

COMMONWEALTH OF MASSACHUSETTS  
COUNTY OF FRANKLIN

**SPECIAL TOWN MEETING  
WEDNESDAY JUNE 25, 2019**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Senior and Community Center, 1 Care Drive, Erving, Massachusetts, on Wednesday June 25, 2019, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:03 p.m. and he noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

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**GENERAL ARTICLES**

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**ARTICLE 1: ACCEPTANCE OF THE 2018 TOWN REPORT**

The Town voted unanimously to accept the reports of the Town Officers for 2018.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article will accept the 2018 Town Report as presented. This article was passed over at the May 01, 2019 Annual Town Meeting. Approval of this article requires a majority vote.*

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**BYLAW ARTICLES**

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**ARTICLE 2: AMENDED REVOLVING ACCOUNTS**

The Town voted unanimously to amend the General Bylaw entitled Departmental Revolving Funds, adopted on June 20, 2017 in Section 5 "Authorized Revolving Funds" by establishing and authorizing a new revolving fund for use by the Board of Library Trustees under Massachusetts General Laws Chapter 44, § 53E1/2.

**Please note: Proposed additions are in *bold italics*.**

DEPARTMENTAL REVOLVING FUNDS

5. Authorized Revolving Funds. The Table establishes:
- A. Each revolving fund authorized for use by a town department, board, committee, agency or officer.
  - B. The department or agency head, board, committee or officer authorized to spend from each fund.
  - C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant.
  - D. The expenses of the program or activity for which each fund may be used.
  - E. Any restrictions or conditions on expenditures from each fund.
  - F. Any reporting or other requirements that apply to each fund, and
  - G. The fiscal years each fund shall operate under this by-law.

Revolving Fund	Entity Authorized to Spend from Fund	Fees, Charges, or Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Food Service	Council on Aging	Receipts Related to the food service program at the Council on Aging	Operation of a food Service Program	Limit of \$10,000.00		Fiscal Year 2018 and Subsequent Years
Facility Use	Council on Aging	Receipts Related to the use of the Senior & Community Center	Maintenance, staffing and repair related to making the facility available for use by outside groups.	Limit of \$10,000.00		Fiscal Year 2018 and Subsequent Years
<i>Library Use and Fees</i>	<i>Board of Library Trustees</i>	<i>Receipts Related to the use of the Public Library, Lost Book Fees, and Other Program Fees</i>	<i>Maintenance, staffing and repair related to making the facility available for use by outside groups, replacement of books and materials, expenses related to programs offered</i>	<i>Limit of \$3,000.00</i>		<i>Fiscal Year 2020 and Subsequent Years</i>

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would establish a new revolving fund for use by the Board of Library Trustees to accept funds paid for use of the Public Library as well as lost book fees, and fees related to programs. Expenses are related to the sources of the revenue. The expense limit will be voted on annually. A majority vote is required to adopt or amend the general by-laws.

## DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

### ARTICLE 3: REVOLVING ACCOUNT SPENDING LIMIT

The Town voted unanimously to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the Library Use and Fees revolving fund established in Town bylaws for the Board of Library Trustees in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, as follows:

Revolving Fund	Department/Board/Committee/ Agency or Officer	FY2020 Spending Limit
Library Use and Fees	Board of Library Trustees	\$3,000.00

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

**Article Information:** Approval of this article would establish the FY2020 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.

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## ACCOUNTS PAYABLE OF A PRIOR YEAR: 2018

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### ARTICLE 4: APPROPRIATION FOR FY2018 EXPENSES

The Town voted unanimously to appropriate the sum of Two Hundred Thirty-three Dollars and Ninety-One Cents (\$233.91) from the FY2019 Fire Department Expenses for the purpose of paying Fiscal Year 2018 invoices as listed below.

Line	Department/ Agency	Vendor	Amount
1	Fire Department	Comcast	233.91
Grand Total			\$233.91

SUBMITTED BY: Administrative Coordinator  
FINANCE COMMITTEE RECOMMENDS: Approval

*Article Information: In the above listed instances, invoices were identified and/or received after the start of Fiscal Year 2019 and after the books for FY2018 were closed. Approval of this article will authorize the Town to pay the above referenced vendors in the amounts indicated. Approval for expenditures in a previous fiscal year require 9/10 approval at Special Town Meeting per MGL Chapter 44 Section 64.*

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## FY2020 FINANCIAL ARTICLES

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### ARTICLE 5: TRANSFER FOR ERVING CENTER PLANNING

The Town voted unanimously to transfer the sum of Seven Thousand Two Hundred Dollars and No Cents (\$7,200.00) from the Consulting account (01-122-200-53000) into a special article fund for the purpose of conducting planning efforts for the Erving Center village.

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS: Approval

*Article Information: Approval of this article would transfer existing funding for the Town to contract with a consultant to work with the Town, residents, and business owners on a plan for the future development of Erving Center. The Town originally voted to approve this transfer at the January 2019 Special Town Meeting. The funding was placed into the FY2019 operating budget as the project was to occur in the spring. The School that had contracted to do the planning project had to cancel the contract and the project was put on hold. The Town has made arrangements with another planning school to do the work if the funding can be moved into a special article. Approval of this article requires a majority vote.*

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### ARTICLE 6: ADDITIONAL APPROPRIATION FOR THE CONSTRUCTION OF THE ERVING PUBLIC LIBRARY

The Town voted unanimously to appropriate the sum of Five Hundred Fifty Thousand Dollars and No Cents (\$550,000.00), sourced with Four Hundred Eighty-four Thousand Seven Hundred Fifty Dollars and No Cents (\$484,750.00) from Free Cash and by raising Sixty-five Thousand Two Hundred Fifty Dollars and No Cents (\$65,250.00), for the purpose of constructing the new Erving Public Library and related expenses, as itemized below.

Line	Description	Amount
1	Construction of a Photovoltaic Solar Array	\$325,000.00
2	Furniture, Fixtures and Equipment	\$225,000.00
	<b>Grand Total</b>	<b>\$550,000.00</b>

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$484,750 from certified free cash, raise \$65,250 and appropriate that total of \$550,000 for the construction of the new Erving Public Library. The amount requested is meant to fund the construction of a photovoltaic solar array to provide electricity to the new Public Library, reducing operational costs, and for the purchase of furniture, fixtures, and equipment. Failure to approve the installation of the PV solar array would jeopardize the MBLC grant that was awarded and potentially reduce the matching funds from the state. Approval of this article requires a majority vote.*

#### ARTICLE 7: APPROPRIATION FOR THE CONSTRUCTION OF THE ERVING PUBLIC LIBRARY

The Town voted unanimously appropriate the sum of Two Million Five Hundred Fifty-one Thousand Seven Dollars and No Cents (\$2,551,007.00) from General Stabilization for the purpose of constructing the new Erving Public Library and related expenses and to rescind the remaining borrowing authorized under Article 27 of the Annual Town Meeting on May 03, 2017.

SUBMITTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** Approval of this article would transfer \$2,551,007 from General Stabilization and appropriate it for the construction of the new Erving Public Library. Additionally, approval of the article would rescind the approved borrowing authority. By transferring available cash, the Town will avoid borrowing this amount and hundreds of thousands of dollars in interest and loan origination costs associated with that borrowing. In accordance with the Town's Reserve Funding Policy, the repayment plan is as follows: two (2) remaining matching grant payments from the MBLC, each in the amount of \$544,000, \$100,000 grant from the MBLC for achieving LEED certification, and an annual appropriation of \$273,000 over a five (5) year period that begins in FY2021. Approval of this article requires a 2/3 vote.*

#### ARTICLE 8: AMENDED FY2020 GENERAL OPERATING BUDGET

The Town voted unanimously to raise and appropriate the sum of Thirty-two Thousand Four Hundred Thirty-six Dollars and No Cents (\$32,436.00) to amend the FY2020 General Operating Budget, approved at Annual Town Meeting on May 01, 2019, by the following itemized amounts, all for municipal purposes:

Line	Divisions	Original Amount	Proposed Amendment	New Total
1	General Government	\$ 908,431.00	\$8,929.00	\$917,360.00
2	Public Safety	\$ 860,865.00	\$11,863.00	\$872,728.00
3	Public Works	\$ 554,714.00	\$8,133.00	\$562,847.00
4	Health & Human Services	\$ 224,865.00	\$1,482.00	\$226,347.00
5	Culture & Recreation	\$ 229,192.00	\$2,029.00	\$231,221.00

6	Benefits	\$ 1,680,368.00	\$0.00	\$1,680,368.00
	<b>Grand Total</b>	<b>\$ 4,458,435.00</b>	<b>\$32,436.00</b>	<b>\$4,490,871.00</b>

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article requests amendments to the FY2020 operating budget to allow for adjustments to wages & compensation. The changes are in consideration of cost of living adjustments. Approval of this article will amend the FY2020 operating budget in the categories identified above. Approval of this article requires a majority vote.*

## ARTICLE 9: AMENDED FY2020 ELECTED OFFICIAL COMPENSATION

The Town voted unanimously to fix the sum of One Hundred Twenty-two Thousand Four Hundred Sixty-three Dollars and No Cents (\$122,463.00) for Elected Officials' salaries, 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, and rescind the FY2020 Elected Official Compensation article approved at the Annual Town Meeting on May 01, 2019:

	Detail	Wage Total	Wage per Person
<b>Assessor (3)</b>		\$ 11,418.00*	\$ 3,806.00ea
<b>Board of Health (3)</b>		\$ 2,862.00*	\$ 954.00ea
<b>Library Trustees (3)</b>		\$ 2,340.00*	\$ 780.00ea
<b>Moderator (1)</b>		\$ 204.00*	
<b>Planning Board (5)</b>		\$ 4,510.00*	\$ 902.00ea
<b>Recreation Commission (5)</b>		\$ 4,550.00*	\$ 910.00ea
<b>School Committee (5)</b>		\$ 6,880.00***	\$ 1,376.00ea
<b>Selectmen/Water Commissioners (3)</b>	\$ 11,963.00*		
from Water Department	\$ 862.00**		
<b>Total Salary</b>		\$ 12,825.00	\$ 4,275.00ea
<b>Tax Collector (1)</b>	\$ 11,399.00*		
Certification Award	\$ 1,000.00*		
From Water Department	\$ 1,908.00**		
<b>Total Salary</b>		\$ 14,307.00	
<b>Town Clerk (1)</b>	\$ 9,495.00*		
From Census Work	\$ 1,000.00*		
<b>Total Salary</b>		\$ 10,495.00	
<b>Treasurer (1)</b>	\$ 46,818.00*		
Certification Award	\$ 1,000.00*		
From Water Department	\$ 1,767.00**		
<b>Total Salary</b>		\$ 49,585.00	
<b>Tree Warden (1)</b>		\$ 2,487.00	
<b>Total Elected Official Salary</b>		<b>\$122,463.00</b>	

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

***Article Information:** This article outlines the compensation amounts for elected officials. It has been adjusted from the May 01, 2019 Annual Town Meeting vote to incorporate cost of living adjustment. Approval of this article requires a majority vote.*

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## ARTICLE 10: APPROPRIATION FOR WAGE & COMPENSATION ADJUSTMENTS

The Town voted unanimously to raise and appropriate the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) for the purpose of wage and compensation adjustments, determined by the Board of Selectmen and the Finance Committee.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval

*Article Information: Approval of this article would raise and appropriate \$50,000.00 to allow for wage & compensation adjustments to be determined by the Board of Selectmen and the Finance Committee upon the completion of a wage & compensation study. The Town engaged UMass Boston to conduct a market study of comparable positions in comparable Towns and to recommend a transition towards a grade and step compensation system. Approval of this article requires a majority vote.*

44 registered voters attended this meeting. The meeting was dissolved at 7:41 p.m.

A true copy, ATTEST: 

Richard W. Newton  
Erving Town Clerk