



RECEIVED

2019 JAN -7 AM 10:47

TOWN CLERKS OFFICE  
HADLEY MA 01035

**Wednesday, January 9, 2019**  
**Select Board and Tri-Board Meeting Agenda**

**Hadley Town Hall - Room 203 at 6:00 pm**

**1. 6:00 p.m. Call to Order**

---

**Subject**                    **1.1 Call to order**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    1. 6:00 p.m. Call to Order

Access                      Public

Type                         Action, Procedural

The Select Board will convene a meeting on Wednesday, January 9, 2019 at Town Hall, 100 Middle Street, Hadley, MA 01035 at 6:00 p.m. The Select Board will meet jointly with the Finance Committee and School Committee.

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.

**Subject**                    **1.2 FY 2020 Budget Preparation**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    1. 6:00 p.m. Call to Order

Access                      Public

Type

The Select Board is asked to open the warrant for the May 2, 2019 Annual Town Meeting with a closure date of February 13, 2019.

The Select Board is asked to establish a cost of living adjustment for the non-union personnel for the FY 2020 budget.

The Select Board and Finance Committee will review the enterprise administrative charges formula.

The Select Board and Finance Committee will review the preliminary warrant.

File Attachments  
Enterprise Administrative Charges.pptx (257 KB)  
Copy of FY20 COLA.xls (59 KB)  
ATM Warrant PRESENTATION DRAFT 2019.doc (343 KB)

## 2. Consent Agenda

---

<b>Subject</b>	<b>2.1 Consent Agenda</b>
Meeting	Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda
Category	2. Consent Agenda
Access	Public
Type	Action (Consent)

Warrants	
Proclamation for a Centennial Citizen	Agnes Banash
Appointment of Town Parking Clerk	Susan Glowatsky
Implementation of Fees	Parking violations
Gravestone Restoration Assessment Survey Bid Award	Historic Gravestone Services
Gravestone Marker Restoration Bid Award	Conserv ART
HPD Retirement	Henry Baj

### 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 Parking Clerk Appointment.pdf (387 KB)
--

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

---

<b>Subject</b>	<b>3.1 Public Comments</b>
Meeting	Jan 9, 2019 - 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**

---

<b>Subject</b>	<b>4.1 Town Administrator Report</b>
Meeting	Jan 9, 2019 - 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**

---

<b>Subject</b>	<b>5.1 7:15 p.m. Municipal Building Committee -- Senior Center, Library, Fire Substation Update and Discussion</b>
Meeting	Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda
Category	5. Appointments
Access	Public
Type	

The Select Board will meet with the Municipal Building Committee and the building committees for the Senior Center, Library, and Fire Substation projects to discuss the development of the new buildings. Included in the discussion will be the relocation of departments and services that were formerly associated with the existing senior center. The Select Board will also review and act on the proposal to obtain a project coordinator to help manage the three building projects: senior center, library, and fire substation. The Select Board will also set a meeting for February 27, 2019 to sign the General Contractor contract -- after the bidding process if complete.

Owners Project Manager Phil Palumbowill be on-hand to discuss the move of affected departments prior to demolition of the old Senior Center.

#### **6. New Business**

---

<b>Subject</b>	<b>6.1 Valley Bike Share Grant Opportunity</b>
Meeting	Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda
Category	6. New Business
Access	Public
Type	

Select Board member Christian Stanley will present information about a regional grant to expand the service area of stations for a ride-share bicycle program. Three locations in Hadley are identified for new stations: Hampshire Mall,

Mountain Farms Mall, and Hadley Center on the Norwottock Rail Trail.

File Attachments

2019 Valley Bike Share CMAQ Grant 01-04-2019 13-38-35.pdf (3,649 KB)

**Subject**                      **6.2 Direct Local Technical Assistance Grant Applications**

Meeting                      Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                      6. New Business

Access                      Public

Type

The Select Board will vote to authorize the applications to the Pioneer Valley Planning Commission Direct Local Technical Assistance Grant Program. Applications are due January 11, 2019.

Projects submitted for funding are: (1) develop a plan to sustain affordable housing, as per the recommendations of the Planning Board, (2) implement the recommendation of the Department of Revenue to develop a comprehensive financial policy manual, and (3) analyze the impact of OSHA requirements compliance to be integrated into the capital plan. The OSHA requirements will be handled as a regional approach with Chesterfield as the lead community.

File Attachments

DLTA FY19 Solicitation Letter Final.docx (270 KB)

**Subject**                      **6.3 Treasurer and Tax Collector -- Legislative Changes**

Meeting                      Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                      6. New Business

Access                      Public

Type                      Information

The Governor signed into law two acts of special legislation affecting the Town of Hadley's Treasurer and Tax Collector: Chapters 345 and 346 of the Acts of 2018. The legislation changes the elected positions to appointed position after the incumbents serve the remainder of their elected term. The Select Board is asked to establish a process for making a smooth transition.

File Attachments

H4750 - Signed Parchment Special Legislation.pdf (91 KB)

H4751 - Signed Parchment Special Legislation.pdf (90 KB)

---

## **7. Old Business**

**Subject**                      **7.1 Director of the Department of Public Works**

Meeting                      Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                      7. Old Business

Access                      Public

Type                      Action

The Select Board will ratify the employment agreement with the new Director of the Department of Public Works: Mr. Christopher Okafor.

File Attachments  
Chris Okafor Contract - Town of Hadley 2019.pdf (3,389 KB)

**Subject**                    **7.2 RFP Compensation/Classification Plan**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    7. Old Business

Access                    Public

Type                    Action

The Select board is asked to review and approve the Request for Proposals for a compensation/classification plan, prior to advertising for proposals.

**Subject**                    **7.3 North Hadley Village Hall Realtor Bid**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    7. Old Business

Access                    Public

Type                    Action

The Select Board will vote to award the bid for the real estate broker for North Hadley Village Hall. Stiles and Dunn, as part of Jones Group Realtors submitted a response to the RFP.

File Attachments  
Bid Tabulation NHVH Realtor RFP 12.08.2018.doc (33 KB)

**Subject**                    **7.4 Moody Bridge Road**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    7. Old Business

Access                    Public

Type                    Action

The Select Board is asked to authorize repairs/replacement of the failed culverts on Moody Bridge Road. Cost estimates will be presented.

**Subject**                    **7.5 2019 License Renewals**

Meeting                    Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda

Category                    7. Old Business

Access                    Public

Type                    Action

The Select Board is asked to vote to renew the remainder of annual licenses that were received after the December 12, 2018 meeting.

File Attachments  
2019 Renewal List 12.05.18.pdf (271 KB)

---

## **8. Other**

---

## **9. Announcements**

---

## **10. Adjournment**

---

<b>Subject</b>	<b>10.1 Adjournment</b>
Meeting	Jan 9, 2019 - Select Board and Tri-Board Meeting Agenda
Category	10. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn