



Wednesday, March 6, 2019
Select Board and Tri-Board Minutes
Town Hall Meeting Room 203 – 6:30 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; Anne McKenzie, Superintendent; Linda Sanderson, Town Treasurer; David Eisenthal, Financial Adviser; Jennifer Sanders James, Licensing Coordinator; Evan Briant, Deputy Fire Chief; Michael Spanknebel, Fire Chief; Jessica Spanknebel, Town Clerk; Michael Spanknebel, Police Chief; Valerie Hood, Fin Com; Alexei Levine, Fin Com; Mitch Kuc, HPD LT.; Carlos Nieto, Berkshire Design; Christopher Chamberland, Berkshire Design; Amy Fyden, Fin Com; Chris Okafor, DPW Director; Tim Neyhart, Building Inspector; Joan Zuzgo, Asst. Town Treasurer

1. Call to Order

1.1 Call to order 6:30 p.m.

Meeting was called to order by Joyce Chunglo, Chair at 6:30 pm.

2. Consent Agenda

2.1 Consent Agenda

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| Minutes | November 14, 2018 |
| Permission | Hadley Hearts Helping Schools 5K Road Race - April 7, 2019 |
| One Day Liquor License | Top of the Campus - UMASS Hockey Games - Mullins Center - March 15, 2019 (2); March 16, 2019 (2); March 17, 2019 (2) |
| HPD Part Time Dispatcher Appointment | Henry Baj |
| Use of the Town Commons | First Congregational Church - Easter Sunrise Service - April 21, 2019 |
| One Day Liquor License | Steph's Wild Ride - at V-1 Vodka 146 Russell St. - Multiple Licenses - March 9, 2019, April 13, 2019, May 11, 2019, June 8, 2019 |
| One Day Liquor License | Amherst Area Chamber of Commerce-Pyramid Group - Margarita Madness Hampshire Mall - March 28, 2019 |
| One Day Liquor License | Top of the Campus - WWE Event- Mullins Center Concession Stand and Arena Floor 2 licenses March 24, 2019 |
| One Day Liquor License | Top of the Campus - Chris Tomlin Concert Mullins Center - March 28, 2019 |
| Class II Auto Dealer License | Stephen Symkowicz - River Drive Auto Body |

Motion to approve the consent agenda to make the V-1 Vodka One Day Licenses subject to any further conditions put in place by town officials.

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

3. Public Comments: 6:30 - 6:45 pm

3.1 Public Comments

4. Town Administrator Report

4.1 Town Administrator Report



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5. Appointments

5.1 Borrowing Authorization

Linda Sanderson and David Eisenthal

Linda Sanderson states that she and David are here tonight for the Select Board to vote on 2 short term BANS. Further information about both BANS are included below.

1. The **\$1,985,050 BAN @2.3% (Easthampton Savings Bank)** is for 4 months. It is timed to come due in July '19, then rolled over into the first of two Bonds for the town's capital projects. The long-term borrowing items in this BAN include the school HVAC, as well as rolled-over prior borrowings for the Storm Water Project, North Hadley land, Senior Center and Fire Substation. The July '19 Bond will be about \$8M, and will include these items plus all additional borrowings to date for the Senior Center and Fire Substation.

2. The **\$1,314,904 BAN @2.24% (Eastern Bank)** is for 6 months. It is timed to come due in September '19, when we will need additional construction funding for the Library. The items in this BAN, other than the Library, include shorter-term borrowings such as equipment and vehicles. These items will stay in BANs through to payoff, i.e. they will never be rolled into a Bond. The Library borrowings will continue in BANs until January '21. At that time the balances of all our borrowings for the Library, Senior Center and Fire Substation will be rolled into the second capital Bond of about \$7.5M.

The Select Board signed the requested BAN documents.

5.2 Education Department MSBA Grant Application

Superintendent of Schools, Anne McKenzie, will ask the Select Board to take a formal vote required by the Massachusetts School Building Authority for projects associated with school building. This is just a statement of interest from the Select Board.

Motion having convened in an open meeting on March 6, 2019, prior to the SOI submission closing date, the Hadley Select Board, in accordance with its charter, by-laws, ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the State of Interest Form dated April 9, 2019 for Hopkins Academy located at 131 Russell Street which describes the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future Girls Locker Room and Univents Projects. These projects are the redesign and update of girls locker room and replacement of old, malfunctioning heating univents; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town School District to filing an application for funding with the Massachusetts School Building Authority.

Motion: Stanley

Second: Keegan

Vote: 5-0-0

5.3 Deputy Chief Evan Briant - End of Probationary period

Chief Spanknebel presents Deputy Chief Evan Briant for the end of his probationary period and his pinning as Deputy Chief. Deputy Chief Briant was sworn in by Jessica Spanknebel, Town Clerk. The Select Board offered Deputy Chief Briant their congratulations.

5.4 Change of Manager - Chipotle Grill - 7:15

Jennifer Sanders James states that Chipotle is requesting a change of manager request for Omar Massiah. There were problems with their license due to a large turnover of their licensing department. The new manager was not present for the hearing.

Motion to approve the Change of Manager for Omar Massiah for Chipotle.



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

5.5 FY 2020 Budget -- Public Safety

The Select Board and Finance Committee will meet with departments within the Public Safety Division (200 Budget Series) to discuss their FY 2020 budget proposals.

Chief Mason presents his budget to the Select Board including both police and dispatch. The overtime budget continues to decrease. The fuel budget has gone up. We are also looking to purchase some new furniture to replace things that are falling apart. The Communications budget the main increase is a full time supervisory position. General discussion of the feasibility of regional dispatch.

Chief Spanknebel presents his budget to the Select Board for the Fire Department. He states that he is putting in a capital request for the back - up generator. We are bringing the monitoring of the fire alarms and fire extinguishers under the Fire Department.

Molly Keegan asks about inspection revenue and how to increase the inspections. If we added the position of administrative assistance back in we would want to see the increase of on the revenue side.

Tim Neyhart presents his budget and discusses the benefits of adding all the inspectors under budget then it allows us to spread out the expenses between the budgets. He further discusses the need to increase Dede's salary; she has taken on more responsibility than her job description states. She is assisting with fielding call knowledgeably. Molly Keegan states that she knows all that Dede does, and that she wants to take this under advisement until the completion of the reclassification and wage study.

6. New Business

6.1 Moody Bridge Road

Christopher Okafor, DPW Director offers an update on Moody Bridge Road culvert and the FLAP grant proposal. The Police and Fire Chiefs state that is not a vital road for public safety. The Select Board states that we should apply for the grant but if the road is not critical we should delay this project for right now. They also ask is it possible to install more permanent barriers and signage there to prevent people from driving down there

6.2 Cemetery Fees and Reorganization Proposal

The Select Board moved this agenda item to next week's meeting.

6.3 Street Light Request - 399 River Drive

Chris Okafor states that we do not have a problem with the street light and I am also looking at all of the street lights in town.

Motion to approve the street light request for 399 River Drive with condition that Chris Okafor have time to investigate a possibility of a town owned LED light.

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

6.4 Citizen speed limit petition

The Select Board has received a petition to change to speed limit at the corner of N. Maple Street and Rocky Hill Road east to Plainville Rd. from 40 mph to 30 mph.



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Chris Okafor states that the Select Board has traffic commissioners must sign off on this, and then it has to go the state. He will need to do a 30 day study and do car counts during different times of the day. The speed limit on this road is inconsistent.

Motion to approve this request to change the speed limit at the corner of N. Maple Street and Rocky Hill Rd. east to Plainville Rd. from 40 mph to 30 mph.

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

7. Old Business

7.1 Senior Center, Library, and Fire Substation Updates

The Select Board will hear the reports of the building committees for the senior center, library, and fire substation. The Select Board will discuss a drainage issue at the North Hadley Fire

Substation: <https://www.ecode360.com/13510287>

Chris Okafor states that he is concerned about the drainage at the North Hadley Fire Substation and he requests that a system similar to the Senior Center drainage.

Berkshire Design presented the drainage system including an infiltration basin the design that they chose meets best practices and Hadley's by-law. This will allow 9- inch water retention and the infiltrate into the ground in about 6 hours.

Further general discussion of the North Hadley Fire Substation, the water retention and the possibility of an underground system. The underground retention will be Alternate 1, if project comes in under bid.

Motion to convey to the Planning Board that we as the Select Board do not object to tying in to the town's storm drains based on the fact that it is not illegal according to the bylaw and it is a municipal building.

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

Berkshire Design will start working on the underground alternative.

The Select Board will address the revised contract for the Senior Center. The construction contract is revised because of a problem arising from a filed sub-bidder for plumbing.

T.J. Conway Company, the low bidder for the plumbing sub-bid, omitted part of the scope of work from their quote, which when calculated correctly, makes them the second lowest sub-bidder for plumbing. The Massachusetts Attorney General has advised that (1) the Town should amend the General Contract award granted to Forish Construction Company by the dollar amount obtained by accepting Boulanger's Plumbing and Heating as the new low sub-bidder for plumbing (an amount equaling \$9,450), and (2) since T.J. Conway Company can easily show that the error is a clerical error, therefore their bid bond will not cover the difference.

Last week, the Select Board awarded the construction contract to Forish Construction Company in the amount of \$4,653,300. The Select Board is asked to approve the contract at an amount higher by \$9,450 plus a 1% increase for the bond (about \$94) for a total of \$4,662,844. The revised amount is well within the project construction budget of \$5,657,300.

The Select Board is asked to sign the increase of the contract.

Motion to approve the change due to the subcontractor correction.

Motion: Fill Second: Stanley

David Nixon states that counsel has reviewed the contract.



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Vote: 5-0-0

Christian Stanley states the CMAC grant that we are applying for has gone through the TIPS Committee we were asked to contact our JTC representative to speak about this. Christian Stanley states that we do not have one and that we need one.

Motion to nominate Christian Stanley as Hadley's JTC representative.

Motion: Keegan Second: Fill

Vote: 4 -0-1

Christian Stanley abstains.

8. Other

Helping Hearts of Hadley Schools thanks the Town for approving the 5k run and we hope that people will come run the race. The Helping Hearts for Hadley Schools 5K is on April 7, 2019, please join them.

9. Announcements

Joyce Chunglo offers condolences to the families of Joan Patriquin, and to the family of Gerald Yelle, who is Dede's father and to the family of Martha Hays, who was Susan Glowatsky's aunt.

Jennifer Sanders James states that the Mother's Club has generously donated a laptop to Town Hall for our internship and senior tax work off program.

Joyce Chunglo states that the Mother's Club is celebrating 75 years this year and I would like to do a proclamation for them.

Jennifer Sanders James states that we are still accepting nominations for the Annual Report and the Fred Oakley award.

The Goodbye to the Hooker School is scheduled for March 10, 2019.

10. Adjournment

10.1 Adjournment

Motion to adjourn

Motion: Stanley Second: Fill

Vote: 5-0-0

Meeting was adjourned at 9:30 pm.

Respectfully submitted,

Jennifer Sanders James