

Board: Board of Selectmen/ Water Commissioner's Meeting
Date: Monday, January 13, 2020
Location: Town Hall, 12 East Main Street, Erving, MA 01344

Selectmen Present: William Bembury, Peter Sanders, Jacob Smith
Finance Committee: Debra Smith, Benjamin Fellows, Daniel Hammock, Charles Zilinski, Arthur Johnson
Also, Present: Bryan Smith,
Press: Kathleen Nolan, Montague Reporter;

At 6:37 PM **Chairman Smith** called the meeting to order.

Library Construction Project Update

Bryan Smith, Administrative Coordinator, provided a brief overview of the Library construction project noting that construction progress remains on schedule and substantial completion by the end of the month is still expected. Bryan explained that a few coordinating issues regarding technology needs and final details are being addressed. The Board expressed no concerns.

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

The Board reviewed the communication from Brian Day, Senior Environmental Scientist for Tighe & Bond, regarding questions on how to prioritize the base bid and consideration of alternate 1. Bryan explained the proposal from Tighe & Bond. The Board discussed the proposal and their preferences. The Board determined that the scope of work for the base bid would include the asbestos abatement, boiler removal, and remediation of miscellaneous hazardous materials throughout the complex. The Board discussed creating a scope for alternate 1 that would include the asbestos abatement and removal of windows in building 8. **Chairman Smith** expressed his support for this approach noting that he wanted to focus efforts on the buildings that could be salvaged. **Selectman Sanders** expressed agreement.

Review of Public Library Furniture, Fixtures & Equipment Procurement and Propose Change Orders

Bryan explained that there are no new requests for review at this time.

Discussion of Food Services Cook Position & Search Committee

Bryan informed the Board that at the deadline of January 13, 2020 only one (1) application for the food services position. The Board discuss how to proceed. **Chairman Smith** suggested that it was unnecessary to appoint a preliminary screening committee to conduct a search if there is a single applicant. **Chairman Smith** suggested allowing Paula Betters, Senior Center Director, and Bryan assess the application materials of the candidate and to make a recommendation to the Board of Selectmen. The Board expressed agreement. The Board will discuss the recommendation at the next Board of Selectmen meeting.

Review of Meeting Minutes of December 09, 2019- Meeting B

The Board reviewed the meeting minutes of Monday, December 09, 2019- Meeting B. **Chairman Smith** made a motion to approve the meeting minutes of December 09, 2019- Meeting B as written. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of Meeting Minutes of January 07, 2020

The Board reviewed the meeting minutes of Tuesday, January 07, 2020. **Chairman Smith** made a motion to approve the meeting minutes of January 07, 2020 as written. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of Meeting Minutes of December 16, 2019 & January 06, 2020

The Board passed over the review of these agenda items.

Appointment to the Conservation Commission- C. Mark Blatchley

The Board reviewed a letter of interest from C. Mark Blatchley to serve on the Conservation Commission. **Chairman Smith** made a motion to appoint C. Mark Blatchley as a member of the Conservation Commission with a term to expire June 30, 2021. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Appointment to the Open Space Committee- Devon Gaudet

The Board reviewed a letter of interest from Devon Gaudet to serve on the Open Space Committee. **Chairman Smith** made a motion to appoint Devon Gaudet as a member of the Open Space Committee with a term to expire on June 30, 2020. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of FY2021 Budget Requests- Joint Meeting with Finance Committee

At 7:02 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 a memorandum from Bryan regarding adjustments to the FY2021 budget resulting from changes in assessments from regional agencies that the Town is a member of. Bryan explained that the revised Franklin Regional Council of Governments (FRCOG) assessment is \$51,850 which is less than the FY2021 budget request of \$52,921. The Board discussed holding the current budget request in case there was an error in the assessment memorandum that the Town received. The Finance Committee expressed agreement. Bryan explained that the FRCOG assessment for the Franklin County Cooperative Inspection Program (FCCIP) has increased by \$100 to \$7,600. The Board and the Finance Committee expressed agreement to adjust the FY2021 budget request to \$7,600. Bryan explained that the Franklin County Solid Waste Management District (FCSWMD) has adjusted the assessment to \$17,553 which represents an increase of \$2,339. **Chairman Smith** would like a better understanding of the assessment increase. The Board and the Finance Committee expressed agreement. Bryan explained that the FRCOG nursing services assessment had increased to \$9,412 which represents an increase of \$185. Bryan explained that the Board of Health budget request appears to have sufficient funding to cover the change. The Board and the Finance Committee discussed separating the nursing services contract into a separate line-item from the health clinics line-item. Lastly, Bryan explained that the Franklin Regional Retirement System has set the FY2021 assessment at \$348,467. Bryan explained that \$15,000 of that assessment is attributed to the Wastewater Enterprise Fund therefore the Retirement System assessment increase needs to be \$333,467. The Board and the Finance Committee expressed support for making the discussed revisions.

Bryan discussed preparing a budget summary for the next joint meeting to review the FY2021 costs with the capital budget requests and projected revenues. The Board and the Finance Committee discussed ensuring that the overview includes an appropriation in the Stabilization Fund as well as the use of Free Cash as a revenue source. **Chairman Smith** reminded the Board and the Finance Committee that solid waste costs may still change and therefore further adjust the FY2021 budget.

At 7:22 PM **Chairman Smith** made a motion to adjourn the joint meeting of the Board of Selectmen and the Finance Committee and to continue with the Board of Selectmen meeting. Arthur Johnson seconded. **Vote:** Unanimously approved.

Discussion Regarding Springfield MRF Contract & FY2021 Solid Waste

The Board reviewed correspondence from USA Waste & Recycling regarding their proposal for trash and recycling collection and disposal for FY2021. **Chairman Smith** provided an overview of the discussion on the topic from the previous meeting. USA Waste & Recycling is proposing the residential use of rolling carts and transitioning single stream recycling collection. The Board reviewed the acceptable material list from USA Waste & Recycling.

Chairman Smith explained that the Board also received numerous communications from Jan Ameen, Executive Director of the Franklin County Solid Waste Management District, regarding the Springfield MRF contract and considerations for the Town of Erving to consider that would help to control the quantity of trash that is disposed of and therefore the overall costs. The Board also reviewed an alternative trash disposal option for a joint municipal contract. **Chairman Smith** suggested that he would be open to explore the alternative trash disposal option if it works with USA Waste & Recycling. The Board expressed agreement. The Board reviewed a correspondence suggesting the implementation of a modified sticker program proposal. The Board discussed the perceived benefits and concerns about implementing a program. Bryan expressed his concern that the Town is already being used for trash disposal by individuals from other Towns who have a pay-as-you-throw program and that the anticipated price increases in other towns will likely increase Erving's burden. **Chairman Smith** discussed the long-term budgetary concerns of the increasing fixed costs of disposal and hauling contracts along with the belief that the town is processing material that was not generated from the Town of Erving.

The Board discussed wanting to obtain an explanation from Jan regarding her objection to the single stream recycling proposal from USA Waste & Recycling. Regarding the Springfield MRF contract, the Board discussed wanting to know what would happen if the region does not meet its minimum tonnage and what would happen if Erving elected to join the Springfield MRF contract after January 31, 2020. The Board asked Bryan to follow up with USA Waste & Recycling to verify that the Murphy Road Recycling index will be updated monthly and to find out if USA will accept a three (3) year agreement rather than a five (5) year agreement. Regarding the rolling cart proposal, the Board wants to understand which party is responsible for replacement costs and what restrictions are set by the use of carts. Regarding the multiple options presented by USA Waste & Recycling, the Board wants clarification if the proposals are being presented for year 3 of the current agreement or if it would be the rate for a new contract. Bryan will contact both parties and obtain the information for the next Board meeting.

Adjournment

At 8:21 PM **Chairman Smith** made a motion to adjourn. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Respectfully submitted,



Bryan Smith
Administrative Coordinator