

Erving Stronger Together



Photo taken in April, 2021

Serving our Community through the Pandemic

**Town Department Heads pictured under the 1961 Mosaic Mural at the new Erving Public Library:
Front Row Left to Right:**

Michele Turner, Tax Collector; Peter Sanders, Water/Wastewater Superintendent;
Jacquelyn Boyden, Principal Assessor

Back Row Left to Right:

Robert Holst, Police Chief; Deborah Mero, Town Accountant;
Natane Halasz, Library Director; Glenn McCrory, Highway Superintendent;
Bryan Smith, Town Administrator; Philip Wonkka, Fire Chief;
Jennifer Eichorn, Town Treasurer; Paula Betters, Senior Center Director

*The Erving Public Library at 2 Care Drive was prepared to have their Grand Opening in
March of 2020, but was unfortunately canceled due to the COVID-19 Pandemic.*

TOWN OF ERVING

2020 ANNUAL TOWN REPORT

MANY THANKS TO

**ALL WHO SUBMITTED DEPARTMENTAL
AND
REGIONAL REPORTS**

Cover photo taken by Administrative Assistant,
Betsy Sicard

**TOWN OF ERVING
MASSACHUSETTS**



**FOR THE YEAR ENDING
DECEMBER 31, 2020**

2020 ERVING ANNUAL REPORT INDEX

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DEDICATION

*We dedicate our 2020 Annual Town Report to
Police Chief Christopher Blair*



*Christopher Blair
Erving Police Chief*

*The Town is proud to dedicate the 2020 Annual Town Report to
Police Chief Christopher Blair.*

Chris Blair grew up in New Salem and later Northfield where he graduated from Pioneer Valley Regional School. He went on to serve in the Army Infantry for 6 years where he attained the rank of Sergeant. He began his law enforcement career in 1994 by becoming a police officer and was hired by the Erving Police Department in October of 1996. Chris was later promoted to Police Sergeant and was responsible for training officers, enacting community programs and services such as auxiliary police training where citizens were trained to work as volunteer police at special events, and the vehicle identification number program in which identification numbers were etched into vehicle windows to identify them if stolen.

Chris was appointed as Erving Police Chief on May 17, 2004. He believes in following the law, being honest, showing respect, and has instilled the importance of this in his officers. Chris and his officers are positive role models and have a great rapport with the community and the staff and children at Erving Elementary School. Chris has worked hard to build a strong positive relationship between the residents and the Police Department fostering open dialog between the community and the officers. He makes sure the police partake in many community events such as the Fall Festival and the Halloween parades. Chris has always worked collaboratively with the other Town departments and is a pleasure to work with. His role as Police Chief is very important to him and that is evident in everything he does.

Chris takes pride in being a team with his officers and has worked with them to develop programs that encourage community participation such as the DARE Program, the Drug Collection Program, the Fingerprinting Program for children and the K-9 program with 'Badge' the bloodhound introduced by Officer Robert Holst. Chris is proud of his officers and encourages training opportunities. Chris has also been a strong advocate for mental health care for the department.

Chris was instrumental in the Erving Police Department becoming the first department in the State to use body cameras. Since the Erving Police Department started using them, other police departments in neighboring communities have reached out to us with questions and guidance as they move forward with them in their own departments. In addition to these programs and many other initiatives for the department, Chris achieved many professional accomplishments. A few of those include:

- MA DPS Law Enforcement Safety Act Course Instructor Certification*
- Basic Life Support and First Responder*
- MA Basic Firearms Safety Course Instructor Certification*
- MA Municipal Police Training – Highway Safety – Speed Measurement Instructor*
- MA Municipal Police Training – Level I Firearms Instructor Certification*

DEDICATION

Chris has worked for the Town of Erving for 24 years. He currently lives in Erving with his wife Jennifer of 17 years and enjoys spending time with his two adult sons and grandson. If you know Chris well, you know he has a passion for nature and hunting and can often be found enjoying the woods with their two dogs. Chris, we appreciate and value your respect, dedication, and professionalism throughout your tenure with our Town. Thank you for your calm and reassuring presence on medical calls, accident scenes, residents and drivers in distress, and every call and event in between!

Chris, it is with great honor that the Town dedicates the 2020 Annual Town Report to you. Your dedication and service to our Community has meant so much to us! We wish you and your family the best as you begin your next chapter!

Thank you, Chief Christopher Blair, for your service to the Town of Erving!

TOWN CLERK REPORTS

ELECTED TOWN OFFICIALS

BOARD OF SELECTMEN

| | |
|----------------------------------------|-------------------|
| Jacob A. Smith (Chair) | Term Expires 2021 |
| Peter P. Sanders (Resigned 12/31/2020) | Term Expires 2022 |
| William A. Bembury | Term Expires 2023 |

BOARD OF ASSESSORS

| | |
|--------------------|-------------------|
| Daniel B. Hammock | Term Expires 2021 |
| Mark D. Burnett | Term Expires 2022 |
| Jeffrey A. Rollins | Term Expires 2023 |

TOWN CLERK

| | |
|-------------------|-------------------|
| Richard W. Newton | Term Expires 2021 |
|-------------------|-------------------|

TOWN TREASURER

| | |
|-------------------------------------------|-------------------|
| Julie Wonkka | Term Ended 2020 |
| Jennifer L. Eichorn (Elected June , 2020) | Term Expires 2023 |

TAX COLLECTOR

| | |
|-------------------|-------------------|
| Michele M. Turner | Term Expires 2022 |
|-------------------|-------------------|

LIBRARY TRUSTEE

| | |
|----------------------------------------|-------------------|
| Daniel B. Hammock | Term Expires 2021 |
| Peter B. Roy-Clark (Resigned 10/21/20) | Term Expires 2022 |
| Mackensey L. Bailey | Term Expires 2023 |

MODERATOR

| | |
|--------------------|-------------------|
| Richard K. Peabody | Term Expires 2021 |
|--------------------|-------------------|

ERVING SCHOOL COMMITTEE

| | |
|-----------------------|-------------------|
| David L. Chagnon, Jr. | Term Expires 2021 |
| Opening | Term Expires 2021 |
| Jennifer L. Eichorn | Term Expires 2022 |
| Erik R. Semb | Term Expires 2023 |
| Brian N. Guerin | Term Expires 2023 |

TREE WARDEN

| | |
|-------------------|-------------------|
| Michael J. Gordon | Term Expires 2021 |
|-------------------|-------------------|

CONSTABLES

| | |
|---------------------|-------------------|
| Daniel B. Hammock | Term Expires 2021 |
| Richard W. Newton | Term Expires 2022 |
| Arthur A. Kaczinski | Term Expires 2023 |

TOWN CLERK REPORTS

PLANNING BOARD

| | |
|-----------------------------------------|-------------------|
| Son Hui May | Term Expires 2021 |
| Jacquelyn M. Boyden (Resigned 9/1/2020) | Term Expires 2022 |
| Michael M. Shaffer | Term Expires 2022 |
| Debra L. Smith | Term Expires 2023 |
| George Moonlight Davis | Term Expires 2023 |

RECREATION COMMISSION

| | |
|--------------------|-------------------|
| Alison L. Rollins | Term Expires 2021 |
| Jillian F. Betters | Term Expires 2022 |
| Jeffrey A. Rollins | Term Expires 2022 |
| Renee A. Tela | Term Expires 2023 |
| Erik J. Eichorn | Term Expires 2023 |

BOARD OF HEALTH

| | |
|----------------------|-------------------|
| Michael J. Gralenski | Term Expires 2021 |
| Leo J. Parent, Jr. | Term Expires 2022 |
| Bruce W. Scott | Term Expires 2023 |

APPOINTMENTS BY THE BOARD OF ASSESSORS

Jacquelyn Boyden, Principal Assessor

APPOINTMENTS BY THE ERVING ELEMENTARY SCHOOL COMMITTEE

SCHOOL UNION 28 REPRESENTATIVES

| | |
|---------------------|--------------|
| Erik Semb, Chair | Brian Guerin |
| David Chagnon, Jr. | |
| Jennifer L. Eichorn | |

JOINT SUPERVISORY COMMITTEE

| | |
|------------------------|---------------------------|
| <u>Voting Members:</u> | <u>Alternate Members:</u> |
| Erik Semb | Jennifer Eichorn |
| Brian Guerin | |
| David Chagnon, Jr. | |

ERVING ELEMENTARY SCHOOL COUNCIL

| | |
|-------------------------|----------------------------|
| Lisa Candito, Principal | Katie McLaughlin, Parent |
| Carol Ortlip, Teacher | Christine Thurston, Parent |

COMMITTEES OR REPRESENTATIVES APPOINTED BY THE MODERATOR

FINANCE COMMITTEE

| | |
|------------------|-------------------|
| Benjamin Fellows | Term Expires 2021 |
| Arthur Johnson | Term Expires 2022 |
| Charles Zilinski | Term Expires 2022 |
| Daniel Hammock | Term Expires 2023 |
| Debra Smith | Term Expires 2023 |

GILL-MONTAGUE REGIONAL SCHOOL COMMITTEE REPRESENTATIVES

| | |
|-------------------|-------------|
| Theresa Kolodziej | 2 Vacancies |
|-------------------|-------------|

TOWN CLERK REPORTS

FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT REPRESENTATIVES

Robert Bitzer

Term Expires 2021

ERVING PUBLIC LIBRARY STAFF – APPOINTED BY THE LIBRARY TRUSTEES

Barbara Friedman, Director (Retired 6/24/2020)

Jean Daley, Assistant

Natane Halasz, Director (Appointed 6/21/2020)

Andrea Deiuliis, Assistant

TOWN OFFICIALS APPOINTED BY THE BOARD OF SELECTMEN

ADMINISTRATIVE

Bryan Smith

Town Administrator

Elizabeth Sicard

Administrative Assistant

Deborah Mero

Accountant

Jacob Smith

IT Support

Jacquelyn Boyden

IT Coordinator

Donna MacNicol

Town Counsel

Mariah Kurtz

Assistant Town Planner

ANIMAL CONTROL and ANIMAL INSPECTOR

Arthur Johnson

Term Expires 2021

ARCHAEOLOGICAL PRESERVATION OFFICER

David Brule

Term Expires 2021

Bruce Scott

Term Expired 2020

BOARD OF REGISTRARS

Warren Boyden

Theresa Dodge

Richard Newton

Elizabeth Sicard

CABLE ADVISORY COMMITTEE

William Bembury

Phillip Johnson

Richard Newton

CAPITAL PLANNING COMMITTEE

Jacob Smith

Term Expires 2021

Benjamin Fellows

Term Expires 2022

Linda Downs-Bembury

Term Expires 2022

Peter Mallet

Term Expires 2023

Deb Smith

Term Expires 2023

CONSERVATION COMMISSION

Bruce Scott

Term Expires 2020

C. Mark Blatchley

Term Expires 2021

Beth Bazler

Term Expires 2022

Michael Shaffer

Term Expires 2022

David Brule

Term Expires 2023

Carolyn Berg

Term Expires 2023

TOWN CLERK REPORTS

COUNCIL ON AGING

| | |
|--------------------|-------------------|
| Denise Maynard | Term Expires 2021 |
| Kathie E. Curnick | Term Expires 2021 |
| William Meuse | Term Expires 2022 |
| Dennis Wonsey | Term Expires 2022 |
| Gary Betters | Term Expires 2023 |
| Joseph Bucci | Term Expires 2023 |
| Sarah Meuse, Chair | Term Expires 2023 |

CULTURAL COUNCIL

| | |
|-----------------------|-------------------|
| Jean Galbraith | Term Expires 2022 |
| Jarod Robinson | Term Expires 2022 |
| Sarah Vega-Liros | Term Expires 2022 |
| Michele Turner, Chair | Term Expires 2023 |
| Leslie Brown | Term Expires 2023 |

E911 PLANNING COMMITTEE

| | |
|----------------|-------------------|
| Richard Newton | Term Expires 2021 |
| Philip Wonkka | Term Expires 2021 |

ELECTION INSPECTION & TELLERS

| | |
|--------------------|-------------------|
| Harriet Graves | Term Expires 2021 |
| Clemma Savage | Term Expires 2021 |
| Pamela Bouthillier | Term Expires 2021 |
| Rebecca Miller | Term Expires 2021 |

ELECTION WORKERS

| | |
|----------------------|-------------------|
| Leslie Brown, Warden | Term Expires 2021 |
| Nancy Kruzlic, Clerk | Term Expires 2021 |

EMERGENCY MANAGEMENT

| | |
|-------------------------|------------------------|
| Philip Wonkka, Director | Donna LaClaire, Deputy |
|-------------------------|------------------------|

FIRE DEPARTMENT – FULL TIME FIREFIGHTERS

| | |
|-------------------------------|-------------------|
| Philip Wonkka, Chief | Term Expires 2023 |
| Ryan Betters, Captain | |
| Brandon R. Breault, EMT, FFII | |

CALL FORCE FIREFIGHTERS

| | |
|-----------------|-------------------------|
| Tim Cronin | Jonathan LaClaire |
| Todd Czernich | Mitchell LaClaire, Sr. |
| Phillip Dupell | Rebecca Walsh |
| Justin Fellows | Peter McDonough |
| Spencer Harris | Cody Pease |
| Jeremy Klepadlo | Joseph Reed, Jr. |
| Jacob Smith | Carolyn Warger-Czernich |

TOWN CLERK REPORTS

FRANKLIN REGIONAL PLANNING BOARD

Bryan Smith

Mariah Kurtz (Appointed 6/30/2020)

Term Expired 2020

Term Expires 2021

FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM

Jacquelyn Boyden

Term Expires 2021

FRANKLIN COUNTY SOLID WASTE MANAGEMENT PROGRAM

Bryan Smith

Term Expires 2021

FRCOG REPRESENTATIVE

William Bembury

Term Expires 2021

Bryan Smith, Alternate

Term Expires 2021

FRANKLIN REGIONAL TRANSIT AUTHORITY

William Bembury

Term Expires 2021

GOLDEN CANE COMMITTEE

Leo Parent, Jr.

Term Expires 2021

David Brule

Term Expires 2021

HIGHWAY DEPARTMENT

Glenn McCrory, Superintendent

Michael Gordon, Equip. Operator/ Laborer

Rebecca Walsh, Custodian

Pamela McNamara, Bldg/Grounds Maintenance
for Senior Center and Library

James Paulin, Equip. Operator/ Laborer

Thomas Duffy, Hwy/Bldg/Grounds
Maintenance

HISTORICAL COMMISSION

Bruce Scott

Term Expired 2020

Sara Campbell

Term Expires 2022

Philip Johnson

Term Expires 2022

John Rice

Term Expires 2022

Eric Duffy

Term Expires 2023

David Brule

Term Expires 2023

LIBRARY BUILDING COMMITTEE

Marcia Bernard

Jacquelyn Boyden

Sara Campbell

Rebecca Hubbard

Peter Roy-Clark

Charles Zilinski

Deb Smith (Term ended 6/30/2020)

MEMORIAL DAY COMMITTEE

Vacancy

OPEN SPACE COMMITTEE

Devon Gaudet

Beth Bazler, Cons. Comm. Rep.

Jacquelyn Boyden, Planning Board Rep.

Joseph Bucci, COA Rep.

Jillian Betters, Recreation Comm. Rep.

TOWN CLERK REPORTS

ORANGE AMBULANCE ADVISORY COMMITTEE

Philip Wonkka

Term Expires 2021

POLICE DEPARTMENT

Christopher Blair, Chief

Robert Holst, Sergeant

James Loynd, Patrol Officer (Retired 2020)

Amanda Flower, Patrol Officer

Adam Paicos, Patrol Officer

PUBLIC WORKS FEASIBILITY COMMITTEE

Michael Gordon

Mariah Kurtz

Peter Mallet

Glenn McCrory

Peter Sanders

RECREATION COMMISSION

Breta Yvars-Petraccia, Assistant

SENIOR/COMMUNITY CENTER

Paula Betters, Director

Harold Jensen, Van Driver

William Meuse, Van Driver

SENIOR HOUSING COMMITTEE

William Bembury

Keith Ball

Gary Betters

Jacquelyn Boyden

Paula Betters

Linda Downs-Bembury

Rebecca Hubbard

Denise Maynard

TAX/WATER COLLECTOR'S OFFICE

Ann Petrain, Assistant

TOWN CLERK'S OFFICE

Elizabeth Sicard, Assistant

TREASURER'S OFFICE

Jean Fountain, Assistant

VETERANS COMMITTEE

Daniel Hammock

Term Expires 2021

Arthur Kaczinski

Term Expires 2021

Gary Betters

Term Expires 2021

WASTEWATER TREATMENT

Peter Sanders, Superintendent

Darby Chagnon, Asst. Operator

Peter Walsh, Operator

WATER DEPARTMENT

Peter Sanders, Superintendent

Michael Brown, Water Operator

Darby Chagnon

Peter Walsh

TOWN CLERK REPORTS

ZONING BOARD OF APPEALS

Arthur Johnson

Term Expires 2022

Deborah Mero

Term Expires 2022

Daniel Hammock

Term Expires 2023

VITAL STATISTICS

BIRTHS – A total of 5 births were recorded in the Town of Erving for this year.

MARRIAGES – A total of 4 marriages were recorded in the Town of Erving for this year.

DEATHS – A total of 7 deaths were recorded in the Town of Erving for this year.

REPORTS OF BOARDS AND DEPARTMENTS

- Board of Selectmen
- Town Administrator
- Assistant Planner
- Fire Department
- Highway Department
- Police Department
- Erving Recreation Commission
- Erving Public Library
- Council on Aging
- Board of Health

REPORTS OF BOARDS AND DEPARTMENTS

BOARD OF SELECTMEN REPORT

Our whole community has been affected by the COVID-19 pandemic in 2020. It has touched or impacted each and every one of us in our daily lives and routines, but we have endured and persevered through this as a community, together. You will see the same thread throughout the Town report outlining how the pandemic impacted and shaped the Town's operations inside and out. The Board is proud of the efforts of all our staff, volunteers, and departments to maintain the continuity of operations, to go above and beyond at every opportunity, to find creative new ways to interact, offer services, keep everyone safe, and continue to serve our community in the face of unprecedented challenges. Thank you all! We are proud to serve a community that has shown time and time again how it pulls together and supports one another even in the toughest of times and makes Erving a "Great Place to Live" and so much more! The Board would like to thank the community for continuing to place their trust in us and allowing us to serve as your elected officials.

Due to and in spite of these adversities the Town has taken many unusual actions, was able to move projects forward, and has set the stage for a safer and productive 2021. Here are some of the highlights and events that will be discussed further throughout the Town Report:

- On Friday, March 13th under the advisement of the Emergency Management Director and Town Administrator the Chairman declared a State of Emergency for the Town of Erving following the same actions on the Federal and State levels. All Town buildings were closed to the public and non-essential employees were advised not to report to their facilities due to the Coronavirus Pandemic. In the following weeks the Chairman, Town Administrator, Emergency Management Director, Elected Officials, and Department Heads worked together to ensure we had appropriate cleaning and safety protocols, PPE, and supplies on hand to allow our essential workers and services to continue to operate. That was followed by steps to facilitate remote work where possible, enabling remote meetings, and building an overall framework to safely allow continuity of operations in our new environment for all the Town Departments and services. The rest of the year brought new hurdles and adaptations at every turn while offering new options to the community with more online and remote transaction methods, by appointment services, modified Town Meetings, and many other changes.
- The new Public Library was completed and opened in March 2020 only to close a few days later as the Town declared a State of Emergency. The Library Trustees wished farewell to their Library Director and hired a new fulltime Library Director in the early months of the shutdown. Despite the challenges there was a smooth transition and as the year came to a close the Public Library began to offer appointments to the public in addition to the other remote services.
- The Hazardous Materials Mitigation project that we received MassDevelopment grant funding for in 2019 to remediate hazardous materials at the former International Papermill site was able to complete in 2020 as planned with only slight delays from the original schedule. This allowed the Town's Assistant Planner to apply for MassWorks grant funding for this site for further improvements. That application was successful in getting awarded \$500,000 toward wastewater system modifications and improvement to prepare the site for future use. The team is preparing and planning for the bulk of this project to occur in 2021.
- The River, Warner, and Strachan Street ADA and Sidewalk improvement project was designed and completed during the year. This project was implemented using our new Complete Streets philosophy to encompass multi-modal access, stormwater management, safety, lighting, and other

REPORTS OF BOARDS AND DEPARTMENTS

factors to ensure a wholistic improvement of our roadways and buffers. There are some punch list items that will be addressed in 2021 but overall, the project was very successful.

- The Recreation Commission with help from the Highway Department and the Administration worked on plans and projects to improve our parks and greenspace. This was even more important to all of us this year as these areas became more vital to all of us during the pandemic. Church Street Park has gone through a complete revamp with some new structures, safety improvements, and a new fence 2021 that will complete the project. Park Street Park went through a complete planning and redesign process during the year. It culminated in a plan for replacement in 2021 and clearing and site prep work in 2020. There was some other work done at each of the remaining parks to improve safety and usability.
- The Town anticipates the retirement of longtime Police Chief Christopher Blair in 2021. To that end, late in 2020 the Select Board began the process of searching for a new Police Chief. This important position will be uniquely challenging to fill during the pandemic.
- The Emergency Management Director was critical in keeping the Town up to date with information and changing protocols throughout the State of Emergency and collaborated with FEMA, MEMA, FRCOG, and many other Federal, State, and local agencies on our behalf. As the year came to a close the Emergency Management Director was outspoken about the importance of availability of vaccinations and local sites and options for administering them to our community.
- The Senior Center Director worked tirelessly to keep our older population informed and advocated for while our doors were closed to visitors. The Director was awarded grants to help provide meals and put together baskets and the like to distribute to our elder community with assistance from the Fire Department and our van drivers. With our Town Nurse a drive through Flu Clinic was organized at the Center which was a first for Erving. In the last few months the Senior Center Director has been working closely with the Town Nurse, the Emergency Management Director and other regional agencies to advocate and plan for vaccination options for our community members.
- The Board continued to work with Town officials, the Town of Gill, State legislators, and Massachusetts Department of Transportation (MassDOT) to advocate for traffic and safety improvements along Route 2, in particular for safety improvements at the French King Bridge. With assistance from Senator Comerford and Representative Whipps we saw the Barrier project design get to 25% stage at MassDOT and we expect a public hearing and comment period in early 2021. We will continue to work diligently on securing the funding and moving the project to completion as soon as possible.

We look forward to continuing to work on these and many other projects in 2021 to further our Town and improve the services we provide our community. Most of all we hope to see vaccinations reach all of our community, the world at large, and for things to begin to return closer to the “normal” we had been accustomed to.

Jacob A. Smith, Chair

William Bembury

Peter Sanders

Erving Select Board

REPORTS OF BOARDS AND DEPARTMENTS

TOWN ADMINISTRATOR REPORT

Calendar year 2020 was undoubtedly shaped by the Coronavirus Disease 2019 (COVID-19) pandemic and the State of Emergency issued on the Federal, State, and local level. The response taken to COVID-19 and the restrictions that were implemented impacted every facet of our community's life and operation. This was a year of anxiety and grief. In spite of these significant challenges, the Town of Erving continued to provide critical services to our residents as well as make progress on the special initiatives that we had intended to work on. The staff and the volunteers that operate our Town demonstrated dedication and resolve as they conducted their work. Words cannot accurately convey the appreciation that is felt for their efforts.

Below is a summary of the projects and initiatives that occurred in 2020 and that will set the stage for work in 2021.

Response to COVID-19: The early weeks of the State of Emergency required many public buildings to close and employees in shared office spaces to disperse. This situation fueled a rapid transition to implement remote work and remote meeting capabilities. In accordance with executive orders issued by Governor Charles Baker, boards and commissions conducted their work using an online audio/video conferencing platform to allow members to deliberate publicly and for members of the public to continue to participate. Staff that worked on premise adjusted to the new protocols of wearing a face covering, maintaining at least 6' of physical distancing and used strategies like the use of plexiglass barriers and split shifts.

Similarly, the Town's legislative process was impacted. The Annual Town Meeting, normally held in May each year, was continued and recessed until July 11, 2020 to allow the Town to implement safety measures. Town Meeting was held in an outdoor setting at the Elementary School with the use of a tent and a public address system to help facilitate dialogue. The outdoor setting allowed for physical distancing and additional safety precautions. A similar format was used for the Special Town Meeting on October 03, 2020.

The economic impacts of the State of Emergency on Erving's locally owned businesses have been significant. Occupancy restrictions, safety precautions, and hour reductions on businesses made it challenging for businesses to continue regular operations. The Town tried to connect businesses with resources that were available on the Federal, State, and regional level. Additionally, the Town reprogrammed program income funds from the Community Development Block Grant to provide forgivable loans of up to \$5,000 for micro-enterprises.

It is important to highlight the commitment that Erving employees have demonstrated towards providing high quality services. The Erving Police Department, Fire Department, Highway Department, and Wastewater & Water Department continued to maintain critical infrastructure and provide emergency services to the citizens of the community under the new protocols. While these services could not be offered under a new service model, our staff prioritized safety for themselves, their colleagues, and the public. The Emergency Management Director maintained the Town's communication with FEMA, MEMA, and the region's public safety officials to secure much needed personal protective equipment and to prepare for vaccine distribution in 2021. Our Public Library and Senior Center staffs innovated by using technology to maintain connections with the community members that they serve. From online Zoom programming, regular check-ins with patrons, and providing curbside and appointment only services, the citizens of Erving continued to be supported by these offices. The offices that comprise Town Hall, continued to maintain the financial operations of the Town, work with regional partners, support the Town's

REPORTS OF BOARDS AND DEPARTMENTS

legislative process and the work of various boards and commissions to continue to make progress on several initiatives for our citizens.

Special Projects: The Town continued to make progress on several special projects throughout 2020, much of which began with planning efforts in 2019.

- **Erving Public Library Construction:** The new Erving Public Library at 2 Care Drive opened to the public in March 2020, only to close a few days later due to the COVID-19 pandemic. The Library Building Committee, Library Trustees, Highway Department, and other stakeholders spent most of the year getting to know the facility, identifying outstanding issues that needed to be addressed and preparing for the day that public will eventually return to the facility that was built for them.
- **Route 63 Pedestrian Improvement Project:** The Town worked with the Massachusetts Department of Transportation (MassDOT) and residents on the completion of the pedestrian improvement project for Northfield Road, Moore Street and Lester Street. The project has largely improved the ability for pedestrians to safely travel from Care Drive to the intersection with Bridge Street entering Montague. While this project ended, it also became a starting point for the roadway and improvement project beginning on River Street and the anticipated sidewalk improvement projects under MassDOT's Complete Streets program.
- **IP Mill Site Redevelopment:** The Town continued to make progress on the redevelopment of the former International Papermill (IP) site. The Town worked with MassDevelopment and conducted a hazardous materials mitigation project of approximately \$200,000. With this work completed in August 2020 the Town was able to pursue additional grant opportunities to further the redevelopment potential of the site. The Town's Assistant Planner has pursued funds through the MassWorks program, the Site Readiness program, and for real estate technical assistance. The Town is hopeful to conduct a Request for Proposals process in 2021.
- **River Street, Warner Street, Strachan Street ADA & Sidewalk Project:** The Town worked on a comprehensive upgrade to the neighborhood for River, Warner, and Strachan Streets. This involved alterations to the roadway profile for River Street at the intersection with Lester Street, new sidewalks on River Street, Strachan Street, and Warner Street, a new road surface and the addition of streetlights.
- **Park Street Park Renovation Planning:** The Office supported the Recreation Commission's efforts to renovate the municipal playground adjacent to Park and Central Streets. The playground has been designed and equipment has been ordered with an anticipated installation for late spring and early summer 2021. This is a team effort between the Recreation Commission, the Highway Department, and our Office.
- **French King Bridge Safety Barrier Project:** The Town has continued to advocate for safety improvements at French King Bridge. This advocacy has continued to focus on building relationships with families that have been impacted by events at the Bridge, with communications to MassDOT, and leveraging support from the offices of Senator Comerford and Representative Whipps. The Erving Police and Fire Departments as well as our neighboring public safety departments have continued to respond to calls for service at this location and have performed heroically. The Town has received assurances from MassDOT that the design for safety barriers at the Bridge have been prepared and will be presented in calendar year 2021 for a 25% hearing. If successful, the project should proceed to public bidding in 2021 with anticipated construction in calendar year 2022. The Town has also partnered with the Town of Gill and is exploring technological upgrades that could be made to the camera equipment that has already been installed at the Bridge.

Personnel: The Town has continued to hire for key positions within the organization. In June 2020, the Town experienced the retirement of Barbara Friedman, the Director of the Public

REPORTS OF BOARDS AND DEPARTMENTS

Library. In the same month, the Town welcomed Natane Halasz, to serve as the Town's first full-time Director of the Public Library. The Town is also preparing for the anticipated retirement of Christopher Blair, the Chief of Police in early 2021. To that end, in November 2020 the Select Board began the process of searching for the next Chief of Police.

Financial: In April 2020, the Select Board also worked with the Town Accountant to finalize a new financial policy to address the procedures for account reconciliations. In June 2020, the Town completed the FY2019 financial audit with Scanlon & Associates. The Town has continued to maintain a balanced operating budget, healthy reserve funds to support both the government and business activities of the Town, and minimal long-term debts. In summary, the financial health of the Town of Erving remains strong.

Licensing: The Administration Office worked with the Select Board and the Town Clerk's Office to review the statutory requirements of the Town's business licensing procedures and then worked to clarify and simplify the processes. This involved an update to internal procedures, alterations to databases, and communications with license holders. While any changes to long standing practices can be disruptive and confusing, these revisions should simplify procedures and result in efficiencies for the Town and the license holders going forward.

This report provides merely highlights of the many efforts that are in the works within the Town of Erving. Additional work involved work to prepare for significant infrastructure improvements in the coming year, meeting with citizens regarding concerns and trying to work towards solutions. The people who work, volunteer, and live in Erving make this a great community! I am looking forward to seeing what will be accomplished in 2021 as we continue to work with these stakeholders.

Bryan Smith
Town Administrator

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ASSISTANT TOWN PLANNER REPORT

This was my first full year working in Erving and it was a very non-traditional one. I continued work from the previous year, started many new projects, and in March I facilitated our first online-meetings and transition to remote working. I assembled a master project schedule for the Select Board's office to be used for capital project planning as well as management capacity planning. My role is often one of support and advocacy for our other departments and our residents – I hope that in 2021 I can meet more of our residents in person!

Highlights from 2020

Senior Housing: The Senior Housing Committee reconvened in early 2020 to make plans to release a second Request for Proposal after last year's resulted in no submissions. However, COVID-19 forced us to pause as we dealt with other urgent issues. Several more discussions with professionals took place behind the scenes and we hope to reformulate a timeline for this project in the coming year.

Parks and Open Space:

- The Recreation Commission received a Technical Assistance grant from the Franklin Regional Council of Governments for creating a Strategic Parks and Recreation Plan. I assisted them through this process including the public listening session and survey.
- I continued working with the Highway Department, Conservation Commission and Eversource to plan a parking area for the Poplar Mountain Conservation Area.
- The Recreation Commission, Franklin Regional Council of Governments, and representation from the Town of Wendell discussed the feasibility of a multi-modal path along the Miller's River which could connect to Riverfront Park and Farley. Unfortunately, the land is owned by the Department of Conservation and Recreation and the Town of Wendell, so Erving does not have any control over the land. We continue to encourage our neighbors to look into this option but budget constraints make it unlikely to happen in the near future.

IP Mill Redevelopment: A lot was accomplished at the IP Mill this year, all of which will make way for redevelopment of the parcel in the future.

- Hazardous materials and the old transformers were removed thanks to funding from Mass Development.
- MassWorks awarded Erving a \$500,000 grant to resize the wastewater pipes connecting the IP Mill property to the sewer main and install a new pump station. This work would be necessary for any new development on that site.
- Town Officials met with several engineers and consultants to strategize on the future of this property and we have several other pending grant applications.

Infrastructure & Buildings: We made lots of progress on sidewalk installations, road improvements, and energy efficiency upgrades this year as well as standard maintenance. Selection of a designer for a feasibility study on new DPW Dry Storage and Office space took place this year and design will occur in 2021.

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- Erving was awarded \$400,000 from Mass Department of Transportation's Complete Streets program. A "Complete Street" is one that is multi-modal (cars, pedestrians, bicycles, etc.) and is ADA accessible. Often time these changes to roads reduce speeding in neighborhoods and make them more friendly for all generations to commute and enjoy the outdoors. In 2020 we began construction on River, Strachan, and Warner Streets with Town funds. In 2021 that project will be completed and the following streets will be started: Park, Central, Gunn, and Pratt Streets.
- With the help of the Franklin Regional Council of Governments we now have an inventory of all of the culverts in Town and evaluating their condition. This will help us prioritize repairs and cleanings. We began engineering and permitting on two such culverts on Wheelock Street, funded through the Municipal Vulnerability Preparedness program.
- Erving's first electric vehicle charger is now operating at the Library and three more are planned for installation at the municipal lot in spring 2021.
- LED light upgrades were completed at the Senior Center and Police Department with funding from Green Communities.
- Phase 1 of new carpet installation at Erving Elementary School was completed with Town funds.

Trees: Over the past decades, trees were removed without much communication nor a plan for replanting. The Tree Warden and I collaborated to create a public tree planting guide. This guide will be used as we plant new ornamental and shade trees throughout Town.

- Six new trees were planted this fall on Moore Street and Ridge road. Four trees will be planted on Church Street in spring 2021 with more to follow.
- There is a form available on the Town website for residents to request public trees be planted (look on the Tree Warden's page).
- We have purchased software and a GPS unit to make an inventory of public trees in Town and their condition so we can better track when trees need to be removed due to safety reasons and how many new trees we plant.

Technology: With funding from the Municipal Vulnerability Preparedness program we were able to begin the process of moving Town Hall's server to the cloud which will allow operations to continue in the event of hazardous conditions, as well as work remotely. COVID-19 sped up this transition process, but it will be completed in 2021. Vital documents will also begin being digitally archived so if Town Hall was ever damaged or inaccessible, they would not be lost.

Branding: During the Spring 2020 semester, the UMass Architecture Department used Erving Center as a case study for their senior project. They analyzed various aspects of Town and recommended various design ideas. One of the proposals was for signage. The Select Board chose to move in that direction by creating a branding package which would influence the design.

- Tiny Town Marketing helped design a logo for Erving, a color and font package, new letterhead, and new business cards. The branding will be launched in 2021 and signage will be designed for parks, Welcome to Erving signs, and trail kiosks at Poplar Mountain Conservation Area.
- LED snowflake and penguin lights were placed on Erving Center light poles this year. Each year we hope to order a few more to add to the collection. Due to wiring issues with the lights this year, the lights had to be installed on one end of Route 2. Next year we hope to be able to spread them out.

REPORTS OF BOARDS AND DEPARTMENTS

Advocacy: Some projects need lots of prodding to make happen – including advocacy from state legislators, Town officials, residents, and community members rallying around a cause.

- It has been another full year of advocating for suicide barriers at the French King Bridge to protect our community members, travelers, and first responders. We coordinated countless phone calls with the Department of Transportation, Town of Gill, Senator Comerford's office, and Representative Whipps office. With the information provided by the Police and Fire departments, I assembled a 10-year report including statistics of calls to the bridge each year, the cost of each call, how many lives have been lost, and what can be done about it. This report is updated monthly.
- The causeway at Laurel Lake was in disrepair after a storm uprooted a large tree in summer 2019. We spent many, many phone calls requesting it be repaired and maintained by the Department of Conservation and Recreation, who own Laurel Lake. The work was finally completed in December 2020, and we hope to continue work to document the process and formalize an agreement so that this maintenance continues into the future.

Mariah Kurtz, Assistant Town Planner

REPORTS OF BOARDS AND DEPARTMENTS

FIRE DEPARTMENT REPORT

Fire Department Annual Report

In opening the report of the Fire Department for the year 2020, I would like to thank the residents of Town for their support for the Fire department throughout the year. 2020 brought one of the toughest times we have seen as a community in a long time, COVID-19 took a deep hold across the world bringing with it a lot of changes in our activities and responses. This impacted training, our working environment, and the way we handle responses for services.

Investment in the Department:

This year the Department continued efforts to secure grant funding through several sources for equipment upgrades. The department was successful in receiving a Regional Assistance to Fire Fighter Grants along with 4 other Mutual Aid Departments that was used to new SCBA air packs totaling \$650,000, Safer and Senior Safe Grants through The Department of Fire Services totaling \$4,100, and an Equipment Grant through the Department of Fire Services used to purchase a second gear extractor totaling \$5,000 This year the Department took in \$1,315.00 in inspection fees and \$3,757.96 in Hazardous material responses. This money is directly returned to the Town, deposited back into the general fund.

Staff Development:

COVID-19 made it very difficult to ensure skills are kept up, the Department had to drastically change the way meeting and training were conducted to ensure the safety of the membership and residents alike. The Department continues to work hard with the other Departments in Town to ensure seamless response during emergencies. The Department partnered with several mutual aid fire departments to roll out a new regional training program, the department trains once a month with 2 other mutual aid departments to ensure smooth operations during emergencies, this training model brings a familiarity with fire departments we work with on a regular basis and additionally the membership continues to train monthly as a department on skills.

Community Education:

This year was trying and monumental across the state as the Department of Fire Services reports that not a single person under the age of 18 was lost to a structure fire, this proves that the strong work in education of the school aged children is working. Again COVID-19 made this a very difficult process, the Department continued our partnership with Erving Elementary School and Erving Senior Center in much limited process. The closing of Town buildings and online learning at the school made it difficult for the department to have an effective in person fire safety program. Fire safety topics and handout were distributed through the Senior Center boxed lunch program and at the meal sites for the school aged children.

REPORTS OF BOARDS AND DEPARTMENTS

Department Calls:

Below is a breakdown of all calls received by the Department throughout the year, the department saw a 22% Increase in call volume over 2019.

| Total Reported Incidents | 2019 | 2020 |
|-------------------------------|------|------|
| Total Calls for service | 314 | 384 |
| Medical Emergency/MVC | 137 | 162 |
| Fire Related | 22 | 30 |
| Hazardous Condition (No Fire) | 20 | 38 |
| Calls for Service | 67 | 84 |
| Good intent Call | 7 | 19 |
| False Alarms | 47 | 42 |
| Severe Weather | 14 | 7 |
| Special Incident | 0 | 0 |
| Mutual Aid Requests | 22 | 29 |

In closing I would like to say thank you for supporting the Fire Department throughout the year.
Remember to check your smoke alarms monthly to ensure they are working properly.

Respectfully,

Philip Wonkka
Fire Chief

REPORTS OF BOARDS AND DEPARTMENTS

HIGHWAY DEPARTMENT REPORT

As we all know this year has been a challenge for all Departments.

I would like to personally thank our Custodial and Building Maintenance Staff Rebecca Walsh and Pam McNamara for not backing down from the challenge. They have kept Town buildings clean and sanitized. They always made sure we had the proper cleaning and disinfectant supplies. Inventory levels have been kept up from multiple suppliers.

With the Senior Center closed the walls have been patched and painted, floors have been stripped and waxed.

River, Warner and Strachan Street received new sidewalks with ADA compliant ramps starting at the Lester and Gunn Street intersection. All these roads have been milled and repaved with some new catch basins for proper drainage. 3 New streetlights have been installed along River Street also.

The Mass DOT sidewalk project from Care Drive down Northfield Road, Moore Street and Lester Street was completed. This project created parking spaces, safe and more direct crosswalks with ADA compliant ramps. Sidewalks down both sides of Moore Street had to be raised to allow proper drainage along the road. New sidewalk down Lester Street was raised for safety and drainage reasons. Highway Department will be installing 4 solar powered crosswalk signs in the spring 2021. A new streetlight was added on Northfield Road between EES and Care Drive.

Repairs have been made on many swales along Prospect Street, Papermill Road, North Street and Mountain Road to prevent ice buildup in the road during the winter months. Swale and drainage work will continue for the next couple years as weather permits. New catch basins have been added on Mountain Road and North Street in troubled areas. Multiple direct inlet drainage structures have been rebuilt along North Street and Mountain road with more on the list for 2021.

The lot was cleared and stumped for the new dry storage building / offices at the Highway and Treatment Plant.

With direction from the Recreation Department we removed old swings, fence and 2 feet of woodchips, grass and gravel for preparation of new swings and safety chips for the playground at the Church Street Park. We installed 2 sets of new swings and added the new safety chips in the entire park. A new sidewalk was added to the park off Church Street with ADA ramps. The new fence will be installed spring of 2021.

Streetlights have been added on Mountain Road and North Street. These lights will be a huge benefit for public safety.

Many roads had tree trimming done to help visibility. We will continue with the tree trimming in troubled areas. Tree removal will continue in the areas that are raising the sidewalks. We will remove or grind stumps and roots, so the sidewalks can be repaired.

We continue to use the brush chipper to keep intersections and other bad areas clear and more visible without having to make many trips back to the yard. D.E.P. no longer allows Highway Departments to burn those piles.

REPORTS OF BOARDS AND DEPARTMENTS

All Highway, Building Grounds and Custodial Staff continue their education for OSHA Safety and License requirements for performing their job.

With all these projects that happened we still had our seasonal duties that were completed also. Catch basin cleaning, roadside mowing, mowing the Maple Ave landfill, line painting, street sweeping, Town building and park maintenance, setting up tents for the summer program and fall festival, picking up Christmas trees, the fall leaf collection, streetlight repair, plowing and treating the roads. The new leaf machine worked wonderful! We would especially like to thank the residents for reading the Around Town notice on not including other yard waste in the leaf piles this year.

The Highway Department would like to thank everyone for their support and we look forward to helping and working with all departments again in the upcoming year.

Respectfully Submitted,
Glenn McCrory,
Highway Superintendent

POLICE DEPARTMENT REPORT

We would like to say thank you to the residents of Erving for their continued support for the Police Department . We look around this County and Country and realize how fortunate we are for you all. In 2020 the Police Department was faced with a lot of adversity as was everyone with the COVID pandemic. Despite the pandemic the Department continued to provide services to the Town and its residence with professionalism. The department handled **7,786 calls for service**. These calls include but are not limited to alarms, medical emergencies, disturbances, vehicle, and general complaints. In addition to these calls the Department investigated 43 motor vehicle crashes, preformed **1,964 traffic stops**. These traffic stops resulted in the issuance of **1,124 traffic citations**. The officers filed **269 incident reports** and processed **181 arrests / criminal complaints**. Some of the incident / arrests were **61 operating under the influence of alcohol or drugs, 9 domestic disturbances including both restraining order violations and assaults. 16 property crimes / trespassing. 4 sexual assaults. The department also issued 91 new or renewed license to carry permits.**

The French King Bridge has continued to be an impact to the Department with continued calls for service. Along with organized gatherings to bring awareness to the French King Bridge. Erving Police responded to **31 calls for service, 9 suicidal people were taken into custody**, one large scale incident involved large scale operations with several additional agencies including fire and rescue. **One confirmed suicide**. The Town has continued working with state agencies to fund and install barriers to prevent further injury and deaths.

Currently the Department has one Dodge Charger and three Ford Interceptor utility cruisers, two which are hybrids (gas/electric). The most recent vehicle replacement was the 2014 Dodge Charger which was replaced with 2021 Ford Interceptor hybrid. We continued to investigate energy efficient options for the Police Station to cut back on electricity and fuel usage.

The Department staff has changed tremendously over the past year and created very challenging times for the current staff members. Officer Flower graduated from the Full Time Police Academy. Chief Blair and Officer Loynd retired, Officer Miner and Officer Morin left the Department to seek alternative employment options. The Department has maintained 6 full time officer positions, but currently we have 3 vacancies. The Department is in the process of filling all three vacancies with an anticipation of being back to full staff by March / April 2021. With the staffing issues, the Department still managed to maintain almost twenty-four hours of coverage. We did rely on the State Police to fill in the gaps at times.

The Department has implemented a new policy for our Department Drug Recognition Expert Officer. Another member of the Department became a certified sexual assault investigator. For a period, the station hours we closed due to the pandemic, but we have re-opened on an appointment only bases for the purpose of applying and renewing your license to carry or to drop of prescription medication. We also have a new radar/ signage board to assist with traffic complaints or important messages.

In closing the Erving Police Department looks forward to the challenges and opportunities that 2021 will bring. We look forward to continuing to serve our great community and building positive relationships with our residents and surrounding communities.

Sincerely,

Your Erving Police Officers

Chief Blair, Sergeant Holst, Officer Paicos, Officer Flower and Officer Loynd





REPORTS OF BOARDS AND DEPARTMENTS

WASTEWATER / WATER DEPARTMENT REPORT

Hello Erving residents, this year was a busy for both Departments. We are still currently staffed by Peter Sanders (Wastewater & Water Superintendent), Darby Chagnon (Assistant Chief Operator), and Peter Walsh (Operator), Mike Brown (Assistant Water Operator). Darby Chagnon and Peter Walsh are still water operators in training. They should both be full status by the end of 2021.

POTW#1 & 3 had CEI's (Compliance Evaluation Inspection) with DEP. There were **NO** Compliance issues with DEP or EPA this year. POTW#1 will be starting our I&I (Inflow and Infiltration) program this summer 2021. We also should be on track to start the Arch St. force sewer main project this summer. We are also working with the Highway Department to relocate our office spaces. Due to our current spaces do not meet OSHA safety requirements. POTW#1 also lost its Generator this past November during a storm, we currently have a rental backup Generator, and are in the process of procuring a new one. POTW#1&3 continues to produce 97-99% removal in our effluent waters.

The Erving Water Department is staffed by Peter Sanders (Water Superintendent), Mike Brown (Assistant Water Operator), Darby Chagnon and Peter Walsh (Operators). The Water Department had a Sanitary Survey Inspection this year, also with **NO** Compliance issues with DEP.

The Department had the Water Tank exterior cleaned this past year. We also installed a sample station to have as an alternative site and we plan on installing two more this summer. These will be used to help alleviate any sampling issues with entering residences due to Covid or anything else should we need them. The Water Department also has started testing protocols with DEP and EPA for PFA's testing (Polyfluoroalkyl Substances). We will know where we stand on those results soon.

The Erving Water Department continues to meet all standards set by DEP and EPA, providing the best drinking water we can to our residents.

Stay Safe.

Peter Sanders

Wastewater & Water Superintendent

REPORTS OF BOARDS AND DEPARTMENTS

ERVING PUBLIC LIBRARY REPORT

2020 YEAR IN REVIEW ERVING PUBLIC LIBRARY

This was a challenging year due to the pandemic, and an exciting year thanks to the construction and completion of a beautiful new building at 2 Care Drive!

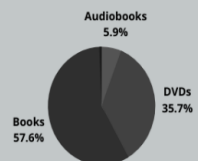
PATRONS

We are proud to serve our patrons! Our total number of cardholders was **939**. We issued **32** new library cards. **152** patrons visited our library by appointment between October and December. Our amazing patrons also donated time, money, and materials to our library!

CIRCULATION

Our items circulated **8,260** times. Erving patrons borrowed **7,980** items. We were a net lender (we loaned more than we borrowed.) The total value of items circulated: **\$72,470**

Most circulated item types:



COLLECTIONS

Our physical collection numbered **13,724** items.

As a member of CW MARS, this consortium provided patrons access to nearly 2.5 million physical items and nearly 140,000 digital items through Overdrive. Patrons also have access to Hoopla, Freegal, and Gale databases. Our library also contains the Traversari local history collection, and digitized collections at digitalcommonwealth.org

PROGRAMS

105 programs
600 total attendance

When the pandemic shut libraries down in March, Erving Public Library staff pivoted very quickly to the new situation and began offering virtual programming within two weeks.

SOCIAL

Our number of Facebook page followers increased **22%** during 2020, reaching **505**. Help us hit **1000** in 2021!

HOURS

Our regular hours were **1pm-7pm, Sunday-Thursday** with some variations during the March-June lockdown.

NEW IN 2020

- We welcomed two new substitute staff, Barry Dietz and Bridget Mientka, in February
- The new library building opened in March
- Virtual programming commenced in March
- Locker & curbside pickup commenced in May
- Natane Halasz was hired as Director in June
- We added "Take & Make" Kits and more non-traditional items to our collection

SERVICES

- Access to books, DVDs, CDs, audiobooks, magazines, kits, games, museum passes, and much more
- Access to digital collections for research and recreation
- Printing, scanning, and photocopying
- Computers with internet, word processing, and printing
- WIFI inside of the building
- Year-round programming for all ages

Erving Public Library's Mission is to Help Make Erving a Great Place to Live!

Our People:

Board of Library Trustees

Mackensy Bailey, Chairperson (January-June)
Daniel Hammock, Chairperson (July-December)
Peter "Rupert" Roy-Clark served as Trustee until his resignation in November. Our thanks and gratitude to Rupert for his many years of service to the Board.

Friends of the Library

The Friends sustain the organization's main goals to fund library supplies, promote library events and sponsor programming.

President & Secretary: Rebecca Hubbard

Vice President: Dulcie McAndrews

Treasurer: Arlene Wonsey

Board Members: Geraldine Cornwell. Board Member Carol Gregory passed away in May and will be missed.

The Friends sponsored: February's fundraising Trivia Night at the Montague Elks 2521 club, raising \$1,400 for the new library; refreshments for Senator Jo Comerford's March visit to officially open the new library, and tours to guests at this event; Summer Reading Program Northfield Drive-In tickets and prizes; Take & Make kits; and virtual Craft Days. The Friends, working in conjunction with the Fundraising Committee, helped to raise over \$10,000 for the building project. The Fundraising Committee disbanded in March.

Volunteers

We are grateful for the efforts and time of volunteers:

- Ann Lucas, for completing her 11th year shelving and paging books
- Maggie Fidanza, for developing and offering monthly craft days for the 6th straight year
- Charles Zilinski, for his work on a video and photo montage to thank state officials for the new building

The Library Building Committee (in alphabetical order): Marcia Bernard, Jacquelyn Boyden, Sara Campbell, Rebecca Hubbard, Peter "Rupert" Roy-Clark, Deb Smith, Charles Zilinski. The Library

REPORTS OF BOARDS AND DEPARTMENTS

Building Committee was assisted by Barbara Friedman, The P3, Inc. project management team of Daniel Pallotta, Rob Todisco and Nick Jablonski, Phil O'Brien, LEED AP Principal, and Stewart Roberts, AIA Principal, architects with Johnson/Roberts Associates. William Bembury and Scott Bastarache, Board of Selectmen, liaisons to this Committee and Mackensey Bailey, Erving Library Trustee Chairperson.

The Fundraising Committee (in alphabetical order): Beth Bazler, Marcia Bernard, Jacqueline Boyden, Sara Campbell, Holly Fitzpatrick, Rob Fletcher, Teresa Foster, Barbara Friedman, Rebecca Hubbard, Rupert Roy-Clark and Phyllis Stone.

Staff & Collaborations

Barbara Friedman retired in June after 12 years as Library Director. Her successor Natane Halasz started in June. Jean Daley completed her 8th year as Senior Library Assistant. She received her official para-librarian status in 2020. Andrea Deluliis completed her 3rd year as Library Assistant. She began her studies towards a Master of Library and Information Science at Simmons University in September. Jean and Andrea continued their professional development through attendance at webinars and virtual conferences.

The library staff frequently collaborate with other town departments, libraries, and state agencies. We owe special thanks to the Highway Department, especially Pam McNamara, Glenn McCrory, and Becka Walsh, for helping us move to the new building, ensuring a high level of sanitation and cleaning amidst pandemic conditions, and learning the systems and details of a new building. Thank you to all Town Departments who helped us serve the community during the unusual circumstances we faced in 2020. We also enjoyed working with Community Network for Children; and Jane Urban, Erving Elementary School Librarian.

We continued to be a part of the "Libraries in the Woods", a collaboration of 26 local libraries that brings community reads and programming to our towns. 2020's community read book was *Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge, and the Teachings of Plants* by Robin Wall Kimmerer.

Our Programs:

Programming highlights from our 100+ programs include:

- The Summer Reading Program, themed *Imagine Your Story*, ran for the month of August; each week we had prize giveaways, Take & Make Kits, Facebook activities, Bingo activities, and free tickets to the Northfield Drive-In on Wednesdays (over 50 patrons registered)
- Virtual story times presented by staff member Andrea, including a special evening Spooky Storytime in October
- Opening of the new building – guest Senator Jo Comerford, Senior Day, and tours for Erving Elementary School students and staff
- Virtual S.T.E.A.M. and social programs for children and adults, presented by staff member Jean
- Take & Make Pumpkin Decorating presented by the Friends of Erving Library
- Virtual performances/presentations by musician Rob Fletcher, author Archer Mayor, chef Rob Scott
- StoryWalk® presented by Community Network for Children

Our Facility:

With gratitude, we are pleased to report that the new library building opened to all on March 1. Mackensey Bailey, Sara Campbell, Geri Cornwell, Becky Hubbard, Terry LaBonte, and Dennis Wonsey assisted with the move to the new library. The 8300 ft² building features three meeting rooms with kitchenette and restroom access; dedicated teen and children's spaces; a makerspace; spacious front and back patios; solar panel array; electric vehicle charging station; easy parking; ADA compliance; and energy efficiency. There is plenty of space, sunlit by 2900 ft² of windows, for the collections, staff, and patrons alike. Although pandemic conditions and restrictions have deferred use of the facility to its maximum potential, these will eventually end. This beautiful building will be here for Erving to enjoy for decades.

Prepared by Natane Halasz, Library Director

COUNCIL ON AGING REPORT



2020 Was a year we will never forget or want to re-live again.

I started January with a full list of programs and classes that were vibrant and well attended. No one could have predicted what was in our immediate future that would affect all our lives in such a radical way. A pandemic known as COVID19 would soon be upon us. The Governor of MA posed strict guidelines to all cities and towns. Erving followed the State's guidelines and we closed effective March 16th, 2020 to the public. As I prepare this report, we are still closed to the public. I have faith that in early 2021 we all will have the opportunity to be vaccinated to help eradicate this virus. There were many decisions and changes that had to be made. I had to work from home for the first time in my life. With that said, I created a home office. All pertinent files and contacts were accessible to me at home. A town laptop and the senior center phone line was transferred to my address. I now had the ability to continue my work as the director. I was able to do wellness checks and be there for all senior related concerns or issues. I was able to help with isolation and provide important contact information. I continued to keep our Facebook page and Around Town news updated. My goal was to inform all our seniors that the center maybe closed but they still have a direct line of communication to me to assist them in any way that I could. The following listings below are the programs I had to revise and the actions I had to take because of COVID-19. I am now back working at the center. I have continued some external programs. See below for more information and details about 2020.

Wellness Facilitated Programs: "Ask the nurse" became my contact for help with seniors who had questions or concerns about the COVID virus. Lisa White and her team provided the flu vaccine. We facilitated the drive thru clinic with help of some dedicated volunteers. We successfully vaccinated 164 people.

Educational/Information Programs: All up-dates and information pertaining to COVID or anything related to the subject was posted on our Facebook page as well as the Erving town website: www.erving-ma.gov Articles and pictures relating to happenings at the center were submitted and printed in the Around Town monthly community newsletter. I attended a virtual weeklong MCOA conference that was very informative. The virtual information meetings

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became more frequent and newer normal. Truthfully, I cannot wait until we meet in person again.

Fitness Programs & Wellness Classes: All fitness programs were put are on hold. We did offer information on Facebook about virtual exercise programs. Our zoom calls gave a list for additional programs on YouTube. All to be done in the comfort of your own home. This worked well if you had a computer with internet. Many of our seniors do not have a computer, laptop or iPad. Television was their program outlet.

Other Activities: Two zoom calls a week were established on Tuesday and Fridays. We had a lively group when we began. After a couple of months, the calls became less frequent. Another idea was to purchase Diamond Art kits with the support of the Friends group. I offered them for sale in the Around Town. Many seniors who did purchase the art called to tell me how relaxing it has been to them and how it helped pass day and look forward to the next. We offered curbside pick-up. Many of our seniors called to purchase more kits.

Food Service & Homemade Lunch: Brown Bag food pick-up was delivered to the Moore Street Fire Station monthly. Bags were assembled for outdoor pick-up. In June we began to receive the Brown Bag delivery at the center. We have been preparing them all outdoors and distribute them by curbside pick-up. Federal Food Box program was distributed on 4 occasions for curbside pickup and home delivery. The first homemade lunch program began 7/15/20. We cook a complete lunch for two. The cost was subitized with COVID monies and donations are accepted. Lunches are prepared the third week of each month. Seniors must call a week in advance to order. Our maximum is 50 seniors and that equals 100 meals prepared.

SHINE: The center also serves the health insurance needs of everyone who have questions. Becky Paciorek has been a beacon of hope for many seniors. She has been available via phone for all your health insurance questions and more. Open enrollment began Oct. 15th to Dec 15th. She was meeting with seniors outside using safety precautions. When it became too cold to meet outside, we made a safe space inside for a one-on-one person meeting. Becky's dedication and knowledge saved many seniors thousands of dollars. Becky has also been available to help with food benefits, MA Health applications and MA saving programs. She will continue to serve our seniors and help you with all your health care questions or concerns. She can be reached at 413-423-3649.

Events/Programs supported by a Cultural Council Grant: We were unable to have any events. I am hoping to have some events in 2021 when it is safe to do so.

Bus Trip & Other Excursions: We had 4 trips booked as well as other excursions. All cancelled.

REPORTS OF BOARDS AND DEPARTMENTS

Services Provided: Our van delivered the monthly Brown Bag and meals to those who were unable to use curbside pickup. With a phone call to the center, I was able to provide senior rides for medical appointments, shopping or other needs utilizing FRTA. We sent out over 250 birthday cards, holidays cards and thinking of you cards to keep in touch with all our seniors. **HANDY MAN** services were put on hold.

The Friends of the Erving Senior Center: The Friends donated money for gift baskets to be delivered senior's doors during COVID. Thirty-two baskets were made and delivered.

Staff: Director: Paula D Betters, Sheriff's Department Senior Outreach Officer: Becky Paciorek, Maintenance and Custodial: Pam McNamara

COA: President Sarah Meuse, Joseph Bucci, Denise Maynard, Kathie Curnick, Dennis Wonsey, William Meuse, Gary Betters. Liaison William Bembury. The council voted to meet each quarter. See posting for exact date and time. www.erving-ma.gov

The Center was closed to the public on March 16th, 2020 Our re-opening date has yet to be determined.

Submitted by Paula Betters, Director

RECREATION COMMISSION REPORT

2020 presented a unique challenge for the Recreation Commission. The social and group nature of our programming meant that our public activities and sports offerings were severely curtailed this year due to the state-wide Covid-19 restrictions starting in March and continuing through the remainder of the year. Team sports, annual events, and summer parks programs were cancelled due to health precautions. Park grounds remained open to the public as safe, outdoor recreation resources throughout the year, however playgrounds were closed per state guidelines during the initial months of the shutdown and into Phase 2 of the Massachusetts reopening plan. During this time, the Commission turned its focus to long-term planning and much-needed park maintenance and renovations.

Full House:

The Commission continued to see all five seats filled. Erik Eichorn was re-elected and continued successfully in the role of Chairman. Also serving are Jill Betters, Alison Rollins, Jeff Rollins, and Renee Tela (also re-elected this year). Breta Petraccia remains as Assistant, managing the day-to-day administration and functions of the Department. During the mandated shut-down and continuing into 2021, the Recreation Center closed to the public, and we successfully transitioned to working remotely. Currently, we are exploring options for a new, accessible location for the Recreation Center to reopen to the public.

In 2020, the Recreation Commission was awarded a generous Planning Grant from Franklin Regional Council of Governments to support the development of a 5-Year Strategic Plan for our parks and recreational programming. In coordination with the Town Planner, Mariah Kurtz, and FRCOG consultant Helena Farrell, the Commission completed a new Strategic Plan that considers the scope of services and resources overseen by the Commission, as well as potential partnerships with other Town Departments, to improve recreational opportunities for all our constituents. The Strategic Plan can be accessed through the Town's website.

Winter:

January ushers in our competitive Eagles Basketball Season. This year our Erving Teams all performed spectacularly with a wonderful learning year with fabulous coaches and parent support. We hosted our fourth annual snowtubing event at Berkshire East in February, with an expanded number of tickets available. Once again, the event quickly filled to capacity, with children and adults enjoying a sunny day of tubing on the slopes in Charlemont.

Spring:

March saw the start of the Statewide shut-down, with restriction and closures for schools, businesses, and nearly all public gatherings in a coordinated effort to control the spread of Covid-19 across Massachusetts. Under these regulations, Erving baseball, T-ball and softball team sports were necessarily canceled. Playgrounds were closed to the public as well, as Massachusetts residents hunkered down to stay safe during the early months of the public health crisis. Park grounds and green spaces remained open for families and households to use, while following regulations about masking and social distancing.

Summer:

Our popular Summer Parks Program and summer events were cancelled for 2020 out of continued caution for the health and safety of our children, employees, and their families. Most of the nearby towns also canceled their summer parks programs as restrictions continued. Many area residents took advantage of our park facilities to hold outdoor events, such as small birthday parties or

REPORTS OF BOARDS AND DEPARTMENTS

receptions. The Commission was able to reopen playgrounds to the public in July, and those remained a popular option for families. In addition, with hard work from our Highway Department, we replaced the old surfacing at Church Street Playground with a foot or more of new, engineered wood fiber, and updated the aging swing set with a new structure. An ADA-compliant walkway from the road to the park has also been installed, and the old, chain-link barrier was removed. A new, more-attractive and more family-friendly metal fence has been purchased for installation in Spring 2021.

In August and September, the Recreation Commission held a public survey to gather feedback from Town Residents as part of our planning process for renovations at Park Street Playground, Veterans' Memorial Field, and Zilinski Field. The survey was offered online and, by request, in print, with 33 respondents chiming in through the survey, social media, and emails. On August 30, the Recreation Commission held a public discussion online about park planning, during which we welcomed many questions, valuable comments, and thought-provoking suggestions. The results of the survey and public discussion were shared with the public in December 2020 and continue to be disseminated in early 2021. They were part of the information that is being used to inform our redesign and reinstallation planning as we move forward with our town-wide, long-range planning.

Fall:

With the continued restrictions on public gatherings, unfortunately, we were unable to hold the Fall Festival. Similarly, we did not hold our annual Halloween trick or treat event out of concern for the safety of families gathering at a town-wide public event. Some creative private residents were able to step up and offer a smaller drive-through event one weekend morning instead. The State's reopening plan allowed for limited, intramural sports, including soccer, by October, and we quickly offered an age-limited soccer program for Town residents only. However, due to the timing of the reopening plan and understandable hesitancy from families, the program was unable to run.

In December, we spread some seasonal cheer to younger Erving residents, who greeted Santa and Mrs. Claus outside of the Community Center before the Clauses made their way home to the North Pole to prepare for the holidays. We greeted over 40 children and their grown-ups at a "drive-up" event. Volunteer elves ensured families received a special gift and a delicious chocolate lollipop from our own Erving Station!

In these early months of 2021, we are looking ahead and ensuring our parks and programs can return after this unexpected "year off" with a bang. On our docket are spring playground renovations at our parks, plans for basketball clinics, baseball options, and the Summer Park Program. We have several other park projects we are working on as well that we hope will encourage everyone to get outside to enjoy the diverse resources in our town and neighboring areas. We are excited to serve the Town and our neighbors in the new year ahead with recreational fun in our parks and around our community.

Sincerely,

Jill Betters, Erik Eichorn, Jeff Rollins, Alison Rollins and Renee Tela

REPORTS OF BOARDS AND DEPARTMENTS

BOARD OF HEALTH REPORT

The Erving Board of Health issued the following license types in 2020:

- 15 Active Septage Hauler Permits
- 15 Active Food Establishment Permits
- 1 Active Semi-Public Pool Permit
- 2 Outdoor Wood Burning Boiler Permits

Septage Hauler permits allows septic hauling companies to dispose of waste at the Erving Center Treatment Plant and/or at the Erving side Wastewater Facility. The waste from residents' septic systems can be disposed of without charge at the Erving side Plant. The septage hauler must call the facility in advance at 413-423-3354.

2020 turned out to be a year of learning for everyone and our health nurse, health agents and local Board of Health were in for quite a year. The COVID-19 Pandemic limited access to all Town Buildings for all departments which forced the Town to become acclimated to the world of remote working and remote meeting to continue trying to meet the needs of Erving's residents. This proved to be challenging in the beginning as, quite frankly, we were unprepared for an unexpected pandemic. With that being said, the continuing dedication and unrelenting efforts of Jacob Smith, Bryan Smith and Mariah Kurtz, they provided us the ability to consistently work and meet remotely.

Our Health Agents, Claudia Lucas and assistant, Charlie Kaniecki (although retired) continued to be busy with annual inspections of our food establishments and public pools, addressing the abandoned buildings here in Town and addressing housing complaints. Regarding COVID-19 the Health Agents advised the Town to refer any residents and/or callers to the Mass.Gov website to follow the Governor's and CDC guidelines.

Our FRCOG health nurse, Lisa White, keeps us up to date on communicable disease reporting, works in conjunction with Paula Betters for the health needs of our Seniors and continues to do a superb job of keeping Erving abreast of all information regarding COVID-19 cases in Town. Due to an uptick in cases in the area at one point, Lisa was given the task of handling the vaccine rollout while continuing to monitor the ever-changing information coming in from the State. It became necessary to provide Lisa additional assistance and more contact tracers picked up where Lisa left off. Our contact tracers have updated us weekly on cases in Town and will continue to do so.

The Board of Health is always open to any questions, concerns, or problems regarding health issues in our town. Please feel free to call anytime at 413-422-2800 ext. 1711. You may also email the Board of Health Clerk, Betsy Sicard, at elizabeth.sicard@erving-ma.gov or contact our local board of health members at health@erving-ma.gov.

Respectfully submitted,

Cyd Scott, Chair bruce.scott@erving-ma.gov

Leo Parent, Jr. leo.parent@erving-ma.gov

Michael Gralenski michael.gralenski@erving-ma.gov

Erving Board of Health

EDUCATION

- Erving Elementary School
- Gill-Montague Regional School
- Franklin County Technical School

ERVING ELEMENTARY SCHOOL REPORT

It gives me great pleasure to submit this report on behalf of the Erving Elementary School. As I write this report, we are still in the midst of a pandemic that has turned the world upside down. This has been a challenging year for all of us, and the face of education has dramatically changed.

During these initial months of this school year, I have found the partnership between the school staff, parents and members of the community has grown closer than ever before. As we worked our way through the Union 28 Re-opening Plan, all of the staff quickly learned the true meaning of flexibility and teamwork. Even during this challenging time, the faculty and staff work extremely hard to provide exciting, expanded opportunities for our students to explore new ideas, and acquire the skills to become productive citizens and prepare them for the challenges of the 21st century using Google Classroom as the virtual learning platform. The children rose to the challenge of becoming remote learners on March 15th, 2020, when they were not able to return to the comfort of EES for their learning.

The total enrollment of the school is 113 students in grades preschool through grade 6. A new addition to the staff this year was Nettie Harrington-Pangallo. Nettie worked at EES from 2008 to 2012, and returned this year to teach a combination first and second grade class. On December 22nd, Jane Urban retired from EES after 13 years as the school librarian.

Typically, the Massachusetts Board of Elementary and Secondary Education requires all students in grades 3 through 6 take the Next-Generation MCAS computer-based assessment but due to Covid -19 that testing was suspended for the 2019-2020 school year.

The School Council meets monthly to create a shared vision, discuss how the school can improve student outcomes, and, plan a school environment which unites all members of the school community in a sense of belonging, commitment and growth. Our goals for the coming school year include:

- 1. Erving Elementary School educators will not create a “new” service but rather build on existing student support services and efforts to upgrade the school’s ability to respond effectively to student academic and social emotional needs.**
- 2. Erving Elementary School will provide parents with opportunities to attend activities that will build capacity and support parents in helping their child become more successful at school.**
- 3. Develop and support a comprehensive assessment system to provide educators with data to inform instructional decision- making.**

Preschool - Erving Elementary ‘Preschool’ is extremely popular. During a typical year our full-day program attracts the attention of many Franklin County residents; some of who are relocating to the town to ensure their child experiences a quality early childhood education. Due to Covid -19, and health and safety concerns, the decision was made not to enroll 3-year-old students into our program this year. We do hope that they can return for the 2021-2022 school year.

Technology – Tom Smith (Technology Director) had a very busy year when our students went to a remote status last March. Tom worked closely with the teachers, students and EES community to provide technical support as well as assist with new technology, to lead the class in interactive lessons filled with rich powerful activities to grab the attention of the whole class, as well as work with students on personalized learning activities. Several new technology purchases were made to support staff and students during the pandemic. All of the materials purchased support remote and in person learning for our students.

1.G Suite Enterprise for Education:

The normal education cost is \$48 / User / Year. Google was offering a 50% discount if we signed up before July 31, 2020. We received \$24 / User / Year. The licenses are only used for Staff that need hosting and

admin controls of G Suite applications used for remote learning. Student accounts and other staff members not needing admin or hosting controls are free. We purchased 54 User Licenses.

2. Student iPads with Logitech Rugged Combo 3 Keyboard Case Bundle:

iPad 7th Generation bundled with the Logitech Rugged Combo 3 Keyboard Case Educational Price \$393.95 / unit bundle. We purchased 30.

3. Jamf School Cloud Management:

Jamf School Cloud-based Multiple Device Management (MDM) for iOS and macOS. One time cost of \$17.50 / device / life. We purchased 30 licenses to go with the 30 iPads listed above.

4. Putnam 16 Station LocknCharge iPad Charging Station:

Putnam 16 Station LocknCharge Charging Station for iPads.

5. HPE Aruba AP-377(US) - Wireless Access Point:

HPE Aruba AP-377(US) Outdoor weatherproof network wireless access point to mount on the school building roof to cover EES WiFi over the playground and field area for the temporary outdoor classroom tents. This access point is fully compatible with our existing Aruba WiFi infrastructure inside our school building.

HPE Aruba AP-270-MNT-H2 Wall Mounting Kit for AP-377:

HPE Aruba AP-270-MNT-H2 Outdoor weatherproof mounting kit compatible with the HPE Aruba AP-377 for mounting to the building.

Ethernet Cable Level 2 Shielded Outdoor Weather Rated Cat 5E Cable:

Special ethernet cabling that is all-weather outdoor UV rated used to connect the AP-377 from the roof location through an access point in the outside wall and run to our main Server/Hub room.

Erving Elementary School Community Events are a vital part of the school's daily life. Unfortunately, due to Covid – 19, all in person community events had to be cancelled after March 13th, 2020. This meant missing so many meaningful events such as the Veteran's Day assembly, The Winter Concert and Cookie Exchange as well as the beloved School Play. We are fortunate to be able to continue the tradition of all school sing led by Rebecca Bosworth-Clements in a virtual format.

Thank you Rinky Black and Pam Ososky for giving so much of your time to ensure our Butterfly Garden retains its beauty and is an indicator of a healthy environment and healthy ecosystems. Our garden provides a wide range of environmental benefits, including pollination and natural pest control. Mrs. Black and the Erving Conservation Commission teamed up to start a new pollinator garden at the school that will allow students an opportunity to learn about the science of pollination by participating in the Pollinator Protection Program; a program that is sponsored by the Nolumbeka project.

Erving PTO: The EES PTO had a successful mum sale in October, selling potted mums to members of Erving and surrounding towns. Many thanks to Eric Semb for allowing the socially distant mum sale take place at the French King Entertainment Center. The PTO honored all of the staff at EES, by purchasing everyone a mum and delivering them to the school for easy pick up. The PTO also managed to continue the tradition of *The Original Works* fundraiser, offering students and their families an opportunity to participate in an art-based activity as well as raise funds for EES. In lieu of the Cookie Exchange this year, the PTO created a cookie cookbook. The cookbook contained recipes from staff, students and their families with the hopes that families can bake their own cookies during the holiday season.

EES Food Service Program: Since our schools first closed last March, our amazing Food Service Team, led by Donna LaClaire has worked tirelessly to ensure that our students have had access to free, nutritional meals. Thanks to the extension of the USDA's universal free meal program, Donna and her staff provided free meals for any child age 18 and under. From March 2020-June 2020 a total of 6466 meals were served,

and from September 2020-December 2020, a total of 15,292 meals were served. Many thanks to Donna, Yvonne Johnson and Jennifer Fay Smith, for feeding our students.

On behalf of the students attending Erving Elementary School, thank you to Superintendent Jennifer Culkeen, Central Office staff, Director of Student Support Services Prudence Marsh, Business Manager Bruce Turner, Erving School Committee, PTO, School Council, Town Highway Department staff, Erving Town Officers, faculty and staff, families and community members. Your leadership, management, vision and support are all necessary to maintain the quality of education that our school provides for our children. It is imperative that we continue to provide our children with a safe, innovative and challenging environment to learn and grow as students and as people.

Thank you for providing our students with a safe, supportive and well cared for environment, where they can learn and grow. Our students deserve the best!

Respectfully Submitted
Lisa Candito
Principal

GILL-MONTAGUE REGIONAL SCHOOL REPORT

DRAFT Revised 1-22-2021

**ANNUAL REPORT
GILL-MONTAGUE REGIONAL SCHOOL DISTRICT
FISCAL YEAR 2019-2020**

| <u>SCHOOL COMMITTEE</u> | <u>TERM EXPIRATION (May)</u> |
|-------------------------------|------------------------------|
| Jane Oakes, Chair | 2022 |
| Heather Katsoulis | 2022 |
| William Tomb | 2023 |
| Mike Langknecht | 2022 |
| Cassie Damkoehler, Vice Chair | 2023 |
| Timmie Smith | 2021 |
| Jennifer Lively | 2021 |
| Haley Anderson | 2021 |
| Carleigh Dlugosz | 2023 |

Superintendent's Report

The Gill-Montague Regional School District vision is to be *“A community that empowers every student for continuous learning, active citizenship, and personal fulfillment”*. Under the direction of the school committee, the district's faculty and staff collectively strive towards this shared vision. These aspirations are guided by the district's three-year strategic plan which began implementation in 2017-2020. In addition, due to the spring 2020 completion of the school year in remote learning, the 3-year plan was not adequately completed. Rather than reset new goals in such a set of challenging circumstances during the pandemic, the School Committee voted to continue the District Strategic Plan and goals through the 2020-2021 school year. The plan's details may be found at our website: www.gmrtd.org and its main objectives are summarized below:

Strategic Plan Overarching Objectives:

1. **Rigor:** Increase the frequency and effectiveness of written and oral tasks that develop the skills of analysis, synthesis, evaluation, creativity, problem solving and reflection.
2. **Relevance:** Meet students where they are by doing the following: Frame questions of natural interest; Build upon prior knowledge; Draw upon cultural experience; Provide choices; and Integrate student choices
3. **Relationships:** Develop school wide approaches and classroom practices to teach self-awareness, self-management, and relationship skills as well as active citizenship and multicultural understanding
4. **Rigor and Relevance:** Increase the frequency of assessments and projects requiring the application of concepts and skills in worthy and authentic contexts.

We believe the combination of initiatives being undertaken as part of this strategy will result in increased student achievement, improved student enrollment trends, and more sustainable school finances.

Student Enrollment:

Total student enrollment has gone from 1,000 in 2014 to 849 in 2020. The distribution of student enrollment across the district in the fall of 2020 was as follows:

| | |
|-----------------------------------------|------------|
| Gill Elementary (Grades K-6) | 111 |
| Hillcrest Elementary (Grades Pre K-1) | 123 |
| Sheffield Elementary (Grades 2-5) | 217 |
| Great Falls Middle School (Grades 6-8) | 209 |
| Turners Falls High School (Grades 9-12) | <u>189</u> |
| Total: | 849 |

Finances:

In May, 2020, the citizens of Montague, and in November, 2020, the citizens of Gill, showed their support for the district with their approval of a FY21 Budget that reflected a 3.8% increase in local assessments from the prior year.

The general fund budget for FY21 was \$ 21,300,387, a 6.9% increase from the FY20 budget of \$19,932,858.

**Gill-Montague Regional School District – General Fund
Statement of Revenues and Other Sources, and Expenditures and Other Uses – Budget and Actual
For the Year Ended June 30, 2020 (Unaudited)**

| FY20 | Original Budget | Final Budget | Actual Amounts | Variance with Final Budget Positive/(Negative) |
|------------------------------------------------------------------------------------------|------------------------|---------------------|-----------------------|-------------------------------------------------------|
| Revenues and Other Sources: | | | | |
| Assessments to member towns | 11,872,732 | 11,872,732 | 11,872,732 | 0 |
| Tuition | 940,000 | 940,000 | 1,033,335 | 93,335 |
| Intergovernmental | 6,765,626 | 6,765,626 | 6,958,547 | 192,921 |
| Investment Income | 4,500 | 4,500 | 12,854 | 8,354 |
| Miscellaneous | 0 | 0 | 14,930 | 14,930 |
| Other Sources | 350,000 | 350,000 | 202,615 | (147,385) |
| | | 0 | | |
| Total Revenues and Other Sources | \$19,932,858 | \$19,932,858 | \$20,095,013 | \$162,155 |
| | | | 162,155 | |
| Expenditures and Other Uses: | | | | |
| Administration | 628,653 | 667,008 | 654,767 | 12,241 |
| Instruction | 8,804,552 | 8,781,539 | 9,007,181 | (225,642) |
| Other School Services | 1,427,494 | 1,404,654 | 1,245,924 | 158,730 |
| Operation and maintenance | 1,701,742 | 1,707,842 | 1,677,903 | 29,939 |
| Fixed charges benefits | 4,374,533 | 4,348,241 | 4,224,939 | 123,302 |
| Capital Equipment | - | 27,690 | 25,203 | 2,487 |
| Debt Service | 202,884 | 202,884 | 202,884 | 0 |
| Special education tuitions | 213,000 | 213,000 | 240,420 | (27,420) |
| School choice/charter | 2,580,000 | 2,580,000 | 2,607,916 | (27,916) |
| | | | | |
| Total Expenditures and Other Uses | \$19,932,858 | \$19,932,858 | \$19,887,137 | \$45,721 |
| | | | | |
| Excess (deficiency) of revenues and other sources over expenditure and other uses | | | | \$207,876 |

Gill Elementary School, 2019-2020

We are pleased to present you with the School Annual Report, which provides key information about the 2019-2020 progress at Gill Elementary School.

EDUCATION

Student Data

Statistics describing the student population served by Gill Elementary School during the 2019-2020 school year may be found below:

- The Gill School served a K-6 grade span, with one classroom per grade level.
- Average class size was 20 students.
- Average daily attendance rate was 96.75%.
- There were 139 students enrolled during the school year.
- 31.3% of students received free or reduced price lunch.
- The overall special education population was 16%. There were no English Language Learners enrolled.
- Student Race and Ethnicity: 89% of the school is white, with 1.8% African-American, 6.3% Hispanic, and 2.7% Multi-Racial.
- Nearly half of the Gill student enrollment consists of students from surrounding towns in School Choice.

| | |
|--------------|-------------|
| Kindergarten | 19 Students |
| First Grade | 16 Students |
| Second Grade | 20 Students |
| Third Grade | 19 Students |
| Fourth Grade | 20 Students |
| Fifth Grade | 18 Students |
| Sixth Grade | 27 Students |

For staff, we had teachers in the following classrooms: kindergarten, 1st grade, 2nd grade, 3rd grade, 4th grade, 5th grade and 6th grade. We also had a special educator, three full-time special education paraprofessionals (one serving in a 1:1 capacity), and a full-time paraprofessional in the kindergarten room. We had a principal and administrative assistant. We had a custodian, school nurse, and one cafeteria worker. We shared our specials teachers with Sheffield Elementary School and Hillcrest Elementary School and had a different specialist every day. We also had an SLP who worked two days a week, an adjustment counselor who was here two days a week, an OT and PT who each work one day a week, and a school psychologist and team chair that are shared among district schools for IEP needs. Our reading interventionist was shared with Sheffield Elementary School and worked at Gill Elementary two hours per day.

School Accountability Status

For the 2019 school year, the Gill School was designated as **Not Requiring Assistance** and **Making Moderate Progress Towards Targets**. Students did not participate in the 2020 MCAS testing administration due to the Covid Pandemic. The Massachusetts Department of Elementary and Secondary Education did not issue school, district, or state accountability determinations for the 2019-20 school year due to the cancellation of state assessments and school closures related to COVID-19.

Family School Engagement

Historically, there has been a strong family and community level of engagement at the school with a multitude of school-sponsored events. Given the challenges brought on the pandemic, nearly all events have had to be canceled during most of the 2020 school year. Fortunately, the PTO was able to sponsor a “drive through” Halloween event. We are looking forward to engaging once again with our community once it can be safely done.

Building Improvements

Gill School continued to work with the town of Gill and has successfully installed a functioning and useable water system. Significant upgrades were completed on the HVAC system as well as an upgrade to the electrical system. Replacement of the floors remains a high priority for the school at this time.

Overview of School Improvement Goals 2019-2020:

The Gill Elementary School Council identified five focal areas for the Gill Elementary School Improvement Plan. The Gill School Council, created in response to the Education Reform Act of 1993, revised the Gill School Improvement

EDUCATION

Plan in the summer and early fall of 2020 and submitted it for approval to the School Committee in October 2020. Each area continues to be reviewed and revised accordingly taking into account current district initiatives, student and staffing needs, and an assessment of the current plan. The School Improvement Plan is closely aligned with the School Improvement Plans at the other elementary schools as well as the District Improvement Plan. The dedicated assistance of the Gill Parent Council/PTO, the Gill School Community, and the many volunteers who generously give their time to the school are acknowledged with deep appreciation. The school community also very much appreciates the strong support of the town to fund the school's programs and building updates.

Goal 1: Implementation of Bridges math program.

- a. **Initiative:** Provide Bridges-recommended training and coaching to staff on new program
- b. **Initiative:** Design Bridges-aligned learning experiences that incorporate project-based
- c. **Initiative:** Teams establish a shared goal linking a GMRSD Fundamental Instructional
- d. **Initiative:** Use PLC time to develop, implement and revise a shared vision and process by which to engage in a cycle of inquiry around math instruction and student performance.

Goal 2: Alignment of literacy instruction to the GMRSD Literacy Plan.

- a. **Initiative:** Share literacy plan and components with staff.
- b. **Initiative:** Provide training and review of the Guided Reading Protocol
- c. **Initiative:** Use of common district assessments.
- d. **Initiative:** Feedback provided to teachers on individual components of the literacy plan.

Goal 3: Improve and expand upon school wide focus on teaching for diversity.

- a. **Initiative:** Introduce and review the Teaching Tolerance Social Justice Standards to the school community at staff meetings.
- b. **Initiative:** Introduce and share the TTS standards with the parent community at open house and in newsletters.
- c. **Initiative:** Build and use a library of diverse children's literature for use in classrooms.

Goal 4: Improve Student Social Emotional Learning

- a. **Initiative:** Recommit to Responsive Classroom practices in all elementary classrooms.
- b. **Initiative:** Review and implement classroom management strategies that engage students in learning and minimize discipline infractions.
- c. **Initiative:** Review and implement strategies that help students connect to teachers outside of academic learning.

Goal 5: Increase the level of Community Engagement around Teaching and Learning

- a. **Initiative:** Revise the mission and vision to reflect current PBL work and share with the Gill community.
- b. **Initiative:** Establish common practices for Home School Communication including written communication, electronic communication, and communication through social media/ websites.
- c. **Initiative:** Provide opportunities for families and community members to increase understanding of elementary curriculum including the Bridges program and teaching for diversity.

Hillcrest Elementary School, 2019-2020

We are pleased to present you with the School Annual Report, which provides key information about the 2019 - 2020 progress at Hillcrest Elementary School.

Student Data

Statistics describing the student population served by Hillcrest Elementary School during the 2019-2020 school year may be found below:

- Hillcrest Elementary School served grades PK, K, and 1 with 3 preschool classes, 3 kindergarten classes, 3 first grade classes, a Therapeutic Special Education Classroom and a K & 1 High Needs Special Education Classroom.
- There were 153 students enrolled during the school year.
- 55.6% of the students were economically disadvantaged.
- English Language Learners made up 17.6% of our student population.
- 17.6% of our students had educational disabilities.

Overview of School Improvement Goals 2019-2020

Goal 1. Improve mathematics teaching and learning through implementation of the Bridges Program

- Implemented initiatives included:
 - Multiple Professional Development offerings led by trainers from the Math Learning Center
 - Grade level teams collaborated on a shared professional practice goal linking a GMRSD Fundamental Instructional Practice to math instruction

Goal 2. Improve literacy teaching and learning through implementation of the GMRSD literacy plan

- Implemented initiatives included:
 - Literacy plan was shared with all staff members
 - Literacy plan was the focus of selected grade level team meetings to guide conversations about instruction, assessment and curriculum planning
 - Professional development and instructional coaching focused on Guided Reading were provided to Kindergarten and First Grade teachers

Goal 3. Improve and expand school-wide focus on teaching for diversity

- Implemented initiatives included:
 - Teaching Tolerance Social Justice Standards were introduced to the Hillcrest school community via All School Meetings, school newsletters and curriculum projects
 - The Hillcrest Diverse Books Collections was expanded
 - Multiple Family Read Aloud events featuring books from the Hillcrest Diverse Books Collection were held
 - The Diverse Books Lending Library was established

Goal 4. Improve student social and emotional learning

- Implemented initiatives included:
 - Review of Responsive Classroom Practices at several Staff Meetings
 - Family Survey on issues of school climate was conducted

Goal 5. Increase the level of community engagement around teaching and learning

- Implemented initiatives included:
 - Family engagement activities hosted at Hillcrest -- Monthly All School Meetings, Family Read Aloud events, Hillcrest Math Night, Read Across Hillcrest

Sheffield Elementary School, 2019-2020

We are pleased to present you with the School Annual Report, which provides key information about the 2017-2018 educational progress for Sheffield Elementary School.

Student Data

Statistics describing the student population served by Sheffield Elementary School during the 2017-2018 school year may be found below:

- The Sheffield School served a 2-5 grade span, with 3 classrooms each for grades 2, 3, 4, and 5.
- Average class size was 18 students.
- Average daily attendance rate was 94.65%.
- There were 240 students enrolled during the school year.
- 100% of children received free or reduced price lunch and the English language learner population was 8 %
- The overall special education population was 30%. Two substantially separate programs for children with significant disabilities exist in the school; a therapeutic program for children with emotional disabilities and a life-skills program for children with developmental disabilities. Sheffield Elementary practices inclusion as well as pull-out for children with special needs.

There was no MCAS testing due to COVID 19.

Overview of School Improvement Goals 2019-2020: The 2019-2020 school year the Sheffield School Council identified five main focal points for the Sheffield Elementary School Improvement Plan.

Goal 1: Improve mathematics teaching and learning through implementation of the Bridges program

Goal 2: Improve literacy teaching and learning through implementation of the GMRSD Literacy Plan.

Goal 3: Improve and expand school wide focus on Teaching for Diversity.

Goal 4: Improve student Social Emotional Learning.

Goal 5: Increase level of Community Engagement around Teaching and Learning.

Great Falls Middle School, 2019-2020

Great Falls Middle School provides a welcoming, nurturing, and academically challenging learning environment. The program provides a supportive transition from elementary to secondary school and is specifically designed to empower early adolescents by helping them develop and recognize their value and place in the local and global community.

Great Falls Middle School enrolls approximately 230 students in grades six through eight. A team structure, common planning time, flexible scheduling, and a philosophy that addresses the needs of early adolescents are what sets us apart from junior highs and many other middle schools. We take great pride in the quality of the education that we offer our students, and in the cooperative and productive atmosphere where students and teachers work and learn together as a community.

Great Falls Middle School is housed in the west side of the building shared with Turners Falls High School. While their classroom spaces are separated, the two schools share the library, gymnasium, pool, theater, music room, and cafeteria. The middle school is comprised of three interdisciplinary academic teams, one for sixth grade, one for seventh grade, and one for eighth grade. A fourth team is composed of the teachers of related arts classes that include Art, Physical Education, Health, Math Applications, Reading, Music and World Languages (for grade 8). In addition to the four academic courses, all students participate in a study skills class where they learn and practice literacy skills to help improve their overall academic performance.

All students also participate in Developmental Designs, a model for middle school education designed to create networks of supportive relationships between students and staff and to promote a positive school culture. Students meet three days a week in a small “home base” group and two days a week in all-school morning meeting to build community. Like Turners Falls High School, we incorporate Restorative Practices into our approach to student behavior management -- a way to help students understand how their behavior impacts the people around them.

Students have many ways to get involved and explore interests beyond the classroom. The school offers concert band, chorus, yearbook, as well as Student Council and the Gender Sexuality Alliance. In addition, many students participate in the inter-scholastic athletics program which includes soccer, football, field hockey, cheer, volleyball, golf, basketball, swimming, baseball, softball, tennis, and track. Due to COVID-19, baseball, tennis, track, and softball were paused during the pandemic.

This past year was marked by events that highlight the school’s efforts to build community within and beyond the building:

- New Family Orientations: prior to school opening, families new to our school met the principal and assistant principal, teachers, and other students while getting familiar with the school building.
- The last day of the first week of school always includes the “Great Falls Challenge” field day, where mixed-grade student teams race to answer questions about school facts, figures, and expectations.
- We are fortunate to have the support of the GFMS PTO who fundraise and organize community events. This year the PTO and other organizations from the local community hosted tables at our September back-to-school Open House, and due to the pandemic the annual spaghetti dinner and talent show were postponed.
- With the rest of the Gill-Montague Regional School District, we participated in a food drive which donated hundreds of items to the Montague Catholic Social Ministries pantry.

Turners Falls High School, 2019-2020

Turners Falls High School (TFHS) is a four-year, comprehensive high school. There were approximately 200 students enrolled in 2019-2020. TFHS distinguishes itself as a small school with an amazing array of offerings for its size. In addition to course offerings in English, mathematics, science, and social studies, the school offers diverse elective courses including three world languages (Latin, Spanish, and French), business and technology education (including graphic arts, digital filmmaking, television studio production and a Maker Lab with 3D printing), health education, physical education, art, and music. Many Advanced Placement courses that offer students the opportunity to earn college credit are also part of the curriculum. In addition, the school has partnered with Greenfield Community College's Educational Transitions Program to provide students with dual enrollment opportunities. Recognizing the importance of providing students with insight into the world of work, internships were provided for students who wanted hands-on opportunities for credit.

The high school's hallmarks include a commitment to excellence, a caring atmosphere promoted by students and staff, and a strong sense of community. Students participate in leadership opportunities including Student Council, National Honor Society, and Rise Up, a program which allows students to work on a variety of community service efforts and charitable undertakings. Each Tuesday, the entire community gathers for morning meeting. Each Thursday, students participate in an Advisory that includes team building, upstander/anti-bullying curriculum, and academic check-ins. The Advisory group and their Advisor stay together for four years.

Athletic highlights of 2019-2020 included:

Fall

Football

- Co-op with Mohawk was established

Field Hockey

- Lost in quarterfinals

Volleyball

- League Champs – lost in 1st round tourney

Winter

Boys Basketball

- Anthony Peterson scored his 1,000 point in a tourney game vs. Franklin Tech, ended career with 1,016 points

Swim

- Liv Whittier, Jade Tyler, and Cam Bradley qualified for Western Mass

Spring – cancelled due to COVID-19

Community Service

- Athletic Leadership Council gathered and distributed food and necessities for families in need at Thanksgiving and Christmas
- Cheer, FH and VB competed in the Jill Harrington Memorial 5k run

Students and staff also participated in a variety of other co-curricular and extracurricular activities in and beyond school:

- In the winter, we recognized the student and staff recipients of the McGraw Uplift Award, named in honor of our late Assistant Principal, Mr. Earl McGraw, to keep alive his spirit of respect, love and laughter.
- Annual traditions such as the Advisory college door-decorating contest, the National Honor Society traveled to several local nursing homes to bring holiday cheer through caroling, the Ugly Holiday Sweater Contest, and the All-District Performing Arts Concert kept school spirit high.
- The staff donated monies to purchase a lawn sign for each graduate in the spring. To recognize our graduating Seniors enthusiastic staff in their personal vehicles created a long parade. Staff honked their horns and cheered as a lawn sign was placed in each Senior's yard. With the help of our local police departments, traffic was controlled to provide a smooth and safe event throughout each town.
- In the fifth year, the Senior Walkthrough became a Senior Drive-Thru led by local police and fire from all area towns. The Senior Drive-Thru went to each of the local elementary schools within the district. As they paraded the parking lots, they were welcomed and cheered on by staff and parents, as they proudly wore their caps and gowns.
- We were thrilled to be one of the only high schools in Massachusetts that offered a "traditional" type graduation ceremony that was held in person on Thursday, July 23, 2020. For the first time in several years, the graduation was held on our football field while practicing the state's COVID-19 guidelines. We were fortunate to have a beautiful ceremony on a beautiful evening.

EDUCATION

Turners Falls High School appreciates the community's support of our many activities, athletic events, fundraisers, concerts, and field trips and the help of the many volunteers who assist our school.

| |
|-------------------------------------------------------------------------------|
| Contributors to the Annual Report |
| Brian Beck, Superintendent of Schools |
| Joanne Blier, Director of Business and Operations |
| Lisa Desjarlais, Principal, Gill Elementary School |
| Melissa Pitrat, Principal, Sheffield Elementary School |
| Sarah Burstein, Principal, Hillcrest Elementary School |
| Joanne Menard, Principal, Great Falls Middle School/Turners Falls High School |

FRANKLIN COUNTY TECHNICAL SCHOOL REPORT

2020 Annual Report to Towns

We submit this annual report for 2020 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Enrollment for member towns as of October 1, 2020 was 530 students with town breakouts as follows:

| | | | | | | | |
|-------------|----|------------|-----|------------|-----|------------|----|
| Bernardston | 36 | Erving | 27 | Montague | 110 | Sunderland | 8 |
| Buckland | 8 | Gill | 15 | New Salem | 9 | Warwick | 6 |
| Colrain | 24 | Greenfield | 123 | Northfield | 27 | Wendell | 9 |
| Conway | 4 | Heath | 6 | Orange | 70 | Whately | 11 |
| Deerfield | 19 | Leyden | 1 | Shelburne | 17 | | |

Franklin County Technical School awarded 106 diplomas to our seniors in June of 2020. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The state has adjusted their measures for evaluating district/school accountability and FCTS maintained the equivalent of a Level 2 “2019” accountability status. Additionally, the district is meeting targets set by the Department of Education for passing rates of students of high risk with disabilities.

FCTS has the advantage of utilizing vocational students and licensed instructors from carpentry, electrical, plumbing and landscaping to provide maintenance and repairs to our school grounds and facility saving member towns tens of thousands of dollars annually. These shop programs also saved member towns an estimated \$100,000 with the bond authorization projects.

Franklin County Technical School students are learning the value of paid work opportunities through a newly revamped Cooperative Education Program (Coop). In 2019 FCTS had approximately 50% of our seniors involved in paid Coop jobs related to their vocational field of study. In 2020, due to COVID-19 issues there is approximately 20% of our seniors on paid Coop. FCTS offers excellence academic offerings with Advanced Placement, Honors, Foreign Language, credit recovery, and special education courses to provide all students with the opportunity to be prepared for college and career readiness.

Franklin County Technical School continues to experience increased enrollment and popularity within Franklin County, which has translated to new vocational technical programs in the fields of Veterinary Animal Science and Medical Assisting. These new vibrant programs are the first new vocational programs at FCTS in more than 40 years. Franklin County Technical School’s technical programs continue to improve and evolve through the use of competitive Capital Skills Grants. FCTS has received more than 1.2 million dollars in grants over the last several years without using FCTS funds to enhance its’ Welding, Medical Assisting, Veterinary Science, and Machine Technology vocational programs. FCTS also partners with the Franklin Hampshire Regional Employment Board (FHREB) and Greenfield Community College (GCC) to offer an evening program for underemployed and displaced workers to obtain a certification in Advanced Precision Machining using our 21st Century modernized CNC machines.

Franklin County Tech’s Carpentry, Electrical, Plumbing, and Landscaping programs established a foundation in collaboration with the Greenfield Savings Bank to build a new home for the community on an annual basis. FCTS is finishing its second new home in Erving and will be starting a new one next year in Greenfield. In Heath, Electrical Students have been upgrading the

electrical structure for municipality buildings. In Turners Falls, our Electrical students are wiring the music studio and installing all of the lighting for the new JaDuke's Performing Arts Center. Plumbing is working at the new Conway DPW and plumbing the bathrooms and kitchen areas. Electrical students are putting up conduit and wiring 4 new classrooms which now exist in place of the Assembly Hall to provide more space for student learning. Auto Technology saves the district a substantial amount of money by maintaining the school's vehicle fleet. Many of our school vehicles are used for our various construction jobs within Franklin County and also provide for athletic transportation, which significantly reduces our overall transportation costs. FCTS Auto Technology and Collision Repair programs are very appreciative of the donated vehicles which provide our students with real world experiences.

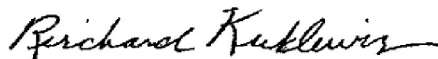
Collision repair continues working to provide body work for town vehicles, but have limited how many vehicles can be repaired due to COVID-19 protocols.

Culinary Arts regularly serves the local Community Senior Center, Chamber of Commerce, Ice carving for Greenfield Winter Fest, and the community Car Show. Our Veterinary students have been working with the Mass Division of Fishery and Wild Life, Franklin County Sheriff's Animal Shelter, work with farm animals, and provide grooming for animals and pets.

Franklin County Tech is forward thinking as it continues to review labor demand and market analysis to add new programs and skills to support students to obtain experiences and training to make them competitive in the workplace, college, and career.

Our partnerships with our communities are important for our programs, and we thank those which allow our students the opportunity to practice their trades out in the field.

Respectfully,



Mr. Richard J. Kuklewicz
School Committee Chairman



Mr. Richard J. Martin
Superintendent-Director

Franklin County Technical School District Committee

Bernardston-Bradley Stafford; Buckland-Vacant; Colrain-Nicole Slowinski;
Conway-John Pelletier; Deerfield-Robert Decker; Erving-Robert F. Bitzer; Gill-Sandy Brown;
Greenfield-Paul R. Doran, Mark M. Maloney, Donna M. Woodcock; Heath-Arthur A. Schwenger;
Leyden-Gerald N. Levine; Montague- Dennis L. Grader, Richard J. Kuklewicz, Chairperson;
New Salem-Bryan Camden; Northfield-Laura J. Earl, Orange-Alec MacLeod, Cain Blackbird;
Shelburne – Angus Dun, Vice-Chairperson; Sunderland-James Bernotas;
Warwick-A. George Day, Jr.; Wendell-Jeffrey D. Budine; Whately-Donald C. Sluter

TOWN ELECTIONS AND MEETINGS

- March 3, 2020 Presidential Primary
- June 22, 2020 Annual Town Election
- July 11, 2020 Annual Town Meeting
- September 1, 2020 State Primary
- October 3, 2020 Special Town Meeting
- November 3, 2020 Presidential Election

TOWN ELECTIONS AND MEETINGS

MARCH 3, 2020 PRESIDENTIAL PRIMARY

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF FRANKLIN

PRESIDENTIAL PRIMARY

Tuesday, March 3, 2020

COMMONWEALTH OF MASSACHUSETTS

WILLIAM FRANCIS GALVIN

SECRETARY OF THE COMMONWEALTH

FRANKLIN SS.

To either of the Constables of the Town of Erving

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

Precinct 1

Town Hall, 12 East Main Street, Erving, MA


on **TUESDAY, THE THIRD DAY OF MARCH, 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:


To cast their votes in the Presidential Primaries for the candidates of political parties for the following offices:


PRESIDENTIAL PREFERENCE FOR THIS COMMONWEALTH
STATE COMMITTEE MAN . . . HAMPSHIRE, FRANKLIN & WORCESTER SENATORIAL DISTRICT
STATE COMMITTEE WOMAN . HAMPSHIRE, FRANKLIN & WORCESTER SENATORIAL DISTRICT
TOWN COMMITTEE ERVING TOWN

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of February, 2020.







Selectmen of the Town of Erving

Warrant method of service: By Hand



Constable

February 3, 2020.

TOWN ELECTIONS AND MEETINGS

DEMOCRATIC PRESIDENTIAL PRIMARY RESULTS MARCH 3, 2020

| OFFICE | VOTES |
|---------------------------------------------------|-------|
| Presidential Preference – Vote For One | |
| Deval Patrick | 1 |
| Amy Klobuchar | 1 |
| Elizabeth Warren | 52 |
| Michael Bennet | 1 |
| Michael R. Bloomberg | 23 |
| Tulsi Gabbard | 5 |
| Cory Booker | 0 |
| Julian Vastro | 0 |
| Tom Steyer | 2 |
| Bernie Sanders | 139 |
| Joseph R. Biden | 84 |
| John K. Delaney | 0 |
| Andrew Yang | 0 |
| Pete Buttigieg | 7 |
| Marianne Williamson | 0 |
| No Preference | 1 |
| Blanks | 1 |
| Total | 317 |
| State Committee Man – Vote For One Man | |
| David J. Narkewicz | 219 |
| Blanks | 98 |
| Total | 317 |
| State Committee Woman – Vote For One Woman | |
| Mollie M. Fox | 1 |
| Others | 5 |
| Blanks | 311 |
| Total | 317 |
| Town Committee – Vote For Ten | |
| Others | 3 |
| Blanks | 3167 |
| Total | 3170 |

REPUBLICAN PRESIDENTIAL PRIMARY RESULTS MARCH 3, 2020

| OFFICE | VOTES |
|---------------------------------------------------|-------|
| Presidential Preference – Vote For One | |
| William F. Weld | 4 |
| Joe Walsh | 0 |
| Donald J. Trump | 47 |
| Roque "Rocky" De La Fuente | 1 |
| Total | 52 |
| State Committee Man – Vote For One Man | |
| Jay S. Fleitman | 39 |
| Blanks | 13 |
| Total | 52 |
| State Committee Woman – Vote For One Woman | |
| Mary L. Stuart | 36 |
| Blanks | 16 |
| Total | 52 |
| Town Committee – Vote For Ten | |
| Others | 5 |
| Blanks | 515 |
| Total | 520 |

GREEN RAINBOW PRESIDENTIAL PRIMARY RESULTS MARCH 3, 2020

| OFFICE | VOTES |
|---------------------------------------------------|-------|
| Presidential Preference – Vote For One | |
| Dario Hunter | 0 |
| Sedinam Kinamo Christin Moyowasifza-Curry | 0 |
| Kent Mesplay | 0 |
| Howard Hawkins | 0 |
| Total | 0 |
| State Committee Man – Vote For One Man | |
| Blanks | 0 |
| Total | 0 |
| State Committee Woman – Vote For One Woman | |
| Blanks | 0 |
| Total | 0 |
| Town Committee – Vote For Ten | |
| Blanks | 0 |
| Total | 0 |

LIBERTARIAN PRESIDENTIAL PRIMARY RESULTS MARCH 3, 2020

| OFFICE | VOTES |
|---------------------------------------------------|-------|
| Presidential Preference – Vote For One | |
| Arvin Vohra | 0 |
| Vermin Love Supreme | 1 |
| Jacob George Hornberger | 0 |
| Samuel Joseph Robb | 0 |
| Dan Taxation Is Theft Behrman | 1 |
| Kimberly Margaret Ruff | 0 |
| Kenneth Reed Armstrong | 0 |
| Adam Kokesh | 0 |
| Jo Jorgensen | 0 |
| Max Abramson | 0 |
| Total | 2 |
| State Committee Man – Vote For One Man | |
| Blanks | 2 |
| Total | 2 |
| State Committee Woman – Vote For One Woman | |
| Blanks | 2 |
| Total | 2 |
| Town Committee – Vote For Ten | |
| Blanks | 20 |
| Total | 20 |

COMMONWEALTH OF MASSACHUSETTS

Franklin, ss.

Town of Erving Constables: In the name of the Commonwealth, you are directed to notify and warn the said inhabitants qualified to vote in Town affairs to meet in the **Erving Elementary School** located at **28 Northfield Road, Erving, MA** on

Wednesday, June 17, 2020 at 7:00 PM,

NOTE: On March 30, 2020, in accordance with MGL Chapter 39 § 9, the Board of Selectmen voted to postpone the Annual Town Meeting: **Chairman Smith** made a motion to move the Annual Town to Wednesday, June 17, 2020. **Selectman Sanders** seconded. **Vote:** Unanimously Approved

then and there to vote on the following articles in the Warrant:

ANNUAL TOWN ELECTIONS

Monday, June 22, 2020

NOTE: On March 30, 2020, in accordance with Chapter 45 of the Acts of 2020, the Board of Selectmen voted to postpone the Annual Town Election: **Chairman Smith** made a motion to move the Annual Town Election to Monday, June 22, 2020 with polling hours from 12:00 PM to 7:00 PM. **Selectman Sanders** seconded. **Vote:** Unanimously Approved. A copy of Chapter 45 of the Acts of 2020 is included in the appendix of this warrant.

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the **Town Hall**, 12 East Main Street in Erving Center on **Monday, June 22, 2020 at 12:00 PM** then and there to bring their votes for the following town offices and ballot questions:

- One (1) Selectman for three (3) years
- One (1) Assessor for three (3) years
- One (1) Treasurer for three (3) years
- One (1) Library Trustee for three (3) years
- One (1) Moderator for one (1) year
- One (1) School Committee member for one (1) year
- Two (2) School Committee members for three (3) years
- One (1) Tree Warden for one (1) year
- One (1) Constable for three (3) years
- Two (2) Planning Board member for three (3) years
- Two (2) Recreation Commission members for three (3) years
- One (1) Board of Health member for three (3) years

The polls will close at 7:00 PM.

JUNE 22, 2020 ANNUAL TOWN ELECTIONS

ANNUAL TOWN ELECTIONS MONDAY JUNE 22, 2020

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the Town Hall in Erving Center on Monday, May 22, 2020, at 12:00PM then and there to bring in their votes for the following town officers and ballot questions:

- One (1) Selectman for three (3) years
- One (1) Assessor for three (3) years
- One (1) Treasurer for three (3) years
- One (1) Library Trustee for three (3) years
- One (1) Moderator for one (1) year
- One (1) School Committee member for one (1) year
- Two (2) School Committee members for three (3) years
- One (1) Tree Warden for one (1) year
- One (1) Constable for three (3) years
- Two (2) Planning Board member for three (3) years
- Two (2) Recreation Commission members for three (3) years
- One (1) Board of Health member for three (3) years

The polls will close at 7:00PM.

TOWN ELECTIONS AND MEETINGS

2020 TOWN ELECTION RESULTS

| OFFICE | VOTES |
|--------------------------------------------------|-------|
| Selectman – 3 Years – Vote For One | |
| William A. Bembury | 163 |
| Blanks | 19 |
| Total | 182 |
| Assessor – 3 Years – Vote For One | |
| Jeffrey A. Rollins | 156 |
| Dan Hammock | 1 |
| Blanks | 25 |
| Total | 182 |
| Treasurer – 3 Years – Vote For One | |
| Julie A. Wonkka | 60 |
| Jennifer L. Eichorn | 118 |
| Blanks | 4 |
| Total | 182 |
| Library Trustee– 3 Years – Vote For One | |
| Mackensey L. Bailey | 155 |
| Blanks | 27 |
| Total | 182 |
| Moderator– 1 Year – Vote For One | |
| Richard K. Peabody | 157 |
| Blanks | 25 |
| Total | 182 |
| School Committee – 3 Years – Vote For Two | |
| Erik R. Semb | 150 |
| Brian N. Guerin | 142 |
| Blanks | 70 |
| Total | 364 |
| School Committee – 1 Year – Vote For One | |
| Jocelyn Leete | 6 |
| Ryan Betters | 1 |
| Jennifer Eichorn | 2 |
| Mackensey Bailey | 2 |
| Others | 7 |
| Blanks | 164 |
| Total | 182 |
| Tree Warden – 1 Year – Vote For One | |
| Michael J. Gordon | 156 |
| Blanks | 26 |
| Total | 182 |

2020 TOWN ELECTION RESULTS

| OFFICE | VOTES |
|-----------------------------------------------------------|-------|
| Constable – 3 Years – Vote For One | |
| Arthur A. Kaczinski | 154 |
| Blanks | 28 |
| Total | 182 |
| Planning Board – 3 Years – Vote For Two | |
| George Moonlight Davis | 132 |
| Debra L. Smith | 150 |
| Dan Hammock | 1 |
| Blanks | 81 |
| Total | 364 |
| Recreation Commission – 3 Years – Vote For Two | |
| Renee A. Tela | 148 |
| Erik J. Eichorn | 150 |
| Blanks | 66 |
| Total | 364 |
| Board of Health – 3 Years – Vote For One | |
| Bruce W. Scott | 154 |
| Blanks | 28 |
| Total | 182 |

TOWN ELECTIONS AND MEETINGS

JULY 11, 2020 SPECIAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF FRANKLIN

ANNUAL TOWN MEETING

Saturday, July 11, 2020

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 Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Saturday July 11, 2020, at 10:00 a.m. The Annual Town Meeting was originally scheduled for May 6, 2020, but on March 30, 2020, in accordance with the provisions of MGL Chapter 39 § 9, the Board of Selectmen voted to postpone due to the COVID-19 pandemic until June 17, 2020. On June 4, 2020, the Moderator in consultation with the Board of Selectmen and local public safety officials, in accordance with the provisions of MGL Chapter 39 § 10A, declared a recess and continuance of the Annual Town Meeting to Saturday July 11, 2020. We met at the school outside under a tent, with people social distancing by 6 feet and wearing face masks. The Town conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 10:05 a.m. and noted that a quorum was present. He then thanked everyone that worked so hard to make this meeting possible and as safe as possible. The Moderator read the call and the Officer's return and lead the body in the Pledge of Allegiance to the Flag.

GENERAL ARTICLES

ARTICLE 1: ACCEPTANCE OF THE 2019 TOWN REPORT

The Town voted unanimously to accept the reports of the Town Officers for 2019.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article will accept the 2019 Town Report as presented. Approval of this article requires a majority vote.*

ARTICLE 2: AUTHORIZATION TO APPLY FOR FEDERAL OR STATE GRANTS

The Town voted unanimously to authorize the Board of Selectmen to apply for Federal or State grants and to expend any monies received, as set forth by the grant, and to follow the appropriate procedures.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article will allow the Board of Selectmen to apply for, receive, and take actions to comply with the requirements of grants throughout the year. Approval of this article requires a majority vote.*

ARTICLE 3: AUTHORIZATION TO DISPOSE OF SURPLUS PROPERTY

The Town voted unanimously to authorize the Town to dispose of any Town property that is declared surplus by the Board of Selectmen.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

TOWN ELECTIONS AND MEETINGS

Article Information: Approval of this article will allow the Board of Selectmen to dispose of Town owned property that is determined to be surplus. Approval of this article requires a majority vote.

ARTICLE 4: AUTHORIZATION TO ENTER INTO COMPENSATING BALANCE AGREEMENTS

The Town voted unanimously to authorize the Treasurer and Collector to enter into compensating balance agreements for Fiscal Year 2021 as permitted by Massachusetts General Law Chapter 44 Section 53F.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: Approval of this article will allow the Treasurer and Collector to enter into compensating balance agreements with Massachusetts banking institutions. Approval of this article requires a majority vote.

FISCAL YEAR 2020 OPERATING BUDGET AMENDMENT

ARTICLE 5: AMENDED FY2020 ELECTED OFFICIAL COMPENSATION

The Town voted unanimously to amend the FY2020 Elected Officials' salaries as listed below, 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:

| | Detail | Amendment | Amended Total |
|--------------------------|---------------|------------|---------------|
| Tax Collector (1) | \$ 11,399.00* | \$1,052.11 | \$12,451.11 |
| Certification Award | \$ 1,000.00* | 0 | \$1,000.00 |
| From Water Department | \$ 1,908.00** | 0 | \$1,908.00 |
| Total Salary | | | \$15,359.11 |
| Town Clerk (1) | \$ 9,495.00* | \$3,275.70 | \$12,770.70 |
| From Census Work | \$ 1,000.00* | 0 | 0 |
| Total Salary | | | \$13,770.70 |
| Treasurer (1) | \$ 46,818.00* | \$219.60 | \$47,037.60 |
| Certification Award | \$ 1,000.00* | 0 | \$1,000.00 |
| From Water Department | \$ 1,767.00** | 0 | \$1,767.00 |
| Total Salary | | | \$49,804.60 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: This article outlines the compensation amounts for elected officials. It has been adjusted from the June 25, 2019 Special Town Meeting vote to incorporate adjustments to place elected officials on the newly adopted classification & compensation schedule. Approval of this article requires a 2/3 vote.

TOWN ELECTIONS AND MEETINGS

FISCAL YEAR 2021 OPERATING BUDGET

ARTICLE 6: FY2021 GENERAL OPERATING BUDGET – ORIGINAL ARTICLE

To see if the Town will vote to raise and appropriate the following itemized amounts, all for municipal purposes, or take any other action relative thereto:

| Line | Divisions | Amount |
|------|-------------------------|------------------------|
| 1 | General Government | \$ 1,053,813.00 |
| 2 | Public Safety | \$ 931,150.00 |
| 3 | Public Works | \$ 620,518.00 |
| 4 | Health & Human Services | \$ 235,835.00 |
| 5 | Culture & Recreation | \$ 286,710.00 |
| 6 | Benefits | \$ 1,704,067.00 |
| | Grand Total | \$ 4,832,093.00 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** detail budget information for each department that comprises each line-item above is available in the Fiscal Year 2021 Town of Erving Proposed Operating and Capital Improvement Budget. A copy of the document is available on the municipal website (www.erving-ma.gov), can be picked up at Town Hall, and was mailed via direct mail through the United States Post Office to mail recipients in Erving. Approval of this article will establish the FY2021 operating budget in the categories identified above. Approval of this article requires a majority vote.*

AMENDMENT: Moved and Seconded to increase line 5 from \$286,710.00 to \$287,322.00 for a Grand Total of \$4,832,705.00.

The Amendment passed unanimously.

Article 6 PASSED unanimously as amended.

ARTICLE 7: FY2021 ELECTED OFFICIAL COMPENSATION – ORIGINAL ARTICLE

To see if the Town will vote to fix the sum of One Hundred Forty-four Thousand, Four Hundred Seventy Dollars and Eighty-six Cents (\$144,470.86) for Elected Officials' salaries for fiscal year 2021, 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, or take any other action relative thereto:

| | Detail | Wage Total | Wage per Person |
|---------------------------|--------|----------------|-----------------|
| Assessor (3) | | \$ 11,645.70* | \$ 3,881.90ea |
| Board of Health (3) | | \$ 2,918.31* | \$ 972.77ea |
| Library Trustees (3) | | \$ 2,387.73* | \$ 795.91ea |
| Moderator (1) | | \$ 208.00* | |
| Planning Board (5) | | \$ 4,600.65* | \$ 920.13 |
| Recreation Commission (5) | | \$ 4,640.20* | \$ 928.04ea |
| School Committee (5) | | \$ 7,016.45*** | \$ 1,403.29ea |

TOWN ELECTIONS AND MEETINGS

| | | | | |
|--------------------------------------|-----------------------|---------------|---------------------|---------------|
| Selectmen/Water (3) | Commissioners | \$ 12,201.81* | | |
| | from Water Department | \$ 879.15** | | |
| | Total Salary | | \$ 13,080.96 | \$ 4,360.32ea |
| Tax Collector (1) | | \$ 15,988.86* | | |
| | Certification Award | \$ 1,000.00* | | |
| | From Water Department | \$ 1,946.59** | | |
| | Total Salary | | \$ 18,935.45 | |
| Town Clerk (1) | | \$ 23,983.29* | | |
| | From Census Work | \$ 1,000.00* | | |
| | Total Salary | | \$ 24,983.29 | |
| Treasurer (1) | | \$ 48,715.65* | | |
| | Certification Award | \$ 1,000.00* | | |
| | From Water Department | \$ 1,801.97** | | |
| | Total Salary | | \$ 51,517.62 | |
| Tree Warden (1) | | | \$ 2,536.50 | |
| Total Elected Official Salary | | | \$144,470.86 | |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: This article outlines the compensation amounts for elected officials.

Approval of this article requires a majority vote.

*funding for this compensation is raised & appropriated in the omnibus budget in article 5.

**funding for this compensation is raised & appropriated in the Water Enterprise Fund article.

***funding for this compensation is raised & appropriated in Article 7.

AMENDMENT: Moved and Seconded to increase Library Trustee Wage Total to \$3,000.00 giving each Trustee \$1,000.00 and changing the Total Elected Official Salary to \$145,083.13.

The Amendment passed unanimously.

Article 7 PASSED unanimously as amended.

ARTICLE 8: FY 2021 ERVING ELEMENTARY SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Three Million, Two Hundred Ninety-five Thousand, Nine Hundred Twenty Dollars and No Cents (\$3,295,920.00) for the expense and operation of the Erving Elementary School for fiscal year 2021, beginning July 1, 2020.

| Line | Account # | Description | Amount |
|--------------------|------------------|----------------------------------|-----------------------|
| 1 | 01-300-100-51000 | School Committee Salary | \$7,017.00 |
| 2 | 01-301-200-57800 | Erving Elementary School Expense | \$3,288,903.00 |
| Grand Total | | | \$3,295,920.00 |

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

TOWN ELECTIONS AND MEETINGS

Article Information: This article provides funding for the Erving Elementary School. Approval of this article requires a majority vote.

ARTICLE 9: FY 2021 SECONDARY EDUCATION FUNDING

The Town voted unanimously to raise and appropriate the sum of One Million, Four Hundred Fourteen Thousand, Sixty-four Dollars and No Cents (\$1,414,064.00) for secondary education and expenses for fiscal year 2021, beginning July 1, 2020.

SUBMITTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: This article provides funding for Erving's secondary education costs of sending students in grades 7 through 12 to other districts, excluding the Technical School. The development of this budget is a best estimation of the number of Erving students who may attend the Gill-Montague District for the coming school year. Actual decisions about a student's education aren't known until the start of the school year and as a result this budget may require a supplemental funding request in the future. Approval of this article requires a majority vote.

ARTICLE 10: FY 2021 FRANKLIN COUNTY TECHNICAL SCHOOL FUNDING

The Town voted unanimously to raise and appropriate the sum of Five Hundred Five Thousand, One Hundred Thirty-seven Dollars and No Cents (\$505,137.00) for secondary education and expenses at the Franklin County Technical School for fiscal year 2021 as itemized below, beginning July 1, 2020.

| Line | Account # | Description | Amount |
|-------------|------------------|-------------------------------------|--------------|
| 1 | 01-320-100-51000 | Tech School Committee Salary | \$1,403.50 |
| 2 | 01-321-200-57800 | F.C. Tech School Assessment | \$488,703.00 |
| 3 | 01-322-200-57800 | F.C. Tech School Capital Assessment | \$15,085.00 |
| Grand Total | | | \$505,191.50 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: This article provides funding for Erving's assessment to the Technical School and establishes the salary for Erving's representative to the Technical School Committee. Approval of this article requires a majority vote.

ARTICLE 11: FY 2021 WATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to appropriate the sum of One Hundred Three Thousand, Three Hundred Eighty-six Dollars and No Cents (\$103,386.00) to the Water Enterprise Fund for fiscal year 2021 Water operations or take any other action relative thereto. Said money to be raised from receipts, revenues, and funds from any source derived from the activities of the Erving Water Department.

TOWN ELECTIONS AND MEETINGS

SUBMITTED BY: Water Commissioners

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *This article approves the operating budget for the water department and will allow the department to raise the necessary funds through water receipts and other activities. As an enterprise fund, unspent revenue at the close of the fiscal year will remain with the fund. Approval of this article requires a majority vote.*

ARTICLE 12: FY 2021 WASTEWATER DEPARTMENT ENTERPRISE FUND

The Town voted unanimously to raise and appropriate the sum of Seven Hundred Eighty-six Thousand, Nine Hundred Twelve Dollars and No Cents (\$786,912.00) to the Wastewater Enterprise Fund for fiscal year 2021 Wastewater operations.

The \$786,912.00 is to be raised as follows:

| | |
|--------------------------------------|----------------------|
| Town of Montague and other receipts | \$ 219,365.00 |
| Town of Erving (raise & appropriate) | \$ 567,547.00 |
| Total Wastewater Fund | \$ 786,912.00 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *This article approves the operating budget for the wastewater department and will allow the Town to raise the necessary funds through means stated. As an enterprise fund, unspent revenue at the close of the fiscal year will remain with the fund. Approval of this article requires a majority vote.*

FISCAL YEAR 2021 CONTINUING ANNUAL APPROPRIATIONS & SPECIAL ARTICLES

ARTICLE 13: RAISE & APPROPRIATE FOR CONTINUING ANNUAL APPROPRIATIONS

The Town voted unanimously to raise and appropriate the sum of Three Hundred Eighty-two Thousand, Five Hundred Dollars and No Cents (\$382,500.00) for the continuing annual appropriations and special articles itemized below for the purposes stated.

| Line | Dept. | Account # | Description | Amount |
|--------------------|----------------|------------------|------------------------------------------------|------------------|
| 1 | Assessors | 01-142-901-53000 | Assessors Revaluation | \$25,000 |
| 2 | IT & Support | 01-155-906-57800 | Restore Permanent Records | \$20,000 |
| 3 | Town Buildings | 01-192-903-57800 | Town Building Maintenance | \$30,000 |
| 4 | Miscellaneous | 01-199-901-57800 | Purchase Space in Around Town | \$7,500 |
| 5 | Benefits | 01-996-901-59661 | Transfer to Post Employment Benefit Trust Fund | \$300,000 |
| Grand Total | | | | \$382,500 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

TOWN ELECTIONS AND MEETINGS

Article Information: *The FY2021 continuing appropriation & special article plan outlined above is a continuation of the sound financial planning that the Town has engaged in over the past few years. The amounts requested are consistent with previous appropriations and allows the Town to meet the service obligations for the stated purposes. Approval of this article requires a majority vote.*

FISCAL YEAR 2021 CAPITAL IMPROVEMENT BUDGET ARTICLE 14: RAISE & APPROPRIATE FOR CAPITAL IMPROVEMENTS

The Town voted unanimously to appropriate the sum of Six Hundred Nine Thousand Dollars and No Cents (\$609,000.00) by raising Four Hundred Forty-six Thousand Dollars and No Cents (446,000.00) and by transferring One Hundred Sixty-three Thousand Dollars and No Cents (\$163,000.00) from Free Cash, for the capital improvement projects itemized below, and related expenses, subject to Board of Selectmen approval.

| Line | Account # | Description | Amount |
|-------------|------------------|--------------------------------------------|--------------|
| 1 | 01-155-903-57800 | Server Maintenance/ Network Upgrade | \$ 103,000 |
| 2 | 01-210-901-57800 | Cruiser Replacement | \$43,000 |
| 3 | 01-210-908-57800 | Police Vehicle Computers | \$7,000 |
| 4 | 01-429-918-57800 | Dry Storage Building - DPW | \$150,000 |
| 5 | New account | Pedestrian Safety & Speed Monitoring | \$25,000 |
| 6 | 01-301-907-57800 | EES Kitchen Equipment | \$26,000 |
| 7 | New account | EES Carpet Replacement | \$60,000 |
| 8 | New account | EES Window Shade Replacement | \$30,000 |
| 9 | New account | Park Street Park Renovation & Improvements | \$150,000 |
| 10 | New account | Zilinski Park Dugout Replacement | \$15,000 |
| Grand Total | | | \$609,000.00 |

SUBMITTED BY: Board of Selectmen

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *The FY2021 capital improvement plan presented above is the result of the work of the Capital Planning Committee after reviewing requests made by departments. Some requests are "recurring requests" that appear annually to maintain a consistent investment while other capital requests are one-time requests. Approval of this article requires a majority vote.*

ARTICLE 15: TO APPROPRIATE FOR WATER CAPITAL IMPROVEMENT

The Town voted unanimously to appropriate from the Water Enterprise Fund Retained Earnings the sum of Ten Thousand Dollars and No Cents (\$10,000.00) for the installation of sampling stations and related equipment.

SUBMITTED BY: Board of Selectmen/ Water Commissioners

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *This article would allow the Water Department to install new sampling stations, as required by MassDEP, for the routine testing for bacterial monitoring. The proposed*

TOWN ELECTIONS AND MEETINGS

sampling stations would allow the Department to no longer rely on private residences and businesses for access to sampling sites. Approval of this article requires a majority vote.

ARTICLE 16: TO APPROPRIATE FOR WASTEWATER AUTOCLAVE SYSTEM

The Town voted unanimously to appropriate from the Wastewater Enterprise Fund Retained Earnings the sum of Six Thousand Dollars and No Cents (\$6,000.00) for the purchase of an autoclave system and associated equipment.

SUBMITTED BY: Board of Selectmen/ Water Commissioners

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *The Department's current autoclave equipment was last replaced in 1998. The unit is leaking hot steam and water and is not energy efficient. Approval of this article would allow for the purchase of a new replacement unit. Approval of this article requires a majority vote.*

DEPARTMENTAL REVOLVING FUND ANNUAL SPENDING LIMITS

ARTICLE 17: REVOLVING ACCOUNT SPENDING LIMITS

The Town voted unanimously to fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 for the revolving funds established in Town bylaws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, as follows:

| Revolving Fund | Department/Board/Committee/ Agency or Officer | FY2021 Spending Limit |
|----------------------|--------------------------------------------------|-----------------------|
| Food Service | Council on Aging | \$10,000 |
| Facility Use | Council on Aging | \$10,000 |
| Library Use and Fees | Board of Library Trustees | \$3,000 |

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *Approval of this article would establish the FY2021 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.*

STABILIZATION FUND ARTICLES

ARTICLE 18: APPROPRIATION FOR THE CAPITAL STABILIZATION ACCOUNT

The Town voted unanimously to appropriate the sum of Two Hundred Fifty Thousand Dollars and No Cents (\$250,000.00) from Free Cash into the Capital Stabilization Account.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

TOWN ELECTIONS AND MEETINGS

Article Information: *Approval of this article would transfer the stated funds from certified free cash into the capital stabilization account for use on future capital projects that will require Town Meeting approval. Approval of this article requires a majority vote.*

ARTICLE 19: APPROPRIATION FOR THE GENERAL STABILIZATION ACCOUNT

The Town voted unanimously to appropriate the sum of Two Hundred Seventy-three Thousand Dollars and No Cents (\$273,000.00) into the General Stabilization Account, by transferring One Hundred Twenty-three Thousand Dollars and No Cents (\$123,000.00) from Free Cash and by raising One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00).

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *Approval of this article would transfer the stated funds from certified free cash and raise the stated funds and deposit the aggregated amount into the general stabilization account. This article is meant to replenish funds used from the general stabilization account for the construction of the Erving Public Library. This is the first of five (5) planned deposits into general stabilization related to the project. Approval of this article requires a majority vote.*

BYLAWS

ARTICLE 20: 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 Selectmen 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.
 - a. 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.
 - C. The expenses of the program or activity for which each fund may be used.
 - D. Any restrictions or conditions on expenditures from each fund.
 - E. Any reporting or other requirements that apply to each fund, and
 - F. The fiscal years each fund shall operate under this by-law.

TOWN ELECTIONS AND MEETINGS

| 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 |
| Library Use and Fees | Board of Library Trustees | Receipts Related to the use of the Public Library, Lost Book Fees, and Other Program Fees | 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 | Limit of \$3,000.00 | | Fiscal Year 2020 and Subsequent Years |
| <i>Electric Vehicle Charging Stations</i> | <i>Board of Selectmen</i> | <i>Receipts Related to the use of the Public Electric Vehicle Charging Stations and Other Program Fees</i> | <i>Maintenance, replacement, electricity and expenses related to the use of the electric vehicle charging stations</i> | <i>Limit of \$15,000.00</i> | | <i>Fiscal Year 2021 and Subsequent Years</i> |

SUBMITTED BY: Administrative Coordinator

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article would establish a new revolving fund for use by the Board of Selectmen to accept funds paid for use of the publicly available electric vehicle charging stations and related fees. 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.*

ARTICLE 21: TOWN MEETING QUORUM

The Town voted by majority to amend the General Bylaw adopted on May 04, 1994 in Article 3 in accordance with Massachusetts General Law Chapter 39, Section 13:

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

The number of voters needed to establish a quorum for all town meetings shall be seventeen (17). ***A quorum is required to call any Town Meeting or reconvened Town Meeting to order, however, that once the meeting has been called to order there shall be no minimum quorum required to conduct the business of the Town.*** If the posted ***or reconvened*** meeting lacks a quorum ***to be called to order*** the meeting may be adjourned or recessed to a fixed time ***and place***.

SUBMITTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article would allow the Town to continue consideration of articles presented at Town Meeting if attendance falls below the stated quorum minimum. A majority vote is required to adopt or amend the general by-laws.*

ARTICLE 22: RESCIND TOWN MEETING & ELECTION WARRANT POSTING ORDER

TOWN ELECTIONS AND MEETINGS

The Town voted by majority to rescind the order adopted at Town Meeting on December 19, 1955 in Article 1.

December 19, 1955 – Article 1:

Voted that the order directing the serving of warrants for town meetings and elections be changed to read as follows:

You are directed to serve this warrant by posting attested copies thereof one at the entrance of the Town Hall Building in Erving Center, one on the bulletin board in Farley Village, and one on the bulletin board in Millers Falls, all in the Town of Erving, seven days, at least, before time of holding said meeting.

SUBMITTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article is the first step in amending the posting locations of all Town Meeting and Election warrants. A majority vote is required to rescind this order.*

ARTICLE 23: CREATE TOWN MEETING & ELECTION WARRANT POSTING BYLAW – ORIGINAL ARTICLE

To see if the Town will vote to create a Meeting and Election Warrant Posting Bylaw in accordance with Massachusetts General Law Chapter 39, Section 10:

WARRANT POSTING BYLAW

Notice of each Town Meeting and Election, whether Annual or Special, shall be given by the Selectmen at least seven (7) days before the date on which the Annual Town Meeting or Annual Election, and at least fourteen (14) days before the date on which a Special Town Meeting or Special Election, is to commence. The Selectmen shall direct either the Constables, Town Clerk or Administrative Assistant to post attested copies of the warrant for that Meeting or Election at the entrance of the Town Hall Building and shall make the warrant available on the Town's website, or take any other action relative thereto.

SUBMITTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article would create a bylaw to post all Town Meeting and Election Warrants to require that an attested copy of the warrant is posted on the Town website as well as at the Town Hall. A majority vote is required to adopt or amend the general by-laws.*

AMENDMENT: Moved and Seconded to add “with a copy mailed to each residence” after the word website.

The Amendment failed by majority.

AMENDMENT: Moved and Seconded to add “and entrance to Town Library” after the words “Town Hall Building”.

The Amendment passed by majority.

Article 23 PASSED by majority as amended.

ARTICLE 24: DRIVEWAYS AND CURBCUTS

The Town voted unanimously to adopt a General Bylaw entitled the Driveway and Curb Cut Bylaw.

Driveway and Curb Cut Bylaw

1. Permitting of Driveways Accessing Public Roads

Any new driveway accessing a Town-owned public road shall require a Driveway/ Curb Cut Permit from the Town’s Superintendent of the Highway Department. Appeals regarding decisions of the Superintendent may be made to the Board of Selectmen.

2. Driveway Requirements

- A. **Paved Surfaces:** Driveways accessing a paved Town-owned public road shall have a paved apron. The paved apron must meet whichever is greater: extend a minimum of ten (10) feet from the edge of the paved public road or through the width of the public road layout.
- B. **Appropriate Drainage & Runoff Control:** The Permittee shall be responsible for the disposal of all surface water from the proposed driveway. Under no circumstances shall any of this surface water enter the Town-owned public road layout. The Permittee must make provisions, at their own expense, proper management of runoff that may require the installation of drainage by installing pipe, inlets, catch basins, manholes, headwalls, and ditches of proper size, material. Depending on the grade of the driveway proposed, erosion control measures may be necessary, in the Highway Department's determination, to protect the Town's drainage rights

Where the construction of a driveway necessitates crossing a Town road drainage ditch, a culvert pipe shall be installed in the ditch by the Permittee at their own expense. The culvert shall be no less than twelve (12) inches in diameter, and of sufficient size to carry the stormwater runoff for a twenty-five (25) year storm, as determined by the National Oceanic and Atmospheric Administration, from the watershed area. Under no circumstances will existing ditches, swales, or gutters be filled without adequate alternate provisions for drainage being made and approved by the Highway Department.

C. Dimensional Requirements:

| | Minimum | Maximum |
|-------------------------|---------|---------|
| Residential | 9 feet | 20 feet |
| Commercial & Industrial | | |
| One-way Use | 10 feet | 20 feet |
| Two-way Use | 24 feet | 40 feet |

TOWN ELECTIONS AND MEETINGS

Setback Requirements & Visibility:

| | Residential | Commercial & Industrial |
|-----------------------------------------------------------|-------------|-------------------------|
| Minimum Setback for Corner Lots from Public Intersections | 20 feet | 20 feet |
| Minimum Setback from Side Property Lines | 5 feet | 10 feet |

Applicant should consider placing their driveway as close to a 90-degree angle to the road in order to maximize the visibility to oncoming traffic.

Any plantings or placement of objects adjacent to the permitted driveway and the roadway must not impede safety or visibility.

3. Responsibilities of Property Owners

A. The driveway shall be graded in such a manner that no ponding of water occurs within the Town road layout. If such ponding results, the property owner shall be responsible for its correction.

B. All disturbed areas within the Town road layout shall be graded, loamed, and seeded to the satisfaction of the Superintendent of the Highway Department.

C. The portion of the driveway located within the Town road layout shall be maintained by the property owner at his/her expense to the satisfaction of the Superintendent of the Highway Department.

4. Enforcement

The Building Inspector/ Zoning Enforcement Officer or designee shall enforce the provisions of this bylaw.

5. Fees

There shall be a fee assessed for the driveway permit and for each required inspection. The Board of Selectmen shall determine the amount of the fee.

6. Violations and Penalties

Anyone found to be in violation of this bylaw shall be given sixty (60) days' notice. If not corrected, the property owner shall be fined One Hundred Dollars (\$100.00) on the sixty-first day and Ten Dollars (\$10.00) a day after that until such time as the non-compliance is corrected.

This by-law is in accordance with Chapter 40, Section 21D which pertains to the non-criminal disposition of ordinance, by-law, rule or regulation violations.

SUBMITTED BY: Highway Department

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *Approval of this article would formalize the requirements for a driveway/curb cut in the Town. A permit to construct a driveway/curb cut from the Highway Department has long been a requirement. This proposed bylaw addresses concerns regarding dimensions, drainage, and owner responsibilities. A majority vote is required to adopt or amend the general by-laws.*

ARTICLE 25: RESCIND TOWN MEETING & ELECTION DATES ARTICLE

The Town voted unanimously to rescind the order adopted at Town Meeting on June 28, 2016 in Article 10.

June 28, 2016, Article 10:

The Town voted unanimously to change the Annual Town Meeting from First Monday in May to the First Wednesday in May and to change the Annual Town Election Date from the First Wednesday in May to the Monday following the Annual Town Meeting

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: no recommendation

***Article Information:** Approval of this article is the first step in amending the posting locations of all Town Meeting and Election dates. A majority vote is required to rescind this order.*

ARTICLE 26: TOWN MEETING & ELECTION OF TOWN OFFICIALS

The Town voted unanimously to adopt a General Bylaw entitled the Town Meeting & Election of Town Officials Bylaw.

Town Meeting & Election of Town Officials

1. Annual Town Meeting

The Town of Erving will hold its annual town meeting on the second Wednesday of May each year.

2. Annual Election of Town Officials

The Town of Erving will hold its annual election on the first Monday of May each year. An official elected at the annual election shall take office on the following July 1. Incumbent elected officials shall continue to serve until their successor is sworn.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: no recommendation

***Article Information:** Approval of this article would amend the annual dates of the Town Meeting and the Town Election. Further, approval of this article would establish that elected officials will begin their term on July 1st, following the election. This bylaw is proposed so that elected officials would serve terms that begin and end with fiscal years, would allow for the continuity in service after an election until the start of a new fiscal year, and would allow the compensation of elected official to be amended on the floor of Town Meeting in accordance with the Town's grade and step compensation schedule. A majority vote is required to adopt or amend the general by-laws.*

LOCAL ADOPTION OF MASSACHUSETTS GENERAL LAW PROVISIONS

ARTICLE 27: LICENSE FEES AND SERVICE CHARGES

The Town voted by majority to adopt the provisions of Massachusetts General Law Chapter 40, Section 22F.

Any municipal board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons, may, from time to time, fix reasonable fees for all such licenses, permits, or certificates issued pursuant to statutes or regulations wherein the entire proceeds of the fee remain with such issuing city or town, and may fix reasonable charges to be paid for any services rendered or work performed by the city or town or any department thereof, for any person or class of persons; provided, however, that in the case of a board or officer appointed by an elected board, the fixing of such fee shall be subject to the review and approval of such elected board.

A fee or charge imposed pursuant to this section shall supersede fees or charges already in effect, or any limitations on amounts placed thereon for the same service, work, license, permit or certificate; provided, however, that this section shall not supersede the provisions of sections 31 to 77, inclusive, of chapter 6A, chapter 80, chapter 83, chapter 138, sections 121 to 131N, inclusive, of chapter 140 or section 10A of chapter 148. The provisions of

this section shall not apply to any certificate, service or work required by chapters fifty to fifty-six, inclusive, or by chapter sixty-six. The fee or charge being collected immediately prior to acceptance of this section for any license, permit, certificate service or work will be utilized until a new fee or charge is fixed under this section.

The provisions of this section may be accepted in a city by a vote of the city council, with the approval of the mayor if so, required by law, and in a town by vote of the town meeting, or by vote of the town council in towns with no town meeting.

SUBMITTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

***Article Information:** Approval of this article would allow the appropriate board or officer that is authorized to issue a permit, certificate or license to set and amend a reasonable fee. A majority vote is required to adopt or amend the general by-laws.*

STRUCTURED TAX AGREEMENT

ARTICLE 28: STRUCTURED TAX AGREEMENT FOR FRENCH KING SOLAR, LLC

The Town voted unanimously to authorize the Board of Selectmen to enter into an Agreement for the Payment In Lieu of Taxes for Personal Property with French King Solar, LLC, for a term of twenty (20) years for the development and operation of a solar electric generating facility.

SUBMITTED BY: Board of Selectmen

BOARD OF ASSESSORS RECOMMENDS: Approval

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

TOWN ELECTIONS AND MEETINGS

Article Information: *In accordance with Massachusetts General Law Chapter 59, § 38H the Town can enter into a structured tax agreement, also known as a PILOT agreement, with a developer to establish an annualized payment in lieu of a personal property tax bill. The agreed upon annual rate is based on an assessment of the value of the project and considers an annual*

increase in rate. Approval of a structured tax agreement provides the developer with a predictable cost model and provides the Town with an agreed upon tax payment for the duration

of the agreement. The developer is seeking a term of twenty (20) years which requires Town Meeting approval. The proposed agreement can be reviewed at Town Hall during normal business hours. Approval of this article requires a majority vote.

SPECIAL LEGISLATION REQUEST

ARTICLE 29: SPECIAL LEGISLATION AUTHORIZATION TO CHANGE BOARD OF SELECTMEN TO SELECT BOARD

The Town voted unanimously to authorize the Board of Selectmen to file special legislation to change the name of the Board from Board of Selectmen to Select Board.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: no recommendation

Article Information: *Approval of this article would authorize the Board of Selectmen to file special legislation with the Town's Representative and Senator to request a legal change in the Board's name to Select Board. The Board is requesting this change to be*

more inclusive of everyone who has and will serve on the Select Board. Approval of this article requires a majority vote.

62 registered voters attended this meeting. The meeting was dissolved at 12:49 p.m.

A true copy, ATTEST: 

Richard W. Newton
Erving Town Clerk

TOWN ELECTIONS AND MEETINGS

SEPTEMBER 1, 2020 STATE PRIMARY

COMMONWEALTH OF MASSACHUSETTS
COUNTY OF FRANKLIN

STATE PRIMARY

COMMONWEALTH OF MASSACHUSETTS

WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2020 STATE PRIMARY

SS.

To the Constables of the Town of Erving

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said who are qualified to vote in
Primaries to vote at:

PRECINCT 1

TOWN HALL, 12 EAST MAIN STREET, ERVING, MA

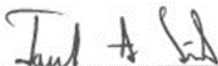
on **TUESDAY, THE FIRST DAY OF SEPTEMBER, 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

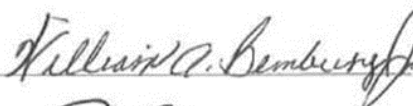
To cast their votes in the State Primaries for the candidates of political parties for the following offices:


SENATOR IN CONGRESS..... FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS..... SECOND DISTRICT
COUNCILLOR..... EIGHTH DISTRICT
SENATOR IN GENERAL COURT..... HAMPSHIRE, FRANKLIN & WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT..... SECOND FRANKLIN DISTRICT
REGISTER OF PROBATE..... FRANKLIN COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 10th day of August, 2020.







Selectmen of the Town of Erving

Method of service of warrant is by hand.



Constable

8/13, 2020,
(month and day)

TUESDAY SEPTEMBER 1, 2020

DEMOCRATIC STATE PRIMARY RESULTS SEPTEMBER 1, 2020

| OFFICE | VOTES |
|-------------------------------------------------------|--------------|
| Senator in Congress – Vote For One | |
| Edward J. Markey | 141 |
| Joseph P. Kennedy, III | 179 |
| Others | 1 |
| Blanks | 0 |
| Total | 321 |
| Representative in Congress – Vote For One | |
| James P. McGovern | 293 |
| Colin Kazunas | 2 |
| Others | 1 |
| Blanks | 25 |
| Total | 321 |
| Councillor – Vote For One | |
| Mary E. Hurley | 284 |
| Others | 1 |
| Blanks | 36 |
| Total | 321 |
| Senator in General Court – Vote For One | |
| Joanne M. Comerford | 284 |
| Gary Sibillia | 1 |
| Others | 3 |
| Blanks | 33 |
| Total | 321 |
| Representative in General Court – Vote For One | |
| William E. LaRose | 280 |
| Blanks | 41 |
| Total | 321 |
| Register of Probate – Vote For One | |
| John F. Merrigan | 287 |
| Others | 2 |
| Blanks | 32 |
| Total | 321 |

REPUBLICAN STATE PRIMARY RESULTS SEPTEMBER 1, 2020

| OFFICE | VOTES |
|-------------------------------------------------------|--------------|
| Senator in Congress – Vote For One | |
| Shiva Ayyadurai | 73 |
| Kevin J. O'Connor | 24 |
| Total | 97 |
| Representative in Congress – Vote For One | |
| Tracy Lyn Lovvorn | 76 |
| Others | 3 |
| Blanks | 18 |
| Total | 97 |
| Councillor – Vote For One | |
| Others | 3 |
| Blanks | 94 |
| Total | 97 |
| Senator in General Court – Vote For One | |
| Others | 5 |
| Blanks | 92 |
| Total | 97 |
| Representative in General Court – Vote For One | |
| Others | 15 |
| Blanks | 82 |
| Total | 97 |
| Register of Probate – Vote For One | |
| Others | 3 |
| Blanks | 94 |
| Total | 97 |

GREEN RAINBOW STATE PRIMARY RESULTS SEPTEMBER 1, 2020

| OFFICE | VOTES |
|-------------------------------------------------------|-------|
| Senator in Congress – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Representative in Congress – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Councillor – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Senator in General Court – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Representative in General Court – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Register of Probate – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |

**LIBERTARIAN STATE PRIMARY RESULTS
SEPTEMBER 1, 2020**

| OFFICE | VOTES |
|-------------------------------------------------------|--------------|
| Senator in Congress – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Representative in Congress – Vote For One | |
| Others | 2 |
| Total | 2 |
| Councillor – Vote For One | |
| Others | 2 |
| Total | 2 |
| Senator in General Court – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |
| Representative in General Court – Vote For One | |
| Others | 2 |
| Total | 2 |
| Register of Probate – Vote For One | |
| Others | 1 |
| Blanks | 1 |
| Total | 2 |

TOWN ELECTIONS AND MEETINGS

OCTOBER 3, 2020 SPECIAL TOWN MEETING

COMMONWEALTH OF MASSACHUSETTS COUNTY OF FRANKLIN

SPECIAL TOWN ELECTIONS SATURDAY OCTOBER 3, 2020

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met at the Erving Senior Center, 1 Care Drive, Erving, Massachusetts, on Saturday October 3, 2020, at 10:00 a.m. We met outside under a tent, with people social distancing by 6 feet and wearing face masks. The Town conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 10:05 a.m. and noted that a quorum was present. He then thanked everyone that worked so hard to make this meeting possible and as safe as possible. The Moderator read the call and the Officer's return and lead the body in the Pledge of Allegiance to the Flag.

ACCOUNTS PAYABLE OF A PRIOR YEAR: 2020

ARTICLE 1: APPROPRIATION FOR FY2020 EXPENSES

The Town voted unanimously to appropriate the sum of One Thousand Three Hundred Fifty-four Dollars and Forty-six Cents (\$1,354.46) from FY2021 appropriations from the Wastewater Enterprise Fund for the purpose of paying Fiscal Year 2020 invoices as listed below.

| | Department/ Agency | Vendor | Amount |
|--------------|---------------------------|-----------------------------|-------------------|
| Line Item #1 | Wastewater Department | Test America, Inc. | \$1,265.50 |
| Line Item #2 | Wastewater Department | Greenfield Farmers Exchange | \$88.96 |
| | | Grand Total | \$1,354.46 |

SUBMITTED BY: Town Administrator

FINANCE COMMITTEE RECOMMENDS:

***Article Information:** In the above listed instances, invoices were identified and/or received after the start of Fiscal Year 2021 and after the books for FY2020 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.*

FY2021 SPECIAL APPROPRIATIONS

ARTICLE 2: APPROPRIATION OF REMAINING DOG FUND FEES FOR LIBRARY USE

The Town voted unanimously to appropriate the sum One Thousand Five Hundred Fifty-five Dollars and Sixty-four Cents (\$1,555.64) from account number 27-300-49130 (Dog Fund-Library) to a special article fund to be available for expenditure by the Board of Library Trustees.

TOWN ELECTIONS AND MEETINGS

SUBMITTED BY: Board of Library Trustees
FINANCE COMMITTEE RECOMMENDS:

***Article Information:** Approval of this article would appropriate the sum of \$1,555.64 from the Dog Fund for use by the Board of Library Trustees. This fund is the remainder of a discontinued practice where fees for dog licensing form Franklin County would be sent to the Town and were available for appropriation for the benefit of the Library. This practice was discontinued many years ago and these funds have remained available for appropriation since that time. Approval of this article requires a majority vote.*

CAPITAL IMPROVEMENT- BORROWING AUTHORIZATION

ARTICLE 3: BORROWING AUTHORIZATION FOR ERVING CENTER WASTEWATER TREATMENT PLANT

The Town voted unanimously to appropriate the sum of Seventeen Million, Nine Hundred Forty Thousand Dollars and No Cents (\$17,490,000.00) for the purpose of constructing and equipping belt drying technology for processing and drying of solids at the Erving Center Wastewater Treatment Plant (POTW#2), at 47 East Main Street, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7 (3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

SUBMITTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS:

***Article Information:** This article would authorize the town to borrow the necessary funding to construct an addition at the Erving Center Wastewater Treatment Plant and the equipment for belt drying of solid waste. The Town is working with Erving Industries, and their subsidiary Erseco, on this project as a continuation of the longstanding public – private partnership. The current waste leaving the treatment plant is classified as a Class B/ Type 2 product and the opportunities to dispose of the waste is becoming limited. Erving Industries has been instructed to improve the quality of the solids to a Class A/ Type 1 product by 2021. The Town has proactively worked with Erving Industries to submit a loan application to the State Revolving Fund. If the loan is approved, it could provide a term as long as thirty (30) years and an interest rate as low as 2%. The Town and Erving Industries are developing an agreement that outlines Erving Industries responsibility to pay the annual debt service for a resulting loan. The improvements made under this article will become assets of the Town. The Town and Erving Industries are also pursuing available grant funding that, if successful, would further reduce the necessary debt service for this project. In accordance with MGL Chapter 44 Section 7, approval of this article requires a 2/3 vote at Town Meeting.*

STABILIZATION FUND ARTICLES ARTICLE 4: APPROPRIATION FOR THE GENERAL STABILIZATION FUND

The Town voted unanimously to appropriate the sum of Five Hundred Forty-four Thousand Twenty-nine Dollars and No Cents (\$544,029.00) into the General Stabilization Account, by transferring

TOWN ELECTIONS AND MEETINGS

Five Hundred Forty-four Thousand Twenty-nine Dollars and No Cents (\$544,029.00) from the Library Construction Project fund.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *Approval of this article would transfer the stated funds from the Library Construction Project fund and deposit the same amount into the General Stabilization Fund. The Town received a grant payment from the Massachusetts Board of Library Commissioners in June 2020 of the same amount. This article is meant to replenish funds used from the General Stabilization Fund for the construction of the Erving Public Library. Approval of this article requires a majority vote.*

FY2021 CAPITAL ARTICLES ARTICLE 5: RADIO & EMERGENCY COMMUNICATIONS EQUIPMENT PROJECT

The Town voted unanimously to appropriate the sum of Seventy-five Thousand Dollars and No Cents (\$75,000.00) from the Capital Stabilization Fund for the purpose of purchasing radios and similar emergency communications equipment for Erving Public Safety departments.

SUBMITTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS: Approval [Vote: Aye (5), Nay (0)]

CAPITAL PLANNING COMMITTEE RECOMMENDS: Approval [Vote: Aye (3), Nay (0), Absent (2)]

Article Information: *Approval of this article would transfer \$75,000 from the Capital Stabilization fund and appropriate it for the purchase of radio and emergency communications equipment for Erving Police, Fire, and Emergency Management Departments. The purchase is part of a Franklin County transition from a failing communication system to the State's system. The project has been in the works for several years and the region has recently received notice from the State that the transition is scheduled to occur in calendar year 2021. This project has been included on the Town's multi-year capital improvement project. Approval of this article requires a 2/3 vote.*

28 registered voters attended this meeting. The meeting was dissolved at 11:15 a.m

A true copy, ATTEST: 

Richard W. Newton
Erving Town Clerk

TOWN ELECTIONS AND MEETINGS

NOVEMBER 3, 2020 STATE ELECTION

COMMONWEALTH OF MASSACHUSETTS WILLIAM FRANCIS GALVIN SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2020 STATE ELECTION

FRANKLIN SS.

To the Constables of the Town of Erving,

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Elections to vote at:

Precinct 1

Town Hall, 12 East Main Street

on **TUESDAY, THE THIRD DAY OF NOVEMBER, 2020**, from 7:00 A.M. TO 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices:

ELECTORS OF PRESIDENT AND VICE PRESIDENT FOR THESE UNITED STATES
SENATOR IN CONGRESS..... FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS..... SECOND DISTRICT
COUNCILLOR EIGHTH DISTRICT
SENATOR IN GENERAL COURT HAMPSHIRE, FRANKLIN & WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT SECOND FRANKLIN DISTRICT
REGISTER OF PROBATE..... FRANKLIN COUNTY
COMMISSION, FRANKLIN COUNCIL OF GOVERNMENTS TOWN OF ERVING

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?

SUMMARY

This proposed law would require that motor vehicle owners and independent repair facilities be provided with expanded access to mechanical data related to vehicle maintenance and repair.

Starting with model year 2022, the proposed law would require manufacturers of motor vehicles sold in Massachusetts to equip any such vehicles that use telematics systems — systems that collect and wirelessly transmit mechanical data to a remote server — with a standardized open access data platform. Owners of motor vehicles with telematics systems would get access to mechanical data through a mobile device application. With vehicle owner authorization, independent repair facilities (those not affiliated with a manufacturer) and independent dealerships would be able to retrieve mechanical data from, and send commands to, the vehicle for repair, maintenance, and diagnostic testing.

Under the proposed law, manufacturers would not be allowed to require authorization before owners or repair facilities could access mechanical data stored in a motor vehicle's on-board diagnostic system, except through an authorization process standardized across all makes and models and administered by an entity unaffiliated with the manufacturer.

TOWN ELECTIONS AND MEETINGS

The proposed law would require the Attorney General to prepare a notice for prospective motor vehicle owners and lessees explaining telematics systems and the proposed law's requirements concerning access to the vehicle's mechanical data. Under the proposed law, dealers would have to provide prospective owners with, and prospective owners would have to acknowledge receipt of, the notice before buying or leasing a vehicle. Failure to comply with these notice requirements would subject motor vehicle dealers to sanctions by the applicable licensing authority.

Motor vehicle owners and independent repair facilities could enforce this law through state consumer protection laws and recover civil penalties of the greater of treble damages or \$10,000 per violation.

A YES VOTE would provide motor vehicle owners and independent repair facilities with expanded access to wirelessly transmitted mechanical data related to their vehicles' maintenance and repair.

A NO VOTE would make no change in the law governing access to vehicles' wirelessly transmitted mechanical data.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 5, 2020?

SUMMARY

This proposed law would implement a voting system known as "ranked-choice voting," in which voters rank one or more candidates by order of preference. Ranked-choice voting would be used in primary and general elections for all Massachusetts statewide offices, state legislative offices, federal congressional offices, and certain other offices beginning in 2022. Ranked-choice voting would not be used in elections for president, county commissioner, or regional district school committee member.

Under the proposed law, votes would be counted in a series of rounds. In the first round, if one candidate received more than 50 percent of the first-place votes, that candidate would be declared the winner and no other rounds would be necessary. If no candidate received more than 50 percent of the first-place votes, then the candidate or candidates who received the fewest first-place votes would be eliminated and, in the next round, each vote for an eliminated candidate would instead be counted toward the next highest-ranked candidate on that voter's ballot. Depending on the number of candidates, additional rounds of counting could occur, with the last-place candidate or candidates in each round being eliminated and the votes for an eliminated candidate going to the voter's next choice out of the remaining candidates. A tie for last place in any round would be broken by comparing the tied candidates' support in earlier rounds. Ultimately, the candidate who was, out of the remaining candidates, the preference of a majority of voters would be declared the winner.

Ranked-choice voting would be used only in races where a single candidate is to be declared the winner and not in races where more than one person is to be elected.

Under the proposed law, if no candidate received more than 50 percent of first-place votes in the first round, the rounds of ballot-counting necessary for ranked-choice voting would be conducted at a central tabulation facility. At the facility, voters' rankings would be entered into a computer, which would then be used to calculate the results of each round of the counting process. The proposed law provides that candidates in a statewide or district election would have at least three days to request a recount.

The Secretary of State would be required to issue regulations to implement the proposed law and conduct a voter education campaign about the ranked-choice voting process. The proposed law would take effect on January 1, 2022.


TOWN ELECTIONS AND MEETINGS

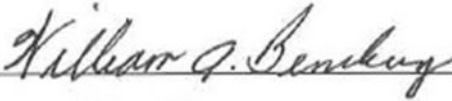
A YES VOTE would create a system of ranked-choice voting in which voters would have the option to rank candidates in order of preference and votes would be counted in rounds, eliminating candidates with the lowest votes until one candidate has received a majority.


A NO VOTE would make no change in the laws governing voting and how votes are counted.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of October, 2020.

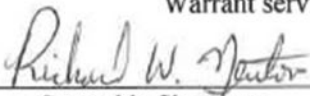






Board of Selectmen Town of Erving

Warrant service method: By hand



Constable Signature



Date

TOWN ELECTIONS AND MEETINGS

PRESIDENTIAL ELECTION RESULTS NOVEMBER 3, 2020

| OFFICE | VOTES |
|----------------------------------------------------------------|-------|
| Electors of President and Vice President – Vote For One | |
| Biden and Harris | 550 |
| Hawkins and Walker | 4 |
| Jorgensen and Cohen | 15 |
| Trump and Pence | 355 |
| Others | 5 |
| Blanks | 7 |
| Total | 936 |
| Denator in Congress – Vote For One | |
| Edward J. Markey | 558 |
| Kevin J. O'Connor | 305 |
| Shiva Ayyadurai | 41 |
| Blanks | 32 |
| Total | 936 |
| Representative in Congress – Vote For One | |
| James P. McGovern | 582 |
| Tracy Lyn Lovvorn | 314 |
| Others | 1 |
| Blanks | 39 |
| Total | 936 |
| Councillor – Vote For One | |
| Mary E. Hurley | 709 |
| Others | 9 |
| Blanks | 218 |
| Total | 936 |
| Senator in General Court – Vote For One | |
| Joanne M. Comerford | 705 |
| Others | 7 |
| Blanks | 224 |
| Total | 936 |
| Representative in General Court – Vote For One | |
| Susannah M. Whipps Lee | 562 |
| William E. LaRose | 284 |
| Others | 2 |
| Blanks | 88 |
| Total | 936 |
| Register of Probate – Vote For One | |
| John F. Merrigan | 716 |
| Others | 7 |
| Blanks | 213 |
| Total | 936 |

TOWN ELECTIONS AND MEETINGS

Council of Governments Executive Committee – Vote for One

| | |
|------------------|-----|
| Jay D. DiPucchio | 703 |
| Others | 1 |
| Blanks | 232 |
| Total | 936 |

Question 1 Motor Vehicle Mechanical Data

| | |
|--------|-----|
| Yes | 685 |
| No | 212 |
| Blanks | 39 |
| Total | 936 |

Question 2 Ranked Choice Voting

| | |
|--------|-----|
| Yes | 367 |
| No | 505 |
| Blanks | 64 |
| Total | 936 |

FINANCIAL REPORTS

- Board of Assessors
- Tax and Water Collector
- Treasurer
- Accountant

BOARD OF ASSESSOR'S REPORT

2020 Financial Report **ERVING BOARD OF ASSESSORS** **DANIEL HAMMOCK, CHAIR** **MARK BURNETT** **JEFFREY ROLLINS**

Have you ever wondered how exactly the amount of taxes you pay is determined? We're sure you have. Below, we will try to explain - as clearly as we can - how this process works, to help you understand the summary of the town budget on the final page. If you have any questions, please feel free to call our office and we would be happy to try to assist. When it comes down to it, it is your money, after all.

Where to begin...

TOWN BUDGET:

Just like a personal budget, the amount of money coming in (revenue) and the amount of money going out (expenditures) are examined.

Municipal budgets follow fiscal years, which run from July 1- June 30. Currently, we are in fiscal year 2021, also known as FY21. After July 1 of this year, we will be in FY 22.

EXPENDITURES:

Each town department creates an individual budget (expenditure requests). When all of the department budgets are combined, the result is the town's total expenditure request for the coming fiscal year.

For fiscal year 2021 that amount was: \$13,943,298.02

REVENUE:

Where does the town get money to pay for that? We receive money from various smaller sources, though the majority of receipts are through property taxation.

Areas of revenue other than property taxes include from:

- State of Massachusetts
- Local receipts (motor vehicle tax, building permits, etc.)
- Free Cash (This is basically the town's savings account)
- Enterprise Fund (such fees as water and sewer fees)

Total receipts before property taxes for fiscal year 2021 was \$2,617,784.96.

PROPERTY TAXES:

After receipts, the town still has to pay for \$11,235,513.06 in expenditures.

Where does this money come from? You guessed it: Property taxes.

**** ESTIMATED **** Summary of Fiscal Year 2021 Budget

Let's use easy rounded numbers for this summary. The actual numbers will be on the last page to follow.

| | |
|-------------------------------------------------------------|----------------------|
| Expenditures: | \$13,900,000 |
| - minus state and local receipts, other than property taxes | - <u>\$2,600,000</u> |
| Total to raise through property taxes | = \$11,300,000 |

ASSESSING VALUES OF PROPERTY & TAX RATE:

Who determined that towns would fund its expenditures through property taxes, and how is it done equitably? All towns and cities throughout the country administer property taxes to pay for their local budgets. The State of Massachusetts' legislature set our laws in place for this and also stated that to do so all property shall be assessed (valued) and taxed.

These properties include real (think buildings), open space (land without buildings), commercial and industrial, and personal property (2nd home items, commercial or industrial equipment). How is this done?

* This can get a bit technical, but for those interested, read along:

1. Categorize Properties

In towns and cities, this is done through mass appraisal. This means that similar types of properties are grouped when appraised, such as by location (Erving'side, Farley, Erving Center), or by type of homes (single-family homes, two-family homes, etc.) for example. Within groups, there are further sub-categories, such as neighborhoods, house styles like ranches, colonials, capes, etc. There are a multitude of specific adjustments made for each home, such as total bathrooms, bedrooms, types of flooring, etc. This is why assessors are

required by Massachusetts' law to reassess your homes every few years. This used to be every three years, but it will be every five years.

2. Track Sales and Assess Values

Ok, now that types of properties are categorized, and where do the values come from? The short answer is sales. Real estate sales are tracked and inserted into databases. If sales in a certain neighborhood or certain styles of homes are higher than what the current assessment the town had, you would see an increase in valuation. The same if there is a decrease in sales prices.

Recent Sales Data/Patterns in Erving:

Over the last three years, Erving, and most everywhere else, has seen a dramatic increase in sale prices of homes in all styles and areas in town. Thus, you will have noticed an increase on your land and home assessments.

3. Determine Total Valuation

Each property in town now has a valuation. As a matter of fact, the town's total property valuation for last year was almost \$1 billion!

Erving's category of commercial/industrial/personal property accounts for about 87%, or \$870,000,000 of the total valuation.

4. Tax Rate:

Now, how is a tax rate determined?

Well, in Massachusetts, property taxes are levied (imposed/raised) per every \$1,000 of property valuation. So, for example, if your home was assessed at \$100,000 and we had a tax rate of \$8 per \$1,000, you would pay \$800 in annual property taxes.

Let's return to a few of the values we've previously learned about, total property valuation and expenditures left to pay for.

To find the tax rate, the methodology is to divide the total expenditures you have left by the total assessed one-thousand valuation.

*** Estimated*** Rounded Example:

| | |
|---------------------------------------------------------------|-------------|
| Expenditures left to be paid for | \$11,300,00 |
| | ÷ |
| ÷ By how many thousands of assessed valuation the town has | \$1,000,000 |

= A flat tax rate of = \$11.30

So, homeowners pay \$11.30/ \$1,000 of your property's value.

Massachusetts Towns & Cities Are Allowed to Shift The Tax Rate:

Every property owner in Erving would pay that flat rate if the town didn't have the authority given by the State of Massachusetts to shift a portion of the percentage of taxes to be raised from residential and open space owners to commercial/industrial/personal property owners.

Erving Does Shift Tax Rates:

Last year the town voted to make the amount of taxes that residential and open space property owners pay to be 65% of what those owners would have had to pay in total taxes. This resulted in a shift of about 5% more taxes that commercial/industrial/personal property owners would pay.

2021 Actual Tax Rates After Shift

| | |
|---------------------------------------------|-----------------------------|
| Residential/Open Space | \$7.59 / \$1,000 valuation |
| Commercial/Industrial/ Personal Property | \$12.37 / \$1,000 valuation |

2021 FINANCIAL REPORT

SECTION A: EXPENDITURES

| | |
|--------------------------------------------------|-------------------------|
| Begin with Total Expenditures: | \$13,943,298.02 |
| - state/local receipts/enterprise fund/free cash | - <u>\$2,617,784.96</u> |
| = Total expenditures to be paid through taxation | = \$11,235,513.06 |

SECTION B: ASSESSED VALUATIONS *(to use in tax rate calculation)*

| | |
|---------------------|---------------------------|
| Residential | \$140,190,530.00 |
| Open Space | \$378,200.00 |
| Commercial | \$8,696,235.00 |
| Industrial | \$403,082,232.00 |
| Personal Property | + <u>\$417,611,270.00</u> |
| Total Taxable Value | \$969,958,467.00 |

SECTION C: TAX RATES

| | | |
|-----------------------------------------------------------|-------------------------|------------------------------------|
| Expenditures left to be paid | <i>(from Section A)</i> | \$11,235,513.06 |
| | | ÷ |
| ÷ by how many thousands of assessed property valuation | <i>(from Section B)</i> | 969,958.467 |
| = Flat Tax Rate | | = \$11.60 per \$1,000 valuation |

Shifted Tax Rates:

| | |
|---------------------------------------------|-------------------------------|
| residential/open space | \$7.59 per \$1,000 valuation |
| commercial/industrial/ personal property | \$12.37 per \$1,000 valuation |

Our Fiscal Year 2021 Tax Rate was finalized by the State Department of Revenue on October 28, 2020.

OTHER FINANCIAL REPORTING:

In addition to reporting assessed valuation on all real, open space, commercial, industrial, and personal properties, the Erving Board of Assessors is also required to report all actions related to abatements and exemptions granted on these properties.

An abatement is a reduction in valuation of a property, based on an appeal that proves an incorrect assessment or overvaluation. A taxpayer must first pay their taxes and then file an abatement application (appeal). If successful, their property valuation will be lowered, and their overpayment will be returned to them.

Similar to an income tax credit, an exemption is an amount that is deducted from the actual taxes an owner pays on a property.

EXEMPTIONS GRANTED ON PROPERTIES FROM FISCAL YEAR 2020

| # | Exemption Type | TOTAL AMOUNT |
|-----------|--------------------------------|--------------------|
| 11 | Veteran's Exemption 22 (a-f) | \$ 4,400.00 |
| 1 | Veteran's Exemption 22A | \$ 750.00 |
| 8 | Veteran's Exemption 22E | \$ 7,496.19 |
| 2 | Blind Exemptions | \$ 1,000.00 |
| 16 | Persons 65 & Over Exemptions | \$ 15,653.07 |
| 10 | Persons 70+ & Surviving Spouse | \$ <u>1,750.00</u> |
| 48 | Total (as of 6/30/20) | \$31,049.26 |

There were no abatements granted in Fiscal Year 2020.

Additionally, we are required to report all motor vehicles assessed (valued) during the Fiscal and Calendar Years. Valuation of vehicles are done by the state Registry of Motor Vehicles and given to us to assess and send to the tax collector for collection.

MOTOR VEHICLE EXCISE ASSESSED IN CALENDAR YEAR 2020

2019

| | |
|--------------------|-------------|
| Number of Vehicles | 35 |
| Total Valuation | 356,177.00 |
| Total Tax for 2019 | \$ 1,170.90 |

2020

| | |
|--------------------|--------------|
| Number of Vehicles | 1965 |
| Total Valuation | 8,899,876.78 |
| Total Tax for 2020 | \$193,240.89 |

| | |
|-----------------------------------------------|---------------------|
| Total Excises Taxes for Calendar Year 2020 | \$194,411.79 |
|-----------------------------------------------|---------------------|

MOTOR VEHICLE EXCISE ABATEMENTS GRANTED IN CALENDAR YEAR 2020

2019

| | |
|----------------------|-----------|
| Number of Abatements | 5 |
| Total Amount Granted | \$ 404.37 |

2020

| | |
|----------------------|-------------|
| Number of Abatements | 41 |
| Total Amount Granted | \$ 4,094.66 |

TAX COLLECTOR'S REPORT

WATER COLLECTOR'S REPORT

07/01/2019 - 06/30/2020

Balances Prior Year Commitment:

| | |
|--------------------|----------|
| FY 18 Water | (74.67) |
| FY 19 Water | 12218.81 |
| Beginning Balance: | 12144.14 |

Water Commitments FY 2020:

| | |
|--------------------------|-----------|
| Water Testing | 3500.00 |
| Testing Backflow devices | 400.00 |
| Hydrant Flushing | 5860.00 |
| Work Service | |
| Final Reads | 320.00 |
| Water Usage | 82,748.92 |

Total FY 20: \$ 92,828.92

Net Commitments: \$104,973.06

Net Payments-Refunds & Revisions: \$ 90,345.47

Ending Balance: \$ 14,627.59

Respectfully Submitted,

Michele M. Turner
Water Collector

FINANCIAL REPORTS

| REPORT OF THE COLLECTOR OF TAXES | | | | | | |
|---------------------------------------------|--------------------------------------|------------------|-----------------|------------------------------|-----------------------------------|-------------------|
| For Fiscal Year 2020 (7/1/2019 - 6/30/2020) | | | | | | |
| Levy Year | Tax / Fee / Lien | Balance 7/1/2019 | Levy Commitment | Collections Net of Refunds & | Abatements Exemptions Adjustments | Balance 6/30/2020 |
| 2020 | Real Estate | | 5,964,546.48 | 5,891,661.34 | 33,278.24 | \$ 39,606.90 |
| 2019 | Real Estate | 31,241.83 | | 26,163.26 | | \$ 5,078.57 |
| | | \$31,241.83 | | | | \$44,685.47 |
| 2020 | Personal Property | | \$4,945,425.10 | \$4,944,759.61 | | \$665.49 |
| 2019 | Personal Property | \$673.60 | | \$516.02 | | \$ 157.58 |
| 2018 | Personal Property | 483.57 | | 227.71 | | \$ 255.86 |
| 2017 | Personal Property | 911.92 | | | | \$ 911.92 |
| 2016 | Personal Property | 857.37 | | | | \$ 857.37 |
| 2015 | Personal Property | 999.32 | | | | \$ 999.32 |
| 2014 | Personal Property | 736.55 | | | | \$ 736.55 |
| 2013 | Personal Property | 607.75 | | | | \$ 607.75 |
| 2012 | Personal Property | - | | | | \$ - |
| 2011 | Personal Property | 93.98 | | | | \$ 93.98 |
| 2010 | Personal Property | - | | | | \$ - |
| 2009 | Personal Property | 133.71 | | | | \$ 133.71 |
| 2008 | Personal Property | 176.76 | | | | \$ 176.76 |
| 2007 | Personal Property | 68.99 | | | | \$ 68.99 |
| | | \$5,069.92 | | | | \$4,842.21 |
| 2020 | Motor Vehicle Excise | | 171,356.50 | 146,915.60 | 2,431.44 | \$ 22,009.46 |
| 2019 | Motor Vehicle Excise | \$16,744.42 | 23,112.00 | 34,210.80 | 2,174.81 | \$ 3,470.81 |
| 2018 | Motor Vehicle Excise | 3,578.57 | | 1,364.29 | 209.27 | \$ 2,005.01 |
| 2017 | Motor Vehicle Excise | 2,333.99 | | 1,082.62 | | \$ 1,251.37 |
| 2016 | Motor Vehicle Excise | 1,373.75 | | 121.88 | | \$ 1,251.87 |
| 2015 | Motor Vehicle Excise | 1,335.41 | | 62.50 | | \$ 1,272.91 |
| 2014 | Motor Vehicle Excise | 1,030.52 | | | | \$ 1,030.52 |
| 2013 | Motor Vehicle Excise | 862.34 | | 97.92 | | \$ 764.42 |
| 2012 | Motor Vehicle Excise | 929.49 | | | | \$ 929.49 |
| 2011 | Motor Vehicle Excise | 997.40 | | | | \$ 997.40 |
| 2010 | Motor Vehicle Excise | 766.89 | | | | \$ 766.89 |
| 2009 | Motor Vehicle Excise | 940.52 | | | | \$ 940.52 |
| 2008 | Motor Vehicle Excise | 1,159.70 | | | | \$ 1,159.70 |
| 2007 | Motor Vehicle Excise | 260.42 | | | | \$ 260.42 |
| 2006 | Motor Vehicle Excise | 499.69 | | | | \$ 499.69 |
| 2005 | Motor Vehicle Excise | 261.25 | | | | \$ 261.25 |
| 2004 | Motor Vehicle Excise | 1,025.93 | | | | \$ 1,025.93 |
| 2003 | Motor Vehicle Excise | 289.38 | | | | \$ 289.38 |
| 2002 | Motor Vehicle Excise | 21.88 | | | | \$ 21.88 |
| | | \$17,667.13 | | | | \$14,728.65 |
| | Interest Collected on Past Due Taxes | | | 5,616.81 | | |
| | Collection Fees and Charges | | | 13,015.00 | | |
| | Water Liens (cost, interest & water) | | | 4,752.11 | | |
| | Mobile Home Fees In Lieu of Taxes | | | 864.00 | | |
| | Municipal Lien Certificates | | | 1,125.00 | | |
| | TOTAL COLLECTIONS FY 2020 | | | \$11,072,556.47 | | |
| | Respectfully submitted, | | | | | |
| | | | | | | |
| | Michele M. Turner | | | | | |
| | Tax Collector | | | | | |

TREASURER'S REPORT

I was elected Treasurer in late June of 2020. While this year has been a bit of a whirlwind, I feel that I have settled into the position quite well. It wouldn't have been possible without our Assistant Treasurer, Jean Fountain. She has been a huge asset in the office since she started in 2015.

The Treasurer's Office is responsible for producing payroll on a bi-weekly basis, which includes the administration of all Health, Life, Dental and Optional benefits. Unemployment, State and Federal taxes are paid on the same week that payroll is finished. Union 28 employee benefits are also reconciled and paid by this office.

Health, Life, Dental and Optional Insurance plans are offered to eligible active employees at 84% paid by the Town and to retired employees at 77% paid by the Town. Our insurance carrier is Hampshire County Group Insurance Trust and is administered by BCBS of Massachusetts.

Vendor bills are processed on the opposite week of payroll. This consists of printing the vendor checks, matching to the bills and posting and mailing the bills.

Money gets turned over by various departments within the town. Below are some of the sources in which it is received:

- Grant Money (for the Town of Erving and Erving Elementary School)
- RMV Fines
- Fire Department (permits)
- Recreation Department (program fees)
- Erving Elementary School (lunch money and after school payments)
- Select Board/Town Clerk (certificates, licenses, etc.)
- Library (fines)
- Senior Center (COA Van Program)

Cash is posted and reconciled with the Accountant on a monthly basis. Benefits are reconciled with the Accountant on a quarterly basis.

The Town of Erving continues to be the lead town for the Northern Tier Ten Town Economic Development Program. We have a contract with the Franklin County Community Development Corporation (FCCDC) to administer the money in which is reconciled quarterly.

Jennifer Eichorn
Treasurer

Treasurer's Financial Report

Composition of Treasurer's Cash from July 1, 2019 through June 30, 2020

Prepared by: Jennifer Eichorn, Treasurer

| | | |
|-------------------------------------------------|----------------|------------------------|
| Greenfield Coop Bank | | \$7,245,388.64 |
| Investment Account | \$4,766,138.54 | |
| Ten Town Loan Fund | \$155,040.88 | |
| Water Department Enterprise Fund | \$262,769.64 | |
| POTW #1 Enterprise Fund | \$1,541,433.68 | |
| Recreation | \$10,613.87 | |
| Cultural Council | \$4,406.95 | |
| School Vendor | \$42,209.37 | |
| Town Vendor | \$437,908.05 | |
| Student Activities | \$24,867.66 | |
| Easthampton Savings Bank | | \$205,136.55 |
| Bartholomew & Co. Inc. Trust Account | | \$8,568,376.00 |
| Post War Rehabilitation Fund | \$24,256.86 | |
| Cemetery Perpetual Care Fund | \$30,891.01 | |
| Stabilization Fund | \$7,888,423.50 | |
| Capital Improvement Stabilization | \$616,445.27 | |
| Conservation | \$8,359.36 | |
| Bartholomew & Co. Inc. OPEB Account | | \$4,499,479.18 |
| Employee Benefits | \$816,006.32 | |
| Retiree Insurance | \$3,683,472.86 | |
| Hometown Bank | | \$77,059.07 |
| Investment | \$75,708.13 | |
| Vendor | \$806.00 | |
| School Vendor | \$544.94 | |
| Unibank | | \$95,102.21 |
| Investment | \$121.49 | |
| Payroll | \$86,175.68 | |
| UniPay Recreation | \$8,805.04 | |
| Total Cash on Hand June 30, 2020 | | \$20,690,541.65 |

FINANCIAL REPORTS

ACCOUNTANT'S REPORTS

| TOWN OF ERVING, MASSACHUSETTS | | | | | | | |
|------------------------------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|------------------------|-------------------------|
| COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS | | | | | | | |
| FOR THE YEAR ENDING JUNE 30, 2020 | | | | | | | |
| | | | | | | | Totals |
| | General | Special Revenue | Capital Projects | Enterprise | Trust and Agency | Long Term Debt | (Memorandum Only) |
| Assets | | | | | | | |
| Cash and Investments | \$ 4,178,952.76 | \$ 608,204.54 | \$ 954,862.37 | 1,781,426.45 | \$ 12,859,753.08 | \$ - | \$ 20,383,199.20 |
| Accounts Receivable: | | | | | | | |
| Overpayment Refund | - | - | - | - | - | - | - |
| Property Taxes | 50,350.75 | - | - | - | - | - | 50,350.75 |
| Excise Taxes | 40,208.92 | - | - | - | - | - | 40,208.92 |
| Tax Liens | 33,973.34 | - | - | - | - | - | 33,973.34 |
| Tax Foreclosures | 185,328.43 | - | - | - | - | - | 185,328.43 |
| User Charges | - | - | - | 15,093.46 | - | - | 15,093.46 |
| Less: Allowance for Uncollectible Accounts | (1,145,670.58) | - | - | - | - | - | (1,145,670.58) |
| Due from Other Governments | - | 408,779.45 | 544,030.00 | - | - | - | 952,809.45 |
| Due from Other Funds | - | - | - | - | - | - | - |
| Amount to be Provided for the Payment of Debt | - | - | - | - | - | 2,270,398.00 | 2,270,398.00 |
| Total Assets | \$ 3,343,143.62 | \$ 1,016,983.99 | \$ 1,498,892.37 | \$ 1,796,519.91 | \$ 12,859,753.08 | \$ 2,270,398.00 | \$ 22,785,690.97 |
| Liabilities and Fund Equity | | | | | | | |
| Liabilities: | | | | | | | |
| Warrants & Payrolls Payable | \$ 420,802.26 | \$ - | | \$ 355.00 | | \$ - | \$ 421,157.26 |
| Employee Withholdings | 4,180.68 | - | - | - | - | - | 4,180.68 |
| Due to Others | 5,179.07 | - | - | - | 6,943.00 | - | 12,122.07 |
| Due to Student Groups | - | - | - | - | 24,211.76 | - | 24,211.76 |
| Deferred Revenue: | | | | | | | |
| Property Taxes | (1,061,346.49) | - | - | - | - | - | (1,061,346.49) |
| Other | 225,537.35 | 408,779.45 | 544,030.00 | 15,093.46 | - | - | 1,193,440.26 |
| Due to Other Funds | - | - | - | - | - | - | - |
| Bond Indebtedness | - | - | - | - | - | 2,270,398.00 | 2,270,398.00 |
| Total Liabilities | (405,647.13) | 408,779.45 | 544,030.00 | 15,448.46 | 31,154.76 | 2,270,398.00 | 2,864,163.54 |
| Fund Equity: | | | | | | | |
| Retained Earnings: | | | | | | | |
| Reserved for Encumbrances | - | - | - | 272,964.39 | - | - | 272,964.39 |
| Unreserved: | | | | | | | |
| Designated for Subsequent Years' Expenditures | | | | - | | | - |
| Undesignated | | | | 1,508,107.06 | | | 1,508,107.06 |
| Fund Balance: | | | | | | | |
| Reserved for Encumbrances & Contin. Approp. | 1,443,152.91 | 30,000.00 | 954,862.37 | - | - | - | 2,428,015.28 |
| Reserved for Nonexpendable Trust Principal | - | - | - | - | 9,840.18 | - | 9,840.18 |
| Unreserved: | | | | | | | |
| Designated for Subsequent Years' Expenditures | - | - | - | - | - | - | - |
| Undesignated | 2,305,637.84 | 578,204.54 | - | - | 12,818,758.14 | - | 15,702,600.52 |
| Total Fund Equity | 3,748,790.75 | 608,204.54 | 954,862.37 | 1,781,071.45 | 12,828,598.32 | - | 19,921,527.43 |
| Total Liabilities and Fund Equity | \$ 3,343,143.62 | \$ 1,016,983.99 | \$ 1,498,892.37 | \$ 1,796,519.91 | \$ 12,859,753.08 | \$ 2,270,398.00 | \$ 22,785,690.97 |

| TOWN OF ERVING, MASSACHUSETTS BALANCE SHEET - ENTERPRISE FUNDS FOR THE YEAR ENDING JUNE 30, 2020 | | | |
|--------------------------------------------------------------------------------------------------------|------------------------|----------------------|------------------------|
| | POTW Fund | Water Fund | Totals |
| Assets | | | |
| Cash and Investments | \$ 1,532,409.92 | \$ 249,016.53 | \$ 1,781,426.45 |
| Accounts Receivable: | - | | |
| User Charges | - | 15,093.46 | 15,093.46 |
| Total Assets | \$ 1,532,409.92 | \$ 264,109.99 | \$ 1,796,519.91 |
| Liabilities and Fund Equity | | | |
| Liabilities: | | | |
| Warrants & Accounts Payable | - | 355.00 | 355.00 |
| Deferred Revenue | - | 15,093.46 | 15,093.46 |
| Total Liabilities | - | 15,448.46 | 15,448.46 |
| Fund Equity: | | | |
| Reserved for Encumbrances | 255,890.12 | 17,074.27 | 272,964.39 |
| Reserved for Expenditure | - | - | - |
| Unreserved Retained Earnings | 1,276,519.80 | 231,587.26 | 1,508,107.06 |
| Total Fund Equity | 1,532,409.92 | 248,661.53 | 1,781,071.45 |
| Total Liabilities and Fund Equity | \$ 1,532,409.92 | \$ 264,109.99 | \$ 1,796,519.91 |

FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS | | | | | |
|----------------------------------------------------------------------------------------------------------|-------------------------|----------------------|-----------------------|-------------------------|-------------------------|
| COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - | | | | | |
| ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS | | | | | |
| FOR THE YEAR ENDED JUNE 30, 2020 | | | | | |
| | Governmental Fund Types | | | Fiduciary Fund Types | Totals |
| | General Fund | Special Revenue | Capital Projects | Trust Funds | (Memorandum Only) |
| Revenues: | | | | | |
| Taxes | 10,859,142.41 | \$ - | \$ - | \$ - | \$ 10,859,142.41 |
| State Receipts | 634,179.50 | - | - | - | 634,179.50 |
| Excise Taxes | 184,647.61 | - | - | - | 184,647.61 |
| Licenses, Permits, Fees, Fines, Misc | 97,897.11 | - | - | - | 97,897.11 |
| Interest on Delinquent Taxes | 6,449.28 | - | - | - | 6,449.28 |
| Investment Income: | | | | | |
| Interest | 54,509.63 | 15,998.37 | - | 353,172.84 | 423,680.84 |
| Grants and Fees | - | 689,228.18 | 1,088,058.00 | - | 1,777,286.18 |
| Other | - | 47,397.80 | - | - | 47,397.80 |
| Total Revenues | 11,836,825.54 | 752,624.35 | 1,088,058.00 | 353,172.84 | 14,030,680.73 |
| Expenditures: | | | | | |
| Current: | | | | | |
| General Government | 1,015,475.40 | 78,438.01 | - | - | 1,093,913.41 |
| Public Safety | 874,866.80 | 169,533.39 | - | - | 1,044,400.19 |
| Public Works | 573,348.07 | 43,170.92 | 14,090.00 | - | 630,608.99 |
| Education | 5,132,006.62 | 307,998.86 | - | - | 5,440,005.48 |
| Health and Human Services | 271,963.38 | 21,228.70 | - | - | 293,192.08 |
| Culture and Recreation | 202,048.70 | 26,709.81 | 3,685,587.86 | - | 3,914,346.37 |
| Employee Benefits and Insurance | 1,568,787.64 | - | - | - | 1,568,787.64 |
| State Assessments | 233,367.00 | - | - | - | 233,367.00 |
| Debt Service: | - | - | - | - | - |
| Principal | - | - | - | - | - |
| Interest and Fiscal Charges | - | - | - | - | - |
| Total Expenditures | 9,871,863.61 | 647,079.69 | 3,699,677.86 | - | 14,218,621.16 |
| Excess of Revenues Over (Under) Expenditures | 1,964,961.93 | 105,544.66 | (2,611,619.86) | 353,172.84 | (187,940.43) |
| Other Financing Sources (Uses): | | | | | |
| Operating Transfers In | 343,960.15 | 35,000.00 | 3,101,007.00 | 300,000.00 | 3,779,967.15 |
| Operating Transfers Out | (1,443,595.00) | (128,960.15) | - | (2,766,007.00) | (4,338,562.15) |
| Proceeds of Notes and Debt | - | - | - | - | - |
| Total Other Financing Sources (Uses) | (1,099,634.85) | (93,960.15) | 3,101,007.00 | (2,466,007.00) | (558,595.00) |
| Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses | 865,327.08 | 11,584.51 | 489,387.14 | (2,112,834.16) | (746,535.43) |
| Fund Balances, Beginning of Year | 2,883,463.67 | 596,620.03 | 465,475.23 | 14,941,432.48 | 18,886,991.41 |
| Fund Balances, End of Year | \$ 3,748,790.75 | \$ 608,204.54 | \$ 954,862.37 | \$ 12,828,598.32 | \$ 18,140,455.98 |

FINANCIAL REPORTS

| TOWN OF ERVING, MASSACHUSETTS | | | | | |
|---------------------------------------------------|------------------------|--------------------------|-----------------------|--------------------------|----------------------|
| COMBINED STATEMENT OF REVENUES AND EXPENDITURES - | | | | | |
| BUDGET AND ACTUAL - GENERAL FUND | | | | | |
| FOR THE YEAR ENDED JUNE 30, 2020 | | | | | |
| | | | | Amounts | |
| | | | | Carried | Variance |
| | Original | Final | | Forward | Favorable |
| | Budget | Budget | Actual | to Next Year | (Unfavorable) |
| Revenues: | | | | | |
| Taxes | \$ 10,553,002.00 | 10,553,002.00 | \$ 10,859,142.41 | \$ - | \$ 306,140.41 |
| State Receipts | 628,744.00 | 628,744.00 | 634,179.50 | - | 5,435.50 |
| Excise and Other Taxes | 160,800.00 | 160,800.00 | 184,647.61 | - | 23,847.61 |
| Licenses, Permits, Fees, Fines, Misc | 73,200.00 | 73,200.00 | 97,897.11 | - | 24,697.11 |
| Interest on Delinquent Taxes | 6,500.00 | 6,500.00 | 6,449.28 | - | (50.72) |
| Interest on Investments | 25,000.00 | 25,000.00 | 54,509.63 | - | 29,509.63 |
| Total Revenues | 11,447,246.00 | 11,447,246.00 | 11,836,825.54 | - | 389,579.54 |
| | ^ | ^ | ^ | | |
| Expenditures: | | | | | |
| Current: | | | | | |
| General Government | \$1,553,162.32 | \$1,594,890.32 | 1,015,475.40 | 563,970.72 | 15,444.20 |
| Public Safety | 955,740.39 | 973,682.39 | 874,866.80 | 32,227.73 | 66,587.86 |
| Public Works | 917,504.61 | 1,141,401.61 | 573,348.07 | 521,551.75 | 46,501.79 |
| Education | 5,312,847.95 | 5,312,847.95 | 5,132,006.62 | 144,352.81 | 36,488.52 |
| Health and Human Services | 376,914.95 | 382,452.95 | 271,963.38 | 45,025.00 | 65,464.57 |
| Culture and Recreation | 358,014.07 | 363,718.07 | 202,048.70 | 136,024.90 | 25,644.47 |
| Employee Benefits and Insurance | 1,680,368.00 | 1,680,368.00 | 1,568,787.64 | - | 111,580.36 |
| State Assessments | 350,100.00 | 350,100.00 | 233,367.00 | - | 116,733.00 |
| Debt Service: | | | | | |
| Principal | - | - | - | - | - |
| Interest and Fiscal Charges | - | - | - | - | - |
| Total Expenditures | 11,504,652.29 | 11,799,461.29 | 9,871,863.61 | 1,443,152.91 | 484,444.77 |
| Excess of Revenues Over | | | | | |
| (Under) Expenditures | (57,406.29) | (352,215.29) | 1,964,961.93 | (1,443,152.91) | 874,024.31 |
| Other Financing Sources (Uses): | | | | | |
| Operating Transfers In | - | 215,000.00 | 343,960.15 | - | 128,960.15 |
| Operating Transfers Out | (855,968.00) | (1,408,595.00) | (1,443,595.00) | - | (35,000.00) |
| Total Other Financing Sources (Uses) | (855,968.00) | (1,193,595.00) | (1,099,634.85) | - | 93,960.15 |
| Budget Variance: | | | | | |
| Excess of Revenues and Other | | | | | |
| Financing Sources Over (Under) | | | | | |
| Expenditures and Other Financing | | | | | |
| Uses | \$ (913,374.29) | \$ (1,545,810.29) | \$ 865,327.08 | \$ (1,443,152.91) | \$ 967,984.46 |

| TOWN OF ERVING, MASSACHUSETTS COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS PROPRIETARY FUND TYPES FOR THE YEAR ENDED JUNE 30, 2020 | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------|------------------------|
| | Proprietary Fund Types | | Totals |
| | POTW Fund | Water Fund | (Memorandum Only) |
| Operating Revenues: | | | |
| Collections and User Fees | \$ 214,015.00 | \$ 87,566.55 | \$ 301,581.55 |
| Other Income | 65,760.65 | - | 65,760.65 |
| Interest on User Charges | | 357.40 | 357.40 |
| Total Operating Revenues | 279,775.65 | 87,923.95 | 367,699.60 |
| Operating Expenses: | | | |
| Operating Costs | 420,895.52 | 59,695.42 | 480,590.94 |
| Total Operating Expenses | 420,895.52 | 59,695.42 | 480,590.94 |
| Operating Income (Loss) | (141,119.87) | 28,228.53 | (112,891.34) |
| Non-Operating Revenues (Expenses): | | | |
| Interest | 18,379.14 | 4,381.29 | 22,760.43 |
| Capital Outlay | (173,294.72) | (38,305.13) | (211,599.85) |
| Payment of Debt | (225,546.00) | (12,000.00) | (237,546.00) |
| Interest Expense | (50,722.18) | (900.00) | (51,622.18) |
| Total Non-Operating Revenues (Expenses) | (431,183.76) | (46,823.84) | (478,007.60) |
| Income (Loss) Before Operating Transfers | (572,303.63) | (18,595.31) | (590,898.94) |
| Operating Transfers In (Out) | 558,595.00 | - | 558,595.00 |
| Net Income (Loss) | (13,708.63) | (18,595.31) | (32,303.94) |
| Retained Earnings July 1, 2019 | 1,546,118.55 | 267,256.84 | \$ 1,813,375.39 |
| Retained Earnings June 30, 2020 | \$ 1,532,409.92 | \$ 248,661.53 | \$ 1,781,071.45 |

FINANCIAL REPORTS

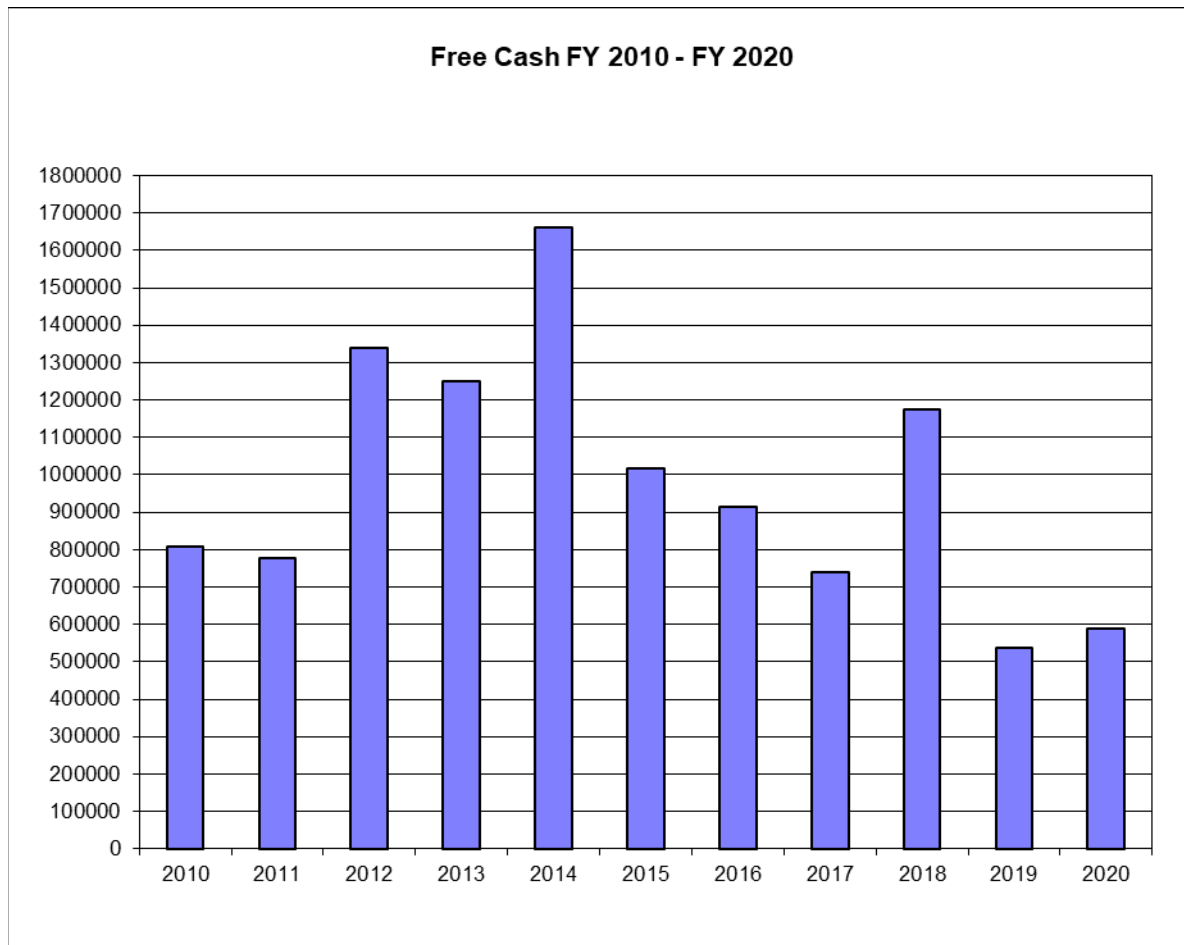
| TOWN OF ERVING, MASSACHUSETTS | | | | | |
|--------------------------------------------------------------------|---------------|---------------|---------------|-----------------|---------------|
| COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES | | | | | |
| AND CHANGES IN FUND BALANCES | | | | | |
| FOR THE YEAR ENDED JUNE 30, 2020 | | | | | |
| | Fund Balances | Revenues | Expenditures | Other Financing | Fund Balances |
| | July 1, 2019 | | | Sources (Uses) | June 30, 2020 |
| Highway Grants: | \$ - | | | | \$ - |
| School Grants: | | | | | |
| SPED IDEA | (5,311.82) | 34,738.75 | 30,515.56 | | (1,088.63) |
| SPED Early Childhood | (0.00) | 1,020.00 | 1,012.93 | | 7.07 |
| SPED Program Improvement | 0.00 | | | | 0.00 |
| SPED Program Improvement- EC | (0.00) | | | | (0.00) |
| Title I | (16,482.80) | 50,133.00 | 33,087.10 | | 563.10 |
| REAP Grant | 0.00 | 32,230.17 | 17,617.52 | | 14,612.65 |
| Title II A - Education Quality | (834.51) | 5,142.00 | 4,125.78 | | 181.71 |
| Title IV | (1,271.00) | 1,048.00 | 539.10 | | (762.10) |
| Foundation Reserve-"Pothole" | 34,882.15 | | 23,476.25 | | 11,405.90 |
| Community Part for Children | (8,276.96) | 13,534.50 | 10,514.98 | | (5,257.44) |
| SPED Circuit Breaker | 133,152.00 | 139,031.00 | 42,302.37 | (120,344.63) | 109,536.00 |
| Early Grades Literacy | 1,064.75 | 28,680.00 | 38,389.70 | | (8,644.95) |
| Rural Aid | - | 8,702.14 | | | 8,702.14 |
| Police Grants: | | | | | |
| Local Law Enforcement System Improvement | 329.48 | | | | 329.48 |
| Law Enforcement Trust-Forfeitures | 2,731.00 | | | | 2,731.00 |
| Fire Dept S.A.F.E. Grants | 2,390.00 | 5,120.00 | 473.94 | | 7,036.06 |
| Fire Dept Washer Equip Grant | 0.00 | 4,880.00 | 4,880.00 | | - |
| Emergency Operations Planning Grant | 1.56 | | | | 1.56 |
| Munic Vulnerability Planning | 1,967.22 | | 10,967.22 | | (9,000.00) |
| Haz Mitigation Plan (FEMA) | 0.00 | - | 7,739.10 | | (7,739.10) |
| Covid 19 Cares Act | 0.00 | 30,000.00 | 31,398.13 | | (1,398.13) |
| Green Communities Grant | 0.00 | 35,726.25 | 18,200.00 | | 17,526.25 |
| EOCD Housing Rehab | - | | | | - |
| EOCD Senior Hsg Studies | 14,347.72 | | | | 14,347.72 |
| DEP Small Scale Grant | 500.00 | | | | 500.00 |
| DEP Recycl Dividend Prog Grant | - | 2,800.00 | 770.00 | | 2,030.00 |
| Septic Management Grant | 2,000.00 | | | | 2,000.00 |
| MAPHC-Public Health | 180.00 | | | | 180.00 |
| FCHHC-DPH My Life/My Health | 2.38 | | | | 2.38 |
| Title III-FCHCC-COA | 491.40 | 525.00 | 1,240.00 | | (223.60) |
| COA Walking Grant | 15.16 | | | | 15.16 |
| Martap Mini Grant | - | 518.00 | 518.00 | | - |
| Bridge/Culvert Maint Plan Grant | 17,763.92 | | 17,531.97 | | 231.95 |
| Complete Streets Grant | - | | 24,868.95 | | (24,868.95) |
| Wellhead Protection Grant | 1,167.78 | | | | 1,167.78 |
| COA Formula Grant | - | 6,000.00 | 5,999.35 | | 0.65 |
| Library-LIG/MEG | 16,704.34 | 2,701.02 | 2,611.98 | | 16,793.38 |
| Library -MA Cultural Cncl Grant | - | 2,500.00 | 200.00 | | 2,300.00 |
| Schools: | - | | | | - |
| School Lunch | 0.20 | 47,851.87 | 82,876.83 | 31,500.00 | (3,524.76) |
| Revolving Funds: | | | | | |
| Misc Grants/Gifts | 2,900.56 | | 2,384.48 | | 516.08 |
| 100 Mile Club | 187.44 | | | | 187.44 |
| After School Program | 2,683.88 | 13,139.30 | 19,052.53 | 3,500.00 | 270.65 |
| School E Rate Revolving | 3,522.43 | | 300.00 | | 3,222.43 |
| Read-A-Thon Revolving Fund | 0.00 | | | | 0.00 |
| Pre-K Tuition Revolving Fund | 35,880.20 | 9,350.00 | 1,803.73 | | 43,426.47 |
| Adult Education-Prof Devel | 3,075.00 | | | | 3,075.00 |
| Other: | | | | | |
| Recreation Revolving | 29,681.06 | 6,857.12 | 9,038.12 | (8,615.52) | 18,884.54 |
| Ten Town Loan Program | 110,723.23 | 57,817.65 | 13,500.00 | | 155,040.88 |
| Entergy/VY Training | 1,180.00 | | | | 1,180.00 |
| Cultural Council | 2,156.65 | 4,847.47 | 2,597.17 | | 4,406.95 |
| Road Machinery Fund | 786.47 | | | | 786.47 |
| Sale of Cemetary Lots | 10,650.00 | 1,500.00 | | | 12,150.00 |
| Wetlands Protection Fund | 5,448.33 | 652.50 | 103.93 | | 5,996.90 |
| Post War Rehab | 23,485.28 | 771.58 | | | 24,256.86 |
| Insurance Proceeds | 110.00 | 47,397.80 | 46,634.08 | | 873.72 |
| Cons Comm Consultant Fees | 4,833.87 | | | | 4,833.87 |
| FRCOG-Mini Grant-BOH | 197.23 | | | | 197.23 |
| Cable-PEG Access Support | 125,478.76 | 15,157.80 | | | 140,636.56 |
| COA Revolving-Van Driver & Admin | 3,244.55 | 10,026.18 | 8,829.45 | | 4,441.28 |
| COA Food Service Revolving | 1,806.25 | 2,769.25 | 3,363.36 | | 1,212.14 |
| COA Donations | 6,281.85 | 2,248.00 | 1,278.54 | | 7,251.31 |
| COA Facility Use | 2,200.00 | | | | 2,200.00 |
| Dog Fund Library | 1,555.64 | | | | 1,555.64 |
| Police Outside Detail | 9,800.00 | 110,600.00 | 114,075.00 | | 6,325.00 |
| Fire Dept Gifts | 325.00 | 1,723.00 | | | 2,048.00 |
| Library-Ezra Jack Keats Foundation | 206.26 | | | | 206.26 |
| Coutu Library | 820.00 | | | | 820.00 |
| Library Bldg & Renov Gifts & Donations | 7,663.86 | 14,745.00 | 12,262.54 | | 10,146.32 |
| Historical Comm Gifts | 115.00 | | | | 115.00 |
| Riverfront Park Improv- Gifts & Donations | 175.00 | 140.00 | | | 315.00 |
| SEAD | 1,932.26 | | | | 1,932.26 |
| | \$ 596,620.03 | \$ 752,624.35 | \$ 647,079.69 | \$ (93,960.15) | \$ 608,204.54 |

FINANCIAL REPORTS

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|----------------------------------------------------------------------------|----------------------|-----------------|---------------------|------------------------|----------------------|
| | | | | | |
| TOWN OF ERVING, MASSACHUSETTS | | | | | |
| COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES | | | | | |
| AND CHANGES IN FUND BALANCES | | | | | |
| FOR THE YEAR ENDED JUNE 30, 2020 | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| | Fund Balances | | | Other Financing | Fund Balances |
| | July 1, 2019 | Revenues | Expenditures | Sources (Uses) | June 30, 2020 |
| | | | | | |
| Library Bldg Project | \$ 484,475.23 | \$ 1,088,058.00 | \$ 3,685,587.86 | \$ 3,101,007.00 | \$ 987,952.37 |
| Sewer Main Line Replacement POTW#2 | \$ (19,000.00) | | 14,090.00 | | (33,090.00) |
| | \$ 465,475.23 | \$ 1,088,058.00 | \$ 3,699,677.86 | \$ 3,101,007.00 | \$ 954,862.37 |
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FINANCIAL REPORTS

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|----------------------------|--------------------------------------------------------------|----------------------|---------------------|--------------------------|-------------------------|
| | | | | | |
| | TOWN OF ERVING, MASSACHUSETTS | | | | |
| | COMBINING STATEMENT OF TRUST FUND REVENUES, EXPENSES | | | | |
| | AND CHANGES IN FUND BALANCES - EXPENDABLE TRUST FUNDS | | | | |
| | FOR THE YEAR ENDED JUNE 30, 2020 | | | | |
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| | | | | | |
| | Fund Balances | | | Other Financing | Fund Balances |
| | July 1, 2019 | Revenues | Expenditures | Sources (Uses) | June 30, 2020 |
| | | | | | |
| Stabilization Fund: | | | | | |
| General-Undesignated | \$ 7,706,968.82 | \$ 181,454.68 | | | \$ 7,888,423.50 |
| Designated for Expenditure | \$ 2,551,007.00 | \$ - | | \$ (2,551,007.00) | \$ - |
| Capital Stabilization | 596,837.01 | 19,608.26 | | (215,000.00) | 401,445.27 |
| OPEB Trust Fund | 4,048,617.77 | 150,861.41 | | 300,000.00 | 4,499,479.18 |
| Cemetery Perpetual Care: | | | | | |
| Non-Expendable | 9,840.18 | | | | 9,840.18 |
| Expendable | 20,068.23 | 982.60 | | | 21,050.83 |
| Conservation Fund | 8,093.47 | 265.89 | | | 8,359.36 |
| | \$ 14,941,432.48 | \$ 353,172.84 | \$ - | \$ (2,466,007.00) | \$ 12,828,598.32 |
| | | | | | |
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REGIONAL REPORTS

- Franklin County Solid Waste Management District
- Eastern Franklin County Health District
- Veteran's Services
- FRCOG Services to Erving

FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-one member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

As many residents were home-bound there was an increase in trash and recycling tonnage. A review of recycling tonnage for 2020 shows an increase of 100 tons of recycling compared to 2019. District residents recycled just over 2,800 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold for recycling primarily to domestic companies. This is the first year in which towns had to pay a recycling processing fee to the facility operator. However, recycling markets have rebounded at the end of 2020 and some commodities are selling at record amounts. This helps offset or reduce the processing fee for all towns.

The pandemic resulted in the cancellation of both 2020 Clean Sweep collection events.

We did hold our annual household hazardous waste collection in September 2020. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. We adjusted our collection protocol to account for health and safety requirements during the pandemic. A total of 440 households participated in this event. This is over a 15% increase from 2019 and most likely due to the pandemic and residents being home.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$115,000 for District towns. Some grant funding is a result of a town's successful waste management infrastructure. Other grants include equipment to make town transfer stations more efficient.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at www.franklincountywastedistrict.org or visit us at 117 Main St., 2nd Floor in Greenfield.

Jan Ameen - *Executive Director*
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain – *Chair*
M.A. Swedlund, Deerfield – *Treasurer*

EASTERN FRANKLIN COUNTY HEALTH DISTRICT

The Eastern Franklin County Health District is responsible for conducting inspections and enforcement of state and local health regulations. In addition, the District works with the Erving Board of Health in consultation to formulate and enact policies that carry out the intent of the Board for municipal health protection. The Eastern Franklin County Health District has provided public health services for the Town of Erving since its inception in 1985.

Claudia Sarti and Charlie Kaniecki, both formerly employed by the state Department of Public Health and *Charlie was your District Agent back from 1990 – 99*, were subsequently appointed to fill the positions which were vacated in July of 2017. Claudia Sarti is the District Public Health Agent and Charlie Kaniecki is the Assistant Agent.

The issue of abandoned and derelict housing as well as potential public health issues relating to infractions by homeowners has taken the forefront in the past year. Working with the Massachusetts Attorney General's Office Abandoned Housing Initiative, agents Lucas and Kaniecki have been addressing these concerns and placing non-code compliant properties into receivership programs for upgrades and renovation. There are presently 3 active housing files out of which are in receivership. *We further, have condemned 2 dwellings for not meeting the minimum standards of fitness for human habitation. But these two have either been repaired or are in the process of being repaired. Overall we have been very successful in bringing the housing stock in these areas into a more viable condition.*

One of the primary responsibilities of the agents continues to be inspection related. Food Establishments, recreational camps, pools, and certain other services are required to be inspected annually on different schedules regulated by state law. Erving has two pools, a motel, and several restaurants/retail food sale vendors.

Covid-19. What a year has passed. We have been redirecting activities to help support the Community in messaging and contact tracing. This is now folding into messaging for vaccination of residents.

As it has historically, the District continues to accept calls from citizens with questions or health concerns, as well as from the towns under jurisdiction of the Eastern Franklin County Health District on topics as varied as water quality, indoor air quality, mold, rodents and insects, septic system maintenance, community public health resources, disease concerns and funding for maintaining minimum standards for housing. *We look forward to working with your Community in the coming year.*

Claudia Sarti, District Public Health Agent
Charlie Kaniecki, Assistant District Agent

VETERAN'S SERVICES AGENT

Erving Annual Report CY20

Our district has now been in operation for 5 ½ years. We are the largest district by community count and square miles covered in the state. Below are just some of the programs and services we help veterans' and their dependents with:

- M.G.L. Ch 115 benefit – Needs based program of financial and medical assistance to eligible veterans and their dependents
- Assistance to veterans and dependents to help file for VA health care, pensions, and service-connected disabilities
- Homeless prevention assistance to veterans and their families
- Employment help with job searches, resumes, and job interview skills
- Burial assistance to include government markers, flag holders, internment, and VA burial reimbursement
- Veterans records retrieval and storage
- Referral to other public and private agencies to include housing, fuel assistance, employment, training, education
- Attend area outreach events (fairs, festivals, health care expos)

While the COVID-19 pandemic hampered our satellite location hours, our office remained opened and staffed to assist veterans.

We have continued to work hard helping veterans and dependents file for VA benefits due them. Erving now has around \$78,310.69 in monthly Federal VA payments being paid to approximately 37 Erving residents. This is tax-free income paid due to service-connected injuries, low-income or survivor status.

We forecast Erving's M.G.L. Ch115 caseload to remain flat for the foreseeable future. This is the states low income assistance program for veterans' and their dependents. Although reimbursed back to the towns at 75%, this takes over a year to get back from the state, so reducing payouts up front has freed up funds for Erving. This budget item has been reduced \$665.37 by thorough investigations and helping clients file for alternative source of income

For the coming year we have increased our accessibility to veterans records through direct DOD access and having our Deputy become a National Service Officer. Our long term goal is to become a VA tele-health center allowing veterans to meet with VA providers in our office via the internet, saving travel time for our veterans.

Timothy Niejadlik, Director
Upper Pioneer Valley Veterans' Services District

FRCOG SERVICES TO ERVING



Franklin Regional Council of Governments Services to Erving in 2020

The FRCOG provides planning services, programming, and advocacy to all County municipalities. Our municipal service programs – Collective Purchasing, Cooperative Public Health, Cooperative Inspection, and Town Accounting – are available to any municipality. Partnership For Youth provides substance use and chronic disease prevention; the Planning Department assists with local planning and larger regional projects; and the Emergency Preparedness and Homeland Security Programs prepare and train first responders and health officials.

The COVID-19 pandemic modified the ways we did business in 2020, and while the attention of some staff shifted towards pandemic response, our typical work did not stop, nor did our mission to serve the interests of citizens, municipalities, and the region as a whole. *FRCOG's 2020 Annual Report*, published this spring, will further summarize our regional efforts. The following pages list services specific to Erving.

COVID Response and Recovery

FRCOG engaged in regional and municipal COVID response and recovery in numerous ways, including:

- Advocated for changes to laws and regulation needed to run municipalities remotely
- Conducted a business impact survey to understand how to allocate emergency funding to protect the regional economy
- Monitored active cases and conducted contact tracing for 19 towns
- Opened the Multi-Agency Coordination Center to disseminate situation reports to municipalities, responders and other stakeholders
- Launched a weekly resources and support newsletter for parents & guardians of school children
- Facilitated the distribution of PPE to area hospitals and responders, and facilitated a collective purchase of PPE for municipalities, non-profits, and businesses
- Managed and distributed emergency funding to local Boards of Health
- Assisted the Board of Health in identifying contact tracing support for COVID case management
- Secured \$7,914 in emergency management funds to cover the cost of COVID case management
- Provided mask order and social distancing signage for use at town facilities and businesses

Climate Resilience

- Worked with a town committee to finalize the Multi-Hazard Mitigation Plan that meets FEMA requirements, is valid for 5 years, and makes the town eligible for pre- and post-disaster FEMA funds.
- Worked with the Town Planner on green infrastructure Best Management Practices (BMP) to manage stormwater, including site assessments for integration with future, town-center revitalization projects, as part of the Franklin County Sustainable Stormwater Pilot Project.

Economic Development

- Worked with the town to explore state and federal funding opportunities for Wastewater Treatment Plant #2 and the former IP mill site, incorporating them into the Comprehensive Economic Development Strategy (CEDS).
- Prepared a site profile for the virtual 2020 Western Mass Developers Conference.

Finance and Municipal Services

- Erving contracted with the FRCOG to receive collective bid pricing for highway products and services, including rental equipment and drone services, fire alarm services, and dog tags and licenses.
- The Cooperative Inspections program issued 75 building permits, 44 electrical permits and 22 plumbing/gas permits for Erving in 2020. Seven (7) Certificates of Inspection were issued.

Homeland Security and Emergency Preparedness

- Assisted in production of a regional IT network and shared cybersecurity systems feasibility study.
- Secured funding for a series of capacity-building workshops, to be conducted in 2021.

Land Use and Natural Resources

- Provided technical assistance related to the FERC relicensing of the Northfield Mountain Pumped Storage project
- Prepared Zoning Bylaw amendments to update the Use Table for Marijuana Establishments.
- Prepared a Planned Unit Development (PUD) Overlay District Bylaw for the Planning Board, and GIS mapping of potential PUD Overlay Districts for the Official Zoning Map.
- Worked with the Town Planner and Recreation Committee to facilitate public input on important recreation sites and facilities in town in order to prioritize upgrades. Staff also created a Strategic Plan and GIS maps for recreation areas located in Erving's villages.

Public and Community Health

Erving shares a Public Health Nurse with other members of the CPHS, a health district based at the FRCOG. During the pandemic, the district scaled up staffing to meet the need for COVID case management and Flu and COVID vaccine clinic planning. (See section above COVID-related work.) In other initiatives, program staff:

REGIONAL REPORTS

- Held 2 monthly walk-in wellness clinics at Erving Senior Center where 29 area residents visited with the nurse for health screening services and assistance with management of chronic illnesses, including 2 residents who received home visits.
- Completed state-mandated infectious disease surveillance and reporting for 332 communicable cases in the district member towns. Erving had 16 disease cases, including Lyme, Hepatitis A and Hepatitis C, some of which required in-depth case investigation and reporting.
- Coordinated vaccine availability, supplies and staff support for flu clinics held at community sites throughout the CPHS district with the help of Medical Reserve Corps members, GCC nursing students and community volunteers. All told, CPHS flu clinics served 2,045 Franklin County residents. In Erving, a flu clinic at the Erving Senior Center vaccinated 137 local residents, including 73 over the age of 65.
- Provided tick prevention materials and helped residents access grant-funded tick tests. Three (3) residents received low-cost tick tests through this district program, a value of \$105. Thirty-three percent (33%) of ticks tested in Erving tested positive for the Lyme Disease Pathogen.
- Conducted a Teen Health Survey assessing attitudes and behaviors among 126 middle and high school students. Staff reported results to Gill-Montague Regional School District administrators from 126 students, representing 61% of the 8th, 10th, and 12th grades. Survey data meets federal requirements for the school and is valuable for grant writing and program planning.
- Provided training, technical assistance, and evaluation for the evidence-based LifeSkills substance use prevention curriculum in the Gill-Montague Regional School District (GMRSD).
- Provided materials and guidance on vaping prevention and intervention, as well as a list of resources for advancing racial justice in school districts/schools to the GMRSD.
- Organized a community showing of the documentary *I'm Not Racist....Am I?* at which Gill-Montague students and staff participated.
- Compiled and distributed the Coalition Connections Newsletter, which provides information and resources for families, human service providers and educators during the pandemic to support health and prevent youth substance use.

Training and Education

The following list represents the FRCOG workshops and training sessions that Erving public officials, staff, and residents attended, and the number in attendance.

Emergency Prep & Homeland Security

Chainsaw Skills & Safety – 1

Municipal Officials' Continuing Education

Finance Committee 101 – 2

Pandemic Support

COVID Coordinating Roundtable(biweekly) – 1

Franklin County COVID-19 Testing Capacity – 2

Municipal Reimbursement for COVID-19 – 1

Vaccine Info Sessions for First Responders – 2

Transportation

- Provided assistance compiling a Complete Streets Prioritization Plan and applying for implementation funding through the MA Complete Streets Program.
- Wrote a National Scenic Byway nomination for the Mohawk Trail Scenic Byway.
- Conducted traffic counts on Route 63 and Swamp Rd for the Regional Traffic Counting Program.
- Continued to assist the Route 2 Task Force by advocating for the installation of suicide barriers on the French King Bridge and advancing design projects in Erving Center and Farley.
- Discussed the possibility of developing an off-road bike path between Erving Center and Farley with the Town Administrator and Town Planner.

GLOSSARY OF TERMS

ACCOUNTANT

The town accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (41:57). She/he is bound as well to keep a complete set of municipal books including each specific appropriation, the amounts and purposes of each expenditure, and the receipts from each source of income. The accountant must inform town officers of unexpended balances in their appropriations (41:58), immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trustfunds for the preceding fiscal years (41:54A). A critical function of the town accountant (41.56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

APPROPRIATION

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount as to the time when it may be expended. Only a town meeting or the school committee can authorize money appropriated for one purpose to be used for another. Any part of a "general" appropriation not spent or encumbered by June 30 automatically reverts to surplus. A "specific" or "particular" appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

ASSESSED VALUATION

The value placed on a particular property by the local board of assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value," as certified periodically by the state commissioner of revenue.

ASSESSOR

The board of assessors is responsible for the valuation of real and personal property for the purposes of levying the property tax: Generally, the required training, the responsibility for maintaining assessment at full and fair cash value and the required revaluation of property every three years have placed an added burden on assessing offices. As part of their function, the assessors must maintain an extensive database on each parcel of property in town. The assessors are also responsible for establishing a tax rate within the levy limit established by Proposition 2 1/2. They must perform the formal calculation of the tax rate(s) for the town on the "tax rate recapitulation sheet." The role of the assessors is important because they maintain and administer the tax base, a major source of revenue for the town.

CHERRY SHEET

Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green. This form lists all the estimated State and County assessments reduced by any money the State expects to return to the Town. This "Cherry Sheet" must be received by the Assessors before the new tax rate can be set.

DEPARTMENT HEAD

Department heads (either appointed, i.e., I-Highway Superintendent, or elected, i.e., Town Clerk) usually

GLOSSARY OF TERMS

prepare their own budgets. Each departmental budget is prepared within the framework and guidelines set by the financial team. Another major role is in the capital planning process. In order to monitor spending activity, department heads must have access to and use interim financial reports. The department head identifies capital needs and usually has the best information regarding level of utilization and specifications for the acquisition. Department heads should meet periodically with the financial team to inform these teammates in the financial management process of major issues facing the department.

EXCLUSIONS

There are two types of exclusions: debt and capital outlay expenditure. These are temporary increases in the levy limit. For debt exclusion, the additional amount for the payment of debt service is added to the levy limit for the life of the debt only. The additional amount for the payment of the capital project cost is added to the levy limit only for the year in which the project is being undertaken.

FY-FISCAL YEAR

July 1st to June 30th. At the Annual Town Meeting in May, 2018, we vote on the budget for FY2019 which starts on July 1, 2018. FY2019 taxes are assessed as of January 1, 2018 and billed according to the Fiscal Year July 1, 2018 to June 30, 2019.

FINANCE COMMITTEE

The finance committee is the official fiscal watchdog for the town. Finance committees were established so that a representative group of taxpayers could conduct a thorough review of any or all municipal questions on behalf of all the citizens. The finance committee is primarily responsible for submitting its recommendations on the annual budget to the town meeting. The committee is commonly involved in the preparation process involving the development of the budget forms and, in many communities, the establishment of guidelines for department heads. Their statutory authority is limited to making transfers from the town's reserve fund to other line items in the budget as requested.

FREE CASH

Free cash is a term which generally represents the amount of community funds that are unrestricted and available for appropriation. Free cash is generated when actual revenue collections are more than budgeted and when expenditures are less than appropriations, or both. Once certified, that amount can only be used through 6/30 of the fiscal year. Free Cash must be certified each year.

LEVY

The property tax levy is the revenue a community raises through real and personal property taxes. The property tax levy is the largest source of revenue for most towns.

LEVY CEILING

The levy ceiling is 2.5% of the total full and fair cash value of all taxable real and personal property in the community. (This is equal to a \$25.00 tax rate.)

LEVY LIMIT

The levy limit is the amount the town can raise. This limit is increased from year to year if it remains below the levy ceiling. Permanent increases in the levy limit result from the following-. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

LOAN INTEREST

If the Town must borrow money, we must pay back the loan plus interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

GLOSSARY OF TERMS

MEDICARE

Wages of local government employees hired after March 31, 1986, are generally subject to the hospital insurance (Medicare) portion of the social security tax under the Consolidated Omnibus Budget Reconciliation Act which became effective on April 1, 1986. The tax is equal to 1.45% of the employee's pay. The employer is required to contribute an amount equal to that deducted from the employee's pay (An additional 1.45%).

NEW GROWTH

New growth is generated by a substantial improvement to a property in a particular year. New growth is calculated by multiplying the allowable new valuation times the prior year's tax rate. It directly increases the levy limit of a community. This is especially important for towns experiencing significant new construction, since growth frequently brings with it a need for increased services.

OMNIBUS ARTICLE

A Town Meeting Warrant Article which consolidates budget items for various departments. At the Annual Meeting, the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

OVERLAY

Overlay is a reserve account which is established by the assessors annually prior to setting the tax rate. The amount established for overlay should reflect the expected amount that will eventually have to be provided to taxpayers because of abatements or exemptions for property taxes. The overlay should be reasonable and be based on historical trends.

OVERLAY SURPLUS

Overlay surplus is the balance in the overlay for a particular year that is an excess of the amount remaining to be collected or abated. The assessors release this excess amount from overlay-to-overlay surplus. These funds may be appropriated by town meeting for any purpose for which a town may expend funds. At the close of the fiscal year, any balance in the overlay surplus account becomes part of surplus revenue.

OVERRIDE

A community can permanently increase its levy limit by successfully voting an override. The amount of the override becomes a permanent part of the levy limit base. On a ballot, override questions must be presented in dollar terms and must specify the purpose of the override. Overrides may only be presented at an election and require a majority vote for approval.

RESERVE FUND

The reserve fund is a contingency fund usually created as part of the annual budget appropriations which is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary, and unforeseen items such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

RESOLUTION AID

Resolution aid refers to the amounts allocated to each city, town and regional school district as stated in the Legislative Resolution in March. It includes direct, flexible aid under the Cherry Sheet program headings Chapter 70, Additional Assistance, and any others so designed by the Legislature. Although Resolution Aid represents the bulk of Cherry Sheet Aid, the terms are not synonymous. Cherry Sheet aid

GLOSSARY OF TERMS

represents the total of all programs appearing on the Cherry Sheet, Resolution Aid represents a portion of this aid.

REVENUE SHARING

Federal tax dollars paid to a town to be used for any purpose which is permissible use of its own revenue. Public Hearings are required before the sums may be appropriated to individual accounts at the Annual Town Meeting.

SCHOOL DEPARTMENT

School departments have a special status concerning a municipality's budget. Under state law (71:34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools but may not limit the authority of the school committee to determine expenditures within the total appropriation.

SELECTMEN

The Selectmen are the closest thing a town has to a chief executive. They have overall responsibility for the general operations of town government. As chief executive body of the town, the selectmen develop guidelines consistent with policy, at the same time taking into consideration the available financial resources of the town. As the budget is the single most important policy document that a town develops each year, participation by the selectmen is essential to their maintaining a leadership role in the town. They should review all the budget requests and develop a good understanding of the finance committee's position on the budget. The selectmen should establish policy priorities and provide leadership in the constant debate between the needs of the departments for sufficient resources to deliver public services and what the taxpayer can afford.

STABILIZATION

The stabilization fund may be created pursuant to 40:5B. Any interest earned shall be added to and become a part of the fund. This fund may be appropriated for any lawful purpose. The fund may be appropriated in a town at the annual town meeting or a special town meeting by a 2/3 vote.

TAX COLLECTOR

The collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

TAX TITLE FORECLOSURE

Foreclosures in the Land Court are the main avenue by which the treasurer will either be able to force the delinquent taxpayer to redeem the tax title or, if payment is not made, to acquire title to the property for the municipality through foreclosure proceedings.

TOWN CLERK

The town clerk certifies town meeting vote, to the treasurer, assessors and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The town clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue.

TREASURER

The treasurer is the custodian of all town funds. The position is responsible for the deposit, investment, and disbursement of town funds. The treasurer is empowered by town meeting to issue debt on behalf

GLOSSARY OF TERMS

of the town with the approval of the selectmen. During the year, the treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.) Treasurers should maintain a cash flow budget which is updated and adjusted monthly. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy which is reviewed with the selectmen and the finance committee. A strong record keeping system is also important to document performance.

WARRANT

There are three types:

1. Treasurer's Warrant, which is signed by the board of selectmen which authorizes the treasurers to pay a list of bills (41:56)
2. Assessor's Warrant to Collect, which authorizes the collector to collect the amount of tax that has been committed to the collector. (59:55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that state the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted seven (7) days prior the annual town meeting and 14 days prior to a special town meeting (39:10)

TOWN CONTACT INFORMATION

TOWN CONTACT INFORMATION

BOARD OF SELECTMEN/STAFF

JACOB SMITH SELECT
BOARD CHAIRMAN



Tel 413-422-2800 Ext. 1100
Fax 413-422-2808
jacob.smith@erving-ma.gov

WILLIAM BEMBURY
SELECTBOARD



Tel 413-422-2800 Ext. 1100
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SELECTBOARD



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TOWN ADMINISTRATOR



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BETSY SICARD
ADMINISTRATIVE ASSISTANT



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MARIAH KURTZ
ASSISTANT TOWN PLANNER

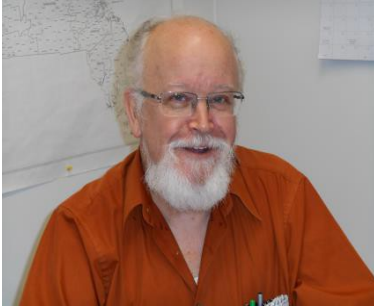


Tel 413-422-2800 Ext. 1108
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mariah.kurtz@erving-ma.gov

TOWN CONTACT INFORMATION

BOARD OF ASSESSORS/STAFF

DANIEL HAMMOCK
ASSESSOR



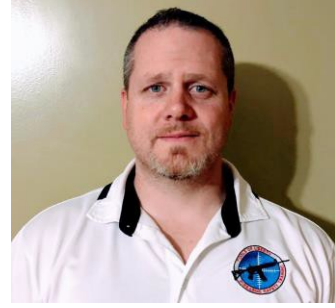
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MARK BURNETT
ASSESSOR, CHAIR



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COLLECTOR/STAFF

MICHELE TURNER
TAX / WATER COLLECTOR



Tel 413-422-2800 Ext. 1104
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ANN PETRAIN
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TOWN CONTACT INFORMATION

TREASURER/STAFF

JENNIFER EICHORN
TREASURER



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ASSISTANT TREASURER



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JULIE WONKKA
TREASURER



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Julie.wonkka@erving-ma.gov

Term Ended June 2020

ACCOUNTANT

DEBORAH MERO
TOWN ACCOUNTANT

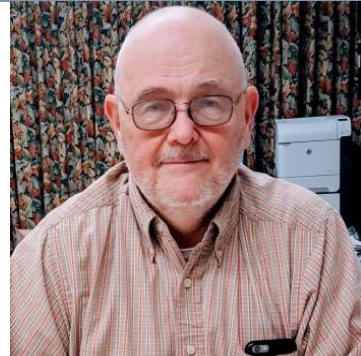


Tel 413-422-2800 Est. 1103

deborah.mero@erving-ma.gov

TOWN CLERK

RICHARD W. NEWTON TOWN
CLERK



Tel 413-422-2800 Ext. 1106

richard.newton@erving-ma.gov

TOWN CONTACT INFORMATION

POLICE DEPARTMENT

CHRISTOPHER BLAIR
CHIEF



Tel 413-423-3310
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ROBERT HOLST
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Tel 413-423-3310
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ADAM PAICOS
PATROL OFFICER



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JAMES LOYND
PATROL OFFICER



Tel 413-423-3310
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Retired December 6, 2020

AMANDA FLOWER
PATROL OFFICER



Tel 413-423-3310
police@erving-ma.gov

ARTHUR JOHNSON
ANIMAL CONTROL OFFICER



Tel 413-423-3310
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TOWN CONTACT INFORMATION

SENIOR & COMMUNITY CENTER/ COUNCIL ON AGING

PAULA BETTERS
DIRECTOR



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SARAH MEUSE
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TOWN CONTACT INFORMATION

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VAN DRIVER



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WILLIAM MEUSE
VAN DRIVER



Tel 413-423-3649

ROBBIN TERAULT
FOOD SERVICES COOK



Tel 413-423-3649

PUBLIC LIBRARY /

BARBARA FRIEDMAN
DIRECTOR



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Retired June, 2020

JEAN DALEY
LIBRARY ASSISTANT



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LIBRARY ASSISTANT



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LIBRARY DIRECTOR



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Appointed June, 2020

RUPERT ROY-CLARK
BOARD OF TRUSTEES

DANIEL HAMMOCK
BOARD OF TRUSTEES

TOWN CONTACT INFORMATION

BOARD OF TRUSTEES

MACKENSEY BAILEY
BOARD OF TRUSTEES CHAIR

RUPERT ROY-CLARK
BOARD OF TRUSTEES

DANIEL HAMMOCK
BOARD OF TRUSTEES

PHOTO UNAVAILABLE

Resigned 10/21/20



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RECREATION COMMISSION

RENEE TELA
RECREATION COMMISSION CHAIR

JILL BETTERS
RECREATION
COMMISSIONER

ERIK EICHORN
RECREATION
COMMISSIONER

PHOTO UNAVAILABLE



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JEFF ROLLINS
RECREATION COMMISSIONER

ALISON ROLLINS
RECREATION
COMMISSIONER

BRETA YVARS-PETRACCIA
RECREATION ASSISTANT



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Alison.rollins@erving-ma.gov

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TOWN CONTACT INFORMATION

HIGHWAY DEPARTMENT

GLENN MCCRORY
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OPERATOR/LABORER



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PAMELA MCNAMARA
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TOWN CONTACT INFORMATION

WATER/WASTEWATER DEPARTMENT

| | | |
|----------------------------|-----------------|-----------------|
| PETER SANDERS | DARBY CHAGNON | PETER WALSH |
| CHIEF WATER OPERATOR | TREATMENT PLANT | TREATMENT PLANT |
| TREATMENT PLANT SUPERVISOR | OPERATOR | OPERATOR |



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FEDERAL AND STATE ELECTED OFFICIALS

United States Senior Senator

Elizabeth Warren
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Springfield, MA 01103
(413) 788-2693

United States Junior Senator

Edward "Ed" Markey
Springfield Federal Building
1550 Main Street, 4th Floor
Springfield, MA 01103
(413) 785-4610

United States Congressman

Jim McGovern
94 Pleasant Street
Northampton, MA 01060
(413) 341-8700

Governor of Massachusetts

Charles Baker
State House – Room 280
Boston, MA 02133
(617) 725-4005

Senator in General Court

Jo Comerford
State House – Room 70-C
Boston, MA 02133
(617) 722-1532

Representative in General Court

Susannah Whipps
State House – Room 540
Boston, MA 02133
(617) 722-2090

AT YOUR SERVICE

HELPFUL CONTACT INFORMATION

Board of Selectmen/ Water Commissioners Town Hall

Meets Mondays 6:30 PM
413-422-2800 Ext. 1102
selectmen@erving-ma.gov

Town Administrator Town Hall

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bryan.smith@erving-ma.gov

Administrative Assistant Town Hall

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Accountant Town Hall

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Board of Assessors Town Hall

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Principal Assessor

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Tax and Water Collector Town Hall

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Treasurer Town Hall

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Board of Health Town Hall

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Conservation Commission Town Hall

413-422-2800
Conservation@erving-ma.gov

Finance Committee Town Hall

Meets as Necessary
413-422-2800 Ext. 1102

Town Clerk

Town Hall
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Planning Board Town Hall

413-422-2800
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Zoning Board of Appeals Town Hall

Meets by Appointment
413-422-2800

Highway Department

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Water/Wastewater Dept.

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Council on Aging Senior/Community Center

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Veterans Services 294 Main Street Greenfield

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School Committee

Erving Elementary School
Third Tuesday 7:00 PM

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Recreation Commission

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Town-General Inquiries

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WEBSITE:
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