



Select Board Meeting Minutes  
December 3, 2014  
Hadley Town Hall Room 203  
6:00 pm

Pursuant to notice duly filed with the Town Clerk, a meeting of the Select Board was held at 6:00 pm in Room 203, Hadley Town Hall.

Present were: Guilford Mooring, Chair; Joyce Chunglo, Clerk; John Waskiewicz, Molly Keegan; Brian West (arrived at 6:45 pm); Linda Dunlavy, School Committee; Robie Grant, School Committee; Lynn McKenna, Finance Committee; Linda Sanderson, Finance Committee. Also present was David Nixon, Town Administrator; Richard Niles, AMEC; Mike Klimoski, DPW; Gary Girouard, DPW; Tim Neyhart, Building Inspector; and Michael Spanknebel, Fire Chief.

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

**TriBoard:**

5Yr Budget Projection-The TriBoard understands that there are outstanding needs in every department. However, at this time they are asking for departments to put together level service budgets.

- FY15 all union contracts expire.
- Many on-going small capital needs (i.e. computer upgrades, phone system, IT, etc.)
- Police Department is under-staffed.
- Fire Department budget is not adequate.
- Difficult to budget special education costs.
- Building Inspector would like 40 hours versus 35.
- Consolidate supplies in Town Hall to help reduce costs.
- Look to change to bi-weekly payroll.
- Personnel costs are the largest part of the budget. DOR recommends combining some positions.

Sanderson stated that the revenue projection does not support level services. Departments should submit budgets that keep within a 2% increase (worst case scenario). It is difficult to stay competitive when you have tight budgets.

***Motion for 2% budget increase presentation: Waskiewicz Second: Keegan Vote: 4-0-0***

Annual Town Meeting Countdown

- December 31<sup>st</sup> – Budget deadline – extend to 1/16/2015
- January 7<sup>th</sup> – Warrant
- February 18<sup>th</sup> – Warrant and Annual Reports deadline

***Motion to approve Town Meeting Countdown: West Second: Keegan Vote: 5-0-0***

Quarterly Report and Financial Trends – Place on January 7, 2015 agenda

Chain of Command – Place on January 7, 2015 agenda

Water and Sewer Rates - Place on January 7, 2015 agenda



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**Call to Order, Select Board:** 7:00 pm

**Approval of Warrants:** 45 and 24Z

***Motion to approve warrants: Chunglo      Second: West      Vote: 5-0-0***

**Appointments:**

7:05 pm: Public Hearing: Tree Removal

Michael Klimoski, Tree Warden. An annual public hearing to review and approve trees on public ways that need to be removed.

Michael Klimoski informed the Select Board there are twenty-four trees to be removed. The tree list was published in *The Gazette* on November 13<sup>th</sup> and 16<sup>th</sup> and posted around town. The DPW will wait for the ground to freeze before removal starts. The tree budget is \$11,000 so they will start with the “worst of the worst.” They will plant new trees in the springtime.

***Motion to approve tree removal: West      Second: Keegan      Vote: 4-0-1 (Waskiewicz abstained)***

Michael Klimoski also mentioned the winter parking ban goes from December 1<sup>st</sup> – April 1<sup>st</sup> and is only applicable when it snows.

7:15 Greater Northampton Chamber of Commerce Request for Special One Day License- April 1<sup>st</sup>, 2015.

The Greater Northampton Chamber of Commerce is holding a business networking event on April 1, 2015 at the Pilates Studios at 101 Russell Street. They are looking for a special one day wine and malt license. This was reviewed by Chief Shanley and he has no concerns.

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

7:20 AMEC. Richard Niles freeboard survey of Hadley dike report on findings. This completes the first of three phases of evaluation of the dike.

Richard Niles gave a presentation on the finding of the Dike Study. This Dike report included the following:

Phase 1: Compliance with FEMA criteria

The average deviation natural to regulated is 22%. The levee has 2.37’ to 6.34’ of freeboard. This meets FEMA requirements. However, the railroad embankment provides some support but the 2’ freeboard is not met on the railroad embankment. It is 1.73’ in one area by West Street. There are some remedies to fix this issue. Fixing this will allow it to be certified by FEMA. It would be more cost effective to reconstruct the small portion that does not meet the criteria for FEMA.

The operation/maintenance plan for this embankment needs to be documented to be compliant. This is one issue found during the Phase 1 survey. It is recommended to proceed with Phase 2B – embankment/foundation stability and settlement. Phase 2B’s cost of \$111,000 is budgeted into the capital plan.



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7:50 Historical Commission Appointment of Marjorie Townsend.

Marjorie Townsend has been attending Historical Commission meetings and would like to be appointed for a term on this Commission.

***Motion to appoint Marjorie Townsend: West Second: Keegan Vote: 5-0-0***

### **Old Business**

1. Municipal Building Sale Requirements and Land Purchase Requirements. Review of procurement laws and discussion.

Municipal Building Committee would like to have the Historical Commission attend a meeting to talk through the building sale requirements. Waskiewicz reminded everyone about the sale of the old fire station. It was requested that the new owner keep the exterior as close to the existing as possible, which they have done. Everyone wants the exterior of North Hadley Village Hall to remain the same. Need to get the Zoning Board, Historical Commission and Municipal Building Committee together to make sure everyone is on the same page. A draft RFP will be put together and will be presented at a future meeting.

2. Laurana Lane Contract Documents and progress report. Contract documents with Jack Goncalves and Sons are ready for signature, and a review of the project schedule. The residents have been notified in writing and the work will take two to three weeks weather permitting.

***Motion to authorize Chair to sign contract: Chunglo Second: West Vote: 4-0-1 (Waskiewicz abstained)***

### **New Business**

1. Christmas and New Year Town Hall Schedule (12/26/14 and 1/2/15).

Christmas Day and New Year's Day are on Thursday's this year. The Select Board needs to decide what to do about each Friday. They can choose to close Town Hall and either have employees use accrued leave or come in to work.

***Motion to close Town Hall on both Fridays and have employees use accrued leave: Keegan Second: Chunglo Vote: 5-0-0***

2. Ambulance service renewal. Discussion of inter-municipal agreement with Amherst. The inter-municipal agreement ends June 30<sup>th</sup>. Amherst is open to a one, two or three year contract renewal. The cost has increased \$5,000 per year. Mr. Nixon states that Chief Spanknebel is happy to entertain renewing the agreement with Amherst since the Town is not ready to make other arrangements at this time. Keegan said she is not comfortable discussing this contract without Chief Spanknebel present and would like to postpone this to a later date. Waskiewicz states he would like the Town to look at other Town's ambulance services. Chunglo states this was done before and it was felt that Amherst was the best option for Hadley. This will be added to a future agenda for more discussion.



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3. Licenses and Permits. Implementation of new fee schedule as approved by town meeting.

License renewals: see attached list. Would like more discussion about the Olde Hadley Flea Market so this has been removed from the attached list and will be looked at during a future meeting.

**Motion to approve pending passing inspections: West Second: Keegan Vote: 4-1-0 (Waskiewicz dissenting)**

License Type	Old Fee	New Fee
ABCC On Premise All Alcohol Common Vic	\$2500	\$3000
ABCC On Premise Wine and Malt Common Vic	\$1200	\$1700
ABCC Off Premise All Alcohol	\$2000	\$2500
ABCC Off Premise Wine and Malt	\$1200	\$1700
ABCC Special One Day (For Profit)	\$200	\$300
ABCC Inn Holders and Common Vic	\$75	\$100
Roller Skating Rink	\$125	\$150
Class I Auto	\$150	\$200
Class II Auto	\$150	\$200
Transient Vendors	\$100	\$150
Craft Fair Organizer	\$50	\$100
Hawkers and Peddlers	\$25	\$200

**Motion to approve new fee structure for immediate implementation: West Second: Chunglo Vote: 5-0-0**

4. Regional Mutual Aid Agreement for the Police Department.

The Regional Mutual Aid Agreement is used to establish a more strategic and comprehensive working partnership to enhance public safety and mutual aid resources. This type of agreement was instrumental after the Boston Marathon bombing and are in place in many areas of Eastern Massachusetts. This is not just for large-scale events, but also helps with everyday issues. It is nice to have as an option.

**Motion to authorize the agreement: Chunglo Second: Waskiewicz Vote: 5-0-0**



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5. Election Warrant – January 6, 2015. Approval of the election warrant for the debt exclusion question.  
***Motion to sign and post warrant: Chunglo      Second: West      Vote: 5-0-0***
  
6. Sale of Surplus Equipment. Authorization of disposal by bid of surplus DPW equipment. DPW has provided the Select Board with a list of surplus equipment they would like to post on Municibid.  
***Motion to place all items on Municibid: West      Second: Chunglo      Vote: 4-0-1***  
***(Waskiewicz abstained)***

**Announcements**

Chief Spanknebel announced the 4<sup>th</sup> Annual Xmas Tree Social. Bidding on trees will start at 3:00 pm at Hadley Farms and is followed by a Comedy Show at 7:30 pm. Keegan would also like everyone to wish both Joyce Chunglo and David Nixon Happy Birthday! Chunglo would also like to offer condolences to Officer Joe who recently lost a loved one. Next Select Board meeting will be December 17<sup>th</sup>.

**Executive Session: 8:45 pm: Motion to move to Executive Session for the purpose of contract negotiations with nonunion personnel as per MGL Chapter 30A, Section 21(2 & 3): Keegan**  
***Second: West***

Chair Mooring 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 the discussion of the matter in open session would have an adverse effect on the town of Hadley.”

***Roll Call Vote: West – Yes; Mooring – Yes; Chunglo – Yes; and Keegan – Yes***

Meeting Adjourned at 9:10 pm.  
Respectfully submitted,

Bridget S. Rodrigue  
Administrative Assistant