



Wednesday, December 7, 2016
Tri-Board/Select Board Meeting Minutes
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 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.,



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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
Balances and Scales		
Over 10,000 lbs.	\$200	225
5,000 to 10,000 lbs.	125	150
1,000 to 5,000 lbs.	80	100
100 to 1,000 lbs.	50	70
0 to 100 lbs.	35	45
Weights		
Avoirdupois	5	7
Metric	5	7
Apothecary	5	7
Troy	5	7
Capacity Measures		
Vehicle tanks each indicator	35	45
Each 100 gallons or fraction thereof	25	35
Liquid, 1 Gallon or less	10	15
Liquid Measuring Meters		
Inlet ½" or less (oil, grease)	35	40
Inlet, more than to 1" (gasoline pumps)	35	40
Inlet more than 1", Vehicle Tank Pump (oil trucks)	80	90
Inlet more than 1", Vehicle Tank Gravity (oil trucks)	80	90
Bulk Storage	80	90
Pumps		
Each stop on pump	10	15
Retail Scanner Price Verification		
1-3 Registers	100	125
4-11 Registers	200	250
12+ Registers	400	450
other		
Taxi Meters	50	75
Odometer – Hubometer	50	75
Leather Measurer (semi-annual)	20	30



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Fabric Measuring	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 a 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

