



TOWN OF HADLEY
SELECT BOARD
October 2, 2013
Meeting Minutes

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

Present: Chair Daniel Dudkiewicz, Joyce Chunglo, Guilford Mooring, John Waskiewicz, Brian West

Absent:

Also in Attendance: David Nixon (Town Administrator); Peg Jekanowski, (Admin. Assistant); Richard Trueswell, Wilfred Danylieko (Electrical Inspector);

Approval of Minutes: September 18, 2013

Motion: West **Second:** Chunglo **Vote 5-0-0**

Approval of Warrants:

Motion: Chunglo **Second:** West **Vote 5-0-0**

Appointments:

7:05 pm - Mt. Warner Vineyards – Application for License to Sell at Farmers Market: October 20, 2013,

Kestrel Trust 5K and Farmers Market on Hadley Town Common: This type of license falls under MGL Chapter 15F. Gary Komen appeared in front of the Board to present his application along with certification of the event as “agricultural” by MDAR. Police Chief Hukowicz has no objections to issuing the permit. ***Motion to approve Mount Warner Vineyard’s application for License to Sell at Farmers Market: October 20, 2013, Kestrel Trust 5K and Farmers Market on Hadley Town Common for: Chunglo Second: West Vote: 5-0-0***

7:10 pm Hannoush Jewelry: Application for one Day Special Permit to sell Wine and Beer at grand opening event Saturday, October 5, 2013: 367 Russell Street (Hampshire Mall Store sales floor)

Ms. Maria Wegman, assistant manager of Hannoush appeared before the Board explaining that the store has moved and would like to serve wine/beer and food at their grand opening event. They will check ID’s for proof of age. Police Chief Hukowicz has no objection to issuing the license. ***Motion to approve Hannoush Jewelry application for License for one Day Special Permit to sell Wine and Beer at grand opening event Saturday, October 5, 2013: 367 Russell Street (Hampshire Mall Store sales floor: West Second: Chunglo Vote: 5-0-0***

7:15 pm DPW: Snow and Ice Discussion

Mr. Michael Smith of Baystate Roads program appeared before the Board along with DPW Director Gary Girouard and Highway Superintendent Michael Klimoski to discuss the DPW’s move from sand to chemical treatment of roads in winter weather. Discussion ensued regarding the costs of treating roads with sand versus treated salt. Sanding has negative impact on the roads, gets into catch basins, builds on shoulders, and is difficult to sweep. The wear and tear on machinery is also expensive. The use of treated salt can be more cost efficient if used properly. It is a different application and DPW workers will have to learn how to apply properly for efficiency and for minimal environmental impact. Overall, the product costs less, less product is used (when applied properly), and there is less wear and tear on machinery. The DPW is ready to move forward with this and the Select Board endorsed moving from sand to salt treatment of the roads.

Old Business #4 Senior Center Steps: (Taken out of order:)

The Select Board discussed the recent Senior Center Step project. The issue at hand is that the steps were constructed but railings were not installed as per the contract that was signed by Chris Baj of Hadley Concrete, who had been awarded the contract when it went out to bid. Mr. Nixon stated that this is a case of miscommunication. The scope of work included that was bid out included handrails. He stated that the contract contains language that states who governs any changes to the contract or scope of work, and that is the Select Board. In conversation with Mr. Baj, it was determined that he (Mr. Baj) was given bad information from Town personnel who were not authorized to tell him what to do or to change the scope of work. Mr. Baj stated that he can partner with Mr. John Mieczkowski JR to install hand rails; that they must be to code. Mr. West stated that Mr. Baj and Mr. Nixon meet with Mr. Mieczkowski for a design on a new railing for submission to the Building Inspector for approval for fabrication and installation. There will need to be a change order for the work and we will need to find out a price. Mr. Mooring summarized as follows: The Select Board instructed the contractor to get a design, come up with a



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price, once we know the price if it is in change order realm. Mr. Baj stated that he will work on his own time to get this project done.

Old Business #1 Special Town Meeting:

a.) Review Warrant & (d.) Division of Motions

Assistant Treasurer Joan Zuzgo was present before the Board to explain the escalating unemployment costs in terms of productive time, resources, and money. As part of the budget in Article 1 of the warrant there is a \$900.00 adjustment to the Treasurer's expenses to hire a professional service to handle unemployment cases. Joan has researched a company (Unemployment Tax Management Corporation) that handles these types of claims for other towns from start to finish. The charge for their service is \$570.00 quarterly, which will be split with the School Department. They come highly recommended and in some cases have saved the towns money. ***Motion to sign a contract with Unemployment Tax Management Corporation out of Wakefield, MA: West Second: Dudkiewicz Vote: 5-0-0***

The Board then turned to review of the Warrant

Article 1 (FY 2014 Budget Adjustment): Assigned to Mr. Nixon.

FROM	TO
122 Selectmen Other Salaries \$42,519	Select Board Other Salaries \$42,519 + \$1,860 + \$155 COLA*
135 Town Accountant Salaries \$66,490	Salaries \$66,490 + \$1,151 + \$183 COLA
141 Assessors Other Salaries \$60,940	Other Salaries \$60,940 + \$1,132 + \$88 COLA
145 Town Treasurer Salary \$56,053	Salary \$56,053 + \$1,096 COLA
Other Salaries \$30,600	Other Salaries \$30,600 + \$548 COLA
Expenses \$28,111	Expenses \$28,111 + \$900 (unemployment claims service)
146 Tax Collector Salary \$52,308	Salary \$52,308 + \$2,904 COLA
Other Salaries \$32,174	Other Salaries \$32,174 + \$1,754 COLA
161 Town Clerk Salary \$48,800	Salary \$48,800 + \$2,740 COLA
Other Salaries \$12,758	Other Salaries \$12,758 + \$389 COLA
193 Insurance Property Insurance \$125,906	Property Insurance \$111,000 Discount from bidding and early payment
945 Accident \$39,591	Accident \$41,698
192 Town Building, Senior Center Expenses \$41,300	Senior Center Expenses \$41,300 + \$3,100 Electrical
210 Police Salaries \$798,429	Salaries \$798,429 + \$2,067 COLA [Contract still not settled]
220 Fire Salaries \$228,852	Salaries \$228,852 + \$231 COLA
241 Build. Inspector Salaries \$78,658	Salaries \$78,658 + \$303 + \$1,114 COLA
242 Gas Inspector Salary \$3,254	Salary \$3,292
422 Highway Const. Salaries \$401,526	Salaries \$401,526 + COLA of \$20,200 for union
541 Council on Aging Salaries \$61,426	Salaries \$61,426 + \$126 + \$397 COLA
543 Veterans' Services Expenses \$77,200 state	Expenses \$104,200 NOTE: ¾ of this is reimbursed by the state
599 Cable TV/Publ Salary \$13,731	Salary \$13,731 + \$752 COLA
610 Public Library Salaries \$123,161	Salaries \$123,161 + \$4,589 COLA
Expenses \$66,817	Expenses \$66,817 + \$918 Formula
630 Park Commission Other Salaries \$45,589	Other Salaries \$45,589 + \$602 + \$218 COLA
912 Workers' Comp. \$108,000	Workers' Comp. \$98,000 Discount for bidding and early payment
440 Sewer Dept. Salaries \$274,370	Salaries \$274,370 + COLA of \$155
450 Water Dept. Salaries \$337,118	Salaries \$337,118 + COLA of \$680
Other Expenses \$532,413	Other Expenses \$538,413

* COLA includes step increase, where appropriate.

And further to see if the Town will vote to amend the appropriation as follows: To raise and appropriate \$_12,279,381_____.



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appropriate from Sewer Receipts \$ 819,640 _____
and transfer from Sewer Reserves \$ 40,000 _____
and appropriate from Water Receipts \$ 1,237,989 _____
and, transfer from Water Reserves \$ 10,000 _____,
and transfer \$ 496,930 _____ of Free Cash
and take for the maintenance and operation of the town in Fiscal Year 2014 as recommended by the Finance Committee, including debt and interest, or take any action relative thereto.

Article 2 (Fund and Ratify Union Contracts) Assigned to Ms. Chunglo

Article 3 (Electrical Inspections) Assigned to Mr. Nixon

Motion to recommend: West Second: Chunglo Vote 5-0-0

To see if the Town will transfer from Free Cash \$6,000.00 for expenses and wages associated with electrical inspections associated with the Mill Valley Road solar installation, or take any action relative thereto.

Article 4 (Capital Stabilization Transfer) Assigned to Mr. West

Motion to recommend: Dudkiewicz Second: West Vote: 5-0-0

To see if the Town will vote raise and appropriate, transfer from Free Cash, transfer from funds available, or otherwise provide **\$244,000.00** to be placed in the Capital Stabilization Account, or take any action relative thereto.

Article 5 (Capital Projects Expenses) Assigned to Mr. West

Motion to recommend: West Second: Chunglo Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to raise and appropriate, transfer from funds available, or transfer from Capital Stabilization \$ **124,600 (AVAILABLE)** _____ for the following capital projects, or take any action relative thereto.

Protective Equipment	Fire Department	\$9,800
Web-Based Fire Reporting System	Fire Department	\$9,900
Fire Fighting Gear	Fire Department	\$3,850
Waste Oil Burner	DPW	\$11,642
Garage Door and Windows	DPW	\$10,150
Emergency Communications System	Police/Dispatch	\$57,986

TOTAL: \$103,328

Mr. West stated that the capital committee did not support the DPW doors due to the pending building reconfiguration, but the Select Board asked them to reconsider this. Also, ARTICLE 9 (DPW Sander Unit) will be placed here, per recommendation of Capital Committee.

Funding sources:

Capital Stabilization \$45,342

Available Funds (Insurance Payment) \$57,986

Water Reserve (Oil Burner) \$4,988

Article 6 (DPW Truck #1) Assigned to Mr. West

Motion to recommend: West Second: Chunglo Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to raise and appropriate, transfer from Free Cash, authorize the Treasurer to borrow or otherwise provide **\$180,000.00** to purchase a dump truck for the Department of Public Works, and further to authorize the Select Board to sell the 1988 Mack dump truck, or take any action relative thereto.

Article 7 (DPW Truck #2) Assigned to Mr. West

(Recommendation Pending.)



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To see if the Town will vote to raise and appropriate, transfer from Free Cash, authorize the Treasurer to borrow, or otherwise provide **\$83,000.00** to purchase a Ford 550 dump truck for the Department of Public Works, and further to authorize the Select Board to sell the 1996 Ford one ton truck, or take any action relative thereto.

Article 8 (DPW Vehicle) Assigned to Mr. West
(Recommendation pending.)

To see if the Town will vote to raise and appropriate, transfer from Free Cash, or otherwise provide **\$18,000.00** to purchase a vehicle for the Department of Public Works, or take any action relative thereto.

Article 9 (DPW Sander Unit) Moved to Article 5

To see if the Town will vote to raise and appropriate, transfer from Free Cash, or otherwise provide **\$11,500.00** to purchase a stainless steel slide-in sander unit for the Department of Public Works, or take any action relative thereto.

Article 10 (River Drive Culvert) Assigned to Mr. West

Motion to recommend: West Second: Chunglo Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to repurpose excess borrowing associated with the Connecticut levee repair project as voted at the Annual Town Meeting held on May 7, 2009 to replace the culvert at Russell Brook on River Drive, or take any action relative thereto.

There is \$140,000 (this should be \$160,000) available in excess borrowing left over from the dike project. The funds cannot be returned to the General Fund, so they should be used productively.

Article 11 (Pump Stations 1 and 4) Assigned to Mr. West

Motion to recommend: West Second: Chunglo Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to raise and appropriate, transfer from Free Cash, transfer from funds available, authorize the Treasurer to borrow, or otherwise provide **\$986,000.00** to replace and repair the Pump Stations 1 and 4 for the Department of Public Works, or take any action relative thereto.

Article 12 (Water Lines – Route 9 Widening Project) Removed from Warrant

Article 13 (Shattuck Road Water Main) Assigned to Mr. Waskiewicz

Motion to recommend: Chunglo Second: West Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to transfer from Water Reserves \$60,900.00 to construct a water line extension on Shattuck Road and associated costs, or take any action relative thereto.

Article 14 (Water Tank Mixers) Assigned to Mr. Dudkiewicz

Motion to recommend: Chunglo Second: Dudkiewicz Vote: 4-0-1 (Waskiewicz abstaining)

To see if the Town will vote to raise and appropriate, take from Water Reserves, take from funds available, or otherwise provide **\$65,000.00** for water tank mixers and associated installation costs for the Water Division, or take any action relative thereto.

Article 15 (Hopkins Excess Debt Rescission) Assigned to School Committee

Motion to recommend: West Second: Mooring Vote: 5-0-0

To see if the Town will vote to rescind the excess borrowing authorization of \$705,213.00 for Hopkins School Building Repairs as authorized in Article 16 of the Annual Town Meeting held on May 1, 2008, or take any action thereto.

Article 16 (CPA Open Space #1) Assigned to CPA

Motion to recommend: West Second: Mooring Vote: 5-0-0-

To see if the Town will vote to transfer from Community Preservation Act funds \$6,200.00 for the preservation of approximately 8 acres of land off Aqua Vita Road, or take any action relative thereto.



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Article 17 (CPA Open Space #2) Assigned to CPA

Motion to recommend: West Second: Chunglo Vote: 5-0-0-

To see if the Town will vote to transfer from Community Preservation Act funds **\$19,900.00** for the preservation of 21.4 acres of prime farmland along Route 47, or take any action relative thereto.

Article 18 (CPA Bell) Assigned to CPA

Motion to recommend: Mooring Second: West Vote: 5-0-0-

To see if the Town will vote to transfer from Community Preservation Act funds \$10,000.00 for the preservation and protection of the historic Hadley School Bell on Hopkins Academy School grounds, or take any action thereto.

Article 19 (CPA Historical Building: Town Hall) Provisional Article pending CPA approval

Motion to recommend: Dudkiewicz Second: Mooring Vote: 5-0-0-

To see if the Town will vote to transfer from Community Preservation Act funds \$23,100.00 to repoint the Town Hall foundation; parge coat the foundation; weather strip windows and doors; replace cellar windows; and associated restoration work, or take any action relative thereto.

Article 20 (CPA Park and Recreation: Hopkins Academy Field) Provisional Article, pending CPA Approval, table until next meeting.

To see if the Town will vote to transfer from Community Preservation Act funds **\$5,000.00** to conduct a topographical survey of the athletic field at Hopkins Academy, or take any action relative thereto.

Article 21 (Benefits Stabilization Fund) Assigned to Ms. Chunglo

Motion to recommend: West Second: Chunglo Vote: 5-0-0-

To see if the Town will vote to establish a Benefits Stabilization Fund and to raise and appropriate, transfer from Free Cash, transfer from the Water Reserves, and transfer from Wastewater Reserves **\$11,794.00** to fund the account, or take any action relative thereto.

Fund Sources:

Free Cash = \$10,000

Water Reserves (9.07% of payroll) = \$1,070

Wastewater Reserves (6.14% of payroll) = \$724

Retired Employee Portion = (26% of health insurance recipients) \$2,600 to be transferred later into OPEB.

Article 22 (Bylaw #1: General: Business Certificates) Assigned to Town Clerk

Motion to recommend: West Second: Chunglo Vote: 5-0-0-

To see if the Town will vote to designate the Building Inspector to be the enforcement officer for violations of operating a business without a business certificate as required under MGL Chapter 110, Section 5, or take any action relative thereto.

Article 23 (Bylaw #2: Zoning: Flood District Overlay) – Remove from Warrant

Article 24 (Bylaw #3: General: Vacant and Unkempt Properties)

This may be off the warrant, waiting for Town legal counsel, table until next meeting.

Article 25 (Home Rule Special Legislation – Liquor License Quota Expansion) Assigned to Mr. Mooring

Motion: West Second: Chunglo Vote: 5-0-0

To see if the Town will vote to authorize the Select Board to file a Home Rule petition with the Great and General Court to expand the Town's quotas of liquor licenses. (6 All Alcohol, 6 Beer and Wine)

This will pertain to Route 9 and Route 47 Limited Business Districts.

Article 26 (Petition: Town Buildings)



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This is a petitioned article and it must stay as written. Per Mr. West, the Capital Committee voted not to recommend this article as written, and to allow public forums for review of DRA survey and separate town meeting action. ***Motion not to recommend this article as written: West Second: Chunglo Vote 4-1-0 (Waskiewicz dissenting.)***

A PETITION FOR AN ARTICLE ON THE FALL TOWN MEETING WARRANT TO DECIDE THE USE OF THE FOLLOWING TOWN BUILDINGS:

- A. NORTH HADLEY HALL
- B. RUSSELL SCHOOL
- C. TOWN HALL

There is much speculation regarding the future of these buildings and it is time to place the options before the taxpayers of Hadley. Each building should be addressed separately in Article form at Town Meeting.

- A. North Hadley Hall was built in 1840. The estimated cost of repairs is \$636,000.00. The current assessed value is \$206,300.00.
Options:
 - 1. Vote to preserve this building which has no specified future use.
 - 2. Vote to sell this building with a historic deed restriction to preserve its historic appearance.
 - 3. Vote to demolish this building and retain the land for future Town use (eg. Fire station or recreation).
- B. Russell School was built in 1894. It is currently rented by a Charter School. This building needs extensive repairs and modernization. The estimated cost of this work is \$839,000.00. The assessed value of this building is \$404,000.00 and the assessed land value is \$443,600.00.
Options:
 - 1. Vote to preserve this building for its current use.
 - 2. Vote to sell this building with a historic deed restriction to preserve its historic appearance.
 - 3. Vote to demolish this building and retain the land for future Town use.
- C. Town Hall was built in 1840. A recent report, done for the Historical Committee, states that cosmetic repairs to extend the use of this building are estimated at \$30,000.00. The building has an assessed value of \$299,400.00 and the land has an assessed value of \$724,500.00.
Options:
 - 1. Vote to preserve the building for its current use.
 - 2. Vote to sell this building with a historic deed restriction to preserve its historic appearance and move Town offices to the senior center after renovation of the senior center building.
 - 3. Vote to move Town offices to the senior center building after renovation of the senior center building and use Town Hall for another public use.

Each of the buildings should be presented as a separate Article at Town Meeting for a vote by Town Meeting members to direct the Select Board and other Town Boards and Committees to decide the use of each building. If the vote directs the Select Board to preserve the building, cost estimates shall be presented for each building stating the specific improvements to be made and the source of all funds necessary to complete the proposed improvements and the financial impact on the Town for each of the proposed building improvements. Article authorizing the repairs and funding for each building shall be presented separately and any vote for approval shall be done separately for each building.

A Town Building Committee shall be appointed by the Town Moderator to supervise and review all plans and construction to assure taxpayers that any and all funds are properly allocated and all improvements authorized by Town Meeting are completed in a timely and efficient manner. This Committee shall report to the Select Board on a regular basis and shall report to Town Meeting at the next regular or special meeting.

Art: To see what action the Town would direct select board to take regarding North Hadley Hall.

- 1. Preserve and Modernize – Estimated Cost \$636,000;
Current Valuation \$299,400 building; \$724,500 land.



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2. Sell the property with a historic preservation restriction.
3. Demolish the building and retain the land for future Town use.

Art: To see what action the Town would direct the select board to take regarding Russell School.

1. Preserve and Modernize – Estimated Cost \$839,000;
Current Valuation \$404,000 building; \$443,600 land.
2. Sell the property with a historic preservation restriction.
3. Demolish the building and retain the land for future Town Use.

Art: To see what action the Town would direct select board to take regarding the Town Hall.

1. Preserve and Modernize- Estimated Cost \$30,000;
2. Sell the property with a historic preservation restriction.
3. Move Town offices to the Senior Center building and use Town Hall for additional space without renovation.

Regarding the fence bylaw, further review is needed per the Planning Board. Tabled until next week.

b.) COLA

Motion to approve 2% COLA and step increase where applicable for non-union employees: Dudkiewicz
Second: West This is consistent with what has been done with union employees. ***Vote: 5-0-0***

c.) Financial Position: Mr. Nixon referenced a letter dated September 27, 2013 attached to these minutes, recommending several areas that the Select Board needs to address, especially expenses having to do with Public Safety and in particular recommendations having to do with debt within the enterprise funds. Mr. Nixon asked the Board to consider these recommendations. These items will be placed on future Select Board agendas after Town Meeting.

Old Business #2: Cable Franchise Agreement Review

Mr. Nixon has received a preliminary agreement, and there was a meeting with Charter and Mr. Nixon, Mr. Trueswell, and Atty. Solomon. This is a nonexclusive contract, but generally as a matter of practice other cable companies don't come in as the population is too small to make it worthwhile.

Old Business #3: Senior Center Roof Time Line

Discussion of the time line for the Senior Center Roof repairs. Mr. Nixon stated that Capital Committee recommended that no projects be funded until we have a larger plan for all building. However, there is a currently a leak in the roof that needs to be addressed. Discussion ensued regarding the option of constructing a pitched roof. It was decided that for now the company that did the patching come back to determine if the patch is leaking, and if it is to repair it. If it is a new leak it will need to be addressed. Mr. Nixon will start gathering information on costs for a installing a pitched roof.

Old Business #5: Department of Revenue Report: reschedule presentation

The DOR had to cancel their previously scheduled presentation of the Financial Management Review due to illness. The presentation has been rescheduled for Wednesday, October 9 at 7:05 pm. This will be a TriBoard meeting. Chair Dudkiewicz asked Select Board members to get any agenda items to him for inclusion on the agenda.

New Business #1: Kestrel Trust – Request to Hang Sign on Russell School Fence

Motion to allow sign on Russell School fence: Chunglo ***Second: West*** ***Vote: 5-0-0***

New Business #2: Conservation Restriction for Alexandra Dawson Wildlife Preserve

Motion to sign the Conservation Restriction for the Alexandra Dawson Wildlife Preserve, otherwise known as Selva's Swamp: West ***Second: Dudkiewicz*** ***Vote: 4-0-1 (Chunglo abstaining)***

Announcements



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Chair Dudkiewicz announced that representatives from DRA will come in to summarize their findings on the Hadley Town Buildings on October 16, 2013 at approximately 7:20 pm. This presentation will be followed by additional public forums (dates to be determined) to discuss a plan for Town Buildings. The goal is to have a plan and then apply a financial strategy. Chair Dudkiewicz hopes that by January a special town meeting can be scheduled. The taxpayers have to be educated by having access to the information and being allowed to ask any questions and give any ideas they may have.

October 4th will be a shredding day at Hadley Town Hall. Town Hall personnel have arranged for a shredding company to come in to shred designated records. Town Hall will open at noon on Friday to have the morning to accommodate the process.

The Select Board offered condolences to the family of Paul Corbeil. He was a Hadley resident and served in the capacity of Veterans' Service Agent for many years.

The Select Board also offered condolences to the family of Mr. William Horschek

Adjournment

9:35 pm Motion to adjourn: West Second: Mooring Vote 5-0-0

Meeting adjourned at 9:35 pm.

Respectfully submitted,

Margaret J. Jekanowski
Administrative Assistant

Approved 10/09/2013