

**Board:** Board of Selectmen/ Water Commissioner's Meeting  
**Date:** Monday, October 28, 2019  
**Location:** Town Hall, 12 East Main Street, Erving, MA 01344

**Selectmen Present:** William Bembury, Peter Sanders  
**Also, Present:** Bryan Smith, Philip Wonkka, Kimberly MacPhee  
**Press:**

At 6:30 PM **Selectman Bembury** called the meeting to order.

#### **Review of Meeting Minutes of October 21, 2019**

The Board reviewed the meeting minutes of Monday, October 21, 2019. **Selectman Bembury** made a motion to approve the meeting minutes of October 21, 2019 as written. **Selectman Sanders** seconded.  
**Vote:** Unanimously approved.

#### **Library Construction Project Update**

The Board reviewed the October 25, 2019 project updates from the Owner's Project Manager, regarding the Library Construction Project. The October 25, 2019 update provide the following statuses:

- *Exterior painting continued, 95% of the siding received a first coat*
- *Siding and pvc trim is 100% complete*
- *Sidewalks and back patio were poured.*
- *Taping and mudding is ongoing. Lobby, adult stacks and teen room are sanded and ready for paint*
- *Meeting room and surrounding rooms at the night lobby received primer and first coat of finish paint*
- *HVAC ductwork in progress, insulating ductwork began*
- *Switchgear has been installed and wired, waiting on inspection and transformer delivery (Eversource)*
- *Fire protection continued. Flex heads began to be installed*
- *On site trailer was removed and the site is being cleaned of excess material for site work*

**Selectman Bembury** asked if the Town had confirmed that the exterior colors are those selected by the Library Building Committee. Bryan Smith, Administrative Coordinator, explained that the selected colors were sent to the Owner's Project Manager for confirmation and the Town has been informed that they are correct. The Board had no other concerns.

#### **Review of Comcast PEG Access Proposal**

Bryan explained that he and **Chairman Smith** had a conference call with the representative from Comcast on the proposed fiberoptic network that would power the PEG access channel. Bryan explained that Comcast is offering to absorb the construction cost in exchange for a multiyear contract to operate the network. Bryan explained that the fiberoptic network would be able to support the VOIP phone system and the Town's business class internet. The system would have a guaranteed service restoration priority over the coax products in town and dedicated bandwidth which could be beneficial as the Town continues to increase reliance on hosted services. Bryan explained that Comcast is revising their proposal to include running internet to the Police Station, Fire Station 2, and Public Works and that it should be ready for reviewing the Board's next meeting.

### **Review of Draft Local Hazard Mitigation Plan**

Kimberly MacPhee, Land Use & Natural Resources Planning Program Manager at the Franklin Regional Council of Governments, and Philip Wonkka, Fire Chief & Emergency Management Director, joined the Board to review the draft of the updated hazard mitigation plan that is being released for public comment. Kimberly explained that tonight's presentation begins a two (2) week public review period for the plan and added that the plan has already received informal feedback from the Massachusetts Emergency Management Agency (MEMA). Kimberly explained that the Town completed the Municipal Vulnerability Preparedness plan in May 2019 and then began updating the Hazard Mitigation Plan, noting that the two plans have overlapping processes that worked well being done together. Kimberly discussed the stakeholder process that was used by the Town to review the multiple hazard categories that the Federal Emergency Management Agency (FEMA) requires the Town to consider. Kimberly explained that with the growing vulnerability to municipalities for cybersecurity, the draft plan now includes a section under manmade hazards. The Board agreed that the Town needs to address vulnerabilities under cybersecurity. The Board reviewed the draft action plan and proposed priority statuses. The Board agreed with the priorities and had no concerns or requested edits at this time. Bryan explained that the public comment period ends on November 12, 2019 and that the Town will be sending letters to the surrounding towns and stakeholders about the comment period.

### **Millers Falls (IP) Papermill- Hazardous Materials Clean-up Project Update**

The Board reviewed the draft procurement solicitation for the removal of the transformers and the associated contaminated soils at the IP Mill. Bryan confirmed that the Town will provide the backfill soils for the project and that will not be a requirement of the contractor. Bryan explained that he had spoken with the Attorney General's office and confirmed that the procurement can be conducted under Chapter 30 Section 39M. Quotes are proposed to be due on Tuesday, November 12, 2019. Bryan asked the Board if they would be willing to schedule a meeting soon after to review quotes and award the procurement. The Board agreed to schedule a meeting for Wednesday, November 13, 2019 to review quotes. **Selectman Bembury** asked Bryan to ensure that the required project closeout testing is included in the procurements. Bryan will ensure it is included. **Selectman Bembury** made a motion to release the Remedial Contractor Quote Solicitation for the Transformer Area Cleanup Project at the IP Mill. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

### **Adjournment**

At 7:34 PM **Selectman Bembury** made a motion to adjourn. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Respectfully submitted,



Bryan Smith  
Administrative Coordinator