



TOWN OF HADLEY
SELECT BOARD
May 22, 2013
Meeting Minutes

Meeting of convened at 6:00 pm, Room 203, Hadley Town Hall

Present: Joyce Chunglo, Guilford Mooring, John Waskiewicz Brian West

Absent: Dan Dudkiewicz

Also in Attendance: David Nixon (Town Administrator); Molly Keegan, Robie Grant, Linda Dunlavy (School Committee); Linda Sanderson, Matthew Lustig, Frank Aquadro, Howard Koski (Finance Committee); Peg Jekanowski, (Administrative Assistant), Richard Trueswell (TV-5); Gregory Stutsman

3 – 5 Year Financial Plan for Town of Hadley:

Mr. Aquadro opened the meeting by stating that the main task of this group is to determine how the Town will position itself for the next 3 to 5 years. There is a need to talk about revenue, expenses and efficiencies, and communicate information so there are no surprises for the taxpayers.

The Boards decided that there needs to be a consistent forecasting tool that all members will work from. The consensus was to utilize the Department of Revenue, Division of Local Service forecasting tool as much of the information will self-populate. There will be a subcommittee formed to work on the tool and have consensus as to certain assumptions that will need to be made to utilize the tool. The Sub-committee will consist of David Nixon, Chris Desjardin (School Business Office Manager), Howard Koski, and Guilford Mooring. Dan Zdonek from the Assessors' office will also be a part of the team. Projections/assumptions should include a level service budget (making some adjustment for expenses) and adjusting for a 2% salary increase across the Board.

The next order of business was to schedule ongoing TriBoard meetings. Meetings are now scheduled for 6:00pm on the following dates: June 26, July 31, Aug. 28, and Sept. 25. Mr. Nixon also pointed out that Special Town Meeting will be held in the fall with tentative date(s) of October 24 or November 7.

Discussion then turned to the need to share information with Town Departments. The TriBoard needs to know what the goals and plans are for departments in the next 3 – 5 years. Mr. Nixon stated that he will communicate what is needed at his next department head meeting, which is scheduled for June 5th. Molly Keegan asked that the schools be included in that meeting. David Nixon stated that the schools are always invited to attend department head meetings. Linda Dunlavy expressed concern that departments may be too conservative in their projections. It will be communicated that they should put in a level service budget, but also provide information on what they will need in the future. The point is to have the information on the table for review so the Boards can work on a long term plan.

Discussion then turned to Town services and input from the Community. There will be a survey coming out from the like size Town of Sunderland which can serve as a template for a survey for the Town of Hadley. Once the survey for Hadley is developed, it can go out in tax bills, appear on line, and be available via other means in the hope of gathering as much information as possible from Town citizens. Mr. Nixon suggested tying this survey in with the Town's master plan.

At 6:55 pm Mr. West made a motion to adjourn the TriBoard meeting, motion seconded by Joyce Chunglo. TriBoard adjourned but the Select Board remained open for other business.

Other Business: Sewer Impact Fee – Game Over LLC dba The Quarters, 8 Railroad Street

Ms. Chunglo reviewed a Sewer Impact Fee Agreement in the amount of \$14,880.00 for the Quarters that was signed by Gregory Stutsman, owner. Mr. Stutsman stated there is a discrepancy in the amount of the fee, as they are defined as a restaurant but DPW has defined them as a "lounge/tavern." He asked the Select Board, in their role of Sewer Commissioners, clarify the discrepancy in definition of establishment. Mr. Nixon stated that there the Town has worked closely with the owners of "The Quarters" and has been as generous as possible in determining figures, that the \$14,880.00 is the true figure. Mr. Stutsman stated that he did not dispute the number but wanted the Board to clarify the definition of the establishment and the calculation. Mr. Nixon stated that this is a complicated formula and that the Board needs information to make that determination. Discussion ensued regarding Sewer Impact Fees relative to buildings that already have a connection.



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Set "The Quarters" Sewer Impact fee for the amount of \$14,880.00 to be divided into four equal payments, 1st payment due upon issuance of Certificate of Occupancy, other payments as stated in written agreement.

Motion: West Second: Chunglo

Discussion: Mr. Mooring stated that he would like more information. The Board discussed delaying any decision making, but one of the issues is that "The Quarters" is unable to move forward with work on their establishment without agreement. Mr. Stutsman stated he signed the Sewer Impact Fee Agreement "under protest" and would like the Board to clarify the fees. It was further clarified that the Building Inspector cannot issue a building permit until there is agreement with DPW/Sewer.

Mr. West stated that the DPW has established the number (fee) and he is comfortable with that, and that he does not want to have to amend the number at a future date. However, he acknowledged that as a new member of the Select Board, Mr. Mooring has not had a chance to review the entire history of the project and the DPW calculation of the Sewer Impact Fee. He withdrew his motion and asked that the topic be placed on the next Select Board agenda.

Ms. Chunglo stated she wanted to sign the agreement with the number that was calculated and it is within the Board's purview to change the number in the future, or not. Since it will hold up further construction for the Quarters, she recommended the Board vote on the agreement tonight.

Set "The Quarters" Sewer Impact fee for the amount of \$14,880.00 to be divided into four equal payments, 1st payment due upon issuance of Certificate of Occupancy, other payments as stated in written agreement.

Motion: Chunglo Second: West Vote: 3-0-1 (Waskiewicz abstaining.)

7:15 pm Motion to adjourn: Chunglo Second: Mooring Vote: 4-0-0

Respectfully submitted,

Margaret J. Jekanowski
Administrative Assistant

Approved 06.05.2013