



Wednesday, July 17, 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 6:00 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; Linda Sanderson, Town Treasurer; Judy Roncalli, Resident; Maureen McGrath, Resident; Josh Strass, Visitor; Sue Oppenheimer, Resident; Don Jacobs, Consultant; Denise Devine, Resident; Paul Reisinger, Verizon; Nick Creigle, Eversource; Charlotte Murshaw, Resident; Sakiya Bisher- Nea, Visitor; Jane Nevinsmith, COA; Tanya Campbell; Melanson Heath; Alexei Levine, Fin Com; Valerie Hood, Fin Com; Hai Cheng, Resident; Lorraine Codero, Resident; Kristi Bodin, Visitor; Suzanne Travisano, COA Director; Chris Okafor, DPW Director

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	April 3, 2019, April 10, 2019
Warrants	WP1953S-2, WP1953S; WP1953; AP2002S; AP2002
Charity Wine Tasting	Fragile X October 6, 2019
Surplus Property under \$500.00	HP Laser Jet 4015
One Day Liquor	Most Holy Redeemer September 8, 2019

Motion to approve the consent agenda.

Motion: Keegan Second: Chunglo

Vote: 5-0-0

Denise Devine thanks the Select Board for their approval, and offers a brief description about Fragile X. The Charity Wine Tasting is on October 6, 2019 at Esselon Café.

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

3.1 Public Comments

Sue Oppenheimer spoke about her concerns about the Hadley Housing Authority – the racist actions of the board, the fact that they are cutting down their trees and takin out their gardens, wants the Select Board to take action.



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Judy Roncalli spoke about her concerns about how to recall elected officials.
David Nixon explains the recall provision for the Town of Hadley.
Maureen McGrath stated she wanted more explanation of the recall provision.
Joyce Chunglo explained the provision again.
Christian Stanley states there is also the state ethics board.

4. Town Administrator Report

4.1 Town Administrator Report

The Town Administrator offers his report.

5. Appointments

5.1 6:45 pm Pole Hearing - Huntington Rd. #1A3L0RB, Roosevelt St. #1A3L0QE, Westgate Center Dr. # 6A822352, Comins Rd. #1A3L0NT

Motion to approve the pole hearings for Huntington Rd., Roosevelt St., Westgate Center Dr., and Comins Rd. for Verizon and Eversource.

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

Charlotte Murshaw speaks as an abutter for the Westgate Center Dr. property and concerns over disruption of power to the bank located on Westgate Center Drive.

Nick Creigle from Verizon states that he will contact them with they begins the project and make sure that there is no disruption to their service.

5.2 7:00 pm Public Hearing Transfer of License from Fonzie's Beer and Wine to Bottle & Brew dba Valley Wine & Craft

Jennifer Sanders James Licensing Coordinator states that the application is complete and that they will be staying in the same location as Fonzie's Beer and Wine. The Police Chief and Fire Chief have both seen and approve of the license. The Fire Chief did state that there are inspection items that will need to be completed before they can open.

Motion to approve the transfer of license from Fonzie's Beer and Wine to Bottle & Brew dba Valley Wine & Craft.

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

5.3 7:15 p.m. FY 2018 Audit Presentation

Tanya Campbell congratulates the town on their bond upgrade. She then presents the FY18 Audit and the management letter. The internal audit with the school, there is still a need to work on reconciling the grants between the school and the town.



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5.4 7:45 pm Kestrel Trust Mt. Holyoke Range Project

Kestrel is asking that the Select Board delegate responsibility to the Conservation Commission for the Mt. Holyoke Range. Paulette Kudzeba from the Conservation Commission states that Con Com is willing to take over the responsibility.

David Fill states that he wants 1 Select Board member, 1 Community member.

Kristen DeBoer states that they would like to move on Hadley since they are matching lands. There is discussion of special legislation for Article 97 land for STM.

David Nixon states that he will add it to the STM.

Motion to appoint David Fill as the Select Board representative.

Motion: Keegan

Second: Stanley

Vote: 4-1-0

The Select Board request for any interested parties to contact the Select Board and asks that you submit a letter to them.

The Select Board will write a letter in support of modification of Alteration of Article 97 land subject to town meeting vote.

Motion: Keegan

Second: Chunglo

Vote: 4-1-0

5.5 Classification/Compensation Plan Update

Don Jacobs explains that the jobs are market driven and that he has met with department heads.

He recommends an administrative policy to describe how plans were developed and assigns how they are administrated.

General discussion of the compensation plan.

Don Jacobs and David Nixon will bring back a plan.

6. New Business

6.1 Resignation -- Senior Services Director

Suzanne Travisano congratulates the Select Board on the Bond Rating. It has been over six good years and thanks the Select Board for the support. We have seen significant growth. It is time for me to retire; I would like to spend more time with my family. Thank you for the support. You have a tremendous staff, they work well together.

6.2 Select Board Goals and Objectives

Christian Stanley presents his goal and objectives for the Select Board for the upcoming year:

1. Continue to oversee the successful completion of the 3 municipal building projects: Senior Center, Library and Fire Substation.



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2. Hire a full time Human Resources Director for the town.
3. Sign a host community agreement with at least one Adult Use Marijuana retail location.
4. Hire a new Senior Services Director
5. Sell North Hadley Village Hall prior to December of 2019.
6. Review DPW staffing levels and needs.
7. Create a plan to get Sewer Funding back on track and prepare for the large capital project we will be undertaking along Route 9 in 2021.
8. Plan for future transitions of key roles in town government, retaining as much institutional knowledge as possible.
9. The FY 2021 Budget Process should include plans to have a Town Planner, and be focused on improvements to the DPW.
10. Ensure compliance with new mandates including OSHA and MS4.
11. Continue to apply for grant funding that can help the town with Municipal Vulnerability and capital improvement projects.
12. Develop a direction for Russell School.

Joyce Chunglo asks that the Municipal Building Committee to the next meeting.

Molly Keegan states that she would like a decision on North Hadley Village Hall.

Joyce Chunglo states that she has concerns about member who work for town and are on the committee.

David Nixon states that there are state ethics that we are all held too.

7. Old Business

7.1 Senior Center, Library, and Fire Substation Updates

Motion to approve change order for structural fill for \$22,610.00 and the change order for \$9,600.55 for water service.

Motion: Chunglo

Second: Fill

Vote: 5-0-0

7.2 FY 2019 End-of-Year Transfers

Motion to approve the year-end transfers with the following corrections– transfer for Dept. 230 Regional Ambulance should state Dept. 231 Regional Ambulance, Dept. 913 Unemployment Insurance \$15,852.00 it should state Dept. 913 Unemployment Insurance \$16,309.00, and Dept. 914 Health Insurance states transfers to: 01-913-5170-0000 Unemployment Insurance should state transfers to: 01-914-5170-0000 Health Insurance.

Motion: Fill

Second: Keegan

Vote: 5-0-0

The Finance Committee also takes the same vote.

Motion to approve the year-end transfers with the following corrections– transfer for Dept. 230 Regional Ambulance should state Dept. 231 Regional Ambulance, Dept. 913 Unemployment Insurance \$15,852.00 it should state Dept. 913 Unemployment Insurance \$16,309.00, and Dept.



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914 Health Insurance states transfers to: 01-913-5170-0000 Unemployment Insurance should state transfers to: 01-914-5170-0000 Health Insurance.

Motion: Fyden Second: Hood
Vote: 3-0-0

7.3 Sewer Operations and Capital Budget Options

The Select Board will discuss options for addressing the FY2020 Sewer Enterprise Fund Financial position.

Chris Okafor discusses options for the sewer operations.

David Nixon explains the memo and states that there is a surplus this year but it didn't meet expenses. There are 5 possible options:

1. Increase Sewer Rates as per the Tighe and Bond report.
2. Transfer Sewer Reserves to fund projected FY 2020 operational deficit (estimated to be approximately [\$150,000]).
3. Payment of FY 2020 Sewer Debt of \$130,555 from Sewer Impact Fees or Free Cash. Sewer Impact Fee account = \$269,803. In addition, there is \$135,000 of capital items contained within the operational budget, which also could be funded from the Sewer Impact Fee Fund. Sewer Reserves can be used to make up any difference. Free Cash has not been certified, yet. Payment from the Sewer Impact Fund reduces the Town's ability to address capital improvements.
4. Two Step Process: Reduce CPA by 1% and adopt a Capital Stabilization Fund Override of an amount equivalent to the 1% reduction of CPA annual assessment to the tax rate.
 - A. Adopt a reduction to the 3% CPA surcharge by a town meeting vote and a ballot question as per the provisions of MGL Chapter 44B, Section 16a. A reduction of 1% would equal about (\$92,000) savings to taxpayers.
 - B. Adopt a new Capital Stabilization Fund Override as per MGL Chapter 59, Section 21C (g) (See IGR [04-201]) at an equivalent amount of \$92,000 cost to taxpayers. This would require both a town meeting vote and a ballot question.
5. Transfer Sewer Debt to Tax Rate. The Select Board may transfer sewer debt from the enterprise fund to the tax rate, so long as the transfer reduces sewer rates or avoids a sewer rate increase. The Select Board's action is governed by MGL Chapter 59, Section 21C (n). This does not require a town meeting vote, so the Select Board would need to explain their actions fully to avoid voter confusion and concern.



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Linda Sanderson offers other suggestions that you could be doing more with CPA as seen money if it is used as part of borrowing.

Chris Okafor states that he wants to present to the CPA a project for the town commons, that the road needs to be updated, the commons needs to be fertilized, he would like to put out benches and that the trees need to be maintained.

David Fill states that he would like to look at a 3 pronged approach using options 3, 4 and stabilization.

John Waskiewicz states that he supports option 5 as a non-binding question.

Linda Sanderson and Chris Okafor will work on the numbers and options.

David Nixon states that revenues and expenses are short for FY19.

Motion to pursue Item 3 and Item 4 from CPA for 5 years.

Motion: Fill Second: Chunglo

Vote: 5-0-0

8. Other

Connecting Point would like to produce a story on North Hadley Village Hall. John Waskiewicz states that he is willing to do the interview.

Joyce Chunglo states that Alan Zuchowski might be a good person to interview on the history. If anyone else interested please let us know with in the week.

9. Announcements

Molly Keegan announces that the CPA is accepting presentations for August 9, 2019.

Joyce Chunglo offers condolences to the family of Charles Hulse.

Jane Nevinsmith announces a reception for Suzanne on August 29, 2019 from 1:30 – 3:30 at the COA.

John Waskiewicz asks about executive session minutes.

10. Executive Session

10.1 Executive Session – DPW

Joyce Chunglo inquires why we are entering executive session.

David Nixon replies that we are discussing reorganizing the DPW which involves unions and to a non-union employee wants to reopen contract negotiations.

Motion to enter executive session to discuss possible staffing reorganization and contract renegotiations for non-union personnel, and not to reconvene in open session.

Motion: Keegan Second: Fill



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Christian Stanley states that as Chair of the Hadley Select Board, I state that the Board has moved and seconded to enter into executive session, and that I state that discussing the matter in open session will have an adverse effect of the Town of Hadley.

Roll Call Vote: Waskiewicz: Aye; Fill: Aye; Keegan: Aye; Stanley: Aye; Chunglo: Aye

11. Adjournment

11.1 Adjournment

Meeting was adjourned to executive session at 8:56 pm.
Respectfully submitted,

Jennifer James
Town of Hadley

APPROVED