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**Wednesday, March 6, 2019
Select Board Meeting Agenda**

TOWN CLERKS OFFICE
HADLEY MA 01035

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

1. Call to Order

Subject 1.1 Call to order 6:30 p.m.
Meeting Mar 6, 2019 - Select Board Meeting Agenda
Category 1. Call to Order
Access Public
Type Action, Procedural

The Select Board will convene a meeting on Wednesday, March 6, 2019 at 6:30 p.m. in Town Hall, 100 Middle Street, Hadley, MA 01035. The Select Board will meet jointly with the Finance Committee.

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 6, 2019 - Select Board Meeting Agenda
Category 2. Consent Agenda
Access Public
Type Action (Consent)

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.

Warrants	
Minutes	November 14, 2018
Permission	Hadley Hearts Helping Schools 5K Road Race - April 7, 2019
One Day Liquor License	Top of the Campus - UMASS Hockey Games - Mullins Center - March 15, 2019 (2); March 16, 2019 (2); March 17, 2019 (2)
HPD Part Time Dispatcher Appointment	Henry Baj
Use of the Town Commons	First Congregational Church - Easter Sunrise Service - April 21, 2019
One Day Liquor License	Steph's Wild Ride - at V-1 Vodka 146 Russell St. - Multiple Licesnes - March 9,2019, April 13, 2019, May 11, 2019, June 8, 2019
One Day Liquor License	Amherst Area Chamber of Commerce-Pyramid Group - Margarita Madness Hampshire Mall - March 28, 2019
One Day Liquor License	Top of the Campus - WWE Event- Mullins Center Concession Stand and Arena Floor 2 licenses March 24, 2019
One Day Liquor License	Top of the Campus - Chris Tomlin Concert Mullins Center - March 28, 2019
Class II Auto Dealer License	Stephen Symkowicz - River Drive Auto Body

<p>File Attachments HHH 5k.pdf (217 KB) TOC TOMLIN CONCERT 03.28.2019.pdf (129 KB) TOC WWE EVENT 03.24.2019 .pdf (131 KB) MARGARITA MADNESS.pdf (62 KB) CLASS II AUTO DEALER RIVER DRIVE AUTO BODY.pdf (29 KB) STEPHS WILD RIDE - V-1 VODKA 1 DAY LIQUOR.pdf (221 KB) FIRST CONGREGATIONAL CHURCH COMMONS REQUEST.pdf (59 KB)</p>
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3. Public Comments: 6:30 - 6:45 pm

Subject	3.1 Public Comments
Meeting	Mar 6, 2019 - Select Board Meeting Agenda
Category	3. Public Comments: 6:30 - 6:45 pm
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.

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 6, 2019 - 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 Borrowing Authorization
Meeting	Mar 6, 2019 - Select Board Meeting Agenda
Category	5. Appointments
Access	Public
Type	Action

The Select Board will meet with the Town's Chief Financial Advisor, David Eisenthal of Unibank, and Town Treasurer, Linda Sanderson, to award the bid and authorize borrowing of \$3,299,954 for municipal projects. A summary of the amounts to be borrowed is attached.

Bidding for the town's two BANs closed Thursday morning. The ~\$1.9M BAN will be funded in full by Easthampton Savings Bank at a 2.30% interest rate, and the ~\$1.3M BAN will be funded in full by Eastern Bank at a 2.24% interest rate. With 8 bidders each and bids ranging from these lows up to 2.65%. Full bid sheets are attached.

As a reminder of what we're doing and where we stand in the borrowing plan, the two BANs are explained further below:

1. The **\$1,985,050 BAN @2.3% (Easthampton Savings Bank)** is for 4 months. It is timed to come due in July '19, then rolled over into the first of two Bonds for the town's capital projects. The long-term borrowing items in this BAN include the school HVAC, as well as rolled-over prior borrowings for the Storm Water Project, North Hadley land, Senior Center and Fire Substation. The July '19 Bond will be about \$8M, and will include these items plus all additional borrowings to date for the Senior Center and Fire Substation.
2. The **\$1,314,904 BAN @2.24% (Eastern Bank)** is for 6 months. It is timed to come due in September '19, when we will need additional construction funding for the Library. The items in this BAN, other than the Library, include shorter-term borrowings such as equipment and vehicles. These items will stay in BANs through to payoff, i.e. they will never be rolled into a Bond. The Library borrowings will continue in BANs until January '21. At that time the balances of all our borrowings for the Library, Senior Center and Fire Substation will be rolled into the second capital Bond of about \$7.5M.

File Attachments

Unibank Borrowing Summary 0228119.pdf (21 KB)
Hadley Results 3-15-2019 1.3m.pdf (63 KB)

Subject **5.2 Education Department MSBA Grant Application**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type Action

Superintendent of Schools, Anne McKenzie, will ask the Select Board to take a formal vote required by the Massachusetts School Building Authority for projects associated with school buildings. The text of the formal vote is attached.

File Attachments

2019-SOI_Vote_Language_and_Guidance select board (1).pdf (79 KB)

School Capital Request 2019.docx (15 KB)

Subject **5.3 Deputy Evan Briant - End of Probationary period**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type Information

Deputy Evan Briant is completing his probationary period. The Fire Chief will perform a small ceremony.

Subject **5.4 Change of Manager - Chipotle Grill - 7:15**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type Action

Chipotle Grill is requesting a change of manager for their Hadley location, there has been a delayed response from the restaurant. The attached letter offers an explanation of the delays from their corporate licensing department.

File Attachments

1693- Change of Manager Letter to Selectmen's Board.pdf (86 KB)

CHIPOTLE CHANGE OF MANAGER.pdf (38 KB)

Subject **5.5 FY 2020 Budget -- Public Safety**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 5. Appointments

Access Public

Type Action

The Select Board and Finance Committee will meet with departments within the Public Safety Division (200 Budget Series) to discuss their FY 2020 budget proposals. A copy of the budget may be found at this link:
https://www.hadleyma.org/sites/hadleyma/files/uploads/fy2020_preliminary_budget_proposal.pdf

6. New Business

Subject 6.1 Moody Bridge Road

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action, Discussion

The Select Board will discuss the failed culvert at Moody Bridge Road. Moody Bridge Road is closed until the culvert can be replaced. Initial cost estimates range from \$230,000 to \$250,000. The Town is exploring funding through the Culvert Replacement Grant Program as administered by the Massachusetts Division of Ecological Restoration.

Several residents have asked that the road remain closed. Several have asked that the road be re-opened after the culvert is replaced.

Subject 6.2 Cemetery Fees and Reorganization Proposal

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action

The Select Board will hear the report of the DPW Director, Chris Okafor, concerning recommended adjustments to cemetery fees and a proposed reorganization of cemetery maintenance.

At the Special Town Meeting of October 19, 2018, the voters approved the reorganization of the Cemetery Committee under the DPW:

Article 10

To see if the Town will vote to authorize the Department of Public Works to have primary responsibility for the operation, management, and care of the town cemeteries and to amend the vote of February 28, 1928, Articles 30 and 31, so that it shall read as follows: voted that the Town authorize the Select Board to appoint a Cemetery Committee of five members, each for the term of three years, and further to authorize the Committee to advise and assist the Department of Public Works in the operation, management, and care of the town cemeteries, including but not limited to the sale of lots, or take any action relative thereto.

Select Board recommends 4-0-1

Finance Committee recommends 3-0-0

Motion 10

Moved that the Town authorize the Department of Public Works to have primary responsibility for the operation, management, and care of the town cemeteries and to

amend the vote of February 28, 1928, Articles 30 and 31, so that it shall read as follows: voted that the Town authorize the Select Board to appoint a Cemetery Committee of five members, each for the term of three years, and further to authorize the Committee to advise and assist the Department of Public Works in the operation, management, and care of the town cemeteries, including but not limited to the sale of lots.

File Attachments

Proposed Fees - Hadley Cemetery 2019.doc (78 KB)
cemetery trust funds 2017.pdf (630 KB)
town clerk fees.pdf (23 KB)
caretaker - berg FY19.pdf (798 KB)
caretaker - yusko FY19.pdf (804 KB)
Interment Services Hadley Cemeteries_2018.pdf (61 KB)
Proposed DPW Staffing and Reorganization 2019.doc (86 KB)
Proposed DPW Organizational Chart 2019.ppt (174 KB)

Subject **6.3 Street Light Request - 399 River Drive**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action (Consent)

A request has been made for a street light to be installed at 399 River Drive due to accidents that have occurred at that location.

File Attachments

399 River Dr. Street Light request.pdf (213 KB)
Delmolino Street light.pdf (1,427 KB)
Delmolino Street Light Request.pptx (10,150 KB)

Subject **6.4 Citizen speed limit petition**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Discussion

The Select Board has received a petition to change to speed limit at the corner of N. Maple Street and Rocky Hill Road east to Plainville Rd. from 40 mph to 30 mph. This matter should be referred to the Police Chief.

File Attachments

SPEEDLIMIT REQUEST.pdf (35 KB)

7. Old Business

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

Meeting Mar 6, 2019 - 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. The Select Board will discuss a drainage issue at the North Hadley Fire Substation: <https://www.ecode360.com/13510287>

The Select Board will address the revised contract for the Senior Center. The construction contract is revised because of a problem arising from a filed sub-bidder for plumbing.

T.J. Conway Company, the low bidder for the plumbing sub-bid, omitted part of the scope of work from their quote, which when calculated correctly, makes them the second lowest sub-bidder for plumbing. The Massachusetts Attorney General has advised that (1) the Town should amend the General Contract award granted to Forish Construction Company by the dollar amount obtained by accepting Boulanger's Plumbing and Heating as the new low sub-bidder for plumbing (an amount equaling \$9,450), and (2) since T.J. Conway Company can easily show that the error is a clerical error, therefore their bid bond will not cover the difference.

Last week, the Select Board awarded the construction contract to Forish Construction Company in the amount of \$4,653,300. The Select Board is asked to approve the contract at an amount higher by \$9,450 for a total of \$4,662,750. The revised amount is well within the project construction budget of \$5,657,300.

File Attachments
HSC - Filed Sub Bid Tab (3).pdf (166 KB)
HSC - GC Bid Tab.pdf (133 KB)

8. Other

9. Announcements

10. Adjournment

Subject **10.1 Adjournment**

Meeting Mar 6, 2019 - Select Board Meeting Agenda

Category 10. Adjournment

Access Public

Type Action

Recommended Action Motion to adjourn