

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

Present were: Molly Keegan, Chair; Gerald Devine, Member; John Waskiewicz, Member; Donald Pipczynski,

Member

Joyce Chunglo, Clerk arrived at 6:25pm

Also present were: David Nixon, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Richard

Trueswell, HPAT Director; Amy Fyden, Finance Committee; Marlo Warner, DPW Director

1. Call to Order

## 1.1 Call to order at 6:00 p.m.

The meeting was called together at 6 pm, by Chair Molly Keegan.

# 2. Tri-Board Meeting

# 2.1 Tri-Board Meeting

All Select Board members were present for the Tri-Board meeting,
Amy Fyden was present for the Finance Committee for the Tri-Board meeting
No School Board members were present for the Tri-Board meeting
There was not a quorum present, all material was for discussion only without a forum.

The Select Board, School Committee, and Finance Committee will meet to discuss the following:

- 1. Calendar for the May 4, 2017 Annual Town Meeting
- 2. Budget instructions for departments for FY 2018;
- 3. Free Cash policy.
- 4. Stabilization policy (revisited).
- 4. Annual Town Meeting preparation.

#### 3. Consent Agenda

#### 3.1 Consent Agenda

Recommended Action: Motion to approve

Minutes November 30, 2016

Warrants

One Day Liquor License Top of the Campus - Dec. 8, 2016 Champions Center

One Day Liquor License Wine and Canvas - Dec. 10, 2016

One Day Liquor License Top of the Campus- May 5, 2017 - Mullins Center

Historical Commission Appointment Carolyn Holstein

Motion to approve consent agenda with the removal of the One Day Liquor License for Wine and Canvas.

Motion: Chunglo Second: Devine Vote: 5-0-0

4. Public Comments: 7:00 - 7:15 pm

4.1 Public Comments

5. Town Administrator Report

5.1 Town Administrator's Report

## 6. Appointments

# 6.1 7:15 p.m. Tree Hearing

Notice is hereby given that in accordance with Chapter 87, Section 3, a Public Hearing will be held in the Conference Room, 203, Hadley Town Hall, at the Board of Selectmen's Meeting on December 7, 2016 at 7:15 P.M.,



on the application of the Tree Warden, for permission to cut down and remove the following trees in the Town of Hadley:

| 2 Maples | 21  | Middle St.     |  |
|----------|-----|----------------|--|
| 1 Maple  | 30  | West St.       |  |
| 1 Maple  | 275 | Bay Rd.        |  |
| 1 Maple  | 135 | West St.       |  |
| 1 Ash    | 146 | River Dr.      |  |
| 1 Maple  | 38  | West St.       |  |
| 1 Maple  |     | West St.       | Intersection of Rt. 9                  |
| 1 Maple  |     | Meadow St.     | Intersection of Meadow St. / River Dr. |
| 1 Maple  | 24  | Middle St.     |  |
| 1 Maple  | 116 | East St.       |  |
| 1 Maple  | 64  | Mt. Warner Rd. | Across the street from #64             |

Motion to approve the Tree Warden's recommendations for the cutting down and removal of trees.

Motion: Devine Second: Chunglo

Vote: 4-0-1

John Waskiewicz abstained

#### 6.2 7:20 pm PVPC Community Development Block Grant

Elizabeth Rairagh from the Pioneer Planning Commission will discuss the Community Development Block Grant program and ask if the Board is interested in re-applying. The Town of Hadley has previously submitted regional grant applications for senior housing rehabilitation and infrastructure improvements. The new application may require an update to the Hadley's community development strategy. The Select Board is asked to review the strategy to see if it still expresses the Town's goals.

## 7. Old Business

### 7.1 APR and Co-holders Agreement

The Select Board will vote to approve the APR and Co-holder Agreement for the Estate of Chester F. Kulikoswki. This matter was presented originally as part of the Consent Agenda for the November 30th- Select Board meeting and was deferred to a later date

Motion to approve the APR and Co-holder Agreement for the Estate of Chester F. Kulikowski

Motion: Devine Second: Pipczynski

Vote: 5-0-0

#### 8. New Business

# 8.1 Steve Lewis Subaru Off-Site Parking

The Select Board will review the off-site parking of automobiles associated with Steve Lewis Subaru. This is due to Subaru sending more stock than Steve Lewis can maintain on their property. This is a temporary situation and they expect the vehicles off the lot by March.

Motion to give approval for Steve Lewis Subaru for permission to park at the Seven Sister's Bison Farm lot, with a date for the cars must be removed by April 15, 2017 and that this is a one-time consideration.

Motion: Devine Second: Chunglo

Vote: 5-0-0



# 8.2 Permit and License Fees

Town meeting approved acceptance of MGL Chapter 40, Section 22F, which allows departments to adjust fees for permits. The Select Board will review the permit and license fees for the following year. Recommended changes are:

|   | FROM    | TO      |
|---|---------|---------|
| All-Alcoholic, On-Premise (Restaurant)        | \$3,000 | \$3,500 |
| All-Alcoholic, On-Premise (Club)              | 1,500   | 1,500   |
| Malt and Wine, On-Premise (Restaurant)        | 1,700   | 1,900   |
| All-Alcoholic, Off-Premise (Package Store)    | 2,500   | 3,000   |
| Malt and Wine, Off-Premise (Package Store)    | 1,700   | 1,900   |
| 1-Day Special (Profit Organizations)          | 300     | 350     |
| 1-Day Special Malt & Wine (Nonprofit orgs.)   | 20      | 20      |
| 1-Day Special All-Alcoholic (Nonprofit orgs.) | 35      | 35      |
| Administrative Processing Fee                 | 0       | 15      |

And further to see if the Town will vote to amend the following fees for weights and measures:

|   |   | FROM                           | TO                            |                            |
|---|---|--------------------------------|-------------------------------|----------------------------|
| Over 10<br>5,000 to<br>1,000 to         | es and Scales<br>0,000 lbs.<br>0 10,000 lbs.<br>0 5,000 lbs.<br>1,000 lbs.<br>0 lbs.  | \$200<br>125<br>80<br>50<br>35 | 225<br>150<br>100<br>70<br>45 |                            |
| Weights<br>Avoirdu<br>Metric<br>Apotheo | pois  | 5<br>5<br>5<br>5               |                               | 7<br>7<br>7<br>7           |
| Capacit                                 | y Measures<br>Vehicle tanks each indicator<br>Each 100 gallons or fraction thereof<br>Liquid, 1 Gallon or less  | 35<br>25<br>10                 |                               | 45<br>35<br>15             |
| Liquid N                                | Measuring Meters Inlet 1/2" or less (oil, grease) Inlet, more than to 1" (gasoline pumps) Inlet more than 1", Vehicle Tank Pump (oil trucks) Inlet more than 1", Vehicle Tank Gravity (oil trucks) Bulk Storage | 35<br>35<br>80<br>80<br>80     |                               | 40<br>40<br>90<br>90<br>90 |
| Pumps                                   | Each stop on pump   | 10                             |                               | 15                         |
|   | icanner Price Verification<br>1-3 Registers<br>4-11 Registers<br>12+ Registers  | 100<br>200<br>400              |                               | 125<br>250<br>450          |
| other                                   | Taxi Meters<br>Odometer – Hubometer<br>Leather Measurer (semi-annual)   | 50<br>50<br>20                 |                               | 75<br>75<br>30             |



| Fabric Measuring                       | 35 | 45 |
|--|----|----|
| <u> </u>                               | 35 | 45 |
| Wire-Rope-Cordage                      | 35 | 45 |
| Yard Sticks                            | 20 | 25 |
| Tapes                                  | 20 | 25 |
| Mil Jars (per gross) Dry Measures      | 15 | 20 |
| Reverse Vend                           | 35 | 45 |
| Adjusting Repairs - Special Facilities | 15 | 20 |

Motion to approve the adjusted permits and license fees

Gerald Devine asks how the fees were adjusted

David Nixon responds that these are in line with the rest of the valley, and the weights are needed to fund our obligation to the City of Northampton.

Motion: Devine Second: Chunglo

Vote: 5-0-0

#### 8.3 Annual License Renewals

The Select Board will act on all annual licenses. Such licenses include: liquor licenses, common victualler licenses, Class I Auto Dealers, Class II Auto Dealers, flea market licenses, automatic amusement devices, and live entertainment licenses.

Motion to approve all licenses, including Chipotle Grill with conditions set forth within 30 days by the Building Inspector and Fire Chief .

Motion: Chunglo Second: Devine

Vote: 5-0-0

## 8.4 Public Records Law Compliance Plan

The Select Board will review and act on the Public Records Compliance Plan in accordance with Chapter 121 of the Acts of 2016.

The Select Board will review and act on the Public Records Compliance Plan in accordance with Chapter 121 of the Acts of 2016.

David presents the Public Records Compliance Plan but asks that the Select Board not vote on it at this time. The new compliance plan calls for a Records Access Officer and the default is the Town Clerk. The Schools will have their own because of their privacy. Dee Rex is the RAO for the school department.

Further expands on the new regulations with the keeping of public records request, it is not 10 business days to respond the request, previously 10 calendar days, and to respond by electronic means.

Provisions for asking for more time and a cap on the fee schedule. There is an major enforcement change. Now with the new plan the requestor can go straight to superior court and there is no statute of limitations.

The Supervisor of Records can also take us to court if we fail to comply in a timely manner.

David Nixon then states that he will be the chief or head RAO. The Select Board questions why it is David and not the Town Clerk. David states that he is already doing this work. The Select Board states again they believe that the Town Clerk should be the RAO.

John Waskiewicz states that he feels that the Police Chief should be the RAO for the police department, not Sgt. Kuc.

David Nixon responds that Chief Mason appointed him.

Further general discussion of the compliance plan.

#### 9. Other

# 10. Announcements

Joyce Chunglo offers condolences to Jessica Spanknebel and family on the passing of her sister, Rachel Krieger. She would also like to extend the Select Board's condolences to Suzanne Travisano on the passing of her father, Leon Ducharme. And our condolences to the family of Richard Thayer on his passing.

#### 11. Executive Session



# 11.1 Executive Session -- Contract Negotiation -- DPW

The Select Board will hold an executive session as per the provisions of MGL Chapter 30A, Section 21(a)(3): "To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares..." -- Department of Public Works

Motion to enter Executive Session:

Motion: Chunglo

Roll Call Vote: Waskiewicz: Aye; Devine: Aye; Keegan: Aye; Chunglo: Aye; Pipczynski: Aye

# 12. Adjournment 12.1 Adjournment

Recommended Action: Motion to adjourn

Motion to adjourn:

Motion: Second:

Vote:

Meeting was adjourned at 8:05 p.m.

Respectfully Submitted,

Jennifer Sanders James