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2018 JUL -6 PM 2: 05

Wednesday, July 11, 2018  
 Select Board and Tri-Board Meeting Agenda

TOWN CLERKS OFFICE  
 HADLEY MA 01035

Hadley Town Hall - Room 203 at 6:00 pm

## 1. Call to Order

**Subject** 1.1 Call to Order

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category 1. Call to Order

Access Public

Type Action, Procedural

The Hadley Select Board and Tri-Board will convene a meeting on Wednesday, July 11, 2018 at 6:00 p.m. in Room 203, Town Hall, 100 Middle Street, Hadley, MA 01035.

### ON-LINE AGENDA

The Select Board agenda is posted on-line at [www.hadleyma.org](http://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 Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category 2. Consent Agenda

Access Public

Type Action (Consent)

Minutes	
Warrants	AP1850;AP1850S; PR1851;AP1851S
FY 2018 Budget	Vote to approve transfers.
Establish	Ambulance Oversight Committee
Appointments to Ambulance Oversight Committee	George Moriarty, Barbara O'Connor, Hank Barstow
Appointment of Special Counsel and appointment as special municipal employee, retroactive to June 6, 2018.	Thomas Reidy
Appointment to the Fire Substation Building Committee	Eric Beal

Appointment Part time Dispatch	Briana Yusko
Hadley Media Appointment	Glenn Clark
Resignation - Alternate Plumbing Inspector	Richard Witkos
Use of the Town Commons	Most Holy Redeemer - August 5, 2018 - For overflow parking
End of Year Transfers	FY18

**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**

G. CLARK LETTER OF INTEREST - HADLEY MEDIA.pdf (142 KB)  
Per Diem Dispatcher - B. Yusko.docx (14 KB)  
WITKOS RESIGNSTION.pdf (125 KB)  
COMMONS - MOST HOLY REDEEMER.pdf (552 KB)  
Hadley EOY Trans 18-01.pdf (114 KB)

### **3. Public Comments: 7:00 - 7:15 pm**

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<b>Subject</b>	<b>3.1 Public Comments</b>
Meeting	Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda
Category	3. Public Comments: 7:00 - 7:15 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

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<b>Subject</b>	<b>4.1 Town Administrator Report</b>
Meeting	Jul 11, 2018 - Select Board and Tri-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

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<b>Subject</b>	<b>5.1 FY 2017 Audit Presentation</b>
Meeting	Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda
Category	5. Appointments
Access	Public
Type	Action, Information

Ms. Tanya Campbell of Melanson Heath will present the results of the FY 2017 audit.

The Town of Hadley performs an annual audit, both to comply with borrowing requirements and as a best management practice.

### File Attachments

17 FS - Hadley - signed final.pdf (378 KB)

17 ML - Hadley - signed final.pdf (121 KB)

## 6. New Business

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<b>Subject</b>	<b>6.1 Ambulance Update</b>
Meeting	Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda
Category	6. New Business
Access	Public
Type	

The Select Board will hear updates on the new ambulance service.

<b>Subject</b>	<b>6.2 Water Abatement Process</b>
Meeting	Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda
Category	6. New Business

Access Public

Type Action

The Select Board will discuss changing the water abatement process by transferring the process from Town Hall to the Department of Public Works. The Board will explore opportunities to streamline and simplify the water abatement process.

**Subject 6.3 Seasonal and Temporary Workers for DPW**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category 6. New Business

Access Public

Type

The Select Board will discuss authorizing the Department of Public Works to hire temporary seasonal employees.

## 7. Old Business

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**Subject 7.1 Affordable Housing in Hadley**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category 7. Old Business

Access Public

Type Discussion, Information

The Select Board will continue discussing affordable housing stock in Hadley and possible plans for the future as affordable units go off the market. This is a continuation of a discussion initiated with the Planning Board on June 20, 2018.

### File Attachments

Hadley Subsidized Housing Inventory .pdf (192 KB)

**Subject 7.2 Goals and Objectives for the Select Board**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category 7. Old Business

Access Public

Type Information

The Select Board will begin discussing goals and objectives for FY 2019. The Board will review information supplied by the departments about administrative support to achieve higher functions.

### File Attachments

Town Administrator Administrative Support Report.pdf (1,674 KB)  
 Administration Function Analysis DPW.xlsx (45 KB)  
 Administrative analysis for Hadley Media.pdf (26 KB)  
 Administrative Function Analysis - School Department.pdf (54 KB)  
 Administrative Function Analysis DPW.xlsx (20 KB)  
 Collector's Administrative Report.pdf (1,630 KB)  
 Copy of assessors personnel functions.xls (45 KB)  
 Copy of Library Task List for Select Board due 6-15.xlsx (10 KB)

Copy of Support Staff functions Police Department.xlsx (13 KB)  
 Yearly Schedule Building Inspector.xlsx (11 KB)  
 Treasurer Administrative Report.pdf (1,671 KB)  
 Park Rec 2018 SWOT Word.docx (23 KB)  
 Licensing Coordinator and Assistant Procurement Officer ASH-OFF.pdf (181 KB)  
 Administrative Function Analysis.docx (32 KB)  
 Clerk-office functions.pdf (14 KB)  
 Board of Health Admin Functions.pdf (956 KB)

**Subject**                      **7.3 Contract Negotiations-- Chief of Police**

Meeting                      Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category                      7. Old Business

Access                      Public

Type                      Action

The Select Board will ratify the employment contract for the Chief of Police.

**Executive File Attachments**

Chief of Police Contract.pdf (2,030 KB)

MASON Contract 2.doc (75 KB)

2018-2021 Contract Req.docx (19 KB)

**Subject**                      **7.4 Senior Center, Library, and Fire Substation Building Project Updates**

Meeting                      Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category                      7. Old Business

Access                      Public

Type                      Information

The Select Board will hear updates on the Senior Center, Library, and Fire Substation Building Projects.

**8. Other**

**9. Announcements**

**10. Executive Session**

**Subject**                      **10.1 Contract Negotiation - DPW Director**

Meeting                      Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda

Category                      10. Executive Session

Access                      Public

Type

The Select Board will enter into Executive Session as per the provisions of MGL Chapter 30A, Section 21(a)(2): To conduct ... contract negotiations with nonunion personnel ... DPW Director

**Subject**                      **10.2 Executive Session: Litigation -- Land Court Case. No. 2018-MISC-000190- MDV**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda  
 Category 10. Executive Session  
 Access Public  
 Type Action

The Select Board will enter into executive session as per the provisions of MGL Chapter 30A, Section 21 (a) (3): "To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;" -- Land Court Number 2018-MISC-000190-MDV.

**Subject 10.3 Strategy for Litigation -- Mountain View Apartments Water**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda  
 Category 10. Executive Session  
 Access Public  
 Type

The Select Board will enter into 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...." -- Mountain View Apartments Water.

**Subject 10.4 Strategy for Real Estate Transaction**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda  
 Category 10. Executive Session  
 Access Public  
 Type

The Select Board will enter into Executive Session as per the provisions of MGL Chapter 30A, Section 21(a)(6): "To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body .... " Real estate proposal.

## **11. Adjournment**

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**Subject 11.1 Adjournment**

Meeting Jul 11, 2018 - Select Board and Tri-Board Meeting Agenda  
 Category 11. Adjournment  
 Access Public  
 Type Action  
 Recommended Action Motion to adjourn