



Wednesday, August 18, 2021
Select Board and Finance Committee Meeting Agenda

Zoom Meeting ID: 886 0488 4566 at 6:00 pm

Pursuant to notice duly filed with the Town Clerk, a meeting of the Select Board was held at 6:00 p.m. via Zoom as a virtual meeting for the Town of Hadley.

Present were: David J. Fill, II., Chair; Jane Nevinsmith, Clerk; John Waskiewicz, Member; Amy Parsons, Member

Also present were Carolyn Brennan, Town Administrator; Dan Zdonek, Town Assessor; Randy Izer, Town Moderator; Ed O'Connor, HR Director; William Dwyer, Planning Board; Linda Sanderson, Town Treasurer; Mike Mason, Police Chief; Pamela Rogers, Resident; Valerie Hood, Finance Committee; Dylan Manz, Finance Committee ; Mark Britton, Property Owner; Amy Fyden, Finance Committee; Todd Jurczyk, Powers & Sullivan; Laurie Dell'Olio, Melanson CPA; Mary Billion, Resident; Lionel Desforges, Resident; Wendy Desforges, Resident; Paulette Kuzdeba, Resident.

This meeting is being recorded and all votes will be taken via roll call vote.

1. Call to Order

1.1 Call to order

The Select Board and Finance Committee will convene a meeting on Wednesday, Aug. 18, 2021, 06:00 PM on Zoom Meeting:886 0488 4566 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:

Join Zoom Meeting:

<https://us06web.zoom.us/j/88604884566?pwd=UWk3WmF5d1JDVm5mWm8vYUpwSW8wZz09>

Meeting ID: 886 0488 4566

Passcode: 761410

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

2. Appointments

2.1 Audit Presentation- Powers and Sullivan

Todd Jurczyk from Powers and Sullivan presented the FY20 Audit to the Select Board and Finance Committee. Todd reviewed the Management Letter and the financial statements for FY20. Some FY19 comments in the Management Letter were carried forward in the FY20 Management Letter. Follow up will be done in FY21 especially in the areas of process and paying bills against warrants by July 15.

Regarding the financial statements for FY20, Todd Jurczyk provided explanations and answers to questions from meeting participants.

Linda Sanderson and Todd Jurczyk agree that everything went smoothly during the last audit even though it was 100% remote.

Laurie Dell'Olio from Melanson CPAs was also present to address any questions.

The audit was done remotely 100%. The audit was clean, non-qualified.

3. Consent Agenda

3.1 Consent Agenda

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| Warrants | AP2205S, AP2205-2, AP2204S,AP2204,PR2204, AP2205, PR2203, AP2206, AP2206S, AP2207S, AP2207 |
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Motion to approve the consent agenda.

Moved: Chunglo Second: Nevinsmith

Roll call: Fill: Aye, Chunglo: Aye, Nevinsmith: Aye, Waskiewicz: Aye, Parsons: Aye.

4. Public Comments

4.1 Public Comments

Randy Izer stated that the Special Town Meeting in October would be outside.

Mark Krause, owner of Esselon Café, spoke regarding parking on the Town Common. Joyce Chunglo added that she would like to see No Parking signs on the side of the Common closest to the Esselon Café. Further discussion will take place during the September 1st, Select Board meeting as an agenda item.

John Waskiewicz mentioned that Select Board meetings need to appropriately stream and be recorded and made publicly available on YouTube. This subject will be discussed at a future Select Board meeting.

John Waskiewicz also mentioned that all elected and appointed Town officials need to go through the State's mandatory Ethics and Conflict of interest training and related compliance. Human Resources now owns the tracking and enforcement.

5. Town Administrator Report

5.1 Town Administrator Report

Carolyn Brennan states that the ribbon cutting ceremony details continue to be worked out with schedulers for the Governor and Lt. Governor.

While providing a new building for the DPW had been placed on hold since 2019, Carolyn Brennan and the DPW Director recently met to discuss moving forward with a consultant. While constructing a new building is likely a few years out, the temporary trailers that house the DPW administrative staff and break areas for the DPW laborers have been adversely affected by the recent frequent and heavy rains. Carolyn is suggesting newer trailers only as a temporary fix. She is researching the options and possible funding sources.

Hybrid meeting options going forward are being worked on by Jennifer Sanders James and John Harrison. Jennifer reported that equipment will be tested and provided by Hadley Media to allow for hybrid meetings, possibly starting in September.

6. New Business

6.1 Budget Proposal and Staffing Adjustments for STM 21 and ATM 22

Carolyn Brennan, Town Administrator, will share a budget proposal and staffing adjustments addressing staffing vacancies due to recent resignations and Special Town Meeting.

The Town is currently on target for budgeted revenues against reduced expenses.

Carolyn Brennan is working on recruiting options for a new Conservation Agent, especially to cover the clerical aspects of the position.

There is an overall need to fill gaps where positions and work exist but there are no bodies.

Carolyn Brennan has introduced this to the Finance Committee and would hope to present the recommendation at the next Select Board meeting in advance of the Special Town Meeting.

7. Old Business

7.1 COVID-19 Update

Dr. Susan Mosler, from the Board of Health will offer an update on COVID-19.

Dr. Mosler said that the Board of Health is in favor of the hybrid meeting model for the future.

Based upon the CDC level scheme, Hampshire County has worsened (Moderate to Substantial) in Covid cases, while Hampden and Berkshire Counties have reached the highest infection level (High). The CDC recommends indoor masking for any counties rated as Substantial or High. At the next Board of Health meeting, a recommendation will be made regarding indoor masking. Hadley has recently gone to 7 active Covid cases from zero.

Amy Parsons shared that Northampton mandated an indoor mask mandate with 6 active cases. Both Joyce Chunglo and Jane Nevinsmith expressed support for indoor masking.

Dr. Mosler also reported that the State is sending rapid testing kits to the Town. Tests may be administered by Fire Department staff, possibly at the North Hadley Fire Station.

The Board of Health will be recommending to the School Committee that all public-school students be masked. Jane Nevinsmith and Dr. Mosler also shared that the Hopkins Academy will be offering a free vaccine on August 27th for Town residents with pre-registration.

A positive sample of EEE was reported in Hadley by the State. Dr. Mosler briefly described the possible symptoms of EEE in a human.

7.2 Conservation Commission Appointments

The Select Board will discuss the new member recommendations from the Conservation Commission and make any necessary appointments.

The following residents submitted letters of interest:

Raymond Mieczkowski

Joseph Boisvert

Edward Fedor

David Boivin
Andrew Gnatek

The letters of interest have been forwarded to the Conservation Commission.

Jane Nevinsmith stated that the Commission would prefer to have 5 voting members to have the quorum for meetings to be 3 with no tie votes. She further stated that the Commission voted unanimously for the Select Board to appoint Raymond Mieczkowski based upon his qualifications.

Motion to make the Conservation Commission a 5-member body.

Moved: Chunglo Second: Nevinsmith

Roll call: Fill: Aye, Chunglo: Aye, Nevinsmith: Aye, Waskiewicz: Aye, Parsons: Aye.

Motion to appoint Raymond Mieczkowski to the Conservation Commission for the term ending June 30, 2024.

Moved: Nevinsmith Second: Chunglo

Roll call: Fill: Aye, Chunglo: Aye, Nevinsmith: Aye, Waskiewicz: Aye, Parsons: Aye.

8. Other Items Not Anticipated 48 Hours in Advance

None.

9. Announcements

The Hadley Police located a person in medical distress in a corn field with the help of Officer K-9 and eventual rescue assistance by the Fire Department.

10. Adjournment

Motion to adjourn.

Moved: Chunglo Second: Parsons

Roll call: Fill: Aye, Chunglo: Aye, Nevinsmith: Aye, Waskiewicz: Aye, Parsons: Aye.

Meeting was adjourned at 7:26 pm.

Respectfully submitted,

Peter Lore and Jennifer Sanders James