



Wednesday, June 12, 2019
Select 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 6:30 p.m. in the in Room 203, Town Hall, 100 Middle Street, Town of Hadley.

Present were: Christian Stanley, Chair; David J. Fill, II, Clerk; Joyce Chunglo, Member; John Waskiewicz, Member

Absent: Molly Keegan, Member

Also present were: David Nixon, Town Administrator; Linda Sanderson, Town Treasurer; Felicia Fil, Resident; Kiera Ciolkos, Resident; Michael Mason, Chief of Police; Diana Kieras-Ciolkos, Resident; Jean Baxter, Resident; Jane Nevinsmith, COA; Dina Friedman, Cultural Council; Linda Sanderson, Town Treasurer; Chris Okafor, DPW Director; Alan Weinberg, Library Trustee; Jo-Ann Kozienczy, Library Trustee; Alison Donta- Venman, Library Trustee

1. Call to Order

1.1 Call to order

Meeting was called to order by Christian Stanley, Chair at 6:30 pm.

2. Consent Agenda

2.1 Consent Agenda

Minutes	February 13, 2019; February 27,2019;
Warrants	AP 1946; AP1947; AP1948; AP1948S; AP1949; AP1949V; PR1946; PR1947
Surplus equipment valued less than \$500	Request to destroy/discard computer equipment
Surplus property	Disposal of town hall computers and printers
Police Department Appointment	Full time Officer Casey Gilbert
Hadley Historical Commission Appointment	Stacey Cooney
Cemetery Committee Resignation	Merle Buckhout
Mt. Holyoke Range Advisory Committee - Resignation	Merle Buckhout
One Day Liquor License	Town of Amherst - July 4, 2019 Sun wheel on Rocky Hill Rd.
Cemetery Committee Appointment	Mary Thayer

Motion to approve the consent agenda with the removal of Police Department Appointment.

Motion: Waskiewicz Second: Fill

Vote: 4-0-0

Chief Mason states that Casey Gilbert has been an asset to the Police Department, and I recommend her appointment as Full time Officer.

Motion to appoint Casey Gilbert as a Full time Officer.



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

3. Public Comments: 6:35 - 6:40 pm

3.1 Public Comments

No public comments.

4. Town Administrator Report

4.1 Town Administrator Report

The Town Administrator offers his report.

5. Appointments

5.1 6:30 p.m. Girl Scouts Proclamation

Christian Stanley presents proclamations to Kiera Ciolkos and Felicia Fil in honor of their Gold Awards.

Kiera Ciolkos speaks briefly about her project for the award.

Felicia Fil speaks briefly about her project for the award.

5.2 6:45 p.m. Cultural Council

Dina Freidman states that the Cultural Council would like to create a Poet Laureate for the Town of Hadley.

Motion to express the Select Board's support of the appointment of a Poet Laureate.

Motion: Fill Second: Chunglo
Vote: 4-0-0

5.3 7:15 Verizon Pole Hearing - East Hadley Rd.

Verizon and Eversource are requesting permission to locate 2 jointly owned poles to accommodate an electric system upgrade; and to provide distribution of intelligence and telecommunications and for the transmission of high and low voltage electric current.

The DPW Director, Police Chief and Fire Chief have reviewed this petition.

Motion to approve the pole hearing for East Hadley Rd.

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

5.4 7:30 p.m. Public Hearing: Water and Sewer Rates

Notice is hereby given that the Select Board of the Town of Hadley, acting as the Water Commissioners and Sewer Commissioners, will hold a public hearing on changing water and sewer rates and charges on Wednesday, May 15, 2019 at 7:30 p.m. in Room 203, Town Hall, and



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100 Middle Street, Hadley, MA 01035. At the May 15 meeting, the Select Board voted to continue the hearing to Wednesday, June 12, 2019 at 7:30 p.m. The public is invited to attend.

Sewer rates will be adjusted for operational costs and future capital projects.

Motion to reconvene the public hearing next week.

Motion: Chunglo Second: Fill
Vote: 4-0-0

The Select Board then holds a general discussion for the Sewer Reserves.

Motion to put on the town meeting warrant that the town pays debt and interest payments through taxation this year instead of the sewer enterprise fund.

Motion: Fill Second: Chunglo
Vote: 4-0-0

David Nixon states that there is another option in the capital plan for a capital exclusion vote that would allow you to dedicate a certain amount of dollars to sewer if you wish.

David Fill then presents another idea is to look at the CPA fund and reduce it from 3% to 2% and use that 1% for the sewer. Then it could be looked at again in future years. The sewer committee has been at 90% over the last few months.

Motion to put on the town meeting warrant to reduce the CPA funding from 3% to 2% and then use the additional 1% as a neutral amount.

Motion: Fill Second: Chunglo
Vote: 4-0-0

6. New Business

6.1 Preparations for the Standard and Poor's Bond Rating Review

The Town Treasurer Linda Sanderson, Chief Financial Advisor David Eisenthal of Unibank, and Town Administrator David Nixon have been preparing for a bond rating review by Standard and Poor's. The Town currently enjoys an AA+ bond rating, and the Town hopes to improve its score. Credit rating scores are assembled based, in part, on how well does each town adopt and follow certain best management policies.

The Town has established and follows many best management practices and policies already, and these are contained within recently-updated documents. Chief among them are:

The FY 2020 Operating Budget document, which includes policies for Free Cash, OPEB, investment policies, debt management, revenue management, expense management for both the General Fund and the Enterprise Funds,
FY 2018 Annual Audit (Draft),



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Service Delivery Plan,
Communication Plan,
Preliminary Capital Improvement Plan, and
Long-Range Financial Trend Analysis.

To enhance the Town's position, the Select Board is asked to approve the following new policy document:

Appointed Volunteers Handbook.

The Select Board is also asked to update the following existing policy documents:

Five-year budget projection (FY 2019), and
Administrative Policies and Procedures Handbook (FY 2013).
Motion to adopt the Appointed Volunteer's Handbook, and to update the following existing policies – Five- year budget projection FY2019 – FY2024 and Administrative Policies and Procedures Handbook.

Motion: Chunglo

Second: Fill

John Waskiewicz asks that you wait for next week for final approval.

Joyce Chunglo withdraws her motion until next week.

6.2 Elementary School Zone

The Select Board will discuss and vote on establishing a school zone at the Hadley Elementary School.

Christian Stanley states that the purpose is to establish a school zone in front of the elementary school.

David Fill provides the history of this project and MASS DOT states that we can put in a school zone. However, we must put in a crosswalk but it must go to a sidewalk which we do not have.

Chris Okafor will discuss with the school about the possibility on putting in a sidewalk.

There will need to be further discussion between the Select Board, the DPW, and the School Committee.

Chris Okafor states I am putting this in my budget for the fall town meeting and to discuss this with the School Committee.

Motion to support the elementary school zone and to explore the grant options.

Motion: Chunglo

Second: Fill

Vote: 4-0-0

6.3 Sewer Abatement - 14 High Meadow St.

14 High Meadow St. is requesting sewer abatement due to a burst pipe in the basement.

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Chris Okafor is recommending that the Select Board abate the bill in the amount of \$161.51 dollars and that the new bill be \$146.95.

Motion to approve the sewer abatement for 14 High Meadow St. in the amount of \$161.51 and the new amount due of \$146.95.

Motion: Chunglo Second: Fill
Vote: 3-1-0

John Waskiewicz abstains.

6.4 Water Abatement - 12 Meadow St.

The property owner is requesting water abatement for a frozen pipe bursting over the winter. The DPW does not recommend this abatement.

Motion to deny the water abatement for 12 Meadow St.

Motion: Chunglo
Second: Fill
Vote: 4-0-0

6.5 Adult-Use Marijuana RFQ Results

The Select Board will review the results of the statements of qualifications received in response to the Town's RFQ for qualified businesses to apply for the Town's 2 available adult-use marijuana retail licenses.

One vendor responded to the RFQ, and that vendor meets the minimum qualifications established by the Town.

Permission is requested to issue another RFQ, as there has been some interest expressed by at least 2 additional vendors.

The Town voted to limit the number of licenses for adult-use retail outlets to 2.

David Nixon states that we had one response and I reviewed the RFP and they are highly qualified. I recommend that we enter into negotiations with Heirloom Collective.

Motion to award the Heirloom Collective the Adult Use Marijuana License pending successful host community agreement.

Motion: Fill Second: Waskiewicz
Vote: 4-0-0

Joyce Chunglo states that she is not in favor of marijuana but she knows we need to issue the 2 licenses.

Motion to hold the RFP for the 2nd license till mid- December.

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



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David Nixon recommends forming a committee to organize a community host agreement committee.

The Select Board will form a community host agreement committee will be formed next week when all members of the Select Board are available.

6.6 FY 2019 End of Year Budget Transfers

Motion to approve the year end transfers.

Motion: Fill Second: Chunglo

John Waskiewicz asks for more clarification.

David Fill withdraws his motion.

6.7 FY 2020 Capital Improvement Plan

Christian Stanley states that departments are asked to for Capital Improvement Plan and the deadline for submission is August 7th.

Motion to inform departments about the upcoming deadline for the Capital Improvement Plan on August 7th.

Motion: Chunglo

Second: Fill

Vote: 5-0-0

6.8 Public Safety Annual Appointments

Motion to appoint the police and fire department.

Motion: Chunglo

Second: Fill

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 as well as the Municipal Building Committee.

The Select Board will vote to issue the Notice to Proceed to the Library General

Contractor: Orlando Annulli & Sons.

The Select Board will review the results of the Fire Substation general contractor bids and issue a Notice to Proceed, and to authorize the Board to sign the construction contract at their convenience: Kurtz, Inc.

The Select Board will review a proposed change order for the Senior Center for additional expenses associated with soil compaction treatment at the site.

The Select Board will review a proposed add service amendment for Colliers for the Fire Substation.



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Motion to approve the signing on the library contract with Orlando & Annulli.

Motion: Fill Second: Chunglo
Vote: 4-0-0

Motion to approve the use of Russell School for Library and Senior Center parking for contractors and the OPM's will be responsible for any damage, and to provide one temporary handicap parking spot in the grass area in front of the Goodwin.

Motion: Fill Second: Chunglo
Vote: 4-0-0

David Fill explains that the inside parking where ET&L parked before and the patrons can use spots on the outside of bushes on Middle Street.

Allison Donta- Venman also expresses concerns about handicap parking but the architect states that they should be able to use a small section for one handicap parking.

Christian Stanley states that the groundbreaking ceremony went well. We have a proposed change order No.2 and we have encountered unsuitable soils. The COA building committee has voted on the change.

Motion to approve the change orders for the metal roof, for the pipe, and the unsuitable soil for the Senior Center.

Motion: Fill Second: Chunglo
Vote: 4-0-0

Fire substation is ready to award their building contract to Kurtz Company out of Westfield, they came in under budget.

Motion to award the fire substation contract to Kurtz Company.

Motion: Fill Second: Waskiewicz
Vote: 4-0-0

Joyce Chunglo asks that we extend the OPM contract due to delays that were unforeseen. This will be for an additional 13 months.

Motion to approve the amended OPM contact agreement for the fire substation.

Motion: Fill Second: Chunglo
Vote: 4-0-0

7.2 Hadley Community Electricity Aggregation Project

The Town of Hadley has been working with its partner, Good Energy, on a residential electricity project since 2005, and the results of competitive bidding were finally obtained on May 22.



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The Town received favorable pricing for Hadley residential electricity under the Community Electricity Aggregation program: \$0.09746/kwh August 2019 to December 2019, rising to \$0.10101/kwh December 2019 to November 2021 (comparing favorably to standard Eversource prices of \$0.09851/kwh and \$0.12067/kwh respectively). There is also a green energy option, too. Hadley residents should see an estimated 10% reduction in the energy portion of their home utility bills starting in August.

We are entering a formal public notification period during which there will be mailings, presentations, public meetings, etc. Hadley residents should be receiving a "Customer Notification Letter" with all the details in the next week. People should review information at the Hadley website set up for this purpose: www.hadleycea.com or call 888-250-8134 for assistance and questions.

According to the enabling legislation, this is an opt-out program (i.e., everyone is automatically enrolled, unless they specifically opt out, which can be done at any time without penalty).

Hadley municipal government has been saving money for years by participating in electricity aggregation programs, now residents may enjoy the same deal.

The Senior Center will be hosting a question/answer event on June 17th at the COA.

8. Other

David Nixon states that we were awarded a MVP grant, for \$15,000.

Motion to accept the grant.

Motion: Chunglo Second: Fill
Vote: 4-0-0

9. Announcements

David Fill asks for support for the Select Board to request a flyover from the Airforce for next year's Memorial Day parade.

Motion to request a flyover from the Air Force for next year's parade.

Motion: Chunglo Second: Waskiewicz
Vote: 4-0-0

Joyce Chunglo thanks everybody for their hard work on the Memorial Day Parade and thank you to Waynzik nurseries for the donation for the flowers. And a big thank you to American Legion. Joyce Chunglo offers our condolences to Dorothy Fradera's family and friends.

10. Adjournment

10.1 Adjournment

Motion to adjourn.

Motion: Chunglo Second: Fill
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Meeting was adjourned at 9:07 pm.
Respectfully submitted,

Jennifer Sanders James

APPROVED