



Wednesday, January 15, 2020  
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;; Molly Keegan, Member; Joyce Chunglo, Member; John Waskiewicz, Member;

Absent: David J. Fill, II., Clerk

Also present were: David Nixon, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Anne Garwood- Hampp, Ragged Hill Cider; Steve Garwood, Ragged Hill Cider; Chris and Andrea Zawacki, Tandem Bagel; Ed O'Connor, HR Director; Sochetra Mann, Visitor; Jessica Lean-Sinn, Visitor; Sakieun Sinn, Visitor; Dany Dy, Visitor; Chanthy Phan, Visitor; Samantha Trzepla, Visitor; Patrick Cloney, The Heirloom Collective; Tim Van Epps, The Heirloom Collective; Michael Spanknebel, Fire Chief; Daniel Mam, Firefighter; Colin Mick, Firefighter ; Jane Nevinsmith, COA

## 1. Call to Order

### 1.1 Call to order

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

## 2. Consent Agenda

### 2.1 Consent Agenda

Minutes	November 6, 2019; November 13, 2019, November 20, 2019
Warrants	PR2013, PR2014, AP2028V, AP2028S, AP2028, AP 2024S
Common Victualler	Tandem Bagel
Full Time Firefighter	Colin Mick and Dan Mam
Fire Department Fees	Update and Increase
Grant	Council on Aging
Farmer Winery Liquor License to Sell at Farmer's Market	Ragged Hill - Anne Garwood- Hamp



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Sewer and water credit for Homewood Suits for over payment.	Water = \$298.04 and Sewer = \$1,07.42
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An additional One Day Liquor License for Top of the Campus on January 25<sup>th</sup> in the Basketball Champions Center from 12:30 -2:30, contingent upon approval from Public Safety.

Motion to approve the consent agenda with the removal of the Tandem Bagel CV, and the Ragged Hill Cider House, and the new firefighters Colin Mick and Dan Mam. The Fire Department increase of fees and the COA grant are both postponed till a later date.

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

Chief Spanknebel introduces his new firefighters Colin Mick and Dan Mam.

Motion to accept Colin Mick and Dan Mam as new firefighters.

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

Motion to approve the Common Victualler for Tandem Bagel contingent upon final approval from other departments.

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

Motion to approve Ragged Hill Cider Farmer Winery License for Farmer's Market.

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

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

#### **3.1 Public Comments**

No public comments.

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

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

David Nixon offers the Town Administrator Report.

### **5. Appointments**

No appointments.



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## **6. New Business**

### **6.1 Cost of Living Adjustment**

Ed O'Connor, HR Director offers a recommendation to the Select Board of 2% COLA for non-union town employees.

Motion to accept Ed O'Connor's recommendation of a 2% COLA.

Motion: Keegan

Second: Chunglo

Vote: 4-0-0

John Waskiewicz abstains from the DPW employees.

### **6.2 Acts of Special Legislation**

The Select Board is asked to petition the Legislature to protect land on the Holyoke Range.

The Select Board is asked to petition the Legislature to transfer Article 97 protection from one recreational field to a larger field.

Christian asks to petition the legislature.

Motion to petition the legislature to protect land on the Holyoke Range and to transfer land from Article 97 from one larger recreational field to a larger field.

Motion: Keegan

Second: Chunglo

Vote: 3-1-0

John Waskiewicz abstains.

### **6.3 Cannabis Control Commission Municipal Notice and Application**

Motion to submit letters in the spirit of Joel Bard's legal counsel.

Motion: Keegan

Second: Chunglo

Vote:

### **6.4 Transitions of Personnel**

The Select Board will discuss recruiting a Building Inspector to take effect no later than April 16, 2020. Mr. Neyhart has offered to assist with any transition.

The Select Board will discuss recruiting a Town Administrator to take effect no later than December 31, 2020. Mr. Nixon has offered to assist with any transition. Recommended that the Town conduct an internal review and then an external review. New candidate will be hired July



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1, 2020 and will serve as the chief administrative officer. Mr. Nixon will perform supporting work. A professional recruiting firm will be explored.

Christian Stanley announces Tim Neyhart's retirement and states that we need a suitable replacement.

Tim Neyhart presented options for Building Inspector.

Edward O'Connor asks what is most beneficial to the Town of Hadley.

Joyce Chunglo she wants Hadley to be the prominent town in any sharing possibility not joining in with Northampton or Amherst.

Tim Neyhart states we have to have a local inspector and you could go out and see what is there.

Molly Keegan states a hiring committee needs to be formed and HR needs to be involved and continue with parallel path.

Michael Spanknebel states he wants to make sure we include Tim Neyhart in the hiring committee and that the good relationship with the Fire Department is continued.

Ed O'Connor states he needs to meet with Tim Neyhart and we must have a building commissioner.

The committee will be finalized when the job description is ready.

David Nixon states that his contract for Town Administrator has been extended until December 31, 2020. We should have an internal review and then it should go out for external with hope of hiring by July 1, 2020. David Nixon and new Town Administrator will have a 6 month overlap.

Christian Stanley thanks David for his service to the town.

Molly Keegan asks that we offer quickly internally and then move on. She further states that she would like the internal review to be done by January 31<sup>st</sup> and would like to work with outside professional service. We might also want to make sure that we have a person who could be a town manager as well.

#### **6.5 Public Safety Complex Emergency Generator and Other Capital Not Funded**

Christian Stanley states that the generator failed by 1 vote. We don't have enough free cash at this time.

Michael Spanknebel states that the generator failed the night before the vote. We met with the generator representative and the current generator is back online. We also met with FM generator responsible provider and they recommended a smaller generator. The current generator is outdated and we need a new smaller one. The recommendation is Blue Star which is made in Wisconsin.

We also have to decide how to power the generator. We are discussing switching to a diesel powered generator that switches over to natural gas backup.



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David Nixon offers recommendations thinks borrowing within the levy is the best choice.  
The Select Board doesn't agree to this.

Joyce Chunglo states that we should sell the French ST. [property.

David Nixon says we can't use free cash, since we do not have certified free cash. We will meet with the Treasurer to see if we can fast track French St., we will also speak to bond counsel and to Representative Carey.

## **7. Old Business**

### **7.1 Community Development Block Grant Preparation**

The Select Board is asked to designate the Town Administrator as the Environmental Certifying Officer for the Community Development Block Grant application. If the Town's application can be previewed by the participating Federal agencies that monitor environmental issues, then the Town's application can receive more points -- thereby increasing the likelihood of funding. The Environmental Certifying Office works with all Town regulatory agencies (e.g., Conservation Commission, Planning Board, Historic Commission, and others) to make sure that specific housing rehabilitation projects comply with all local and state environmental requirements. Motion to designate David Nixon as Environmental Certifying Officer.

Motion: Chunglo

Second: Keegan

Vote: 4-0-0

### **7.2 Valley Bike Share Program**

This item is placed on hold.

### **7.3 Senior Center, Library, and Fire Substation Updates**

Michael Spanknebel provides the fire substation update stating that the trades are working inside and the roof is being worked on off site.

Molly Keegan provides the library update stating that the building committee met on Monday night to discuss the joint sign and hopefully it will be chosen soon.

Christian Stanley provides the senior center update there are change orders No. 34 and No. 33 but they are under the amount so there is no vote taken.

### **7.4 Direct Local Technical Aid Grant Solicitations**

David Nixon recommends that we apply for solar panels, Social media, IT and best management practices.

Christian Stanley is would like to regional flooding, zoning by-laws, the master plan and the CPA plan coordinating together, and student housing g regulations



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## **8. Other**

### **9. Announcements**

#### **9.1 Town Election**

Christian Stanley announces the upcoming Town Election including open positions, and dates.

Joyce Chunglo offers condolences to Christian's wife's family on the passing of her uncle.

### **10. Adjournment**

#### **10.1 Adjournments**

Motion to adjourn.

Motion: Chunglo

Second: Keegan

Vote: 4-0-0

Meeting was adjourned at 8:16 pm.

Respectfully submitted,

Jennifer Sanders James