



TOWN OF HADLEY  
SELECT BOARD  
October 17, 2012  
Meeting Minutes

Meeting convened at 7:00 pm, Room 203, Hadley Town Hall

**Present:** Chair Gloria DiFulvio; Joyce Chunglo, Daniel Dudkiewicz, David Moskin, Brian West

**Absent:** none

**Also in Attendance:** David Nixon (Town Administrator); Peg Jekanowski, (Administrative Assistant); John S. Mieczkowski, Sr., Attorney Thomas Reidy; Tracie Aube; Willy Danylieko, Jane Wagenbach Booth (Senior Service Director); Walker Korby (Trustees of Reservations); Molly Keegan (School Committee)

**Call to Order:** Meeting called to order at 7:00 pm by Chair Gloria DiFulvio.

Chair DiFulvio thanked members of the Board for covering for her during her absence.

**Approval of Minutes:** *Joyce Chunglo made a motion to approve the meeting minutes for 09/05/2012, 09/12/2012, 09/19/2012 and 09/26/2012, motion seconded by Dan Dudkiewicz and passed with a vote of 4-0-0.* (David Moskin absent at time of vote.)

**New Business**

**1. Property of Allard's Farm, Inc., Mill Valley Road: Notice of Intent to Convert to Commercial Use:**

Attorney Thomas Reidy appeared before the Board representing Allard Farms regarding the intent to convert the above named land to commercial use (solar energy). This has been approved by the Planning Board. The town has the right to exercise their right of first refusal. *Joyce Chunglo made a motion to sign the waiver of right of first refusal, seconded by Brian West: motion passed with a vote of 5-0-0.*

**2. Select Board meeting schedule:**

The Select Board agreed to meet the first and second Wednesdays of November (the 7<sup>th</sup> and 14<sup>th</sup>) rather than the first and third Wednesdays due to the Thanksgiving holiday.

**Old Business**

**1. Select Board Priorities:**

- Fire Department

The Board needs to finalize the job description for the Fire Chief position and form a search committee. A goal was set to finalize the job description by the 14<sup>th</sup> of November and then formulate a search committee. The draft will be reviewed at the next regularly scheduled Select Board meeting and finalized by the 14<sup>th</sup> of November.

**2. Amendment to Project Funding Agreement for Hopkins Academy:**

David Nixon recommended the Board sign the sign the Massachusetts School Building Authority agreement for funding in the amount of \$304,179.00 for the green roof project for Hopkins Academy. *Brian West made a motion seconded by Joyce Chunglo to accept and sign the agreement with MSBA, motion passed with a vote of 5-0-0.*

**4. Norwottuck Rail Trail: renovations:**

Mr. Nixon stated that the Police Chief has no objection to this project. After discussion among Board members regarding safety concerns and utilization of the light and impact on both pedestrian and vehicular traffic, it was decided to invite Mass DOT for further clarification and discussion of the issues.

**New Business**

**2. Chapter 90 Reimbursement Request**

*Brian West made a motion to authorize the request for Chapter 90 Reimbursement, seconded by Dan Dudkiewicz; motion passed unan. with a vote of 5-0-0.*

**3. Application for use of Town Common: Taste of Hadley**



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The Board reviewed an application for the Use of the Hadley Town Common, submitted by John Mieczkowski, SR., seeking approval to hold a community event sometime in late summer or fall of 2013. There needs to be a lot of planning and work done, this is just a preliminary step. **Joyce Chunglo made a motion, seconded by Brian West, to approve the use of the Common; motion passed with a vote of 5-0-0.** There will be more information forthcoming regarding specifics of the event before moving forward with the event.

#### 4. Personnel Payroll Issue:

The Board reviewed correspondence from Rosemary Greaney asking for a review and adjustment to her grade and step. In referencing one of the points in Ms. Greaney's letter, Mr. West stated that comparing herself to other employees and their wage is immaterial to her step and COLA. Mr. Nixon stated that in FY 2012 Ms. Greaney received a 2% increase to bring her wage from 16.79 to 17.13. According to FY 2013 budget she received an additional 2% COLA and a step bringing her wage to 18.08. (This will be retroactive to July 1, 2012.) Discussion ensued that last year (FY 2012) everyone got something, in terms of an increase, not everyone got the same thing and not everyone got what they wanted.)

The second part of the request had to do with an increase in the employee grade level. Discussion ensued as to differences in positions and job descriptions. **Brian West made a motion that since the employee's wage increase will be addressed at the Special Town Meeting, the grade level will wait until the wage/compensation study is completed, motion seconded by Dan Dudkiewicz and passed unan. by a vote of 5-0-0.** Joyce Chunglo stated that after the study is completed the personnel hand book needs to be updated.

#### Appointment

##### **7:30 pm: Discussion of District Veterans Services / Veterans' Service Agent**

Steve Connor, Tracie Aube and Wayne Iselin were present to express interest in the open Veterans' Service Officer presently open in Hadley.

Mr. Connor is the Director of Central/Hampshire Veterans Services and is the president of the MA Veterans' Service Officer Association. He reviewed that Chapter 115 law states that veterans and their dependents are a special class. It states the following: A VSO has to be a Veteran, and their responsibilities include monitoring the Ch. 115 benefit program, grave officer, all VA paperwork, and other duties. A letter went out regarding a challenge grant seeking to make services available at a cheaper price. Under Chapter 115 there is a Veterans Service district formation currently comprised of 8, and possibly going to 9 towns. Each member of the district sends a delegate and each town gets a vote, nothing is weighted. The district is seeking to have towns join and receive service for very low cost or for free. The district offers the member towns regular office hours plus full business day access via a toll free telephone number. The budget of the district is based on the population of the town (not the population of the veterans of the town.)

Ms. Aube is a retired veteran who is seeking to become the Veterans' Agent for the Town. She offered the fact that she is one person who would be available on a regular basis, so citizens will know who to go to if they need service. She stated she would offer flexible hours and would assist with not just Ch. 115 issues but any questions. She stated she would be able to establish a one to one relationship with the veterans and their dependents. She stated she would need training to be a VSO, but does offer computer skills and would be able to compile reports.

Mr. Wayne Asselin stated he was present as he had interest in the position. Although he stated he does not have the experience he would take the training and learn, and that he is a Veteran.

Discussion ensued regarding pros and cons of an individual service provider versus going with a district.

Regarding budget, Mr. Nixon explained that there are two parts to Veterans Services, one is the assessment or salary of the entity providing the service, and the other is the cost of the services themselves.



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Joyce Chunglo stated that she is leaning toward going with the district concept as there is experience and a chance for getting quality service at a low cost. Brian West stated that he thought Ms. Aube has demonstrated ability to handle tasks and is self-motivated. Dan Dudkiewicz stated that he agreed with Brian. David Moskin stated that he was in favor of the district and the expertise offered. Chair DiFulvio stated that she would like to see references on both before she can make a decision.

Jane Wagenbach Booth, Director of Senior Services for Hadley, stated that she has seen an increase in service to the Town's veterans and that Mr. Connor has been key in informing veterans of benefits.

The Board asked the parties to provide references and will deliberate and make a decision when they meet on Thursday, October 25<sup>th</sup> at 6:00 pm.

### Old Business

#### **3. Special Town Meeting: Division of Motions and Budget Discussion**

The Board divided the motions for 19 warrant articles. Mr. Nixon then made a budget presentation offering 3 presentation formats: an excel spreadsheet that has been used in the past, a new format that was introduced at the Annual Town Meeting, and the VADAR format. He stated that there are four moving parts to the budget, the costs of unions (that are under negotiations), Funding Articles, Steps and COLA's, and Budget adjustments that are non COLA related. These budget adjustments were explained as follows:

- A mandated GASB34 adjustment
- Conservation Commission increase in dues
- Planning Board PVPC assessment (late bill)
- Insurance
- Highway
  - \$16,000.00 personnel cost caused by error in budget process
  - \$18,000.00 non-snow and ice overtime
  - \$3,000.00 Temporary patching for non-snow and ice
  - \$3,000.00 Temporary patching for non-snow and ice repairs
  - \$3,000.00 Vehicle Maintenance
  - \$1,900.00 Equipment Rental
- Veterans
  - \$1,200.00 / month (salary or assessment)
  - \$1,200.00 / month (benefits)
- \$1,626.00 Formula adjustment for Library
- Saving in Retirement reduces the costs by \$13,000.00
- Workers Compensation reduces the costs by \$5,000.00; the Board placed this item on hold
- Life Insurance was double counted and can be cut by \$2,500.00
- Sewer Reserve: add \$10,000.00 as per Department of Revenue recommendation

Also, there were two funding requests. One is to increase Senior Center Director's hours from 35 to 40. It was decided to wait until the next budget cycle as this is not the time to request change. Park and Recreation asked for a new position and the same decision (wait until the next budget cycle).

The Board reviewed Articles: In regard to the \$60,000.00 water truck Mr. Nixon has a query out to the Bond Council regarding borrowing (against water reserves).

Facilities plan is coming out of capital stabilization. All other items have already been voted on by the Board. Discussion ensued regarding non COLA budget adjustments. Brian West did a calculation stating that Free Cash will be at \$200,000.00, and then with the COLA is \$145,000.00. Molly Keegan asked about why there hasn't



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been anything added for the school budget, since COLAs were being funded. Discussion ensued regarding the school budget shortfall and Ms. Keegan stated that the Select Board had previously indicated that excess Free Cash would go toward the school budget. Mr. West acknowledged that this conversation did occur. After conversation it was decided to double check all the figures and sit down with the school committee before Town Meeting to make decisions. The Board will meet with the School Committee on Wednesday, October 24<sup>th</sup> at 6:30 PM.

Other: Mr. Mieczkowski made a proposal that the Board consider appointing a person with maintenance experience to the Capital Planning Committee, so the Committee can be fully informed about equipment maintenance. He volunteered to serve in this capacity. Discussion ensued regarding current members and requirements of the bylaw that formed the Capital Planning Committee. It was decided that the bylaw regarding the Capital Planning Committee would be reviewed at a future meeting as an agenda item.

Other Business: Mr. Nixon stated that he was approached by a telecommunication company about building a tower on Town property on Mt. Warner Road. This would have to go out to bid and the telecommunication company would lease.

Chair DiFulvio stated Mr. Nixon's evaluation has been delayed due to her leave...and asked that all Select Board members have their materials to her by the 2<sup>nd</sup> of November and the evaluation will take place at the November 14, 2012 meeting.

**Announcements**

Hopkins Academy Student Council will be holding a pancake breakfast on Saturday, October 27<sup>th</sup> from 8:00 AM to 12:00PM at the North Hadley Sugar Shack to benefit the 350<sup>th</sup> Anniversary of Hopkins Academy.

Congratulations to Tristan Buck who received an award in recognition for achievement in the STEM field (Science, Technology, Engineering and Math.)

Town Meeting is Thursday, October 25, 2012 at 6:00 PM.

Condolences to the Berestka family on the passing of Ann Berestka.

**Adjournment**

At 9:15 pm Dan Dudkiewicz made a motion to adjourn, seconded by Brian West, and passed 5-0-0.

Meeting adjourned at 9:15 pm.

Respectfully submitted,

Margaret J. Jekanowski  
Administrative Assistant