



**Wednesday, July 19, 2023
Select Board Meeting Agenda**

Hadley Senior Center at 46 Middle St., Hadley MA, 01035 at 6:00 pm

Present were: Amy Parsons, Chair; Joyce Chunglo, Clerk; Randy Izer, Member; Jane Nevinsmith, Member; and Molly Keegan, Member.

Also present were Carolyn Brennan, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Troy Brin, HR Director; Scott McCarthy, DPW Director; Police Chief Mike Mason; Linda Sanderson, Town Treasurer; Susan Glowatsky, Town Collector; Alex Lamarche, Hadley Media; Dan Zdonek, Town Assessor; DeDe Dibrindisi; Building Inspection; William Dwyer, Planning Board; Jim Maksimoski, Planning Board; Steve Connors; Veterans' Services; Pam Hague, Resident; and Mike Spanknebel, Fire Chief.

1. Call to Order

1.1 Call to order

The Select Board will convene a hybrid meeting on Wednesday, July 19, 2023 at 6:00 p.m. at the Hadley Senior Center at 46 Middle Street, Hadley, MA 01035 and on Zoom Meeting ID: 845 3413 9154 there and then to act on the following agenda.

The public may access the meeting remotely by using a computer or telephone and follow the instructions below:

Topic: Select Board Meeting

Time: July 19, 2023, 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/84534139154?pwd=MnRKM0psWDdjVUQ0cUlkUEFmeno3QT09>

Meeting ID: 845 3413 9154

Passcode: 566080

One tap mobile

+16469313860,,84534139154#,,,*566080# US

+19292056099,,84534139154#,,,*566080# US (New York)

2. Executive Session

2.1 Executive Session - Litigation 64 North Maple Street

MOTION: I move pursuant to G.L. c. 30A sec 21(a)(3), that the Board go into Executive Session to discuss strategy with respect to potential litigation.

As the Chair, I have determined that the public discussion of which will have a detrimental impact on the litigating position of the Board.

The Select Board will hold an executive session for the following purposes: Per M.G.L. c 30A, Sec. 21 (a) (3) To discuss strategy with respect to potential litigation.

Motion to enter into executive session for the following purposes: Per M.G.L. c 30A, Sec. 21 (a) (3) To discuss strategy with respect to potential litigation – North Maple Street and to reconvene in open session.

Motion: Parsons Second:

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

Entered into Executive session at 6:02 pm.

Reconvened in open session at 6:30 pm.

3. Public Comments

3.1 Public Comments

There were no public comments.

4. Consent Agenda

4.1 Consent Agenda

Warrants	AP2354, AP2354R, AP2354S, AP2353, AP2353S, AP2355S, AP2355, AP2400V, AP2401, AP2401S, AP2400INS, AP2402S, PR2400, PR2326, PR2327
Minutes	February 1, 2023, June 7, 2023
Resignation Hadley Media Production Assistant	Abigail Morton
Intermunicipal Agreement City of Northampton and Town of Hadley	Sealer of Weight and Measures
Intermunicipal Agreement City of Northampton and Town of Hadley	Veteran's Services

Motion to approve the Consent Agenda except for the two Intermunicipal Agreements.

Motion: Keegan Second: Nevinsmith

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

Respective of the Intermunicipal Agreement for the Veterans' Services, Molly Keegan stated that she is concerned about the dollar amounts. Steve Connors responded by stated that every single community had realized cost increases but the actual budget year-over-year went down.

Steve also stated that in May the Town of Huntington joined our district. This required more hours and hence an incremental expense.

Respective of the Intermunicipal Agreement for the Sealer of Weights and Measures, Molly Keegan stated that she is concerned about the dollar amounts.

DeDe DiBrindisi responded by stating that the most recent inspections were done in August for next Spring. Money is placed into a separate account for Weights and Measures.

Motion to approve the two Intermunicipal Agreements as clarified above.

Motion: Keegan

Second: Nevinsmith

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

5. Old Business

5.1 Food Truck Regulations

The Select Board reviewed feedback from the Planning Board and may vote to accept the Food Truck Regulations.

The Planning Board provided the following feedback on the Food Truck Regulations- Overall, the regs appear to meet the intent of the Bylaw Comm and Planning Board, but with 2 comments.

1. Sect 2 talks about licenses only on Public Property, Sect 8.1 mentions licenses on private property.

It seems to appear that the Select Board will license food trucks on public and private property, this is exactly what we want, if not the regs are not adequate.

You may want to be clear that the Board does indeed license both.

2. The regs say any license requires a Public Hearing. This seems a bit extreme, if someone wants a food truck for a 1- or 2-day event they need a Public Hearing? The Board may be very busy. Original proposal said 14 days or less no hearing, over 14 days needs a public hearing. Jane Nevinsmith began the discussion by questioning if the Planning Board really wants the Select Board to approve food trucks for private events on private residential property as it appears in Section 9.

Jim Maksimoski responded by stating that Section 9 actually states that food trucks are exempt from licensing/permitting for private events on private residential property. However, if somebody was selling food from a food truck on their private property, the Planning Board would support having the Select Board issue a license to that said food truck.

Joyce Chunglo summarized by stated that for private parties there would be no license required. If the food truck is selling food to the public, a license would be required.

Bill Dwyer asked what would be required in terms of licensing if somebody wanted to set up a food truck along Route 9 in their driveway to sell food to people stuck in (construction) traffic and/or the construction workers who are working on the Route 9 reconstruction project. Joyce Chunglo responded in the affirmative that licensing in this scenario would be required.

This agenda item was tabled by the Select Board until such time that advice from Town Counsel and the resulting bylaw related to food trucks created via the Annual Town Meeting are consistent. Carolyn Brennan will run this topic by Town Counsel again.

6. New Business

6.1 Veterans Banners

The Select Board discussed the placement of Veteran's Banners in the Town of Hadley.

Pam Hague and Steve Connors led the discussion on this agenda item.

Pam started by stating that desire would be to raise veteran banners. Sponsorship would be handled by the specific veteran's family. The banners are 24" X 48". The banners would be placed on utility poles in the Town. The minimum order accepted for banners is 30. However, Pam's goal is to order 75. Roughly 300 American flags are placed at veterans' graves for Memorial Day weekend in Hadley. The cost per banner is roughly \$150, inclusive of the banner printed on 2 sides and the mounting bracket. The \$150 would be paid for by the sponsor. The banners would likely be shown from Memorial Day to Veterans Day annually.

Steve suggested the need to appoint a committee of people to manage such a project inclusive of where the banners will be placed.

Jane Nevinsmith mentioned that having the Town responsible for storing the banners when they are not being displayed may not be optimal.

Motion to sanction and appoint such a Veterans' banner committee with Veteran's Services taking the lead.

Motion: Chunglo Second: Izer

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

6.2 Special Town Meeting Warrant

The Select Board voted to open the Special Town Meeting Warrant.

Motion to open the warrant for the Special Town Meeting scheduled for October 25, 2023.

Motion: Keegan Second: Chunglo

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

6.3 Employee Appointments

The Select Board appointed the attached list of employees for the current fiscal year.

This item was tabled pending additional research by Troy Brin into the mechanics of reappointing Town employees annually.

6.4 DPW Director- Contract Performance Review

Troy Brin, HR Director provided a summary of the DPW Director's performance review based upon input from Town leadership. The Overall rating for Scott McCarthy is Meets Expectations.

Molly Keegan made the point that Meets Expectations is a good rating considering the incumbent has been in the position less than 12 months. Molly Keegan also suggested that Human Resources solicit input on one's performance from colleagues and peers going forward.

Troy Brin suggested that goals for the new year should be developed and reviewed during the executive session approving Scott McCarthy's new contract.

Scott McCarthy expressed his gratitude to the Board.

6.5 Code of Conduct , Guidelines for Town Board, Commissions and Committees

Troy Brin, HR Director presented the Code of Conduct, Guidelines for Town Boards, Commissions and Committees for review and approval.

Troy Brin clarified for Molly Keegan that the Town Clerk is aware that she is responsible for relevant municipal government education of Town employees as they are sworn in. Troy expressed that process would continue. However, Carolyn Brennan stated that she and Troy Brin would also share in the lead to ensure Town employees, boards, and committees are appropriately trained to be compliant with Mass. General Laws.

7. Other Items Not Anticipated 48 Hours in Advance

8. Town Administrator Report

8.1 Town Administrator Report

Carolyn Brennan expressed her appreciation to the Board for the collective concern for Hadley residents during the recent extreme weather. Recently Seanor Comerford and Representative Kerry were available and present locally. To this end, Carolyn Brennan announced that there was information posted on the Town website relative to those residents and businesses looking for some financial relief and how to go about applying for such aid.

Carolyn Brennan announced that the local missing person had been found.

Carolyn Brennan announced that the Town's email transition to the .gov format, spearheaded by Jennifer Sanders-James, was successfully completed.

Carolyn Brennan mentioned that the fiber optic cable will continue to progress as the work on Route 9 progresses and the locations of poles are complete.

Carolyn Brennan shared that the Town is waiting for the State to license our ambulance.

Carolyn Brennan announced that the compensation study continues to move forward under Troy Brin's leadership.

Carolyn Brennan also announced that there were no bidders for the Senior Center solar project.

9. Select Board Members Items for Future Discussion

9.1 Green Communities will be discussed at the next Select Board meeting.

10. Select Board Members Liaison Report

11. Announcements

Jennifer Sanders James announced that Hadley Media has developed posters related to open positions on Town committees and boards.

Joyce Chunglo offers the Select Board's condolences to the families of Joe Waskiewicz of Amherst, Victoria Kozera, Katherine LaBarge of Hatfield, and Luke Brunelle.

12. Adjournment

12.1 Adjournment

Motion to adjourn.

Motion: Keegan

Second: Nevinsmith

Roll Call: Keegan: Aye; Chunglo: Aye; Parsons: Aye; Nevinsmith: Aye; Izer: Aye

Meeting was adjourned at 7:49 pm.

Respectfully submitted,

Peter Lore
