



TOWN OF HADLEY  
SELECT BOARD  
November 7, 2012  
Meeting Minutes

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

**Present:** Chair Gloria DiFulvio, Joyce Chunglo, Daniel Dudkiewicz, David Moskin, Brian West

**Absent:** None

**Also in Attendance:** David Nixon (Town Administrator); Peg Jekanowski, (Administrative Assistant); Richard Trueswell (TV-5); John Mieczkowski, Willy Danyleiko, Ginger Goldsbury, Gary E. Girouard (DPW Director), Michael Ohl, (Comprehensive Environmental); Paul Jahnige, DCR, Doug White, Mass DOT

**Call to Order:** Meeting called to order at 7:00 pm pm by Chair DiFulvio.

**Approval of Minutes:** 10/03/2012, 10/10/2012, 10/17/2012, 10/24/2012 & 10/25/2012

J. Chunglo made a motion to approve minutes of 0/03, 10/17, 10/24 & 10/25, seconded by B. West.

Motion passed by a vote of 4-0-0 for minutes 10/17 & 10/25. (D. Moskin absent at time of vote.)

Motion passed by a vote of 3-0-1 for minutes 10/03, 10/10, & 10/24. (G. DiFulvio abstaining and D. Moskin absent at time of vote.)

**Appointments**

7:05 pm: Vicious Dog Hearing: Cancelled.

**Old Business**

**2. RFP Historical Buildings Survey – Award Contract**

The Historic Building Preservation Plan Selection Committee has recommended awarding the Contract to Olde Mohawk Masonry & Historic Restoration. *D. Dudkiewicz made a motion to award the contract to Olde Mohawk Masonry & Historic Restoration, seconded by Brian West and passed by a vote of 5-0-0.*

**1. Select Board Priorities:**

- Fire Department – Job Description for Chief / Search Committee deferred until next meeting.

**3. Selva's Swamp**

*D. Moskin made a motion to sign the closing documents for Selva's Swamp, including a deed for the road that was approved by Town Meeting vote, and acceptance the deed, Motion seconded by Brian West and passed 5-0-0.*

**4. Elementary School - sign off insurance for lightning damage – passed over: waiting for more information.**

**5. Senior Center Roof:**

Vendors have requested additional time to get quotes in. The Town has sent IFB to five bidders, have heard from 2 and waiting to hear from one more.

**6. MEMA: Statewide public safety / public works mutual aid**

Public Safety portion has already been signed off on, DPW Director Gary Girouard recommends signing. *J. Chunglo made a motion, seconded by D. Dudkiewicz, to sign the MEMA Mutual Aid for Public Works agreement, motion passed by a vote of 5-0-0.*

**7. Debt exclusion date:**

At Special Town Meeting voters approved borrowing for two vehicle purchases, contingent on a debt exclusion vote. The Town Clerk has asked for a date in January 2013 between the hours of Noon and 8:00 pm. *B. West made a motion, seconded by J. Chunglo, to set the date of January 8, 2013, with a tentative time from Noon till 8:00; for a debt exclusion vote, the Form of the Question "Shall the Town of Hadley be allowed to exempt from the provisions of proposition two and one-half, so called the amounts required to pay for the bond issued in order to*



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*purchase a wheel chair van for the School Department ut to check in with Town Clerk about extension in hours and Shall the Town of Hadley be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts fequired to pay for the bond issued in order to purchase a tractor for the Department of Public Works. Motion passed with a vote of 5-0-0.*

**8. COLA approval**

*J. Chunglo made a motion, seconded by B. West to approve the COLA's vote on at Special Fall Town Meeting. Motion passed by a vote of 5-0-0 for all except Fire Salaries. Motion passed by a vote of 4-0-1 for Fire Salaries. (Dan Dudkiewicz abstaining.)*

**Appointments**

**7:25 pm National Bridge Inspection Standards (NBIS): ST 47 River Drive/Russellville Brook**

Michael Ohl from Comprehensive Environmental presented the Board a study on the "Dwyer's Bridge" culvert/bridge on Route 47. (This is Town owned.) The inspection was due to recent weather events including Hurricane Irene in August 2011. There were structural problems identified with the culvert (see pictures attached.) Various options were presented, including a rehabilitation project that includes structural analysis – the cost is \$40,000.00 for the evaluation. The Town could possibly qualify for a Small Town Road Assistance Program (STRAP) grant.

*B. West made a motion to proceed with the Dwyer's Bridge project asking CEI for cost analysis for replacement options for a new culvert versus a bridge, motion seconded by J. Chunglo. Motion passed with a vote of 5-0-0.*

**7:40pm Mass DOT: Norwottuck Rail Trail Crossing**

Doug White from MassDot and Paul Jahnige from DCR reviewed the options for the Norwottuck Rail Trail crossings. The current plan is to offer a pedestrian crossing light at South Maple Street crossing that warn drivers of pedestrians in crossing. It serves to augment the crosswalk lines and approve visibility. The pedestrian stop signs will remain in place at all crossings. *J. Chunglo made a motion, seconded by D. Dudkiewicz, to accept the Mass DOT project for pedestrian crossing beacon on South Maple Street crossing. Motion passed with a vote of 5-0-0. It was noted that DCR will also maintain crosswalk markings.*

**Old Business**

**9. Hopkins Academy Roof – Certificate of Substantial Completion**

*B. West made a motion, seconded by D. Dudkiewicz, to sign the Certificate of Substantial Completion for the Hopkins Academy Roof Replacement and Associated Repairs. Motion passed with a vote of 5-0-0.*

**New Business**

**1. FY 2014 Capital Budget and Budget Schedule / Countdown to Annual Town Meeting**

The Board reviewed a time line presented by Town Administrator David Nixon for the countdown to Annual Town Meeting 2013. B. West stated that he would like to move up the deadline for Department budgets from January 28, 2013 to January 4<sup>th</sup>, 2013. It was decided to place Budget Information for Town Departments and a discussion of VADAR on the December 5<sup>th</sup> 2012 agenda.

**2. Golden Nozzle Water Meter**

The Board discussed options/strategies for billing for an unread water meter (installed in 1988) at Golden Nozzle Car Wash on Russell Street. It was decided that David Nixon and Gary Girouard offer FL Roberts representatives a meeting to discuss options, then meet with the Select Board with results of discussion and possible options.

**3. HCOG-Public Health Service with Franklin County – passed over, waiting to hear from Board of Health.**



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**4. Water Position**

DPW Director Gary Girouard explained that due to changes in the Water Department over the years, especially since the loss of the Water Resources Coordinator position, the job currently slated as the secretary's position has evolved over the years to handle more high level work than is listed in the secretary's job description. He recommends the position be changed from "secretary" to "administrative assistant". Essentially he is seeking to match the job description to what the work requirement currently entails. *J. Chunglo made a motion, seconded by Brian West, to change the title/position of secretary for the Water Department to Administrative Assistant for the Water Department. Motion passed with a vote of 5-0-0.*

**5. Set Tree Hearing Date and Sign Notification**

*Dan Dudkiewicz made a motion, seconded by Brian West to set a tree hearing for December 5, 2012. The Tree Warden developed a list of trees that are proposed to be cut. Motion passed with a vote of 5-0-0.*

**6. Applications for Water Abatement:**

**a. Famous Labels/Hampshire Mall**

**b. Town of Hadley Sewer Department: 230 Middle Street**

DPW Director stated that both abatements are justified. *J. Chunglo made a motion to approve the Water Abatements for (a) Famous Labels and (b) Town of Hadley Sewer Dept., motion seconded by B. West; motion passed with a vote of 5-0-0.*

**7. Hartsbrook School: Permission to place signs at Rt. 9/Middle Street & Rt. 9/Maple Street**

*Dan Dudkiewicz made a motion seconded by Joyce Chunglo, to allow Hartsbrook School to place signs at Route 9/Middle and Route 9/Maple for their holiday fair; motion passed with a vote of 5-0-0. Ms. Chunglo asked that Hartsbrook also makes provisions for safe parking/traffic flow.*

**8. Common Victualer Application: Seven Sisters Market Bistro, 270 Russell Street, Hadley, MA**

*B. West made a motion to approve the Seven Sisters Market Bistro application for a common victualer license, motion seconded by J. Chunglo and passed with a vote of 5-0-0.*

**9. Resignation from Hadley Council on Aging: Margaret Jekanowski**

*J. Chunglo made a motion, seconded by B. West, to accept Margaret Jekanowski's resignation from the Hadley Council on Aging with regret; motion passed with a vote of 5-0-0.*

**Other Business:**

Chair DiFulvio announced that there will be a Select Board meeting on Thursday, November 8<sup>th</sup> with representatives from North Star to discuss Russell Street School.

Chair DiFulvio stated that the Board's evaluation of the Town Administrator would be at the next meeting (11/14) and that she did not have evaluations from Mr. West or Mr. Moskin. She stated that they must submit their comments to her by Friday, Nov. 9, 2012.

**Announcements**

The Board offered condolences to the family of Twega Fil, Charlie Niedbala, and Vickie Drabek. Mrs. Drabek was the holder of gold cane for the Town of Hadley. She celebrated her 105<sup>th</sup> birthday on September 3<sup>rd</sup>, 2012.

The Board thanked and congratulated the Town Clerk's office for the work done and success of the November 2012 presidential election.



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**Executive Session**

At 8:50 pm D. Dudkiewicz made a motion to move to Executive Session for the purpose of discussing personnel litigation; motion seconded by J. Chunglo. 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: Moskin – Yes: Dudkiewicz-Yes: DiFulvio – Yes: Chunglo – Yes: West – Yes**

A discussion was held regarding a personnel matter.

The Board discussed a second personnel matter. A motion was made and seconded and passed by a roll call vote:

Moskin – Yes: Dudkiewicz – No: DiFulvio – Yes: Chunglo – No: West - Yes

At 9:03 D. Dudkiewicz made a motion to adjourn, seconded by B. West and passed by roll call vote:

**Roll Call Vote: Moskin – Yes: Dudkiewicz-Yes: DiFulvio – Yes: Chunglo – Yes: West – Yes**

Meeting adjourned at 9:03 pm.

Respectfully submitted,

Margaret J. Jekanowski  
Administrative Assistant

Approved 12/05/2012