



**Wednesday, February 3, 2021
Select Board Meeting Minutes- 5:30 pm**

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 Carolyn Brennan, Town Administrator, Jennifer Sanders James, Assistant Procurement Officer; Linda Sanderson, Town Treasurer; Tommie Quinlan, Building Inspector; Dede Dibrindisi, Permitting Coordinator; Deb Radway, HR; David Boivin, Resident; John Mieczkowski, Jr., Resident; Mark Britton; William Dwyer, Planning Board; Dan Zdonek, Board of Assessors; Sally Lindowski, Resident; Wendy Desforges, Resident

1. Call to Order

1.1 Call to order

The Select Board will convene a meeting on Wednesday, February 3, 2021 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: Feb 3, 2021 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/858326639>

Meeting ID: 858 326 639

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://41g41s33v added2vc05w415s1e-wpengine.netdna-ssl.com/wp-content/uploads/2020/03/OpenMtgLaw_ExecOrder_Mar32020.pdf

2. Consent Agenda

2.1 Consent Agenda

Minutes	April 15, 2020; April 22, 2020
Warrants	PR2011, PR2115, AP2131, AP2131S, PR2116
Use of the Town Commons	Park and Recreation - Horse Drawn Wagon rides

Motion to approve warrants.

Motion: Chunglo Second: Stanley

Vote: Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

Motion to allow the Select Board Chair to approve the Horse Drawn Wagon rides one more information is available.

Motion: Chunglo Second: Nevinsmith

Vote: Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

TOWN OF HADLEY, MASSACHUSETTS
SELECT BOARD

CONSENT AGENDA

Items on a Consent Agenda are exceptions to the general process of the Select Board's Meeting. The Select Board identifies those business items that they believe should generate no controversy and can be properly voted without debate. These items are put on the Consent Agenda to allow motions under these items to be acted upon as one unit and to be passed without debate.

At the call of the Consent Agenda, the Chair of the Select Board will read out the business items, one by one. If one or more Select Board members object to any particular item being included in the Consent Agenda, they say "hold" in a loud voice when the item is called. The item will be removed automatically from the Consent Agenda and voted separately under the usual manner. After the calling of the individual items in the Consent Agenda, the Chair will ask for a motion that the Select Board pass all items remaining AS A UNIT on one vote. Use of the Consent Agenda process makes the Select Board Meeting more efficient by speeding up the handling of non-controversial items.

3. Public Comments

3.1 Public Comments

No Public Comments.

4. Town Administrator Report

4.1 Town Administrator Report

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

Department budgets being reviewed by in-house committee.

Hadley has been invited to participate in the Hatfield Anniversary parade in May.

5. New Business

5.1 Human Resources Department Update

Deb Radway asks for a reserve fund transfer of \$6,500 dollars for the Human Resources department. Ed O'Connor will return in March and we will need to cover an overlap between us and to cover his retirement contribution to the Hampshire County Retirement.

Motion to support reserve fund transfer request to the Finance Committee.

Motion: Chunglo Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: No

5.2 DPW Reorganization

Deb Radway and Chris Okafor will discuss the proposed DPW reorganization.

Deb Radway states that we want to reorganize the administrative functions of the DPW.

We are requesting that the Select Board vote to reclassify the field superintendent position to a salaried exempt position at Grade 5, Step 9 and that his salary will include all other forms of stipends, clothing allowances, and compensation time that he has earned for the extra hours.

Motion to re-classify field superintendent a non-union salaried exempt position contract at Grade 5 Step 9.

Motion: Nevinsmith Second: Chunglo for discussion

David Fill state that he fills that this is a good step forward, so that everyone reports to Scott.

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye;

Waskiewicz: Abstains

Deb Radway further states that we would like to reclassify the operations coordinator as an administrative coordinator which will change it from a Grade 7 to a Grade 6 on the salary chart. This position will have an expanded role in budget and administrative support to all sections of department. We would like this to be set at Grade 6, Step 9. Chris Okafor, Susan Glowatsky and I conducted an extensive job search and we are recommending Jessica Perron, the current administrative assistant to the administrative coordinator position. These two changes with Scott and Jessica will result in a 10,000 dollars savings for the town. Finally, we are proposing a shared position at 60/40 between the DPW and the Treasurer's Office.

Motion to classify the administrative coordinator at Grade 6, Step 6 on the pay scale and to promote Jessica Perron to that position at Grade 6, Step 6.

Motion: Chunglo Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye;

Waskiewicz: Abstains

5.3 Inspections Department Changes

Tommie Quinlan and Carolyn Brennan will discuss with the Select Board changes to the Building Inspector's department including personnel and inspections.

Tommie Quinlan states that Wily Danylieko has retired and he is requesting a rate increase for inspectors to make us competitive with other communities.

Motion to accept \$42.00 rate increase for inspections.

Motion: Chunglo Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

Tommie Quinlan asks for a new emergency rates \$125.00 for afterhours which is anytime other than 7 AM – 5 PM.

David Fill recommends 7 AM – 7 PM.

Inspectors will use the town holiday schedule

Motion to accept \$125.00 emergency rates.

Motion: Stanley Second: Chunglo

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

Motion to appoint Peter Murphy as an alternate electrical inspector.

Motion: Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

5.4 Flood District Overlay Committee

The Select Board will appoint the following people to the Flood District Overlay Committee:

Thomas Quinlan

William Dwyer

Michael Spanknebel

Evan Briant

Paulette Kuzdeba

Stephen Szymkowicz

Gregory Mish

Andrew Bombardier

Dolores Dibrindisi

John Mieczkowski, Jr.

Sally Lindowski

Motion to appoint the above list to Flood District Overlay Committee to the completion of the project.

the Motion: Stanley Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

5.5 Board of Registrars Compensation Recommendation

The Select Board is asked to consider changes to the method of the Board of Registrars' compensation from a stipend to an hourly wage.

Jessica Spanknebel asks that the town remove the stipend for the Registrars of \$94.00 a month to \$15.00 per hour.

Motion to remove stipend and create a rate of pay to \$15.00/hour for the Board of Registrars.

Motion: Chunglo Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

6. Old Business

6.1 113 Middle Street

This agenda item was passed over.

6.2 COVID-19 Update

The Select Board will review the Town of Hadley's response and plans for dealing with COVID-19. The Unified Command provides daily situation reports, which are posted to www.hadleyma.org

Dr. Mosler reported case numbers were trending downward with fresh data expected in a day or two.

Motion to reopen the senior center for 1 senior at a time in .5 hour increments.

Motion: Chunglo Second: Stanley

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

6.3 Library, Fire Substation, and Senior Center Updates

All buildings now have certificates of occupancy.

Discuss finalization of laying fiber optic cable to the new North Hadley station at next meeting on February 17.

7. Other Items Not Anticipated 48 Hours in Advance

David Fill asks that the Select Board to dump loam at the Honey Pot road location with the understanding that this will be the end of the matter with Jim Gnatek.

Motion to deliver 3 truckloads of loam at Honeypot site to appease local farmer whose fields had clay dumped on his property by the Town in the past.

Motion: Stanley Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: No; Nevinsmith: Aye; Waskiewicz: Aye

8. Adjournment

8.1 Adjournment

Motion to adjourn.

Motion: Chunglo Second: Nevinsmith

Roll Call Vote: Fill: Aye; Stanley: Aye; Chunglo: Aye; Nevinsmith: Aye; Waskiewicz: Aye

Meeting was adjourned at 7:10 pm.

Respectfully submitted,

Jennifer Sanders James

APPROVED