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**Wednesday, April 10, 2019
Select Board Meeting Agenda**

TOWN CLERKS OFFICE
HADLEY, MA 01035

Hadley Town Hall - Room 203 at 6:30 pm

1. Call to Order

Subject 1.1 Call to order

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 1. Call to Order

Access Public

Type Action, Procedural

The Select Board will convene a meeting on Wednesday, April 10, 2019 at 6:30 p.m. 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. Reorganization of the Select Board

Subject 2.1 Election of the Chair and Clerk of the Board

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 2. Reorganization of the Select Board

Access Public

Type Action

The Select Board customarily nominates and elects the Chair and Clerk of the Board after the Town of Hadley Annual Elections (April 9).

The current Chair will ask for nominations for Chair and Clerk, and the Board will vote on those nominations.

At the conclusion of voting, the new Chair will preside over the remainder of the agenda.

3. Consent Agenda

Subject 3.1 Consent Agenda

Meeting Apr 10, 2019 - Select Board Meeting Agenda
 Category 3. Consent Agenda
 Access Public
 Type Action (Consent)

Warrants	
Service Zone Plan	The Fire Chief presents the amended ambulance service zone plan to incorporate a part of Umass.
DLTA Grant: Affordable Housing	The Board will sign to commitment letter to participate with PVPC on implementing the DLTA grant to study affordable housing.
Recreational boating safety and law enforcement	The Police Chief provides an update to the Town's boating safety and law enforcement.
Late Fees for Private Duty Detail Vendors	The Police Chief presents his recommended late fee schedule for private duty detail vendors.

File Attachments
 Affirmation of Community Commitment.pdf (79 KB)
 DLTA FY19 Hadley Affordable Housing.pdf (47 KB)
 Ct River marine training press release.docx (1,453 KB)
 Ct River press rel.docx (276 KB)
 IMG_0001.pdf (68 KB)
 MGL 90B12(2).jpg (286 KB)
 MGL 90B12.jpg (873 KB)
 Detail Late Fee.docx (14 KB)
 Hadley EMS Service Zone Plan-Draft-3-15-2019-Addendum.pdf (22,666 KB)
 Hadley EMS Service Zone Plan-Draft-4-8-2019.pdf (26,673 KB)

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

Subject 4.1 Public Comments
 Meeting Apr 10, 2019 - Select Board Meeting Agenda
 Category 4. 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.

5. Town Administrator Report

Subject **5.1 Town Administrator Report**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 5. Town Administrator Report

Access Public

Type Information

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

6. New Business

Subject **6.1 Budget Discussion FY 2020 Debt, State Assessments, and
Unclassified/Benefits Budget Proposals**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Information

The Select Board will review the FY 2020 budget proposals for Debt (700 Budget Series), State Assessments (800 Budget Series), and Unclassified/Benefits (900 Budget Series). A copy of the proposed FY 2020 budget may be found here:

https://www.hadleyma.org/sites/hadleyma/files/uploads/fy2020_preliminary_budget_proposal.pdf

The Select Board will discuss the process for developing and presenting s budget for Annual Town Meeting.

Subject **6.2 Annual Town Meeting Warrant Review**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Discussion

The Select Board will review and vote on the Annual Town Meeting warrant.

File Attachments ATM Warrant 2019 DRAFT 040719.doc (387 KB)
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Subject **6.3 Sidewalk Snow Plowing**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type

The Select Board will discuss the snow plowing issue for sidewalks. The most recent warrant article reads:

Article 23 (Snow and Ice Removal from Sidewalks – General Bylaw)

To see if the Town will vote to amend Section 218-5 of Chapter 218 of the Code of the Town of Hadley relating to snow and ice removal from sidewalks by deleting Section 218-5 in its entirety and replacing it with the following section:

218-5

A. The owner of any real estate, where there is a sidewalk shall remove any snow, ice, or sleet upon said sidewalk that has accumulated within twenty-four (24) hours after ceasing to fall or form or the accumulation from any other cause of any snow, ice or sleet upon said sidewalk. Snow, ice, or sleet shall be removed from the full width of the sidewalk, including abutting curb cuts/ramps. If the same cannot be wholly removed, said owner shall sprinkle sand or other substance thereon, so the sidewalks shall be safe for travel. Nor shall any person place ice or snow in a street outside the walk.

B. Violations and penalties

If a person is found to be violating the provisions of this section, it shall be the duty of the Chief of Police, or his/her designee, the Director of Public Works, or his/her designee, to assess a fine to any such person in accordance with whomever violates any provision of this bylaw shall be punished by a fine not exceeding ten dollars (\$10) for the first offense, twenty-five dollars (\$25) for the second offense and for the third and subsequent offenses, one hundred dollars (\$100) for each separate offense in any one (1) calendar year. Each day a violation exists shall be deemed to be a separate offense.

Alternately, violations of this bylaw may be enforced by the non—criminal method of disposition as provided in MGL Chapter 40, Section 21D and as enabled pursuant to the Town of Hadley's General Bylaw Chapter 1, Section 1-3.

Or take any action relative thereto.

Select Board recommendation pending

Finance Committee recommendation pending

Subject **6.4 Cemetery Reorganization Funding Proposal**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type Action

The Select Board will hear the proposal of the DPW Director, Chris Okafor, concerning funding the new organization and functions of FY 2020 cemetery maintenance.

Two proposals are presented: (A) Cemetery maintenance with an outside contracted service and a foreman and (B) cemetery maintenance with semi-skilled laborer and a foreman.

Option A will cost an additional \$61,715 (\$22,895 from General Funds, \$19,410 from sewer enterprise funds, and \$19,410 from water enterprise funds).

Option B will cost an additional \$97,975 (\$59,155 from General Funds, \$19,410 from sewer enterprise funds, and \$19,410 from water enterprise funds).

File Attachments

cemetery trust funds 2017.pdf (630 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)
Updated Proposed DPW Organizational Chart 2019.ppt (174 KB)
DPW FY 2020 Budget Adjusted for Revised Cemetery (Outside Contractor).pdf (98 KB)
DPW FY 2020 Budget Revised Cemetery (Semi-Skilled Laborer).pdf (94 KB)

Subject **6.5 Adult-Use Marijuana License Process**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 6. New Business

Access Public

Type

In anticipation of a successful vote at Annual Town Meeting, various marijuana vendors have approached the Town to ask for a host community agreement. The Select Board is asked to discuss the process for distributing the two (2) available adult-use marijuana licenses. A draft RFP is presented below for consideration that may be in the best interests of the Town.

File Attachments
RFP (Adult Use Marijuana Retail) 30B DRAFT 040819.doc (100 KB)

7. Old Business

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

Meeting Apr 10, 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 as well as the Municipal Building Committee.

Subject **7.2 Annual Report Dedication**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 7. Old Business

Access Public

Type Action

The Select Board will vote on the dedication of the annual report and the Fred Oakley Volunteer Award. The following people/group have been nominated for the Dedication of 2018 Annual Report and/or the Fred Oakley Volunteer Award.

The Hadley Mother's Club
Leona Chmura
Dennis Meehan

8. Other

Subject **8.1 New Agenda Item**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 8. Other

Access Public

Type Action

The public auction for the contents of Hooker School and the Council on Aging will be held on Wednesday, April 24, 2019 at 10:00 am.

The Select Board is asked to waive the fee for the auction permit. (\$10.00)

9. Announcements

10. Adjournment

Subject **10.1 Adjournment**

Meeting Apr 10, 2019 - Select Board Meeting Agenda

Category 10. Adjournment

Access Public

Type Action