



Wednesday, June 7, 2017
 Select Board Meeting Minutes
 Town Hall Meeting 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 p.m. in the in Room 203, Town Hall, 100 Middle Street, Town of Hadley.

Present were: Molly Keegan, Chair; Joyce Chunglo, Clerk; Gerald Devine, Member; Donald Pipczynski, Member;

Also present were: David Nixon, Town Administrator; Linda Sanderson, Town Treasurer, Joan Zuzgo, Asst. Town Treasurer; Tim Neyhart, Building Inspector, Jennifer Sanders James, Licensing Coordinator; Michael Mason, Chief of Police; Lauren Triggs, HPD; Joe Eckerle, The Taproom; Tanya Campbell, Melanson Heath; Jane Nevinsmith, COA; Michael Sarzynski, Planning Board; David Eisenthal, Unibank; Gabriel Owen, Finance Committee; John Mieczkowski, Sr., Fire Substation; Dan Regish, MBC; Dave Waskiewicz, MBC; Suzanne Travisano, COA Director; John Skibiski, Resident

1. Call to Order

1.1 Call to order

Meeting was called to order by Molly Keegan, Chair at 7 pm.

2. Consent Agenda

2.1 Consent Agenda

Minutes	May 3, 2017; May 17, 2017; May 24, 2017
Warrants	AP1749, AP1750, AP1750S, PR1748
Automatic Amusement License	Primo Pizzeria - 1 Arcade Machine
Chapter 90 Project Request	DPW- Crack Sealing Request - Various Locations
Chapter 90 Project Request	DPW - Paving Request - Various Locations
Agreement Amendment #1	Planning Assistance By and Between the CPA and the PVPC
Police Appointment	Lauren Triggs - Administrative Assistant to the Chief of Police

Motion to approve the Consent Agenda.

Motion: Devine Second: Chunglo

Vote: 5-0-0

Chief Mike Mason spoke to the qualifications of Lauren Triggs for the Administrative Assistant.

John Waskiewicz abstains on the 2 Chapter 90 items. Vote: 4-0-0

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

3.1 Public Comments

Donald Pipczynski states concerns over traffic markers in North Hadley.

4. Town Administrator Report

4.1 Town Administrator Report

5. Appointments

5.1 7:15 p.m. -- Public Hearing - All Alcohol License Joe Eckerle - The Tap Room -



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Joseph Robert Enterprises, LLC dba The Taproom, is requesting a new General On Premise All Alcohol License under Ch. 138 Sec. 12. The premise location is 1 Mill Valley Road, Unit C. The location has been inspected and approved by Chief Spanknebel, Fire Department and Tim Neyhart, Building Inspector. Abutters have been notified and a public notice was published in the paper on May 23, 2017. Chief Mason, Police Department has reviewed and approved the application.

Molly Keegan opens the public hearing and ask Jennifer Sanders James, Licensing Coordinator to speak to about the license.

Jennifer Sanders James states that Joe Eckerle and the Taproom has met all requirements for the general on premise license.

Joe Eckerle explained the business plan.

General discussion among the Select Board.

John Skibiski states that he is an abutter and he has reservations about the tap room at that location. He is worried about the location of the Taproom and impaired drivers. The site is too dangerous and he is opposed a taproom in this location.

Gerald Devine asks what are our options if we feel there is a safety concern in the future.

David Nixon explains that there are options and we can revoke if there is a safety concern.

Further general discussion.

Motion to approve the general-on-premise for the Taproom.

Motion: Devine Second: Chunglo

Vote: 5-0-0

5.2 7:25 p.m. -- 2016 Audit Presentation

Ms. Tanya Campbell of Melanson Heath will presents the results of the FY 2016 annual audit.

Tanya Campbell presents the FY2016 audit for the Town of Hadley and explains that the Town of Hadley is very healthy with balances. The Town of Hadley has a very healthy reserve fund, within the DOR range. She then furthers explains the financial health of the Town of Hadley. Tanya Campbell then addresses the Management Letter, and the recommendations from the management letter. A concern is that when an item is approved the item was approved at Town Meeting the capital item was not entered immediately. We recommend that this be done right away and we were told that this is done for FY17.

Further discussion of the audit and management letter.

5.3 7:35 p.m. Treasurer -- Borrowing

The Treasurer will present for the Board's approval the borrowing for current capital projects. The Town received a favorable interest rate of 1.24% for short-term borrowing. The Board is asked to vote to approve the borrowing. Town Treasurer Linda Sanderson and David Eisenthal of Unibank will be on hand to discuss this matter.

Linda Sanderson explains the upcoming BAN - Bond Anticipation Note and the rate for the upcoming year.

David Eisenthal explains the next steps for the borrowing and the financing for the town.

General discussion of the borrowing and the operating reserves.

Motion to approve the borrowing

Motion: Devine Second: Chunglo

Vote: 5-0-0

5.4 7:45 p.m. Municipal Building Committee



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The Municipal Building Committee is invited to meet with the Select Board to discuss the overall plan to renovate municipal buildings.

Tim Neyhart ask for clarification for their mission for the buildings.

General discussion of the MBC, their future role as an oversight committee and the maintenance of the buildings of the town.

The Select Board commends the MBC for their good work.

6. Old Business

6.1 Fire Substation and Senior Center Updates -- Meeting with Fire Substation Building Committee

Design (Fire Substation) (Update): This project is still in design phase.

Expected construction costs received from the cost estimate firms reveal a shortfall in the project budget. At a meeting on May 23, the costs were reviewed, and the scope of work was reviewed. A potential shortfall between \$600,000 and \$715,000 is possible (based on the final scope of work).

Based on this information, this project is on hold until a viable plan to move forward can be developed. The Building Committee met on June 1 and will meet with the Select Board on June 7.

To raise the addition money, another town meeting vote will be required to complete this project. A special town meeting requires 2 weeks posting, and a debt exclusion vote will required at least 35 days for voter registration. The debt exclusion vote must be done no later than 90 days from a special town meeting

Design (Senior Center) (Update): This project is still in design phase.

Expected construction costs received from the cost estimate firms reveal a shortfall in the project budget. At a meeting on May 25, the costs were reviewed, and the scope of work was reviewed. A potential shortfall between \$1,200,000 and \$1,400,000 is possible (based on the final scope of work).

Based on this information, this project is on hold until a viable plan to move forward can be developed. The Building Committee met on June 1 and will meet with the Select Board on June 7.

To raise the addition money, another town meeting vote will be required to complete this project. A special town meeting requires 2 weeks posting, and a debt exclusion vote will required at least 35 days for voter registration. The debt exclusion vote must be done no later than 90 days from a special town meeting.

The Fire Substation update.

John Mieczkowski states that the fire substation voted to explore the Hoynoski Property.

Joyce Chunglo states that the majority approved that decision and to do borings on the other property and to seek legal advice on if we are able to do borings.

General discussion of the fire substation and the possibility of acquiring new land.

The Senior Center update.

Jane Nevinsmith offers an update on the Senior Center, they have held the forum and had the estimator come in. The estimator came in with much higher costs; we must use either value engineering, or a smaller building.

General discussion of the Senior Center.

7. New Business



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7.1 Hampshire County Intent to Vote -- Health Insurance

The Town of Hadley is a member of the Hampshire-Franklin Group Insurance Trust, which provides and administers our employee health insurance program.

In order to continue providing high quality health insurance for the future, the Trust is conducting financial planning.

At the Insurance Advisory Committee meeting, the trust is looking for all Units to adopt Section 21-22 of MA General Law 32B by the time the Committee meets again in July.

Prior to asking the Hadley Select Board to vote to adopt these provisions, notice should be sent to the unions of our intent to consider such adoption. The Select Board is asked to vote to send notice to the various employee unions that the Board intends to take action. The Select Board will be asked to take formal action to adopt the provisions of MGL Chapter 32B, Section 21-22 at their June 21 meeting.

(1) Advance Notice of Intent to Vote. **At least two calendar days in advance of any vote** electing to change group health insurance under the process authorized by M.G.L. c. 32B, §§ 21 through 23, the appropriate public authority shall send a notice to each collective bargaining unit to which the authority provides health insurance benefits and to the Retired State, County Municipal Employees Association (RSCME) that the political subdivision intends to vote on whether to implement the process. **The vote of the political subdivision under M.G.L. c. 32B, § 21(a) may be in the following form: "The [name of political subdivision] elects to engage in the process to change health insurance benefits under M.G.L. c. 32B, §§ 21 through 23."**

Here is the language regarding distribution of the notice of intent to vote:

(a) The advance notice of intent to vote sent by an appropriate public authority under 801 CMR 52.02(1) shall be sent: 1. by certified mail, delivery confirmation and return receipt requested; or 2. delivered by hand with a certification of delivery signed by the deliverer, and a copy shall be sent to the Secretary. If the notice is sent by certified mail, either post office evidence of attempted delivery or return receipts shall be prima facie evidence of the time of receipt. The appropriate public authority may include in this notice a statement of its intent to provide further notices by email, along with a requirement that each recipient of the notice provide an email address for future notices. If any recipient of this notice does not provide an email address, the appropriate public authority shall provide notice to that recipient by: a. certified mail, delivery confirmation and return receipt requested; or b. delivery by hand with a certification of delivery signed by the deliverer.

The RSCME letter can be sent to: 11 Beacon Street, Suite 321, Boston, MA 02108.

The Secretary of A&F letter can be emailed to municipalhealth@dor.state.ma.us

Attached a sample letter to use for the notice of intent to vote.

The full regulations can be seen at: <http://www.mass.gov/courts/docs/lawlib/800-899cmr/801cmr52.pdf>

Motion to approve the notice to the unions, the retirees, and the Secretary of Administration and Finance that we will be voting on the health insurance with at least 2 days' notice.

Motion: Devine Second: Chunglo



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Vote: 5-0-0

7.2 Special Town Meeting and Goals of the Select Board

The Select Board will develop a schedule for the fall special town meeting. This schedule will include:

Due dates for warrant articles and budget adjustments.

Public forums for presenting the warrant for the special town meeting.

Developing processes for addressing short-term and long-term solutions for supporting town functions

In tandem with this discussion, the Select Board will discuss their goals for the upcoming Fiscal Year. This item is deferred to June 14, 2017.

7.3 Annual Appointments -- Police Department

The Select Board is asked to appoint the police officers for the coming fiscal year. A list of police officers is attached.

Motion to appoint the police department officers for the upcoming fiscal year.

Motion: Chunglo Second: Devine

Vote: 5-0-0

7.4 Haryn APR - Lawrence Plain Rd

The Select Board is asked to sign the Agricultural Preservation Agreement for the Haryn property on Lawrence Plain Road. This APR was approved at town meeting.

Motion to vote the Haryn APR

Motion: Devine Second: Chunglo

Vote: 5-0-0

9. Announcements

Gerald Devine announces the Chicken -to- go for the Senior Center on Sunday. And the Fishing Derby for the Young Men's Club.

David Nixon states that there is a Polish Dinner at the Young Men's Club for the Most Holy Redeemer.

Joyce Chunglo thanks everyone who participated in the Memorial Day Parade, it was a great success. Thanks to 20 Acres Farm for their decoration, thank you to the Zuzgos.

11. Adjournment

11.1 Adjournment

Motion to adjourn

Motion: Chunglo Second: Devine

Vote: 5-0-0

Meeting was adjourned at 8:50 pm.

Respectfully submitted,

Jennifer Sanders James