

Erving Projects Completed in 2021

Park Street Playground Structure



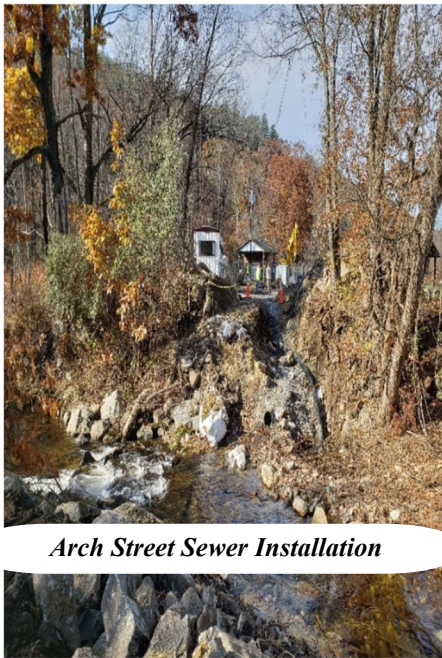
Dual Port Charger/W. Main



Park Street Sidewalk



Arch Street Sewer Installation



Flagg Hill Road Sewer Installation



Erving Elementary School Sidewalk



TOWN OF ERVING

2021 ANNUAL TOWN REPORT

MANY THANKS TO

**ALL WHO SUBMITTED DEPARTMENTAL
AND
REGIONAL REPORTS**

Thank you to Mariah Kurtz, Assistant Town Planner
for Providing the Cover Photos

**TOWN OF ERVING
MASSACHUSETTS**



**FOR THE YEAR ENDING
DECEMBER 31, 2021**

2021 ERVING ANNUAL REPORT INDEX

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DEDICATION

*We dedicate our 2021 Annual Town Report to
Daniel Hammock*



Daniel Hammock

*The Town of Erving is proud to dedicate our
2021 Annual Town Report to
Daniel Hammock*

Dan grew up in Orange, MA and in 1970 he married his high school sweetheart and love of his life, Kathy, who was born and raised in Erving. Right after getting married, Dan went to Vietnam and upon returning from his service in the Army, he and Kathy made their home in Erving. Shortly after Dan and Kathy had their daughter Michelle, Dan decided to get involved in local government. Dan has been involved and has served the Town of Erving for 48 years! That's an amazing accomplishment!

Dan has served the Town in many capacities over the years:

Zoning Board of Appeals 1973- Present: This was the first board that Dan was appointed to, as an alternate in 1973. Other than a two-month stint away from the board, Dan has remained on the ZBA and has been Chair for many years and still is today.

Cemetery Sexton 1976-1990: Dan started working as Cemetery Sexton back in the day when gravesites were dug by hand with a shovel, cement was mixed by hand for placement of headstones and mowing was done with a push mower. The Highway Department took over the maintenance of the cemetery in 1990. Dan continued to maintain the cemetery plot records and walk through the cemetery to help people find plots to purchase until 2010.

Library Trustee 1983-2003 and 2018-Present: Dan became a Library Trustee in 1983, and in 1984 his wife Kathy also became a Trustee; the duo continued their service in that capacity until 2003. Dan became a Library Trustee again in 2018 and today serves as the Trustee's Chairperson.

Selectman 1990-2003 Dan ran for the Select Board in 1990 and served in that capacity until his last term ended in 2003. During these 13 years he worked on numerous projects for the town. At that time, the town's administrator was only a part-time person, which meant that the board members were required to complete tasks that today's board members are not required to. He even served as the administrator for five months when the part-time administrator at that time left behind their keys with a note reading "I quit"; Dan was willing and able to add these duties to his already very busy professional and personal life to ensure the town's needs were met.

Assessor 2015 to Present: Dan was elected as an Assessor in 2015 and has enjoyed learning about this new role. He attended the required Assessor classes at UMASS and enjoys being a part of the Board and using what he has learned to help the residents of Erving.

Finance Committee 2009-Present: Dan was appointed to the Finance Committee in 2009 and is still serving in that capacity. He brings a wealth of experience to this role, which usually lends itself to a thoughtful conversation about where and what to spend the residents' money on.

Planning Board 1985-1989: Dan served on the Planning Board and during that time, he had the opportunity to assist in researching and writing the town's very first subdivision bylaws.

Constable: Dan was elected as a Constable in Town in 2012 and continues to serve in that capacity today.

DEDICATION

Animal Control Officer/Animal Inspector 2000-2006: Dan was appointed as Inspector of Animals and continued until 2006.

Other Contributions: While these roles and titles each describe a way in which Dan has contributed to the Town of Erving, they cannot capture the totality of how he has given. Dan's contributions to the Town of Erving are expansive and hard to measure. He has been a part of many projects, initiatives, and committees, some of which include: Route 2 improvements, Cultural Council grants, band concerts, Town Enhancement Grant, Street Lights, beautifying the town byways, Sign Dedication Ceremony attendance, American flags & flag poles, Around Town submissions, Veteran's Day at Erving Elementary School, Rag Shag Parade costume contest Judge, Scout derbies, church support, trash pickup, horticultural contributions, and supporting local businesses. Dan replaced the flag poles in cemeteries with ones that need less maintenance, has been an integral part of the Memorial Day Parades since coming into town, and currently serves on the Veterans Monument Committee. He has contributed in ways most people don't think of. He pushed the town to purchase their first backhoe, supported unifying Erving with one area code and zip code, addressed a leaky roof at Town Hall, assisted in an Eagle Scout project, and before the ease of the internet, he even drove back and forth to the Registry of Deeds to personally look up information that the town needed in the deed records.

Dan has always supported the Town and town activities, and that dedication shines through, which is why it is only fitting that this year's Town report be in his honor.

Thank you, Dan, for all your years of service, many acts of kindness and continued dedication to the Town of Erving.

The Town is truly grateful for your support; past, present, and future.

TOWN CLERK REPORTS

ELECTED TOWN OFFICIALS

SELECT BOARD

Scott M. Bastarache	Term Expires 2022
William A. Bembury	Term Expires 2023
Jacob A. Smith (Chair)	Term Expires 2024

BOARD OF ASSESSORS

Mark D. Burnett	Term Expires 2022
Jeffrey A. Rollins	Term Expires 2023
Daniel B. Hammock	Term Expires 2024

TOWN CLERK

Richard W. Newton	Term Expires 2024
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TOWN TREASURER

Jennifer L. Eichorn	Term Expires 2023
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TAX COLLECTOR

Michele M. Turner	Term Expires 2022
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LIBRARY TRUSTEE

Patricia S. Semb (appointed 2/9/21; Elected 5/3/21)	Term Expires 2022
Mackensey L. Bailey	Term Expires 2023
Daniel B. Hammock	Term Expires 2024

MODERATOR

Richard K. Peabody	Term Expires 2022
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ERVING SCHOOL COMMITTEE

Jennifer L. Eichorn	Term Expires 2022
Erik R. Semb	Term Expires 2023
Brian N. Guerin (Resigned 3/8/2021)	Term Expires 2023
Katelyn G. Mailloux-Little	Term Expires 2023
David L. Chagnon, Jr.	Term Expires 2024
Catherine M. McLaughlin (Appt 2/9/21; Elected 5/3/21)	Term Expires 2024

TREE WARDEN

Michael J. Gordon	Term Expires 2022
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CONSTABLES

Richard W. Newton	Term Expires 2022
Arthur A. Kaczinski	Term Expires 2023
Daniel B. Hammock	Term Expires 2024

REPORTS OF BOARDS AND DEPARTMENTS

PLANNING BOARD

Janice E. Vega-Liros (Appointed 9/20/2021)	Term Expires 2022
Michael M. Shaffer	Term Expires 2022
Debra L. Smith	Term Expires 2023
George Moonlight Davis (Resigned 11/28/2021)	Term Expires 2023
Son Hui May	Term Expires 2024

RECREATION COMMISSION

Jillian F. Betters	Term Expires 2022
Jeffrey A. Rollins	Term Expires 2022
Renee A. Tela	Term Expires 2023
Erik J. Eichorn	Term Expires 2023
Alison L. Rollins	Term Expires 2024

BOARD OF HEALTH

Leo J. Parent, Jr.	Term Expires 2022
Bruce W. Scott (Resigned 10/2/2021)	Term Expires 2023
Jay R. Niedbala (Appointed 10/18/2021)	Term Expires 2023
Michael J. Gralenski (Resigned 10/28/2021)	Term Expires 2024
Jeffrey P. McAndrews (Appointed 11/1/2021)	Term Expires 2024

APPOINTMENTS BY THE BOARD OF ASSESSORS

Jacquelyn Boyden, Principal Assessor

APPOINTMENTS BY THE ERVING ELEMENTARY SCHOOL COMMITTEE

SCHOOL UNION 28 REPRESENTATIVES

Erik Semb, Vice Chair - ESC	Catherine McLaughlin
David Chagnon, Jr.	Katelyn Mailloux-Little
Jennifer L. Eichorn (Erving School Committee Chair)	

JOINT SUPERVISORY COMMITTEE

<u>Voting Members:</u>	<u>Alternate Members:</u>
Erik Semb, Vice Chair JSC	Catherine McLaughlin
David Chagnon, Jr.	Katelyn Mailloux-Little
Jennifer Eichorn	

ERVING ELEMENTARY SCHOOL COUNCIL

Lisa Candito, Principal	Katie McLaughlin, Parent
Carol Ortlip, Teacher	

COMMITTEES OR REPRESENTATIVES APPOINTED BY THE MODERATOR

FINANCE COMMITTEE

Arthur Johnson	Term Expires 2022
Charles Zilinski	Term Expires 2022
Daniel Hammock	Term Expires 2023
Debra Smith	Term Expires 2023
Benjamin Fellows	Term Expires 2024

REPORTS OF BOARDS AND DEPARTMENTS

GILL-MONTAGUE REGIONAL SCHOOL COMMITTEE REPRESENTATIVES

3 Vacancies

FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT REPRESENTATIVES

Vacant

ERVING PUBLIC LIBRARY STAFF – APPOINTED BY THE LIBRARY TRUSTEES

Natane Halasz, Library Director

Jean Daley, Assistant Librarian

Andrea Deiulis, Library Assistant

TOWN OFFICIALS APPOINTED BY THE SELECT BOARD

ADMINISTRATIVE

Bryan Smith

Town Administrator

Elizabeth Sicard

Administrative Assistant

Deborah Mero

Accountant

Jacob Smith

IT Support

Jacquelyn Boyden

IT Coordinator

Donna MacNicol

Town Counsel

Mariah Kurtz

Assistant Town Planner

ANIMAL CONTROL and ANIMAL INSPECTOR

Arthur Johnson

Term Expires 2022

ARCHAEOLOGICAL PRESERVATION OFFICER

David Brule

Term Expires 2022

BOARD OF REGISTRARS

Warren Boyden

Theresa Dodge

Richard Newton

CABLE ADVISORY COMMITTEE

William Bembury

Term Expires 2022

CAPITAL PLANNING COMMITTEE

Jacob Smith

Term Expires 2022

Benjamin Fellows

Term Expires 2022

Linda Downs-Bembury

Term Expires 2022

Peter Mallet

Term Expires 2023

Deb Smith

Term Expires 2023

CONSERVATION COMMISSION

Michael Shaffer

Term Expires 2022

Beth Bazler (Resigned 3/12/2021)

Term Expires 2022

Morning Star Chenven (Appointed 5/17/2021)

Term Expires 2022

David Brule

Term Expires 2023

Carolyn Berg

Term Expires 2023

C. Mark Blatchley

Term Expires 2024

REPORTS OF BOARDS AND DEPARTMENTS

COUNCIL ON AGING

Dennis Wonsey	Term Expires 2022
William Meuse	Term Expires 2022
Joseph Bucci	Term Expires 2023
Sarah Meuse	Term Expires 2023
Gary Betters	Term Expires 2023
Denise Maynard	Term Expires 2024

CULTURAL COUNCIL

Jean Galbraith	Term Expires 2022
Jarod Robinson	Term Expires 2022
Sarah Vega-Liros	Term Expires 2022
Michele Turner, Chair	Term Expires 2023
Leslie Brown	Term Expires 2023

E911 PLANNING COMMITTEE

Richard Newton	Term Expires 2022
Philip Wonkka	Term Expires 2022

ELECTION INSPECTION & TELLERS

Harriet Graves	Term Expires 2022
Clemma Savage	Term Expires 2022
Pamela Bouthillier	Term Expires 2022
Rebecca Miller	Term Expires 2022

ELECTION WORKERS

Leslie Brown, Warden	Term Expires 2022
Nancy Kruzlic, Clerk	Term Expires 2022

EMERGENCY MANAGEMENT

Philip Wonkka, Director	Donna LaClaire, Deputy (Resigned)
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FIRE DEPARTMENT – FULL TIME FIREFIGHTERS

Philip Wonkka, Chief	Term Expires 2023
Ryan Betters, Captain	
Brandon R. Breault, EMT, FFII	

CALL FORCE FIREFIGHTERS

Tim Cronin	Payten Herzig-Doherty
Todd Czernich	Daniel Burke
Phillip Dupell	Peter McDonough
Justin Fellows	Cody Pease
Spencer Harris	Joseph Reed, Jr.
Jeremy Klepadlo	Carolyn Warger-Czernich
Jacob Smith	

REPORTS OF BOARDS AND DEPARTMENTS

FRANKLIN REGIONAL PLANNING BOARD

Mariah Kurtz

Term Expires 2022

FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM

Jacquelyn Boyden

Term Expires 2022

FRANKLIN COUNTY SOLID WASTE MANAGEMENT PROGRAM

Bryan Smith

Term Expires 2022

FRCOG REPRESENTATIVE

William Bembury

Term Expires 2022

Bryan Smith, Alternate

Term Expires 2022

FRANKLIN REGIONAL TRANSIT AUTHORITY

William Bembury

Term Expires 2022

GOLDEN CANE COMMITTEE

Leo Parent, Jr.

Term Expires 2022

David Brule

Term Expires 2022

HIGHWAY DEPARTMENT

Glenn McCrory, Superintendent

James Paulin, (Retired 07/29/21)

Michael Gordon, Equip. Operator/ Laborer

Thomas Duffy, Hwy/Bldg & Grounds
Maintenance Laborer

Rebecca Walsh, Custodian

Pamela McNamara, Bldg/Grounds Maintenance
For Senior Center & Library

Cody Pease, Hwy/Bldg & Grounds
Maintenance Laborer

HISTORICAL COMMISSION

Sara Campbell

Term Expires 2022

Philip Johnson

Term Expires 2022

John Rice

Term Expires 2022

Eric Duffy

Term Expires 2023

David Brule

Term Expires 2023

LIBRARY BUILDING COMMITTEE

Marcia Bernard

Term Expires 2022

Rebecca Hubbard

Term Expires 2022

Charles Zilinski

Term Expires 2022

Jacquelyn Boyden

Term Expires 2022

MEMORIAL DAY COMMITTEE

Vacancy

OPEN SPACE COMMITTEE

Devon Gaudet

Beth Bazler, Cons. Comm. Rep.

Jacquelyn Boyden, Planning Board Rep.

Joseph Bucci, COA Rep.

Jillian Betters, Recreation Comm. Rep.

REPORTS OF BOARDS AND DEPARTMENTS

ORANGE AMBULANCE ADVISORY COMMITTEE

Philip Wonkka

Term Expires 2022

POLICE DEPARTMENT

Christopher Blair, Chief (Deputy Chief 4/12/2021) (Retired 10/1/2021)

Robert Holst, Chief (Appointed 4/12/2021)

Adam Paicos, Sergeant

Brandon Bryan, Patrol Officer

Gregory Moretti, Patrol Officer

Amanda Flower, Patrol Officer (Resigned 12/24/2021)

PUBLIC WORKS FEASIBILITY COMMITTEE

Michael Gordon

Peter Mallet

Peter Sanders

Mariah Kurtz

Glenn McCrory

RECREATION COMMISSION

Breta Yvars-Petraccia, Assistant

SENIOR/COMMUNITY CENTER

Paula Betters, Director

William Meuse, Van Driver

Harold Jenson, Van Driver

SENIOR HOUSING COMMITTEE

William Bembury

Gary Betters

Paula Betters

Rebecca Hubbard

Jacquelyn Boyden

Denise Maynard

TAX/WATER COLLECTOR'S OFFICE

Ann Petrain, Assistant

TOWN CLERK'S OFFICE

Elizabeth Sicard, Assistant

TREASURER'S OFFICE

Jean Fountain, Assistant

VETERANS COMMITTEE

Daniel Hammock

Gary Betters

Term Expires 2022

Term Expires 2022

WASTEWATER TREATMENT

Peter Sanders, Superintendent

Peter Walsh, Operator

Darby Chagnon, Asst. Operator

WATER DEPARTMENT

Peter Sanders, Superintendent

Darby Chagnon

Michael Brown, Water Operator

Peter Walsh

REPORTS OF BOARDS AND DEPARTMENTS

ZONING BOARD OF APPEALS

Arthur Johnson

Term Expires 2022

Deborah Mero

Term Expires 2022

Daniel Hammock

Term Expires 2023

VITAL STATISTICS

BIRTHS – A total of 6 births were recorded in the Town of Erving for this year.

MARRIAGES – A total of 9 marriages were recorded in the Town of Erving for this year.

DEATHS – A total of 16 deaths were recorded in the Town of Erving for this year.

REPORTS OF BOARDS AND DEPARTMENTS

- Select Board
- Town Administrator
- Fire Department
- Highway Department
- Police Department
- Erving Recreation Commission
- Erving Public Library
- Council on Aging
- Board of Health

Select Board's Annual Report

Calendar year 2021 continued to be impacted by the COVID-19 pandemic that began in 2020. The impact of restrictions and closures significantly impacted the daily activities of our community and we worked through the process of lifting restrictions and restoring services as the State of Emergency was lifted in June 2021 and as the availability of vaccines increased. As with the previous year, the Annual Town report outlines how the pandemic impacted and shaped the Town's operations. The Select Board members remain proud of the efforts of all our staff, volunteers, and departments to maintain critical services throughout our community. While the pandemic played significant factor in our operations, the Town responded to new emergencies, explored new opportunities, and made new investments in community infrastructure. Thank you to everyone that has worked to move Erving forward! The Board would like to thank the community for continuing to place their trust in us and allowing us to serve as your elected officials.

Here are some of the highlights and events that will be discussed further throughout the Town Report:

- In April 2021, the Select Board was proud to appoint Robert L. Holst as the next Chief of Police to lead the Erving Police Department. With the appointment of Chief Holst, came a vacancy in the position of Sergeant and the promotion of Adam Paicos. The Select Board is looking forward to working with Chief Holst and Sergeant Paicos to address the needs of the Department and the community as we work with our State partners to address law enforcement reform.
- On July 18, 2021, the Town experienced significant rainfall and storm related damage that impacted private and public property. The Town sustained damage to Poplar Mountain Road, Wheelock Street, Kavanaugh Lane, North Street and Swamp Road. The damage resulted in the structural undermining of the Swamp Road Bridge and out of a concern for public safety and protection of an adjacent sewer line, after consultation with engineers, the Town removed the bridge deck. Flooding throughout the Town overwhelmed roadways and stormwater drains resulting in days of clean up and weeks of roadway repairs. Long-term planning is underway for the replacement of the Swamp Road Bridge and the permanent repair of Poplar Mountain Road. Additionally, concerns about the stability of the embankments of Keyup Brook were heightened and the Town and private property owners have engaged partners on the Federal, State, and regional levels to explore options to improve the health of the Brook, mitigate flooding concerns, and improve protection of private property.
- The Town worked on significant repairs and upgrades to the Wastewater collection and treatment facilities. A new emergency power generator was installed for POTW#1, replacing the original generator of the plant. The long-planned replacement of the Arch Street force sewer main was conducted in the fall of 2021. The Arch Street force sewer main supports most of the Erving Center residential and business area and replaces the original line that is estimated to be 50 years old. The gravity sewer system was replaced on Flagg Hill Road, connecting with North Street, after several service issues occurred. As required by the Massachusetts Department of Environmental Protection, the Town worked with Tighe & Bond to conduct smoke & dye testing to inspect the collection systems throughout Town and identify any potential interconnections of gray or ground water systems. Finally, the Papermill Road force sewer main was replaced along with the installation of a new pump station to support the potential redevelopment of the former International Papermill. Funded through a MassWorks grant and funding from the Federal American Rescue Plan Act, the project is expected to be completed in the spring of 2022 and will allow for future development at the site as the existing system was designed for the flow of a

REPORTS OF BOARDS AND DEPARTMENTS

papermill.

- The Town worked with the Highway Department to make further investments in pedestrian safety by replacing sidewalks and installing crosswalks on Amidon Street, Central Street, Gunn Street, Park Street and Pratt Street. This work built on previous sidewalk improvements on Lester Street, Moore Street, and Northfield Road, as well as the River Street neighborhood. The Highway Department installed new pedestrian crossings on Moore Street and Lester Street with solar powered flashing beacons. The Town and the Highway Department also worked on the reduction of Church Street Bridge to one lane of traffic, to meet the derating requirements of DOT due to the continued degradation of the Bridge decking, and the resulting traffic concerns. The work included working with engineers and MassDOT to modify traffic flow as safely as possible. Simultaneously, the Town worked on conceptual engineering of a new Church Street Bridge and held community meetings with interested residents and business owners to explore traffic patterns, consider alternatives, and form a recommendation for moving the project forward to the Annual Town Meeting in 2022.
- Supply chain issues slowed down the arrival of new park equipment but throughout the summer and fall of 2021 the Recreation Commission, the Highway Department staff, and the Assistant Town Planner worked with contractors to renovate the Park on Central and Park Streets. The new structures, additional benches and parking have made the small park a destination for Erving families to gather and play. This work is coinciding with the pedestrian safety improvements through the Complete Streets work on Central and Park Streets, providing new crosswalks and accessible ramps to connect with the Park.

We look forward to continuing to work on these and many other projects in 2022 to further our Town and improve the services we provide our community.

Jacob A. Smith, Chair
Erving Select Board

William A. Bembury

Scott Bastarache

TOWN ADMINISTRATOR REPORT

Town Administrator's Annual Report

The ongoing response to the Coronavirus Disease 2019 (COVID-19) pandemic and the State of Emergency issued on the Federal, State, and local level in the beginning of 2021 continued to impact every facet of our community's life and operation. With the State and local State of Emergency rescinded in June 2021 and the increased availability of vaccination opportunities, we transitioned into a way of working with the reality that COVID-19 will remain a present factor for the foreseeable future. In spite of these significant challenges, the Town of Erving continued to provide critical services to our residents as well as make progress on the special initiatives that we had intended to work on.

Below is a summary of the opportunities, challenges, projects, and initiatives that occurred in 2021 and that will set the stage for work in 2022.

Response to COVID-19: Town offices remained staffed and partially open to the public. During the summer and fall, as positive case counts declined additional open public office hours and services resumed. Public in-person meetings resumed during the summer and fall months with appropriate physical distancing and personal protective equipment. With the onset of the Omicron variant in the late fall and early winter, the Town paused reopening efforts. The Town continued to collaborate with State and Regional partners to host and promote vaccination opportunities in Town and within the County.

Similarly, the Town's legislative process was again impacted. The Annual Town Meeting was held on May 12, 2021, outdoors on the grounds of the Elementary School with the use of a tent and a public address system to help facilitate dialogue. The outdoor setting allowed for physical distancing and additional safety precautions. A similar format was used for the Special Town Meeting on March 27, 2021, though instead of tents the Town utilized the parking lot and voters participated from their vehicles.

The economic impacts of the State of Emergency on Erving's locally owned businesses were significant. With the lifting of the State of Emergency in June, occupancy restrictions and required safety precautions were also lifted requiring each business to decide on how they needed to provide a safe work and shopping environment. These challenges continued to impact our businesses community's regular operations.

It remains important to highlight the commitment that Erving employees have demonstrated towards providing high quality services. The employees and volunteers of the Town's various departments, boards, and committees worked to maintain critical services even as the guidance on the Federal, State, and regional levels changed. In summary, the employees and the volunteers that operate our Town demonstrated compassion, dedication and resolve as they conducted their work. Words cannot accurately convey the appreciation that is felt for their efforts.

July 18, 2021 Flood Damage and State of Emergency: The Town suffered significant damage to private and public property on July 18, 2021 after a severe storm overwhelmed water ways and infrastructure. The Town lost Swamp Road Bridge and experienced significant road damage on North Street, Wheelock Street, Kavanaugh Lane, and Poplar Mountain Road. The Town sought and was approved emergency deficit spending authority from the Director of Accounts at the Division of Revenue at the State to pay for the necessary emergency road repairs and the removal of the Swamp Road Bridge deck that was at risk of falling into Keyup Brook, adjacent to an underground sewer line. The Town estimated that damage to the public roads and infrastructure exceeded \$2 million. The Town has sought support from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency to fund repairs for public and private damage, but these requests were denied. Senators Comerford and Hinds supported special legislation that may provide Erving and other effected communities with some financial support in 2022. The exact amount of aid, allowable expenses, and other special requirements are unknown at this time.

Special Projects: The Town continued to make progress on several special projects throughout 2021, much of which began with planning efforts in 2019 and 2020.

- **IP Mill Site Redevelopment:** The Town continued to make progress on the redevelopment of the former International Papermill (IP) site. The Town's Assistant Planner successfully secured significant funding through the MassWorks program and the Site Readiness program. \$500,000 in MassWorks funding was received for the design and construction of a pump station and force sewer Main for Papermill Road to support development at the site. Construction began in August 2021 and is scheduled to be completed in May 2022. \$600,000 for Site Readiness was awarded in December 2021 for the potential selective demolition of the complex. In September 2021 the Town launched a Request for Interest (RFI) process to formally understand potential interest in the property. The sole response focused a predominantly residential re-use. The Select Board is considering information obtained through this process as they finish the official Request for Proposals (RFP) document with an anticipated release in spring 2022.
- **Sale of former Graded School Building:** during the summer of 2021 the Select Board worked on a request for proposals (RFP) procurement to sell the former Graded School property at 18 Pleasant Street, with the goal of identifying the most advantageous redevelopment proposal. The Select Board is focused on identifying redevelopment that is complementary to the existing residential neighborhood. The RFP submissions are expected to be due in the spring of 2022
- **Sidewalk improvement project for Amidon, Central, Gunn, Park, and Pratt Streets:** The Town's Assistant Town Planner successfully applied for \$400,000 in Complete Streets and \$62,000 from town appropriations for new sidewalks, improved accessibility, signage, and new crosswalks in the project areas. The work builds on the previous sidewalk and accessibility work that was completed on Lester and Moore streets and connects to the newly renovated playground on Central and Park streets.
- **IP Mill Pump Station & Force Sewer Main Replacement Project:** The Town secured \$500,000 in MassWorks grant funding to construct an appropriately sized pump station and force sewer main to support the former IP mill property that is slated for redevelopment. The existing system is no longer operational as it was abandoned 20 years ago and is sized for the flow of a papermill, which is greater than any future use of the site. Tighe & Bond engineered the project, and the Select Board awarded the construction of the project Baltazar Construction

REPORTS OF BOARDS AND DEPARTMENTS

Company. The force sewer main was installed in the fall of 2021 and due to supply chain issues, the pump station installation will be delayed until spring 2022. This is one of the final steps to making it possible to redevelop the property.

- **Arch Street Force Sewer Replacement:** The Town awarded the construction contract to Aqua Line Utility, Inc. in June 2021. The sewer line replacement was designed by engineers from Tighe & Bond, replacing the sewer main from the Arch Street pump station, under the railroad tracks, under Route 2 until it reaches the Erving Center Wastewater Treatment Plant (POTW#2). The project was not able to be finished in 2021 and the few remaining items are expected to be completed in the spring of 2022. This project was previously authorized by the voters for a borrowing authority of \$1,570,000.
- **Flagg Hill Road Sewer Expansion Project:** Due to continued operational issues with the sewer on Flagg Hill Road, the Select Board procured a design for a new sewer in August 2021 with a construction contract issued to Baltazar Construction Company in October 2021. The sewer was completely replaced with new structures and all houses were connected to the new system, reaching substantial completion in November 2021. This project was paid for with Federal American Recovery Plan Act funding.
- **Trash Sticker Program:** The Select Board launched a premium Trash Sticker Program for residential trash disposal to address the significant increase in trash tonnage experienced in Fiscal year 2021. Implemented on August 6, 2021, the program has observed an approximate 30% decrease in trash disposal tonnage when compared to the year before and puts the disposal rate backing accordance with pre-July 2020 weights. Some recycling increases have been observed and the Town looks to continue to collaborate with residents in the coming years to refine the program and improve our recycling rates.
- **Launching Erving Community TV:** The Select Board contracted with Bernardston-Northfield Community TV, Inc to provide professional services for the launch of Erving Community Access TV. Work began in September 2021 with the first recorder Select Board meeting live streamed on November 29, 2021. In January 2022 the recording and streaming of School Committee meetings is expected along with Community announcements. Additional work with Comcast is needed to configure and activate the cable channel.
- **Park Street Park Renovation Planning:** The Office supported the Recreation Commission's efforts to renovate the municipal playground adjacent to Park and Central Streets. The playground was designed and ordered in 2020. Installation began in late spring and was completed in fall 2021. The project experienced several delays from the supply chain issues that occurred nationally. The playground has seen a significant increase in use from Erving families. This project was a team effort between the Recreation Commission, the Highway Department, and our Office.
- **French King Bridge Safety Barrier Project:** The Town has continued to advocate for safety improvements at the French King Bridge. As promised, the Massachusetts Department of Transportation (MassDOT) completed construction plans, held the 25% design public hearing, and has committed to an advertising date for the project. If the public bidding process is successful, it is anticipated that construction will occur in calendar year 2022. Representatives from the Towns of Erving and Gill have committed to working with MassDOT, first responders, and families that have been impacted to see this project through to completion.

REPORTS OF BOARDS AND DEPARTMENTS

Personnel: The Town has continued to hire for several key positions within the organization. In April 2021 the Select Board finalized the hiring of Robert L. Holst as the Chief of Police, after the retirement of Christopher Blair. The appointment of Chief Holst created an opening the Police Sergeant position and in April 2021 the Select Board appointed Officer Adam Paicos to the position of Sergeant. In January 2021, the Town welcomed Patrol Officers Gregory Moretti and Brandon Bryant, as well as Mitchel Waldron in May 2021, to the Police Department. In July 2021 we celebrated the retirement of Jim Paulin, Equipment Operator in the Highway Department. The vacancy created an opportunity filled by Thomas Duffy which also created a need for a search for the next Highway, Building & Grounds employee. In August 2021 the Town welcomed Cody Pease to work as a member of the Highway Department along with our building and grounds crews. In October 2021, Natane Halasz, Library Director, announced intentions to resign and the Board of Library Trustees began a search for the next Library Director. The Library Director search is expected to be completed early in 2022. Finally, Pamela McNamara transitioned to the Wastewater Department to work in Maintenance which created the need to search for the next Building & Grounds Maintenance position to support the Library and Senior & Community Center. In December 2021 the Town welcomed David Lambert to the position.

This report provides merely highlights of the many efforts that are in the works within the Town of Erving. Significant work has been done to plan for major infrastructure improvements in the coming year, 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 2022 as we continue to work with these stakeholders.

Bryan Smith
Town Administrator

REPORTS OF BOARDS AND DEPARTMENTS

FIRE DEPARTMENT REPORT

Fire Department Annual Report

In opening the report of the Fire Department for the year 2021, I would like to thank the residents of Town for their continued support of the Fire department throughout the year. 2021 again brought tough times as COVID-19 continued to spread with new variants across the world, bringing with it uncertainty and changes in everyday life.

Investment in the Department:

This year the Department continued efforts to secure grant funding through several sources for equipment upgrades. The department was successful in receiving several grants for emergency equipment seeing the purchase of newer light weight Thermal imaging cameras which bolstered the ability of crews to see in in several limited visibility environments. Personal protective clothing and equipment to be fielded during the brush fire season was secured with a partnership through Department of Recreation and Conservation. The Fire Department took the lead in securing, installing, and fielding a new Statewide radio system upgrade with the State of Massachusetts, along with rest of the county. A grant was awarded enabling the town to purchase and field 20 mobile and 35 portable radios amongst the Police and Fire Departments. This new radio system will give all responders a much more robust system to be able to communicate with all mutual aid partners across the state. While there have been gaps in coverage identified. Both departments are working State Agencies to address those areas.

Staff Development:

COVID-19 continued to make it very difficult to ensure skills are kept up, the Department had to drastically change the way meeting and training were conducted to ensure the safety of the membership and residents alike. The Department continues to work hard with the other Departments in Town to ensure seamless response during emergencies. The Department continues to train with Mutual Aid partners in the area to ensure a well-coordinated response during emergencies.

Community Education:

This year was again difficult to deliver an in-person community education program with the ever-increasing number of COVID cases in the community. Once again, I pleased to report that the Department of Fire Services reports that not a single person under the age of 18 was lost to a structure fire, this proves that the strong work in education of the school aged children is working. Again COVID-19 made this a very difficult process, the Department continued our partnership with Erving Elementary School and Erving Senior Center in much limited process. The closing of Town buildings and online learning at the school made it difficult for the department to have an effective in person fire safety program. The department worked with The Senior Center Staff to get a Fire Safety Messaging out to the older adult population in the community.

Department Calls:

Below is a breakdown of all calls received by the Department throughout the year, while the total number of calls is down from last year, the Department has seen a 60% increase in call volume over the last 5 years.

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<u>Total Reported Incidents</u>	<u>2020</u>	<u>2021</u>
Total Calls for service	384	345
Medical Emergency/MVC	162	193
Fire Related	30	28
Hazardous Condition (No Fire)	38	16
Calls for Service	84	73
Good intent Call	19	10
False Alarms	42	19
Severe Weather	7	4
Special Incident	0	2
Mutual Aid Requests	29	40

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

Highway Department Annual Report

Jim Paulin started with the Town on December 27, 2010, as Building Maintenance and worked his way up to Equipment Operator position. Our CONGRATULATIONS to Jim on his retirement. Jim retired on July 29, 2021.

With Jim retiring it left an opening on the Highway Dept. Congratulations to Thomas Duffy on your promotion to Equipment Operator / Laborer / Building Maintenance Position. Thomas started with EES on July 1, 2016, in a Custodial / Building Maintenance position. On August 30, 2017, Thomas interviewed and scored the highest for Highway / Building / Ground Maintenance position.

Welcome Cody Pease to the Highway Dept. Cody Pease was hired August 17, 2021, as the Highway / Building / Grounds Maintenance position. Cody is a lifelong resident of Erving and a member of the Erving Fire Department.

As we all know this year has been a challenge for all Departments.

I would like to personally thank our Custodial and Building Maintenance Staff Rebecca Walsh and Pam McNamara for not backing down from the challenge. They always made sure we had the proper cleaning and disinfectant supplies. Inventory levels have been kept up from multiple suppliers.

Repairs continue to be made on many swales along Poplar Mt Road, North Street and Mountain Road to prevent ice buildup on the road during the winter months. Swale and drainage work will continue for the next couple of years as weather permits. New catch basins have been added on Mountain Road and North Street in troubled areas. Multiple direct inlet drainage structures have been rebuilt along North Street and Mountain Road with more on the list for 2022.

With direction from the Recreation Department, we removed all outdated playground equipment at the Park St. Park. The ground was excavated for the installation of the new play structures, off street parking area, concrete pad for a new ADA ramp into the play structures, and a new ADA picnic table and bench off the parking area. With the remodel of the park, the slope of the grounds off the Central St. and Park St. side was regraded to be more user friendly and for erosion control.

A few trees have been planted by our Tree Warden, Mike Gordon. Planting of more trees and bushes will be done in the Spring. 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.

Park St., Central St., Reynolds St., Gunn St., Amidon St., and Pratt St. have had new sidewalks and ADA compliant ramps installed. This project will be completed in the Spring of 2022.

With the July 18th heavy rain came multiple washouts and damage on our streets, bridges, and culverts. Damage was prioritized and worked on immediately. Unfortunately, with the significant damage we were limited to making emergency repairs so we could open roads back up to be safely traveled and plowable. Permanent repairs and costs will be estimated this Spring.

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.

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

REPORTS OF BOARDS AND DEPARTMENTS

With all these projects that happened we still had our seasonal duties that were completed also. Catch basin cleaning, roadside mowing, line painting, street sweeping, town building and park maintenance, setting up tents for the summer program and fall festival, picking up Christmas trees, 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 again 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

Erving Police Department Annual Report

The Erving Police Department members would like to say thank you to the residents of Erving for their continued support for the Police Department. This has been a very difficult year for our community as we continue to deal with COVID-19. Police Departments across this Country have seen a lack of support for the men and women that serve their communities. However, in Erving we have received nothing but support from our community. In a time when it is not easy to wear the uniform, the constant outpouring of support we have and continue to receive from the residents of Erving reminds us all as to why we have chosen this honorable profession. The support from our community is humbling to say the least.

Despite the ongoing pandemic and challenges police reform has created, the Erving Police Department has stayed committed to serving this great community with honor, integrity, and professionalism. The department responded to / handled **5,547 calls for service**. These calls included but not limited to alarms, medical emergencies, disturbances, vehicle, and general complaints. The Police Department investigated **41 motor vehicle crashes, 1,020 traffic citations were issued, 185 incidents reports generated, processed 145 arrests, issued 37 new or renewal firearms licenses, and responded to over 100 public records requests**. I commend the officers on a great year of service to this community. A lot was put on them during this year as we continue to see staffing issues.

The French King Bridge has continued to be a concern for the Police Department, and we are grateful for the work that has been done to have safety barriers installed in the coming year. This year we were flooded in a short period of time with extra detail work which required long work hours for the officers.

This past year we hired three new officers; Sergeant Paicos was promoted to the rank of Sergeant, Officer Moretti graduated the full-time police academy, we received new vests which have improved the health of officers, new radios, and new payroll software. Chief Blair's retirement was finalized, weatherization was completed on the Police Station and our cruiser fleet was updated by adding a 2021 Ford SUV hybrid, which replaced our oldest cruiser, a Dodge Charger. Our fleet currently consists of two Ford SUV hybrids, one Ford SUV and one Dodge Charger. We also added a second traffic monitoring signal board.

This coming year will possess its challenges and difficulties, but I am confident in our staff and their abilities. With the continued support for our community, I know this will be a great year. We will be looking to hire a new officer and send at least two new officers to the full-time police academy. We will be diligent to continue a high quality of training to better our department so we can better serve this great community.

Sincerely,

Your Erving Police Officers

Sergeant Paicos, Officer Flower, Officer Moretti, Officer Bryant, Officer Waldron, and Chief Holst

REPORTS OF BOARDS AND DEPARTMENTS

WASTEWATER / WATER DEPARTMENT REPORT

Wastewater/Water Department Annual Report

Hello Erving residents. This year was a busy for both departments. We are still currently staffed by Peter Sanders (Chief Operator/Water Superintendent), Darby Chagnon (Assistant Chief Operator), and Peter Walsh (Operator). Also, this year we have added Pamela McNamara to our staff as a Laborer/Maintenance position. This was a requirement from our Staffing Plan (DEP). The town was also issued new permits for all 3 wastewater facilities this year.

POTW#1 & 3 had **NO** Compliance issues with DEP or EPA this year. POTW#1 will be continuing our I&I (Inflow and Infiltration) program this summer. The Arch St. force sewer main project should be completed this Spring/Summer. Office relocation for the Wastewater/Highway is still ongoing. The new generator project at POTW#1 is online and working great. The Papermill Road Pump Station project will be completed this Spring, which entailed a new force sewer main and a Pump Station installation. We had an unfortunate force sewer main break at our Rt2 Pump Station the winter of 20-21, which was repaired. There were also issues with the Flagg Hill sewer line, which was old and collapsing therefore needed a complete replacement. POTW#1&3 continues to produce 97-99% removal in our effluent waters.

The Erving Water Department is staffed by Peter Sanders (Water Superintendent), Mike Brown (Assistant Water Operator), Darby Chagnon and Peter Walsh (Operators in training). The Water Department had **NO** Compliance issues with DEP/EPA. The Department is scheduled to have the Water Tank interior cleaned and inspected this year. The Water Department also has started testing protocols with DEP and EPA for PFA's (Polyfluoroalkyl Substances) and we have done 3 quarterly tests with results of **No Detection**. We also had a Water break this past December on River Rd. Which was a long night of repairs.

The Erving Water Department continues to meet all standards set by DEP and EPA, providing the best drinking water we can to our residents.

I would like to say **Thank You** to all the residents who may have been affected by the water break, and any issues with the sewer repairs. Your patience and understanding are greatly appreciated.

Stay Safe.

Peter Sanders
Water Superintendent / Chief Operator.

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ERVING PUBLIC LIBRARY REPORT

Helping make Erving a great place to live!



2021 was a great year for your new library! Despite the challenges of COVID-19, we were able to have many new and exciting programs, some virtual and others in person. We also secured a grant from the Massachusetts Board of Library Commissioners through the Library Services and Technology Act for \$10,000 for a series of raised bed gardens and garden programming, which will begin in the spring of 2022.

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Here's just a partial listing of our offerings this past year.

<ul style="list-style-type: none"> ❖ Summer Reading Program ❖ Stuffed Animal Sleepover ❖ Virtual Tour of a Humpback Whale ❖ Ted Lawrence's Trunkside Tales ❖ Local Author Reading- Richie Davis ❖ Trick or treat and photo booth ❖ Make Your Own Terrarium ❖ Forest Park Zoo on the Go visit ❖ Take and Makes-Duct Tape Wallets ❖ Weekly Ukulele Group ❖ Many virtual author talks ❖ Open House Celebration ❖ Holiday Sing-Along ❖ 6 Northfield Mountain Movie Nights 	<ul style="list-style-type: none"> ❖ STEAM Take and Makes ❖ YA Jewelry Making ❖ Spice of the Month Club ❖ Monthly Paws to Read Program- (animal therapy and reading) ❖ Reading Widely- (A book group) ❖ Crochet and Knitting Club ❖ Kids Club- (A virtual club for kids) ❖ Virtual Social Hour- (Virtual group for adults) ❖ Virtual Storytime with Julie Stepanek ❖ Bird House Kits ❖ AAA Traffic Safety ❖ Dozens of Take and Make Kits
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Erving Library 10-year comparison

Things certainly have changed in 10 years! Not only have our Facebook followers increased by 10 times, but we now have an Instagram account. Keeping a presence on social media helps our patrons and people from other towns stay connected with what's going on in the library.

	Circulation	Number of programs/ attendance	Total items owned	Inter-library loans	Hours open a week	Week-end hours	Facebook Followers	Staff
2011	14,249	40/575	8,890	2023	21	3	62	3
2021	16,806	111/830	15,375	2873	30	6	620!	2

The Erving Library was open 30 hours per week Sunday through Thursday, 1-7 pm

904 individuals have the Erving Public Library as their home library. The library owns 15,317 total items and added 2,538 just this year! 16,851 of our items were checked out, either by Erving patrons, or they were shipped to other libraries around the Commonwealth.

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In 2011, the library was often used as a “hot spot” for patrons to get on the internet. In 2021, the library added hot spots that can be borrowed and taken with you! This means that patrons can use their devices when outside of the range of their usual internet provider, such as when camping or staying at a hotel, charges for internet.

The library has a “Library of Things” now! These are items not traditionally circulated by libraries. This is a wonderful resource for people who want to try something before they buy it, or a way to save money on something you might only need to use once. We have a few cool robots, many cake pans, stamps and pads, fancy hole punches, jigsaw puzzles, board games, video games, beading supplies, and much more. Most of these items can be checked out, while others are available in the Makerspace. Many of the materials were donated, so there is no need to worry about paying. It’s free!

Staff

Jean Daley, Interim Director/ Senior Library Assistant

- Jean Daley has completed her 9th year at the Erving Public Library.
- Served as Interim Director during the search for new director
- Wrote a \$10,000 grant to the Massachusetts Board of Library Commissioners for raised bed gardens and programming
- Wrote a \$1,500 grant for coding and building robots with young adults.
- Supervised staff, substitutes, and volunteers
- Created dozens of Take and Make kits
- Worked with the Public Library Innovation Exchange (PLIX) a program run by the MIT Media Lab to create new STEAM programs and kits.

Andrea Deluliis, Library Assistant

- Andrea Deluliis completed her 3rd year at the Erving Public Library.
- Currently is also Teen Program Consultant at the Tilton Memorial Library, bringing new ideas for teen programming to Erving.
- Spear-headed much of the Summer Reading Program
- Researched and administers the popular PAWS to Read program
- Supervised and trained substitutes and volunteers
- Single-handedly catalogs and prepares all our new materials
- Andrea is pursuing her master's degree in Library and Information Science at Simmons University where her focus is on Youth Services. She plans to complete her studies in May of 2022.

Natane Halasz served as director until November 10, 2021. During her time with the library, she instituted new policies, brought new programming ideas, helped build the Library of Things,

collaborated with other local libraries through Libraries in the Woods, worked on the library's social media presence, and helped solve lingering issues with the new building.

Thank you!

There are so many people to thank this year!

A big thank you to the Friends of the Erving Public Library, especially Becky Hubbard, president and interim secretary; Dulcie McAndrews, vice president, Arlene Wonsey, treasurer; and Ann Lucas, and for all their programs, support, and raffles. They put together countless take and make kits this past year, helped plan activities, provided snacks, and treats for different events and so much more. The library wouldn't be the same fun, lively place without them.

With the staff being so small, volunteers keep things running smoothly and help get all those take and make kits ready to go out. So, a huge thanks to Ann Lucas who has been volunteering for 13 years, and to our new volunteers Julia Butler and Frieda Guillette.

While the library is so short-staffed, there has been a dedicated group of substitutes who have made it possible to keep the doors open. Barry Deitz, Julie Rosier, Julie Stepanek, Jill Palmer, and Rebecca Schmidt are the faces you may have seen helping you at the circulation desk.

Huge thanks to the fabulous maintenance staff, Pam McNamara and Rebecca Walsh, who kept the grounds and building immaculate and sanitized, an often-thankless job.

This report was prepared by Jean Daley, Interim Library Director.

Respectfully submitted,

Daniel Hammock, Chairperson

Mackensey Bailey

Patricia Semb

REPORTS OF BOARDS AND DEPARTMENTS

COUNCIL ON AGING REPORT



2021 Was a year I thought would never end.

I thought 2020 was devastating. Unfortunately, 2021 remained just as dismal throughout the winter and fall. As I reflect back on my last year's report I wrote. I have faith that in early 2020 we will all have the opportunity to be vaccinated to help eradicate this virus. As I prepare the 2021 report, my phone is ringing for COVID 19 home test kits. I received my two COVID shots as well as my booster. When will all this end? I am going to predict that next year as I type the 2022 annual town report we will still be living with some sort of variation of this virus. I am again going to have faith that science will bring resolve to this pandemic. We came back to work in June 2020. We reopened July 7th 2021, to the public. It was like we never closed. The seniors were so happy to come back and see their friends as well as a great turnout for all the exercise programs we offered. We currently are not serving lunch. See below for more information and details about 2021 programs.

Wellness Facilitated Programs: "Ask the nurse" became my contact for help with seniors who had questions or concerns about the COVID. Lisa White and her team provided the flu vaccine at the center on Oct 5th. We were also able to provide a COVID vaccine if requested. We continued to help book over 200 vaccines & booster shots throughout.

Educational/Information Programs: All up-dates and information pertaining to COVID or happenings at the Center were posted on our Facebook page as well as submitted to and printed in the Around Town monthly community newsletter. Monthly event calendars as well as month @ a glance were available here. My informational meetings remained virtual and still are today. Our new normal.

Fitness Programs & Wellness Classes: All fitness programs were put on hold. When we re-opened July 7th We offered 8 exercise programs a week. Everyone attending was thrilled to get back to daily exercise classes. Most were happy to see their friends and able to socialize. The fitness exercise room became active daily. All programs have been very successful and well received.

Other Activities: Quilter's workshop returned in July. They meet each Friday, and the group continues to grow. All quilters are welcome. Weekly bingo and cards daily.

Food Service & Homemade Lunch: Brown Bag food pick-up was delivered to the Center monthly. Bags were assembled for outdoor pick-up. We created a food program named Dishing Up Erving. We made the menu, shopped for the food, cooked the meal, packed the lunches, and delivered 20 out of the 50 we prepared for. The balance was picked up curbside. Coffee and snacks daily.

SHINE: Sheriff's Department Senior Outreach Officer Becky Paciorek. Becky has been available via phone and in person when we re-opened. This service is to help seniors with insurance questions, open enrollment when turning 65, help with food benefits, MA Health applications and MA saving programs. She will continue to serve our seniors and help you with all your health care questions or concerns. She can be reached at 413-423-3649.

Events/Programs supported by a Cultural Council Grant:

Due to COVID-19 we were again unable to have any programs. We do have plans for 2022.

Bus Trip & Other Excursions: No bus trips were planned, hopefully in 2022.

Services Provided: Our van delivered the monthly Brown Bag and Dishing up Erving meals to those who were unable to pick up curbside. I was able to provide senior rides for medical appointments, shopping or other needs utilizing FRTA services. We sent out over 250 birthday cards. Helped book over 200 COVID vaccines and helped at vax sites. We continued wellness checks to Erving seniors weekly.

HANDY MAN services were put on hold. Until we reopened in July.

The Friends of the Erving Senior Center: The Friends group did not meet.

MCOA Grant Rewarded: I applied for a grant that could help with isolation/loneliness. I received the grant for \$3,000. Naming the program: Erving Bearing Gifts. Personalized gift baskets we made. The average cost per basket \$35.00-\$40.00. The project took 3 months to complete. We served 82 seniors. It was worth all the time and effort. Our seniors who received them were very appreciative. See below for a few pictures of the recipients.

Staff: Director: Paula D Betters, Sheriff's Department Senior Outreach Officer: Becky Paciorek, Maintenance and Custodial: Pam McNamara. Van driver Sandy Jensen

Volunteer: Gary Betters

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

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The Center was closed to the public on March 16th, 2020, we reopened July 7th, 2021. Everyone was so happy to get back to some sort of normal.



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RECREATION COMMISSION REPORT

Recreation Commission Annual Report

The past year continued to offer challenges to the Recreation Commission's usual programming, and also saw some innovative successes as we adjusted programming during the extended pandemic. Our public activities and sports offerings remained limited due to various restrictions on group gatherings. In particular, team sports, indoor events, and summer parks programs were cancelled, relocated, or re-envisioned as a result of the continuing concerns about Covid-19 and its variants. Park grounds remained open to the public as safe, outdoor recreation resources throughout the year, and 2021 saw the completion of upgrades in two of our playgrounds. In accordance with Year 2 of our 5-Year Strategic Plan, we continued to review our services and programs for reach, quality, and relevance, and formalized internal responsibilities among Commission members.

Full House:

The Commission continued to see all five seats filled. Erik Eichorn continued successfully in the role of Chairman. Also serving are Jill Betters, Alison Rollins, Jeff Rollins, and Renee Tela. Breta Petraccia remains as Assistant, managing the day-to-day administration and functions of the department.

Location:

With the Town's decision to sell the property at 18 Pleasant Street, we continued 2020's strategy of working remotely for 2021 and moved to in-person meetings in the summer, using the new meeting rooms at the Erving Public Library. In addition, all Recreation property at 18 Pleasant St was transferred for temporary storage in the basement of Town Hall. We are currently working to set up a physical office area at Town Hall while we explore long-term options for an accessible location to serve as a functioning Recreation Center.

Winter:

January typically is the start of our competitive Eagles Basketball season, which involves games with teams from nearby towns in MA, VT, and NH. The 2021 season was put on hold by all participating towns due to the State restrictions on indoor team sports. In February, we hosted our fifth annual snowtubing event at Berkshire East. We continue to see this popular event fill to capacity and are thankful that we were able to offer a safe, fun, outdoor event to our residents during a year that saw many canceled events and thwarted holiday plans.

Spring:

In March and April, we were unable hold baseball, t-ball or softball due to low registration and continued public health concerns. Instead, we trialed a two-session, outdoor basketball clinic for players in grades 4-6 work on their skills in the off year. Erving Elementary School's black-top court was filled with dribbling, passing, and shooting balls for two weekends. The clinic was at near capacity, and we received good feedback on the program both from players and from parents. In addition, work on Park Street Park's new playground began in earnest.

Summer:

Our popular Summer Parks Program was cancelled for a second year in a row, this time due to staffing concerns and low enrollment. The Commission recognizes many factors related to the pandemic impacted our ability to hold this program, but also recognizes the need to reassess Summer Parks staff recruitment, training, and retention strategies. Many area summer programs faced similar challenges in recruiting staff, particularly teenage staff, which comprises the majority

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of summer counselors. Recognizing that many of our children were missing summer recreation opportunities, the Commission was able to schedule a summer intensive basketball clinic in the evenings on the grounds of Erving Elementary School.

Upgrades to the Church Street playground were completed in the Spring, with sturdy, attractive fencing, and an accessible walkway from the road to the playground. Park Street Park was updated with substantial assistance from the Highway Department, Town Planner Mariah Kurtz, and Town Administrator Bryan Smith. The scope of work included the grading of a slope on the Northeast corner for drainage and maintenance, the creation of 5 paved parking spots and an ADA compliant walkway, the installation of a bench swing, a universally accessible picnic table and an expanded playground. The playground offers many interactive and climbing components and includes a universally accessible swing and two toddler swings. The playground and park immediately became a popular focus for families as soon as it reopened in the summer. An official dedication and renaming of Park Street Park will take place in the spring or summer of 2022, following the planting of new shade trees to replace the diseased trees removed in 2020.

Fall:

The reopening of the State and schools in September allowed us to return to a slightly altered version of our pre-pandemic programming. After a year's hiatus, we were again able to host the annual Fall Festival. This year, in addition to the participation of local businesses, cultural groups, school fundraisers and the Erving Police and Fire Departments, we welcomed several local crafters who displayed their creations, partnered with MassBike to offer Bike Safety information and bike lights, and welcomed approximately 350 members of the public to Veterans Memorial Field. Visitors enjoyed food, wares, free gifts, raffles, trampolines, and obstacle courses.

The Erving Eagles Soccer Team was back in full force, with strong registration numbers. Our older players enjoyed a fun and successful season, finishing with 3 wins, 1 loss, and 3 ties. Families and players alike expressed appreciation for the opportunity to return to the field after a year-long break from sports!

The Commission reinstated our traditional Rag-Shag Parade this past year, but with a twist. We contacted the Friends of the Library and Library staff to coordinate Halloween efforts to help entice families to the new library location, knowing that the library was a long-standing neighborhood favorite Halloween stop at its prior location across from Vets Field. We also collaborated with a grass-roots group of residents, known as Erving Moms and Dads on social media, who hosted a drive-through Trick-or-Treat in 2020. Together, we welcomed 200+ people at the kick-off event in the parking lot of the Senior/Community Center and the Library's front plaza, with Trunk-or-Treating, crafts, raffles, and prizes. More than 100 trick-or-treaters of all ages then paraded along the sidewalks to Fire Station 2, where Commission members handed out candy, glowsticks, cider donuts, cider and coffee.

In December, we invited Erving families to join a talented balloon artist and Olaf, her snowman friend, at the Senior/Community Center. Donated gifts were provided through Erving Moms and Dads, cookies, cocoa and coffee were provided by the Recreation Commission, and we provided younger attendees with a copy of "The Snowman," by Raymond Briggs. Attendance was lower than we had hoped, with only a total of 8 families in attendance. We are exploring other seasonal options to replace this event, which has seen low numbers over the past several years.

Moving into 2022, already we see an increase in program participation, with strong basketball participation at all age levels, and impressive registration for Snowtubing in February. Our instruc-

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tional team has three coaches due to its popularity, in fact. Snowtubing registration filled up the same weekend it opened to residents, so immediately we added a second tubing session to give more Erving families a chance to sign up. Looking ahead, plans are in the works for resurfacing the playground and increasing accessibility at Zilinski Field. We are excited about our Summer 2022 Parks Program, and about continuing our collaborative programming with other Erving departments and community groups.

Sincerely,

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



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BOARD OF HEALTH REPORT

The Erving Board of Health issued the following license types in 2021:

- 6 Active Septage Hauler Permits
- 13 Active Food Establishment Permits
- 2 Active Semi-Public Pool Permit
- 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.

With the COVID-19 pandemic still providing its share of continued challenges in 2021, our Health Nurses and Health Agents did a great job of keeping us all informed of the positive case statistics and trying to keep the public informed of the ever-changing information coming in. The local Board of Health found its own challenges with the Board lacking full active participation and with Board Chairman, Cyd Scott, resigning toward the end of the year. Thank you, Cyd, for all your years of service to the Town, not only on the Board of Health but in your other Town Committees as well. We wish you the best of luck in your future endeavors. Michael Gralenski also resigned in 2021 and we wish Mike all the best, as well. With two resignations, leaving Leo Parent, Jr. the solo member, the Town sought new members. Fortunately, the Board gained two new members in November, 2021. Welcome Jay Niedbala and Jeffrey McAndrews! At their first meeting, the newly formed Board reorganized, and Leo became the new Chairman. Their second meeting, they were tasked with voting on a face covering advisory to be put in place in Erving.

Our Health Agents, Claudia Lucas and assistant, Charlie Kaniecki (although retired) continued to be busy with annual inspections of our food establishments and public pools, completing abandoned building tasks here in town and addressing housing issues and complaints. Claudia and Charlie continue to be our lifeline when questions arise, and complex issues come up regarding COVID-19 and housing and health concerns with our property owners and renters. Thank you both for all you do!

Our FRCOG Health Nurse, Lisa White, kept us up to date on communicable disease reporting, worked in conjunction with Paula Betters for the health needs of our Seniors and continues to do a superb job of keeping Erving apprised of all information regarding COVID-19 cases in town. Due to an uptick in cases in the area at one point, it became necessary to provide Lisa additional assistance and Meg Ryan joined on as a second Health Nurse. What a team! Erving has been incredibly fortunate to have the best of the best. That also includes the contact tracers who have been on top of things and keeping us informed weekly of case counts.

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. 1711. You may also email the Board of Health Clerk, Betsy Sicard, at elizabeth.sicard@erving-ma.gov or contact our local Board of Health members at health@erving-ma.gov.

Respectfully submitted,

Cyd Scott, Chair

Leo Parent, Jr.

Michael Gralenski

New Members :

Jeffrey McAndrews

Jay Niedbala

EDUCATION

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

ERVING ELEMENTARY SCHOOL REPORT

2021 Annual Report from the Erving Elementary School

It gives me great pleasure to submit this report on behalf of the Erving Elementary School. As I write this report, we are still in the midst of a pandemic that has turned the world upside down, but we are fortunate to have our school open and students attending in person.

Even during this challenging time, the staff at EES are committed to excellence in educating students to be knowledgeable, creative, independent thinkers who are caring, collaborative members of the school and wider communities. Our school strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers strive to develop engaging lessons, foster strong connections with students, and support well-rounded learning experiences.

Enrollment and Staffing

The total enrollment of the school is 113 students in grades preschool through grade 6. A new addition to the staff this year was Nettie Harrington-Pangallo. Nettie worked at EES from 2008 to 2012 and returned this year to teach a combination first and second grade class.

RETIREEES

The following EES team members retired during the past year:

Lisa Bartlett – 10 years

Jean Galbraith - 18 years

Mary Glabach - 20 years

Carol Ortlip - 10 years

Jane Urban – 13 years

School Council

The Education Reform Act of 1993 established School Councils at all schools in the Commonwealth. Each School Council is co-chaired by the building principal with membership that includes parents, teachers and community members. The Council assists the principal in identifying educational needs of the students, plan a school environment which unites all members of the school community in a sense of belonging, commitment and growth as well as formulating a School Improvement Plan (SIP). The EES School Council meets monthly.

Preschool

Erving Elementary ‘Preschool’ is extremely popular. During a typical year 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. Due to Covid -19, and health and safety concerns, the decision was made not to enroll 3-year-old students into our program. Our preschool is committed to a developmentally appropriate philosophy that combines a play-based, language model that is enriched by an academic curriculum to align with the standards that are well established by the MA State Department of Early Education & Care (EEC) Guidelines for Preschool Learning Experiences. Our preschool team believes in educating the whole child by respecting individual needs for social, emotional, physical and cognitive development. Our inclusive preschool program provides all children with the opportunity to learn from each other while providing a lifelong foundation for respecting human differences.

Technology

During the 2020-21 school year, EES invested heavily in online subscriptions to support student learning. The school also expanded teaching hardware including document cameras, hotspots, and webcams. The school has benefited from grant funding, state, federal and local to expand its technological capacity. Tom Smith (Technology Director) had a very busy year supporting staff and students with online remote learning. Tom worked closely with the teachers, students and EES community to provide technical support as well as assist with new technology, to lead the class in interactive lessons filled with rich powerful activities to grab the attention of the whole class. Several new technology purchases were made to support staff and students during the pandemic. All the materials purchased support remote and in person learning for our students.

1. JamfSchool Multi Device Manager (MDM) for MacOS & IOS - 75 Licenses
2. 16 inch and 13-inch MacBook Pros.
3. Apple Care+ for schools, 3 – Year for 16 inch and 13-inch MacBook Pros
4. Mac Pro Tower. (server)
5. iMac 24-inch Desktops for classrooms to attach to Promethean Panels
6. 12.9-inch iPad Pro with Apple Magic Keyboard Case
7. Apple Care+ for Schools, 2 Year for iPad
8. Google Workspace for Education (formally G Suite Enterprise for Education) – 54 licenses (half-price)
9. Apple Volume Purchase Credit for IOS Apps
10. Wireless Portable SSD
11. Logitech Rugged Combo 2 Case for 9.7-inch and 10.2-inch iPads

Erving Elementary School Community Events

EES community events are a vital part of the school's daily life. Unfortunately, due to Covid – 19, all in person community events had to be cancelled during the school year. This meant missing so many meaningful events such as the Veteran's Day assembly, The Winter Concert and Cookie Exchange as well as the beloved School Play. We were fortunate to participate in the following all school events:

Virtual Parent Nights
Virtual All School Sings
Virtual Book Fair with High Five Books in Florence, MA
Virtual author visit from Jarret Krossocka
All School Performance with Alex the Jester
Turners Falls High School senior walk through
Erving Elementary School 6th grade graduation ceremony

Community Collaboration

Thank you to Chief Holst for your internet safety presentation with the fourth-grade students in Mrs. Bartlett's class. What an important topic for everyone!

Mrs. Rinky Black and the Erving Conservation Commission teamed up 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. 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.

Erving PTO

The EES PTO made an official name change to Partners In Education at Erving (P.I.E.E). They had a successful mum sale in October, selling potted mums to members of Erving and surrounding towns. P.I.E.E. also managed to continue the tradition of The Original Works fundraiser, offering students and their families an opportunity to participate in an art-based activity as well as raise funds for EES. The group also provided cloth masks for all of the staff and students at Erving Elementary School. As always, P.I.E.E., made sure to spoil our staff during Teacher Appreciation Week in May. Many thanks to this dedicated group of parents that support our school community.

EES Food Service Program

Since our schools first closed last March, our amazing Food Service Team, led by Donna LaClaire has worked tirelessly to ensure that our students have had access to free, nutritional meals. Thanks to the extension of the USDA's universal free meal program, Donna and her staff provided free meals for our students. From March 2020-March of 2021 a total of 7,115 meals were served, and from April 2021-June 2021, a total of 4,511 meals were served. Many thanks to Donna, Yvonne Johnson and Jennifer Fay Smith, for feeding our students.

On behalf of the students attending Erving Elementary School, thank you to Superintendent Jennifer Culkeen, Central Office staff, Erving School Committee, P.I.E.E, 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.

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

Revised 1-26-2022

ANNUAL REPORT GILL-MONTAGUE REGIONAL SCHOOL DISTRICT FISCAL YEAR 2020-2021

<u>SCHOOL COMMITTEE</u>	<u>TERM EXPIRATION (May)</u>
Jane Oakes, Chair	2022
Heather Katsoulis	2022
William Tomb	2023
Cassie Damkoehler, Vice Chair	2023
Timmie Smith	2024
Nicholas Licata	2022
Jennifer Waryas	2024
John Irminger	2022

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”***. Examining instructional data from across all schools, consulting with district staff, students, and families, as well as examining research related to pandemic learning loss, the District Administrative Team developed a 3-year long-term strategic plan. The research foundation for our approach to post-pandemic improvement strategy has been the Massachusetts Department of Elementary and Secondary Education's *Acceleration Roadmap*, which can be found through the following link: <https://www.doe.mass.edu/covid19/on-desktop/roadmap/>. The pandemic has resulted in substantial disruptions to student learning for more than a year. In order for our students to recover from lost learning opportunities, we are committing to the following priorities in the development and implementation of the district and school-based annual strategic plans: foster a sense of belonging and partnership among students and families; continuously monitor students' understanding; ensure strong grade-appropriate instruction, with scaffolding to provide access to new content and skills. What follows are the long-term strategic goals.

Strategic Plan Goals:

FAMILY ENGAGEMENT– Our schools will welcome and engage families as active partners to support the academic and social-emotional development of students

STUDENT ENGAGEMENT – Staff will welcome and engage students as active partners in their learning, who take pride in their efforts, and make positive contributions to the school

GROWTH & ACHIEVEMENT- Educators will regularly monitor the impact of instruction on student learning and will make adjustments to maximize student growth and achievement

GRADE-APPROPRIATE INSTRUCTION-Educators will deliver grade-appropriate instruction with high expectations for all students and provide scaffolding to ensure access to learning

INCLUSION & EQUITY-Educators commit to creating an inclusive and equitable school environment that provides relevant and accessible educational opportunities, embodies social justice practices, and affirms all students' cultures and identities.

Student Enrollment:

Total student enrollment has gone from 947 in 2015 to 842 in 2021. The distribution of student enrollment across the district in the fall of 2021 was as follows:

Gill Elementary (Grades K-6)	115
Hillcrest Elementary (Grades Pre K-1)	145
Sheffield Elementary (Grades 2-5)	207
Great Falls Middle School (Grades 6-8)	191
Turners Falls High School (Grades 9-12)	<u>184</u>
Total:	842

Finances:

In May, 2021, the citizens of Montague, and in June, 2021, the citizens of Gill, showed their support for the district with their approval of a FY22 Budget that reflected a 2% increase in local assessments from the prior year. The general fund budget for FY22 was \$ 21,597,185, a 1.4% increase from the FY21 budget of \$21,300,387.

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, 2021 (Unaudited)

FY21	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget Positive/(Negative)
Revenues and Other Sources:				
Assessments to member towns	12,527,890	12,527,890	12,527,890	(0)
Tuition	1,088,800	1,088,800	1,088,670	(130)
Intergovernmental	7,474,697	7,474,697	7,499,608	24,911
Investment Income	6,000	6,000	7,638	1,638
Miscellaneous	0	0	20,598	20,598
Other Sources	203,000	203,000	181,302	(21,698)
		0		
Total Revenues and Other Sources	\$21,300,387	\$21,300,387	\$21,325,705	\$25,318
			25,318	
Expenditures and Other Uses:				
Administration	642,851	652,768	628,930	23,838
Instruction	9,615,725	9,805,913	9,620,237	185,676
Other School Services	1,367,774	1,384,410	1,215,408	169,002
Operation and maintenance	1,826,690	1,977,412	2,009,150	(31,738)
Fixed charges benefits	4,843,853	4,463,165	4,392,420	70,745
Community Services	25,563	25,563	24,446	1,117
Capital Equipment	-	145,697	145,662	35
Debt Service	196,626	196,626	182,451	14,175
Special education tuitions	216,673	216,673	122,002	94,671
School choice/charter	2,564,632	2,432,160	2,523,714	(91,554)
Total Expenditures and Other Uses	\$21,300,387	\$21,300,387	\$20,864,420	\$435,967
Excess (deficiency) of revenues and other sources over expenditure and other uses				\$461,285

The surplus in funds at the end of FY21 is a direct reflection of the pandemic. During the pandemic, we struggled to fill vacant positions resulting in a surplus in the instructional and benefits accounts. In addition, a surplus in the Other School Services line is a due to reduced transportation costs while students participated in distance learning. We were also able to bring a couple of Special Education Out of District Students back to In-District learning resulting in a savings in the Special Education tuitions line.

Gill Elementary School, 2020-2021

We are pleased to present you with the School Annual Report, which provides key information about the 2020-2021 progress at Gill Elementary School.

Student Data

Statistics describing the student population served by Gill Elementary School during the 2020-2021 school year may be found below:

- Due to the Covid Pandemic, students participated remotely in learning until the spring of 2021. The Pandemic also impacted the enrollment, as a number of families decided to homeschool their students.
- The Gill School served a K-6 grade span, with one classroom per grade level.
- Average class size was 15 students.
- Gill School continues to be a non-Title I school.
- Average daily attendance rate was 95.5%.
- There were 111 students enrolled during the school year.
- The low income rate for 41.5%
- The overall special education population was 23.5%. There was one English Language Learners enrolled.
- Student Race and Ethnicity: 90% of the school is white, with 1.8% African-American, 5.9% Hispanic, and 2.5% Multi-Racial.
- Nearly half of the Gill student enrollment consists of students from surrounding towns in School Choice.

Kindergarten	12 Students
First Grade	15 Students
Second Grade	19 Students
Third Grade	18 Students
Fourth Grade	20 Students
Fifth Grade	16 Students
Sixth Grade	18 Students

Staff

For staff, we had teachers in the following classrooms: kindergarten, 1st grade, 2nd grade, 3rd grade, 4th grade, 5th grade and 6th grade. We also had a special educator, a reading interventionist, five full-time special education paraprofessionals (three serving in a 1:1 capacity), and a full-time paraprofessional in the kindergarten room. We had a principal and administrative assistant. We had a custodian, school nurse, and one cafeteria worker. We shared our specials teachers with Sheffield Elementary School and Hillcrest Elementary School and had a different specialist every day; our specials consisted of art, music, physical education, library, and science. We also had an SLP who worked four days a week, an adjustment counselor who was here two days a week, an OT and PT who each work one day a week, and a school psychologist and team chair that are shared among district schools for IEP needs.

School Accountability Status

For the 2020 school year, the Gill School was designated as **Not Requiring Assistance** and **Making Moderate Progress Towards Targets**. Students did participate in the 2021 MCAS testing administration, however they were issued a shortened version of the tests in ELA and mathematics.

Family School Engagement

Historically, there has been a strong family and community level of engagement at the school with a multitude of school-sponsored events. Given the challenges brought on the pandemic, nearly all events have had to be canceled during most of the 2020 school year. Fortunately, the PTO was able to sponsor limited fundraising events to benefit the school.

Building Improvements

Gill School continued to work with the town of Gill and has successfully installed a functioning and useable water system. Significant upgrades were completed on the HVAC system as well as an upgrade to the electrical system. Over the course of the 2021 summer, asbestos floors were removed and newer floors installed. This is part one of a project to replace all of the existing floors, with the remainder of the non-asbestos tiled floors to be replaced in the summer of 2022.

Overview of School Improvement Goals 2020-2021:

The Gill Elementary School Council identified five focal areas for the Gill Elementary School Improvement Plan. The Gill School Council, created in response to the Education Reform Act of 1993, revised the Gill School Improvement Plan in the summer and early fall of 2020 and submitted it for approval to the School Committee in October 2021. Each area continues to be reviewed and revised accordingly taking into account current district initiatives, student and staffing needs, and an assessment of the current plan. The School Improvement Plan is closely aligned with the School Improvement Plans at the other elementary schools as well as the District Improvement Plan. The dedicated assistance of the Gill Parent Council/PTO, the Gill School Community, and the many volunteers who generously give their time to the school are acknowledged with deep appreciation. The school community also very much appreciates the strong support of the town to fund the school's programs and building updates.

Gill Elementary School- School Improvement Plan 2021/2022

Goal 1: GROWTH & ACHIEVEMENT-

Educators will regularly monitor the impact of instruction on student learning, provide scaffolding to ensure access to learning, and make adjustments to maximize student growth and achievement.

Initiative A: Literacy data meetings will be held three times a year to review student literacy data, develop tiered instructional groupings, and plan instructional approaches.

Initiative B: Educators will meet in grade level teams to review implementation of Wit & Wisdom curriculum, make adjustments to ensure access for all students, and monitor student progress on Wit & Wisdom assessments.

Initiative C- Educators will utilize a variety of resources to focus on social-emotional learning and development.

Measurable Outcomes

1. Notes from data meetings will provide evidence of use of data, organized tiered approaches and strategies, and appropriate instructional groupings. Progress monitoring data will provide evidence of student progress and documentation of benchmark data.
2. Grades K-2, and 3-6 Team Time agendas and notes will include evidence of professional collaboration around Wit & Wisdom instruction, adjustments to practice, and assessment data.
3. Social-emotional instruction will be incorporated consistently within classroom schedules.

Goal 2: INCLUSION & EQUITY

Educators commit to creating an inclusive and equitable school environment which provides relevant and accessible educational opportunities, embodies social justice practices, and affirms all students' cultures and identities.

Initiative A: GMRSD will provide three professional development workshops: Brave Elementary Educators Talk about Race for elementary staff during Early Release days on October 20, December 8 and March 9.

Initiative B: Gill staff will organize and utilize a Diverse Books Collection for use in all classrooms. Titles will focus on a range of topics to promote social justice and social-emotional growth.

Initiative C: Develop and administer a school climate survey for school staff and families.

Goal 2 Measurable Outcomes:

1. Participation in the three workshops and identification of actionable next steps based on post-workshop surveys.
2. Staff will build and organize the Gill Elementary Diverse Book Collection, and utilize it throughout the school year.
3. Surveys will be completed by April and will be used to identify actionable next steps for the 2022-2023 school year.

Goal 3 Student Engagement

Staff will welcome and engage students as active partners in their learning, who take pride in their efforts, and make positive contributions to the school community.

- **Initiative A:** Student work and projects will be showcased on bulletin boards and display cases throughout the school.
- **Initiative B:** Staff will implement the “100 Mile Club” challenge for all grade levels.
- **Initiative C:** Students will be encouraged to contribute to the school newsletter and to present at Whole School Meets.

Goal 3 Measurable Outcomes

1. Bulletin boards with displays will be visible throughout the school year and refreshed on a regular basis.
2. 70 % of students will participate in the “100 Mile Club” challenge.
3. Published newsletter samples and participation in the Whole School Meets.

Goal 4 Family Engagement

The district will welcome and engage families as active partners to support the academic and social-emotional development of all students.

- **Initiative A:** Staff will create slideshows to introduce families to classroom expectations, curriculum, programs, and how to help at home.
- **Initiative B:** Staff will plan and hold monthly Whole School Meets with invitations to family and community members.
- **Initiative C:** Create a Story Walk featuring a book that supports social-emotional learning. This story walk will be set up on campus at Gill Elementary School and stakeholders invited to visit.
- **Initiative D:** Staff will contribute on a rotating basis to the weekly school newsletter.

Goal 4 Measurable Outcomes:

1. 100% of teachers will contribute to the Open House Slideshow.
2. Documentation of Whole School Meets attendance, agendas, and other artifacts.
3. 50% of Gill families will participate in the Story Walk; participation will be measured by collection of postcards/raffle tickets.
4. Published school newsletters with monthly submissions from general education teachers, specialists, nurse, counselor, and other service providers.

Hillcrest Elementary School, 2020-2021

We are pleased to present you with the School Annual Report, which provides key information about the 2020 - 2021 progress at Hillcrest Elementary School.

Student Data

Statistics describing the student population served by Hillcrest Elementary School during the 2020-2021 school year may be found below:

- Hillcrest Elementary School served grades PK, K & 1 with 3 preschool classes, 3 kindergarten classes, 3 first grade classes, a Therapeutic Special Education Classroom and a Special Education Classroom serving students with Autism Spectrum Disorder.
- There were 120 students enrolled during the school year.
- Our student population included the following racial/ethnic groups:
 - African American 2.5%
 - Asian 0.8%
 - Hispanic 24.2%
 - Native American 0%
 - White 65%
 - Native Hawaiian/Pacific Islander 0%
 - Multi-Race/Non-Hispanic 7.5%

- 53.3% of the students were Economically Disadvantaged
- English Language Learners made up 15.8% of our student population.
- 20.0% of our students had Educational Disabilities

Overview of School Improvement Goals 2020-2021

Goal 1. Improve mathematics teaching and learning through implementation of the Bridges Program

Goal 2. Improve literacy teaching and learning through implementation of the GMRSD literacy plan

Goal 3. Improve and expand school-wide focus on teaching for diversity

Goal 4. Improve professional knowledge of social-emotional learning (SEL).

Sheffield Elementary School, 2020-2021

We are pleased to present you with the School Annual Report, which provides key information about the 2020-2021 educational progress for Sheffield Elementary School.

Student Data

Statistics describing the student population served by Sheffield Elementary School during the 2020-2021 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 93.1%.
- There were 234 students enrolled during the school year.
- 100% of children received free or reduced price lunch.
- English language learner population was 12 %
- The overall special education population was 32.1%. Two substantially separate programs for children with significant disabilities exist in the school; a therapeutic program for children with emotional disabilities and a resource room program for children with developmental disabilities. Sheffield Elementary practices inclusion as well as pull-out for children with special needs.

We test grades 3, 4 and 5 for **MCAS**. Our results are as follows:

Sheffield is not requiring assistance or intervention and we have Substantial progress toward targets.

Overview of School Improvement Goals 2020-2021: The 2020-2021 school year the Sheffield School Council identified four main focal points for the Sheffield Elementary School Improvement Plan.

Goal 1: Improve mathematics teaching and learning through implementation of the Bridges program

Goal 2: Improve literacy teaching and learning through implementation of the GMRSD Literacy Plan.

Goal 3: Improve and Expand School Wide Focus on Teaching for Diversity.

Goal 4: Improve Professional Knowledge of Social Emotional Learning.

Great Falls Middle School, 2020-2021

At Great Falls Middle School, we provide a welcoming, nurturing, and academically challenging learning environment for our enrollment of approximately 200 students in grades six through eight. The philosophy that guides

our educators is to empower and inspire our early adolescent learners by guiding them in their development as they recognize their strengths and interests and begin to find their value and place in the local and global community. Through our middle school programming model, we deliver a structured, supportive, and intentionally designed transition to secondary school in the Gill Montague District. The grade level team structure offers a cohesive group of educators who collaborate on a daily basis to organize curriculum, programming, and to respond to student needs. Within this structure, the teachers on each grade level are provided with common planning time and the ability to flex the schedule according to student and program needs. This meeting time also provides the opportunity for reflection on our practices, so that we may respond with improvements to our instruction and programmatic design.

Our middle school incorporates Developmental Design (DD), which is a program model for middle grades education. The philosophy and practice of DD includes dedicated time for teachers to lead small groups in the *Circle of Power and Respect* (CPR) as they develop supportive relationships, a positive culture, and attend to social-emotional teaching and learning. The CPR's meet on a daily basis, and in addition to this, Great Falls Middle School also utilizes an all-school, morning meeting twice a week to build community. Like Turners Falls High School, our aim is to increase our implementation of Restorative Practices, and thereby, teach our students to understand how their behavior impacts the people around them.

We know that when students are involved in school activities, they have a greater degree of success. To this end, Great Falls Middle School offers and encourages students to become involved in the great variety of extra-curricular activities that we offer as a means of becoming invested in the school, and exploring interests beyond the classroom. Great Falls Middle School offers concert band, chorus, yearbook, as well as Student Council and the Gender Sexuality Alliance. In addition, many students participate in our theatrical performances and our inter-scholastic athletics program which includes soccer, cheer, volleyball, golf, basketball, swimming, baseball, softball, tennis, and track.

As we invited our students back to the school for daily in-person instruction in the Fall of 2021, we worked hard to build community within and beyond the building. Some of the events that we held for Great Falls Middle School are listed below.

- New Family Orientations: prior to school opening, families had the opportunity to meet the new administrators, teachers, and other students while getting familiar with the school building.
- On the last day of the first week of school, the annual "Great Falls Challenge" field day was held. During this event, students are organized into mixed-grade teams and they race to answer questions about school facts, figures, and expectations.
- We are fortunate to have the support of "Friends of Great Falls Middle School" who are active in fundraising, and organizing community events. This year the "Friends of GFMS" held a Back to School Staff Breakfast. This event offered teachers time to relax for food and conversation with their colleagues.

As we opened school in the Fall of 2021, we recognized that after so much time in remote learning, our students would have particular needs. In order to prioritize these needs, we included them as goals in our School Improvement Plan and they are listed below the TFHS report.

Turners Falls High School, 2020-2021

Turners Falls High School is a four-year, comprehensive high school with a wide array of offerings, and during the 2020-2021 school year, we enrolled approximately 200 students. Although we are a small school, at TFHS we are proud of the amazing array of academics, programs, and activities that we are able to offer. In addition to typical core content classes in English, mathematics, science, and social studies, TFHS provides a diverse set of 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), health education, physical education, art, and music. During the 2020-2021 school year, TFHS became an Innovation Pathways school recognized by DESE. Healthcare and Social Assistance was the first pathway we implemented, and we are intending on implementing Manufacturing in Fall of 2022. We also offer ten Advanced Placement courses through which students may simultaneously earn college credit and meet TFHS graduation requirements. To enhance our students' learning, we partner with Greenfield Community College to provide students with dual enrollment opportunities.

At Turners Falls High School, we pride ourselves on knowing all of our students. This empowers our dedication to promoting a caring atmosphere, building a strong sense of community, and to student learning and experiences. Our students participate in a great variety of leadership opportunities including Student Council, National Honor Society, MIAA Student Ambassadors, and Student Government. Each Tuesday, the entire TFHS community gathers for morning meeting to deliver news, to celebrate students, and to acknowledge accomplishments. On Thursdays, 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 in order to meet our goal of having long-lasting relationships with teachers in our school. The curriculum for our Advisory block is teacher driven with a focus on the academic and social-emotional well-being of our students.

End of Year Athletics Report 2020-2021, and Fall of 2021

During the 2020-2021 School Year in the midst of COVID and complicating factors, we were able to offer:

Field Hockey

Golf

Volleyball

Swim

Basketball

Track and Field

Baseball Tennis

Football - Played Co-op with Greenfield and the team won the FCAD title Softball - Won 10th State Title beating Amesbury 5-4 on July 1

During the Fall of 2021, we offered:

Golf

MS Soccer

Field Hockey

Volleyball: Lost in the Western Mass Semifinals Football: Co-op with Greenfield

Girls Soccer: Co-op with Franklin Tech

Boys Soccer: Co-op with Franklin Tech

Other notable accomplishments and news include:

- Over 90% of student/athletes made the Honor Roll
- Established the Athletic Leadership Council and Helping Hands as recognized clubs
- ALC worked to hand out 24 Thanksgiving Baskets and 26 Holiday Meals during December as well as LARGE “everyday” food baskets
- Installed a “state of the art” Softball Backstop with the help of townspeople and a generous donation from Greenfield Savings Bank
- Added Red Ball Field Clay mix to all of our baseball and softball fields
- Had 3 female’s students named as MIAA Student Ambassadors, and they attended virtual conferences with students from across the state.

At Turners Falls High School, we have a great appreciation of the community’s support of our many activities, athletic events, fundraisers, concerts, and field trips, as well as the help of the many volunteers who assist our school.

Our priorities are built upon our mission and philosophy, which are then transformed into goals for our School Improvement Plan. These goals for both schools are listed here.

Welcoming and engaging students in support their academic and social-emotional development.

- Administering three social-emotional health diagnostics to our students so that they may identify those who would benefit from counseling groups.

EDUCATION

- Implementing Circle of Power and Respect meetings at GFMS each morning to build community and to deliver social-emotional curriculum.

Engaging students and families as active partners in the learning process, who take pride in student efforts, and make positive contributions to the school community.

- Parent/guardian/student surveys administered to gain feedback from community members on how we might improve our school

Monitor the impact of instruction on student learning and make adjustments to maximize student growth and achievement.

- Conducting quarterly diagnostics of student learning and using the data to inform instruction
- Develop and implement formative assessments, then review the resulting data, and plan instructional adjustments to have a positive impact on student learning and achievement.

Delivering grade-appropriate instruction with high expectations for all students and provide scaffolding to ensure access to learning

- Educators will work with the administration and District personnel to meet the goals of the DESE Roadmap which allows educators to continue to deliver grade level instruction while providing scaffolding to support students where they have gaps in their learning.
- Collaborative meetings to share methods and strategies aimed at high expectations for all students.

Creating an inclusive and equitable school environment

- Staff members have formed a Racial Justice Group aimed at engaging in critical conversations about race and racism.
- We have had staff members trained by Quabbin Mediation, so that they may recognize when they are bystanders, analyze situations, and evaluate the consequences for everyone involved.

Contributors to the Annual Report
Brian Beck, Superintendent of Schools
Joanne Blier, Director of Business and Operations
Lisa Desjarlais, Principal, Gill Elementary School
Melissa Pitrat, Principal, Sheffield Elementary School
Sarah Burstein, Principal, Hillcrest Elementary School
Christopher Barnes, Principal, Great Falls Middle School/Turners Falls High School

Franklin County Technical School Annual Report

We submit this annual report for 2020-21 school year on behalf of the Franklin County Technical School District and its administration, faculty, staff and students. As a reminder, the FY23 budget represents an October 1, 2021, which is always a year behind according to the state budget process. FCTS has an enrollment submission of 546 students with town breakouts as follows:

Bernardston	26	Erving	28	Montague	95	Sunderland	6
Buckland	18	Gill	17	New Salem	13	Warwick	7
Colrain	27	Greenfield	123	Northfield	28	Wendell	7
Conway	10	Heath	9	Orange	82	Whately	13
Deerfield	30	Leyden	0	Shelburne	11		

Franklin County Technical School awarded 109 diplomas to our seniors in June of 2021. 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 out of a 5-point scale with 1 being the highest and 5 the lowest. 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). In 2019 FCTS had approximately 50% of our seniors involved in paid Coop jobs related to their vocational field of study. In 2020, due to COVID-19 issues there is approximately 20% of our seniors on paid Coop. 2021 students are once again going back to work and taking advantage of paid Coop opportunities. FCTS offers excellence academic offerings with Advanced Placement, Honors, Foreign Language, credit recovery, and special education courses to provide all students with the opportunity to be prepared for college and career readiness.

Franklin County Technical School continues to experience increased enrollment and popularity within Franklin County, which has translated to new vocational technical programs in the fields of Veterinary Animal Science and Medical Assisting. These new vibrant programs are the first new vocational programs at FCTS in more than 40 years and bring the total number of Chapter 74 vocational-technical programs to 14. Unlike other school districts which may offer a 45- minute course in a trade, FCTS students must follow strict Chapter 74 guidelines where students are in their vocational shop program for 6.5 hours per day for a full week to meet industry standard competency guidelines.

Franklin County Technical School's technical programs continue to improve and evolve through the use of competitive Capital Skills Grants. FCTS has received more than 1.2 million dollars in grants over the last several years without the using FCTS funds to enhance its' Welding, Medical Assisting, Veterinary Science, and Machine Technology vocational programs. FCTS also partners with the FHREB and Greenfield Community College to offer an evening program for underemployed and displaced workers to obtain a certification in Advanced Precision Machining using our 21st Century modernized

CNC machines. In addition, FCTS will continue its' partnerships with MassHire to explore new adult evening programs in the fall of 2022.

EDUCATION

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 has finished its second new home in Erving and is beginning a new home building project in Greenfield. In New Salem, FCTS students built a new pavilion for the Swift River Elementary School, in Greenfield Landscaping and Horticulture (LH) is working with the Franklin County Fair Grounds planting new trees and beautification projects. In Montague LH is working with the Montague Planning Department on the Millers trail modification. Plumbing and Electrical students are working at the new Conway DPW putting in new radiant floors and plumbing students are busy installing new bathroom and kitchen units, while electrical students continue to wire the entire facility. Welding worked on the recycling carts for the Franklin County Fair. Culinary Arts are cooking meals for the Montague Housing Authority and regularly serves the local Community Senior Center, Chamber of Commerce, Ice carving for Greenfield Winter Fest, and the community Car Show.

Auto Collision Repair is working with the Turners Falls Police Department turning a marked police vehicle into an unmarked. Auto Technology continues to support community vehicles for all member towns. In addition, Auto Technology programs saves member towns 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 provide for athletic transportation, which significantly reduces our overall transportation costs and allows FCTS to not require athletic user fees. FCTS Auto Technology and Collision Repair programs is very appreciative of the donated vehicles which provide our students with real world experiences. The newly established Veterinary Science program has provided vaccinations for the Franklin County Sheriffs Animal Shelter and supporting their grooming needs.

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 4, 2021 Enactment of Erving Select Board
- March 27, 2021 Special Town Meeting
- May 3, 2021 Annual Town Elections
- May 12, 2021 Annual Town Meeting

MARCH 27, 2021 SPECIAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

SPECIAL TOWN MEETING SATURDAY MARCH 27, 2021

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met at the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Saturday March 27, 2021, at 10:00 a.m. We met outside, with people social distancing by 6 feet and wearing face masks, and others remained in their cars. All voters were given two sheets of paper, one that had AYE written on it and the other had NAY which were used for every vote. The Town conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 10:07 a.m. and noted that a quorum was present. He then thanked everyone that worked so hard to make this meeting possible and as safe as possible. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

FY2021 FINANCIAL ARTICLES

ARTICLE 1: AMENDED FY2021 GENERAL OPERATING BUDGET

The Town voted unanimously to appropriate the sum of One Hundred Twenty-two Thousand Dollars and No Cents (\$122,000.00) from Free Cash for to amend the FY2021 General Operating Budget, approved at the Annual Town Meeting on July 11, 2020 in Article 6, by the following itemized amounts, for the purpose of public safety operating expenses.

Line	Divisions	Amount	Proposed Amendment	New Total
1	General Government	\$ 1,053,813.00	\$0.00	\$1,053,813.00
2	Public Safety	\$ 931,150.00	\$122,000.00	\$1,053,150.00
3	Public Works	\$ 620,518.00	\$0.00	\$620,518.00
4	Health & Human Services	\$ 235,835.00	\$0.00	\$235,835.00
5	Culture & Recreation	\$ 287,322.00	\$0.00	\$287,322.00
6	Benefits	\$ 1,704,067.00	\$0.00	\$1,704,067.00
	Grand Total	\$ 4,832,705.00	\$122,000.00	\$4,954,705.00

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

***Article Information:** Approval of this article would appropriate the sum of \$122,000 from Free Cash to support current fiscal year operating expenses in the Police Department. The Town has undergone unanticipated changes in Department Staffing that included the retirements of 2 employees and the hiring and training of new officers. All of these expenses exceed the established appropriation and could not have been anticipated in the FY2021 budget planning process. Approval of this article requires a majority vote.*

FY2021 CAPITAL ARTICLES

ARTICLE 2: DECORATIVE STREETLIGHT REPAIR PROJECT

The Town voted unanimously to appropriate the sum of Forty Thousand Dollars and No Cents (\$40,000.00) from Free Cash into line-item 01-424-901-57800 Streetlight Repair / Replace for the purpose of engineering, assessing, designing and purchasing equipment, supplies, and services to repair decorative streetlights.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** Approval of this article would appropriate \$40,000 from certified Free Cash for the engineering assessment and re-design. Any excess appropriation will be used towards the repair of the decorative streetlights on West Main Street, East Main Street, and Lillian's Way but will not be sufficient to complete the project. Approval of this article requires a majority vote.*

ARTICLE 3: CHURCH STREET BRIDGE REPLACEMENT ENGINEERING PROJECT

The Town voted by majority to appropriate the sum of One Hundred Ninety-five Thousand Dollars and No Cents (\$195,000.00) from Free Cash for the purpose of engineering, permitting, and consulting services on the repair or replacement of the Church Street bridge.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

***Article Information:** Approval of this article would appropriate \$195,000 from certified Free Cash for the engineering, permitting, and related services for the repair or replacement of the Church Street bridge. This appropriation is for engineering tasks through conceptual design, public participation, an opinion of probable cost, finalizing the construction plans, provide for bid support and construction administration services. This appropriation does not fund the actual construction of the bridge. The cost of such work cannot be known until this phase is complete. Approval of this article requires a majority vote.*

TOWN ELECTIONS AND MEETINGS

ARTICLE 4: PURCHASE OF SOLAR POWERED MESSAGE BOARD

The Town voted unanimously to appropriate the sum of Twenty Thousand Dollars and No Cents (\$20,000.00) from Free Cash for the purpose of purchasing a new mobile solar powered messaging board and trailer to be used for public works and public safety messaging.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

***Article Information:** Approval of this article would appropriate \$20,000 from certified Free Cash for the purpose of purchasing a second solar powered mobile messaging board. The Town previously acquired 1 board in FY2020 that has proven to be useful for notifying the public of traffic pattern changes and to monitor speed. The proposed unit would be similar to the unit previously purchased. Approval of this article requires a majority vote.*

ARTICLE 5: WASTEWATER EMERGENCY GENERATOR REPLACEMENT PROJECT FOR POTW#1

The Town voted unanimously to appropriate the sum of One Hundred Twenty Thousand Dollars and No Cents (\$120,000.00) from Retained Earnings in the Wastewater Enterprise Fund for the purpose of engineering, permitting, purchasing and installation of a new emergency power generator for POTW#1.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: [Vote: Aye (), Nay ()]

CAPITAL PLANNING COMMITTEE RECOMMENDS: [Vote: Aye (), Nay ()]

***Article Information:** Approval of this article would appropriate \$120,000 from certified retained earnings in the Wastewater Enterprise Fund for the engineering, permitting, purchasing, installation and related services of a new emergency power generation for the Erving Wastewater Treatment Plant (POTW#1). The existing emergency generator was original to the construction of the plant and failed unexpectedly in the fall of 2020. Approval of this article requires a majority vote.*

CAPITAL IMPROVEMENT- RESCIND BORROWING AUTHORIZATION

ARTICLE 6: RESCIND BORROWING AUTHORIZATION FOR ERVING CENTER WASTEWATER TREATMENT PLANT

The Town voted unanimously to rescind the borrowing authorized, in Article 3 of the Special Town Meeting Warrant from October 03, 2020, in the sum of Seventeen Million, Nine Hundred Forty Thousand Dollars and No Cents (\$17,940,000.00) for the purpose of constructing and equipping belt drying technology for processing and drying of solids at the Erving Center Wastewater Treatment Plant (POTW#2), at 47 East Main Street.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: [Vote: Aye (), Nay ()]

TOWN ELECTIONS AND MEETINGS

Article Information: Approval of this article would rescind the borrowing authority granted in Article 3 of the October 03, 2020 Special Town Meeting. The application to the State Revolving Loan Fund was unsuccessful and Erving Industries has confirmed that it is not currently feasible to use the Town's borrowing authority for the project. Approval of this article requires a majority vote.

ACQUISITION OF LAND

ARTICLE 7: TO ACQUIRE PARCEL (17 MOORE STREET)

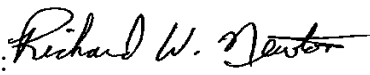
The Town voted unanimously to authorize the Select Board to acquire by eminent domain, purchase, gift, deed or otherwise in accordance with Massachusetts General Law Chapter 79 from the former Erving School District 3 or its successor in title, the following described parcel and buildings thereon recorded in the Franklin County Registry of Deeds in Book 320, Page 64, for general municipal purposes.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (4), Nay (0), Absent (1)]

Article Information: Approval of this article would authorize the Select Board to acquire parcel ID 4-5-16 which is the parcel of land that the former public library at 17 Moore Street exists on. A review of the deeds of the property demonstrates that the property was owned by Erving School District 3. Authorizing the Select Board to use eminent domain should allow the Town to use the property for any public use without a concern about the title history. Approval of this article requires a 2/3 vote.

30 registered voters attended this meeting. The meeting was dissolved at 10:45 a.m.

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

TOWN ELECTIONS AND MEETINGS

MAY 3, 2021 ANNUAL TOWN ELECTIONS

ANNUAL TOWN ELECTIONS MONDAY MAY 3, 2021

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 in Erving Center on **Monday, May 03, 2021 at 10:00 A.M.** then and there to bring their votes for the following town offices and ballot questions:

- One (1) Select Board Member for three (3) years
- One (1) Select Board Member for one (1) year
- One (1) Assessor for three (3) years
- One (1) Town Clerk for three (3) years
- One (1) Library Trustee for three (3) years
- One (1) Library Trustee for one (1) year
- One (1) Moderator for one (1) year
- Two (2) School Committee members for three (3) years
- One (1) School Committee member for two (2) years
- One (1) Tree Warden for one (1) year
- One (1) Constable for three (3) years
- One (1) Planning Board member for three (3) years
- One (1) Planning Board member for one (1) year
- One (1) Recreation Commission member for three (3) years
- One (1) Board of Health member for three (3) years

The polls will close at 8:00 PM.

TOWN ELECTIONS AND MEETINGS

2021 TOWN ELECTION RESULTS

OFFICE	VOTES
Selectman – 3 Years – Vote For One	
Jacob A. Smith	60
Blanks	11
Total	71
Selectman – 1 Year – Vote For One	
Scott M. Bastarache	45
Janice E. Vega-Liros	25
Blanks	1
Total	71
Assessor – 3 Years – Vote For One	
Daniel B. Hammock	61
Blanks	10
Total	71
Town Clerk– 3 Years – Vote For One	
Richard W. Newton	63
Blanks	8
Total	71
Library Trustee– 3 Years – Vote For One	
Daniel B. Hammock	59
Blanks	12
Total	71
Library Trustee– 1 Year – Vote For One	
Patricia S. Semb	60
Blanks	11
Total	71
Moderator– 1 Year – Vote For One	
Richard K. Peabody	57
Blanks	14
Total	71
School Committee – 3 Years – Vote For Two	
David L. Chagnon, Jr.	56
Catherine M. McLaughlin	49
Katelyn G. Mailloux-Little	2
Blanks	35
Total	142
School Committee – 2 Years – Vote For One	
Katelyn G. Mailloux-Little	13
Others	3
Blanks	55
Total	71

TOWN ELECTIONS AND MEETINGS

Tree Warden – 1 Year – Vote For One

Michael J. Gordon	61
Blanks	10
Total	71

Constable – 3 Years – Vote For One

Daniel B. Hammock	60
Blanks	11
Total	71

Planning Board – 3 Years – Vote For One

Son Hui May	59
Others	1
Blanks	11
Total	71

Planning Board – 1 Year – Vote For One

Others	3
Blanks	68
Total	71

Recreation Commission – 3 Years – Vote For One

Alison L. Rollins	62
Blanks	9
Total	71

Board of Health – 3 Years – Vote For One

Michael J. Gralenski	61
Others	1
Blanks	9
Total	71

TOWN ELECTIONS AND MEETINGS

MAY 12, 2021 ANNUAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

ANNUAL TOWN MEETING WEDNESDAY MAY 12, 2021

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met at the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Wednesday May 12, 2021, at 7:00 p.m. Due to the continuing pandemic, once again this year, we met outside under a tent, with people social distancing by 6 feet and wearing face masks. The Town conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:04 p.m. and noted that a quorum was present. He then thanked everyone that worked so hard to make this meeting possible and as safe as possible. The Moderator read the call and the Officer's return and lead the body in the Pledge of Allegiance to the Flag.

GENERAL ARTICLES

ARTICLE 1: ACCEPTANCE OF THE 2020 TOWN REPORT

The Town voted unanimously to accept the reports of the Town Officers for calendar year 2020.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** Approval of this article will accept the calendar year 2020 Town Report as presented. Approval of this article requires a majority vote.*

ARTICLE 2: AUTHORIZATION TO APPLY FOR FEDERAL OR STATE GRANTS

The Town voted unanimously to authorize the Select Board 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: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** Approval of this article will allow the Select Board 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.*

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 Select Board.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** Approval of this article will allow the Select Board to dispose of Town owned property that is determined to be surplus in accordance with the Town's surplus property policy. Approval of this article requires a majority vote.*

TOWN ELECTIONS AND MEETINGS

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 2022 as permitted by Massachusetts General Law Chapter 44 Section 53F.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

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 2022 OPERATING BUDGET

ARTICLE 5: FY2022 GENERAL OPERATING BUDGET

The Town voted unanimously to raise and appropriate the sum of Five Million Sixty-nine Thousand, Nine Hundred Seventy-six Dollars and No Cents (\$5,069,976.00) in the following itemized amounts, all for municipal purposes:

Line	Divisions	Amount
1	General Government	\$ 1,136,728.00
2	Public Safety	\$ 951,891.00
3	Public Works	\$ 659,732.00
4	Health & Human Services	\$ 243,195.00
5	Culture & Recreation	\$ 317,830.00
6	Benefits	\$ 1,760,600.00
	Grand Total	\$ 5,069,976.00

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: detailed budget information for each department, that comprises each line-item above, is available in the Fiscal Year 2022 Town of Erving Proposed Operating and Capital Improvement Budget. A copy of the document is available on the municipal website (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 FY2022 operating budget in the categories identified above. Approval of this article requires a majority vote.

ARTICLE 6: FY2022 ELECTED OFFICIAL COMPENSATION – ORIGINAL ARTICLE

To see if the Town will vote to fix the sum of One Hundred Forty-eight Thousand, Four Hundred Thirty-six Dollars and Ten Cents (\$148,436.10) for Elected Officials' salaries for fiscal year 2022, 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, or take any other action relative thereto:

TOWN ELECTIONS AND MEETINGS

	Detail	Wage Total	Wage per Member	Chair Stipend
Assessor (3)		\$ 11,718.00*	\$ 3,881.00ea	\$75.00
Board of Health (3)		\$ 3,075.00*	\$ 1,000.00ea	\$75.00
Library Trustees (3)		\$ 3,075.00*	\$ 1,000.00ea	\$75.00
Moderator (1)		\$ 250.00*		
Planning Board (5)		\$ 5,075.00*	\$ 1,000.00ea	\$75.00
Recreation Commission (5)		\$ 5,075.00*	\$ 1,000.00ea	\$75.00
School Committee (5)		\$ 7,090.00***	\$ 1,403.00ea	\$75.00
Select Board/Water Commissioners (3)	\$ 12,451.00*			\$250.00
	from Water Department	\$ 879.00**		
	Total Salary	\$ 13,330.00	\$ 4,360.00ea	
Tax Collector (1)	\$ 16,307.28*			
	Certification Award	\$ 1,000.00*		
	From Water Department	\$ 1,947.00**		
	Total Salary	\$ 19,254.28		
Town Clerk (1)	\$24,460.92*			
	From Census Work	\$ 1,000.00*		
	Total Salary	\$ 25,460.92		
Treasurer (1)	\$ 49,694.40*			
	Certification Award	\$ 1,000.00*		
	From Water Department	\$ 1,802.00**		
	Total Salary	\$ 52,496.40		
Tree Warden (1)		\$ 2,536.50		
Total Elected Official Salary		\$148,436.10		

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

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 5. **funding for this compensation is raised & appropriated in the Water Enterprise Fund article.

*** funding for this compensation is raised & appropriated in Article 7.

FIRST AMENDMENT: Moved and Seconded to increase Moderator salary to \$350.00 from \$250.00.

The Amendment passed unanimously.

SECOND AMENDMENT: Moved and Seconded to increase Article 6 total to \$148,536.10 from \$148,436.10.

The Amendment passed unanimously.

Article 6 PASSED unanimously as double amended.

ARTICLE 5 RECONSIDERATION.

It was moved and seconded to reconsider Article 5.

TOWN ELECTIONS AND MEETINGS

The reconsideration passed unanimously.

ARTICLE 5 AMENDMENT: Moved and Seconded to increase Line 1 to \$1,136,828.00 and the total to \$5,070,076.00.

The Amendment passed unanimously.

Article 5 PASSED unanimously as amended.

ARTICLE 7: FY 2022 ERVING ELEMENTARY SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Three Million, Three Hundred Sixty-nine Thousand, Five Hundred Thirty-three Dollars and No Cents (\$3,369,533.00) for the expense and operation of the Erving Elementary School for fiscal year 2022, beginning July 1, 2021.

Line	Account #	Description	Amount
1	01-300-100-51000	School Committee Salary	\$7,090.00
2	01-301-200-57800	Erving Elementary School Expense	\$3,362,443.00
Grand Total			\$3,369,533.00

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** This article provides funding for the Erving Elementary School. Approval of this article requires a majority vote.*

ARTICLE 8: FY 2022 SECONDARY EDUCATION FUNDING

The Town voted unanimously to raise and appropriate the sum of One Million, Four Hundred Seventy-seven Thousand, Four Hundred Five Dollars and No Cents (\$1,477,405.00) for secondary education and expenses for fiscal year 2022, beginning July 1, 2021.

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***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. Approval of this article requires a majority vote.*

TOWN ELECTIONS AND MEETINGS

ARTICLE 9: FY 2022 FRANKLIN COUNTY TECHNICAL SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Five Hundred Thousand, Three Hundred Fourteen Dollars and No Cents (\$500,314.00) for secondary education and expenses at the Franklin County Technical School for fiscal year 2022 as itemized below, beginning July 1, 2021.

Line	Account #	Description	Amount
1	01-320-100-51000	Tech School Committee Salary	\$1,403.00
2	01-321-200-57800	F.C. Tech School Assessment	\$484,534.00
3	01-322-200-57800	F.C. Tech School Capital Assessment	\$14,377.00
Grand Total			\$500,314.00

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: [Vote: Aye (), Nay (), Absent ()]

***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.*

ARTICLE 10: FY 2022 WATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to appropriate the sum of One Hundred Three Thousand, Four Hundred Fifty-three Dollars and No Cents (\$103,453.00) to the Water Enterprise Fund for fiscal year 2022 Water operations. 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 [Vote: Aye (5), Nay (0)]

***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.*

ARTICLE 11: FY 2022 WASTEWATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to raise and appropriate the sum of Eight Hundred Thirty-five Thousand, Six Hundred Ninety-six Dollars and No Cents (\$835,696.00) to the Wastewater Enterprise Fund for fiscal year 2022 Wastewater operations.

The \$835,696.00 is to be raised as follows:

Town of Montague and other receipts	\$ 224,849.00
Town of Erving (raise & appropriate)	\$ 610,847.00
Total Wastewater Fund	\$ 835,696.00

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***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.*

TOWN ELECTIONS AND MEETINGS

FISCAL YEAR 2022 CONTINUING ANNUAL APPROPRIATIONS & SPECIAL ARTICLES

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.

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
Grand Total				\$382,500

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

***Article Information:** The FY2022 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 2022 CAPITAL IMPROVEMENT BUDGET

ARTICLE 13: RAISE & APPROPRIATE FOR CAPITAL IMPROVEMENTS

The Town voted unanimously to raise and appropriate the sum of Four Hundred Fifteen Thousand Dollars and No Cents (\$415,000.00) for the capital improvement projects itemized below, and related expenses, subject to Select Board approval.

Line	Account #	Description	Amount
1	<i>New account</i>	Solid Waste Roll-off	\$5,000
2	<i>New account</i>	Town-wide Sign Replacement	\$25,000
3	<i>New account</i>	New Cemetery Feasibility & Preparation	\$50,000
4	01-291-901-57800	Emergency Communications Expansion & Upgrade	\$75,000
5	01-299-902-57800	Automatic Defibrillator Replacement	\$12,000
6	<i>New account</i>	Leaf Blower Equipment	\$13,000
7	<i>New account</i>	Mountain Road Drainage/Center Cemetery Upgrade	\$75,000
8	<i>New account</i>	Riverfront Park Water Tower Assessment	\$20,000
9	<i>New account</i>	Park Grant Writer	\$20,000
10	<i>New Account</i>	Walk-in Freezer/Refrigerator Upgrade/Replace	\$45,000
11	01-301-912-57800	Carpet Replacement	\$70,000
12	<i>New Account</i>	Phone System Upgrade/Replacement	\$5,000
Grand Total			\$415,000.00

SUBMITTED BY: Select Board

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

TOWN ELECTIONS AND MEETINGS

Article Information: The FY2022 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.

ARTICLE 14: TO APPROPRIATE FOR WASTEWATER SMOKE & DYE TESTING PROJECT

The Town voted unanimously to appropriate from the Wastewater Enterprise Fund Retained Earnings the sum of Sixty Thousand Dollars and No Cents (\$60,000.00) for the professional engineering services to conduct smoke & dye testing in the wastewater collection system.

SUBMITTED BY: Select Board

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: Approval of this article would appropriate \$60,000 for the Wastewater Department to conduct smoke & dye testing on the wastewater collection system. This testing is required by the Massachusetts Department of Environmental Protection (MassDEP) to identify unauthorized connections to the system. If approved, the project would begin in summer of 2021. Approval of this article requires a majority vote.

DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

ARTICLE 15: REVOLVING ACCOUNT SPENDING LIMITS

The Town voted unanimously to fix the maximum amount that may be spent during fiscal year 2022 beginning on July 1, 2021 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/ Agency or Officer	FY2022 Spending Limit
Food Service	Council on Aging	\$10,000
Facility Use	Council on Aging	\$10,000
Library Use and Fees	Board of Library Trustees	\$3,000
Electric Vehicle Charging Stations	Select Board	\$15,000

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: Approval of this article would establish the FY2022 spending limits in the above referenced revolving funds in accordance with Town bylaw and with MGL Chapter 44, Section 53E 1/2. Approval of this article requires majority vote.

STABILIZATION FUND ARTICLES

ARTICLE 16: APPROPRIATION FOR THE CAPITAL STABILIZATION ACCOUNT

The Town voted unanimously to appropriate the sum of One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00) from Free Cash into the Capital Stabilization Account.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

TOWN ELECTIONS AND MEETINGS

Article Information: Approval of this article would transfer the stated funds from certified free cash into the capital stabilization account for use on future capital projects that will require Town Meeting approval. Approval of this article requires a majority vote.

ARTICLE 17: APPROPRIATION FOR THE GENERAL STABILIZATION ACCOUNT

The Town voted unanimously to appropriate the sum of Two Hundred Seventy-three Thousand Dollars and No Cents (\$273,000.00) into the General Stabilization Account, by transferring Sixty Thousand Dollars and No Cents (\$60,000.00) from Free Cash and by raising Two Hundred Thirteen Thousand Dollars and No Cents (\$213,000.00).

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: Approval of this article would transfer the stated funds from certified free cash and raise the stated funds and deposit the aggregated amount into the general stabilization account. This article is meant to replenish funds used from the general stabilization account for the construction of the Erving Public Library. This is the second of five (5) planned deposits into general stabilization related to the project. Approval of this article requires a majority vote.

COMMUNITY ACCESS TELEVISION

ARTICLE 18: TO APPROPRIATE FOR COMMUNITY ACCESS TELEVISION

The Town voted unanimously to appropriate the Fifteen Thousand Dollars and No Cents (\$15,000.00) from the PEG Access Cable Revenue account for the purpose of operating the Town's local cable access channel.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: Approval of this article would appropriate \$15,000 from the PEG Access Cable Revenue account for the Select Board to use to operate the Town's community access television channel. Revenue in this account is received quarterly from Comcast from user fees in accordance with the Cable franchise agreement. Approval of this article requires a majority vote.

REAL PROPERTY TRANSACTIONS

ARTICLE 19: TO AUTHORIZE DISPOSITION OF 18 PLEASANT STREET

The Town voted unanimously to transfer from the board or officer currently having control for current purpose for which the property is held to the Select Board, for the purpose of disposition by lease, sale, or otherwise, the care, custody, management and control of the property and structures thereon known as the Erving Graded School, located on 18 Pleasant Street and shown on the Assessors' Maps as Map 4 Block 5 Lot 16; and to authorize the Select Board to rent, convey, or otherwise dispose of all or a portion of said property pursuant to the provisions of Massachusetts General Law Chapter 30B, Section 16 upon such terms and conditions as the Select Board deems to be in the best interest of the Town; and further to authorize the Select Board to take such actions and execute such documents and agreements as are necessary to effectuate the purpose of this article.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

TOWN ELECTIONS AND MEETINGS

Article Information: Approval of this article would authorize the Select Board to rent, convey, or otherwise dispose of all or a portion of said property pursuant to the provisions of Massachusetts General Law Chapter upon such terms and conditions as the Select Board deems to be in the best interest of the Town. Approval of this article requires a majority vote.

ARTICLE 20: TO AUTHORIZE ACQUISITION OF FORCE SEWER MAIN EASEMENT


The Town voted unanimously to authorize the Select Board to acquire by purchase, gift, deed, eminent domain, or otherwise, on such terms and conditions as the Select Board shall determine, permanent and/or temporary easements on the parcel of land, Assessors Map 6 Block 4 Lot 70, shown on the plans entitled "Plan of Land In Erving, Ma" dated February 24, 2021, said plans on file with the Town Clerk, for purposes including, but not limited to, construction, alteration, maintenance, improvement, repair and replacement of a force main sewer; and further to authorize the Select Board to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein.

SUBMITTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

Article Information: Approval of this article would authorize the Select Board to acquire a permanent easement, for the installation and ongoing maintenance of a force sewer main, on said property pursuant to the provisions of Massachusetts General Law Chapter upon such terms and conditions as the Select Board deems to be in the best interest of the Town. Approval of this article requires a 2/3 vote.

34 registered voters attended this meeting. The meeting was dissolved at 7:45 p.m.

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

FINANCIAL REPORTS

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

BOARD OF ASSESSOR'S REPORT

Board of Assessor's Annual Report

Have you ever wondered how exactly the amount of taxes you pay is determined? We're sure you have. Below, we will try to explain - as clearly as we can - how this process works, to help you understand the summary of the town budget on the final page. If you have any questions, please feel free to contact us at 413-422-2800 Ext. 1107 or assessor@erving-ma.gov and we would be happy to try to assist. When it comes down to it, it is your money, after all.

TOWN BUDGET:

Just like a personal budget, the amount of money coming in (revenue) and the amount of money going out (expenditures) are examined.

Municipal budgets follow fiscal years, which run from July 1- June 30. Currently, we are in fiscal year 2022, also known as FY22. After July 1 of this year, we will be in FY 23.

EXPENDITURES:

Each town department creates an individual budget (expenditure requests). When all of the department budgets are combined, the result is the town's total expenditure request for the coming fiscal year. Each department head is required to explain and justify their budget request to the Selectboard and Finance Committee at a joint meeting that is open to the public.

For fiscal year 2022 that amount was: \$13,705,900.19

REVENUE:

Where does the town get money to pay for that? We receive money from various smaller sources, though the majority of receipts are through property taxation.

Areas of revenue other than property taxes include from:

- State of Massachusetts
- Local receipts (motor vehicle tax, building permits, etc.)
- Free Cash (This is basically the town's savings account)
- Enterprise Fund (such fees as water and sewer fees)

Total receipts before property taxes for fiscal year 2022 was \$2,007,511.00.

PROPERTY TAXES:

After receipts, the town still has to pay for \$11,698,398.19 in expenditures.

Where does this money come from? You guessed it: Property taxes.

**** ESTIMATED **** Summary of Fiscal Year 2022 Budget

Let's use easy rounded numbers for this summary. The actual numbers will be on the last page to follow.

Expenditures:	\$13,700,000
- minus state and local receipts, other than property taxes	- <u>\$2,000,000</u>
Total to raise through property taxes	= \$11,700,000

ASSESSING VALUES OF PROPERTY & TAX RATE:

Who determined that towns would fund its expenditures through property taxes, and how is it done in a way that is fair to everyone? All towns and cities throughout the country use property taxes to pay for their local budgets. The State of Massachusetts' legislature set our laws in place for this and also stated that to do so all property shall be assessed (valued) and taxed.

These properties include real (think buildings), open space (land without buildings), commercial and industrial, and personal property (2nd home items, commercial or industrial equipment). How is this done?

* This can get a bit technical, but for any of you who may want to, please, read along:

1. Categorize Properties

In towns and cities, this is done through mass appraisal. This means that similar types of properties are grouped when appraised, such as by location (Erving'side, Farley, Erving Center), or by type of homes (single-family homes, two-family homes, etc.) for example. Within groups, there are further sub-categories, such as neighborhoods, house styles like ranches, colonials, capes, etc. There are a multitude of specific adjustments made for each home, such as total bathrooms, bedrooms, types of flooring, etc. This is why assessors are

required by Massachusetts' law to reassess your homes every five years. Please note that there is an additional requirement by the Massachusetts Department of Revenue, that requires assessors to review all sales yearly and adjust values if sales are not between 90%– 110% of the assessment. This is called the Assessment to Sales Ratio or ASR.

1. Track and Review Sales to Compare to Assessed Values

Ok, now that types of properties are categorized, where do the values come from? The short answer is sales. Yearly real estate sales are tracked, entered into the assessors' assessing software, and analyzed. Not all sales are considered for the sales analysis. Only "arm's length" sales, which are sales between a willing buyer and a willing seller are used. This is done to ensure that the sales data used is a true picture of the sales market. So, if valid sales in a certain neighborhood or certain style of houses are higher or lower than the current assessment, the assessed values are adjusted for all properties that meet that criterion, not just the house that was sold.

Recent Sales Data/Patterns in Erving:

Over the last three years, Erving, and most everywhere else, has seen a dramatic increase in sale prices of homes in all styles and areas in town. Thus, you will have noticed an increase on your land and home assessments.

2. Determine Total Valuation

Each property in town now has a valuation. As a matter of fact, the town's total property valuation for FY22022 was almost 962,226,074!

Erving's category of commercial/industrial/personal property accounts for about 90%, or \$866,006,467 of the total valuation.

3. Tax Rate:

Now, how is a tax rate determined?

Well, in Massachusetts, property taxes are levied (imposed/raised) per every \$1,000 of property valuation. So, for example, if your home was assessed at \$100,000 and we had a tax rate of \$8 per \$1,000, you would pay \$800 in annual property taxes.

Let's return to a few of the values we've previously learned about, total property valuation and expenditures left to pay for.

FINANCIAL REPORTS

To find the tax rate, the method used is to divide the total expenditures you have left by the total assessed one-thousand valuation.

*** Estimated*** Rounded Example:

$$\begin{array}{rcl} \text{Expenditures left to be paid for} & & \$11,700,00 \\ & \div & \text{By how many thousands} \\ & & \text{of assessed valuation the town has} \\ & & \$962,226,074 \\ \text{= A flat tax rate of} & = & \$12.16 \end{array}$$

So, homeowners pay \$12.16/ \$1,000 of your property's value.

Massachusetts Towns & Cities Are Allowed to Shift the Tax Rate:

Every property owner in Erving would pay that flat rate if the Selectboard didn't have the authority given by the State of Massachusetts to shift a portion of the percentage of taxes to be raised from residential and open space owners to commercial/industrial/personal property owners. The Board of Assessors is a part of the process to determine this shift. Our office assembles all known financial information to provide tax rate estimates on the impact the shift percentage would have on taxpayers and make a recommendation to the Selectboard. This is known as the Classification Hearing and is a joint meeting between the Selectboard and the Board of Assessors. This hearing is open to anyone who would like to attend. The final decision is made by the Selectboard.

Erving Does Shift Tax Rates:

Last year the Selectboard voted to make the amount of taxes that residential and open space property owners pay to be 65% of what those owners would have had to pay in total taxes. This resulted in a shift of about 5% more taxes that commercial/industrial/personal property owners would pay. This caused the commercial/industrial/personal property owners to pay an additional .76 cents per thousand dollars in value and residential/open space property owners to pay \$4.26 less for every thousand dollars in value.

2022 Actual Tax Rates After Shift

Residential/Open Space	\$7.90 / \$1,000 valuation
Commercial/Industrial/ Personal Property	\$12.92 / \$1,000 valuation

FY2022 FINANCIAL REPORT**SECTION A: EXPENDITURES**

Begin with Total Expenditures:	\$13,705,900.19
- state/local receipts/enterprise fund/free cash	- <u>\$2,007,511.00</u>
= Total expenditures to be paid through taxation	= \$11,698,389.19

SECTION B: ASSESSED VALUATIONS *(to use in tax rate calculation)*

Residential	\$145,582,740.00
Open Space	\$310,600.00
Commercial	\$8,992,964.00
Industrial	\$479,291,040.00
Personal Property	+ <u>\$328,048,730.00</u>
Total Taxable Value	\$962,226,074.00

SECTION C: TAX RATES

Expenditures left to be paid	<i>(from Section A)</i>	\$11,698,389.12
÷ by how many thousands of assessed property valuation	<i>(from Section B)</i>	962,226,074
= Flat Tax Rate		= \$12.16 per \$1,000 valuation

Shifted Tax Rates:

residential/open space	\$7.90 per \$1,000 valuation
commercial/industrial/ personal property	\$12.92 per \$1,000 valuation

Our Fiscal Year 2022 Tax Rate was finalized by the State Department of Revenue on November 30, 2021.

FINANCIAL REPORTS

OTHER FINANCIAL REPORTING:

In addition to reporting assessed valuation on all real, open space, commercial, industrial, and personal properties, the Erving Board of Assessors is also required to report all actions related to abatements and exemptions granted on these properties.

An abatement is a reduction in valuation of a property, based on an appeal that proves an incorrect assessment or overvaluation. A taxpayer must first pay their taxes and then file an abatement application (appeal). If successful, their property valuation will be lowered, and their overpayment will be returned to them. If the taxpayer disagrees with the abatement decision by the Board of Assessors, they may file with the Appellate Tax Board (ATB) and the case will be heard by the Appellate Board Commissioners. This is a legally binding court, and the Board of Assessors and Taxpayer must abide by the ATB decision. If the Town of Erving prevails, the original abatement decision (denial or approval) stands. If the Town of Erving loses, we must refund the taxes paid plus 8% interest from the date that the taxpayer paid those original taxes. The ATB decision can be appealed to a higher court by either the Town of Erving or the Taxpayer.

Similar to an income tax credit, an exemption is an amount that is deducted from the actual taxes an owner pays on a property. The Town of Erving has authorized exemptions for Veterans, Widow/Widower/Over 70/Minor, Elderly Over 65, Blindness and Senior Work off Program.

OVERLAY ACCOUNT

All exemption and abatement refunds are charged to the Assessors Overlay account. For **FY2022**, the Overlay Account started with a balance of **\$1,779,500.69** with **\$31,125.32** in unpaid taxes from previous fiscal years. On the average, the Town of Erving uses \$35,000 of the Overlay Account for exemptions. However, when a town has an ATB case pending, we are required to have enough in overlay to refund the taxpayer if the ATB finds for the taxpayer including the 8% interest. Our overlay balance seems large but as six of our pending cases are with our largest taxpayers, the current balance is not enough to cover the tax liability. We will continue to add to it until our court cases have been heard and decision have been issued by the ATB. If the Town of Erving prevails, we will release the excess overlay for the Selectboard to use for funding in upcoming years.

APPELLATE TAX BOARD CASES

At the start of FY2022, we had 10 pending ATB cases from 3 taxpayers that span multiple years. We are currently waiting on trial dates for the following:

Northfield Mountain LLC/FirstLight Hydro has pending cases for FY2016, FY2017, FY2019, FY2020 and FY2021.

Renovators Supply has pending cases for FY2017, FY2018, FY2019 and FY2021.

NSTAR dba Eversource for FY2021.

MOTOR VEHICLE EXCISE ABATEMENTS GRANTED IN CALENDAR YEAR 2021

2003	Number of Abatements	11
	Total Amount Granted	\$289.38
2004	Number of Abatements	22
	Total Amount Granted	\$854.37
2005	Number of Abatements	9
	Total Amount Granted	\$261.25
2006	Number of Abatements	11
	Total Amount Granted	\$499.69
2007	Number of Abatements	6
	Total Amount Granted	\$260.42
2008	Number of Abatements	17
	Total Amount Granted	\$1,159.70
2009	Number of Abatements	20
	Total Amount Granted	\$930.52
2010	Number of Abatements	17
	Total Amount Granted	\$766.89
2011	Number of Abatements	14
	Total Amount Granted	\$800.84
2020	Number of Abatements	5
	Total Amount Granted	\$401.42
2021	Number of Abatements	32
	Total Amount Granted	\$3,121.29

Respectfully submitted,

BOARD OF ASSESSOR'S
Daniel Hammock, Chair
Mark Burnett
Jeffrey Rollins

Principal Assessor
Jacquelyn Boyden, MAA

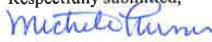
FINANCIAL REPORTS

TAX COLLECTOR'S REPORT

REPORT OF THE COLLECTOR OF TAXES

For Fiscal Year 2021 (7/1/2020 - 6/30/2021)

Levy Year	Tax / Fee / Lien	Balance 7/1/2020	Levy Commitment	Collections Net of Refunds & Tax Title	Abatements Exemptions Adjustments	Balance 6/30/2021
2021	Real Estate		\$6,160,613.07	6,099,318.55	39,166.98	\$ 22,127.54
2020	Real Estate	\$39,606.90		37,273.70		\$ 2,333.20
2019	Real Estate	5,078.57		4,346.45		\$ 732.12
		<u>\$44,685.47</u>				<u>\$ 25,192.86</u>
2021	Personal Property		\$5,165,851.41	\$5,164,534.26	\$607.00	\$710.15
2020	Personal Property	\$665.49		\$442.97		\$222.52
2019	Personal Property	\$157.58				\$ 157.58
2018	Personal Property	255.86				\$ 255.86
2017	Personal Property	911.92				\$ 911.92
2016	Personal Property	857.37				\$ 857.37
2015	Personal Property	999.32				\$ 999.32
2014	Personal Property	736.55				\$ 736.55
2013	Personal Property	607.75				\$ 607.75
2012	Personal Property	-				\$ -
2011	Personal Property	93.98				\$ 93.98
2010	Personal Property	-				\$ -
2009	Personal Property	133.71				\$ 133.71
2008	Personal Property	176.76				\$ 176.76
2007	Personal Property	68.99				\$ 68.99
		<u>\$5,665.28</u>				<u>\$5,932.46</u>
2021	Motor Vehicle Excise		188,855.13	143,677.43	1,355.41	\$ 43,822.29
2020	Motor Vehicle Excise	\$22,009.46	22,723.27	40,316.97	2,011.52	\$ 2,404.24
2019	Motor Vehicle Excise	\$3,470.81	5.00	1,801.84	202.08	\$ 1,471.89
2018	Motor Vehicle Excise	2,005.01		369.38		\$ 1,635.63
2017	Motor Vehicle Excise	1,251.37		520.11		\$ 731.26
2016	Motor Vehicle Excise	1,251.87		104.48		\$ 1,147.39
2015	Motor Vehicle Excise	1,272.91		91.88		\$ 1,181.03
2014	Motor Vehicle Excise	1,030.52		147.50		\$ 883.02
2013	Motor Vehicle Excise	764.42				\$ 764.42
2012	Motor Vehicle Excise	929.49				\$ 929.49
2011	Motor Vehicle Excise	997.40		64.17		\$ 933.23
2010	Motor Vehicle Excise	766.89			36.46	\$ 730.43
2009	Motor Vehicle Excise	940.52			120.00	\$ 820.52
2008	Motor Vehicle Excise	1,159.70			798.75	\$ 360.95
2007	Motor Vehicle Excise	260.42				\$ 260.42
2006	Motor Vehicle Excise	499.69			30.00	\$ 469.69
2005	Motor Vehicle Excise	261.25				\$ 261.25
2004	Motor Vehicle Excise	1,025.93			356.25	\$ 669.68
2003	Motor Vehicle Excise	289.38			117.50	\$ 171.88
2002	Motor Vehicle Excise	21.88			21.88	\$ -
		<u>\$40,208.92</u>				<u>\$59,648.71</u>
	Interest Collected on Past Due Taxes			6,576.75		
	Collection Fees and Charges			11,814.00		
	Water Liens (cost, interest & water)			2,473.66		
	Mobile Home Fees In Lieu of Taxes			864.00		
	Municipal Lien Certificates			1,900.00		
	TOTAL COLLECTIONS FY 2021			\$ 11,516,638.10		

Respectfully submitted,

Michele M. Turner, Tax Collector

WATER COLLECTOR'S REPORT

07/01/2020 - 06/30/2021

Balances Prior Year Commitment:

FY 19 Water	(45.85)
FY 20 Water	14673.44
Beginning Balance:	14627.59

Water Commitments FY 2021:

Water Testing	3500.00
Testing Backflow devices	1320.00
Hydrant Flushing	5860.00
Work Service	
Final Reads	200.00
Water Usage	107380.25

Total FY 21:	\$118260.25
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Net Commitments:	\$132887.84
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Net Payments-Refunds & Revisions:	\$121305.38
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Ending Balance:	\$11,582.46
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Respectfully Submitted,



Michele M. Turner
Water Collector

TREASURER'S REPORT

Treasurer's Annual Report

I was elected Treasurer in late June of 2020. After being in this role for over a year and a half I am settling in quite well. I couldn't have done it without our Assistant Treasurer, Jean Fountain. She continues to be 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, which 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 completed. 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 BCBS 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 is turned over by various departments within the town. Below are some of the sources:

- Grant Money (for the Town of Erving and Erving Elementary School)
- RMV Fines
- Fire Department (permits)
- Recreation Department (program fees)
- Erving Elementary School (lunch money and after school payments)
- Select Board/Town Clerk (certificates, licenses, etc.)
- Library (fines)
- Senior Center (COA Van Program)

Cash is posted and reconciled with the Accountant on a monthly basis. Benefits are reconciled with the Accountant on a quarterly basis.

The Town of Erving continues to be the lead town for the Northern Tier Ten Town Economic Development Program. We have a contract with the Franklin County Community Development Corporation (FCCDC) to administer the money in which is reconciled quarterly.

Jennifer Eichorn
Treasurer

FINANCIAL REPORTS

ACCOUNTANT'S REPORTS

TOWN OF ERVING, MASSACHUSETTS COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS FOR THE YEAR ENDING JUNE 30, 2021

	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long Term Debt	Totals (Memorandum Only)
Assets							
Cash and Investments	\$ 4,730,633.64	\$ 335,443.70	\$ 2,366,521.00	1,808,613.45	\$ 15,880,188.15	\$ -	\$ 25,121,399.94
Accounts Receivable:							
Overpayment Refund	-	-	-	-	-	-	-
Property Taxes	31,125.32	-	-	-	-	-	31,125.32
Excise Taxes	59,648.71	-	-	-	-	-	59,648.71
Tax Liens	32,193.75	-	-	-	-	-	32,193.75
Tax Foreclosures	185,328.43	-	-	-	-	-	185,328.43
User Charges	-	-	-	11,582.46	-	-	11,582.46
Less: Allowance for Uncollectible Accounts	(1,472,385.50)	-	-	-	-	-	(1,472,385.50)
Due from Other Governments	-	493,985.45	-	-	-	-	493,985.45
Due from Other Funds	-	-	-	-	-	-	-
Amount to be Provided for the Payment of Debt	-	-	-	-	-	3,598,296.00	3,598,296.00
Total Assets	\$ 3,566,544.35	\$ 829,429.15	\$ 2,366,521.00	\$ 1,820,195.91	\$ 15,880,188.15	\$ 3,598,296.00	\$ 28,061,174.56
Liabilities and Fund Equity							
Liabilities:							
Warrants & Payrolls Payable	\$ 356,643.25	\$ -	\$ -	\$ 230.00	\$ -	\$ -	\$ 356,873.25
Employee Withholdings	542.82	-	-	-	-	-	542.82
Due to Others	6,313.69	-	-	-	8,364.14	-	14,677.83
Due to Student Groups	-	-	-	-	23,822.97	-	23,822.97
Deferred Revenue:							
Property Taxes	(1,441,260.18)	-	-	-	-	-	(1,441,260.18)
Other	277,170.89	493,985.45	-	11,582.46	-	-	782,738.80
Due to Other Funds	-	-	-	-	-	-	-
Bond Indebtedness	-	-	-	-	-	3,598,296.00	3,598,296.00
Total Liabilities	(800,589.53)	493,985.45	-	11,812.46	32,187.11	3,598,296.00	3,335,691.49
Fund Equity:							
Retained Earnings:							
Reserved for Encumbrances	-	-	-	385,526.72	-	-	385,526.72
Unreserved:							
Designated for Subsequent Years' Expenditures				60,000.00			60,000.00
Undesignated				1,362,856.73			1,362,856.73
Fund Balance:							
Reserved for Encumbrances & Contin. Approp.	1,760,472.12	30,000.00	2,366,521.00	-	-	-	4,156,993.12
Reserved for Nonexpendable Trust Principal	-	-	-	-	9,840.18	-	9,840.18
Unreserved:							
Designated for Subsequent Years' Expenditures	210,000.00	15,000.00	-	-	-	-	225,000.00
Undesignated	2,396,661.76	290,443.70	-	-	15,838,160.86	-	18,525,266.32
Total Fund Equity	4,367,133.88	335,443.70	2,366,521.00	1,808,383.45	15,848,001.04	-	24,725,483.07
Total Liabilities and Fund Equity	\$ 3,566,544.35	\$ 829,429.15	\$ 2,366,521.00	\$ 1,820,195.91	\$ 15,880,188.15	\$ 3,598,296.00	\$ 28,061,174.56

**TOWN OF ERVING, MASSACHUSETTS
BALANCE SHEET - ENTERPRISE FUNDS
FOR THE YEAR ENDING JUNE 30, 2021**

	POTW Fund	Water Fund	Totals
Assets			
Cash and Investments	\$ 1,520,444.66	\$ 288,168.79	\$ 1,808,613.45
Accounts Receivable:	-		
User Charges	-	11,582.46	11,582.46
Total Assets	\$ 1,520,444.66	\$ 299,751.25	\$ 1,820,195.91
Liabilities and Fund Equity			
Liabilities:			
Warrants & Accounts Payable	-	230.00	230.00
Deferred Revenue	-	11,582.46	11,582.46
Total Liabilities	-	11,812.46	11,812.46
Fund Equity:			
Reserved for Encumbrances	358,452.45	27,074.27	385,526.72
Reserved for Expenditure	60,000.00	-	60,000.00
Unreserved Retained Earnings	1,101,992.21	260,864.52	1,362,856.73
Total Fund Equity	1,520,444.66	287,938.79	1,808,383.45
Total Liabilities and Fund Equity	\$ 1,520,444.66	\$ 299,751.25	\$ 1,820,195.91

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, 2021**

	Governmental Fund Types			Fiduciary Fund Types	Totals
	General Fund	Special Revenue	Capital Projects	Trust Funds	(Memorandum Only)
Revenues:					
Taxes	11,308,430.02	\$ -	\$ -	\$ -	\$ 11,308,430.02
State Receipts	651,966.56	-	-	-	651,966.56
Excise Taxes	187,957.76	-	-	-	187,957.76
Licenses, Permits, Fees, Fines, Misc	59,631.18	-	-	-	59,631.18
Interest on Delinquent Taxes	9,679.44	-	-	-	9,679.44
Investment Income:					
Interest	40,271.45	11,132.13	-	1,727,373.72	1,778,777.30
Grants and Fees	-	788,526.26	544,030.00	-	1,332,556.26
Other	-	19,623.17	-	-	19,623.17
Total Revenues	12,257,936.41	819,281.56	544,030.00	1,727,373.72	15,348,621.69
Expenditures:					
Current:					
General Government	1,107,016.53	91,754.17	-	-	1,198,770.70
Public Safety	1,042,652.18	201,528.14	-	-	1,244,180.32
Public Works	827,579.16	376,557.66	119,426.34	-	1,323,563.16
Education	4,844,700.89	313,525.52	-	-	5,158,226.41
Health and Human Services	158,463.15	10,458.04	-	-	168,921.19
Culture and Recreation	336,793.34	20,946.93	233,916.03	-	591,656.30
Employee Benefits and Insurance	1,592,302.97	-	-	-	1,592,302.97
State Assessments	296,810.00	-	-	-	296,810.00
Debt Service:	-	-	-	-	-
Principal	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-
Total Expenditures	10,206,318.22	1,014,770.46	353,342.37	-	11,574,431.05
Excess of Revenues Over (Under) Expenditures	2,051,618.19	(195,488.90)	190,687.63	1,727,373.72	3,774,190.64
Other Financing Sources (Uses):					
Operating Transfers In	152,271.94	-	195,000.00	1,367,029.00	1,714,300.94
Operating Transfers Out	(1,585,547.00)	(77,271.94)	(544,029.00)	(75,000.00)	(2,281,847.94)
Proceeds of Notes and Debt	-	-	1,570,000.00	-	1,570,000.00
Total Other Financing Sources (Uses)	(1,433,275.06)	(77,271.94)	1,220,971.00	1,292,029.00	1,002,453.00
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	618,343.13	(272,760.84)	1,411,658.63	3,019,402.72	4,776,643.64
Fund Balances, Beginning of Year	3,748,790.75	608,204.54	954,862.37	12,828,598.32	18,140,455.98
Fund Balances, End of Year	\$ 4,367,133.88	\$ 335,443.70	\$ 2,366,521.00	\$ 15,848,001.04	\$ 22,917,099.62

FINANCIAL REPORTS

TOWN OF ERVING, MASSACHUSETTS COMBINED STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND FOR THE YEAR ENDED JUNE 30, 2021

	Original Budget	Final Budget	Actual	Amounts Carried Forward to Next Year	Variance Favorable (Unfavorable)
Revenues:					
Taxes	\$ 10,959,978.50	10,959,978.50	\$ 11,308,430.02	\$ -	\$ 348,451.52
State Receipts	631,009.00	631,009.00	651,966.56	-	20,957.56
Excise and Other Taxes	170,792.00	170,792.00	187,957.76	-	17,165.76
Licenses, Permits, Fees, Fines, Misc	56,500.00	56,500.00	59,631.18	-	3,131.18
Interest on Delinquent Taxes	6,000.00	6,000.00	9,679.44	-	3,679.44
Interest on Investments	35,000.00	35,000.00	40,271.45	-	5,271.45
Total Revenues	11,859,279.50	11,859,279.50	12,257,936.41	-	398,656.91
	Λ	Λ	Λ		
Expenditures:					
Current:					
General Government	\$1,803,283.72	\$1,796,135.72	1,107,016.53	561,515.38	127,603.81
Public Safety	1,038,377.73	1,235,377.73	1,042,652.18	75,543.34	117,182.21
Public Works	1,292,069.75	1,359,217.75	827,579.16	513,408.18	18,230.41
Education	5,475,528.31	5,475,528.31	4,844,700.89	368,828.99	261,998.43
Health and Human Services	280,860.00	280,860.00	158,463.15	45,025.00	77,371.85
Culture and Recreation	588,346.90	589,902.54	336,793.34	196,151.23	56,957.97
Employee Benefits and Insurance	1,704,067.00	1,704,067.00	1,592,302.97	-	111,764.03
State Assessments	265,352.00	265,352.00	296,810.00	-	(31,458.00)
Debt Service:					
Principal	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-
Total Expenditures	12,447,885.41	12,706,441.05	10,206,318.22	1,760,472.12	739,650.71
Excess of Revenues Over (Under) Expenditures	(588,605.91)	(847,161.55)	2,051,618.19	(1,760,472.12)	1,138,307.62
Other Financing Sources (Uses):					
Operating Transfers In	76,555.64	76,555.64	152,271.94	-	75,716.30
Operating Transfers Out	(1,390,547.00)	(1,585,547.00)	(1,585,547.00)	-	-
Total Other Financing Sources (Uses)	(1,313,991.36)	(1,508,991.36)	(1,433,275.06)	-	75,716.30
Budget Variance:					
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	\$ (1,902,597.27)	\$ (2,356,152.91)	\$ 618,343.13	\$ (1,760,472.12)	\$ 1,214,023.92

**TOWN OF ERVING, MASSACHUSETTS
COMBINED STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN RETAINED EARNINGS
PROPRIETARY FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2021**

	Proprietary Fund Types		Totals
	POTW Fund	Water Fund	(Memorandum Only)
Operating Revenues:			
Collections and User Fees	\$ 219,365.40	\$ 121,910.24	\$ 341,275.64
Other Income			-
Interest on User Charges		401.11	401.11
Total Operating Revenues	<u>219,365.40</u>	<u>122,311.35</u>	<u>341,676.75</u>
Operating Expenses:			
Operating Costs	485,073.48	72,751.37	557,824.85
Total Operating Expenses	<u>485,073.48</u>	<u>72,751.37</u>	<u>557,824.85</u>
Operating Income (Loss)	<u>(265,708.08)</u>	<u>49,559.98</u>	<u>(216,148.10)</u>
Non-Operating Revenues (Expenses):			
Interest	10,318.13	2,317.28	12,635.41
Capital Outlay	(48,196.35)		(48,196.35)
Payment of Debt	(230,102.00)	(12,000.00)	(242,102.00)
Interest Expense	(45,823.96)	(600.00)	(46,423.96)
Total Non-Operating Revenues (Expenses)	<u>(313,804.18)</u>	<u>(10,282.72)</u>	<u>(324,086.90)</u>
Income (Loss) Before Operating Transfers	<u>(579,512.26)</u>	<u>39,277.26</u>	<u>(540,235.00)</u>
Operating Transfers In (Out)	<u>567,547.00</u>	<u>-</u>	<u>567,547.00</u>
Net Income (Loss)	<u>(11,965.26)</u>	<u>39,277.26</u>	<u>27,312.00</u>
Retained Earnings July 1, 2020	<u>1,532,409.92</u>	<u>248,661.53</u>	<u>\$ 1,781,071.45</u>
Retained Earnings June 30, 2021	<u>\$ 1,520,444.66</u>	<u>\$ 287,938.79</u>	<u>\$ 1,808,383.45</u>

FINANCIAL REPORTS

TOWN OF ERVING, MASSACHUSETTS
COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2021

	Fund Balances July 1, 2020	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2021
Highway Ch90 Grants:	\$ -		323,402.43		\$ (323,402.43)
School Grants:					
SPED IDEA	(1,088.63)	52,951.50	48,134.22		3,728.65
SPED Early Childhood	7.07	481.00	1,991.07		(1,503.00)
SPED Program Improvement	0.00	578.00			578.00
SPED Program Improvement- EC	(0.00)	125.00			125.00
Title I	563.10	23,855.00	28,134.17		(3,716.07)
REAP Grant	14,612.65	22,125.86	21,760.84		14,977.67
CvRF School Reopening Grant	-	46,220.00	48,600.00		(2,380.00)
State Corona Virus Protection	-	8,550.00	5,828.14		2,721.86
Esser Fed Covid	-	22,771.00	25,655.86		(2,884.86)
Title II A - Education Quality	181.71	5,561.00	7,477.92		(1,735.21)
Title IV	(762.10)	11,636.00	11,261.45		(387.55)
Foundation Reserve-"Pothole"	11,405.90				11,405.90
Community Part for Children	(5,257.44)	5,257.50			0.06
SPED Circuit Breaker	109,536.00	91,965.00	37,042.13	(72,493.87)	91,965.00
Early Grades Literacy	(8,644.95)	10,455.00	415.30		1,394.75
Rural Aid	8,702.14	7,654.36			16,356.50
Police Grants:					
Local Law Enforcement System Improvement	329.48				329.48
Law Enforcement Trust-Forfeitures	2,731.00				2,731.00
Fire Dept S.A.F.E. Grants	7,036.06	5,974.00	4,745.12		8,264.94
Fire Dept Equip Grant	-		7,990.00		(7,990.00)
Emergency Operations Planning Grant	1.56				1.56
Munic Vulnerability Preparedness	-		33,500.00		(33,500.00)
Munic Vulnerability Planning	(9,000.00)	9,000.00	11,100.00		(11,100.00)
Haz Mitigation Plan (FEMA)	(7,739.10)	7,739.10			-
Covid 19 Cares Act	(1,398.13)	51,563.00	110,993.02		(60,828.15)
American Recovery Plan Act (ARPA)	-	91,584.99			91,584.99
CTCL 2020 Elections Grant	-	5,000.00	2,909.17		2,090.83
Green Communities Grant	17,526.25	71,452.50	13,530.00		75,448.75
EOCD Housing Rehab	-				-
EOCD Senior Hsg Studies	14,347.72				14,347.72
CDBG Covid19 Loan Fund	-	20,000.00	15,315.00		4,685.00
DEP Small Scale Grant	500.00				500.00
DEP Recycl Dividend Prog Grant	2,030.00	2,800.00	550.00		4,280.00
Septic Management Grant	2,000.00				2,000.00
MAPHC-Public Health	180.00				180.00
FCHHC-DPH My Life/My Health	2.38				2.38
Title III-FCHCC-COA	(223.60)	2,865.00	880.00		1,761.40
COA Walking Grant	15.16				15.16
Martap Mini Grant	-				-

FINANCIAL REPORTS

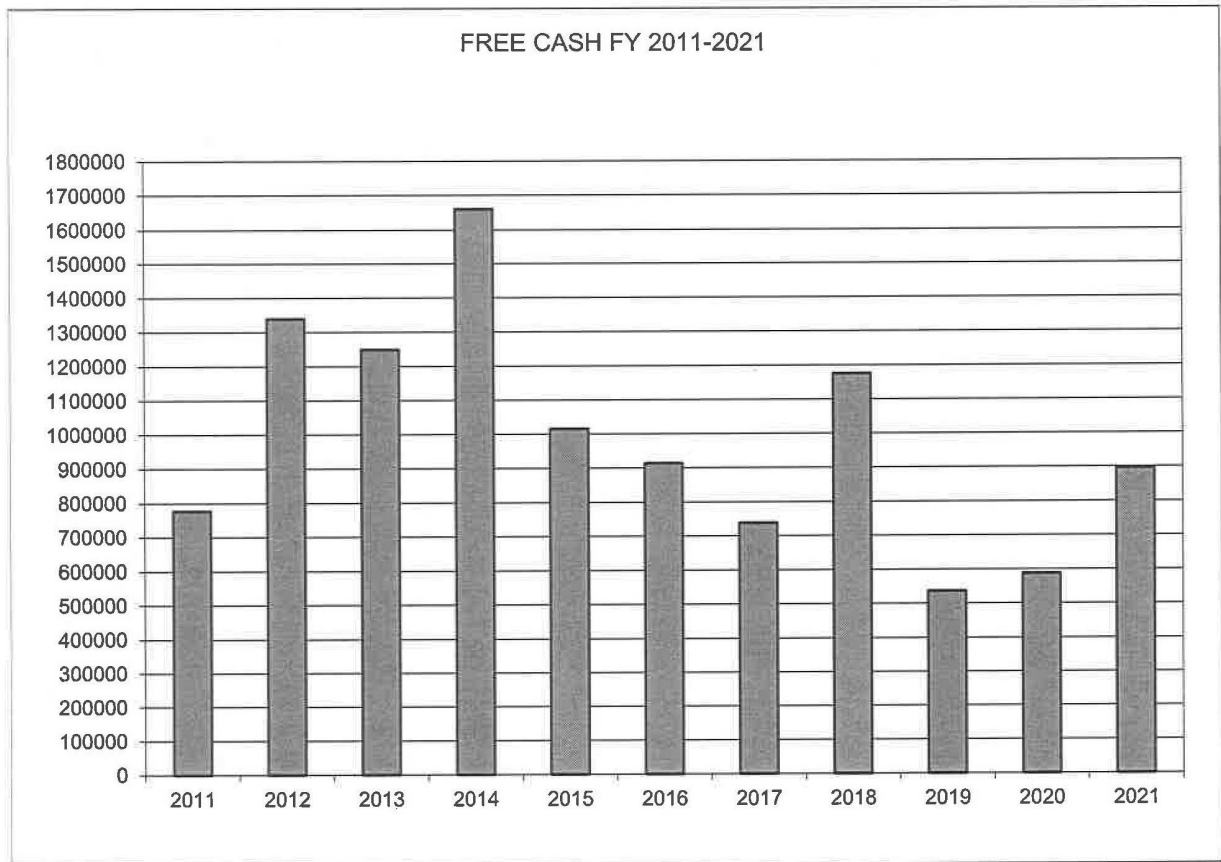
	Fund Balances July 1, 2020	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2021
Bridge/Culvert Maint Plan Grant	231.95				231.95
Complete Streets Grant	(24,868.95)	24,868.95			-
Mass Works-IP Pump Sta & Sewer Grant	-		52,575.00		(52,575.00)
Wellhead Protection Grant	1,167.78				1,167.78
COA Formula Grant	0.65	6,000.00			6,000.65
MCOA Grant FY21	-	789.27	3,601.83		(2,812.56)
Library-LIG/MEG	16,793.38	3,078.37	421.17		19,450.58
Library -MA Cultural Cncl Grant	2,300.00		25.00		2,275.00
Schools:					
School Lunch	(3,524.76)	103,401.99	76,207.07		23,670.16
Revolving Funds:					
Misc Grants/Gifts	516.08				516.08
100 Mile Club	187.44				187.44
After School Program	270.65	20.00	501.00		(210.35)
School E Rate Revolving	3,222.43			(3,222.43)	-
Read-A-Thon Revolving Fund	0.00				0.00
Pre-K Tuition Revolving Fund	43,426.47	5,900.00	516.35		48,810.12
Adult Education-Prof Devel	3,075.00				3,075.00
Other:					
Recreation Revolving	18,884.54	4,888.97	11,096.04		12,677.47
Ten Town Loan Program	155,040.88	29,110.25	60,000.00		124,151.13
Entergy/VY Training	1,180.00				1,180.00
Cultural Council	4,406.95	4,832.75	3,649.00		5,590.70
Road Machinery Fund	786.47				786.47
Sale of Cemetery Lots	12,150.00	300.00			12,450.00
Wetlands Protection Fund	5,996.90				5,996.90
Post War Rehab	24,256.86	1,538.33			25,795.19
Insurance Proceeds	873.72				873.72
Cons Comm Consultant Fees	4,833.87				4,833.87
FRCOG-Mini Grant-BOH	197.23				197.23
Cable-PEG Access Support	140,636.56	15,178.85			155,815.41
EV Charging Stations Revolving Fund	-		30.23		(30.23)
COA Revolving-Van Driver & Admin	4,441.28	942.64	1,019.25		4,364.67
COA Food Service Revolving	1,212.14	1,730.00	337.83		2,604.31
COA Donations	7,251.31		2,865.13		4,386.18
COA Facility Use	2,200.00		1,754.00		446.00
Dog Fund Library	1,555.64			(1,555.64)	-
Police Outside Detail	6,325.00	38,100.00	33,200.00		11,225.00
Fire Dept Gifts	2,048.00				2,048.00
Library-Ezra Jack Keats Foundation	206.26		206.26		-
Coutu Library	820.00				820.00
Library Bldg & Renov Gifts & Donations	10,146.32	436.38	5,549.46		5,033.24
Historical Comm Gifts	115.00				115.00
Riverfront Park Improv- Gifts & Donations	315.00				315.00
SEAD	1,932.26				1,932.26
	\$ 608,204.54	\$ 819,281.56	\$ 1,014,770.46	\$ (77,271.94)	\$ 335,443.70

TOWN OF ERVING, MASSACHUSETTS
COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2021

	Fund Balances July 1, 2020	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2021
Library Bldg Project	\$ 987,952.37	\$ 544,030.00	\$ 233,916.03	\$ (544,029.00)	\$ 754,037.34
Sewer Main Line Replacement POTW#2	\$ (33,090.00)		\$ 103,426.34	\$ 1,570,000.00	\$ 1,433,483.66
Church St Bridge	\$ -		16,000.00	195,000.00	179,000.00
	<u>\$ 954,862.37</u>	<u>\$ 544,030.00</u>	<u>\$ 353,342.37</u>	<u>\$ 1,220,971.00</u>	<u>\$ 2,366,521.00</u>

**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, 2021**

	Fund Balances July 1, 2020	Revenues	Expenditures	Other Financing Sources (Uses)	Fund Balances June 30, 2021
Stabilization Fund:					
General-Undesignated	\$ 7,888,423.50	\$ 557,738.43		\$ 817,029.00	\$ 9,263,190.93
Designated for Expenditure	\$ -				\$ -
Capital Stabilization	401,445.27	33,145.36		175,000.00	609,590.63
OPEB Trust Fund	4,499,479.18	1,134,009.42		300,000.00	5,933,488.60
Cemetery Perpetual Care:					
Non-Expendable	9,840.18				9,840.18
Expendable	21,050.83	1,959.11			23,009.94
Conservation Fund	8,359.36	521.40			8,880.76
	<u>\$ 12,828,598.32</u>	<u>\$ 1,727,373.72</u>	<u>\$ -</u>	<u>\$ 1,292,029.00</u>	<u>\$ 15,848,001.04</u>



REGIONAL REPORTS

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

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 2021 shows a decrease of 100 tons of recycling compared to 2020. 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 recycling primarily to domestic companies. For six months, the market revenue exceeded the processing fee so towns received revenue for their recycling tonnage.

The pandemic resulted in the cancellation of both 2021 Clean Sweep collection events.

We did hold our annual household hazardous waste collection in September 2021. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. We adjusted our collection protocol to account for health and safety requirements during the pandemic. A total of 420 households participated in this event.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$94,000 for District towns. This grant funding is a result of a town's successful waste management infrastructure.

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 or visit us at 117 Main St., 2nd Floor in Greenfield.

Jan Ameen - *Executive Director*

Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain – *Chair*

M.A. Swedlund, Deerfield – *Treasurer*

EASTERN FRANKLIN COUNTY HEALTH DISTRICT

The Eastern Franklin County Health District is responsible for conducting inspections and enforcement of state and local health regulations. In addition, the District works with the Erving Board of Health in consultation to formulate and enact policies that carry out the intent of the Board for municipal health protection. The Eastern Franklin County Health District has provided public health services for the Town of Erving since its inception in 1985.

Claudia Sarti and Charlie Kaniecki, both formerly employed by the state Department of Public Health, were subsequently appointed to fill the positions which were vacated in July of 2017. Claudia Sarti is the District Public Health Agent and Charlie Kaniecki is the Assistant Agent.

Fighting the ongoing COVID-19 pandemic has taken the forefront in the past year as new variants of the virus emerged and we have been directing activities to help support the community in messaging and contact tracing as well as helping our local businesses navigate changes in mandates. We continue to provide messaging for the vaccination of residents, and we will continue this work to keep the residents of Erving safe. The Erving Board of Health has continued to address issues of abandoned and derelict housing, as well as potential public health issues relating to infractions by homeowners. And our agents continue to work with the Massachusetts Attorney General's Office Abandoned Housing Initiative, by placing non-code compliant properties into receivership programs for upgrades and renovation.

One of the primary responsibilities of the agents continues to be inspection-related. Food Establishments, recreational camps, pools, and certain other services are required to be inspected annually on different schedules regulated by state law. Erving has two pools, a motel, and several restaurants/retail food sales, vendors.

In addition, in 2021, a long-standing member of the Erving Board of Health, Bruce (Cyd) Scott, resigned from his position as Chair of the Board of Health in pursuit of new endeavors. We wish him and his all the best and would like to extend a heartfelt THANK YOU for his years of dedication and leadership to the Board.

As it has historically, the District continues to accept calls from citizens with questions or health concerns, as well as from the towns under the jurisdiction of the Eastern Franklin County Health District on topics as varied as water quality, indoor air quality, mold, rodents and insects, septic system maintenance, community public health resources, disease concerns and funding for maintaining minimum standards for housing. *We look forward to working with your Community in the coming year.*

Claudia Sarti, District Public Health Agent
Charlie Kaniecki, Assistant District Agent

VETERAN'S SERVICES AGENT

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district

Member Towns

Ashfield
Bernardston
Buckland
Charlemont
Colrain
Conway
Deerfield
Erving
Gill
Greenfield
Hawley
Heath
Leverett
Leyden
Monroe
Montague
New Salem
Northfield
Plainfield
Rowe
Shelburne
Shutesbury
Sunderland
Warwick
Wendell
Whately

District Annual Report CY21

Mission Statement: To advocate for veterans, their spouses, dependants, widows or widowers for Veterans' Benefits on the Local, State and Federal levels

2021 was a trying year for many. Our office remained fully open and fully staffed during all of 2021. We felt we would see more veterans and their dependents due to other services being closed or restricted and this proved true. We filed more VA claims and more VA health care applications than any other year that we have been in existence. The following are some brief highlights for the district during the past year:

- District now brings in \$1793282.18 in Federal and State money **per month** from all sources (VA, State Reimbursements, State Annuities and sales). Compare this to \$58000 in expenses per month.
- Our office requested and sponsored a COVID vaccine clinic courtesy of the VA and Kringle Candle in Bernardston
- We created the State's first dedicated VA Telehealth center for veterans to use for their Telehealth appointments if they do not wish to travel far or do not have the skill set or technology to do at home. This is being emphasized by the VA after lessons learned from COVID.
- VSA Laura Thorne has maintained her SHINE certification and is helping veterans and their dependents, taking some of the load off the Senior Centers. Deputy Chris Demars is now a Certified National Service Officer, allowing us to directly submit VA paperwork, helping to speed up these claims. Finally, Brian Brooks, Veteran Service Officer, is currently the Massachusetts Marine Corps League Commandant, representing Marine Veterans across Massachusetts.
- As District Town Halls and Senior Centers are slowly re-opening we are returning to our normal outreach locations (call for latest times and places)
- We project a level funded Fiscal Year 23 budget while continuing to expand services in 2023

Timothy Niejadlik, Director
Upper Pioneer Valley Veterans' Services District

FRCOG SERVICES TO ERVING

Franklin Regional Council of Governments Services to Erving in 2021

Finance and Municipal Services

Erving contracted with the FRCOG to receive collective bid pricing for highway products and The FRCOG provides planning services, programming, and advocacy to all County municipalities. Our municipal service programs – Collective Purchasing, Cooperative Public Health, Cooperative Inspection, and Town Accounting – are available to any municipality. Partnership for Youth provides substance use and chronic disease prevention; the Planning Department assists with local planning and larger regional projects; and the Emergency Preparedness and Homeland Security Programs prepare and train first responders and health officials.

The COVID-19 pandemic continued to shape the ways we did business in 2021, and while the attention of some staff remained focused on pandemic response, our typical work did not stop, nor did our mission to serve the interests of citizens, municipalities, and the region as a whole. We've included some of that work here, and *FRCOG's 2021 Annual Report*, published this spring, will further summarize our regional efforts. The following pages list services specific to Erving.

COVID Response and Recovery

FRCOG engaged in regional and municipal COVID response and recovery in numerous ways, including:

- Maintained up-to-date regional websites; developed and distributed community education messages; provided mask order and social-distancing signage for use at town facilities, non-profits, and businesses.
- With partners in the Regional Vaccination Collaborative, coordinated 140 regional vaccination clinics administering nearly 32,000 doses of vaccine.
- Advocated for the needs of rural communities and local public health; facilitated information sharing on COVID case trends, new state guidance and initiatives, and sharing of best practices.

Climate Resilience

- Worked with the Town Planner on green infrastructure best management practices to manage stormwater, including site assessments for integration with future projects, as part of the Franklin County Sustainable Stormwater Pilot Project.

Economic Development

- Provided technical assistance and updated the site development profile for the town-owned former IP Millers Papermill.
- services, including rental equipment, fire alarm services, and dog tags and licenses. Staff also facilitated a bid for a DPW generator and for landscape and maintenance services.
- The Cooperative Inspections program issued 76 building permits, 32 electrical permits and 25 plumbing/gas permits for Erving in 2021. Six (6) Certificates of Inspection were issued.

Land Use and Natural Resources

- Began development of a Watershed-Based Plan for Keyup Brook that would make the watershed area eligible for water quality grants
- Provided technical assistance for the Northfield Mountain Pumped Storage project FERC relicensing.
- Provided technical assistance on potential zoning bylaw changes to support affordable housing.

Public and Community Health

Erving shares a Public Health Nurse with other CPHS, a health district towns, based at the FRCOG.

- Held 5 monthly nursing walk-in wellness clinics at the Senior Center where residents made 45 visits for health screening services, chronic illness management assistance, and flu vaccine.
- Completed state-mandated infectious disease surveillance and reporting for communicable cases in the district member towns. Erving had 6 disease cases, including Influenza, Lyme, Hepatitis C, and Varicella, some of which required in-depth case investigation and reporting.
- Gave 897 Flu and 77 COVID vaccinations at CPHS flu clinics, COVID pop ups, and home visits. Among these, 52 Erving residents received flu vaccines, and 8 COVID vaccines were delivered.
- Provided support to 145 residents with COVID-19, many requiring in-depth case investigation and reporting. Managed all COVID-19 contact tracing, isolation, and quarantine responsibilities for Erving with a team of 8 staff members.
- Provided tick prevention materials and helped residents access grant-funded tick tests.
- Conducted a Teen Health Survey assessing attitudes and behaviors among middle and high school students. Staff reported results to Gill-Montague Regional School District administrators from 136 students, representing 90% of the 8th, 10th, and 12th grades. Survey data meets federal requirements for the school and is valuable for grant writing and program planning.
- Provided training, technical assistance, and evaluation for the evidence-based LifeSkills substance use prevention curriculum in the Gill-Montague Regional School District (GMRSD).
- Provided resources for advancing racial justice in school districts/schools to the GMRSD.
- Provided training, materials, and technical assistance for the new, evidence-based PreVenture substance use prevention and mental health promotion program in the GMRSD.
- Assisted with Erving's official acceptance into the Age- and Dementia-Friendly Communities initiative, paving the way for participation with the needs assessment and action plan.

Training and Education

The following list represents the FRCOG workshops and training sessions that Erving public officials, staff, and residents attended, and the number in attendance.

COVID-19 Pandemic Support:

Bi-Weekly Coord. Roundtables – 1-3/wk
Public Health After-Action Conf. - 1

Emergency Prep & Homeland Security:

Free Emergency Telecom Services - 1

Municipal Officials' Continuing Education:

Funding Water & Sewer Infrastructure -1
Receivership Training - 1

Transportation

- Participated in launching the Northern Tier Rail study to examine the feasibility of passenger rail serviced connecting North Adams, Greenfield and Boston.
- Began an inventory of outdoor recreation assets in town.
- Provided assistance in developing a trail map for the Poplar Mountain Trail network.
- Conducted pedestrian counts on Poplar Mountain Trail to assess potential parking on Old State Road.
- Conducted a traffic count on Route 63 for the Regional Traffic Counting Program.
- Continued to assist the Route 2 Task Force by advocating for the installation of suicide barriers on the French King Bridge, and advancing design projects in Erving Center and Farley.
- Conducted turning movement counts in the downtown to understand traffic flow changes in anticipation of a bridge closing.
- Assisted with the designation of a municipal parking lot on Route 2 in the downtown as a formal MassDOT park and ride lot.
- Wrote a successful nomination application to designate the Mohawk Trail as a National Scenic Byway. Designation was approved in February, 2021.

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 despite 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.

TOWN CONTACT INFORMATION

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. 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 if 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.

TOWN CONTACT INFORMATION

LOAN INTEREST

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

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 because 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.

TOWN CONTACT INFORMATION

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 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 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 CONTACT INFORMATION

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 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 monthly. 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)

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, 4th 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 INFORMATION

Board of Selectmen/ Water Commissioners Town Hall

Meets Mondays 6:30 PM
413-422-2800 Ext. 1102
selectmen@erving-ma.gov

Town Administrator Town Hall

413-422-2800 Ext. 1102
bryan.smith@erving-ma.gov

Administrative Assistant Town Hall

413-422-2800 Ext. 1101
elizabeth.sicard@erving-ma.gov

Accountant Town Hall

413-422-2800 Ext. 1103
deborah.mero@erving-ma.gov

Board of Assessors Town Hall

413-422-2800 Ext. 1107
assessors@erving-ma.gov

Principal Assessor

413-422-2800 Ext. 1107
jacquelyn.boyden@erving-ma.gov

Tax and Water Collector Town Hall

413-422-2800 Ext. 1104
michele.turner@erving-ma.gov

Treasurer Town Hall

413-422-2800 Ext. 1112
Jennifer.eichom@erving-ma.gov

Board of Health Town Hall

413-422-2800 Ext. 1101
health@erving-ma.gov

Conservation Commission Town Hall

413-422-2800
Conservation@erving-ma.gov

Finance Committee Town Hall

Meets as Necessary
413-422-2800 Ext. 1102

Town Clerk Town Hall

413-422-2800 Ext. 1106
richard.newton@erving-ma.gov

Planning Board Town Hall

413-422-2800
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

Water/Wastewater Dept.

16 Public Works Blvd.
Monday thru Friday
413-423-3500
peter.sanders@erving-ma.gov

WEBSITE:
www.erving-ma.gov

Erving Public Library 17 Moore Street

413-423-3348
library@erving-ma.gov

Council on Aging Senior/Community Center

1 Care Drive
413-423-3649
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

Erving Police Station

71 French King Highway
413-423-3310
police@erving-ma.gov

Recreation Commission

18 Pleasant Street
413-422-1187
recreation@erving-ma.gov

Town Planner Town Hall

413-422-2800 Ext. 1108
Mariah.kurtz@erving-ma.gov

Town-General Inquiries
info@erving-ma.gov