

Pursuant to notice duly filed with the Town Clerk, a meeting of the Select Board was held at 5:30 p.m. via Zoom as a virtual meeting for the Town of Hadley.

Present were: David J. Fill, II., Chair; Christian Stanley, Clerk; Joyce Chunglo, Member; Jane Nevinsmith, Member; John Waskiewicz, Member

Also present were David Nixon, Town Administrator, Jennifer Sanders James, Assistant Procurement Officer; Michael Spanknebel, Fire Chief; Heather Klesch, School Committee Member; Michelle Morris-Freidman, Resident; Andy Morris-Friedman, Resident; Dina Freedman, Cultural Council; Susan Mosler, Board of Health; Linda Sanderson, Town Treasurer; Steven Connors, Veteran's Services Officer; Amy Fyden, Finance Committee; Shel Horowitz, Resident; David Moskin, Resident, Peter Maleady, Resident; Jessica Spanknebel, Town Clerk; Anne McKenzie, School Superintendent; Paul Phifer, School Committee Member

1. Call to Order

1.1 Call to order

The Select Board will convene a meeting on Wednesday, August 5, 2020 at 5:30 p.m. in Town Hall, 100 Middle Street, Hadley, MA 01035 there and then to act on the following agenda.

ON-LINE AGENDA

The Select Board agenda is posted on-line at www.hadleyma.org

1. Bring up the Town website using the URL above.
2. Select "Select Board" from the drop down menu.
3. Select "BoardDocs LT"
4. Click on "Meetings" tab.
5. Select the appropriate meeting from the dates offered.
6. Click "View Meeting" and you can follow the progress of the meeting.

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

Zoom Meeting Information

Topic: Select Board Meeting

Time: Aug 5, 2020 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93045367876?pwd=d0VBOWg5anZBZ0lHN2V3UVA0NVpCUT09>

Meeting ID: 930 4536 7876

Passcode: Wym69A

3/13/20 BOSTON – The Baker-Polito Administration announced an emergency order temporarily modifying the state's open meeting law in order to allow state, quasi and local governments to continue to carry out **essential functions** and operations during the ongoing COVID-19 outbreak.

This emergency order suspends the requirement for public access to the physical location where a public meeting is taking place, **provided there are other means of access available. This includes the use of a phone conference line for members of the public, social media or other internet streaming services, on-line meeting services, or methods of access.**

Both the federal Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (DPH) have advised residents to take extra measures to put distance between themselves

and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings. Additionally, the order relieves the requirement that a quorum of members be physically present at a public meeting. During this period, members may all participate by remote or virtual means. This order is applicable to meetings of public bodies including commissions, boards, and committees that engage in policy making at the state, quasi and local level, and it **does not apply to Town Meetings** or judicial and quasi-judicial hearings. It follows Governor Baker's declaration of a State of Emergency on Wednesday, March 11, and it will remain in place until rescinded or the State of Emergency is terminated. The full text of the Governor's order may be found here: https://41g41s33vxdd2vc05w415s1e-wpengine.netdna-ssl.com/wp-content/uploads/2020/03/OpenMtgLaw_ExecOrder_Mar32020.pdf Meeting was called to order at 5:32 pm by David Fill, Select Board Chair. All members of the Select Board were present and the meeting is being recorded.

Chief Spanknebel reported that phone line service is down at the Safety Complex. Verizon has established 2 temporary phone lines for non-emergencies. The 911 line is fully functional.

2. Consent Agenda

2.1 Consent Agenda

Minutes	March 4, 2020
Warrants	WP 2052 R, WP 2053, WP 2053 R, WP 2053 S, WP 2053 S-2, WP 2053 S-3, WP 2054, WP 2054-2, WP 2054 S, AP 2101, AP 2102, AP 2103, AP 2104, AP 2105, AP 2106, AP 2106-2, PR 2106 S
DPW Completion Of Probationary Period	Wade Vandaloski
Hadley Police Lieutenant MOU	Mitchell Kuc
Hadley Dispatch Supervisor MOU	Megan Cahill
Historical Commission Resignation	Ginger Goldsbury
Municipal Building Committee Resignation	David Tudryn
Municipal Building Committee and Russell School Sub- Building Committee Resignation	Claire Carlson
Texas Roadhouse Entertainment License	
Sewer and Water Commitments FY 2021 1st Quarter	Select Board signs
Permit Link Services Agreement	Select Board ratifies
Waiver of Fire Department fees associated with fund-raising event at Hampshire Mall for Whole Children August 14	Select Board approves

Motion to approve the Consent Agenda.

Motion: Stanley with removal of Dispatch Supervisor Second: Chunglo

Joyce Chunglo thanks the board committee members for their services.

John Waskiewicz states that Texas Roadhouse has a problem with their grease trap that needs to be addressed.

Vote: 5-0-0

John Waskiewicz abstains on the DPW items on the Consent Agenda.

Vote: 4-0-1

Chief Mason states that we choose not include any salary changes to the Dispatch Supervisor.

Motion to approve the Dispatch Supervisor MOU.

Motion: Stanley Second: Chunglo

Vote: 5-0-0

Motion to approve Texas Roadhouse Entertainment License contingent upon repairs to their grease trap.

Motion: Chunglo Second: Stanley

Vote: 4-0-1

John Waskiewicz abstains.

3. Public Comments: 5:30 - 5:45pm

3.1 Public Comments

The public comment period is a time for the public to bring their concerns before the Select Board. The Board will hear public comments for 15 minutes. Please limit your comments to 3 minutes so that other members of the public may have an opportunity to speak.

In general, the Board will take all items and issues raised under advisement. Requests that can be addressed administratively will be referred to the appropriate department head for action. Requests for public documents will be handled according to law.

If the Chair of the Select Board calls for public comments, and after all public comments are heard, and if there is still time available, the Chair may close that portion of the meeting agenda and move to other items on the agenda.

Andy Morris- Friedman states that he was the Chair of the CPA; he was unaware that his tenure as chairman of the committee was due to expire during his brief illness and he was no longer a member of a committee. He further requests that the Select Board will allow him to be reappointed. The Board stated that historically a committee chair would receive proactive notification that their committee membership was due to expire. The Board expressed the desire to look into possible returning to the practice of proactive notifications of term expirations after the pandemic.

Michelle Morris-Friedman asks that the Select Board reconsider Andy's non reappointment.

Shel Horowitz states that he feels that Andy should have been notified.

Peter Maleady states that he thinks during this pandemic we could give Andy a break.

4. Town Administrator Report

4.1 Town Administrator Report

The Town Administrator will report on special projects, departmental functions, and community events.

5. Appointments – No appointments

6. New Business

6.1 Town Hall Re-Opening for Early Voting and Election Warrant

The Town Clerk needs to allow people to vote in person for early voting for both the Primary (September 1) and the General Election (November 3). Voting occurs in Town Hall.

Early voting for the Primary takes place Saturday August 22 through Friday, August 28.

Early voting for the General Election takes place Saturday October 17 through Friday October 30.

The Select Board will sign the election warrant.

The Select Board will review and take action on a Town Hall and Senior Center re-opening plan that features a phased return to work. The phases are based on data about the pandemic.

Discussion took place regarding making the Town Hall accessible during the pandemic in order for voters to participate in early voting for the primary election as well as the general election in November. The Town Administrator shared feedback from residents regarding the re-opening of the Town Hall during the pandemic.

David Nixon would like to re-visit the reopening plan in September.

Motion to allow Chief Spanknebel and Jessica Spanknebel, Town Clerk to coordinate all aspects of the early voting set up and procedures to correlate with COVID-19 restrictions.

Motion: Chunglo

Second: Waskiewicz

Vote: 5-0-0

Hayley Wood speaks to the reopening for the Senior Center – she would like to allow small groups within the building and make it consistent with Phase III reopening of the Commonwealth. This would be small classes of less than 10 and allow our outreach coordinator the ability to perform home visits.

Motion to reopen the Senior Center for limited classes and non-emergency home visits and state with in the state guidelines.

Motion: Chunglo

Second: Nevinsmith

Vote: 5-0-0

6.2 COVID-19 Update School Request for CARES Act Funds

The Select Board will review the Town of Hadley's response and plans for dealing with COVID-19.

Anne McKenzie, Superintendent of Schools, will present information about the plans to re-open Hadley Elementary and Hopkins Academy. Dr. McKenzie will request funds from the CARES Act allotment for Hadley to conduct needed work to improve air circulation at Hopkins Academy.

The Board will discuss safety provision to protect the community.

Heather Klesch states that we have developed 3 plans – full remote, in-person, and hybrid and we have public feedback from the 3 plans. We are meeting tomorrow again to continue discussing the 3 plans.

We are also asking for CARES ACT funding in the amount of \$223,000. 00 from the town to service the HVAC in the schools, PPE, and additional desks. We have room in our 2 buildings to have corrected social distancing; we are also going to order tents.

Motion to provide 225,000 from the town CARES ACT funding for the schools.

Motion: Chunglo

Second: Waskiewicz

Vote: 5-0-0

6.3 Snow Removal Proposal

Christopher Okafor, DPW Director, will discuss a proposal to manage snow and ice on Town-owned properties, principally parking areas and access ways.

6.4 Accounting Services and Audit Services

The regional accounting services contract with Erik Kinshurf CPA (through the Pioneer Valley Planning Commission) was not renewed for FY 2021.

The Town Administrator and Town Treasurer recommend hiring Melanson Company to perform accounting.

Because Melanson Company formerly performed the Town of Hadley annual audit, another auditor is required to maintain the integrity of the Town's reporting of finances. The Town Administrator and Town Treasurer recommend hiring Powers and Sullivan to perform the FY 2020 audit. Powers and Sullivan are the Town's former auditors ca. 2005.

The schedule for the next five months includes: Closing FY 2020, certifying Free Cash, performing the FY 2020 audit, completing the Schedule A report, preparing for the bond rating review, and supporting the Assessors work in preparing the tax recapitulation sheets.

David Nixon and Linda Sanderson recommended securing the municipal accounting auditing services For FY21.

Motion to authorize David Nixon and Linda Sanderson to sign the paperwork to complete the accounting for FY20, and begin FY21 and for Powers and Sullivan the auditing services for Fiscal Year 2021.

Motion: Chunglo Second: Nevinsmith
Vote: 5-0-0

6.5 Resolution Regarding the Holyoke Soldiers' Home

The Central Hampshire Veterans Service District requests that the Select Board adopt a resolution calling for Governor Baker to support financially the Holyoke Soldiers' Home.

Steven Connor, co-chair of the committee reviewing the Holyoke Soldier's Home in light of the 76 residents passing due to COVID and the need for a new wing, shared what has been happening in terms of the review of practices and protocols. The Board noted that the Town stands by and supports the efforts of the committee.

Motion to support resolution for the Holyoke Soldier's Home.

Motion: Chunglo Second: Stanley
Vote: 5-0-0

6.6 Route 9 Widening Project -- Town Property Land Takings

The Massachusetts Department of Transportation requests that Town allow MassDOT to take Town-owned land (sidewalk) and create temporary easements in order to make room for an ADA compliant sidewalk as part of the Route 9 widening project. The affected Town-owned properties are the North East corner of Middle Street and Route 9 and a strip of sidewalk in the vicinity of the American Legion and Coach Property.

This item was postponed until MASS DOT is able to attend a meeting.

6.7 Special Town Meeting

The Select Board is asked to open the warrant and set the fall town meeting. Target dates of Thursday October 22 or Saturday October 24 are suggested.

A draft warrant is attached.

The proposed date is October 17th with October 24th as an alternative.

Motion to open the warrant.

Motion: Chunglo Second: Waskiewicz
Vote: 5-0-0

Motion to for Special Town Meeting is October 17th with an alternative date as October 24th.

Motion: Chunglo Second: Waskiewicz

Vote: 5-0-0

6.8 Capital Plan Update

The Select Board will discuss updating the 10-year capital plan.

Presentation and discussion deferred to the August 19th meeting.

6.9 Town Administrator Transition

The Chair will provide an update on the search for a new Town Administrator.

Information about the transition will be discussed.

6.10 Haikus Along the Dike

The Hadley Cultural Council requests permission to install haiku signs along the Town-owned portions of the dike for 4 weeks.

Motion to approve the Cultural Council request for Haikus.

Motion: Chunglo Second: Stanley

Vote: 5-0-0

7. Old Business

7.1 Library, Fire Substation, and Senior Center Updates

The Select Board will hear the reports of the building committees for the Fire Substation and Library.

The Senior Center is completed.

The Fire Substation has received its Certificate of Substantial Completion.

The Library received bids for additional landscaping.

Chris Okafor, DPW Director, will discuss the plans for interior and exterior maintenance.

Christian Stanley provided a brief update on the library.

Jane Nevinsmith and Hayley Wood provided a brief update on limited classes and other activities offered at the Senior Center.

Chief Spanknebel provided an updates on the fire substation and the fiber optic network among the facilities.

Motion to approve the fiber optic change order for the fire substation.

Motion: Stanley Second: Nevinsmith

Vote: 5-0-0

7.2 Mount Holyoke Range Conservation Restriction

The State has approved the Conservation Restriction on the parcels on the Mount Holyoke Range. The Select Board is asked to sign the attached document.

The State also designated the conserved land to be under Article 97 (permanently protected recreational land).

Motion to accept the state recommendations.

Motion: Chunglo Second: Nevinsmith

Vote: 4-1-0

7.3 Cell Phone Agreement -- Building Inspector

The Select Board will review and take action on the cell phone for the Building Inspector. The Building Inspector has requested a stipend.

The Building Inspector asks to use his personal cell phone and receive a stipend of \$50.00 dollars a month instead of having the town purchase him a new cell phone.

Motion to provide the Building Inspector with either a split phone line provided through Verizon or a \$50.00 monthly stipend for a cell phone.

Motion: Chunglo

Second: Nevinsmith

Vote: 5-0-0

7.4 Diversity and Inclusion Committee: Name Change, Appointments, and Mission Statement

The Select Board is asked to change the name of the former Diversity and Inclusion Committee to the "Committee for Diversity, Equality, and Inclusion". The Committee submits a mission statement.

The Select Board is asked to appointment members to the Committee -

Kayla Werlin, Andrea Stanley, Patricia Rissmeyer, Sarah Strong, Margaret Mastrangelo, E. Wayne Abercrombie, Joanne Goding, Mark Dunn, Taro Yamashita, Devorah Jacobson, Christian Stanley, Select Board Member liaison, Ada, Koki and Amy will all be non-voting members.

Motion to appoint new committee members.

Motion: Nevinsmith

Second: Waskiewicz

Vote: 5-0-0

8. Other Items Not Anticipated 48 Hours in Advance

9. Announcements

Joyce Chunglo offers condolences to the family of Nancy Markowski.

10. Executive Session

11. Adjournment

11.1 Adjournment

Motion to adjourn.

Motion: Chunglo

Second: Stanley

Vote: 5-0-0