

Board: Select Board / Water Commissioner's Meeting
Date: Monday, April 05, 2021
Location: Online Video/Audio Conference Pursuant to Governor Baker's Executive Order in Response to the COVID-19 State of Emergency

Select Board Present: Jacob Smith, William Bembury
Also, Present: Bryan Smith, Robert Holst, Glenn McCrory, Michael Gordon, Scott Bastarache
Press: Kathleen Nolan, Montague Reporter

At 6:02 PM **Chairman Smith** called the meeting to order.

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

Executive Session

At 6:03 PM **Chairman Smith** made a motion to enter Executive Session pursuant to Massachusetts General Law Chapter 30A, Section 21 (a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel and to conduct contract negotiations with nonunion personnel regarding the Chief of Police; and to enter Executive Session pursuant to Massachusetts General Law Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining ...if an open meeting may have a detrimental effect on the bargaining ... position of the public body and the chair so declares (New England Police Benevolent Association). **Selectman Bembury** seconded. A roll call vote was taken:

Chairman Smith	Aye
Selectman Bembury	Aye

At 7:49 PM the Select Board resumed regular session.

Discussion Regarding Town Response to COVID-19

Chairman Smith explained the Town of Erving has seen an increase in positive COVID-19 cases over a two (2) week period, while Franklin County as a whole has seen a decrease in cases. **Chairman Smith** discussed the efforts between Philip Wonkka, Fire Chief and Emergency Management Director, and Paula Betters, Senior Center Director, to promote vaccination appointment availability to Erving residents and Town employees. Bryan Smith, Town Administrator, explained that a majority of Town employees have expressed an interest in receiving the vaccine and that some employees have begun to submit copies of the vaccination record for the medical file. **Chairman Smith** discussed the request to update employee policies related to COVID-19 in the near future.

Library Construction Project Update & Review of Change Order Requests

The Select Board discussed the status of the Library Construction Project. Bryan explained that work continues, and progress is being made on the final punch list.

River, Warner & Strachan Street Project Update & Change Orders

Glenn McCrory, Highway Superintendent, joined the Select Board to review the proposal from Jack Goncalves & Sons, General Contractor, regarding the roadway improvement project. Glenn explained that the proposal from Goncalves & Sons recommends the adjustment of structures and proposes a different approach to milling and repaving. Glenn explained that he has requested a site visit with the

General Contractor, the project engineer, and the milling and paving subcontractors. Glenn also explained that the General Contractor has requested payment for the topcoat of asphalt in the areas of the project that are not in dispute. Bryan explained his recommendation to support the pay requisition as long as it is for work that is within the project area that has been deemed acceptable. **Chairman Smith** discussed support for the Town to host a site visit and explained that he will want a written summary of the meeting to understand what the parties are agreeing to. **Selectman Bembury** expressed support. **Chairman Smith** would like to revisit the topic at the next meeting.

Review of FY2022 Budget Requests & Revenue Review

The Board passed over this agenda item.

Chief of Police Contract Negotiations

The Board passed over this agenda item.

Review of the Professional Engineering Proposal for the Church Street Bridge- Weston & Sampson

The Select Board members reviewed the professional engineering services proposal from Weston & Sampson regarding the Church Street Bridge. Discussing the processes that the Town will use for the project, **Chairman Smith** stressed the importance of holding stakeholder meetings with residents and interested parties to ensure that replacement of the Bridge is the preferred path. **Selectman Bembury** expressed agreement and discussed the feedback received during the Special Town Meeting on March 27, 2021. Bryan provided the Select Boards with examples of how public input has been solicited for previous public works projects. The Select Board discussed the impact of the decision not only on residents of neighboring streets, but also on Erving taxpayers. **Chairman Smith** asked that a mailing be sent to all residences when the Town schedules public input sessions. **Selectman Bembury** discussed his support for approving the professional services agreement with Weston & Sampson. **Chairman Smith** made a motion to engage Weston & Sampson for professional engineering services as presented, not to exceed \$195,000, for the Church Street Bridge project. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

Review of Meeting Minutes for December 14, 2020

The Board passed over this agenda item.

Review of Meeting Minutes for January 11, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for January 25, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for February 08, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for March 01, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for March 08, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for March 15, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for March 24, 2021

The Board passed over this agenda item.

Review of Meeting Minutes for March 27, 2021

The Board passed over this agenda item.

Review of Solar Powered Message Board Procurement

The Select Board reviewed a quote from Safeware, Inc. for the purchase of a solar powered messaged board, under Massachusetts State Contract HLS06, in the amount of \$17,560.00. The Select Board members discussed having no concerns with the quote as presented. **Selectman Bembury** made a motion to purchase a solar powered message board as quoted by Safeware, Inc. in the amount of \$17,560. **Chairman Smith** seconded. **Vote:** Unanimously approved.

Police Dept. Policy- 1.01 Use of Force by Sworn Personnel- 1st Reading

The Select Board conducted the first reading of Police Department Policy 1.01- Use of Force by Sworn Personnel. **Selectman Bembury** explained that he has reviewed the Policy and has no concerns as it is presented. **Chairman Smith** asked for confirmation that the draft policy is an amendment to a current Department Policy. Robert Holst, Chief of Police, confirmed that the presented policy is an amended version of a current Department policy. Chief Holst explained that the revisions are recommended by the Massachusetts Chiefs of Police Association and align with changes that will be in effect with the Massachusetts Law Enforcement Reform Bill. The Select Board members discussed having no concerns. The Select Board will conduct a second reading at the next meeting.

Police Dept Policy- 4.10 Bias- Free Professional Policing Policy- 1st Reading

The Select Board conducted the first reading of Police Department Policy 4.10- Bias-Free Professional Policing Policy. Chief Holst explained that similarly, the revisions are recommended by the Massachusetts Chiefs of Police Association and align with changes that will be in effect with the Massachusetts Law Enforcement Reform Bill. **Chairman Smith** asked Chief Holst to ensure that the Policy's cover page maintains a revision history. **Selectman Bembury** asked Chief Holst if he anticipates additional policy revision. Chief Holst explained that several Department policies will be reviewed in the coming year and presented to the Select Board for adoption. The Select Board members discussed having no concerns. The Select Board will conduct a second reading at the next meeting.

Police Dept.- 270 Day Waiver Request

Chief Holst explained his request for the Select Board to approve an application for a 270-day waiver request for Officer Bryant to the Massachusetts Municipal Police Training Academy. Chief Holst explained that he is working with the new officers to enroll in the full-time Training Academy as opportunities become available. Chief Holst explained that in the meantime, Officer Bryan will be available for scheduled shifts while awaiting enrollment in the Academy. **Chairman Smith** made a motion to submit a 270-day waiver request for Officer Bryant. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

Chairman Smith asked Chief Holst if the Police Department needed use of another Town vehicle to send an Officer to the Academy or if there is a cruiser that is available. Chief Holst explained that last year the Department used a truck from the Wastewater Department, that is meant to be deemed surplus, and would support a request to use that truck for transportation to the Academy again as it would keep all

cruisers available in Town. The Select Board members discussed general support for the request. The Select Board will revisit the topic.

12th Water Commitment for FY2021

The Water Commissioners reviewed the 12th Water Commitment for FY2021 for water use charges in the amount of \$39,962.58. **Chairman Smith** made a motion to approve the 12th Water Commitment for FY2021 for water use charges in the amount of \$39,962.58. **Commissioner Bembury** seconded. **Vote:** Unanimously approved.

Review of the Professional Engineering Proposal for the Church Street Bridge- Weston & Sampson (revisited)

Selectman Bembury made a motion to authorize Bryan Smith to be signatory for the Weston & Sampson engineering proposal. **Chairman Smith** seconded. **Vote:** Unanimously approved.

Review of Professional Engineering Proposal for Decorative Streetlights- Tighe & Bond

Glenn joined the Select Board to review the professional engineering services proposal from Tighe & Bond to assess the condition of the decorative streetlights on East and West Main Street. Glenn explained that the proposal contains three (3) tasks, but it may be possible that only task 1 and task 3 will need to be conducted. The Select Board members discussed support for engaging Tighe & Bond for the assessment. **Chairman Smith** made a motion to engage Tighe & Bond for the East and West Main Street lighting project, in an amount not to exceed \$13,050 with each task to be approved by the Town Administrator, and for the Town Administrator to sign the agreement. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

Adjournment

At 8:32 PM **Chairman Smith** made a motion to adjourn. **Selectman Bembury** seconded. **Vote:** Unanimously approved.

Respectfully submitted,



Bryan Smith
Town Administrator