



**Wednesday, March 4, 2020
Select Board Meeting Agenda**

Hadley Town Hall - Room 203 at 6:30 pm

RECEIVED
2020 MAR - 2 PM 2:57
TOWN CLERKS OFFICE
HADLEY MA 01035

1. Call to Order

Subject 1.1 Call to order
Meeting Mar 4, 2020 - Select Board Meeting Agenda
Category 1. Call to Order
Access Public
Type Action, Procedural

The Select Board will convene a meeting on Wednesday, March 4, 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 Mar 4, 2020 - Select Board Meeting Agenda
Category 2. Consent Agenda
Access Public
Type

Minutes	January 8, 2020; January 20,2020; February 5,2020; February 19,2020
Warrants	
Electronic Pay Stubs	Proposal by Human Resources
Zatyrka Park Maintenance	Receipt of vote of the Park and Recreation Commission
Szala Agricultural Preservation Restriction	Vote of the Select Board
PVTA -- COA Van Agreement	Final vote and signature
One Day Liquor License	Pyramid Mall of Hadley - Margarita Madness April 2, 2020

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	Mar 4, 2020 - Select Board Meeting Agenda
Category	3. Public Comments: 6:30 - 6:45pm
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	Mar 4, 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. Appointments

Subject 5.1 Adult Use Marijuana RFQ - 6:45 pm

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type

The Town of Hadley received two submittals in response to the Town's Request for Qualifications for a retail store dispensing adult use marijuana. The Board will evaluate each proposal and determine eligibility to obtain the last remaining adult-use marijuana retail establishment.

File Attachments HADLEAF HOLISTICS.pdf (825 KB) MINT RETAIL_.pdf (9,992 KB)

6. New Business

Subject 6.1 Housing and Economic Development Committee and Climate Change Committee

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action

Chair Christian Stanley requests that the following 2 committees be created the Housing and Economic Development Committee and the Climate Change Committee, and that the following people be appointed to them.

Climate Change Committee

FOUNDING CHAIR: Jack Czajkowski
FOUNDING VICE-CHAIR: Jeanne Armstrong
FOUNDING SECRETARY: Matt Pfannenstiel
FOUNDING SELECT BOARD LIASON: Christian Stanley

FOUNDING MEMBERS: Stephen Armstrong, Michael Docter, & Joanne Goding

Housing and Economic Development Committee

FOUNDING CHAIR: TBD
FOUNDING VICE-CHAIR: TBD
FOUNDING SECRETARY: TBD
FOUNDING SELECT BOARD LIASON: Molly Keegan & Christian Stanley
FOUNDING MEMBERS: Sean Barry, Emma Dragon, William Dwyer, Amy Fyden, Mark Howard, Jo-Ann Konieczny, & Dylan Manz

7. Old Business

Subject 7.1 Enterprise Fund Administrative Charges

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type

The Select Board has asked that the formula for calculating the administrative charges to the three enterprise funds (water, sewer, and cable television) be reviewed. The Town Administrator and the Town Treasurer developed a new set of calculations based on estimates and averages, rather than actual data. The Town versions are presented here for discussion and adoption.

The Financial management Team reviewed the two sets of calculations, and has recommended using the new formula (with some small modifications).

The FY 2021 Town Administrator budget uses the more conservative set of formulas to achieve a balanced budget.

File Attachments
Enterprise Administrative Charges.pptx (257 KB)
Enterprise Administrative Charges Revision.pptx (310 KB)
Pension Liability Estimator.xlsx (13 KB)

Subject 7.2 Sewer Rates

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type Action

The Select Board will discuss the proposal to increase sewer rates. If the Board is ready, then a public hearing will need to be scheduled for a future meeting.

File Attachments
Copy of Hadley Sewer Model nocapital - 022720.xlsx (5,777 KB)

Subject 7.4 Town Administrator Search -- Contract for Recruiting Service

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type

The Select Board will review and act on the proposed service contract to recruit a new Town Administrator. The Select Board will also request a transfer from the Reserve Fund to cover the cost of the contract.

File Attachments
Hadley MA TAR Contract 2-26-20.pdf (290 KB)

Subject 7.5 Senior Center, Library, and Fire Substation Updates

Meeting Mar 4, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Access Public
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.

Subject 7.6 Building Inspector Search Update

Meeting Mar 4, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Access Public
Type

The Select Board will hear the report of the search committee for a new Building Inspector, and take appropriate action.

Subject 7.7 Ratification of Parking Requirements -- West Street Common

Meeting Mar 4, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Access Public
Type

The Select Board will review and vote on recent changes to the parking restrictions on the West Street Common in the vicinity of Route 9.

Subject 7.8 Ambulance Agreement Extension

Meeting Mar 4, 2020 - Select Board Meeting Agenda
Category 7. Old Business
Access Public
Type

The Select Board will review and act on the proposed extension of the Town's contract with Action EMS for its ambulance service. The current agreement is due to expire on June 30, 2020, and the contract allows for a one-year extension.

File Attachments Action EMS Contract 2018 FINAL.pdf (8,379 KB)

8. Other

9. Announcements

Subject 9.1 Town of Hadley Website Service Interruption

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 9. Announcements

Access Public

Type

The Town Administrator will report on the recent interruption of the Town of Hadley's website, which resulted in cancellation of several committee meetings due to posting problems. This was caused by a network equipment failure and town from the Cape to the Berkshires were affected.

The Town of Hadley website has been restroed to working order.

The Town Clerk is working with the Town Administrator and the Attorney General to develop an alternate posting system that is not susceptible to network outages.

Subject 9.2 Conway Letter of Support Rural Policy Advisory Commission

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 9. Announcements

Access Public

Type

The Town of Hadley is in receipt of a letter from the Selectmen of the Town of Conway, who express their support of S. 205 and H. 364 an act relative to the Rural Policy Advisory Commission.

Subject 9.3 Town of Hatfield 350th Anniversary Invitation

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 9. Announcements

Access Public

Type

The Select Board is invited to participate in the Town of Hatfield's 350th celebration. Details of events are forthcoming.

10. Executive Session

Subject 10.1 Executive Session Contract Negotiations

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 10. Executive Session

Access Public

Type

The Select Board will convene an executive session as per the provisions of MGL Chapter 30A, Section 21(a)(2). "To conduct ... contract negotiations with nonunion personnel" -- DPW Director.

The Select Board discuss compensatory time as part of the contract negotiations.

Subject 10.2 Executive Session Contract Negotiations

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 10. Executive Session

Access Public

Type

The Select Board will convene an executive session as per the provisions of MGL Chapter 30A, Section 21(a)(2). "To conduct ... contract negotiations with nonunion personnel" -- Town Treasurer.

11. Adjournment

Subject 11.1 Adjournment

Meeting Mar 4, 2020 - Select Board Meeting Agenda

Category 11. Adjournment

Access Public

Type Action

Recommended Action Motion to adjourn