



Wednesday, January 9, 2019  
Select Board and Tri-Board Minutes  
Town Hall Meeting Room 203 – 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. in the in Room 203, Town Hall, 100 Middle Street, Town of Hadley.

Present were: Joyce Chunglo, Chair; Molly Keegan, Clerk; Christian Stanley, Member; David Fill, Member; John Waskiewicz, Member

Also present were: David Nixon, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Catherine Zatycka, Fin Com; Amy Fyden, Fin Com; Tim Neyhart, MBC; David Tudryn, MBC; Alan Weinberg, Cemetery Committee; Linda Sanderson, Town Treasurer; Phil Palumbo, Senior Center OPM; Jane Nevinsmith; COA; David Fill, MBC

## **1. 6:00 p.m. Call to Order**

### **1.1 Call to order**

Meeting was called to order by Joyce Chunglo, Chair at 6 pm.

### **1.2 FY2020 Budget Presentation**

The Select Board is asked to open the warrant for the May 2, 2019 ATM with a closure date of February 13, 2019. The Select Board is asked to establish a cost of living adjustment for the non- union personnel for the FY2020 budget. The Select Board and Finance Committee will review the enterprise administrative charges formula. The Select Board and Finance Committee will review the preliminary warrant.

David Nixon gives a presentation of the enterprise administrative charges formula. The Select Board, David Nixon and Linda Sanderson have a discussion about the administrative charges. David Nixon states that he asked all boards to prepare their budgets. David Nixon then presents the COLA for the t non- union personnel and states that 2.8 and step would provide parody to unions. All of the unions have received at least 2.8 % and step increases, I would recommend at least that for the non- union. The non-union personnel not received a step in over 3 years. The Select Board takes the step under advisement until after wage compensation study and they would like it completed before Annual Town Meeting. Amy Fyden, Finance Committee suggest a higher COLA for now and then work through the compensation study for the steps.

Motion for a 2% Cost of Living Adjustment for all non-union employees.

Motion: Waskiewicz                      Second: Fill

Vote: 5-0-0

The Select Board, Finance Committee and David Nixon then discuss the preliminary Annual Town Meeting Warrant. There are 21 articles and the first 6 are the consent agenda. The consent agenda will compose of acceptance of grants, Chapter 90 borrowing, short term borrowing, the return of fund balances, the H2O filters for the DPW, and the CPA administrative expenses.



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Motion to open the warrant.

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

Motion to approve the 6 articles for the consent agenda.

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

**Article 7** the Town will transfer from water reserves **\$1,468.00** to pay for prior year construction costs associated with the Route 9 water line replacement project. This is a bill dating back to 4/15/17 when Mass DOT hired E.T. & L. Corporation to widen Route 9 from Walley Street to the Farm Museum. The Town of Hadley received a state revolving fund grant to replace the aging water line infrastructure within the project area. After the project was completed and the grant documents closed out, Mass DOT discovered that the Town still owed \$1,467.43 to E.T. & L. Corporation. This information did not get delivered to Mass DOT until 6/26/18.

**Articles 8, 9, 10 and 11** used to make up the Omnibus budget, but we can no longer combine these because of concerns from the DOR. We will no longer combine them and they are now separate articles. These are all taken under advisement.

**Article 12** is the school department request for the girl's locker room renovation and the Univents both of these are for the high school. We are going to ask for them to defer these.

**Article 13** is for the Hadley Kids, Inc. is to vote to accept the fund transfer from them. Park and Recreation is now running the Hadley Kids, Inc. after school program.

**Article 14** (Special Act of Legislation – Off-Premise Liquor Licenses Above Quota)  
The Town will vote to authorize the Select Board to petition for special legislation for to General court. We are asking for 3 additional off premise license due to increased request from businesses in town.

**Article 15** is CPA

**Article 16** is to preserve maps from 1750 of the town.

**Article 17 and 18** the stormwater by-laws

**Article 19 and 20** are marijuana by-laws

**Article 21** – adult use marijuana prohibition

The Tri-board meeting ends and the regular Select Board meeting begins

## 2. Consent Agenda

### 2.1 Consent Agenda

Warrants	PR1926,PR1925,PR1924,PR1923,AP1927,AP1926S,AP1926, AP1925-2,AP1925AP1924S,AP1924
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Proclamation for a Centennial Citizen	Agnes Banash
<del>Appointment of Town Parking Clerk</del>	<del>Susan Glowatsky</del>
<del>Implementation of Fees</del>	<del>Parking violations</del>
Gravestone Restoration Assessment Survey Bid Award	Historic Gravestone Services
Gravestone Marker Restoration Bid Award	Conserve ART
HPD Retirement	Henry Baj

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

The Select Board recognizes Agnes Banash as she celebrates her 100<sup>th</sup> birthday, which is today. Joyce Chunglo reads the proclamation.

### **3. Public Comments: 7:00 - 7:15 pm**

#### **3.1 Public Comments**

There were no public comments.

### **4. Town Administrator Report**

#### **4.1 Town Administrator Report**

David Nixon provided an administrator report.

### **5. Appointments**

#### **5.1 7:15 pm Municipal Building Committee—Senior Center, Library, Fire Substation Update and Discussion**

David Tudryn discusses the findings of the Municipal Building Committee for a “clerk of the works” for the 3 building projects and that the clerk would be able to coordinate the 3 projects and any conflicts that may arise between the 3. The MBC recommends the Larry Tuttle who is our architect on call.

Motion to accept the recommendation of the division of responsibilities as presented by the MBC for the hiring of Larry Tuttle and requesting David Fill act on the behalf of the Select Board with Christopher Okafor to share Gary Berg who would report to David who will share information with the Select Board and the OPM's.



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

## **6. New Business**

### **6.1 Valley Bike Share Opportunity**

Christian Stanley discusses the possibility of the town participating in a ride-share bicycle program. The town needs to sign a memorandum of understanding to Valley Bike share and then we will be added to the grant application. This would cover the cost of the stands and the bikes. In addition, the town would have to pay for the site pad and 24 hour a day of electricity. Motion to sign the MOU with Valley Bike Share to pursue the grant.

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

### **6.2 Direct Local Technical Assistance Grant Applications**

Motion to support the DLTA grant application.

Motion: Stanley                      Second: Fill  
Vote: 5-0-0

### **6.3 Treasurer and Tax Collector -- Legislative Changes**

Joyce Chunglo states that these legislative changes were just signed these into effect.

David Nixon states that we have always had 2 excellent people in these positions and we want to keep them. The legislative allows for us to enter into contracts. What is the process that we want to follow?

Joyce Chunglo states that we need to research surrounding town's contracts, or job description.

Linda Sanderson states that there are several changes happening in town government with human resources, and/or financial director. I am willing to think about a short term solution while we figure out how we are handling these other changes.

David Fill suggest a letter of understanding until July 1.

## **7. Old Business**

### **7.1 Director of the Department of Public Works**

Motion to ratify the employment agreement of the new Director of Public Works: Christopher Okafor.

Motion: Keegan                      Second: Stanley  
Vote: 4-1-0

John Waskiewicz abstains.



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### **7.2 RFP Compensation/Classification Plan**

Motion to approve the Request for Proposals for a compensation/classification plan.

Motion: Stanley                      Second: Fill  
Vote: 5-0-0

### **7.3 North Hadley Village Hall Realtor Bid**

Motion to award the bid for the real estate broker for North Hadley Village Hall to Stiles and Dunn as part of Jones Group Realtors.

Motion: Stanley                      Second: Waskiewicz  
Vote: 5-0-0

### **7.4 Moody Bridge Road**

David Nixon states that Chris Okafor wants permission to move forward with Moody Bridge Rd. culvert.

David Fill states that we have agreed that we are going under emergency procurement at a previous meeting.

### **7.5 2019 License Renewals**

Jennifer Sanders James asked the Select Board to vote to renew the remainder of annual licenses that came in after the December 12, 2018 meeting, which was the last meeting of 2018.

Motion to approve licenses.

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

### **8. Other**

#### **9. Announcements**

Christian Stanley announces that the 2019 Reservoir permits are now available in the Select Board's office.

Molly Keegan announces that the Town Elections is on April 9, 2019, and that nomination papers are available until February 14<sup>th</sup>. The last day to register to vote is March 20<sup>th</sup>. Also, the census is coming, please c

Joyce Chunglo thanks Hadley Garden Center and Tom and Janine Giles for the wreaths that we have on our Town Hall doors. They donate the wreaths every year and we thank them.



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The Select Board offers their condolences to the families of Ray Nelson Selig, Larry Smith, Eva Louise Mullen, Antonia Widgeon, Lyndell Nuttelman, Florence Davidson, Bernice, Drysdale, John Haneski and Jamie McCauley Tudryn.

**10. Adjournment**

**10.1 Adjournment**

Motion to adjourn.

Motion: Fill                      Second: Waskiewicz  
Vote: 5-0-0

Meeting was adjourned at 8:20 pm.

Respectfully submitted,

Jennifer James

APPROVED