



TOWN OF HADLEY  
SELECT BOARD  
May 15, 2013  
Meeting Minutes

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

**Present:** Joyce Chunglo, Daniel Dudkiewicz (Chair), John Waskiewicz, Brian West

**Absent:** Guilford Mooring

**Also in Attendance:** David Nixon (Town Administrator); Peg Jekanowski, (Admin. Assistant); Richard Trueswell, (TV-5); Dennis Hukowicz (Police Chief), Jane Nevinsmith, Jane Wagenbach Booth, Marie Waechter, Mark Krause, Andrea Stanley, Susan Russell, Samuel Russell, Claire Varetas (Verizon), Fran Ryan (Daily Hampshire Gazette), Catherine Gobron & Kenneth Danford (North Star).

**Approval of Minutes:** April 17 & 24, 2013

**Motion:** Chunglo      **Second:** West      **Vote 4-0-0.**

**Approval of Warrants:** Warrants 48, 48-A, and 48-S: Payroll 91

**Motion:** Chunglo      **Second:** West      **Vote 4-0-0.**

**New Business #5: Request to hang sign on Russell School Fence: Young Men's Club Car Show**

This is a sign to advertise "Cruise Night taking place on at the Young Men's Club Mondays starting at 5:00 pm.

**Motion to approve hanging sign on Russell School Fence:** West      **Second:** Chunglo      **Vote 4-0-0.**

**New Business #4: Select Board Schedule:**

The Select Board agreed to meet on the following dates through the summer (for regular Select Board Meetings); June 5 & 19, July 17 & 24, August 7 & 21.

**New Business #3: Town Clerk Office Update and Payroll Issue**

Janice Kangas and Pat Coombs have been working in the Clerk's office due to the extended absence of the Town Clerk due to illness. Along with Town Meeting there has been a special election (primary) and general election coming up for State Senator. The need to cover has resulted in a shortfall in salary of \$1,500.00. However there is money in the Clerk's budget for meetings and mileage. Mr. Nixon asked the Board to support a line item transfer to cover the salary shortfall.

**Approve line item transfer to cover additional salary expense in Clerk's office:**

**Motion:** Chunglo      **Second:** West      **Vote: 4-0-0.**

**Other Business: Tri-Board Meetings:**

Chair Dudkiewicz announced that there is a TriBoard (Select Board, School Committee and Finance Committee) Meeting scheduled for Wednesday, May 22, 2013 at 6:00pm. He asked the members of the Board if they wanted to continue with the TriBoard meetings. Mr. West stated that he would like to continue with the meetings, other Board members concurred.

**New Business #2: Permission to use Town Common - West Street Neighbors Tag Sale**

The Board reviewed an application from Andrea Stanley regarding using the Town Common for a Tag Sale on June 16, 2013. Zoning Enforcement officer Tim Neyhart has signed off on the application as has Chief Hukowicz with the restriction that there is no obstruction of travel lanes on West Street. Member Chunglo also expressed concern about parking on the Common if it is wet. Comments were duly noted by event organizer.

**Motion to approve application to use West Street Common:** West      **Second:** Chunglo      **Vote: 4-0-0**

**Old Business #1: North Star Lease:**

Ken Danford and Catherine Gobron from North Star appeared before the Board regarding the North Star lease with the Town for use of Russell Street School. At a previous meeting held in November 2012, the Select Board voted to extend the North Star lease until July 2014, barring any major problems/safety concerns. Danford and Gobron stated they would like to explore extending the lease, and need to know if this is possible or they will need to begin looking for new space. Discussion ensued regarding the status of studies of the building and feasibility of rehabbing and maintaining the building. Mr. West stated that we have one report from Olde Mohawk regarding Historic Building preservation, but we need to see what DRA Architects find in there study, and they will have a more



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extensive report looking at electric and plumbing issues. (The DRA report is due in fall of 2013.) Once the report comes in a strategic plan must be put in place, and this will take time. He questioned extending the lease until July 2015 and revisiting this early 2014. Ms. Chunglo stated that she would also like to continue to partner with North Star, but the final report is needed to make decisions.

***Motion to extend the North Star lease for use of the Russell Street School to July of 2015, and revisit the topic once DRA report is received: Chunglo Second: West***

Further Discussion: Building Inspector Tim Neyhart stated that the primary concern is the heating system and what happens if it breaks down. He was also concerned about liability issues having to do with entrances/exits to the building, especially the West Portico. (This is not being used and a safety fence needs to be put up.) He stated that a commitment is needed for a quick assessment and monies to make repairs. Mr. Nixon stated there are monies available from various funding sources (CPA and revolving fund). Discussion turned back to extension of the lease.  
***Vote to extend the Russell School lease with North Star: 4-0-0***

**7:15 pm Verizon: Pole Hearing: Spruce Hill Road & Farm Lane**

Verizon Representative stated these are two petitions (Verizon No. 6ABVU7 and 6ABVU7-2) to place 4 jointly owned poles on the Easterly side of Spruce Hill Road and one on the Northeasterly side of Farm Lane. These will enhance communication for the police department.

***Approve the petition of pole location for Farm Lane and Spruce Hill Road:***

***Motion: Chunglo Second: West Vote: 4-0-0***

**7:30pm COA Senior Services Director**

Chair Dudkiewicz read a letter from Jane Wagenbach Booth announcing her retirement date effective July 31, 2013. Mr. Dudkiewicz congratulated Ms. Booth and thanked her for her years of service to the Town. Ms. Booth stated she had a concern that her salary had been lowered during budget season, which was not the intention of the Board. This was a result of preparing for the new, incoming Senior Service Director who will have a 40 hour work week at a different rate of pay than what Ms. Booth currently receives. It was clarified that Ms. Booth will continue at 35 hours a week at her current rate of pay until the time of her retirement. The new director will be at 40 hours a week at the salary that is set in the budget (\$46,037.00)

Ms. Booth also announced that Mr. Fred Mastendino passed away, and had served the Town in many ways including on the Council on Aging. He was also the holder of the Boston Post gold cane, which will now be passed to Mrs. Helen Kowal.

Jane Nevinsmith, Chair of the Senior Service Director Search Committee, was before the Board on behalf of COA Chair Elsie Andrews. The COA recommends Suzanne Travisano as the next Senior Services Director. Ms. Travisano is currently the Senior Services Director in Northfield, MA, a position she has held since 2005.

Her appointment would start July 15, 2013 at a salary level Grade 3, step 5, hourly rate of \$22.67, for a total FY 2014 expenditure of \$45,521.00, which is less than the \$46,037 budgeted for the position.

***Approve the recommendation of the Council on Aging to appoint Suzanne Travisano as the new Senior Service Director for the Town of Hadley. Motion: Chunglo Second: West Vote 3-0-1 (Waskiewicz abstaining)***

Mr. West thanked the Search Committee and the Council on Aging for their hard work with this process, and asked that letters of thanks be sent to the committee members, as well as a letter to Ms. Booth for all of her years of service.

**Appointments:**

**7:35 pm WGBY TV-57 Asparagus Festival: Sunday June 2, 2013**

**Request for one day special alcohol permit (malt and wine)**

Chief Hukowicz stated he has reviewed the application and has no objection.



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*Motion to approve one day special license: Chunglo Second: West Vote: 4-0-0.*

**7:45 pm Dennis Hukowicz, Chief of Police**

• **Request authorization for “No Parking” Signs - Norwottuck Drive/Lawrence Plain Road area:**

The Board discussed the need to alleviate traffic flow problems and public safety issues resulting from Flea Market traffic. Chief Hukowicz stated that they are currently experimenting with traffic patterns to help with traffic flow. Residents expressed their concern with traffic and stated that the success of the Flea Market causes ongoing problems. It was decided to ask Mr. Szala, who runs the Flea Market, to come in to a future meeting to discuss solutions. It was also stated that the Hadley Police are ticketing for current parking infractions.

• **Request authorization for “No Parking” Signs - West Street Common area, South side:**

People are parking on the south side of West street near the Esselon Café on both sides of West Street, (the residential and Town Common side.) Mr. Dudkiewicz questioned whether Esselon is exceeding their occupancy capacity. Mr. Neyhart stated that he is working with the owner of Esselon café, and that Mr. Krause (owner of Esselon) has an appointment with Chief Hukowicz on Friday (May 17<sup>th</sup>) to discuss the issue at hand. Mr. Dudkiewicz stated that he would like to give the Chief the leeway to post the no parking signs if he thinks it necessary. Chief Hukowicz stated that Esselon has always cooperated fully, but that he cannot put a sign up without the Board’s authorization, and further states he wants to place stop signs on both sides. Mr. West stated that he wants to table the West Street Common area until the Chief has the opportunity to meet with the owner of Esselon. Mr. Dudkiewicz stated that the Chief should be able to post the no parking signs on both sides of West Street. Members Waskiewicz, West and Chunglo stated they would be okay with no parking signs on one side. Mr. Neyhart stated that the owner is cooperating and looking in to an alternate parking arrangement. The Board decided to table the West Street parking issue until the next meeting.

• **Permission to apply for a COPS Hiring Program Grant:**

Chief Hukowicz requested the Board’s permission to apply for this grant. The grant would pay 75% of a Full time officer’s salary, up to \$125,000.00 over a three year period. The Town would be required to retain this employee one year after grant period. The Town has worked with these grants in years past and it doesn’t cost anything to apply.

*Motion to approve application for COPS grant: Dudkiewicz Second: Chunglo Vote: 4-0-0*

**Old Business # 1: FY 2013 Budget Transfers:**

*Motion to Approve Request for Reserve Fund Transfer in the amount of \$9,000.00 for higher than anticipated energy costs at the COA/Hooker School: West Second: Dudkiewicz Vote: 4-0-0*

*Motion to Approve Request for Reserve Fund Transfer in the amount of \$4,700.00 for higher than anticipated energy costs and custodial service at the North Hadley Hall: West Second: Chunglo Vote: 4-0-0*

*Motion to Approve Appropriation Fund Transfer (from payroll to expense) in the amount of \$700.00 for the Board of Health: Chunglo Second: West Vote: 4-0-0*

*Motion to Approve Appropriation Fund Transfer (from expense to payroll) in the amount of \$337.99 for cemetery expenses relating to lawn care: Chunglo Second: West Vote: 4-0-0*

*Motion to Approve Request for Reserve Fund Transfer in the amount of \$2,500.00 for increase in postage and copier products rate for Hadley Town Hall: Chunglo Second: West Vote: 4-0-0*

**New Business: Clean Energy Strategies: Agreement between Massachusetts Clean Energy Center, Pioneer Valley Planning Commission, the Town of Hadley and other municipalities**

Mr. Dudkiewicz stated that he has a concern as to whether Hadley has the staff to handle the workload involved with this type of project. Mr. Nixon stated that PVPC would provide the assistance in determining the Town’s energy conservation. It is an opportunity to look at ways to improve energy efficiencies.



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***Motion to approve agreement between Massachusetts Clean Energy Center, Pioneer Valley Planning Commission, the Town of Hadley and other municipalities: Chunglo Second: West Vote 4-0-0***

**Announcements:**

The Board offered condolences to the family of Vernon "Ted Thomas, to the family of Fred Mastendino, the family of David Regish, and the family of John Mish.

The annual Memorial Day Parade will be held on Sunday May 26, 2013. The parade starts at 2:00 pm but there will also be visits to the town cemeteries to honor the veterans.

Mr. Waskiewicz stated that he had a citizen's complaint from a resident of Shattuck Road as part of it is still a dirt road. He stated that perhaps the town should consider stone and oil at the least. DPW is looking into this and more will be brought to the Board at a later date. Mr. Nixon stated that Chapter 90 funds have doubled over the last 2 years. Last year there was a delay in getting funding, this year there will be a delay but hopefully we will have funding by June 15<sup>th</sup>.

Mr. Nixon asked the Board if they would sign an Administrative Consent Order having to do with water issues that we need to monitor for 12 months. DPW will be in to speak to the Board, but this document is due back in by June 3<sup>rd</sup>, 2013. Mr. Nixon pointed out that the concerns have already been addressed.

***Motion to sign the Administrative Consent Order notice of noncompliance: West Second: Chunglo, Vote: 3-0-1 (Waskiewicz abstaining)***

Mr. Nixon announce that there has been a boost in Chapter 70 funds in the amount of \$64,000.00

Tim Neyhart asked the Board if they would like him to take over the approval of hanging signs on Russell School Fence. The Board stated they don't mind reviewing them and it also gives the event a bit of publicity.

**Executive Session:**

**8:22 pm: Move to Executive Session for the purpose of discussing labor negotiations, and not to reconvene in open session:**

***Motion: West Second:***

Chair Dudkiewicz stated "As Chair of the Hadley Select Board, I state that the Board has moved and seconded to enter into executive session, and I state that discussing the matter in open session will have an adverse effect on the Town of Hadley.

***Roll Call Vote: Waskiewicz – Yes: Dudkiewicz – Yes: Chunglo – Yes: West – yes***

**Executive Session**

A discussion was held regarding labor negotiations. A motion was made and seconded and vote taken.

***Roll Call Vote: Waskiewicz – abstain: Dudkiewicz – Yes: Chunglo - Yes: West – yes***

**Adjournment**

***8:45 pm Motion to adjourn: Chunglo Second: West***

***Roll Call Vote: Waskiewicz – yes: Dudkiewicz – Yes: Chunglo - Yes: West – yes***

Meeting adjourned at 8:45 pm.

Respectfully submitted,

Margaret J. Jekanowski  
Administrative Assistant