



TOWN OF HADLEY
SELECT BOARD
August 15, 2012
Meeting Minutes

Meeting convened at 7:00 pm, Room 203, Hadley Town Hall

Present: Gloria DiFulvio, Chair; Joyce Chunglo, Daniel Dudkiewicz, Brian West

Absent: David Moskin

Also in Attendance: David Nixon (Town Administrator); Richard Trueswell (TV-5); Wilfred Danylieko (Electrical Inspector); Tim Neyhart (Building Inspector); Caryn Perley, Jo Ann Konieczny (Library Trustees); Linda Sanderson (Finance Committee)

Appointment

7:05 pm Library / Historic Society

Discussion of Building Use – Suitability of Space

Regarding the library, Dan Dudkiewicz asked if the building inspector had received the letter regarding the structural analysis of the second floor of the library. Mr. Neyhart stated that he concurs with the structural analysis that the floor can hold weight, but the issue is the attachment of the ceiling (on the first floor) to the second floor framing. There have been cosmetic repairs to the crack in the ceiling; the issue that remains is the lathe and plaster. It is old and dried out and separating from the second floor. Mr. Neyhart said there can be some load up stairs but it would need to be distributed properly.

It was discussed that there will be work needed at the Senior Center to make the space suitable for the Historical Society or any entity that will eventually use that space. As the Hadley Historical Society was not able to attend this meeting, it was decided to invite the Society to the September 19, 2012 meeting for a discussion at 8:00 pm. At that time decisions will be made.

Old Business

1. Select Board Priorities:

- Buildings: (Public Hearing set for 09/12/2012 at 7:00pm)
This meeting will be held on the lower level of the Senior Center. All Building and Town Officials should be invited to the meeting.
- Fire Department: (Dan Dudkiewicz recused himself from discussion and removed himself from the meeting for the duration of the discussion.)
Full Time Fire Chief (Review Job Description) – The Board discussed what they had gleaned from the various job descriptions for Fire Chief. Some of the criteria specified include:
 - Bachelor degree in Fire Management Science, Public Administration or closely related field
 - Seven Year Experience in Fire Service
 - Experience in medical service work (EMT Certified)
 - Experience with both call and career fire service

Duties & Responsibilities include:

- Develop goal and objectives
- Comply with federal, state and local law
- Develop and implement budget
- Develop and implement staffing levels
- Develop and maintain a comprehensive emergency management plan
- Prepare and submits reports as directed
- Meets requirements within the field
- Etc.



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Joyce Chunglo stated that the description from the Town of Paxton is the one that most closely meets our Town needs, & the Board recently received a job description from the town of South Hadley that they would like to review. The next review of the Fire Chief job description will be at the September 5, 2012 Select Board meeting. The Board also emphasized that the Chief will be an active Fire Fighter, that this is not just an administrative position. There will be a physical aspect of the job that the candidate will have to be able to fulfill.

- Search Committee for Full Time Fire Chief - Requests to serve on committee: Gloria DiFulivo stated her point of view was to have an outside group screen initial applications and recommend 5 applicants to Select Board, then have a community meeting and Fire Department meeting with the applicant, have a form for people to fill out to give their opinion of the candidate, and have the Select Board make their decision. Joyce Chunglo stated that she is opposed to paying an outside group to come in and wants to know what the cost would be.

Mr. Nixon asked about the process for hiring for the Administrative Assistant position as applications are starting to come in. It was decided that the Town Administrator, Chief Kiczka, Captain Spanknebel, and Joyce Chunglo would participate in screening applicants for the job.

2. VADAR

Mr. Nixon reported that some problems have been encountered with VADAR. The first is numbers are being posted and disappear. The Town has been in contact with VADAR and the issue is being worked on but there are not clear answers yet. The second issue is the use of VADAR to adjust the budget...it is not designed to do what we ask it to do. The Town is working on a work around, but Mr. Nixon suggested for Special Town Meeting, limiting access to the Town Accountant and himself to limit problems rather than giving it to all Town Departments to make adjustments. Linda Sanderson stated the Finance Committee hopes that the problems can be worked out so the entire Town can work with the standard format.

3. Transportation Bond Release Letter to Governor - \$400,000.00 was secured for repair to Route 47, shortly after the MassDOT contacted the Town about . The money is there, the Governor needs to release it. ***Brian West made a motion to sign a letter to the Governor of Massachusetts to release funding in the amount of \$400,000.00 for road maintenance; motion seconded by Joyce Chunglo, and passed by a vote of 4-0-0.***

New Business

1. Request for use of Town Common – Kestrel Land Trust 5K for Farmland & Farmers' Market Festival ***Brian West made a motion to approve the application from the Kestrel Trust for use of the Town Commons, motion seconded by Dan Dudkiewicz and passed unan. by a vote of 4-0-0.***

2. Water and Sewer Abatements:

- a. Water: 115 Mt. Warner Road
- b. Water: 270 Russell Street
- c. Water: 337 Russell Street
- d. Water: 437 River Drive
- e. Sewer: 10 Wampanoag Drive
- f. Sewer: 337 Russell Street
- g. Sewer: 120 Rocky Hill Road

Mr. Nixon stated that all of these abatements are recommended by the Town Collector. ***Joyce Chunglo made a motion to abate all sewer and water abatements as presented, motion seconded by Brian West and passed unan. by a vote of 4-0-0.***

Other Discussion:



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Gloria DiFulvio stated that at the last Select Board meeting Mr. Moskin, who is not present tonight, wanted to discuss use of a different evaluation form for the Town Administrator, therefore that discussion (of use of a different form) is tabled. Ms. DiFulvio further stated that it is her opinion that they should use the same form for this year and incorporate any new forms into next year's evaluation.

Also, the Building Inspector presented a summary to the Board which was taken under advisement until Russell Street School renter can be brought in for a meeting. The largest concern was the subleasing of the basement. Mr. Nixon stated that to the best of his knowledge there is a process for subleasing contained with the lease.

One application has been received by for the Veterans Service Agent, we have received one application. Brian also asked Mr. Nixon to follow up with the City of Northampton on details of joining with them and what it would cost. Mr. Nixon has interviewed the one candidate and will give the Board recommendations after he talks to the City of Northampton.

Announcements

Joyce Chunglo offered condolences to the families of John Wiater and Edward Vandoloksi who recently passed away.

Executive Session

At 7:47 pm Joyce Chunglo made a motion to move to Executive Session for the purpose of discussing an update of status of litigation regarding the Dike, and stated that the Board would not reconvene in open session. Motion seconded by Brian West. Chair DiFulvio stated "As Chair of the Hadley Select Board, I state that the Board has moved and seconded to enter into executive session, and I state that discussing the matter in open session will have an adverse effect on the Town of Hadley."

Roll Call Vote: West – yes; Chunglo – yes; DiFulvio – yes; Dudkiewicz-Yes

A discussion was held regarding the status of litigation regarding the dike.

At 8:08 pm Brian West made a motion to adjourn Executive Session, seconded by Joyce Chunglo.

Roll Call Vote: West – yes; Chunglo – yes; DiFulvio – yes; Dudkiewicz-Yes

Adjournment

Meeting adjourned at 8:09 pm.

Respectfully submitted,

Margaret J. Jekanowski
Administrative Assistant