



Select Board Minutes
 December 17, 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, Molly Keegan; 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 Minutes:

October 1, 2014 and November 12, 2014

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

Approval of Warrants:

Vendor: 26, 26A, 26S Payroll: 47

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

Appointments:

7:00 Jessica Spanknebel

The Town Clerk would like to inform the Select Board and the public of the outstanding job performed by the election workers. It has been a team effort but she would also like to single out Helen Baj and Irene Bemben who have been election officers for over fifteen years. Ms. Spanknebel would like the election officers to be recognized in this year's annual report.

The Select Board appreciates all the work the election officers do to make the elections run smoothly and will take this nomination under advisement.

7:02 pm: Tax Classification hearing/value approval

Dan Zdonek recommends the board to approve the following four recommendations:

I. Allocation of the Tax Levy – The Board of Assessors recommends that a factor of 1.0000 be adopted for FY2015. This will keep a single tax rate for all classes of property in Hadey.

II. Shift from Open Space to Residential Class – The Board of Assessors recommends that no Open Space Discount be granted for FY2015.

III. Residential Exemption – The Board of Assessors recommends that no Residential Exemption be granted for FY2015.

IV. Small Commercial Exemption- The Board of Assessors recommends that no Small Commercial Exemption be granted for FY2015.

In addition, Mr. Zdonek would like the Board to sign the Tax Classification Form, which affirms that a tax classification hearing took place and which contains a statement of values.

The tentative tax rate is \$10.86/\$1,000. A comparison of past tax rates shows the following:

2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
\$10.64	\$10.44	\$10.22	\$9.92	\$9.32	\$9.10	\$8.84	\$9.12	\$9.28	\$10.03

Hadley has the lowest tax rate compared to the surrounding communities.

Motion to approve a factor of 1.0000 (single rate) be adopted for FY2015; that no Open Space Discount be granted for FY2015; that no Residential Exemption be granted for FY2015; that no Small Commercial Exemption be granted for FY2015; and to authorize signing of all relevant forms necessary



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to submit the tax recapitulation sheet to the Department of Revenue: Chunglo Second: Keegan Vote: 5-0-0.

7:20 Community Development Block Grant – Elizabeth Rairigh from PVPC

Elizabeth Rairigh of the Pioneer Valley Planning Commission is working with the Town to develop a Community Development Block Grant with Belchertown as the lead community. The grants are funded under the Community Development Act and can be for as much as \$950,000. The Pioneer Valley Planning Commission will be the writer and administrator for the grant application which is due February 13th. The grant recipients will be announced in June or July.

The purpose of the grant will be to support housing rehabilitation, improvements at the Hadley Housing Authority, programs for social welfare for seniors and moderate to low income residents, and other projects in accordance with the Community Development Act.

In FY2012, Hadley, Belchertown and Granby were the recipients of one of these grants. Hadley used the funds to improve some of the Housing Authority properties, but there are still more projects that need attention.

One month before the submittal of the grant application, the Town must submit an updated Community Development Strategy. Working with the committee, the Pioneer Valley Planning Commission has developed a proposed Community Development Strategy and the Board is asked to approve it.

Board would like one change made to the Community Development Strategy before they approve it. Will place on the January 7th agenda.

7:30 Eve Eisman appointment to Hadley Cultural Council

Eve Eisman requests an appointment to the Hadley Cultural Council. She is recommended by the Hadley Cultural Council and will fill a term that will expire on June 30, 2015. Susan Norris says Eve is democratic, cooperative and upbeat and will be an asset to the Hadley Cultural Council.

Chunglo thanks Eve for volunteering to serve on a town committee.

Motion to appoint Eve Eisman: Keegan Second: Chunglo Vote: 5-0-0

7:35 Larry Smith with PVPC and Planning Board to discuss our master plan

The Planning Board is preparing an upgrade to the 2005 Master Plan as per the provisions of MGL Chapter 41, Section 81D with help from the Pioneer Valley Planning Commission. The Planning Board was approved for \$40,000 from the Capital Stabilization to fund this task during the May 1, 2014 Annual Town Meeting. It would be a twelve month process and would require quarterly payments. The Town submitted an application for a grant allowing for an additional \$10,000, making the total \$50,000. Mooring would like to see a breakdown of the payments and the Planning Board will get a contract for the Select Board to review before they proceed.

Old Business

1. Chain of Command

Since Hadley is a small town, there is lack of depth issues. Mentoring and succession planning is needed in many departments. Keegan would like to take an in depth look at the Chain of Command for the whole town. This will be added to a future agenda.



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2. FY16 Budget Schedule of Appointments w/department heads

The Select Board has set a budget deadline of January 16th. After that date, the Board should meet with department heads to discuss the budget presented. The following schedule is proposed:

January 21st – Police, Dispatch, and Fire

February 4th – School Department

February 11th – Public Works, Enterprise Funds, and Council on Aging

February 18th – Town Hall departments, TV 5, Library, Park and Recreation, and Historic Commission.

March 4th – Building Inspector and Inspection Services, Town Accountant, and any other budget that needs review

March 11th – All warrant article budgets

West thinks this is a good place to start and feels it should be accepted as is for now.

3. Munici-bid results. All items placed on munici-bid sold.

Motion to approve Munici-bid results: Keegan Second: West Vote: 4-0-1
(Waskiewicz abstained)

New Business

1. DPW Director

DPW Director Gary Girouard announced his retirement effective March 29, 2015. He will help make the transition a smooth one for the incoming DPW director and has enjoyed working for the Town of Hadley.

Motion to accept resignation: Chunglo Second: Keegan Vote: 4-0-1 (Waskiewicz abstained).

2. Route 47 Culvert Engineering Cost Amendment

The Massachusetts Department of Transportation agreed to take over the construction costs for the Route 47 culvert replacement. This will save the Town approximately \$950,000 in expenses. As a condition of that takeover, the Town was required to pay for the engineering, permitting, and design costs. In addition, MassDOT required that the culvert meet their standards, which are higher than the design standards required for municipal work. The Town agreed to pay for the extra design costs and allocated excess borrowing capacity left over from the Dike Project to cover such costs. The cost of the additional engineering is \$17,000. There remains \$89,526.83 in borrowing capacity so there is money for this. The entire project is on the TIP for construction to commence in Spring 2021.

Motion to approve amendment to agreement between Hadley and Comprehensive Environmental, Inc. for \$17,000: Chunglo Second: West Vote: 4-0-1 (Waskiewicz abstained).

3. Chief of Police Search Update

The Chief of Police Search Committee will have their second round of interviews on January 8th. They will have their finalists interview before the Select Board on January 14th.



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4. Appointment of a Town Treasurer

Constance Mieczkowski has announced her retirement after many years of service to the Town of Hadley. The formal day of retirement is January 2, 2015. Joan Zuzgo will be interim Treasurer until the next election. Select Board would like to thank Connie for her many years of service.

Motion to appoint Joan Zuzgo Interim Treasurer: Chunglo Second: West Vote: 5-0-0

5. Renewal of all licenses (see attached list)

Accept all licenses pending passing inspections. Inspections will start earlier next year so we should know ahead of time if there are any problems.

***Motion to approve all licenses pending passing inspections: West Second: Chunglo
Vote: 5-0-0***

6. Emergency Boiler Replacement

The boiler in the Public Safety Complex recently failed, and repairs brought it back to a marginally effective (but temporary) state. Building Maintenance, Gary Berg, recommends complete replacement and obtained an estimate of \$55,000 for the project. The Town will apply to the Division of Capital Assets to receive permission with a letter from the Department of Revenue to extend the funds. This will be a housekeeping article at the Annual Town Meeting. We received one quote but must seek two others.

***Motion to declare emergency and ask DOR to expend funds: West Second: Chunglo
Vote: 5-0-0***

7. Conservation Commission Associate Members – Bring up at a future meeting.

8. North Star Lease

The lease agreement with North Star expires on June 30, 2015. North Star has approached the Select Board Office requesting an extension. Keegan announced that Chief Spanknebel wants it known he is not in favor of having tenant in this building due to safety concerns. Municipal Building Committee shares his concerns. Mr. Danylieko also states that there are many problems needing immediate attention.

Gary Bernheart; President of North Star understands there are problems with the building. They are actively looking for another site but would appreciate a little more time in this building.

Keegan appreciates what he is asking but from a liability standpoint it is too large a concern.

Motion to not renew lease: Waskiewicz Second: Keegan Vote: 5-0-0

If needed, they can have the rest of the summer to clear their belongings out of the building.

Keegan asked that they return in May to let the Select Board know their exit plan.

9. Cleaning Bid

The Town recently requested bids for cleaning the Town Hall offices, Senior Center and North Hadley Village Hall. Bids were due on December 15th and the lowest bidder was Ana's Deep Cleaning with a bid amount of \$365 per week from January 1, 2105 – June 30, 2015. Ana comes with great recommendations.

Motion to award contract to Ana's Deep Cleaning: Chunglo Second: West Vote: 5-0-0



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10. W.M. Schultz requisition for payment #5

W.M. Schultz Construction seeks a fifth requisition for their work on Sewer Pump Stations 1 and 4 in the amount of \$100,225. The engineers have reviewed this request and recommend payment.

Motion to approve payment: Chunglo Second: West Vote: 4-0-1 (Waskiewicz abstained).

11. Annual Report of Select Board

Annual Reports are due in February. Guilford will draft a report for the Select Board to review.

12. Select Board schedule for 2015

The Select Board currently meets three times a month, with the first Wednesday meeting beginning at 6:00 pm as a TriBoard meeting. This is felt to be the best course right now and can be revisited in April to see if less is needed.

Announcements

Transfer Station will be open 12:30-4:30 on Christmas Eve and New Year's Eve.

Town Hall will be closed the Friday after Christmas.

January 6th is the election on debt exclusion from 12-8pm.

Condolences to Peter Wanczyk's family. Peter was active in the community and will be missed.

Motion to adjourn 8:55 pm.

Respectfully submitted,

Bridget S. Rodrigue
Administrative Assistant

approved 02.11.2015