

Board: Board of Selectmen/ Water Commissioner's Meeting
Date: Monday, August 10, 2020
Location: Online Video/Audio Conference Pursuant to Governor Baker's Executive Order in Response to the COVID-19 State of Emergency

Selectmen Present: William Bembury, Jacob Smith, Peter Sanders
Finance Committee: Debra Smith, Charles Zilinski, Benjamin Fellows, Daniel Hammock
Capital Planning Committee: Benjamin Fellows, Debra Smith, Jacob Smith
Recreation Commission: Erik Eichorn, Alison Rollins, Jeffrey Rollins
Also, Present: Bryan Smith, Mariah Kurtz, Robert Holst, Morris Housen, Eva Zilinski, Rebecca Hubbard, Glenn McCrory, Michael McAuliffe, Robert Kruzlic, Breta Petraccia
Press: Max Marcus, Greenfield Recorder

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

Chairman Smith explained that the meeting is being recorded and provided an overview of the functions of the video/audio conferencing platform.

Discussion Regarding Town Response to COVID-19

Chairman Smith explained that there was no current update to provide on COVID-19.

Discussion with Acting Chief Holst Regarding Police Department

Robert Holst, Acting Chief of Police, joined the Board to discuss the status of the Police Department. **Selectman Bembury** asked Acting Police Chief Holst for an update on scheduling and staffing for the Department. Acting Chief of Police Holst discussed his work over the last week with the staff to cover shifts for August and September. Acting Chief of Police Holst spoke to the collaborative nature of the staff to ensure that the Department can maintain 24-hour coverage and to allow staff to continue with training; noting that some shifts will be down to one (1) officer. **Selectman Bembury** asked for a schedule of the Department's staffing to be available in Administrative office. Acting Chief of Police Holst explained that he has the schedule ready and will send it to Bryan Smith, Town Administrator. Acting Chief of Police Holst discussed the anticipation of having to work to accommodate some upcoming vacation requests. **Selectman Bembury** asked if the Town was successful in registering Officer Morin for the fall Police Academy training. Acting Chief of Police Holst explained that the fall Academy filled too quickly; noting that because of COVID-19 the Municipal Police Training Committee has significantly reduced the class sizes and only admitted twenty (20) officers. Acting Chief of Police Holst explained that preparations are currently being made to increase chances that Officer Morin is enrolled in the next available Academy. **Selectman Bembury** asked if there will be any impacts of this delay under the waiver that the Town applied for. Bryan explained the impacts of COVID-19 on all State and Municipal services and that the next anticipated Academy will occur within the time frame allowed under the waiver. **Chairman Smith** explained that the Board would like to maintain regular communication with Acting Chief of Police Holst and attendance at Board meetings.

Discussion Regarding Town's Response to COVID-19

Chairman Smith noted that the Governor has issued new guidance regarding gathering size limits. Bryan explained that the Governor has released new guidance as the State has seen some increases in cases, noting that the progression through Phase 3 of reopening has been paused. Bryan explained that the School is working on finalizing reopening plans after hosting town hall sessions with staff and families in

recent weeks. Bryan added that additional inventory for personal protective equipment (PPE) and sanitization supplies have been received and are on order to prepare departments for the next few months.

Library Construction Project Update & Review of Change Order Requests

No update at this time.

IP Mill – Hazardous Materials Clean-up Project Update

Bryan provided a project update, noting that the abatement work at the IP Mill has been completed and equipment has demobilized from the site. Bryan explained that the final paperwork and project closeout report are being worked on by Tighe & Bond and Air Quality Experts, Inc. Bryan explained that the Town's reporting deadline to Mass Development is the end of August. The Board discussed having no concerns.

Discussion of EV Charging Station Grant Program

Mariah Kurtz, Assistant Town Planner, joined the Board to discuss the project. Mariah explained that by cross referencing the State vendor contract and the National Grid approved vendor list, she has reached out to three (3) vendors with a scope of work to request quotes. To date two (2) responses have been received and only one (1) is an itemized quote. Mariah explained that the Town needs an itemized quote for the project to submit to Green Communities and National Grid to determine incentives from the utility and the amount needed from the Green Communities grant. Mariah noted that this work is being done in concert with the Western Green Communities Coordinator, who is providing additional guidance. The Board discussed having no concerns.

River Warner & Strachan Street Project Update

Bryan explained that the contractor, Jack Goncalves & Sons Inc, has mobilized to the site and has begun work on all of the structures throughout the layout. Bryan explained that residents had all been sent a mailing that notified them of the start of the project along with contact information for questions and concerns. Bryan explained that Mariah and Glenn McCrory, Highway Superintendent, are scheduled for a site visit with the engineers on Wednesday, August 12, 2020. The Board discussed having no concerns.

Review of Network & Virtual Server Resiliency Project Procurement

The Board reviewed a draft scope of work for the proposed project to create Town-wide virtual server and to migrate the Town's files to the new system. Bryan explained that he has further researched the requirements for GovCloud and that it appears that only U.S. Federal government agencies are required to meet the GovCloud standards and that it is recommended for State and Local government entities. Bryan explained that 201 CMR 17 seems to be the appropriate regulation to ensure that the designed system follows as well as CJIS requirements. **Chairman Smith** asked that the scope of work still identify compliance with HIPPA requirements for health-related information. **Chairman Smith** suggested removing the GovCloud requirement based on this information. The Board expressed agreement. Bryan explained that he is participating in an upcoming conversation with Western Massachusetts Homeland Security, the City of Pittsfield IT Department, and the Franklin Regional Council of Governments to discuss models for regionalized IT services. **Selectman Bembury** asked if the proposed Town-wide network would provide services to all departments. **Chairman Smith** explained that yes it will for all Town-side computers; noting that the proposed system will replace the physical server, focus on the electronic data migration and security. The Board will review a revised scope of work at their next meeting.

Joint Meeting with of Finance Committee & Capital Planning Committee

At 6:30 PM **Chairman Smith** called the joint meeting of Finance Committee & Capital Planning Committee to order.

Discussion of POTW#2 Sludge Dryer Capital Project & Loan Application

Chairman Smith provided an overview of the proposed project and the request to submit a loan application to State's Revolving Fund. Morris Housen, President of Erving Industries, joined the Board and the Finance Committee to explain the project. Morris explained that Erving Industries has contracted Tighe & Bond to provide engineering services for the project. Morris explained that the engineers have provided an opinion of probable cost of approximately \$18 million, which includes a contingency. Morris explained that the Erving Center Wastewater Treatment Plant (POTW#2), that is operated by Erseco, disposes of approximately 45,000 tons in biosolids annually. Morris explained that the biosolids product is classified as a Type 2 product and is often used in land applications. Morris explained that Casella Waste Management has explained that the market for disposing of the Type 2 product is limited and by 2021 needs to become a Type 1 product in order to continue to accept the waste for disposal. Morris explained that to achieve a Type 1 biosolid project, the material is required to be 90% dry and noted that the drying is expected to reduce the 45,000 tons of waste disposal to approximately 25,000 tons of material annually.

Morris explained that Tighe & Bond has researched available technology and that after the review, Erving Industries is leaning towards a belt dryer option, though a final decision has not been made. Morris explained that part of the considerations includes the operational costs concerns and fire potential with rotary drying technology. Morris acknowledged that the industry is grappling with the concerns around PFAS chemicals within the waste stream and ultimately the final biosolid product. Morris clarified that the proposed dryer project technology will not create nor solve the PFAS issue. **Chairman Smith** asked Morris for a brief explanation of the concerns surrounding PFAS chemicals. Morris explained the concern about PFAS chemicals noting that they have made their way into the waste stream and there is concern that they are entering water supplies. Morris explained that the Erving Paper Mill and the Wastewater Treatment Plant receives the PFAS chemicals through the wastepaper used at the Mill, from the water drawn from the Millers River, from the municipal sewer system, and from the acceptance of outside septage. Morris discussed the need to figure out how to control the intake of PFAS, noting that the Wastewater Treatment Plant stopped accepting outside septage to better analyze the situation and understand the impact of accepting outside septage. Morris explained that the engineers at Tighe & Bond have clarified that the use of belt drying technology as proposed will not further concentrate the PFAS chemicals in the biosolids. Morris explained that as the issue is better understood the Town and the Mill will need to consider options to address the PFAS chemicals. **Selectman Bembury** explained that it is his understanding that the Massachusetts Department of Environmental Protection (Mass DEP) has not established regulations to address PFAS at this time, but that it should be anticipated that regulations will be developed in the future. Morris agreed and noted that there is no generally accepted testing methodology to monitor for PFAS at this time.

Chairman Smith discussed funding options that exist for the Town and Erving Industries to pursue, including a loan application to the State Revolving Fund for the Clean Water Trust and the option to pursue a grant from the U.S. Economic Development Administration (EDA). **Chairman Smith** discussed the potential strategy of applying for both options. Daniel Hammock asked how large the proposed building will be. Michael McAuliffe, Operations Manager, explained that the current plan proposes three (3) belt dryers, but that the plan is being reviewed and that there may be a way to reduce the scope to two (2) dryers. Michael explained that if two (2) dryers are satisfactory, it may be possible to reutilize space in the existing building. Bryan explained the request being made of the Board of Selectmen and the Finance

Committee is for authorization to submit a loan application for the proposed project. Daniel spoke to general support for applying. **Chairman Smith** clarified that the term of the loan could be twenty (20) to thirty (30) years with an approximate interest rate of 2%.

Finance Committee Recommendation: Daniel made a motion to support the filing of an application to the Clean Water Trust fund. Benjamin seconded. **Discussion:** Debra Smith asked what would happen if the loan funding is approved but the actual cost of the project exceeds the current estimate. Morris and Michael discussed the current uncertainty and that the opinion of probable cost was meant to be conservative and that they aim to reduce scope of project and therefore the actual cost. **Selectman Bembury** asked for further explanation of the alternative funding option that the Town could pursue. Bryan explained the grant application option through the EDA with the potential, if awarded, to secure 80% grant funding for the project. Bryan explained that the Town can only submit one (1) application this round and that the Town will have to choose between applying for this project or a project for the IP Mill site redevelopment. **Finance Committee Vote:** 4 aye, 0 no, 0 abstentions

Chairman Smith expressed concern that over the course of months of discussion regarding the project that the estimated costs have continued to increase and the concern that if the project cost increases again the funds applied for may not be sufficient. Bryan explained that the team will be challenged to work within the project limit and hopefully refine the scope so that the project costs less. Morris discussed his work with Tighe & Bond to continue to refine the scope. **Chairman Smith** asked if the 20% match required for the EDA grant application could come from public or private sources. Bryan explained that as long as the match is a non-federal source it can come from either private or public sources, or both. **Selectman Bembury** asked if both the loan application and the EDA grant application can be submitted at the same time. Bryan stated "yes," and explained the strategy of submitting both simultaneously. **Selectman Bembury** asked if Erseco could help secure the 20% match requirement for a potential grant application to the EDA. Morris explained that he has not explored that topic yet but will. **Selectman Bembury** asked for clarification about the installation of the proposed belt dryers in the existing space. Michael explained that there may be a way to fit two (2) belt dryers into the existing structure, but three (3) dryers may require a building addition. **Selectman Bembury** asked if Erving Industries was still planning on renting units to test. Michael explained that samples of the biosolids from the Wastewater Treatment Plant have been sent for drying and testing. Morris further explained that the plan had been to try a rotary dryer technology onsite and that the delivery of the units had experienced a scheduling delay. Morris explained that in the meantime Erving Industries determined that the rotary dryer was not a good option and therefore will not be doing a test onsite of that technology. **Selectman Bembury** asked about any potential air quality concerns that may be generated by the proposed belt dryer project. Michael explained that testing is beginning and that generally a low heat drying does not typically produce an increase in odor. Michael added that odor mitigation will be considered as they work with Mass DEP.

Selectman Bembury made a motion to move forward with the Clean Water Trust Fund application for the sludge dryer project. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Joint Meeting with the Recreation Commission, Finance Committee and Capital Planning Committee to Discuss the Use of 17 Moore Street and 18 Pleasant Street

At 7:20 PM **Chairman Smith** called the joint meeting of the Board of Selectmen, Recreation Commission, Finance Committee and Capital Planning Committee to order. Recreation Commission members Erik Eichorn, Alison Rollins, Jeffrey Rollins joined the meeting with Breta Petraccia, Recreation Assistant. **Chairman Smith** explained the need to discuss the Town's future use of the buildings at 18 Pleasant Street and 17 Moore Street. **Chairman Smith** explained that the Union 28 School District was going to be part

of the conversation, but that they have decided to move out of 18 Pleasant Street by December 31, 2020. **Chairman Smith** explained that it is necessary to discuss and identify both long-term and short-term needs for these buildings and the Recreation Commission. Bryan explained that the Superintendent of Schools has informed him of a plan to transition Central Office staff members into available space within each of the elementary schools and negating the need for a dedicated building for just administrative staff.

Chairman Smith discussed the need for the Town to begin the feasibility studies for Town Hall and the Public Works offices and that these studies may provide an opportunity to incorporate the Recreation Commission space. Mariah discussed the work that has been done to draft a strategic plan for the Recreation Commission and that the plan calls for a need to understand office space and/or programing space. Breta explained the challenges that currently exist at 18 Pleasant Street that limit public access for the recreation space. **Selectman Bembury** asked if the Recreation Commission sees a use for the 18 Pleasant Street Building. Erik stated "no," and discussed the short-term need for office space and further discussed the challenges with the 18 Pleasant Street building. **Chairman Smith** discussed the concerns with access issues and the significant capital costs needed for the 18 Pleasant Street building. **Selectman Bembury** discussed preference for deeming the 18 Pleasant Street property as surplus and finding a private developer to purchase it. **Chairman Smith** and **Selectman Sanders** expressed agreement.

Chairman Smith discussed challenges and the opportunities with the 17 Moore Street building, noting the need for all parties to review the Library feasibility study that was conducted and that included this property. **Chairman Smith** asked if the 17 Moore Street building would work as a temporary space for the Recreation Commission and the possibility of sharing the office space with the Public Works offices. Erik discussed the space that 17 Moore Street could provide and noted that it may provide the Recreation Commission with a meeting space option. Breta discussed the storage needs of the Recreation Commission. Jeffrey discussed concern about the Recreation Commission sharing space with other Town offices. Mariah noted that significant weatherization work needs to be completed before offices could move in to the 17 Moore Street property. Mariah asked if there were options for the Recreation Commission to share space with Town Hall or the Senior & Community Center. Discussion centered on the challenges and limitations of the existing spaces. **Chairman Smith** asked if the 17 Moore Street building could provide a long-term solution for the Recreation Commission. Discussion indicated that the 17 Moore Street building may provide a long-term option, noting the possible need for a renovation with an addition.

Returning the conversation to the topic of the 18 Pleasant Street building, the Board discussed the plan of closing and winterizing the building. Daniel raised concern about keeping the building without heat. **Chairman Smith** agreed. Mariah discussed the request for proposals (RFP) process that would be used to sell the property. The Board and the Finance Committee expressed agreement with this direction for the property.

Returning the conversation to the topic of the 17 Moore Street building, **Selectman Sanders** asked if the 17 Moore Street building could be considered for a shared space with the Public Works offices. Jeffrey stated that the space may be able to be shared with the Recreation Commission short-term but not long-term. Alison discussed the anticipated use of the large room. **Selectman Bembury** suggested that the 17 Moore Street property may be an appropriate short-term, and potentially a long-term, solution for the Recreation Commission. Mariah asked about the lot size of 17 Moore Street. Bryan explained that both buildings exist on the same lot, so the Town will need to work with a surveyor to prepare a subdivision plan of the lot. **Chairman Smith** discussed support for the Highway Department and Water/Wastewater Department offices to remain together and for them to return to the 16 Public Works Blvd property. The

Board and the Finance Committee expressed agreement. Glenn McCrory, Highway Superintendent, expressed support. Daniel discussed support for subdividing the lot so that 18 Pleasant Street and 17 Moore Street exist on separate parcels. Daniel also discussed general support for exploring the ideas presented this evening. Debra expressed caution with the discussion of renovations at 17 Moore Street, noting that it was reviewed during the Library feasibility study process and that the anticipated cost of the retaining wall for the land to allow an addition was cost prohibitive. Debra also discussed the challenges with exploring renovations for the 18 Pleasant Street building that was also reviewed during the Library feasibility study process.

Chairman Smith summarized his understanding of the next steps. The Union 28 School District and the Recreation Commission are going to prepare to move out of the 18 Pleasant Street building so that it may be winterized. The 17 Moore Street building will be assessed for necessary short-term work that would need to be completed prior to being occupied. Bryan will obtain a quote from a surveyor to prepare a plan to subdivide the parcel. The Board expressed agreement. **Selectman Bembury** asked if Town Hall would provide a short-term office option for the Recreation Commission. Bryan explained that this option would be explored with the Recreation Commission before the next joint meeting. The Highway Department and Water/Wastewater offices will stay in their temporary locations. Bryan will obtain the Library feasibility study to review with stakeholders. **Chairman Smith** explained that the Board needs to see a breakdown of the cost of electricity and heating for both properties. Bryan will work with Mariah on the analysis. The Board, Finance Committee, and the Recreation Commission agreed to reconvene in late September 2020.

At 8:05 PM **Chairman Smith** made a motion to adjourn the joint meeting with the Recreation Commission and to continue with the joint meeting of the Board of Selectmen, Finance Committee, and Capital Planning Committee. **Selectman Bembury** seconded. **Vote:** unanimously approved.

Review of Mass Works Grant Application Draft for IP Mill

Mariah joined the Board to discuss the opportunity to apply for a Mass Works grant to fund infrastructure improvements for the proposed development at the former IP Mill site. Mariah explained that the deadline for the application is August 28, 2020 if the Board wants to apply. Mariah clarified that the focus of the grant application will be the creation of the proposed access road and the downsizing of the water and wastewater systems. Mariah explained that the grant will not fund the necessary demolition work at the site but that the Mass Works grant, if awarded, can serve as a match to other grant opportunities like a grant to the U.S. Economic Development Administration (EDA). Mariah did explain that the Mass Works grant will require a matching component from the Town and that the project budget is still in development with Tighe & Bond. Mariah explained that it is important for the Board to prioritize a specific redevelopment concept to build the application for.

Chairman Smith asked what the impact may be on the Mass Works grant application if the Town decides not to apply to the EDA for a grant for the IP Mill demolition, noting that the sludge dryer project at POTW#2 may be the priority for an EDA application. Mariah explained that the Town's application may not be prioritized because the necessary demolition would not be planned. Mariah explained the work that is being done with the Franklin Regional Council of Governments Planning staff to research additional funding options that could address demolition and that could serve as a match. Mariah added that the EDA is aware of the Town's project and may require an updated feasibility study prior to approving a demolition grant.

Chairman Smith asked the Board and the Finance Committee if they want to apply to the EDA for the sludge dryer project at POTW#2 instead of the IP Mill demolition work, noting that the EDA grant is a rolling application. Daniel discussed support for applying for an EDA grant for the sludge dryer project, noting concern that the project for the IP Mill is not fully developed and may not be prioritized for funding. Daniel discussed the anticipated benefit of receiving an EDA grant for industry in Erving. **Selectman Bembury** discussed support for applying for an EDA grant for funds for the sludge dryer project.

Chairman Smith asked if the Board and the Finance Committee could agree on vision for the redevelopment of the IP Mill property. Bryan explained that the proposed roadway and the water & wastewater infrastructure work that is planned for the Mass Works grant application will be necessary for any reuse of the property. Mariah discussed needing a clear concept to base the application on, explaining that the Mass Works grant is competitive and focuses on support for job creation and mixed-use properties. The Board and the Finance Committee discussed the concept to save building #2 and building #8 versus a complete demolition of all structures on the property. Bryan noted that a drawback to demolishing all of the structures on the property will be the loss of square footage in the multi-story buildings. Daniel communicated support for trying preserve building #2 versus a vacant lot option. Mariah discussed the plan to develop a request for proposals (RFP) process to identify the most advantageous reuse for the property. **Chairman Smith** discussed support for using the redevelopment concept that preserves building #2 and building #8 for the grant applications, with the understanding that factors may change in the future and the Town will need to respond to those changes. The Board and the Finance Committee expressed agreement. The Board will review the draft grant application on August 24, 2020.

Daniel expressed his appreciation to the Board of Selectmen for the inclusion of the Finance Committee in the deliberative process of these larger projects that have financial impacts to the Town.

At 8:40 PM made **Chairman Smith** made a motion to adjourn the joint meeting with the Finance Committee and the Capital Planning committee, and to continue with the Board of Selectman meeting. **Selectman Bembury** seconded. **Vote:** unanimously approved.

Review of Survey for Arch Street Subdivision and W. Main Street Parking Lot

The Board reviewed the proposed subdivision of lot 1 on Arch Street, on a plan dated August 6, 2020 that was prepared by Edward Muszynski, Professional Land Surveyor. Bryan explained that when the Town voted at Town Meeting to permanently protect the land that became the Erving Riverfront Park, the protection was not to include the former Usher Mill building and approximately one (1) acre of land. Bryan added that the vote referenced a plan provided by Milone & MacBroom. Bryan explained that the proposed subdivision aligns with the boundary map that was submitted to the State for the Erving Riverfront Park project and that this proposed subdivision has been presented to Melissa Cryan from the Division of Conservation Services and Melissa has confirmed that the proposed subdivision aligns with the plan that the State approved. The Board discussed having no concerns with the proposed plan. **Selectman Sanders** made a motion to approve the survey of the subdivision of lot 1 on Arch Street and to submit the plan to the Planning Board. **Selectman Bembury** seconded. **Vote:** unanimously approved.

COVID 19 Microenterprise Relief Loan Program Application Review

The Board reviewed a recommendation to issue a forgivable loan under the Erving COVID-19 Microenterprise relief program to Jeffrey Dubay & Rita Dubay for Freight House Antiques, Inc., in the amount of \$5,000 minus closing costs for a term of five (5) months at 0% interest with the option to apply for loan forgiveness if terms of the program are met. The Board discussed having no concerns. **Selectman Bembury** made a motion to issue a forgivable loan to Jeffrey Dubay & Rita Dubay of Freight House

Antiques, Inc. and Odin Enterprises, Inc. at 11 East Main Street, Erving, MA through the Town of Erving's COVID-19 Micro-enterprise Relief Program, in the amount of \$5,000.00 (minus closing costs) for a term of five (5) months and an interest rate of 0%, and to authorize Jacob A. Smith, Board Chair, as signatory on all necessary loan instruments. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of Town Logo/Brand Design- Revision #4

Mariah explained that adjustments that were made in the 4th revision of the Town logo designs; specifically focusing on the color palette and fonts. **Chairman Smith** discussed support for the use of a maroon color. **Selectman Bembury** expressed agreement with the maroon color and opposition to the use of the orange color. Mariah explained that constructive feedback has been received from Paula Betters, Senior Center Director, to limit the color palette and balance the use of colors in the design. The Board expressed agreement. The Board discussed possible alterations to the representation of the river so that it looks like it is winding into the mountains. The Board discussed making the banner and the "A great place to live" the same grey color. The Board discussed reviewing a version that uses the orange color from the sun in the slogan "A great place to live" to balance the color used in the sun element. The Board agreed that the shape and size of the hillside elements needed to be reduced and discussed a preference for the use of a gradient green color for the hills as opposed to a solid dark green. The Board discussed trying to match the sky color to the tone of the lightest color in the river. The Board discussed darkening the bridge color. The Board discussed the use of color for the logo border and discussed wanting to view a color combination of navy and grey. The Board agreed that the preferred design was 4-2. **Selectman Bembury** discussed support for the discussed changes. **Chairman Smith** asked for the use of a pronounced "T" and "E" and a lowercase "O" in the title "Town of Erving". Mariah will communicate this feedback to the graphic designer and will prepare a 5th revision.

Review of Meeting Minutes for April 27, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for April 29, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for June 01, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for June 08, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for July 27, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for June 30, 2020

The Board reviewed the meeting minutes of Tuesday, June 30, 2020. **Selectman Bembury** made a motion to accept the meeting minutes of June 30, 2020 as written. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of Meeting Minutes for July 11, 2020

The Board reviewed the meeting minutes of Saturday, July 11, 2020. **Selectman Bembury** made a motion to accept the meeting minutes of July 11, 2020 as written. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Review of Meeting Minutes for July 31, 2020

The Board reviewed the meeting minutes of Friday, July 31, 2020. **Selectman Bembury** made a motion to accept the meeting minutes of July 31, 2020 as written. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

2020 Business License Application- All in 1 Track

The Board reviewed a business license application from Todd Chessie, to do business as All in 1 Track, providing track inspection and railroad consultation services at 35 River Road, Erving, MA. The Board discussed having no concerns with the application. **Selectman Sanders** made a motion to approve the application for a business license for Todd Chessie doing business as All in 1 Track, at 35 River road with an expiration date of December 31, 2020. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

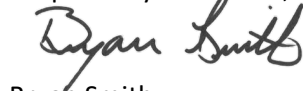
Approval of the Warrant for 2020 State Primary Election

The Board reviewed the warrant for the 2020 Massachusetts State primary election to take place on Tuesday, September 01, 2020. **Selectman Bembury** made a motion to approve the warrant for the 2020 State Primary Election. **Selectman Sanders** seconded. **Vote:** unanimously approved.

Adjournment

At 9:23 PM **Chairman Smith** made a motion to adjourn. **Selectman Sanders** seconded. **Vote:** Unanimously approved.

Respectfully submitted,



Bryan Smith
Town Administrator