



Wednesday, March 17, 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; Michael Spanknebel, Fire Chief; Linda Sanderson, Town Treasurer; Tommie Quinlan, Building Inspector; Susan Glowatsky, Town Collector; William Dwyer, Planning Board Member; Dan Zdonek, Assessor; Hayley Wood, COA Director; Amy Fyden, Finance Committee; Anne McKenzie, School Superintendent; Patrick Borezo, Library Director; Amy Parsons, Resident; Allison Donta-Venman, Library; Amy, Resident; Jeffrey Blake, Resident; Shirin Everett, Resident.

1. Call to Order

1.1 Call to order

The Select Board, School Board and Finance Committee will convene a meeting on Wednesday, March 17, 2021 at 5:30 p.m. on Zoom Meeting ID: 928 4029 9311 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: Tri-Board

Time: Mar 17, 2021 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/92840299311?pwd=ZTYrZ2doVllwUW5rYzJYWEG2aHZGZz09>

Meeting ID: 928 4029 9311

Passcode: 412850

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.**



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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

2. Consent Agenda

2.1 Consent Agenda

Warrants	PR2119; AP236; AP216S; AP2137; AP2137S; AP2137V
Town Collector Employment Agreement	Susan Glowatsky

Motion to approve the consent agenda.

Motion: Chunglo Second: Nevinsmith

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

3. Public Comments

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.



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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.

There were no public comments.

4. Town Administrator Report

4.1 Town Administrator Report

Carolyn Brennan discussed possible dates and times for the Annual Town Meeting.

Motion to hold Town Meeting on Saturday, May 22, starting at 12:00 with a rain date of Sunday, May 23.

Motion: Chunglo Second: Nevinsmith

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

5. Appointments

5.1 Budget Presentation TRI-BOARD 5:30

Carolyn Brennan provided an introduction to the FY 2022 budgeting process.

Linda Sanderson provided an overview of the FY 2021 Revenue Projection versus the FY 2022 Revenue Projection:

	<u>2021</u>	<u>2022</u>
PROPERTY TAX LEVY	\$12.61 MILLION	\$13.51 MILLION
STATE AID	.98 MILLION	.90 MILLION
LOCAL RECEIPTS	2.52 MILLION	2.64 MILLION
ENTERPRISE RECEIPTS	<u>.41 MILLION</u>	<u>.48 MILLION</u>
TOTAL GENERAL FUND REVENUES	\$16.52 MILLION	\$17.53 MILLION

Carolyn Brennan explained that she is advocating the work week in Town Hall to increase from 35 hours to 37.5 coupled with a COLA of 1.5% for non-union Town employees. This will drive higher compensation expenses but will make the Town Hall more accessible to residents. Additionally, Carolyn advocates looking into a step compensation scheme for all non-union positions.

Linda Sanderson shared how the projected revenues for FY 2022 compare against a level funded budget and a level service budget.

Linda shared than exhibit that indicated projected General Fund expenses in FY 2021 of \$17.67 million and the preliminary recommendation by the Town Administrator for FY 2022 to be \$18.28 million.



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Anne McKenzie provided positive feedback regarding the budget work done thus far for FY 2022 and the presentation by Carolyn and Linda and the supportive work by Dan Zdonek and Susan Glowatsky.

It was agreed by the Select Board and the Finance Committee that department heads would meet with the Finance Committee to state their needs for FY 2022. A recommendation to the Select Board by the Finance Committee will be forthcoming prior to the Annual Town Meeting. The Finance Committee will provide a progress update to the Select Board on March 31.

6. New Business

6.1 COVID-19 Update

Patrick Borezo, Hadley Library Director will present the library's browsing by appointment program for reopening the Hadley Public Library.

Request to reopen the library for research 3 days per week, five 30-minute slots per hour, by appointment only. Covid protocols will be in place. Board of Health has approved already.

Motion to reopen the library for research 3 days per week, five 30-minute time slots per hour by appointment with Covid protocols in place and Board of Health approval.

Motion: Chunglo Second: Nevinsmith

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

6.2 Solar RFP

The Hadley Public Library and Council on Aging are requesting to send out a Request for Proposals for solar projects.

Two separate RFPs for solar projects for the library and one for the Senior Center. Allison Donta- Venman spoke to the library RFP and funding available. Jane Nevinsmith spoke to the Senior Center RFP and funding.

Motion to allow the production and distribution of two separate RFP.

Motion: Stanley Second: Nevinsmith

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

7. Old Business

7.1 Diversity Committee - Mt. Holyoke Gorse Center Closure

The Diversity Committee asks to speak to the Select Board about an urgent matter that has arisen with the closing of the Mt. Holyoke College Gorse Center and its impact on working mothers.

Amy provided an updated on the delayed closure of one year for the Mt. Holyoke Gorse Center. Amy also highlighted the need for available and affordable childcare for young families in the



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community. Amy will send the original letter crafted by the DEI Committee to Christian for initial collaboration with the Select Board on a final draft to be sent to Mt. Holyoke College.

7.2 MASS DOT Rt. 9

MASS DOT is requesting the Town of Hadley sign the Land Damage Agreement and the Right of Entry agreement for the upcoming Rt. 9 project.

These are standard forms for MASS DOT projects and have been reviewed by counsel.

Motion that the Select Board approve the Mass DOT documents contingent upon Carolyn Brennan receiving a confirming email regarding verbal promises related to bus stops, etc..

Motion: Nevinsmith Second: Stanley

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

8. Other Items Not Anticipated 48 Hours in Advance

8.1 Radio Tower Surplus Equipment - Surplus Property

Recommendation by the Fire Chief to donate the surplus equipment to the Westhampton Fire Department in the spirit of mutual aid.

Motion that the Town donate the surplus equipment to the Westhampton Fire Department.

Motion: Chunglo Second: Stanley

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

8.2 Annual Town Meeting Warrant

The Select Board is asked to sign the Annual Town Election Warrant.

Motion to open the Annual Town election Warrant.

Motion: Chunglo; Second: Nevinsmith

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

Motion to add to the Warrant a Winter parking Ban by-law to be crafted by the Police Department.

Motion: Chunglo Second: Stanley

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

9. Announcements

Excise Taxes are due April 1st

Hadley Mother's Club Candidate's Night - April 5th

Joyce Chunglo offers the condolences of the Select Board to the family of Clara Pipczynski and Fabustino Soto Aguilera.



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10. Executive Session

10.1 North Hadley Village Hall RFP

The Select Board will enter into Executive Session as per the provisions of MGL Chapter 40A, Section 21(2)(6): "To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body; "

Motion to transition into Executive Session.

Motion: Chunglo Second: Nevinsmith

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

11. Adjournment

11.1 Adjournment

Meeting was adjourned to executive session and did not reconvene in open session at 8:00 pm.

Respectfully submitted,

Peter Lore and Jennifer Sanders James