

2

Wednesday, May 6, 2020

Select Board Meeting Agenda

Hadley Town Hall - Room 203 at 5:30 pm

**1. Call to Order**

**Subject**

**1.1 Call to order**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

1. Call to Order

Access

Public

Type

Action, Procedural

The Select Board will convene a meeting on Wednesday, May 6, 2020 at 5:30 p.m. They Select Board will use remote participation to conduct the meeting.  The Select Board will meet jointly and remotely with the Finance Committee and the School Department.

ON-LINE AGENDA

The Select Board agenda is posted on-line at [www.hadleyma.org](http://www.hadleyma.org/)

1. Bring up the Town website using the URL above.
2. Select “Select Board” from the drop down menu.
3. Select “BoardDocs LT”
4. Click on “Meetings” tab.
5. Select the appropriate meeting from the dates offered.
6. Click “View Meeting” and you can follow the progress of the meeting.

The public may access the meeting remotely by using a computer or telephone and follow the instructions below:

Zoom Meeting Information

Topic: Select Board Meeting

Time: May 6, 2020 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94136638971?pwd=dmFldkJjKzMxWndVUWF6RlR2eG9udz09>

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|  |  |

Meeting ID: 941 3663 8971

Password: 5mbuze

One tap mobile

+13017158592,,94136638971#,,1#,506541# US (Germantown)

+13126266799,,94136638971#,,1#,506541# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 941 3663 8971

Password: 506541

**3/13/20 BOSTON** – The Baker-Polito Administration announced an emergency order temporarily modifying the state’s open meeting law in order to allow state, quasi and local governments to continue to carry out essential functions and operations during the ongoing COVID-19 outbreak.

This emergency order suspends the requirement for public access to the physical location where a public meeting is taking place, provided there are other means of access available. This includes the use of a phone conference line for members of the public, social media or other internet streaming services, on-line meeting services, or methods of access.

Both the federal Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (DPH) have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

Additionally, the order relieves the requirement that a quorum of members be physically present at a public meeting. During this period, members may all participate by remote or virtual means.

This order is applicable to meetings of public bodies including commissions, boards, and committees that engage in policy making at the state, quasi and local level, and it does not apply to Town Meetings or judicial and quasi-judicial hearings. It follows Governor Baker’s declaration of a State of Emergency on Wednesday, March 11, and it will remain in place until rescinded or the State of Emergency is terminated.

The full text of the Governor's order may be found here:  <https://41g41s33vxdd2vc05w415s1e-wpengine.netdna-ssl.com/wp-content/uploads/2020/03/OpenMtgLaw_ExecOrder_Mar32020.pdf>

**2. Consent Agenda**

**Subject**

**2.1 Consent Agenda**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

2. Consent Agenda

Access

Public

Type

Action (Consent)

|  |  |
| --- | --- |
| Minutes |  |
| Warrants |  |
| Hadley Police Department Promotional Policy | Select Board Approval |
| Asparagus Capital of the World | Proclamation by the Select Board |
| North Hadley Sugar Shack | On- Premise Liquor License - Vote |
| Sewer and Water Commitment | Select Board ratifies |
| Hadley Police Department Special Police Officer Appointments | Ethan Krauss, Christian Lowell |

TOWN OF HADLEY, MASSACHUSETTS

SELECT BOARD

CONSENT AGENDA

Items on a Consent Agenda are exceptions to the general process of the Select Board’s Meeting. The Select Board identifies those business items that they believe should generate no controversy and can be properly voted without debate. These items are put on the Consent Agenda to allow motions under these items to be acted upon as one unit and to be passed without debate.

At the call of the Consent Agenda, the Chair of the Select Board will read out the business items, one by one. If one or more Select Board members object to any particular item being included in the Consent Agenda, they say “hold” in a loud voice when the item is called. The item will be removed automatically from the Consent Agenda and voted separately under the usual manner. After the calling of the individual items in the Consent Agenda, the Chair will ask for a motion that the Select Board pass all items remaining AS A UNIT on one vote. Use of the Consent Agenda process makes the Select Board Meeting more efficient by speeding up the handling of non-controversial items.

File Attachments

[Promotions w-Acting.pdf (127 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP4KAA50E484/$file/Promotions%20w-Acting.pdf)

[Hadley Scanner\_20200430\_091558.pdf (232 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP6Q2467224B/$file/Hadley%20Scanner_20200430_091558.pdf)

**3. Public Comments: 5:30 - 5:45pm**

**Subject**

**3.1 Public Comments**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

3. Public Comments: 5:30 - 5:45pm

Access

Public

Type

Discussion

The public comment period is a time for the public to bring their concerns before the Select Board.  The Board will hear public comments for 15 minutes. Please limit your comments to 3 minutes so that other  members of the public may have an opportunity to speak.

In general, the Board will take all items and issues raised under advisement.  Requests that can be addressed administratively will be referred to the appropriate department head for action.  Requests for public documents will be handled according to law.

If the Chair of the Select Board calls for public comments, and after all public comments are heard, and if there is still time available, the Chair may close that portion of the meeting agenda and move to other items on the agenda.

**4. Town Administrator Report**

**Subject**

**4.1 Town Administrator Report**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

4. Town Administrator Report

Access

Public

Type

Information

The Town Administrator will report on special projects, departmental functions, and community events.

**5. Tri-Board Meeting**

**Subject**

**5.1 Revised FY 2021 Budget and Annual Town Meeting Warrant**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

5. Tri-Board Meeting

Access

Public

Type

The Select Board, Finance Committee, and School Department will meet to review the adjusted FY 2021 budget, the warrant for the Annual Town Meeting to be held on June 18, 2020, and the long-term strategy for recovering from the economic downturn associated with the coronavirus.  The Select Board will hear the recommendations of the Financial Management Team.

May 20 = Select Board and Finance Committee meet with departments to discuss the budget.

June 3 = Select Board signs the warrant.  Legal review is complete.  All recommendations are ready.

June 10 = Last day to post the warrant.

June 18 = Annual Town Meeting

File Attachments

[FY2021 Budget Amended COVID-19 042820.docx (1,454 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP5NAW5F0A7C/$file/FY2021%20Budget%20Amended%20COVID-19%20042820.docx)

[ATM Warrant 2020 (FY 2021) DRAFT 042920 Articles and Motions and Talking Points (1).doc (390 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP5NB55F0C5C/$file/ATM%20Warrant%202020%20(FY%202021)%20DRAFT%20042920%20Articles%20and%20Motions%20and%20%20Talking%20Points%20(1).doc)

[Annual Town Meeting Finance Worksheet FY21.xls (36 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP6PYS66F06B/$file/Annual%20Town%20Meeting%20Finance%20Worksheet%20FY21.xls)

[FY2021 Budget Amended COVID-19 042820.docx (1,454 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP6PYW66F57F/$file/FY2021%20Budget%20Amended%20COVID-19%20042820.docx)

**6. New Business**

**Subject**

**6.1 Kestrel Land Trust**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

6. New Business

Access

Public

Type

Kestrel is closing in on final Conservation Restrictions for the two parcels under agreement for the Landscape Partnership Grant: Amherst College and Hadley Watershed land on Chumura Road, and we are still working toward closing by June 30, 2020.

They have both been reviewed and approved by the state, and are awaiting final surveys which are underway now for Exhibit legal description and plans.

The Amherst College CR is attached. *In this CR, Hadley Conservation Commission is named as a backup holder, with monitoring and enforcement clearly outlined as Kestrel’s responsibility. As you may recall, this backup holder by a municipality is a requirement for the Landscape Partnership grant.*

You already have the Hadley watershed CR, but Paul could resend to make it readily available. The Article 97 approval is still pending with Comerford’s help.

A member from Kestrel Trust will be on hand to discuss the issues.

File Attachments

[Hadley CR #13 Ref. #16808 EEA Approved for Local Signatures 4.27.2020docx.pdf (251 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP5ND55F5096/$file/Hadley%20CR%20%2313%20Ref.%20%2316808%20EEA%20Approved%20for%20Local%20Signatures%204.27.2020docx.pdf)

**Subject**

**6.2 Ambulance Agreement**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

6. New Business

Access

Public

Type

The Select Board will hear the recommendation of the Fire Chief for a new agreement for ambulance service in the Town of Hadley.  The current contract with Action EMS is due to expire on June 30, 2020.  The new contract is for a 2-year term with the possibility of an extension.  Ambulance service is at the ALS level.

**Subject**

**6.3 COVID-19 Update**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

6. New Business

Access

Public

Type

The Select Board will review the Town of Hadley's response and plans for dealing with COVID-19.  The Unified Command provides daily situation reports, which are posted to [www.hadleyma.org](http://www.hadleyma.org)

**7. Old Business**

**Subject**

**7.1 Library, Fire Substation, and Senior Center Updates**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

7. Old Business

Access

Public

Type

Action, Information

The Select Board will hear the reports of the building committees for the new senior center, fire substation, and library.  Any change orders will be discussed and acted upon.

**Subject**

**7.2 Hadleaf Holistics Community Host Agreement**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

7. Old Business

Access

Public

Type

The Board will hear an update on the negotiations for a community host agreement for a recreational marijuana retail store:  Hadleaf Holistics.

File Attachments

[Community Host Agreement HADLEAF HOLISTICS Draft 042820.docx (41 KB)](https://go.boarddocs.com/ma/hadleyma/Board.nsf/files/BP5NVP60E0C9/$file/Community%20Host%20Agreement%20HADLEAF%20HOLISTICS%20Draft%20042820.docx)

**Subject**

**7.3 FY 2021 End of Year Accounting and Other Financial Matters**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

7. Old Business

Access

Public

Type

In the last two months of the fiscal year, the Select Board and Finance Committee may approve line-to-line transfers to support individual budgets.  The Select Board will also review any current information relevant to the last quarter of the fiscal year.

**Subject**

**7.4 Town Administrator Search -- Update**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

7. Old Business

Access

Public

Type

The Select Board will review progress for recruiting a new Town Administrator.  The current deadline for applications is May 11, and Municipal Resources, Inc. is asking that the deadline be extended to June 1 -- a three-week extension.  MRI advises that the Town of Hadley will attract more applicants if the deadline is some date beyond the Governor's current deadline of May 18 to begin lifting the restrictions on the Commonwealth.

Granting the extension to the deadline would result in a new Town Administrator starting in August-September.

**8. Other Items Not Anticipated 48 Hours in Advance**

**9. Announcements**

**10. Executive Session**

**11. Adjournment**

**Subject**

**11.1 Adjournment**

Meeting

May 6, 2020 - Select Board Meeting Agenda

Category

11. Adjournment

Access

Public

Type

Action

Recommended Action

Motion to adjourn