,887.00            |
| Debt Service:  |                        |                          |                       |                          |                      |
| Principal  | -                      | -                        | -                     | -                        | -                    |
| Interest and Fiscal Charges  | -                      | -                        | -                     | -                        | -                    |
| <b>Total Expenditures</b>  | <b>10,869,806.75</b>   | <b>11,075,955.16</b>     | <b>9,643,397.18</b>   | <b>1,061,060.29</b>      | <b>371,497.69</b>    |
| <b>Excess of Revenues Over (Under) Expenditures</b>  | <b>222,752.53</b>      | <b>16,604.12</b>         | <b>1,915,617.98</b>   | <b>(1,061,060.29)</b>    | <b>837,953.57</b>    |
| <b>Other Financing Sources (Uses):</b>   |                        |                          |                       |                          |                      |
| Operating Transfers In   | -                      | -                        | 141,219.00            | -                        | 141,219.00           |
| Operating Transfers Out  | (838,021.28)           | (1,838,021.28)           | (1,867,391.28)        | -                        | (29,370.00)          |
| <b>Total Other Financing Sources (Uses)</b>  | <b>(838,021.28)</b>    | <b>(1,838,021.28)</b>    | <b>(1,726,172.28)</b> | <b>-</b>                 | <b>111,849.00</b>    |
| <b>Budget Variance:</b>  |                        |                          |                       |                          |                      |
| <b>Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b> | <b>\$ (615,268.75)</b> | <b>\$ (1,821,417.16)</b> | <b>\$ 189,445.70</b>  | <b>\$ (1,061,060.29)</b> | <b>\$ 949,802.57</b> |

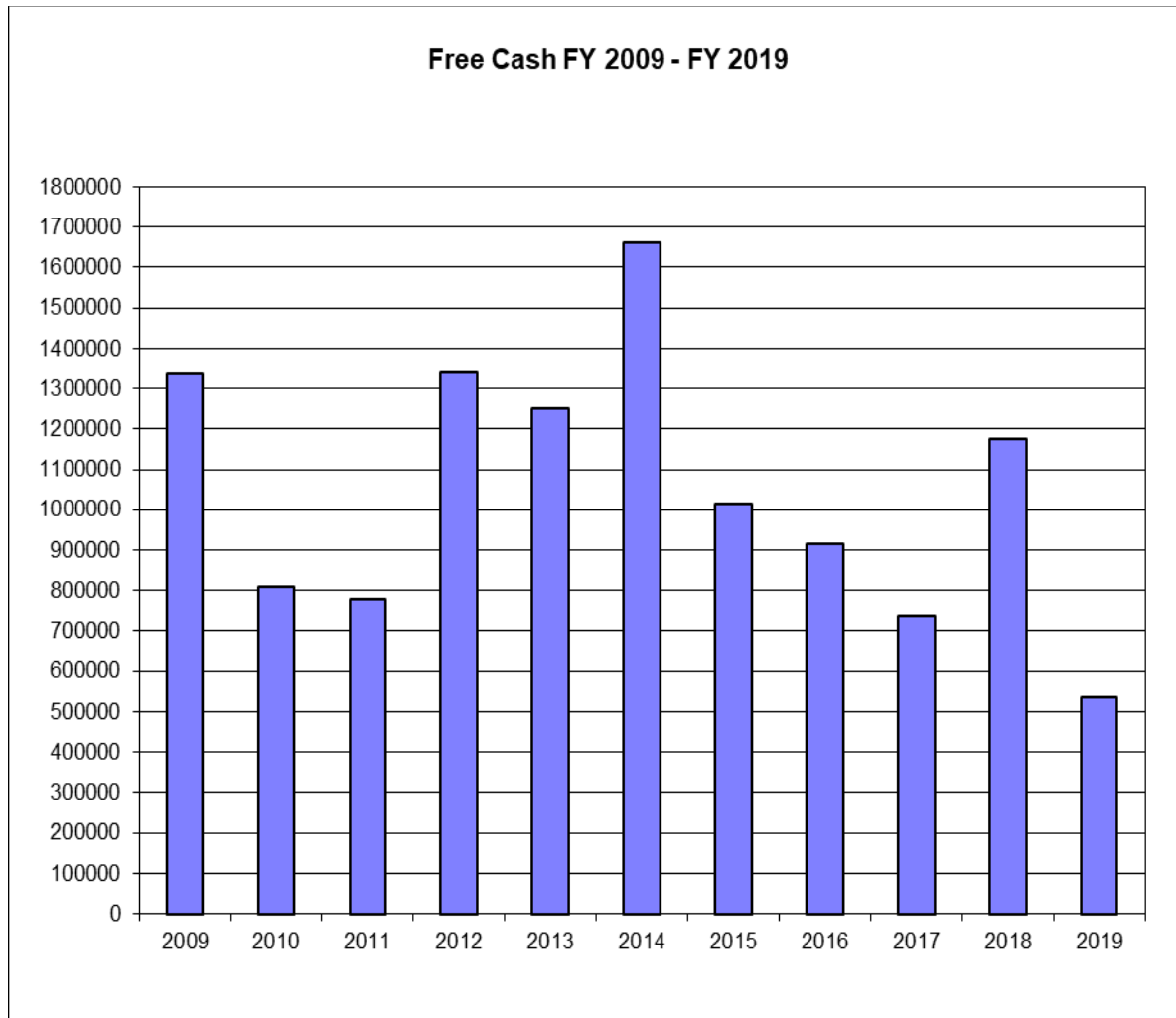
| TOWN OF ERVING, MASSACHUSETTS                   |                        |                      |                        |
|---|------------------------|----------------------|------------------------|
| COMBINED STATEMENT OF REVENUES, EXPENSES        |                        |                      |                        |
| AND CHANGES IN RETAINED EARNINGS                |                        |                      |                        |
| PROPRIETARY FUND TYPES                          |                        |                      |                        |
| FOR THE YEAR ENDED JUNE 30, 2019                |                        |                      |                        |
|   | Proprietary Fund Types |                      | Totals                 |
|   | POTW<br>Fund           | Water<br>Fund        | (Memorandum<br>Only)   |
| <b>Operating Revenues:</b>                      |                        |                      |                        |
| Collections and User Fees                       | \$ 260,816.13          | \$ 103,612.29        | \$ 364,428.42          |
| Other Income                                    | 38,277.00              | -                    | 38,277.00              |
| Interest on User Charges                        |                        | 352.22               | 352.22                 |
| <b>Total Operating Revenues</b>                 | <b>299,093.13</b>      | <b>103,964.51</b>    | <b>403,057.64</b>      |
| <b>Operating Expenses:</b>                      |                        |                      |                        |
| Operating Costs                                 | 450,792.79             | 71,765.35            | 522,558.14             |
| <b>Total Operating Expenses</b>                 | <b>450,792.79</b>      | <b>71,765.35</b>     | <b>522,558.14</b>      |
| <b>Operating Income (Loss)</b>                  | <b>(151,699.66)</b>    | <b>32,199.16</b>     | <b>(119,500.50)</b>    |
| <b>Non-Operating Revenues (Expenses):</b>       |                        |                      |                        |
| Interest  | 7,669.13               | 2,251.67             | 9,920.80               |
| Capital Outlay                                  | (93,321.81)            | (67,492.73)          | (160,814.54)           |
| Payment of Debt                                 | (221,079.00)           | (12,000.00)          | (233,079.00)           |
| Interest Expense                                | (55,523.40)            | (1,200.00)           | (56,723.40)            |
| <b>Total Non-Operating Revenues (Expenses)</b>  | <b>(362,255.08)</b>    | <b>(78,441.06)</b>   | <b>(440,696.14)</b>    |
| <b>Income (Loss) Before Operating Transfers</b> | <b>(513,954.74)</b>    | <b>(46,241.90)</b>   | <b>(560,196.64)</b>    |
| <b>Operating Transfers In (Out)</b>             | <b>538,021.28</b>      | <b>-</b>             | <b>538,021.28</b>      |
| <b>Net Income (Loss)</b>                        | <b>24,066.54</b>       | <b>(46,241.90)</b>   | <b>(22,175.36)</b>     |
| <b>Retained Earnings July 1, 2018</b>           | <b>1,522,052.01</b>    | <b>313,498.74</b>    | <b>\$ 1,835,550.75</b> |
| <b>Retained Earnings June 30, 2019</b>          | <b>\$ 1,546,118.55</b> | <b>\$ 267,256.84</b> | <b>\$ 1,813,375.39</b> |

## FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS<br>COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES<br>AND CHANGES IN FUND BALANCES<br>FOR THE YEAR ENDED JUNE 30, 2019 |                               |          |              |                                   |                                |
|---|-------------------------------|----------|--------------|-----------------------------------|--------------------------------|
|   |                               |          |              |                                   |                                |
|   |                               |          |              |                                   |                                |
|   |                               |          |              |                                   |                                |
|   | Fund Balances<br>July 1, 2018 | Revenues | Expenditures | Other Financing<br>Sources (Uses) | Fund Balances<br>June 30, 2019 |
|   |                               |          |              |                                   |                                |
|   |                               |          |              |                                   |                                |
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| TOWN OF IRVING, MASSACHUSETTS                                       |               |               |                 |                 |               |
|---|---------------|---------------|-----------------|-----------------|---------------|
| COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES |               |               |                 |                 |               |
| AND CHANGES IN FUND BALANCES  |               |               |                 |                 |               |
| FOR THE YEAR ENDED JUNE 30, 2019                                    |               |               |                 |                 |               |
|   |               |               |                 |                 |               |
|   |               |               |                 |                 |               |
|   |               |               |                 |                 |               |
|   |               |               |                 |                 |               |
|   | Fund Balances |               |                 | Other Financing | Fund Balances |
|   | July 1, 2018  | Revenues      | Expenditures    | Sources (Uses)  | June 30, 2019 |
| Library Bldg Project  | \$ 493,315.00 | \$ 544,029.00 | \$ 1,052,868.77 | \$ 500,000.00   | \$ 484,475.23 |
| Sewer Main Line Replacement POTW#2                                  | \$ -          |               | 19,000.00       |                 | (19,000.00)   |
|   | \$ 493,315.00 | \$ 544,029.00 | \$ 1,071,868.77 | \$ 500,000.00   | \$ 465,475.23 |
|   |               |               |                 |                 |               |

| TOWN OF ERVING, MASSACHUSETTS                         |                         |                      |                     |                      |                         |
|---|-------------------------|----------------------|---------------------|----------------------|-------------------------|
| COMBINING STATEMENT OF TRUST FUND REVENUES, EXPENSES  |                         |                      |                     |                      |                         |
| AND CHANGES IN FUND BALANCES - EXPENDABLE TRUST FUNDS |                         |                      |                     |                      |                         |
| FOR THE YEAR ENDED JUNE 30, 2019                      |                         |                      |                     |                      |                         |
|   |                         |                      |                     |                      |                         |
|   |                         |                      |                     |                      |                         |
|   |                         |                      |                     |                      |                         |
|   | Fund Balances           |                      |                     | Other Financing      | Fund Balances           |
|   | July 1, 2018            | Revenues             | Expenditures        | Sources (Uses)       | June 30, 2019           |
| Stabilization Fund:                                   |                         |                      |                     |                      |                         |
| General-Undesignated                                  | \$ 9,668,482.28         | \$ 589,493.54        |                     | \$ (2,551,007.00)    | \$ 7,706,968.82         |
| Designated for Expenditure                            | \$ -                    | \$ -                 |                     | \$ 2,551,007.00      | \$ 2,551,007.00         |
| Capital Stabilization                                 | -                       | 25,324.41            |                     | 571,512.60           | 596,837.01              |
| Fire Truck  | 27,853.24               | (47.27)              |                     | (27,805.97)          | -                       |
| Elem Sch Computers                                    | 43,780.93               | (74.30)              |                     | (43,706.63)          | -                       |
| OPEB Trust Fund                                       | 3,546,862.65            | 201,755.12           |                     | 300,000.00           | 4,048,617.77            |
| Cemetery Perpetual Care:                              |                         |                      |                     |                      |                         |
| Non-Expendable  | 9,840.18                |                      |                     |                      | 9,840.18                |
| Expendable  | 31,225.71               | 1,753.77             | 12,911.25           |                      | 20,068.23               |
| Conservation Fund                                     | 7,603.88                | 489.59               |                     |                      | 8,093.47                |
|   | <u>\$ 13,335,648.87</u> | <u>\$ 818,694.86</u> | <u>\$ 12,911.25</u> | <u>\$ 800,000.00</u> | <u>\$ 14,941,432.48</u> |



### REGIONAL REPORTS

- Franklin County Solid Waste Management District
- Eastern Franklin County Health District
- Veteran's Services
- FRCOG Services to Erving
- Town Nurse Report

### FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-one member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2019 shows a decrease in recycling tonnage compared to 2018. District residents recycled just over 2,700 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold for reuse at domestic and international mills. Towns continued to be paid \$6 per ton of recyclables through calendar year 2019.

In 2019, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Over 66 tons of material were recycled or disposed of from the two collections. A total of 664 households participated in these collection events. That is 6% more participation than in 2018.

We held our annual household hazardous waste collection in September 2019. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 380 households participated in this event. 44% of participants were using the collection for the first time.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$123,000 for District towns. Some grant funding is a result of a town’s successful waste management infrastructure. Other grants include equipment to make town transfer stations more efficient.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 117 Main St., 2<sup>nd</sup> Floor in Greenfield.

Jan Ameen - *Executive Director*  
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain – *Chair*  
MA Swedlund, Deerfield – *Treasurer*

### EASTERN FRANKLIN COUNTY HEALTH DISTRICT

During 2019, the Erving Board of Health has continued to partner with the Attorney General's Office (AGO) through the Abandoned Housing Initiative (AHI). The Board has been able to successfully clean up abandoned properties that pose significant health risks to the public and neighbors. We currently have four Erving properties of which we are going through this process. The AHI process starts with interested municipalities sharing the addresses of abandoned residential properties with the AGO. The AGO then uses its investigatory tools to identify the delinquent owner. Once identified, the AGO attempts to contact the owner and any party with a legal interest to reach an agreement under which the owner will complete the necessary repairs. Generally, the owner is asked to show proof that he or she can finance the necessary repairs and will use a licensed contractor for the work. If these negotiations fail, the State Sanitary Code contains a receivership provision which can be used to address code violations.

In addition, the Erving Board of Health has partnered with the Erving Police and Fire Departments as well as the State Fire Marshall's Office to address concerns of homeless individuals living in storage units of the old Renovator's Supply building at 1 River St. as well as other environmental issues.

The Board of Health is the enforcement authority for local and state regulations. As part of enforcing local and state regulations, the Board of Health issues permits, conducts inspections, and conducts complaint investigations.

The Erving Board of Health expects to see a FY increase of 2.5% for 2020 which is within the normal parameters of the operating budget to continue to protect the health and safety of Erving residents.

Claudia Lucas, District Health Agent

Charlie Kaniecki, Assistant District Agent

### VETERAN'S SERVICES AGENT

Our district has now been in operation for 4 ½ years. We are the largest district by community count and square miles covered in the state. Below are just some of the programs and services we help veterans' and their dependents with:

- M.G.L. Ch 115 benefit – Needs based program of financial and medical assistance to eligible veterans and their dependents
- Assistance to veterans and dependents to help file for VA health care, pensions, and service-connected disabilities
- Homeless prevention assistance to veterans and their families
- Employment help with job searches, resumes, and job interview skills
- Burial assistance to include government markers, flag holders, internment, and VA burial reimbursement
- Veterans records retrieval and storage
- Referral to other public and private agencies to include housing, fuel assistance, employment, training, education
- Attend area outreach events(fairs, festivals, health care expos)

We have continued to work hard helping veterans and dependents file for VA benefits due them. Erving now has around \$49325.18 in monthly Federal VA payments being paid to approximately 37 Erving residents. This is tax-free income paid due to service-connected injuries, low-income or survivor status.

We forecast Erving's M.G.L. Ch115 caseload to remain flat for the foreseeable future. This is the states low income assistance program for veterans' and their dependents. Currently Erving pays out approximately \$1489.00 in monthly Ch115 assistance. Although reimbursed back to the towns at 75%, this takes over a year to get back from the state.

For the coming year we will continue to assist veterans, and will emphasize programs for the dependents of veterans, particularly the elderly population. Our long-term goals include up dated hardware and expanding satellite hours in the district.

Timothy Niejadlik, Director  
Upper Pioneer Valley Veterans' Services District

## REGIONAL REPORTS

### FRCOG SERVICES TO ERVING

**The Franklin Regional Council of Governments** was created in 1997 with the dissolution of county government. The founders of the FRCOG envisioned a municipal voluntary membership organization that uses a membership fee model to provide regional and municipal services to the small governments of Franklin County and to the region as a whole. **But what does the FRCOG actually do?**

The FRCOG provides two broad categories of service to Franklin County: **municipal service delivery**, and **planning, prevention and preparedness**. The programs and services we provide are developed in response to needs expressed by municipal officials or boards and/or to take advantage of a funding source that benefits Franklin County. Most programs, projects and services are optional; municipalities choose the services they need and want.

All **municipal service delivery** programs but two have voluntary municipal participation, where the town “buys into” work that is difficult to fill with part time expertise. Each program develops a service fee that sensibly and equitably covers the cost of the program. Internally, the COG manages municipal service programs like a municipal enterprise fund, in that revenues and expenses for the program are tracked separately from our general fund.

#### The FRCOG’s Municipal Service Programs

| <i>Program</i>  | <i>Description of Service</i>   | <i>Participating Towns</i>  |
|---|---|---|
| <b>Collective Purchasing and Procurement</b>          | Bidding, bulk purchase and contracting of products and services including highway products and services; fuel; dog tags; elevator and other maintenance. Procurement assistance to ensure compliance with Chap 30b. | All Franklin County municipalities and, as of 2019, most Hampshire County municipalities.   |
| <b>Cooperative Public Health Service</b>              | Public health services including community sanitation, food safety, Title 5 work, private well water safety, communicable disease control, and public health nursing.   | Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Gill, Hawley, Heath, Leyden, Monroe, Rowe, Shelburne.                          |
| <b>Franklin County Cooperative Inspection Program</b> | Building, plumbing, gas, and electrical inspection services and zoning enforcement.   | Ashfield, Bernardston, Buckland, Charlemont, Conway, Erving, Gill, Greenfield, Hawley, Heath, Leverett, Leyden, Rowe, Shelburne, Shutesbury, Whately. |
| <b>Town Accounting</b>                                | Comprehensive municipal accounting services and shared software.  | Ashfield, Bernardston, Buckland, Conway, Gill, Leverett, New Salem, Shelburne, Sunderland, Wendell, Whately, and Williamsburg in Hampshire Co.        |
| <b>Franklin County Emergency Communication System</b> | At the request of all Franklin County communities, the FRCOG owns and maintains the emergency communication equipment for Franklin County.  | All emergency response units in and/or serve Franklin County municipalities.  |
| <b>Regional Emergency Planning Committee</b>          | Fulfills the federal mandate that all communities have a hazardous material response plan; all hazards planning and training for emergency responders.  | All Franklin County municipalities.   |

## REGIONAL REPORTS

The FRCOG's **planning, prevention and preparedness** work is varied, and evolves as the needs of the region and its municipalities change and funding sources become available. All of the work in this category is grant funded.

The FRCOG is the state-designated Regional Planning Agency for Franklin County. **Planning**, as a discipline, is the work of ensuring that the region's, and each town's, land use and infrastructure will meet future housing, environmental protection, economic development, and quality of life needs.

### Sample Projects by Planning Discipline

| <i>Planning Discipline</i>                          | <i>Example of Local Project</i>                          | <i>Example of Regional Project</i>                           |
|---|--|--|
| <b>Economic Development</b>                         | Brownfields assessment and cleanup                       | Comprehensive Economic Development Strategy for Franklin Cty |
| <b>Land Use</b>                                     | Zoning, Open Space & Recreation Plans                    | Analysis of regional housing needs                           |
| <b>Natural Resources</b>                            | Hazardous response plans, climate vulnerability planning | Watershed-based climate resiliency plan                      |
| <b>Transportation</b>                               | Complete Streets analysis; culvert and drainage analysis | Expansion of north-south passenger rail                      |
| <b>GIS (computerized data analysis and mapping)</b> | Municipal zoning maps                                    | Franklin County Bikeway maps                                 |

Most of the FRCOG's emergency preparedness work is on the regional scale, which includes all of Franklin County, and, in a few cases, the four counties of western Massachusetts. The FRCOG is the fiduciary for Homeland Security funding allocated to western Massachusetts on behalf of the **Western Region Homeland Security Advisory Council (WRHSAC)**. In this capacity, the FRCOG prioritizes and manages the expenditure of funds for emergency response equipment and other capital and for small and large-scale training events. The FRCOG also serves as the sponsoring organization of the **Western Massachusetts Health and Medical Coordinating Coalition (HMCC)**. The HMCC coordinates public health and medical emergency preparedness in Berkshire, Franklin, Hampden, and Hampshire Counties. And the FRCOG coordinates the **Mohawk Area Public Health Coalition (MAPHCO)**, a public health emergency preparedness coalition serving 24 Franklin County towns and two Hampshire County towns.

The final service in this category area is the **Partnership for Youth (PFY)**. The mission of the Partnership for Youth is to prevent substance use and other risky behaviors, and increase healthy eating and active living to improve young people's ability to reach their full potential and thrive. PFY collaborates with school and community partners to establish and support effective youth development and health-promotion programs, provide training and technical assistance with emphasis on evidence-based practices, and involve and empower youth. PFY works closely with the Opioid Task Force to reduce addiction and death by overdose.

Beyond the services described above, the FRCOG represents Franklin County at state and federal levels through advocacy and by serving on boards and commissions, organizes training and workshops for municipal officials, and tries to respond to municipal needs when called upon. To learn more about FRCOG 2019 regional projects and services in your town, look for the *FRCOG 2019 Annual Report* at [frcog.org](http://frcog.org).





**Public Health**  
Prevent. Promote. Protect.

### Cooperative Public Health Service

#### Services to Erving -- 2019

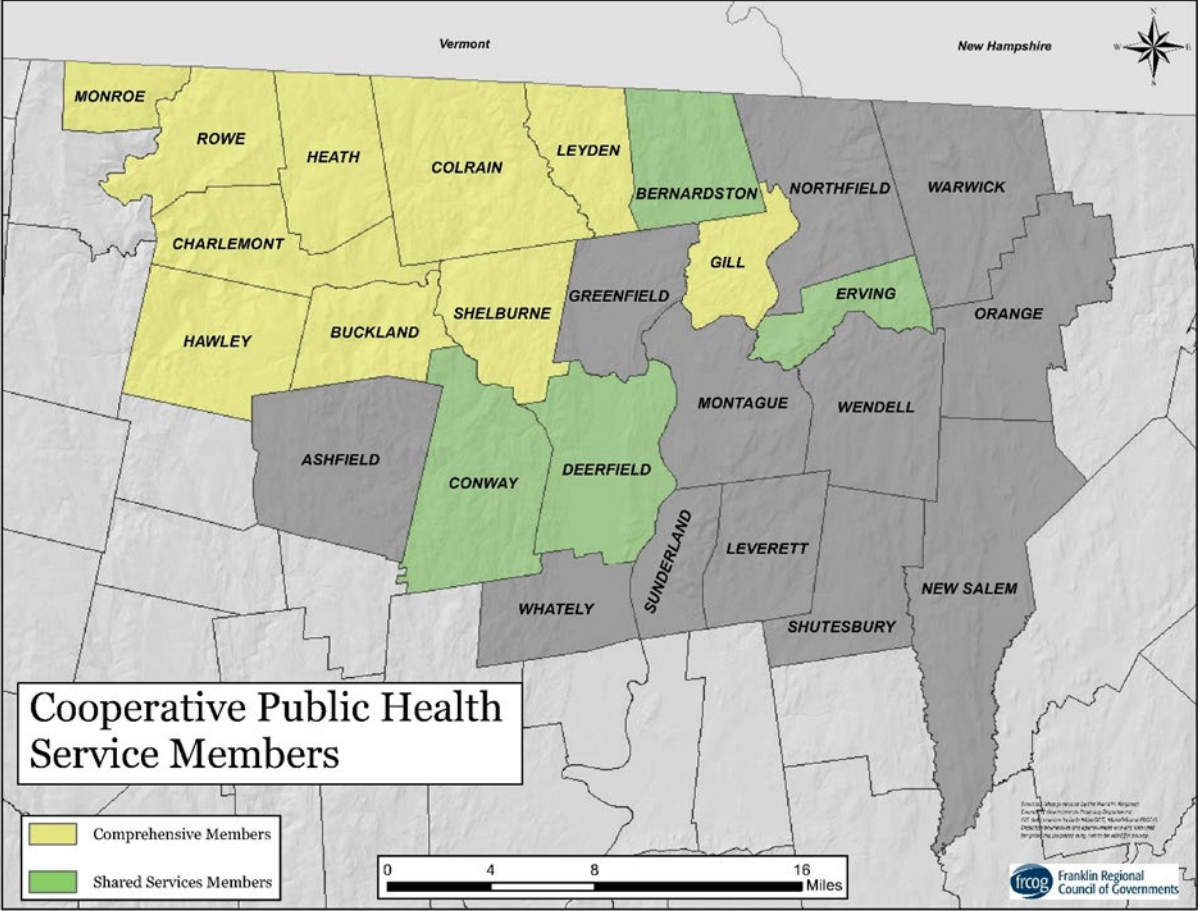


As of July 1, 2019, the Town shares a Public Health Nurse with other members of the CPHS, a health district based at the Franklin Regional Council of Governments. CPHS activities in Erving during 2019 included:

- The Public Health Nurse held 5 monthly walk-in wellness clinics at Erving Senior Center where 29 area residents made 62 visits with the nurse for health screening services and assistance with management of chronic illnesses, including 2 residents who received home visits.
- The Public Health Nurse completed state-mandated infectious disease surveillance and reporting for 283 CPHS district cases, 13 of which were from Erving. Three Erving cases required in-depth case investigation and reporting.
- The Public Health Nurse offered Files of Life, medication lock boxes, pill sorters, mercury thermometer collection and exchange, and sharps disposal and container exchange to residents. One hundred thirty-six (129) sharps containers were exchanged for CPHS residents over the year.
- Erving joined the district's tick testing program in late 2019, and two residents received low-cost tick tests before the end of 2019, a savings to them of \$70. The Public Health Nurse provided tick prevention materials and helped residents access grant funded tick testing through the on-line system at [www.tickreport.com](http://www.tickreport.com). Both ticks tested in Erving in 2019 tested positive for the Lyme Disease Pathogen.
- The Public Health Nurse coordinated vaccine, supplies and staff support for flu clinics held at community sites throughout the CPHS district with the help of Medical Reserve Corps members, GCC nursing students and community volunteers, serving 1,083 area residents. A flu clinic held at the Erving Senior Center and home visits by the nurse served 60 local adults and children.

We thank the residents of Erving for the opportunity to serve them and look forward to working closely together to improve the health of the community in the coming year!

*Erving's representatives to the CPHS Oversight Board in 2019 were Cyd Scott, Board of Health Member, and Bryan Smith, Town Administrator. For more information about the Board or the district, visit [www.frcog.org](http://www.frcog.org)*



# GLOSSARY OF TERMS

### **ACCOUNTANT**

The town accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (41:57). She/he is bound as well to keep a complete set of municipal books including each specific appropriation, the amounts and purposes of each expenditure, and the receipts from each source of income.

The accountant must inform town officers of unexpended balances in their appropriations (41:58), immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trustfunds for the preceding fiscal years (41:54A).

A critical function of the town accountant (41.56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

### **APPROPRIATION**

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount as to the time when it may be expended. Only a town meeting or the school committee can authorize money appropriated for one purpose to be used for another. Any part of a "general" appropriation not spent or encumbered by June 30 automatically reverts to surplus. A "specific" or "particular" appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

### **ASSESSED VALUATION**

The value placed on a particular property by the local board of assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value," as certified periodically by the state commissioner of revenue.

### **ASSESSOR**

The board of assessors is responsible for the valuation of real and personal property for the purposes of levying the property tax: Generally, the required training, the responsibility for maintaining assessment at full and fair cash value and the required revaluation of property every three years have placed an added burden on assessing offices. As part of their function, the assessors must maintain an extensive database on each parcel of property in town. The assessors are also responsible for establishing a tax rate within the levy limit established by Proposition 2 1/2. They must perform the formal calculation of the tax rate(s) for the town on the "tax rate recapitulation sheet." The role of the assessors is important because they maintain and administer the tax base, a major source of revenue for the town.

### **CHERRY SHEET**

Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green. This form lists all the estimated State and County assessments reduced by any money the State expects to return to the Town. This "Cherry Sheet" must be received by the Assessors before the new tax rate can be set.

# GLOSSARY OF TERMS

## **DEPARTMENT HEAD**

Department heads (either appointed, i.e., I-Highway Superintendent, or elected, i.e., Town Clerk) usually prepare their own budgets. Each departmental budget is prepared within the framework and guidelines set by the financial team. Another major role is in the capital planning process. In order to monitor spending activity, department heads must have access to and use interim financial reports. The department head identifies capital needs and usually has the best information regarding level of utilization and specifications for the acquisition. Department heads should meet periodically with the financial team to inform these teammates in the financial management process of major issues facing the department.

## **EXCLUSIONS**

There are two types of exclusions; debt and capital outlay expenditure. These are temporary increases in the levy limit. For debt exclusion, the additional amount for the payment of debt service is added to the levy limit for the life of the debt only. The additional amount for the payment of the capital project cost is added to the levy limit only for the year in which the project is being undertaken.

## **FY-FISCAL YEAR**

July 1st to June 30th. At the Annual Town Meeting in May, 2018, we vote on the budget for FY2019 which starts on July 1, 2018. FY2019 taxes are assessed as of January 1, 2018 and billed according to the Fiscal Year July 1, 2018 to June 30, 2019.

## **FINANCE COMMITTEE**

The finance committee is the official fiscal watchdog for the town. Finance committees were established so that a representative group of taxpayers could conduct a thorough review of any or all municipal questions on behalf of all the citizens. The finance committee is primarily responsible for submitting its recommendations on the annual budget to the town meeting. The committee is commonly involved in the preparation process involving the development of the budget forms and, in many communities, the establishment of guidelines for department heads. Their statutory authority is limited to making transfers from the town's reserve fund to other line items in the budget as requested.

## **FREE CASH**

Free cash is a term which generally represents the amount of community funds that are unrestricted and available for appropriation. Free cash is generated when actual revenue collections are more than budgeted and when expenditures are less than appropriations, or both. Once certified, that amount can only be used through 6/30 of the fiscal year. Free Cash must be certified each year.

## **LEVY**

The property tax levy is the revenue a community raises through real and personal property taxes. The property tax levy is the largest source of revenue for most towns.

## **LEVY CEILING**

The levy ceiling is 2.5% of the total full and fair cash value of all taxable real and personal property in the community. (This is equal to a \$25.00 tax rate.)

## **LEVY LIMIT**

The levy limit is the amount the town can raise. This limit is increased from year to year as long as it remains below the levy ceiling. Permanent increases in the levy limit result from the following-. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

## **LOAN INTEREST**

If the Town must borrow money, we have to pay back the loan plus interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

# GLOSSARY OF TERMS

## **MEDICARE**

Wages of local government employees hired after March 31, 1986, are generally subject to the hospital insurance (Medicare) portion of the social security tax under the Consolidated Omnibus Budget Reconciliation Act which became effective on April 1, 1986. The tax is equal to 1.45% of the employee's pay. The employer is required to contribute an amount equal to that deducted from the employee's pay (An additional 1.45%).

## **NEW GROWTH**

New growth is generated by a substantial improvement to a property in a particular year. New growth is calculated by multiplying the allowable new valuation times the prior year's tax rate. It directly increases the levy limit of a community. This is especially important for towns experiencing significant new construction, since growth frequently brings with it a need for increased services.

## **OMNIBUS ARTICLE**

A Town Meeting Warrant Article which consolidates budget items for various departments. At the Annual Meeting the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

## **OVERLAY**

Overlay is a reserve account which is established by the assessors annually prior to setting the tax rate. The amount established for overlay should reflect the expected amount that will eventually have to be provided to taxpayers as a result of abatements or exemptions for property taxes. The overlay should be reasonable and be based on historical trends.

## **OVERLAY SURPLUS**

Overlay surplus is the balance in the overlay for a particular year that is an excess of the amount remaining to be collected or abated. The assessors release this excess amount from overlay to overlay surplus. These funds may be appropriated by town meeting for any purpose for which a town may expend funds. At the close of the fiscal year, any balance in the overlay surplus account becomes part of surplus revenue.

## **OVERRIDE**

A community can permanently increase its levy limit by successfully voting an override. The amount of the override becomes a permanent part of the levy limit base. On a ballot, override questions must be presented in dollar terms and must specify the purpose of the override. Overrides may only be presented at an election and require a majority vote for approval.

## **RESERVE FUND**

The reserve fund is a contingency fund usually created as part of the annual budget appropriations which is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary and unforeseen items such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

## **RESOLUTION AID**

Resolution aid refers to the amounts allocated to each city, town and regional school district as stated in the Legislative Resolution in March. It includes direct, flexible aid under the Cherry Sheet program headings Chapter 70, Additional Assistance, and any others so designed by the Legislature. Although Resolution Aid represents the bulk of Cherry Sheet Aid, the terms are not synonymous. Cherry Sheet aid

## GLOSSARY OF TERMS

represents the total of all programs appearing on the Cherry Sheet, Resolution Aid represents a portion of this aid.

### **REVENUE SHARING**

Federal tax dollars paid to a town to be used for any purpose which is permissible use of its own revenue. Public Hearings are required before the sums may be appropriated to individual accounts at the Annual Town Meeting.

### **SCHOOL DEPARTMENT**

School departments have a special status concerning a municipality's budget. Under state law (71:34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools but may not limit the authority of the school committee to determine expenditures within the total appropriation.

### **SELECTMEN**

The Selectmen are the closest thing a town has to a chief executive. They have overall responsibility for the general operations of town government. As chief executive body of the town, the selectmen develop guidelines consistent with policy, at the same time taking into consideration the available financial resources of the town. As the budget is the single most important policy document that a town develops each year, participation by the selectmen is essential to their maintaining a leadership role in the town. They should review all the budget requests and develop a good understanding of the finance committee's position on the budget. The selectmen should establish policy priorities and provide leadership in the constant debate between the needs of the departments for sufficient resources to deliver public services and what the taxpayer can afford.

### **STABILIZATION**

The stabilization fund may be created pursuant to 40:5B. Any interest earned shall be added to and become a part of the fund. This fund may be appropriated for any lawful purpose. The fund may be appropriated in a town at the annual town meeting or a special town meeting by a 2/3 vote.

### **TAX COLLECTOR**

The collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

### **TAX TITLE FORECLOSURE**

Foreclosures in the Land Court are, generally speaking, the main avenue by which the treasurer will either be able to force the delinquent taxpayer to redeem the tax title or, if payment is not made, to acquire title to the property for the municipality through foreclosure proceedings.

### **TOWN CLERK**

The town clerk certifies town meeting vote, to the treasurer, assessors and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The town clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue.

### **TREASURER**

The treasurer is the custodian of all town funds. The position is responsible for the deposit, investment and disbursement of town funds. The treasurer is empowered by town meeting to issue debt on behalf

## GLOSSARY OF TERMS

of the town with the approval of the selectmen. During the year, the treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.) Treasurers should maintain a cash flow budget which is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy which is reviewed with the selectmen and the finance committee. A strong record keeping system is also important to document performance.

### **WARRANT**

There are three types:

1. Treasurer's Warrant, which is signed by the board of selectmen which authorizes the treasurers to pay a list of bills (41:56)
2. Assessor's Warrant to Collect, which authorizes the collector to collect the amount of tax that has been committed to the collector (59:55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that state the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted seven (7) days prior the annual town meeting and 14 days prior to a special town meeting (39:10)

## TOWN CONTACT INFORMATION

## TOWN CONTACT INFORMATION

### BOARD OF SELECTMEN/STAFF

JACOB SMITH  
SELECT BOARD



**Tel** 413-422-2800 Ext. 1100  
**Fax** 413-422-2808  
[Jacob.smith@erving-ma.gov](mailto:Jacob.smith@erving-ma.gov)

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SELECTBOARD



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SCOTT BASTARACHE  
SELECTBOARD CHAIRMAN



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Resigned 8/2019

PETER SANDERS  
SELECT BOARD



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[Peter.sanders@erving-ma.gov](mailto:Peter.sanders@erving-ma.gov)  
Elected 10/08/2019

BRYAN SMITH  
ADMINISTRATIVE  
COORDINATOR



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[bryan.smith@erving-ma.gov](mailto:bryan.smith@erving-ma.gov)

BETSY SICARD  
MUNICIPAL CLERK



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MARIAH KURTZ  
ASSISTANT TOWN PLANNER

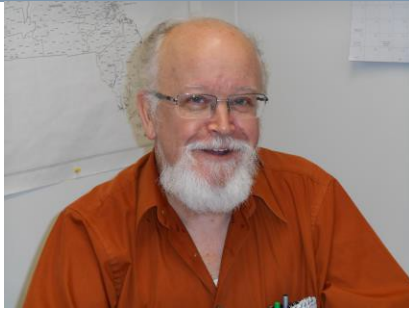


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[mariah.kurtz@erving-ma.gov](mailto:mariah.kurtz@erving-ma.gov)

# TOWN CONTACT INFORMATION

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ASSESSOR, CHAIR



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ASSISTANT ASSESSOR



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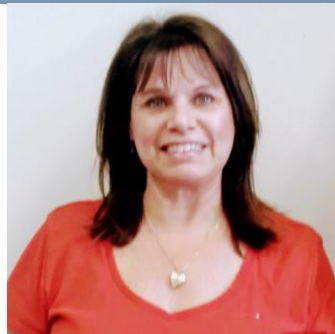
## COLLECTOR/STAFF

MICHELE TURNER  
TAX / WATER COLLECTOR



Tel 413-422-2800 Ext. 1104  
[michele.turner@erving-ma.gov](mailto:michele.turner@erving-ma.gov)

ANN PETRAIN  
ASSISTANT COLLECTOR



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# TOWN CONTACT INFORMATION

## TREASURER/STAFF

JULIE WONKKA  
TREASURER



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[julie.wonkka@erving-ma.gov](mailto:julie.wonkka@erving-ma.gov)

JEAN FOUNTAIN  
ASSISTANT TREASURER



Tel 413-422-2800 Ext. 1114  
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## ACCOUNTANT

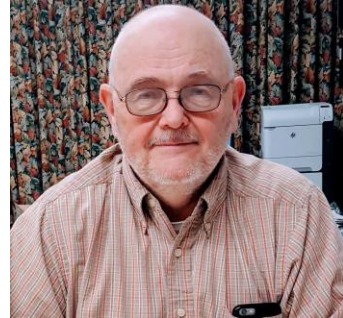
DEBORAH MERO  
TOWN ACCOUNTANT



Tel 413-422-2800 Est. 1103  
[deborah.mero@erving-ma.gov](mailto:deborah.mero@erving-ma.gov)

## TOWN CLERK

RICHARD W. NEWTON TOWN  
CLERK



Tel 413-422-2800 Ext. 1106  
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# TOWN CONTACT INFORMATION

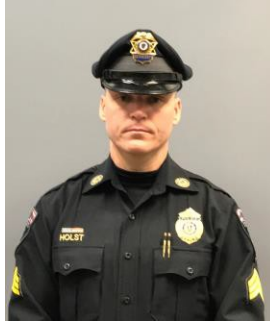
## POLICE DEPARTMENT

CHRISTOPHER BLAIR  
CHIEF



Tel 413-423-3310  
[policechief@erving-ma.gov](mailto:policechief@erving-ma.gov)

ROBERT HOLST  
SERGEANT



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ADAM PAICOS  
FULL TIME OFFICER



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JAMES LOYND  
FULL TIME OFFICER



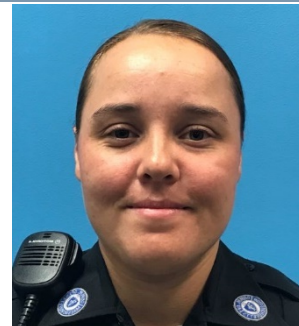
Tel 413-423-3310  
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BRENT GRIFFIN  
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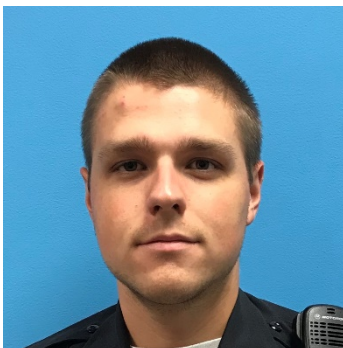
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ANIMAL CONTROL OFFICER



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# TOWN CONTACT INFORMATION

## SENIOR & COMMUNITY CENTER/ COUNCIL ON AGING

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# TOWN CONTACT INFORMATION

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VAN DRIVER



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VAN DRIVER



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ROBBIN TERAULT  
FOOD SERVICES COOK



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## PUBLIC LIBRARY / BOARD OF TRUSTEES

BARBARA FRIEDMAN  
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# TOWN CONTACT INFORMATION

## RECREATION COMMISSION

RENEE TELA  
RECREATION COMMISSION  
CHAIR

PHOTO UNAVAILABLE

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JEFF ROLLINS  
RECREATION COMMISSIONER



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ALISON ROLLINS  
RECREATION  
COMMISSIONER



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BRETA YVARS-PETRACCIA  
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PHOTO UNAVAILABLE

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# TOWN CONTACT INFORMATION

## HIGHWAY DEPARTMENT

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FOREMAN



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OPERATOR/LABORER



**Tel** 413-423-3500

MICHAEL GORDON  
EQUIPMENT  
OPERATOR/LABORER



**Tel** 413-423-3500

TREE WARDEN

THOMAS DUFFY  
HIGHWAY BUILDING  
AND GROUNDS



**Tel** 413-423-3500

REBECCA WALSH  
CUSTODIAN



**Tel** 413-423-3500

PAMELA MCNAMARA  
BUILDING AND  
GROUNDS



**Tel** 413-423-3500

# TOWN CONTACT INFORMATION

## WATER/WASTEWATER DEPARTMENT

|                            |                 |                 |
|----------------------------|-----------------|-----------------|
| PETER SANDERS              | DARBY CHAGNON   | PETER WALSH     |
| CHIEF WATER OPERATOR       | TREATMENT PLANT | TREATMENT PLANT |
| TREATMENT PLANT SUPERVISOR | OPERATOR        | OPERATOR        |



**Tel 413-423-3354**  
peter.sanders@erving- ma.gov



**Tel 413-423-3354**



**Tel 413-423-3354**



# FEDERAL AND STATE ELECTED OFFICIALS

## **United States Senior Senator**

Elizabeth Warren  
Springfield Federal Building  
1550 Main Street, Suite 406  
Springfield, MA 01103  
(413) 788-2693

## **United States Junior Senator**

Edward "Ed" Markey  
Springfield Federal Building  
1550 Main Street, 4<sup>th</sup> Floor  
Springfield, MA 01103  
(413) 785-4610

## **United States Congressman**

Jim McGovern  
94 Pleasant Street  
Northampton, MA 01060  
(413) 341-8700

## **Governor of Massachusetts**

Charles Baker  
State House – Room 280  
Boston, MA 02133  
(617) 725-4005

## **Senator in General Court**

Jo Comerford  
State House – Room 70-C  
Boston, MA 02133  
(617) 722-1532

## **Representative in General Court**

Susannah Whipps  
State House – Room 540  
Boston, MA 02133  
(617) 722-2090

# AT YOUR SERVICE

## HELPFUL CONTACT AND SCHEDULE INFORMATION

### **Board of Selectmen/ Water Commissioners Town Hall**

Meets Mondays 6:30 PM  
413-422-2800 Ext. 1102  
[selectmen@erving-ma.gov](mailto:selectmen@erving-ma.gov)

### **Administrative Coordinator Town Hall**

Monday thru Friday  
413-422-2800 Ext. 1102  
[bryan.smith@erving-ma.gov](mailto:bryan.smith@erving-ma.gov)

### **Municipal Clerk Town Hall**

Monday thru Friday  
413-422-2800 Ext. 1101  
[elizabeth.sicard@erving-ma.gov](mailto:elizabeth.sicard@erving-ma.gov)

### **Accountant Town Hall**

Thursday and Friday  
413-422-2800 Ext. 1103  
[deborah.mero@erving-ma.gov](mailto:deborah.mero@erving-ma.gov)

### **Board of Assessors Town Hall**

Meets Every Other Monday  
4:00PM  
[assessors@erving-ma.gov](mailto:assessors@erving-ma.gov)

### **Assistant Assessor**

Monday, Tuesday and Thursday  
413-422-2800 Ext. 1107  
[jacquelyn.boyden@erving-ma.gov](mailto:jacquelyn.boyden@erving-ma.gov)

### **Tax and Water Collector Town Hall**

Monday, Tuesday, Thursday  
413-422-2800 Ext. 1104  
[michele.turner@erving-ma.gov](mailto:michele.turner@erving-ma.gov)

### **Treasurer Town Hall**

Monday, Tuesday, Thursday  
413-422-2800 Ext. 1114  
[julie.wonkka@erving-ma.gov](mailto:julie.wonkka@erving-ma.gov)

### **Board of Health Town Hall**

Meets by Appointment  
413-422-2800 Ext. 1101  
[health@erving-ma.gov](mailto:health@erving-ma.gov)

### **Conservation Commission Town Hall**

Meets First Monday 7:30 PM  
413-422-2800  
[Conservation@erving-ma.gov](mailto:Conservation@erving-ma.gov)

### **Finance Committee Town Hall**

Meets as Necessary  
413-422-2800 Ext. 1102

### **Town Clerk Town Hall**

Monday evening at 7:00 PM  
413-422-2800 Ext. 1106  
[richard.newton@erving-ma.gov](mailto:richard.newton@erving-ma.gov)

### **Planning Board Town Hall**

Meets Third Thursday 7:00 PM  
413-422-2800  
[planning@erving-ma.gov](mailto:planning@erving-ma.gov)

### **Zoning Board of Appeals Town Hall**

Meets by Appointment  
413-422-2800

### **Highway Department**

16 Public Works Blvd.  
Monday thru Thursday  
413-423-3500  
[glenn.mccrory@erving-ma.gov](mailto:glenn.mccrory@erving-ma.gov)

### **Water/Wastewater Dept.**

16 Public Works Blvd.  
Monday thru Friday  
413-423-3500  
[peter.sanders@erving-ma.gov](mailto:peter.sanders@erving-ma.gov)

### **Erving Public Library 17 Moore Street**

Sunday – Thurs 1pm – 7pm  
413-423-3348  
[library@erving-ma.gov](mailto:library@erving-ma.gov)

### **Council on Aging Senior/Community Center**

**1 Care Drive**  
Meets Second Tuesday 9:30 AM  
413-423-3649  
Center Open Mon thru Fri  
[paula.bettters@erving-ma.gov](mailto:paula.bettters@erving-ma.gov)

### **Veterans Services 294 Main Street Greenfield**

413-772-1571

### **Erving Elementary School**

28 Northfield Road  
413-423-3326

### **School Committee**

Erving Elementary School  
Third Tuesday 7:00 PM

### **Erving Fire Station**

413-423-3866  
[fire@erving-ma.gov](mailto:fire@erving-ma.gov)

### **Erving Police Station**

71 French King Highway  
413-423-3310  
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### **Recreation Commission**

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413-422-1187  
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### **Town-General Inquiries**

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