

Copy of Approved Meeting Minutes  
MEETING MINUTES

**Board:** Erving Board of Selectmen  
**Date:** Wednesday, May 02, 2018  
**Location:** Erving Elementary School, 28 Northfield Road, Erving, MA

**Selectmen Present:** Jacob Smith, William Bembury, Scott Bastarache  
**Finance Committee:** Benjamin Fellows, Deb Smith, Arthur Johnson, Daniel Hammock  
**Also, Present:** Bryan Smith, Peter Sanders, Glenn McCrory, Richard Peabody, Philip Wonkka  
**Press:** Katie Nolan, Montague Reporter

At 6:05 PM **Chairman Smith** called the meeting to order.

**Annual Town Meeting Warrant Review- Joint Meeting with Finance Committee**

At 6:05 PM **Chairman Smith** called the joint meeting of the Board of Selectmen and the Finance Committee to order.

The Board and the Finance Committee reviewed the warrant and agreed they had no concerns. **Chairman Smith** noted that Article 19 would need to be passed over because Mass Development was not ready to provide a baseline number as was hoped. The Board and Finance Committee agreed to revisit the article at a future Town Meeting.

Daniel Hammock made a request for the Town to consider a quarterly update meeting on financial matters. Dan explained that the meeting could provide stakeholders an opportunity to remain up-to-date on the ever-changing financial picture. Dan noted that he has no specific concern, but would like to improve communication. As an example he explained that it would be nice to know when properties are entered into tax title. **Chairman Smith** expressed agreement. Bryan Smith, Administrative Coordinator, offered to get a listing of properties that are currently in tax title.

**Miscellaneous**

***Reserve Fund Transfer Request- Senior & Community Center Water Heater and Geothermal Control Replacement***

**Chairman Smith** explained the reserve fund transfer request of \$10,000 for the Senior & Community Center that was approved at a previous Board of Selectmen meeting to the Finance Committee. The transfer is requested to make necessary equipment changes to the water heater and geothermal control systems. Arthur Johnson and Daniel Hammock both spoke to concerns about the costs of repairs and their preference for the Town to receive more detailed specifications for quotes. **Selectman Bastarache** expressed his understanding and agreed that he would like to see clear specifications on the recommended equipment. **Finance Committee Approval:** Daniel Hammock made a motion to approve the reserve fund transfer request of \$10,000. Deb Smith seconded. Unanimously approved. **Selectman Bastarache** asked to have S&J Jamrog revise the quote.

At 6:28 PM the Finance Committee unanimously voted to adjourn.

**Solid Waste & Recycling IFB**

Chairman Smith informed the Board that after the last meeting, Bryan had spoken with a representative of Duseau and inquired about the amount bid for curbside solid waste and recycling collection being approximately \$6,000 less than what was bid in 2013. On May 1, 2018 the Town received a written request from Duseau Trucking that the Board of Selectmen allow them to withdraw their submitted bid. The letter went on to explain that Duseau has enjoyed the working relationship with the Town and that "our volume of work has increased to the point where our resources are focused locally." **Chairman Smith** made a motion for the Board to accept Duseau Trucking's request to officially withdraw the submitted bid for the curbside collection of solid waste & recycling. **Selectman Bastarache** seconded.

Unanimously approved. **Chairman Smith** explained that with Duseau's bid withdrawn and Alternative's bid failed for failing to include references, the IFB has failed.

#### **Street Light Retrofit Project Discussion**

The Board discussed a site visit that was conducted on Sunday, April 29, 2018 to Leominster, MA and Ayer, MA to observe LED street lights that were recently installed and that Tanko Lighting served as the designer. **Selectman Bembury** and **Selectman Bastarache** both attended. Bryan Smith, Administrative Coordinator, asked Tanko to identify the model and make that was used on Washington Streets in both Leominster and Ayer for comparison. Tanko sent correspondence that states that the fixtures installed on Washington Street in Ayer are 17W Type R2M Philips cobra heads and that the fixtures on Washington Street in Leominster are 15W Type 2N GE cobra heads. **Selectman Bastarache** discussed a preference for Phillips as a make based on the site visit. The lights adequately illuminated the street with enough back lighting to illuminate the sidewalks without illuminating houses. It was noted that when approaching the fixtures there was minimal visible light from the sides of the fixture. The GE fixtures in Leominster could be seen on approach. **Selectman Bembury** agreed with the observations and stated that Phillips would be his preference as well. Bryan reviewed that the projected cost savings were highest for Phillips and that the review of unit efficiency and available warranties were high for both Phillips and GE. After the discussion, the Board agreed that the Town would select Phillips as the manufacturer for the streetlights.

#### **River Street Pump Station Upgrades**

Peter Sanders, Chief Wastewater Operator, joined the Board to discuss recommended improvements to the River Street Pump Station. The Board discussed the importance of the River Street Pump Station and the fact that it pumps wastewater received from Millers Falls in addition to the River Street area neighborhoods. The station can receive high flows quickly and the system uses sonar to measure levels and adjust pump activity. Peter has worked with Tighe & Bond and is recommending the installation of a backup system that would use floats to activate pumps. The Board agreed that a redundancy system for such an important station was advisable. **Chairman Smith** made a motion to approve the proposal from Tighe & Bond for the installation of floats at the River Street Pump Station in the amount of \$4,000.00. **Selectman Bembury** seconded. Unanimously approved.


#### **Upcoming Meeting**

The Board tentatively agreed that the next meeting date will be Monday, May 14, 2018 at 6:30 PM. Topics to be discussed included: annual reorganization, F550 truck & equipment procurements, the landscaping services IFB, and update on solid waste & recycling services.

#### **Adjournment**

At 6:50 PM **Chairman Smith** made a motion to adjourn. **Selectman Bastarache** seconded. Unanimously approved.

Respectfully Submitted,



Bryan Smith  
Administrative Coordinator