



Select Board Meeting Minutes
November 4, 2015
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 the Hadley Town Hall, Room 203.

Present were: Guilford Mooring, Chair; Joyce Chunglo, Clerk; and Gerald Devine.

Absent: Molly Keegan and John Waskiewicz

Also Present: David Nixon, Town Administrator; Daniel Zdonek, Assessor; Raymond Szala, Board of Assessors; Jeffrey Mish, Board of Assessors; Kathy Zatyryka, Park & Recreation; Patrick Borezo, Library; Nicholas McKenna, Fire Department; and David Eisenstadter, Daily Hampshire Gazette.

6:00 p.m.: SWOT Analyses: Presentations from Library, Park and Recreation, and Hadley Public Access Television.

Library SWOT Analysis:

Strengths	Weakness	Opportunities	Threats
Numbers (Circulation and Library Cards)	Lack of understanding of the library's function	New construction – new location at the Hooker School site	Possible lack of support for new building
Library Staff	Older facility – lack of space and accessibility	New Trustees bring fresh ideas and new energy to the Board	Lack of accessibility
Programming	Library's website	Grants	Possible failure to secure funding for the construction grant
Supportive and engaged Board of Trustees	Limited parking	Location of the Library is convenient and visible	Lack of internal wiring/updates to building

Mooring asks if the library is on a strict timeline for the construction grant. Answer is yes. The Board of Trustees is hoping to come before the Town in May to see if they support the library applying for this grant. The following year, they would be looking for funding for the Town's amount if they are recipients of the construction grant.

Mooring feels the Trustees should layout the timeline with other committees; primarily Municipal Building Committee, Council on Aging, and Finance Committee. He feels this is a beneficial grant and wants to make sure all interested parties are able to talk about this together.

Mr. Borezo explains that the current building is an older building with wheelchair accessibility on the first floor only. They have looked into expanding the current library but would have to build something much larger than what the Town needs. He acknowledges the library is relevant to the community and is a very active and important part of the civic infrastructure.

Chunglo questions whether it would be financial beneficial to knock down the current library and the Hooker School and build two new buildings to house municipal departments.



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Park & Recreation SWOT:

Strengths	Weaknesses	Opportunities	Threats
Communication between commissioners and staff	Lack of space for programs	Partnership with larger communities for successful sports leagues	Larger communities have better facilities and resources to offer varied programming
Cater to all ages	Lack of hours for staff to enable program expansion	Monetary support from local business aiding with many events	Online payments in these other communities take clients away
Social Media	Time cards for exempt staff	Businesses willing to rent space to our department if needed	Lack of in-house transportation hinders program expansion
Volunteers	No online payment portal		After-school transportation to the rec sites allow other town to gain revenue with after-school sponsored programs
Large office with good storage	Current building		Nearby towns have parks designated for sports and leisure while Hadley does not
Support from schools	Lack of funds for maintenance of facility and recreation space		Neighboring towns have town run swimming facility which creates consistent revenue for the park department

Main weakness for the Park & Recreation Department is lack of space for programming. The school gym is scheduled daily and it is difficult to reserve the space. There is also a new rock wall in the elementary school that has some people concerned with recreation activities being held in the elementary school gym.

The Park & Recreation Department webpage lists all programs currently offered. It would also be nice to offer on-line payments for convenience to those registering for programs. It would also be better if the Park & Recreation Department was located closer to the schools so that children could access it after school lets out for the day.



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Hadley Public Access Television SWOT:

Strengths	Weaknesses	Opportunities	Threats
Very good financial shape for the next 8 years	Financial stability over the long-term	Funding from Charter Communications	Financing
Strong community support	Lack of Volunteer Producers	Public Access Center-Produced Programming Available via the Internet	Loss of Current Station Manager
Invaluable Communication Tool	Lack of Support Staff	Professional Development of Staff	Demise of Cable TV
Knowledgeable Station Manager	Space Limitations	Professional Advice available 24/7 via the ACM's ListServe	Loss of Space

Devine acknowledges the SWOT as being very clear and concise. Mooring inquired whether other Town's Public Access Television staff can be used to fill in for Hadley when needed. Mr. Trueswell said this could be an option. He has tried to recruit students but this has not worked out.

Consent Agenda

Minutes	October 14, 2015
Warrants	PR1617, PR1618, PR1619, AP1617T, AP1618S, Ap1618T
One Day Liquor License Request – Beer Tasting	Goodwin Memorial Library 11.13.2015 7-9 PM
One Day Liquor License Request – Wine & Malt	After 5 event at Arrha Credit Union 11/18/2015 from 5-7 PM
Police Department personnel	Two resignations, Part-Time Police Officer and Special Police Officer (Gary Thomann and Jesse Ritter)
Cemetery Committee New Member	Emily Remer

Motion to approve: Chunglo

Second: Devine

Vote: 3-0-0

Public Comments: 7:00-7:15

Devine would like to know the status of the Chmura Road property swap with Mr. Brown. Mr. Nixon states he is currently working with Town Counsel on this and expects something to be put in place shortly.



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Appointment

7:15 Tax Classification Public Hearing: The Assessors will present recommendations about the FY 2016 tax rate for Select Board discussion and action.

The Select Board is required to have an annual hearing to set a tax rate as well as certain exemptions for Open Space, small businesses and residences- all of which come with recommendations from the Assessors.

The Assessors recommend that the Town maintain a unified tax rate of \$11.15, no open space discount and no exemptions (same as last year).

The average single family home assessed at \$311,800 would pay \$3476.57 in taxes.

Motion to accept all recommendations: Chunglo Second: Devine Vote: 3-0-0

7:30 Sound Development/Texas Roadhouse: Public Hearing for underground fuel storage tanks per MGL Chapter 148.

Sound Development is looking to amend the underground fuel storage license at 282 Russell Street. They are looking for an additional 4,000 gallons of storage. These tanks will be buried underground, strapped onto a concrete slab and will also be fenced in.

Devine acknowledges that this is a necessity since Berkshire Gas has placed a moratorium on new gas service requests. Osterman has entered into a three year agreement with Texas Roadhouse. If they decide to change over to gas after this time, Osterman will remove the underground tanks.

Motion to approve amended license: Devine Second: Chunglo Vote: 3-0-0

Old Business

1. Veteran's Services Inter-Municipal Agreement: Discussion and action on revised agreement to reflect the addition of a new town to the district.

The agreement for regional veterans' services has been revised to include a new town to the district. There are no significant changes to our assessment.

Motion to sign agreement: Chunglo Second: Devine Vote: 3-0-0

New Business

1. Entertainment licenses: Proposal to issue licenses for weekday and Saturday live entertainment by the Town.

The Town is in a position to issue entertainment licenses for weekdays and Saturdays for any establishment that presents live entertainment (e.g. live music, trivia night, comic routines, and storytelling). The fee is \$100 per year and it is recommended that the Select Board implements this license. Sunday licenses are separate.

Motion to issue Entertainment licenses: Chunglo Second: Devine Vote: 3-0-0



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2. Change Order #3 Air Quality Experts – Credit for damaged phone lines: Town Hall Asbestos Project.
The contractor damaged the phone lines inside Town Hall during the asbestos project and agreed to pay the cost of repair. The change order provides a credit equal to the Town's out-of-pocket expenses for the repairing of the damaged phone lines. This credit is for \$775.
Motion to acknowledge Change Order: Chunglo Second: Devine Vote: 3-0-0
3. Payment requisition #2: Air Quality Experts: Action on final invoice for Town Hall asbestos project.
The requisition, adjusted for the change order, is the last payment, other than the retainage owed to Air Quality Experts for the Town Hall asbestos project. The requisition amount is for \$35,699.73.
Motion to approve payment: Chunglo Second: Devine Vote: 3-0-0
4. Scheduling debt exclusion vote for town-meeting approved borrowing: January 19, 2016.
The Board needs to set the date for the debt exclusion votes for the school bus, a truck, and a backhoe. January 16th, 2016, 12 noon to 8 pm.
Motion to set for above date: Devine Second: Chunglo Vote: 3-0-0
Mooring also inquires whether the Board should look into adding a non-binding question. Will discuss this at a later date.
5. Hawley Road and Laurel Drive: Review of 120 day implementation of town meeting vote.
Hawley Road - Mr. Nixon received Town Counsel's release of damages paperwork and sent these out to abutters of Hawley Road. A form has been sent to Boston stating this has changed from a private to a public way. We are looking in good shape at this time.
Laurel Road – Need signature but no major issues here.
6. Annual Town Meeting, May 5, 2016, schedule of action items for discussion. **Will discuss at the next meeting on November 18th.**
7. Police Chief:
 - a. Presentation of 4 applicants to be hired as Special Police Officers. All passed multiple interviews and psychological evaluations:
 - 1) Courtney Call – Full-time dispatcher at UMass and has worked for the Belchertown Police Department. Looking to make a career in law enforcement.
 - 2) William Penkala – West Springfield Special Police Officer, available to work nights and weekends



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3) Matthew Goulding – Works in dispatch but looking to make a career out of law enforcement.

4) Katherine Godfrey – Westfield State for Criminal Justice with lots of availability.

Chunglo welcomes all four to Hadley and states they are lucky to work under Chief Mason.

Motion to hire above four as Specials: Devine Second: Chunglo Vote: 3-0-0

b. Presentation of 1 applicant to be hired as a Full-Time officer.

1) Kayla Reuss – Currently works patrol and dispatch. Scored high during the last process and was ranked #1 after this round of interviews for the Full-Time position.

Motion to hire: Devine Second: Chunglo Vote: 3-0-0

c. Presentation of 1 applicant to be hired as a cell monitor.

1) Elizabeth Niedziela – currently certified and lives right down the street from the Public Safety Complex.

Motion to hire: Chunglo Second: Devine Vote: 3-0-0

d. Presentation of 2 applicants to be appointed as Animal Control Officer backups and 1 as part-time dispatcher

1) Nancy Long – Certified ACO for Shutesbury and Pelham. To be hired as backup ACO.

2) Kyle Dragon – Serves two purposes. One as a certified emergency dispatcher, and the other as a backup ACO.

Motion to hire: Chunglo Second: Devine Vote: 3-0-0

e. Presentation of 2 applicants to be promoted from Special Police Officer to Part-Time Police Officer.

1) Daniel Warner

2) Thomas Hudock

Motion to promote: Devine Second: Chunglo Vote: 3-0-0

Other:

VivantSolar – Mark Simonich is asking to be allowed door-to-door sales. There is no statute preventing this so the Police Chief has asked that Mr. Simonich check in with dispatch every day before he starts so they are aware if people call with any concerns.



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Announcements:

Winter Parking Ban is effective from December 1st – April 1st. There is no street parking allowed during this time.

Chunglo would like to offer condolences to the families of Kathleen Lesko and Walter Aldrich.

The Hadley Mother's Club is holding its Holiday Fair on November 21st. Please stop by to visit the 50+ vendors.

Executive Session: 7:50 pm: Motion to move to Executive Session to discuss collective bargaining sessions with DPW Union and Police Unions that may have a detrimental effect if held during an open meeting of the public body and the chair so declares.

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: Devine – Yes; Mooring – Yes; and Chunglo – Yes.

Meeting Adjourned at 8:39 pm.

Respectfully submitted,

Bridget S. Rodrigue
Bridget S. Rodrigue - Administrative Assistant