

**Board:** Select Board / Water Commissioner's Meeting  
**Date:** Monday, June 06, 2022  
**Location:** Senior & Community Center, 1 Care Drive, Erving, MA 01344

**Select Board Present:** Jacob Smith, William Bembury, Scott Bastarache  
**Also, Present:** Bryan Smith, Robert Holst, Glenn McCrory, Megan Rhodes  
**Press:** Otis Wheeler, BNCTV

At 6:34 PM **Chairman Smith** called the meeting to order.

#### **Discussion Regarding Hiring of Patrol Officers**

Robert Holst, Chief of Police, joined the Select Board to discuss the hiring for the position of Patrol Officer. The Select Board members reviewed a memorandum from Chief Holst regarding an applicant for a full-time position. **Chairman Smith** explained that the Police Department has been maintaining an open rolling application period and noted that other applicants have not been qualified with part-time academy or full-time academy. Chief Holst confirmed that understanding. **Chairman Smith** explained that with only a single applicant for current consideration it didn't seem necessary to activate the Screening Committee. **Selectman Bembury** asked Chief Holst for an overview of the Department's current staffing. Chief Holst explained that Department currently has three (3) full-time Officers, with a 4<sup>th</sup> Officer just finishing field training, and one (1) part-time Officer. **Chairman Smith** clarified that the Officer count includes Chief Holst. Chief Holst explained that the appointment of another full-time Officer would help to alleviate several staffing issues. Chief Holst explained that the applicant has 31 years of experience with community policing. Chief Holst noted that the applicant's experience aligns with the values of the Erving Police Department. Chief Holst explained that because of the applicant's experience, he believes that a shorter amount of field training would be necessary and that he would like to make an offer to the applicant, if the Select Board approves, so that they may begin in mid-July. **Selectman Bembury** asked if there was a recommendation for a starting rate of pay. **Chairman Smith** suggested that the Select Board could authorize the Chief to begin the screening process and discuss a starting rate of pay with the applicant and return to the Select Board at the next meeting with a recommendation. **Chairman Smith** explained that the applicant is Laura Gordon who is a current Greenfield Police Officer. The Select Board members discussed support for proceeding. **Selectman Bastarache** made a motion to appoint Laura Gordon to the Erving Police Department pending completion of all preemployment screening, including CORI, POST-C, health exams, drug screens, psychological exam and background check, and negotiation of an acceptable starting salary and benefits. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

#### **Review of Draft Agreement for Co-Responder Clinician Services with Clinical Support Options & Intermunicipal Agreement**

The Select Board members reviewed the contract for funding for the Jail Arrest Diversion Program with the Massachusetts Department of Mental Health and the draft agreement between the Town of Erving, Clinical & Support Options, Inc. and participating towns in the co-responder clinician program. **Chairman Smith** asked the Select Board members if there are any questions to address before proceeding. Both **Selectman Bastarache** and **Selectman Bembury** discussed expressed support for proceeding. Chief Holst noted that the pre-emptive work with Clinical & Support Options and the member towns has been going well to date. **Selectman Bastarache** made a motion to approve the contract between the Department of Mental Health and the Town of Erving for contracted work through the Jail Arrest Diversion Program, in the amount of \$16,500 with a start date of June 01, 2022 and end date June 30, 2022, the Chair Jacob Smith and Chief Holst are signatories on the contract. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

The Select Board discussed the composition of the draft agreement between the Town of Erving, Clinical & Support Options, Inc. and the member towns of the regional co-responder program. Bryan explained the comprehensive approach to the draft agreement to make it clear that Erving is the lead entity contracting with Clinical & Support Options, that each town has responsibilities to the program, and that Clinical & Support Options has responsibilities to each member town. **Chairman Smith** suggested issuing a 30-day agreement to align with the current contract with the State. The Select Board members expressed agreement. **Selectman Bastarache** made a motion to approve the agreement between the towns of Erving, Bernardston, Gill, Leverett, Northfield, Warwick and Clinical & Support Options, Inc. for the Jail Arrest Diversion Program, effective June 1, 2022 through June 30, 2022, authorizing Chief of Police and Chairman Smith as signatories for the Town of Erving. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

#### **Review of ADA Evaluation & Transition Plan Draft**

Megan Rhodes, Senior Transportation and Land Use Planner, with the Franklin Regional Council of Governments (FRCOG) joined the Select Board to present the draft Americans with Disabilities Act (ADA) Self-evaluation and Transition Plan. Megan provided an overview of the project, explaining that the work was conducted between February 2022 and April 2022 to assess the Town's compliance with the ADA by reviewing programs, services, and facilities. Megan explained that the Transition Plan outlines recommendations for actions that the Town can take to achieve compliance. Megan explained that all department heads were surveyed regarding programs and services offered through their departments. The survey noted that staff members clearly know their duties and identified the need for training on reasonable accommodations. Megan suggested that the Town could issue department heads guidance documents to better explain the reasonable accommodation process. Megan explained that a Town's website is considered a program under the ADA and that the Town's recent upgrades to the website have made the website accessible. Megan discussed guidance on how to maintain accessibility with electronic documents that are posted to the website. Regarding Town facilities, Megan explained that all Town-owned buildings and facilities were evaluated. Megan explained that the Senior & Community Center and the Public Library were categorized as fully accessible. Megan explained that the Town's older buildings such as Public Works and the Historical Building are not considered accessible. Megan explained that some facilities, such as the Police Department and the Elementary School, may require minor adjustments to comply with the ADA. Megan added that some of the more challenging facilities to upgrade include Veterans Memorial Field and Town Hall. Megan concluded that the presented transition plan outlines action steps for each facility to correct, noting that the corrections are sorted by prioritization.

**Selectman Bastarache** expressed appreciation for the presentation of the issues needing correction and the recommendations for actions the Town can take. **Selectman Bastarache** discussed using the Transition Plan and aligning the recommendations with other planning initiatives. Megan explained that the Town is completing the Planning Grant phase and that once the Transition Plan is approved by the Massachusetts Office on Disability, the Town can apply for grant funds to implement recommendations. Megan discussed the protective benefits for the Town of having an approved Transition Plan and making progress. **Selectman Bembury** asked if the prioritizations are related to deadlines for action. Megan discussed the approach the FRCOG uses to recommend prioritization. Bryan Smith, Town Administrator, explained that there are several corrective actions that can be accomplished with labor and within existing operating budgets. Bryan explained that he will be working with department heads over the coming months to correct those items. **Chairman Smith** asked about the requirement to make facilities like a pump station accessible. Megan discussed the need to make work areas inclusive if possible, noting that some areas cannot be modified. **Chairman Smith** asked the Select Board members if they were ready to

approve the submission of the Transition Plan to the State. **Selectman Bembury** made a motion to submit the Americans with Disabilities Act Self-evaluation and Transition Plan, that was prepared by the Franklin Regional Council of Governments, to the Massachusetts Office on Disability. **Chairman Smith** seconded. **Vote:** Unanimously approved.

**Chairman Smith** thanked Megan and the team for working on this project for the Town.

#### **Review of Swamp Road Bridge & North Street Retaining Wall Engineering Proposal**

Glenn McCrory, Highway Superintendent, joined the Select Board. The Select Board reviewed an engineering proposal from Weston & Sampson for the replacement of the Swamp Road Bridge and the repair of the North Street retaining wall. Bryan explained that Weston & Sampson has confirmed that the proposal includes the necessary work to explore placement options for a new bridge and the necessary repairs to North Street along Keyup Brook. Bryan explained that the proposed funding source is the July 18<sup>th</sup> funds sent by the State to address damage sustained during the storm. Bryan added that it will leave an approximate \$500,000 in the fund towards future construction. Bryan explained that the proposal includes a public input process. **Chairman Smith** discussed the need to schedule community meetings to present findings and recommendations and to receive feedback from constituents. **Selectman Bastarache** discussed the need to consider the placement of the replacement bridge regarding sight lines. Glenn expressed agreement and noted that the turning radius on and off the previous bridge was challenging. The Select Board members discussed support for proceeding. **Chairman Smith** made a motion to approve the agreement for engineering services by and between the Town of Erving and Weston & Sampson Engineers, Inc. on June 6, 2022 for engineering services related to the Swamp Road Bridge replacement project, which includes the North Street retaining wall, in the amount of \$204,300 from State funding for the July 18<sup>th</sup> storm. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

**Chairman Smith** made a motion to authorize Bryan Smith to sign said agreement between the Town of Erving and Weston & Sampson for Swamp Road Bridge engineering services. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

#### **Discussion Regarding Authorization to Proceed with Church Street Bridge Engineering**

Bryan explained the status of the Church Street Bridge project. Bryan explained that the Town staff needs direction from the Select Board regarding how they would like to proceed with the project design now that the borrowing authority was approved at Annual Town Meeting. **Chairman Smith** made a motion to continue the Church Street Bridge engineering for the balance of the scope of work with Weston & Sampson based upon the final design proposal that was approved by the voters at the Annual Town Meeting. **Selectman Bastarache** seconded. **Discussion:** **Chairman Smith** explained that Mariah, Bryan and the transportation planning staff at FRCOG have been exploring potential State and Federal transportation funding that may be available to assist with the construction. **Chairman Smith** explained that it doesn't seem that the State of Federal funding would require the Town to change the scope or design that has been explored. **Vote:** Unanimously approved.

**Chairman Smith** asked about current traffic rating for the Church Street Bridge. Glenn confirmed that the Bridge has a limit of 3 tons for all vehicles.

#### **Discussion Regarding Bridge Street Construction Project & use of Chapter 90 and WRAP Funding**

**Chairman Smith** explained that the Town was notified by the Massachusetts Department of Transportation (MassDOT) that the Town was allocated Winter Recovery Assistance Program (WRAP) funding. Glenn explained that it is administered similarly to Chapter 90 funding. Bryan explained the

allowable uses and the exclusion of engineering and traffic details. **Chairman Smith** discussed the funding strategy for the Bridge Street construction project, explaining the use of Chapter 90 funds, capital improvement funding approved at Town Meeting and the use of WRAP funds. Bryan explained that the WRAP funding designated for the Town is approximately \$58,000. **Selectman Bastarache** asked for an explanation of the Bridge Street retaining wall and the interconnection with Route 2. Glenn explained that the proposed project would remain in the Town layout and that the engineers were not concerned about our ability to construct the new wall and integrate with the existing stacked stone wall for the State layout and coordinate the work with MassDOT. **Chairman Smith** asked about the need for environmental permitting. Bryan explained that it is currently anticipated that the Town will need to seek approval from the Conservation Commission. Bryan explained that if the Select Board is okay with proposing the use of WRAP funding for this project, the Town can begin the submission process with MassDOT but would likely come back to discuss the use of Chapter 90 funding. Glenn expressed agreement and noted that the Chapter 90 fund request form will require a more accurate opinion of probable cost. **Chairman Smith** clarified that the Town would use the Town appropriation for engineering.

**Selectman Bastarache** asked for clarification about the road reconstruction work in the project. Glenn explained that the project will include storm water management and road resurfacing after the necessary excavation work for the wall is complete. Glenn explained the rationale for the project, noting that the stacked stone retaining wall that supports Bridge Street, over the leaching field for the POTW#3 facility, is washing out and is failing. Glenn explained that the Highway Department has been using straw wattles to divert storm water and provide protection to the wall until the repair work could be engineered and scheduled. The Select Board members discussed support for proceeding. **Selectman Bastarache** made a motion engage Weston & Sampson for engineering services for the Bridge Street wall replacement and road repair, in the amount of \$88,500 and authorize Bryan Smith, Town Administrator, signatory on the contract. **Chairman Smith** seconded. **Vote:** Unanimously approved.

#### **Miscellaneous**

##### ***Vehicle Procurements***

Bryan explained the Town staff has begun working on FY2023 procurements because of the challenges with the supply chain and the anticipation of longer than usual lead times for orders. Bryan asked the Select Board members if they would be willing to consider potential purchases in June in anticipation of purchases for FY2023. **Chairman Smith** explained that there has been consultation with the Town Accountant about conducting the groundwork for these purchases in June with the equipment not arriving and billed until FY2023 and there is no concern.

#### **Discussion Regarding Town Response to COVID-19**

**Chairman Smith** explained that a review of the positive COVID-19 case counts have remained around 4 new cases over the past two weeks. Bryan reviewed the recent counts for the past week, noting that Erving had no new cases in the past week.

#### **Discussion Regarding Traffic Control in Erving Center Impacts**

**Selectman Bembury** expressed concern about increased observations of speeding in the neighborhood. Bryan will follow up with Chief Holst to address.

#### **Discussion Regarding Annual Town Meeting Warrant**

Bryan explained that an issue was noted with Article 9 of the Annual Town Meeting warrant that funds the Town's assessment for the Franklin County Technical School. Bryan explained that the Article clearly explains that the funding is for FY2023 but there was a typographical error that refers to July 1, 2023.

Bryan suggested that the issue can be corrected with an article at the next Special Town Meeting. Bryan noted that all other actions required after the Annual Town Meeting are being completed.

#### **Discussion Regarding Former IP Mill RFP**

Bryan explained that the deadline for proposal submission for the acquisition and redevelopment of the Former International Papermill were due the day after Annual Town Meeting, and that no proposals were received. Bryan noted that a communication was received from an entity that had been interested in submitting a development proposal but had decided against a submission for now. Bryan noted that **Selectman Bastarache** had been identified to work with Mariah, Assistant Town Planner, to release a public statement on the status of the project and that the statement was released. Bryan explained that some comments have been received and have been compiled by Mariah. **Chairman Smith** clarified that the entity that submitted a letter about their decision to not submit a proposal had participated in the request for interest process and identified the public concern over housing as a reason for not submitting. **Selectman Bastarache** discussed suggestions for engaging stakeholders noting that the public statement outlined three (3) general next steps and considerations the Town will have to weigh. **Chairman Smith** discussed having a site visit of the property with various Town boards and committees as well as a joint meeting to discuss those next steps.

Regarding the topic of affordable housing, **Selectman Bembury** asked if the Franklin County Regional Housing and Redevelopment Authority was still interested in constructing senior housing in Erving. **Selectman Bembury** discussed the Authority's past interest in the project. Bryan explained that it is his understanding that the Authority remains interested in constructing senior housing in Erving. Bryan noted that he believes the Authority is specifically interested in the Town releasing a request for proposals for the site behind the Senior & Community Center and Public Library.

Returning to the topic of the former International Papermill, **Chairman Smith** discussed scheduling a meeting that focuses primarily on the mill site. **Chairman Smith** discussed encouraging the public to attend the public meeting. The Select Board members expressed agreement. In the meantime, Bryan will be working on the trying to renew the Town's liability insurance for the site. **Chairman Smith** discussed the need to consider using the selective demolition funding the Town received. **Selectman Bastarache** asked for an explanation of allowed uses. Bryan explained that Mariah has maintained a relationship with the technical assistance staff at MassDevelopment and is working with them on how to proceed. **Chairman Smith** asked for both Chief Holst and Chief Wonkka to give guidance on security and safety of the site. **Selectman Bastarache** asked to have the Tighe & Bond demolition estimates sent to the Select Board members for review. The Select Board members discussed various options and considerations related to demolition at the site.

#### **Discussion Regarding Trash Disposal Agreement**

Bryan reviewed the status of the Town's disposal site arrangement for trash. Bryan explained that the Franklin County Solid Waste Management District has recommended that member towns work with Republic Waste Management to send trash for disposal to the McNamara Transfer Station in Springfield, MA. Bryan explained that the draft agreement provided by Republic requests the Town to list Republic on their insurance policy as additionally insured and that this is unusual. Bryan explained that the District and other towns are challenging this request. **Chairman Smith** discussed the follow up with the Town's insurance provider and explained that the Town's hauling company, Casella Waste Management, has been asked if there is a concern that requires revisiting the hauling contract with changing the disposal site. The Select Board agreed to carry the topic to the next meeting.

### **Renewal of MOA with Town of Northfield for Emergency Medical Services – FY2023**

The Select Board members reviewed the renewal agreement for emergency medical services (EMS) with the Town of Northfield for FY2023. Bryan explained that the Select Board had carried the topic to ensure that Northfield was not going to request an amendment to the agreement. Bryan explained that Northfield is satisfied with the renewal agreement as presented and without a change in fee and has proactively signed the agreement. **Selectman Bastarache** made a motion to approve the agreement for emergency medical services by and between the Town of Northfield and the Town of Erving effective July 1, 2022 through June 30, 2023, and authorize Chairman Smith to be the signatory on the contract. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

### **Review of Meeting Minutes for April 26, 2021**

The Select Board reviewed meeting minutes for Monday, April 26, 2021. **Selectman Bembury** made a motion to accept the meeting minutes of April 26, 2021. **Selectman Bastarache** seconded. **Vote:** **Selectman Bastarache** abstained. Approved by majority.

### **Review of Meeting Minutes for June 14, 2021**

The Select Board passed over this agenda item.

### **Review of Meeting Minutes for April 25, 2022**

The Select Board reviewed meeting minutes for Monday, April 25, 2022. **Selectman Bembury** made a motion to accept the meeting minutes for April 25, 2022. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

### **Review of Meeting Minutes for April 28, 2022**

The Select Board reviewed meeting minutes for Thursday, April 28, 2022. **Selectman Bembury** made a motion to accept the meeting minutes of April 28, 2022. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

### **Review of Meeting Minutes for May 11, 2022**

The Select Board reviewed meeting minutes for Wednesday, May 11, 2022. **Selectman Bembury** made a motion to accept the meeting minutes for May 11, 2022. **Selectman Bastarache** seconded. **Vote:** **Selectman Bembury** abstained. Approved by majority.

### **Issuance of Cemetery Deeds #565 – 570- Lynde**

The Select Board reviewed the following deeds for the purchase of burial rights in the Erving Center Cemetery. The Select Board took the following action:

- **Chairman Smith** made a motion to issue Deed #567, for Lot #1429 to Earl Lynde of High Street and David Knox. **Selectman Bembury** seconded. **Vote:** Unanimously approved.
- **Chairman Smith** made a motion to issue Deed #565, for Lot #1392 to Earl Lynde of High Street and Rebecca Williamson. **Selectman Bembury** seconded. **Vote:** Unanimously approved.
- **Chairman Smith** made a motion to issue Deed #566, for Lot #1393 to Earl Lynde of High Street and Ed Cooper. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.
- **Chairman Smith** made a motion to issue Deed #568, for Lot #1430 to Earl Lynde of High Street and Crystal Cummings. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.
- **Chairman Smith** made a motion to issue Deed #569, for Lot #1386 to Earl Lynde of High Street and Amanda Helgersen. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

- **Chairman Smith** made a motion to issue Deed #570, for Lot #1387 to Earl Lynde of High Street and Andrew Helgersen. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

#### **Amend Order of Public Layout Description of Poplar Mountain Road dated March 28, 2022**

**Chairman Smith** explained the change to add a missing length that was made through a floor amendment at the Annual Town Meeting. **Chairman Smith** explained that the Select Board needs to amend the description of the layout to align with the amendment. **Chairman Smith** made a motion to amend the order of public layout of Poplar Mountain Road approved by the Select Board on March 28, 2022, as follows in the South section in the second paragraph, insert the words "Thence S21°30'30"E a distance of 161.78 feet to bound point 10A." after the following sentence "Thence S26°17'19"E, a distance of 101.33 feet to bound point 9A." **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

**Selectman Bastarache** asked to have the surveyor review the North side description out of concern that another length may not be described. Bryan will follow up with the surveyor.

#### **Arch Street Sewer Financing Bond Authorization Votes**

**Chairman Smith** explained that the Town has completed its bond rating certification after months of work, and the Town has been designated with an AA bond rating. **Chairman Smith** explained that the Town is ready to finalize the permanent borrowing for the Arch Street sewer force main replacement project and the Select Board needs to approve the final transactions. The Select Board members reviewed the draft Select Board votes provided by Bond Counsel. **Chairman Smith** made a motion to amend the Select Board vote language for the bonds by changing "Clerk of the Select Board" in the first paragraph to the "Chair of the Select Board" and "Clerk of the Select Board" on last page to "Chair of the Select Board" and in the second to last paragraph, adding the "Town Administrator" in addition to the Select Board, Town Clerk and Town Treasurer authorized to take any and all actions on such certificates. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

**Chairman Smith** made a motion to approve and record the amended vote of the Select Board document related to the Arch Street sewer project for the sale of \$1,570,000 of general obligation sewer bonds dated June 15, 2022 at a price of \$1,612,016.50 and accrued interest to Robert W. Baird & Co and all other language in said document, as amended. **Selectman Bastarache** seconded. **Vote:** Unanimously approved.

***Voted:** that the sale of the \$1,570,000 General Obligation Sewer Bonds of the Town dated June 15, 2022 (the "Bonds"), to Robert W. Baird & Co., Inc. at the price of \$1,612,016.50 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on June 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:*

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2023	\$50,000	5.00%	2029	\$65,000	5.00%
2024	50,000	5.00	2030	70,000	5.00
2025	55,000	5.00	2033	230,000	4.00
2026	60,000	5.00	2036	255,000	4.00
2027	60,000	5.00	2039	290,000	3.60
2028	65,000	5.00	2042	320,000	3.80

Copy of Approved Meeting Minutes  
Meeting Minutes

Further Voted: that the Bonds maturing on June 1, 2033, June 1, 2036, June 1, 2039 and June 1, 2042 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

Term Bond due June 1, 2033

<u>Date</u>	<u>Principal Amount</u>
June 1, 2031	\$75,000
June 1, 2032	75,000
June 1, 2033 (maturity)	80,000

Term Bond due June 1, 2036

<u>Date</u>	<u>Principal Amount</u>
June 1, 2034	\$80,000
June 1, 2035	85,000
June 1, 2036 (maturity)	90,000

Term Bond due June 1, 2039

<u>Date</u>	<u>Principal Amount</u>
June 1, 2037	\$95,000
June 1, 2038	95,000
June 1, 2039 (maturity)	100,000

Term Bond due June 1, 2042

<u>Date</u>	<u>Principal Amount</u>
June 1, 2040	\$105,000
June 1, 2041	105,000
June 1, 2042 (maturity)	110,000

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 1, 2022 and a final Official Statement dated June 6, 2022 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Bond Purchase Agreement dated June 6, 2022 between the Town and Robert W. Baird & Co., Inc. (the "Underwriter") (the "Agreement").

Further Voted: to confirm the provisions of the Agreement, including the consent to the purchase of the Bonds by the Underwriter on a negotiated basis.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be



*incorporated by reference in the Bonds, for the benefit of the holders of the Bonds from time to time.*

*Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.*

*Further Voted: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic or facsimile signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.*

*Further Voted: that each member of the Select Board, the Town Administrator, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.*

#### **Approval of FFY21 Professional Service Contract with Franklin Regional Housing & Redevelopment Authority for the CDBG Housing Rehabilitation Program**

The Select Board reviewed the professional services contract with the Franklin County Regional Housing & Redevelopment Authority (FCRHRA) for the administration of the FY2021 CDBG Housing Rehabilitation program for Erving, Northfield, and Warwick. Bryan explained that the Massachusetts Department of Housing and Community Development has reviewed the agreement and authorized the Town to proceed with executing the agreement. Bryan explained that once the agreement is in place the Town and FCRHRA are ready to begin the housing rehabilitation program. **Selectman Bastarache** made a motion to approve the agreement by and between the Town of Erving and the Franklin County Regional Housing and Redevelopment Authority, with an effective date of April 15, 2022 through June 30, 2023, with a fee in the amount payable \$248,267, with Chairman Smith authorized as the signatory on the contract. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

#### **15<sup>th</sup> Water Commitment for FY2022**

The Water Commissioners reviewed the 15<sup>th</sup> Water Commitment for FY2022 for final charges at 2 Forest Street (account #188) in the amount of \$51.18. **Commissioner Bastarache** made a motion to approve the 15<sup>th</sup> Water Commitment for FY2022 in the amount of \$51.18. **Chairman Smith** seconded. **Vote:** Unanimously approved.

#### **16<sup>th</sup> Water Commitment for FY2022**

The Water Commissioners reviewed the 16<sup>th</sup> Water Commitment for FY2022 for water use charges in the amount of \$638.59. **Commissioner Bastarache** made a motion to approve the 16<sup>th</sup> Water Commitment for FY2022 in the amount of \$638.59. **Chairman Smith** seconded. **Vote:** Unanimously approved.

### Review of Freemium Trash-sticker Program

The Select Board reviewed a memorandum from Bryan reviewing the FY2022 trash sticker program. Bryan explained that the estimated demand for trash stickers appears to align with the Select Board's estimate. Bryan explained that all households received their first 104 stickers in the beginning of the year, and some have picked up their additional 52 at no additional cost. Bryan explained that only an approximate 300 stickers have been purchased throughout the year. The Select Board reviewed comparative data from FY2021 and FY2022 for tons of trash and recycling disposed of. Bryan explained that the Town has seen a significant reduction in trash tonnage and an overall increase in recycling from residents. Bryan explained that the observed reduction in trash tonnage has allowed the hauler to resume collection with the number of trucks procured in the hauling contract. **Chairman Smith** asked Bryan for a count of the number of households that purchased stickers.

Bryan explained that for the FY2023 program, he would like to provide residents with all 156 stickers up front if they would like them and to make them available for pickup as soon as possible at Town Hall. Bryan noted that last year when the stickers were mailed, that some residents indicated that they did not receive their stickers and there was no way to track the delivery of the stickers. Bryan explained that residents picking up stickers will allow the Town to ensure each household has their allotment. **Chairman Smith** asked the Select Board members if they are okay with the number of stickers offered and with asking residents to pick-up stickers at Town Hall. The Select Board members explained that any residents with stickers from the FY2022 allotment are still good and do not expire and can continue to use them. The Select Board discussed support for keeping the number of stickers and with the request for residents to pick them up. **Chairman Smith** discussed scheduling a night or weekend pickup for residents that cannot make it to Town Hall during business hours. **Selectman Bastarache** asked that there is an accommodation for residents with mobility issues if they cannot come to Town Hall. Bryan explained that the office will work with any resident that requires an accommodation. The Select Board discussed agreement and discussed offering an evening and weekend pickup opportunity in June and July.

### Executive Session

At 8:46 PM **Chairman Smith** made a motion to enter into Executive Session pursuant to MGL Chapter 30A, Section 21 (a) (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (Chief of Police & Fire Chief); and immediately following to enter into Executive Session pursuant to MGL Chapter 30A, Section 21 (a) (7) To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements. **Chairman Smith** stated that the Select Board will not return to Regular Session. **Selectman Bastarache** seconded. **Roll call vote:**

<b>Selectman Bembury</b>	Aye
<b>Selectman Bastarache</b>	Aye
<b>Chairman Smith</b>	Aye

The Select Board did not return to Regular Session.

Respectfully submitted,



Bryan Smith  
Town Administrator