



Wednesday, September 7, 2022
Select Board Meeting Agenda

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

Also present were: Carolyn Brennan, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Dan Zdonek, Town Assessor; William Dwyer, Planning Board; Jim Maksimoski, Planning Board; Linda Sanderson, Town Treasurer; Scott McCarthy, DPW Acting Director; Kimberly Pieffer, Assistant Collector; Susan Glowatsky, Town Collector; Jen Trovato, HR Director; Mitch Kuc, Police Lieutenant; Megan Healey, Police Department; Harry Santiago, Police Officer; Rachel Ferrin, Police Dispatcher; Tom Quinlan, Building Inspector; Mike Spanknebel, Fire Chief; Alex LaMarche Director of Hadley Media.

1. Call to Order - 6:00 pm

1.1 Call to order

The Select Board will convene a hybrid meeting on Wednesday, September 7, 2022 at 6:00 p.m. at the Hadley Council on Aging—Dining Room at 46 Middle Street, Hadley, MA, 01035 and on Zoom Meeting: 896 3585 1557 there and then to act on the following agenda.

Topic: Select Board Meeting

Time: September 7, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89635851557?pwd=N0kyN1hQVkpOEF4ZXJKRGNrMVpEUOT09>

Meeting ID: 896 3585 1557

Passcode: 049814

Joyce Chunglo called the meeting to order at 6:30 pm and stated in accordance with Mass. General Law Chapter 22 of the Acts of 2022 signed by Governor on February 15, 2022, I announce that this meeting of the Select Board is being recorded by Hadley Media, the Select Board's Office via Zoom and ask if there is anyone present who is also recording this meeting.

No one else is recording the meeting.

2. Executive Session

Discussions to involve Union and DPW Director.

Postponed to a future date to be determined.

3. Public Comments

3.1 Public Comments

There were no public comments.

4. Consent Agenda

4.1 Consent Agenda

Warrants	AP2307, AP2307S, AP2310V, AP2305, AP2305S, AP2038, AP2308S
Minutes	None
Special one day alcohol licenses: wine & malt	Leadfoot Brewing LLC at Maple Valley Creamery, 102 Mill Valley Rd. on September 11, 18, and 25 from 2:00 to 6:00 PM and on September 21 from 5:00 to 8:00 PM.
Special one day alcohol licenses: wine & malt	Jennylynn Fontaine, UMASS Amherst/TOC Inc., at SIX Concourse Concession Areas in McGuirk Stadium on September 17, October 8, 15, and 29, and November 26.
Special one day alcohol licenses: wine & malt	Jennylynn Fontaine, UMASS Amherst/TOC Inc., at the South End Zone South Hospitality Plaza in McGuirk Stadium on September 17, October 8, 15, and 29, and November 26.
Automatic Amusement Device License Amendment	FunHub LLC dba FunHub Action Park, 367 Russell Street, Unit H-06, amend license to add 6 devices, from 25 to 31.

Motion to accept the Consent Agenda except for the license for Leadfoot Brewing.

Motion: Keegan

Second: Izer

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

A separate discussion followed regarding the one-day license for Leadfoot Brewing and others. The Select Board is concerned regarding the process and work related to issuing these licenses and the lack of fee revenue associated.

Amy Parsons cited the need for less processing and paperwork.

Joyce Chunglo states that much of the process and paperwork is the outcome of existing Town by-laws and suggested that the By-Law Committee include this topic in their review for next year.

Motion to approve the One- Day Liquor License application for Leadfoot Brewing.

Motion: Izer

Second: Keegan

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5. New Business

5.1 DPW Director Appointment

The Select Board was scheduled to consider the permanent hire of acting DPW Director Scott McCarthy. This has been postponed until September 21.

5.2 Hadley Media Goals

Alex LaMarche, Director of Hadley Media, solicited goals and feedback on recent efforts from the Select Board for Hadley Media.

Amy Parsons stated the need for a much better Town website.

Molly Keegan stated that there is a need for a better overall communication plan for the Town inclusive of social media presence and transparency., perhaps necessitating a committee to strategize around such an effort.

Joyce states that there is a further need to address the pending renewal with Spectrum in Hadley and asks Alex LaMarche to solicit folks to serve on a Hadley Media advisory committee. There is no Cable Advisory Committee currently in place.

Alex LaMarche shared that there is local (Western Mass.) programming that can be aired for Town residents. Sports events at Hopkins Academy will be covered whenever possible.

Joyce Chunglo states that perhaps some polka events now and again could be captured by Hadley Media.

5.3 Notice of Hearing: 8 Pine Hill Road delinquent water usage

Hearing was cancelled- all delinquent charges have been paid in full.

5.4 Abatement Application for Water & Sewer Bills

Ryan Goff had filed an Abatement Application for both water and sewer fees bills on account #1185 for the property located at 123 Russell Street for the following bills:

1. 7/30/21 bill based upon meter reading of 6/30/21
2. 11/1/21 bill based upon meter reading of 9/23/21
3. 2/1/22 bill based upon meter reading of 12/28/21
4. 8/1/22 bill based upon meter reading of 6/27/22

Randy Izer abstained from the discussion as the party is a relative.

The DPW recommends not giving an abatement. The DPW was never contacted by the payer.

Kim Pieffer, Assistant Collector states that this is an apparent tenant/landlord issue.

Motion to deny the abatement for 123 Russell Street.

Motion: Parsons

Second: Keegan

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Abstains, Keegan: Aye.

Vote: 3-0-1

5.5 Resignation of Part-Time Police Officer

Motion to accept the resignation of Tom Chabot.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.6 Promotion of Dispatcher

Lt. Kuc presents Rachel Ferrin for an appointment from a part-time dispatcher to a full-time dispatcher.

Motion to promote Rachel Ferrin to a full-time dispatcher.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.7 New Hire to Dispatch

Lt. Kuc presents Hali'a Santiago for an appointment as a part-time dispatcher. She will need to be trained in telecommunications as well as receive 911 operator training in addition to 4 to 6 months of on-the-job training.

Motion to hire Hali'a Santiago as a new part-time dispatcher.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.8 Promotion from Special Police Officer to Full-Time Police Officer

Special Police Officer Harry Santiago was presented for promotion to Full-Time Police Officer to fill one of two vacancies.

Motion to promote Harry Santiago to Full-Time Police Officer.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.9 Promotion of Seasonal DPW Worker to Full-Time Highway Laborer/Truck Driver at DPW

Scott McCarthy, Acting DPW Director asks that the Select Board promote Jesse Johansmeter to Full-Time Highway Laborer/Truck Driver.

Motion: To promote Jesse Johansmeter to Full-Time Highway Laborer/Truck Driver.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.10 Police Lieutenant Updated Job Description

Lieutenant Kuc states that the updated job description for the Police Lieutenant to reflect that the duties have been shared between two Lieutenants. No significant changes have been made to the current job description. One position is for Operations, the other for Administration, similar to most other towns.

Motion to accept the Police Lieutenant updated job descriptions.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.11 Special Town Meeting Dates

Special Town Meeting is scheduled for October 27th which coincides with the Open House at the schools. Parking at Hopkins Academy might be an issue. November 3rd will be investigated as an option. After weighing the pros and cons, October 27 was determined to be the best date.

5.12 Pro-rating License Fees

The Board discussed pro-rating license fees for applicants who apply after July 1.

Jayne Champagne, the interim Administrative Assistant to the Select Board, introduced this topic.

Motion to pro-rate the application fee for the additional equipment approved for FunHub as approved within the Consent Agenda (Item #4) of this meeting.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

5.13 Klimoski APR

The Select Board discussed irrigation and well drilling on the APR property. Carolyn Brennan introduced this topic. The Town is a co-owner. This needs to be reviewed by the Conservation Committee and the Board of Health. DPW also expressed the need for inspections.

Motion to table for further discussion.

Motion: Keegan

Second: Parsons

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

6.Old Business

None.

7.Other Items Not Anticipated 48 Hours in Advance

Greg owns Barn Out Back Vintage and Gift Shop as well as Greg's Goodies would like to produce craft fair with maybe 10 vendors. He has already met with the Planning

Board. The first event would be held on October 2nd from 10:00 to 5:00. The location is 30 Lawrence Plain Road.

8. Town Administrator Report

Carolyn Brennan, Town Administrator presents the Town Administrator report.

- Early voting for the mid-term election went well. Jessica Spanknebel, the Town Clerk, executed the time-consuming logistics very well.
- Capital requests have been received. Meetings will be scheduled with the Capital Planning Committee.
- The Town is having difficulty recruiting qualified candidates as wage competition increases.
- Inflation is also affecting projects previously approved, resulting in projected cost overruns. The trend is leading to the need to re-bid some projects.
- A kickoff meeting took place for the Streetlight Conversion project. The work will be completed at the end of October.
- The move-in of UMASS students at the Econolodge has gone well so far.

9. Items for Future Discussion by the Select Board

- a. Chmura Road Trail and parking issues
- b. Town Administrator evaluation. Joyce Chunglo suggests a 360 evaluation, including feedback from people who work with the Town Administrator.
- c. Use of Town property perhaps engaging the By-Law Committee.
- d. Permit fee proration.
- e. Licensing and permitting processes and streamlining. A checklist has been suggested.

10. Liaison Reports

- a. Molly Keegan attended a meeting with the financial management team. Also started involvement with the Annual Community Agreement with UMASS.
- b. Randy Izer will start meeting with the Capital Planning Committee.
- c. Amy Parsons is working with the Russell School Committee, which has had some members recently drop off.

- d. Joyce Chunglo reported that the Police continue to recruit and promote where vacancies exist. Hadley Fire has received the ambulance from Northampton. The Town is recruiting a full-time paramedic.
- e. Molly Keegan was named as chairperson for the Ambulance Committee.

11. Announcements

Joyce Chunglo announces that there will be a ceremony at the North Hadley Substation to commemorate 911 at 9:45 AM on September 11th.

Joyce Chunglo announces the Chicken to Go for the American Legion on September 11th.

Joyce Chunglo offers condolences to the families of Joan Wanczyk and Gary Fydenkiewicz.

12. Adjournment

Motion to adjourn.

Motion: Parsons

Second: Keegan

Roll call vote: Chunglo: Aye, Parsons: Aye, Izer: Aye, Keegan: Aye.

Vote: 4-0-0

Meeting was adjourned at 7:44 pm.

Respectfully submitted,

Peter Lore and Jennifer Sanders James