



# TOWN OF ERVING

## SELECT BOARD / WATER COMMISSIONERS

To be held at the Senior & Community Center,  
1 CARE DRIVE, ERVING, MASSACHUSETTS 01344

Jacob A. Smith, Chair  
William A. Bembury  
Scott Bastarache  
*Select Board*

Bryan Smith  
*Town Administrator*

### Meeting Agenda

#### Monday, January 09, 2023

This meeting is open to the public.

#### Scheduled Business

<i>Time</i>	<i>Agenda Item</i>
6:30 PM	Call to Order
7:00 PM	Joint Meeting with Finance Committee- Review of FY2024 Budget Requests- Health & Human Services, Culture & Recreation, Public Works, and General Government

#### Old Business

<i>Agenda Item</i>	<i>Section</i>
Discussion Regarding Recycling Center Proposal	1
Review of Request for Qualifications for Town Hall Feasibility Study	2
Review of Family and Medical Leave Act Policy Draft- 3 <sup>rd</sup> Reading	3
Review of Proposed Personnel Bylaw Draft- 4 <sup>th</sup> Reading	4
Review of Proposed Personnel Policies & Procedures Manual Draft- 4 <sup>th</sup> Reading	5
Review of Remote Work Policy- 2 <sup>nd</sup> Reading	6
Review of Proposed Cemetery Commission Bylaw	7
Review of Bid Documents for Wheelock Street Culvert Replacement Project	8

#### New Business

<i>Agenda Item</i>	<i>Section</i>
Meeting Minutes: December 05, 2022 & December 19, 2022	9
Discussion Regarding Water Dept. Project for Distribution System Lead Assessment & Potential SRF Forgivable Loan Opportunity	10
Review of FY2024 Budget Requests- Board of Health, Senior Center, Veterans Services, Public Library, Recreation & Parks, Historical Commission, Memorial Day & Ceremonial Flags, Water Enterprise, Wastewater Enterprise, Town Clerk	11
Discussion Regarding Scheduling a Special Town Meeting	12
Calendar Year 2023 Business Licenses	13
Review & Approval of 2022 Alcoholic Beverages Annual Report, Renewal Certification & 2023 Seasonal Population Estimation Form	14
Review & Issuance of the 11 <sup>th</sup> Water Commitment for FY2023	15
Issuance of Cemetery Deeds # 575-582	16
Appointment of Activities Coordinator Preliminary Screening Committee Members	17

#### Other Business

**Signing of the Treasury Warrant**

#### Unanticipated Business

#### Anticipated Next Meeting Dates

January 23, 2023- 6:30PM

January 30, 2023- 6:30PM

Note: These agenda items and estimated times are those reasonably anticipated by the Chair. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion. Estimated agenda times may need to be changed on the night of the meeting for the sake of expediency. Section numbers correspond to agenda packets and are not an indication of the order of the agenda

<b>Business Name</b>	<b>Address</b>	<b>License Type</b>	<b>Effective Date</b>	<b>Expiration Date</b>
Accurate Automotive Services, Inc.	21 Lester Street	Class II / Automotive Repair/Sell Second- Hand Vehicles	09-Jan-23	31-Dec-23
Johnson Auto & Marine Service	97 Mountain Road	Auto & Marine Repair	09-Jan-23	31-Dec-23

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