



Wednesday, July 5, 2023
Select Board Meeting Agenda

Hadley Senior Center at 46 Middle St., Hadley MA, 01035 at 6:00 pm

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

Also present were: Carolyn Brennan, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Police Chief Mike Mason; Linda Sanderson, Town Treasurer; Susan Glowatsky, Town Collector; Alex Lamarche, Hadley Media; Dan Zdonek, Town Assessor; DeDe DiBrindisi; Building Inspection; Lisa Mead, Town Counsel; Attorney Tom Reidy; Lisa Mead, Town Counsel; William Dwyer, Planning Board; Jim Maksimoski, Planning Board; Colin Earle, Finance Intern; and Mike Spanknebel, Fire Chief.

1. Call to Order

1.1 Call to order

The Select Board will convene a hybrid meeting on Wednesday, July 5th at 6:00 p.m. at the Hadley Senior Center at 46 Middle Street, Hadley, MA 01035 and on Zoom Meeting ID: 876 0090 0667 there and then to act on the following agenda.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87600900667?pwd=THZITEVmSEhLU0tkMG9hL3BFMHpidz09>

Meeting ID: 876 0090 0667

Passcode: 251439

Amy Parsons asked and confirmed that nobody was recording the meeting.

2. Public Comments

2.1 Public Comments

There were no public comments.

3. Old Business

3.1 YMC events and Resident concerns - Follow-up

The Select Board discussed concerns expressed by residents at the June 21, 2023, Select Board meeting.

Joyce Chunglo and Randy Izer felt that the public had aired noise complaints at the last Select Board meeting and while the feedback from neighbors was taken under advisement, there was nothing further to discuss and that the topic should not reappear on future meeting agendas.

3.2 DPW Building and Garage STM outreach and education

The Select Board discussed the DPW Building and Garage STM outreach and education.

Jim Maksimoski stated that there will be a request on the agenda for funding to engage an architect for the design of the new DPW complex for the October 26, 2023 Special Town Meeting. All members of the committee who have worked on the initial feasibility study have expressed interest in continuing their work on the next steps of the project.

Molly Keegan mentioned the possibility of misinformation in the absence of timely and accurate information in advance. With this said, one of the objections that should be anticipated is the overall project cost to the taxpayers. In summation, it will be all about outreach and education of the voting public. This topic will be on a Select Board meeting agenda in August.

Suggestions for outreach and education for consideration include

- Host a DPW “Touch a Truck” day for families to come to see the facility. Popcorn, cotton candy, balloons, sometimes hot dogs, and burgers will help get families to the facility. Attached is an example flyer.
- A tri-fold flyer with facts about the facility can also be helpful to get the message out. Attached is an example. As you can imagine, this is printed on one sheet and folded 3-ways to make an easy pamphlet. These can be handed out at the transfer station, town hall, or anywhere you may have a gathering of residents.
- A video for local cable and YouTube has been very popular lately. The following is a link to Duxbury’s: [A New DPW Facility for Duxbury; Supporting Our Community - YouTube](#)
- Host a town hall meeting to let the residents know what is being proposed and why. This can also be hosted at the DPW facility in order to get people to see it.
- Produce visual aids such as building renderings so that residents can see what they are voting on.
- An FAQ document is also helpful. This is often not distributed to residents because it can be cumbersome; however, it is helpful to have it so that a consistent message can be delivered by the Committee and DPW.

Carolyn Brennan has asked the Town Collector to include a related notice inserted with the water bills going out on August 1st.

4. Consent Agenda

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| Warrants | AP2352S, AP2352, PR2325, AP2351S, AP2351, AP2352, AP2352S |
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Motion to approve the consent agenda.

Motion: Chunglo Second: Izer

Vote: 5-0-0

5. New Business

5.1 Board and Committee Reappointment Updates

The Select Board reappointed boards and committee members for the new Fiscal Year 24.

Jennifer Sanders James walked the Board through a spreadsheet as a visual aid for discussion.

Motion: Reappoint committee members on a staggered term length basis rather than reappointing everyone with a term expiration date of 3 years concurrently with the exception of the committees with vacancies to be identified and discussed individually by the Select Board.

Motion: Chunglo Second: Keegan

Vote: 5-0-0

The committees and boards that were identified by the Select Board for individual handling included the following:

1. Bylaw Committee: This committee needs a member of the Select Board to serve.

Motion to appoint Randy Izer to the Bylaw Committee.

Motion: Chunglo Second: Nevinsmith

Vote: 5-0-0

2. Cable Franchise Committee: According to Carolyn Brennan, those who had served on the Committee most recently were contacted via email regarding renewing their memberships. All past members declined to renew or did not respond. As a result, this committee is a non-committed committee.
3. Capital Planning Committee: Everyone is still on this committee.
4. Climate Change Committee: All members are still committed to this committee.
5. Community Preservation Committee: There is a one-year vacancy.

6. Conservation Commission: There is one opening but a letter of interest has been received from a resident.
7. Council on Aging: There are two new appointees.
8. Cultural Commission: There is nobody to appoint.
9. DPW Building Feasibility Study Committee: There is nobody to appoint.
10. Flood Overlay Bylaw Committee: An appointment is needed to replace Greg Mish.
11. Hadley Media Advisory Committee: This remains a standing committee yet 100% vacant.
12. Historical Commission: Sharon Parsons applied for re-appointment. There are still 2 other vacancies.
13. Housing and Economic Development Committee: all members are ready for re-appointment.
14. Mosquito Opt-Out Committee: Members of this committee should be appointed or re-appointed annually.
15. Shade Tree Commission: Three new members need to be recruited.

Motion to approve all committee assignments 1 through 15 with the exception of those pulled for necessary changes including changes in the length of the term.

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

16. Agricultural Commission: Matt Kushi will be re-appointed. The commission has not convened a meeting in roughly 1 year. Jennifer Sanders-James suggested that there may be a seasonality to the commission's work. Molly Keegan suggested that perhaps Matt Kushi could come in before the Select Board to share what the commission might be working on. Joyce Chunglo added that she was not sure what the expectation of the Ag Commission might be. Amy Parsons stated that the Ag Commission typically provides education and outreach to the farming community. The Ag Commission will be placed on a future Select Board meeting agenda after Fall Town Meeting.

Motion to re-appoint Matt Kushi to the Agricultural Commission.

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

17. Cable Franchise Renewal Committee: Jennifer Sanders-James suggested seeking new members for this committee. Carolyn Brennan stated that beyond this committee the Select Board would be doing the negotiating with the vendor.

There were 9 members on this Committee. Carolyn Brennan suggested setting the number of committee members to 5.

Motion to reduce the membership on the Cable Franchise Renewal Committee from 9 to 5 and re-appoint Joyce Chunglo, Carolyn Brennan, and Alex LaMarche as well as advertise for 2 new members.

Motion: Keegan Second: Chunglo

Vote: 5-0-0

18. Municipal Building Committee:

Molly Keegan suggested that this committee did not currently have much on its plate and that the Board may consider disbanded the committee once the action plan regarding the Goodwin Library is put into place.

Joyce Chunglo concurred with the idea of disbanding the committee.

Carolyn Brennan, Gary Berg (DPW), and Jennifer Sanders James have assumed responsibility of the repair and painting of the columns in the front of the Town Hall.

Motion to disband the Municipal Building Committee.

Motion: Chunglo Second: Keegan

Vote: 5-0-0

Motion to disband the Hadley Media Advisory Committee.

Motion: Izer Second: Keegan

Vote: 5-0-0

Motion to disband the Shade Tree Committee.

Motion: Izer Second: Chunglo

Vote: 5-0-0

19. PVJTC/ Transportation Board: Bill Dwyer had been appointed as the Town's representative with Scott McCarthy serving as the alternate representative.

Motion to renew the member applications submitted by Bill Dwyer and Scott McCarthy.

Motion: Keegan Second: Chunglo

Vote: 5-0-0

20. Russell School Building Committee: Jane Nevinsmith spoke to keeping the current committee intact as the next steps in determining the final outcome of the Russell School have yet to be determined. Amy Parsons added that the feasibility needs to be completed.

Motion to disband the Russell School Committee.

Motion: Izer

Second: Chunglo

Vote: 5-0-0

21. Zoning Board:

Randy Izer stated the need for the Zoning Board to continue its charter. However, Randy would like to know what other Towns do in terms of the number of members. Currently the Zoning Board has 3 members, translating into 2 members comprising a quorum. Randy stated that perhaps the Town might want to transition to 5 Zoning Board members.

Jennifer Sanders James advised that the existing bylaw calls for 3 members and possibly 2 associate members, suggesting that the bylaw would need to be changed if the Zoning Board membership was to transition to 5 members.

Motion to re-appoint Jason Galvin to the Zoning Board.

Motion: Chunglo

Second: Izer

Vote: 5-0-0

Molly Keegan mentioned that Jason Galvin is currently a director for the Young Men's Club, perhaps requiring that Jason recuse himself from decisions made relative to potential re-zoning activities as previously mentioned during an earlier agenda item during this meeting.

At the end of this agenda item, Jennifer Sanders James summarized the committee vacancies.

Select Board Chair Parsons thanked a list of residents who have previously served on various committees.

6. Public Hearing 6:30 PM

6.1 Continuation of Young Men's Club - Public Hearing 6:30 PM

The Select Board, as The Town of Hadley's Local Licensing Authority, hereby gives notice of a Public Hearing on Wednesday, July 5, 2023, at 6:30 p.m. at the Senior Center, 46 Middle Street, Hadley, MA, 01035 and on Zoom Meeting ID: 899 3795 2594 for the purpose receiving an update from the licensee and/or its representatives on the M.G.L. c. 138, § 12 All Alcoholic Beverages Club License No. 00003-CL-0482 of the Licensee Young Men's Club of Hadley, Inc., located at 138 East Street, Hadley, MA, with respect to the failure to conduct the licensed activity in accordance with G.L. c. 138, § 12, to allow a reasonable opportunity for the Licensee and/or their representatives to provide full and up to date information, including testimony and evidence, on the status of this All Alcoholic Beverages Club License.

Atty. Tom Reidy spoke on behalf of the Young Men's Club (YMC). Atty. Reidy mentioned a meeting a few hours prior to this Select Board meeting with leaders of Town government including members of the Select Board (Jane Nevinsmith and Randy Izer) as well as representatives from the Fire, Building Inspection, and Police departments regarding the YMC's ABC licensing.

Molly Keegan asked if the YMC intends to be compliant respective of with its current license or if the expectation is to continue operating as is until a path forward is determined. Atty. Reidy replied that compliance under the current license will take place until an all-premise license is approved and issued for either the entirety of the facility or some sub-division thereof. Another option that might be considered would be a series of one-day licenses per event as suggested by Atty. Reidy. Atty. Reidy added that he also anticipates the YMC meeting with the Zoning Board of Appeals to further discuss limitations to be set for the YMC facilities.

Molly Keegan mentioned that the Octoberfest event is already being advertised. Atty. Reidy by stating that he was unsure that the timing of any new licensing would be in advance of the Octoberfest event.

Joyce Chunglo inquired respective of the Monday night antique car events at the YMC.

Amy Parsons stated that she thought the YMC would be looking to enhance their licensing to include serving alcohol to members on the fields outside of the pavilion. Atty. Reidy responded by stating that modifying the premises for licensing at this meeting would be acceptable to the YMC.

Lisa Mead responded by stating that the premises cannot be modified without an application. Further, Atty. Mead summarized by restating that the YMC intends to have no other events outside of their current licensing and would eventually seek a new

license and a modification to the premises along with seeking premise approvals from the Zoning Board.

Atty. Mead continued by stating that the Board can do one of two things. First, the Board could "Keep their feet to the fire" and have the YMC apply for a new license while no events outside of the current licensing would occur, continuing the public hearing. Second, the Board could close the public hearing and take no action and simply wait for the YMC to apply and the Board continue to enforce the current license under Section 12.

Molly Keegan asked to confirm her understanding that YMC members could invite a guest onto the premises but could not invite the general public.

Atty. Mead confirmed that Molly Keegan's understanding of the rules was correct.

Molly Keegan then asked Atty. Reidy if these rules have been discussed.

Atty. Reidy stated that guests of members entering the YMC facilities will be documented. Atty. Reidy further stated that if the event is open to the public, the public cannot be served alcohol under the current license if not documented guests of YMC members.

Amy Parsons then asked if there were any public comments regarding alcohol consumption or licensing at the YMC. There were no additional comments from the public.

Police Chief Mason stated the meeting held before the Select Board meeting went very well. Joyce Chunglo asked the Chief if the police have received any complaints regarding the Monday night auto shows, to which Chief Mason responded in the negative.

Bill Dwyer shared that there was a zoning restriction regarding a membership club being allowed to exist by the Zoning Board of Appeals (ZBA), whereas a restaurant or bar is not allowed to exist.

Atty. Mead reiterated and clarified that the Board can close the public hearing and take no action (no findings) or continue the hearing to give the YMC to formulate what their plan for the future might be in terms of alcohol licensing modifications and report back to the Board and the ZBA as such. Additionally, the YMC could be granted a conditional one-day license for each event according to Atty. Mead. The one-day license would have to be for a different part of the premises from the current license in place.

Molly Keegan suggested that the Board continue the public hearing, forgoing the need to establish and advertise for a new public hearing once the YMC has finalized its plan going forward regarding licensing applications.

Motion to keep the current public hearing open without finding through November 1, 2023, at 6:30 PM.

Motion: Keegan Second: Izer

Vote: 5-0-0

7. Other Items Not Anticipated 48 Hours in Advance

8. Town Administrator Report

Subject

8.1 Town Administrator's Report

Carolyn Brennan filed the following report:

Introduction to Colin Earle Massachusetts Municipal Finance Fellowship intern. Mr. Earle briefly addressed the Board.

Select Board Food Truck regulations will be reviewed by the Planning Board on July 18th and Select Board will review them on July 19th.

Committee Handbook

Troy and Carolyn are making a final review with additional recommendations. Legal will review and finalize a recommendation to the Select board at a future meeting.

Code of Conduct

The Code of Conduct that was approved by the Select Board will be distributed with the Committee/Board Handbook. Troy will schedule a meeting for all Boards and Committee members to review the documents and utilize the expertise from our Town Counsel in those trainings.

COA Solar

Due to a lack of response to the BID submission, we've extended the timeline and notified bidders, and updated the website.

Town Hall Columns and Russell School Reuse Feasibility Study Proposals

Both are in progress.

Emails transition from .org to .gov

This should be completed next week - stay tuned for a specific timeline and email address update.

9. Select Board Members' Items for Future Discussion

Amy Parsons mentioned that she had been approached by Hadley residents regarding the possibility of displaying Veterans' banners publicly. Carolyn Brennan committed to having this topic on the next Select Board meeting agenda.

10. Select Board Members Liaison Report

None.

11. Announcements

Joyce Chunglo announced that the Fire Department received \$247,200 from a grant from the Department of Homeland Security for the purchase of a new air pack. The Town will need to contribute \$12,000.

Joyce Chunglo also mentioned the recent passing of Gretchin Tudryn.

12. Adjournment

12.1 Adjournment

Motion to adjourn.

Motion: Izer

Second: Keegan

Passes 5-0.

Meeting was adjourned at 7:23 pm

Respectfully submitted,

Peter Lore and Jennifer Sanders James