

Selectmen Present: Jacob Smith, Scott Bastarache, William Bembury

Finance Committee: Eugene Klepadlo, Benjamin Fellows, Arthur Johnson

Also Present: Bryan Smith, Jim Trill, Bruce Hunter, Frances Pheeny

Press: Christine Miranda, Athol Daily News; Katie Nolan, Montague Reporter

At 6:30PM **Chairman Smith** called the meeting to order.

Review of Meeting Minutes from March 15, 2017

The Board reviewed meeting minutes from Wednesday, March 15, 2017. **Selectman Bembury** made a motion to approve the meeting minutes from March 15, 2017 as written. **Selectman Bastarache** seconded. **Chairman Smith** abstained. Approved.

Review of Meeting Minutes from March 20, 2017

The Board reviewed meeting minutes from Monday, March 20, 2017. **Selectman Bastarache** made a motion to approve the meeting minutes from March 20, 2017 as written. **Selectman Bembury** seconded. Unanimously approved.

34 Northfield Road Insurance Proposal

Chairman Smith made a motion to accept the Cabot Risk insurance proposal, without terrorism coverage, for 34 Northfield Road in the amount of \$1,133.84. **Selectman Bastarache** seconded. Unanimously approved.

Park Maintenance Hiring

Bryan Smith, Administrative Coordinator provided an update regarding the hiring process for the Park Maintenance position. The application period closed on March 23, 2017. Only two (2) responses were received; one was incomplete. The Board agreed to fail the search and discussed next steps. **Selectman Bastarache** explained that the Recreation Commission and the Board had agreed that the existing funding could be used by the Highway Department for overtime to meet the needs of opening the parks for the year. The Board asked Bryan to work with Glenn McCrory, Highway Foreman, over the next two (2) weeks to draft revised job descriptions for building/ground maintenance and custodial maintenance. The proposal should consider the needs of all buildings with the exception of the Elementary School.

Public Hearing – Housing Rehabilitation Revolving Loan Program

At 6:45PM **Chairman Smith** opened the public hearing. Bruce Hunter and Frances Pheeny, FCRHRA, joined the Board to discuss the request. **Chairman Smith** read the public hearing notice to those in attendance:

The Town of Erving will hold a public hearing on March 27, 2017 at 6:45 p.m. in the Select Board's Meeting Room at the Erving Town Hall, 12 East Main Street, Erving, MA 01344 in order to solicit public response for the request to transfer funds from the Housing Rehabilitation Revolving Loan Program (HRRLP) to other Community Development Block Grant (CDBG) eligible activities.

The purpose of this meeting will be to discuss the transfer of two sums of money from the HRRLP to:

- 1. The town of Erving's Senior Housing Fund for future Senior Housing Studies in the amount of Fifteen Thousand Dollars and No Cents; \$15,000.00.*
- 2. The FY 15 CDBG program for program delivery for the Senior Housing Planning Project in the amount of Five Thousand Dollars and No Cents; \$5,000.00.*

A representative from the Franklin County Regional Housing & Redevelopment Authority (HRA) will be present at the hearing to discuss the HRRLP program and the request for transfer of funds.

The Town of Erving encourages residents to attend the meeting where any person or organization wishing to be heard will be afforded the opportunity.

The Town of Erving is an equal opportunity provider.

Board of Selectmen

Town of Erving

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Bruce explained that the requested transfer of funds would provide up to \$ 5,000 to the FCRHRA for program delivery and \$15,000 for future phases of Senior Housing planning. There were no members of the public who spoke on this issue. **Chairman Smith** made a motion to approve the transfer of \$15,000 to the Erving Senior Housing program and \$5,000 for program Delivery from the Housing Rehabilitation Revolving Loan Program fund. **Selectman Bastarache** seconded. Unanimously approved.

At 6:57 PM **Chairman Smith** made a motion to close the public hearing. **Selectman Bastarache** seconded. Unanimously approved.

Surplus School Equipment

The Board reviewed a request from the School Department to deem a damaged copier surplus for disposal. **Chairman Smith** made a motion to declare the Canon Image Runner photocopier (Model # 3035) as surplus. **Selectman Bembury** seconded. Unanimously approved.

Final Water Commitment #13

The Board reviewed the final water commitment # 13 for Fiscal Year 2017 in the amount of \$44.51 for final charges at 28 Forest Street (#173). **Chairman Smith** made a motion to approve the final water commitment #13 for Fiscal Year 2017 in the amount of \$44.51. **Selectman Bembury** seconded. Unanimously approved.

FY 2018 Budget Review

At 7:00 PM Chairman Smith called the joint meeting of the Board and the Finance Committee to order for the review the revised FY 18 School Department budget.

Jim Trill, Elementary School Principal, joined the meeting. The Elementary School budget request has increased approximately \$22,000. Jim explained that they have heard from the Department of Education that the School has lost a grant for Community Partnerships which was \$13,172. He explained that the phase out of the grant will take 3 years and it should be expected that the increase will be seen next year. Jim explained his plan to reallocate an existing part time coordinator from .6 FTE to .8 FTE to provide half day care for the preschool students. Also line 40 includes an additional \$6,000 in professional development. **Selectman Bastarache** asked Jim to review other line items that have adjusted since they last met. Jim explained that line 35 reflects a reassignment of a staff position and staff COLA's.

Chairman Smith made a motion to support the revised FY 18 Elementary School budget in the amount of \$2,947,297.00. **Selectman Bembury** seconded. Unanimously approved. Benjamin Fellows made a motion to recommend approval of the revised Elementary School budget. Eugene Klepadlo seconded. Unanimously approved.

The Finance Committee reviewed Article 37 in the Annual Town Meeting warrant to provide \$3,000 for the new Council on Aging food service revolving account. Eugene Klepadlo made a motion to recommend approval. Benjamin Fellows seconded. Unanimously approved.

Capital Improvement Program Request Forms

The Board reviewed draft capital request forms that the Town could use to streamline the request process for FY19. The Administrative Coordinator will work on a revised draft, which can be a fillable electronic form, to present to the Board.

Erving Industries/ Third Party Wastewater Agreement

Chairman Smith explained to the Board that the Town's agreement with ERSECO Inc. to accept third party wastewater at POTW#2 is expiring on June 30, 2017 and that the base agreement to operate the plant will expire on July 13, 2017 unless extended for an additional ten (10) years. The Town is notifying ERSECO Inc. of the pending expirations. The Finance committee will be invited to be part of the joint meetings with the Board and legal to negotiate. Eugene Klepadlo explained that he didn't feel like the Finance Committee had to be part of the negotiation meetings, but would like to be part of the informational meetings.

At 7:36 PM **Selectman Bastarache** made a motion to adjourn the joint meeting with the Finance Committee and continue the Board of Selectmen meeting. **Chairman Smith** Seconded. Unanimously approved.

Non-Binding Public Opinion Advisory on May 8, 2017 Ballot

The Board reviewed citations from MGL Chapter 53 Section 18A that was sent by the Town Clerk. The Town Clerk is requesting that the Board vote to approve adding the question to the Ballot because it was submitted less than 90 days prior to the election but more than 35 days before the election.

Selectman Bastarache clarified the non-binding public opinion through the citizen petition process of 90 days and the role of the Board. **Chairman Smith** clarified that the Board of Selectmen maintains the authority to approve the addition of a question to the ballot when the petition has not been signed by at least 10% of the registered voters. **Selectman Bembury** wanted to be clear that the Board was not taking a position on the matter. **Chairman Smith** stated that he would not make a recommendation on the content of the question one way or the other, but he would vote to approve it to be on the ballot to allow the citizens to consider it. The Board agreed they would not speak to the question on Town Meeting floor.

Chairman Smith made a motion to approve the addition of the non-binding public advisory opinion question to the May 8, 2017 annual election ballot and as an advisory on the May 3, 2017 annual Town Meeting warrant. **Selectman Bembury** seconded. Unanimously approved.

Annual Town Meeting Draft Warrant Review

The Board reviewed feedback from the Town Counsel, Town Clerk and the Town Accountant. The Board accepted the changes.

- In Article 34 reorder the wording to clarify the reduced borrowing authority
- In Article 41 add the word "sleet" to the title of the bylaw and the first sentence of section 1
- In Article 37 add Finance Committee Recommendation "approval"

Chairman Smith made a motion to approve the Annual Town Meeting warrant for Wednesday, May 3, 2017 as amended. **Selectman Bastarache** seconded. Unanimously approved.

IP Mill Redevelopment

Bryan Smith, Administrative Coordinator, provided the Board with an update on the follow up regarding the mill redevelopment and Mass Development. **Chairman Smith** noted his appreciation for all individuals and agencies who have been involved in the progress of this project.

DEP Grant Program

The Board reviewed the DEP Grant program contract and authorized signature form. The Board agreed to authorize the Chairman and the Administrative Coordinator to be authorized signatories on the grant. **Chairman Smith** made a motion to authorize the Administrative Coordinator and the Chairman to sign contracts related to the DEP grant. **Selectman Bastarache** seconded. Unanimously approved.

Selectman Bastarache made a motion to authorize the signing of the contract for the DEP Grant with an ending date of June 30, 2022. **Selectman Bembury** seconded. Unanimously approved.

FY18 Oil Contract

The Board reviewed the bid results of the FY 18 heating oil procurement conducted by the Lower Pioneer Valley Educational Collaborative. **Chairman Smith** made a motion to authorize Paul Schroeder, LPVEC, to secure the rate for FY18 and to procure 80% of the estimated oil needs at a locked in price. **Selectman Bembury** seconded. Unanimously approved.

Assistant Water Operator

The Board reviewed a recommendation from Peter Sanders, Chief Operator/Water Superintendent regarding the appointment of the Assistant Water Operator. **Chairman Smith** made a motion to appoint Michael S. Brown as Assistant Water Operator through June 30, 2018. **Selectman Bembury** seconded. Unanimously approved.

Proposed Care Drive Layout

The Board reviewed the proposed layout for Care Drive, prepared by Edward Muszynski, PLS. **Chairman Smith** made a motion to submit the layout for the proposed Care Drive to the Planning Board. **Selectman Bembury** seconded. Unanimously approved.

Adjournment

At 9:00 PM **Chairman Smith** made a motion to adjourn. **Selectman Bembury** seconded. Unanimously approved.

Respectfully Submitted,



Bryan Smith
Administrative Coordinator