



TOWN OF HADLEY
SELECT BOARD
January 8, 2014
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: None

Also in Attendance: David Nixon (Town Administrator); Peg Jekanowski, (Admin. Assistant); Richard Trueswell, (TV-5); Michael Spanknebel (Fire Chief); Wilfred Danylieko (Electrical Inspector); Michael Klimoski, Gary Girouard, James Bourcier (DPW); Gerry Devine

Approval of Minutes: 12/18/13: *Motion: Chunglo Second: West Vote 4-0-1 (Waskiewicz abstaining)*

Approval of Warrants & Payroll: *Motion: Chunglo Second: Mooring Vote 5-0-0*

Appointment: Gerry Devine from the Hopkins Academy 350th Committee was before the Board to discuss the upcoming event recognizing distinguished alumni of Hopkins Academy. The event will take place at Hopkins on Sunday January 26, 2014 at 2:00 pm. Mr. Devine invited the Select Board and all citizens of Hadley to attend.

Old Business #2 Fire Department Appointments: (Chair Dudkiewicz recused himself from discussion and vote.) Chief Spanknebel presented his list of appointments to the Fire Department of Hadley. (Attached to these minutes for review.) As a "strong chief" he is able to make appointments, but was before the Board to ask their support. He explained that there are policies and procedures in place and candidates are being held to a higher standard. Candidates have to be physically fit as well as follow other strict guidelines of their positions. He discussed these standards and guidelines with candidates and those he appointed have agreed to and met the standards. Discussion ensued regarding changes in officer assignments. Stipends have been eliminated for officers. A pay scale will be implemented and monitored very closely. Regarding the search for a Fire Captain, there is a committee in place and they will be meeting to review resumes and set up interviews. *Motion to endorse Fire Department appointments as presented by Fire Chief Michael Spanknebel: West Second: Mooring Vote: 3-0-2 (Dudkiewicz and Waskiewicz abstaining.)*

Old Business #3 DPW Water Division Hire: The Board reviewed the resume of James V. Bourcier, applicant for the new position of Water Operator for the Town. He has all necessary licenses except for hydraulic. The pay will equate to the level of a junior operator which is a grade 6 position, and has a six (6) month probationary period. *Motion to accept appointment of James Bourcier to the position of Water Operator: Chunglo Second: West Vote: 4-0-1 (Waskiewicz abstaining.)*

Old Business #4 Sewer Pump Station 1 & 4:

The original bids that came in were rejected at the last Select Board meeting and the question was whether to go out to bid independent of each other or collectively. Tighe and Bond recommended bidding them together due to the fact that duplication of costs would end up with higher cost overall. Mr. Girouard recommended going out to bid prior to Town Meeting so we know what the costs are, and to bid them collectively. Discussion ensued regarding managing time frame of bid process. *Motion to authorize DPW to go to bid on Sewer Pump Stations 1 & 4: Chunglo Second: West Vote: 3-0-2 (Mooring and Waskiewicz abstaining.)*

Old Business #6 Mass Highway: Route 9 Water Lines:

The Board discussed the current condition and plans for Route 9 Water Lines. Mike Klimoski stated that it would be very expensive to run a separate water main. The best course of action is to wait for the State to do their road work in Federal Fiscal year 2015. Discussion ensued that the entire infrastructure of the Town needs to be looked at, and the Board asked DPW to begin to prioritize water and sewer line projects and find out what it would cost to fix them. Mr. Mooring asked if hydraulic models could be worked to see what size pipe to use in these projects. Regarding the Route 9 lines the Board directed the DPW was also directed to match what the MassDOT TIP project is doing. Mr.



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Klimoski stated that there is a master plan and they are getting a price to update that plan which includes all of the infrastructure.

Old Business #1 Financial Policies

The Board reviewed a financial policy on Liquidity recommended by the Treasurer, that at least 98% of all cash will be continuously invested. *Motion to adopt liquidity policy as recommended by the Town Treasurer: Chunglo*
Second: West Vote: 5-0-0.

The Board also discussed expenditures by function. Mr. Nixon explained these are planning tools to guide the budget process. Brian West stated that he would like to review these policies in depth at a future meeting, and that they will be helpful in projecting a five year budget.

There was a brief discussion of OPEB liability. The Town has a six point strategy for addressing this and last year contributed 10 % towards the goal.

Old Business #5 Financial Consultant

The Board discussed the bids received for a Financial Consultant. Bids amounts were higher than originally expected. Discussion ensued as to whether to go out to bid again. Mr. Mooring stated that the Tri-Board Finance subcommittee thought the bid package that went out contained language that only attracted large companies: *Motion to rebid Financial Consultant position with revised language: Mooring: Second: West Vote: 2-3-0 (Chunglo, Dudkiewicz & Waskiewicz dissenting.) Motion fails.*

Old Business #7 Public Forum on Town Buildings

The Board discussed the upcoming public forums on municipal buildings. The intent is to educate the general public on what is recommended by building surveys, costs, and get ideas for moving forward with buildings. Public Forums will take place Thursday January 9th and Tuesday January 14th at 7:00 pm at the Senior Center.

New Business #1 FY2015 Budget

Mr. Nixon presented the Board with a preliminary FY2015 budget that is balanced. The budget has been placed on the Town Website and will be sent to the Finance Committee. The following is the proposed schedule for budget meetings with town departments:

01/15/2014	Police and Fire
01/22/2014	Public Works and Human Service (Council on Aging)
01/29/2014	School
02/05/2014	Town Hall Departments, TV-5, Park and Recreation, Library
02/12/2014	Inspection Services and Accountant

New Business #2 Annual Town Meeting – Open Warrant

Motion to open warrant for Annual Town Meeting which will be May 1, 2014, with a closing date of February 19, 2014: Chunglo Second: Mooring Vote: 5-0-0.

Mr. Nixon presented the Board with a preliminary warrant but stated that one item regarding the Russellville Brook culvert would be added.

Other: Town Administrator Evaluation

Chair Dudkiewicz reported that he had received the Town Administrator evaluation forms from each Select Board member. Chair Dudkiewicz summarized the results:

- Reviewer 1 gave an overall score of meets expectations
- Reviewer 2 gave an overall score of needs improvement /meets expectations
- Reviewer 3 gave an overall score of outstanding



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- Reviewer 4 did not submit an evaluation but gave comments regarding what s/he would like to see improved or addressed.
- Reviewer 5 gave an overall score of outstanding.

Chair Dudkiewicz noted that no reviewer had an unsatisfactory rating for Mr. Nixon. D. Nixon thanked the members for their comments and stated that he would like review them and will communicate back to the Board. ;

Announcements

Joyce Chunglo thanked the Hadley Garden Center for their donations of the holiday wreaths that decorated Town Hall.

The Board offered condolences to the families of Shelly Wiater and Pamela Sadowski-Sampson.

Executive Session: 8:39 pm: Motion to move to Executive Session for the purpose of discussing Contract Negotiations and a legal matter and not to reconvene in open session: Mooring Second: West

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: Mooring – Yes: Dudkiewicz – Yes: Chunglo – Yes: West – Yes

An informational discussion was held regarding a legal matter, no action taken.

A discussion was held regarding contract negotiations for Town Administrator.

Motion was made and seconded and vote taken. Waskiewicz – Yes: Mooring – Yes: Dudkiewicz – Yes: Chunglo – Yes: West – Yes

Adjournment: At 9:00pm a motion was made and seconded to adjourn meeting – Roll Call Vote: Waskiewicz – Yes: Mooring – Yes: Dudkiewicz – Yes: Chunglo – Yes: West – Yes

Meeting adjourned at 9:00 pm.
Respectfully submitted,

Margaret J. Jekanowski
Administrative Assistant



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Attachment #1: Copy of Chief Michael Spanknebel Fire Department Appointments:



Town of Hadley
Office of the Fire Chief
 15 East Street - Hadley, MA - 01035
 Email Address: fireprevention@hadleyfd.com

<u>Emergency</u>	<u>Business</u>	<u>Fax</u>
911	(413) 584-0874	(413) 582-9053



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Hadley Board of Selectmen:

I have made a final decision on the following appointments of Deputy Chief, Officers and Call Force Firefighters for the term of January 9, 2014 through June 30, 2014, in accordance with Chapter 48 section 42 of Massachusetts General Laws which was adopted at the May 2013 Town Meeting.

Call Force

Deputy Chief: George Moriarty
 Captain: David Czerwinski
 Steven Barstow II

Lieutenants:

Stanley Sadlowski	Anthony Lastowski
Frank Blajda	Rich Blajda
Joseph Rex	Jeffrey Kristek
Kevin Gladu	

Call force firefighters:

Todd Ansaldo	John Waskiewicz
Nicholas McKenna	Rick Bramucci
Brandon Daniel	Austen Iglehart
Joseph Boisvert	Robert Adair
Gregory Rodak	Peter Venman
John Mieczkowski Jr.	Mark Moriarty
Monica Czerwinski	Jeffrey Moriarty
Jason Hall	Philip Shumway
Alex Dwyer (Probationary)	Taryn Harriman (Probationary)

I have been evaluating the officers since my appointment as Chief and have reviewed their training files, response to calls and attendance to drills and I am confident that they will continue to work hard to improve their knowledge and skills as fire officers. I request your support of my choices and please feel free to contact me with any questions or comments.

Respectfully,

 Michael Spanknebel
 Chief