



Wednesday, February 5, 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; David J. Fill, II., Clerk; Molly Keegan, Member; Joyce Chunglo, Member

Absent: John Waskiewicz, Member

Also present were: David Nixon, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Evan Briant, Deputy Fire Chief; Jane Nevinsmith, COA; Haley Wood, COA; Mark Krause, Esselon Café; Alan Weinberg, Cemetery Committee; Jacob Laughlin, HPD; Karlee Hamlin, Dispatch; Chris Okafor, DPW Director; Chris Dunphy, PVPC; Dan Regish, MBC;

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	December 4, 2019, December 11, 2019
Warrants	AP2029, AP2030, AP2030S, AP2031, AP2031S, PR2015, PR2016
Plainville Cemetery Award	Gravestone Services of New England
Old Hadley Cemetery Award	Gravestone Services of New England
Marijuana RFQ	
Common Victualler	Inspired by Opportunity dba Wendy's
Common Victualler	Casual Concepts dba Moe's
PVTA Matching Grant	COA Extended Van Service Contract
Town Election	Warrant signing
Hadley Police Department Dispatch - Full-time	Karlee Hamelin

Motion to approve the consent agenda with the removal of the Marijuana RFQ and the appointment of Karlee Hamelin.

Motion: Keegan Second: Chunglo

Vote: 4-0-0



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

Deputy Chief Briant recommends on behalf of the Public Safety- Karlee Hamelin as the Full-Time Dispatch.

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

Christian Stanley states that he wanted to pull the Marijuana RFQ out because we have received 2 proposals for the last license and we need to decide how we are going to review these licenses. David Nixon states that 2 proposals one from Arizona named MINT and the other is from Connecticut named HADLEAF. They both appear basically the same. We are waiting for the Zoning Enforcement Officer to provide an opinion on the better location. David Fill asks for the town to check with the Cannabis Control Commission about the shop in the mall.

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

3.1 Public Comments

Joyce Chunglo offers condolences to the family of Deputy Chief Dudkiewicz. Chief Spanknebel, the Fire and Police Department all did a great job. Also a thank you to the Northampton Fire Department for lining Bridge Street for the funeral.

Joyce Chunglo also offers condolences to the family of Ed Kelley; he was the father of 12 children and a well-known figure here in Hadley.

4. Town Administrator Report

4.1 Town Administrator Report

David Nixon offers his Town Administrator Report.

5. Appointments

5.1 Community Development Block Grant Public Hearing - 7:00 pm

Chris Dunphy from the PVPC presents the FY2020 Hadley CDBG program and shares the additional information. CDBG OBJECTIVE - The Community Development Block Grant was authorized by Congress, and is funded under Title I of the Housing and Community Development Act of 1974. The Commonwealth of Massachusetts has designated the Department of Housing and Community Development (DHCD) as the state's administering agency for CDBG funding. The primary objective is: "...to develop viable, urban communities by providing decent housing and suitable living environment and expanding economic opportunities principally for low- and moderate-income persons." DHCD will fund eligible projects designed to meet this objective.

The proposed programs and their estimated costs at the time of the public hearing include the following items –

- Housing Rehabilitation



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

Financial Assistance will be made available to eligible homeowners for the rehabilitation of approximately 12 or more households throughout the town of Hadley. The average unit cost is estimated to be \$25,000; however, up to \$40,000 will be made available for housing units with special considerations (Ex. Lead paint) and up to \$35,000 for all other units. Investor-owners can also take advantage of the program, but property owners will be required to provide a 25% match of the project cost. Improvements to include repair/replacement of basic building systems, lead and hazardous materials abatement, removal of architectural barriers, and corrections to sanitary code and building code violations in owner-occupied and investor-owned units.

Project cost: **\$360,000**

- Russell School Re-use Feasibility Study

This planning project will be a comprehensive site assessment and re-use planning project which will identify and prioritize economic development and housing/mixed use options for the reuse of the building, conduct an assessment of the building to determine what improvements are needed for the types of uses identified, and develop a marketing strategy for the site.

Project cost: **\$76,000**

- Hadley ADA Transition Plan

This project will result in the hiring of a qualified consultant to prepare an ADA Self Evaluation and Transition Plan for the Town of Hadley. The major components of the ADA planning project include the following: Self – Evaluation Process; Facility Site Assessment of all town-owned properties to identify obstacles that limit accessibility (city buildings, school buildings, recreational sites and facilities, town-owned properties); Cost estimates will be developed for implementation of all needs; List of Priority Projects; Citizen Participation; Final Transition Plan; and Funding Plan for barrier removal projects

Project cost: **\$44,000**

- Administrative support and services

Overall grant management provided by the PVPC including technical and administrative support, committee development and support, planning, travel, advertising, training and education, file maintenance, printing, accounting, communications, supplies and material, payments, etc.

Admin cost: **\$55,000**



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

TOTAL GRANT = \$531,600

Motion to authorize the *PVPC* to prepare and submit on behalf of the town of Hadley the proposed FY20 Community Development Fund grant application to the Massachusetts Department of Housing and Community Development. The application will be in an approximate amount of \$532,000 and not to exceed \$800,000 as detailed in the public hearing. Projects are to include a housing rehabilitation program and two planning projects; Russell School Re-use Feasibility Study and an Americans with Disabilities Transition Plan and to authorize the Chair of the Select Board, to sign all required forms, documents and authorizations pertaining to the proposed FY20 Hadley Community Development Fund grant application.

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

5.2 MBC Russell School Sub-Committee

Alan Weinberg states that he is now acting as the Chair of the Russell School sub-committee and that they are in the fact gathering phase.

Dan Regish states that we need more focused committee about use of the building. We have deferred maintenance and we should do a better job of taking care of it.

David Nixon and David Fill both ask for the numbers from Larry Tuttle.

6. New Business

6.1 FY 2021 Budgets and May 7, 2020 Annual Town Meeting Warrant

Motion to close the warrant.

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

6.2 MMA Trade Show Report

Molly Keegan and Christian Stanley offer a report on the Trade Show. They focused on housing, infrastructure and economic development.

7. Old Business

7.1 Sewer Rates

Chris Okafor presents his bullets points for the sewer rates –

- FY19 had a deficit of \$40,000. If FY20 stayed the same we would still be decreasing the reserve fund of @\$270,000 by at least that much.



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

- Every year service & supply costs increase and so do labor costs. That probably means a bigger deficit.
- This model reflects very little in capital. That means any capital spending would not be covered by what we collect from the rates.
- There is a floor to how much costs can be reduced. Labor is still the same no matter the volume, upkeep of system still must be maintained.
- Both Water & Sewer's infrastructure repairs are expensive, i.e. pump replacements and repairs, electrical work etc. (we currently have couple of capital projects we will like to begin)
- Any reserve amount can be diminished with just one major incident.
- We keep falling behind. Increases build on each other from year to year-a compounding affect. If no increase in revenues happen, but inflation and labor costs increase, than we aren't staying the same; we're actually falling behind.

David Nixon states that Sewer Reserves are coming in at 360,000 dollars.

7.2 Senior Center, Library, and Fire Substation Updates

Joyce Chunglo offers the update on the Fire Substation there are multiple change orders for the project.

Motion to approve the following change orders –

HFSS- PCO011

HFSS- PCO016

HFSS-PCO015

HFSS- PCO014

HFSS- PCO017

HFSS- PCO018

HFSS- PCO19R1

HFSS- PCO022

Motion: Stanley

Second: Fill

Vote: 4-0-0

Jane Nevinsmith offers the update on the Senior Center building project and there are also multiple change orders for this project.

Motion to approve the following change orders –

PCO-035R1

PCO- 037

PCO- 038

Motion: Chunglo

Second: Keegan

Vote: 4-0-0



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

7.3 FEMA Risk Mapping Assessment and Planning Middle Connecticut Watershed Discovery Process

The engineering outfit that is working with FEMA on the Risk Management Assessment and Planning Middle Connecticut Watershed Discover project has submitted a draft report relating to revising the existing flood insurance maps for communities along the Connecticut River. The engineers request comments by Tuesday February 18, 2020. The Hadley Planning Board is working on this project.

David Nixon states that the Planning Board is working on this but you might want to take a look at this. They are changing the hydraulic levels and we are getting a lot wetter. The flood plain is getting much bigger and flood insurance will get much more expensive. There is a comment period until the 18th.

7.4 Valley Bike Share Program

Valley Bike Share would like to install bike pads at the mall not in the downtown area.

Christian Stanley states we are recommending that we do not participate in the program. It will not enhance the town.

Motion to Passover the Valley Bike Share program MOU.

Motion: Keegan

Second: Fill

Vote: 4-0-0

7.5 West St. Parking

The Select Board will clarify the issue of parking at the West Street Common. The Select Board serves as the Town's Highway Commissioners, and any parking requirements or restrictions need to be coordinated and approved by the Select Board. The Board will send a letter to the Hadley Planning Board concerning any proposed parking restrictions.

Christian Stanley states parking on the streets and the commons are both under the purview of the Select Board. We have already handled the situation for parking. The Planning Board has control over zoning.

David Nixon will send a letter out this week to the Planning Board.

Motion to send letter as requested outlining the actions we have taken and clarify jurisdiction.

Motion: Fill

Second: Chunglo



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

Vote: 4-0-0

8. Other

David Nixon states we have an agreement with KP Law for the representation of both towns Amherst and Hadley. We need to sign a waiver approving the dual representation with no conflict of interest.

Motion to approve the KPLaw agreement for Water/Sewer MOU.

Motion: Fill Second: Keegan

Vote: 4-0-0

Joyce Chunglo states that she thinks it might be a good idea to dedicate the Annual Report to the People of the Town of Hadley.

9. Announcements

Reminder for the Fred Oakley and dedication of the Annual report requests.

10. Executive Session

10.1 Town Administrator Position - Review of Applicants

Motion to enter into executive session as per the provisions of MGL Chapter 30A, Section 21(a)(8) : "'To consider ... applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening...." -- Town Administrator position and not to reconvene in open session.

Motion: Keegan Second: Chunglo

Christian Stanley states 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 on the Town of Hadley."

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

11. Adjournment

11.1 Adjournment

Meeting was moved to executive session at 8:34 pm.

Respectfully submitted,



Wednesday, February 5, 2020
Select Board Minutes
Town Hall Meeting Room 203 – 6:30 PM

Jennifer Sanders James

APPROVED