

Select Board Meeting Minutes
November 19, 2014
Hadley Town Hall – Room 203
7:00 PM

Pursuant to notice duly filed with the Town Clerk, a meeting of the Select Board was held at 7:00 pm in Room 203, Hadley Town Hall.

Present were: Guilford Mooring, Chair; Joyce Chunglo, Clerk; John Waskiewicz, and Molly Keegan.

Absent: Brian West

Also present was David Nixon, Town Administrator.

Mr. Mooring called the meeting to order and announced that it is being recorded.

Approval of Warrants: 41

Motion to approve warrant: Chunglo Second: Keegan Vote: 4-0-0

Appointment:

7:00 Municipal Building Committee. Discussion of building restoration plan and schedule.

The Municipal Building Committee asked the Board if they feel the MBC should help with the execution of all the articles. Chunglo feels they should follow through. Waskiewicz states it would be great for the MBC to help Gary Berg make sure things are done appropriately. It has taken a long time to get to where we are and it will take a lot more time to get this job finished.

The Municipal Building Committee put together a progress chart for critical repairs. They did not include the debt exclusion ones yet and bundled some together to help with the bidding process.

The MBC will recommend what issues need to be addressed first. Waskiewicz feels insulation, ceiling and doors should be first since winter is approaching. Chunglo feels North Hadley Village Hall should be handled first. Keegan questioned when the bid for the door is going out. Mr. Nixon stated that it will be done this week. The door is tied up in a CPA grant. Historic Commission gave the MBC a list of contractors who are pre-qualified to do historical renovations.

The Municipal Building Committee also handed out a project execution plan. This handout has three tasks: 1) North Hadley Fire Sub-Station Property Search 2) North Hadley Village Hall Sale, and 3) Project Consultant. Task One would require the MBC and the fire department to develop site constraints. Then a test fit to see what the minimum acreage is before advertising and reviewing proposals. The MBC would like to have a recommendation ready for the Annual Town Meeting.

Task Two would also require finding a new location for the Park and Recreation Department.

Waskiewicz asked if the MBC has looked at any Town owned property to see if there is currently a place for this department. Mr. Nixon stated he may have a template to use as a basis for this request/proposal.

Task Two, the sale of the North Hadley Village Hall, needs to be researched. The NHV Hall was donated to the Town back in the 1880's and there is currently no deed for the property. Mr. Neyhart states that we need to have a title search and site plan as soon as possible in order to make sure it is a gift that was given to the Town without any restrictions. A real estate evaluation is also needed. Waskiewicz would like to see an appraiser determine the value of this property so we can figure out the true worth. Before listing the property, the historic restrictions will also need to be noted. Not to mention a discussion on the future use of the building.

The Select Board appreciates the Municipal Building Committees hard work and is looking forward to seeing what is in store.

Mr. Neyhart also brought up concern with asbestos flooring in the Town Hall and the need to start preparing a plan for their replacement. Mr. Nixon figures it would be a five week period of disruption. Also, might want to look at reconfiguring offices while this work is being done.

7:45 Administrator quarterly report. Discussion of municipal financial condition, 1st quarter. Revenues (numbers generated by VADAR) all appear to be on target in the General Fund for this year. In the Enterprise Fund, the revenues are outpacing expenses, which is great. In line with performances for last year.

Expenses should be running at or near 30% through October (VADAR). Some accounts are above the 30% mark (i.e. Town Administrator expenses, Town Accountant, Assessors, Treasurer, Tax Collector, property insurance, ambulance, building insurance, cemetery, and Council on Aging. Long Range Forecast shows revenues all appear to be working well, with targets being met and reliance on one-time revenues decreasing. All funds are currently below the lower limit established by policy for debt service. Expenditures are a mixed bag. For most functions, expenses are stable relative to the rest of the budget. Trouble is seen in decreasing school expenses relative to the rest of the budget, which indicated trouble ahead. Trouble is also seen in several of the larger funds that are increasing (i.e. public safety, human services, state assessments and benefits). The Water Enterprise Fund shows some difficulty with water revenues not keeping pace with expenditures. Same with Sewer. The Select Board is scheduled to review rate information during this meeting.

It should also be noted that two days after the election, the Patrick Administration announced a \$3.25 million projected shortfall in the state budget. The Governor may implement 9C cuts within the Executive Branch. It is very important that we reach out to our Legislative Delegation to impress on them that these 9C cuts to Local Aid are unfair and very difficult coming half way through the fiscal year.

Old Business

1. Laurana Lane Contract Bid Award. Awarding bids for sewer line replacement and associated financial papers.

The Laurana Lane project will be funded using emergency funds. The cost of the project is \$244,263 (\$26,500 for engineering and \$217,763 for the work). The Department of Revenue authorized the emergency request. Next step will require us to add a housekeeping article for this to Annual Town Meeting.

***Motion to declare this an emergency: Chunglo Second: Keegan Vote: 3-0-1
(Waskiewicz abstained)***

Jack Goncalves and Sons came in at the lowest bidder with a bid amount of \$217,763.

***Motion to award project to Goncalves: Chunglo Second: Keegan Vote: 3-0-1
(Waskiewicz abstained)***

2. Non-binding ballot question. Review of possible non-binding ballot questions for January 6, 2015.

The Town Clerk has asked whether the Select Board wishes to place a non-binding question on the January 6th ballot. Today is the deadline for making a decision. Board decided to take no action at this time. So a non-binding question will not be added to the January 6th ballot.

New Business

1. Flea Market Permit. Review of traffic issues associated with the Hadley Flea Market. Over the years, there have been many traffic issues associated with the Hadley Flea Market. Police department added two officers to help keep the flow of traffic moving. Mr. Szala feels this is excessive and complained that the two officers were always standing next to each other. Chief Shanley states the two officers seemed to help the flow and that the problem now might be more inside the parking area. Heaviest time is around 10:00 am. It might be more beneficial to Mr. Szala if he hires people to help direct cars parking inside the parking

area. The Board asked Mr. Szala to come back with a representation of the parking inside the flea market. Will place on a future agenda.

2. Water and Sewer rates – review of rate structure and financial modeling.
The Water Enterprise Fund and the Wastewater Enterprise Fund both showed shortfalls in revenues in FY2014, mainly due to increased rainfall, but also attributed to increased costs in both funds. The water sewer rates have not been changed since 2007 or 2008. This issue came before the Board in 2009 but need to take another look now with the revenues being squeezed. Rates are not being raised tonight, just having a discussion about water and wastewater rates. Will come back to this issue this winter.
3. W.M. Schultz Contract Extension. Extension of contract time for Sewer Pump Stations 1 and 4.
W.M. Schultz Construction Company, Inc. requests a contract extension for their work on Sewer Pump Stations 1 and 4 due to delays on the manufacturing end. They will not make the January 16th completion date and request it be moved to May 30th, 2015. This is only a time extension and will not increase the cost.
Motion to approve contract extension: Chunglo Second: Keegan Vote: 3-0-1 (Waskiewicz abstained)
4. Rt. 9 Diner. Discussion of recent news reports and licenses.
Guilford stated he placed this on the agenda to make sure everyone is on the same page. The Common Vic and Alcohol license will be issued as usual unless there are court issues.
5. Security Exchange Commission new requirements concerning continuing disclosure submission. Formal vote to submit self-disclosure statement.
SEC has a new requirement for disclosures of past performance regarding communities continuing disclosure statements and other financial filing requirements. Bond counsel recommends that the Town of Hadley file a self-disclosure statement by December 1st in order to avoid future problems in bonding. The Bond counsel is drafting a letter for the Select Board's signature, a copy of which will be available shortly. The Treasurer has reviewed the new requirements and recommends compliance.
Motion to support self-disclosure: Chunglo Second: Keegan Vote: 4-0-0

Other

Dora & Daughter's, LLC (Mi Tierra) Common Victualler Application

Motion to approve: Chunglo Second: Keegan Vote: 4-0-0

Announcements

Hadley Mother's Club Fair at Hopkins Academy from 9 am – 3 pm, with Santa coming from 1:30 – 2:30 pm.

Chunglo would also like to wish every a Happy Thanksgiving.

Adjournment: 9:27 pm Motion to adjourn: Keegan Second: Chunglo Vote 4-0-0

Respectfully submitted,

Bridget S. Rodrigue