

To join this Select Board meeting:

Topic: Select Board Meeting

Time: Mar 18, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/952703285>

Meeting ID: 952 703 285

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RECEIVED

2020 MAR 16 PM 3:14

TOWN CLERKS OFFICE
HADLEY MA 01085



**Wednesday, March 18, 2020
Select Board Meeting Agenda**

Hadley Town Hall - Room 203 at 6:30 pm

RECEIVED
2020 MAR 16 PM 3:14
TOWN CLERKS OFFICE
HADLEY MA 01085

1. Call to Order

Subject	1.1 Call to order
Meeting	Mar 18, 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 18, 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.

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

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File Attachments

REMOTE PARTICIPATION POLICY.docx (18 KB)

2. Consent Agenda

Subject

2.1 Consent Agenda

Meeting

Mar 18, 2020 - Select Board Meeting Agenda

Category

2. Consent Agenda

Access

Public

Type

Action (Consent)

Minutes	January 15, 2020; January 29,2020
Warrants	
Ch.90	Select Board approval
Administrative and Financial Policies	Select Board approval
Personnel Policies	Select Board approval
DPW Administrative Assistant Appointment	Jessica Perron
Annual Town Election Warrant	Select Board approval
MassDOT Project 607886	Select Board approval to continue project

Russellville Brook Culvert Replacement	
MassDOT Project 608089	Select Board approval of deactivation -- Project to be funded in another DOT project

**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 MassDOT Project Letters.pdf (145 KB) Fraternization Policy.docx (87 KB)
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3. Public Comments: 6:30 - 6:45pm

Subject	3.1 Public Comments
Meeting	Mar 18, 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 18, 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 Bond Anticipatory Note: Chief Financial Advisor and Town Treasurer 6:45 pm
Meeting Mar 18, 2020 - Select Board Meeting Agenda
Category 5. Appointments
Access Public
Type

The Town of Hadley's Chief Financial Advisor, Mr. David Eisenthal of UniBank, the Town's Treasurer, Ms. Linda Sanderson, will report the results of bidding on short-term borrowing. The Select Board is asked to accept the bid results.

The Town is borrowing \$3 million as part of its on-going debt management strategy. Nine bids were received. The low bid was submitted by TD Bank N.A. for less than 1%.

File Attachments
Borrowing Bid Results.pdf (29 KB)

Subject 5.2 Joint Meeting with Finance Committee FY 2021 Budget Discussion 7:00 p.m.
Meeting Mar 18, 2020 - Select Board Meeting Agenda
Category 5. Appointments
Access Public
Type

The Select Board and representatives of the Finance Committee will meet to coordinate the progress toward achieving a budget to present at the Annual Town to be held on May 7, 2020. The Finance Committee will have reviewed Public Safety and General Government budgets, as well as the draft Annual Town Meeting warrant.

Open items include: (1) Economic Development Planner position or service and (2) stipends for volunteer boards (e.g., Assessors, Planning Board).

A link to the proposed FY 2021 budget may be found here:

https://www.hadleyma.org/sites/hadleyma/files/uploads/fy2021_preliminary_budget_proposal_.pdf

File Attachments
ATM Warrant 2020 (FY 2021) DRAFT 031020 Articles and Motions and Talking Points.doc (368 KB)

Subject **5.3 Municipal Vulnerability Program -- Listening Session 8:00 pm**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type

The Town of Hadley received a \$25,000 grant to start planning for natural hazards mitigation under the Commonwealth Municipal Vulnerability Program. Participation in the planning program makes the Town of Hadley eligible to apply for a much larger implementation grant in FY 2021. The presentation tonight will satisfy the listening session requirement of the planning grant.

To date, the Town has identified three major priorities for future implementation dollars: Review and upgrades to the Connecticut River Levee (the Hadley Dike), cleaning and upgrading drainage ditches and associated culverts, and enforcing river bank protection regulations to prevent further damage and erosion to the east bank of the Connecticut River.

File Attachments
Hadley MVP_Final Draft Report_02.14.2020_withAppendices.pdf (7,237 KB)

Subject **5.4 Water and Sewer Rates Public Hearing 8:30 p.m.**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type Action

The Select Board will open a public hearing to discuss a proposal to increase sewer and water rates. Attached are the Assessor's calculations about the effects of a rate increase and the effects of not increasing the rates.

File Attachments
Copy of Hadley Sewer Model nocapital - 022720.xlsx (5,777 KB)
Current Sewer Rates.pdf (41 KB)
Sewer Projections.pdf (303 KB)
Water Projections.pdf (305 KB)
Assessors Sewer Calculations 031320.pdf (14 KB)

6. New Business

Subject **6.1 Rocky Hill Road Heavy Vehicle Exclusion and Traffic Study**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action

The Chief of Police and the Town Administrator will review numerous complaints received about heavy traffic on Rocky Hill Road. One possible solution is establishing a Heavy Vehicle Exclusion (HVE), which would eliminate heavy truck and bus traffic from traveling Rocky Hill Road from the intersection of River Drive and North Maple Street. Such an exclusion would be allowed by the Massachusetts Department of Transportation (MassDOT), if a traffic study demonstrates the need for such an exclusion.

The Town of Hadley is eligible to receive two free traffic studies by virtue of its membership with the Pioneer Valley Planning Commission. The Police Chief and the Town Administrator recommend that the first traffic count study be conducted on Rocky Hill Road and the other be conducted on Huntington Road (the likely alternate route, if Rocky Hill Road traffic is restricted).

The Board is asked to authorize the traffic studies to be conducted while the colleges are in session.

File Attachments
DOT Gulf Road Exclusion Approval 3-7-2019.pdf (256 KB)
FRCOG traffic study Gulf Rd.docx (884 KB)
Gulf Rd Heavy Veh exclusion sign permit.pdf (614 KB)
Gulf Rd Truck Exclusion summary.pdf (2,241 KB)
Northfield HVE endorsement.pdf (170 KB)

7. Old Business

Subject 7.1 Public Health Planning -- COVID-19

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type

The Select Board will discuss the Town of Hadley's planning for the coronavirus COVID-19. The Emergency Management Director, Board of Health, School Superintendent, and Town Administrator have been meeting with department heads to plan for possible contagion by COVID-19. Planning includes possible closure of Town buildings to public access, if the outbreak worsens.

The Select Board is asked to adopt: (1) a telecommuting policy, (2) a sick bank policy (voluntary), and (3) a staggered shift policy.

Here is a link to the Town of Hadley website regarding COVID-19 with links to informational sites:
<https://www.hadleyma.org/home/news/town-hadley-covid-19-response>

Here is a link to the Hadley Media broadcast regarding Town of Hadley preparedness for COVID-19:
<https://youtu.be/STc6xhAKdRU>

File Attachments
Projected Elastic Revenues.pdf (50 KB)
COVID19 Announcement 031320.docx (17 KB)

Subject 7.2 Senior Center, Library, and Fire Substation Updates

Meeting Mar 18, 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.

File Attachments
NSTAR Assignment (Sr. Ctr).docx (23 KB)
NSTAR Easement (Sr. Ctr).docx (24 KB)

Subject **7.3 Adult Use Marijuana RFQ**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 7. Old Business

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.

This is a continuation of the Board's discussion of March 4, 2020.

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

Subject **7.4 Building Inspector Search Update**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type

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

Subject **7.5 Town Administrator Recruitment**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type

The Select Board is asked to review and approve the job posting for the new Town Administrator.

File Attachments
TA Advertisement Hadley MA Draft 3.9.20.doc (29 KB)

8. Other

9. Announcements

10. Executive Session

Subject **10.1 Executive Session -- Litigation**

Meeting Mar 18, 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)(3): "To discuss strategy with respect to ... litigation if an open meeting may have a detrimental effect on the ...litigating position of the public body and the chair so declares;...." HAP v. Town of Hadley

11. Adjournment

Subject **11.1 Adjournment**

Meeting Mar 18, 2020 - Select Board Meeting Agenda

Category 11. Adjournment

Access Public

Type Action

Recommended Action Motion to adjourn