



**Wednesday, January 15, 2020
Select Board Meeting Agenda**

**Hadley Town Hall - Room 203
100 Middle St. Hadley, MA 01035
at 6:30 pm**

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TOWN CLERKS OFFICE
HADLEY MA 01035

1. Call to Order

Subject 1.1 Call to order
Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 1. Call to Order
Type Action, Procedural

The Select Board will convene a meeting on Wednesday, January 15, 2020 at 6:30 p.m. in Town Hall, 100 Middle Street, Hadley, MA 01035 there and then to act on the following agenda.

ON-LINE AGENDA

The Select Board agenda is posted on-line at 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.

2. Consent Agenda

Subject 2.1 Consent Agenda
Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 2. Consent Agenda
Type Action (Consent)

Minutes	November 6, 2019; November 13, 2019, November 20, 2019
Warrants	
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
Sewer and water credit for Homewood Suits for over payment.	Water = \$298.04 and Sewer = \$1,07.42

I have attached the email from Sharron in the Water Department regarding the credits due to Homewood Suites water/sewer account. The amounts listed in the email dated 9/4/19 from Sharron refer to credits that are due because of an overpayment received on 5/15/19.

I have attached the email dated 9/9/19 from myself with calculations for additional credit amounts due to overestimated usage on invoice #3197. Those additional credit amounts are \$298.04 for water and \$1079.42 for sewer. I will need these amounts discussed and approved by the Selectboard (water/sewer commissioners). Please send me notification in writing. At that point, we can meet with the Accountant to discuss the logistics of the financial piece of getting those funds to the Collectors Office to be applied to the upcoming bill to be issued 2/3/2020. Thank you.

Kimberly M Pieffer
Water/Sewer Billing Coordinator
From: WaterWorks
Sent: Wednesday, September 4, 2019 10:21 AM
To: Kim Pieffer
Subject: RE: Homewood Suites

Kim,
The meter was installed on 5/15/19 (the 5/7 date is when the meter came in). All you need to do is apply the excess money to the bill that you send in November. The estimate they paid was based on the total period that the meter wasn't in.

The excess amount is \$855.57 water and \$373.07 sewer. They were put in account # 61-450-4270 (water) and 60-440-4320 (sewer).

The readings on the meters for this period were
#2862-0009357
#2863- 058926

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.

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

Subject	3.1 Public Comments
Meeting	Jan 15, 2020 - Select Board Meeting Agenda
Category	3. Public Comments: 6:30 - 6:45pm

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 Jan 15, 2020 - Select Board Meeting Agenda
Category 4. Town Administrator Report
Type Information

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

5. Appointments

6. New Business

Subject 6.1 Cost of Living Adjustment
Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 6. New Business
Type Action

Human Resources Director Edward O'Connor will present his recommendations to the Select Board for cost-of-living increases for FY 2021. The Select Board is asked to take action, so that departments may complete their budgets by February 5, 2020.

File Attachments
Budget Proposal.pdf (104 KB)

Subject 6.2 Acts of Special Legislation
Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 6. New Business
Type Action (Consent)

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.

File Attachments

Subject 6.3 Cannabis Control Commission Municipal Notice and Application

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 6. New Business

Type Action

The Heirloom Collective, Inc.'s application for a Marijuana Retail license (MRN283029) is under review by the Massachusetts Cannabis Control Commission.

Pursuant to 935 CMR 500.102(1)(d), the Commission sent notice to inform the Town of Hadley of the completed adult-use marijuana establishment application for the entity above. The applicant has indicated its intent to operate in Hadley.

The Commission requests that within 60 days of the date of the notification (November 29, 2019) the Town of Hadley confirms that the applicant's proposed Marijuana Establishment is in compliance with municipal bylaws or ordinances.

Subject 6.4 Transitions of Personnel

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 6. New Business

Type Discussion

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

Subject 6.5 Public Safety Complex Emergency Generator and Other Capital Not Funded

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 6. New Business

Type Action

The Select Board will discuss the results of the December 19, 2019 special election, particularly the voting outcome for the Public Safety Complex emergency generator. The other capital items that were not funded will also be discussed. In addition, the Select Board will hear the report of the Police Chief about an accident involving two police cruisers, which may need to be replaced. Insurance is expected to cover some costs.

File Attachments
Memo options for emergency generator funding 122319.docx (15 KB)

7. Old Business

Subject 7.1 Community Development Block Grant Preparation

Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Type Action (Consent)

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.

File Attachments
CERTIFY FY20 Hadley.docx (15 KB)
house_rehab coupon.pdf (91 KB)

Subject 7.2 Valley Bike Share Program

Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Type Discussion

The Valley Bike Share Program Committee has been awarded a Massachusetts Congestion Mitigation and Air Quality grant to establish an electric bicycle exchange project for the region. Hadley is invited to participate. The terms of the grant are not favorable to the Town of Hadley.

Recommendation: Participate in this program next year.

File Attachments
ValleyBike MOU WF-R12-18-19.doc (90 KB)
Copy of ValleyBike-2020-2024 allocation-WF12-13-19.xlsx (16 KB)

Subject 7.3 Senior Center, Library, and Fire Substation Updates

Meeting Jan 15, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Type Action

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 review the projected timing for completing each project and making the buildings operational.

Subject 7.4 Direct Local Technical Aid Grant Solicitations

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Type Discussion

The Pioneer Valley Planning Commission announces the application period for the next round of Direct Local Technical Aid grant, due on January 24, 2020. The Town has used this grant program successfully in the past.

1. One suggestion is to continue working on a Best Management Practices Guide to Large-Scale Solar Development. Here is an excerpt from the latest meeting at PVPC: "Our final discussion item was about where we go from here. Officially the DLTA funding for this year ends on December 31st but clearly there is consensus within the working group that in order to achieve our two desired end results (Best Practices Guide and a Solar Bylaw) we will need to continue into next year because of the fluid nature of changing State regulations with regard to the SMART program and its overall effects. To that end we will be requesting a signed letter and application from each of your respective Towns asking us (the PVPC) to continue to fund this important DLTA effort."

2. Recommended that the Town of Hadley apply for DLTA assistance in writing a regional best management practices manual for computer and social media use.

File Attachments

DLTA FY2020 Memo-Cover 12.30.19.doc (54 KB)

ATTACHMENT A.DOCX (39 KB)

ATTACHMENT B.DOCX (21 KB)

ATTACHMENT C.DOCX (24 KB)

ATTACHMENT D.DOCX (92 KB)

8. Other

9. Announcements

Subject 9.1 Town Election

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 9. Announcements

Type

10. Adjournment

Subject 10.1 Adjournment

Meeting Jan 15, 2020 - Select Board Meeting Agenda

Category 10. Adjournment

Type Action

Recommended Action Motion to adjourn