



Wednesday, November 15, 2017  
Select Board and Tri-board Meeting Minutes  
Town Hall Meeting 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 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

Absent: John Waskiewicz, Member

Also present were: David Nixon, Town Administrator; Dan Zdonek, Asst. Assessor; Jane Nevinsmith, Senior Center Building Committee; Gabriel Owen, Fin Com; Amy Fyden, Fin Com; Valerie Hood, Fin Com; Heather Kleisch, School Board Member

**1. Call to Order**

**1.1 Call to order**

Meeting was called to order at 6:00 pm by Molly Keegan, Chair. The meeting time is early to allow for a full meeting with the Finance Committee later.

**2. Consent Agenda**

**2.1 Consent Agenda**

Warrants	AP1818, AP1819S
Minutes	October 18, 2017 and November 1, 2017
Hadley Historical Commission Appointment	Denise Barstow
HPD- Surplus property request	2008 Ford Taurus

Motion to approve the consent agenda

Motion: Chunglo      Second: Devine

Vote: 3-0-0

Gerald Devine states that the car is going to a school and they will be able to use it in the future.

**3. Public Comments: 6:00 - 6:15pm**

**3.1 Public Comments**

Gerald Devine thanks the voters who came out yesterday, there was 30% turnout and I think that was a good turnout. We have clear direction now from the town.

Molly Keegan echoes Gerald Devine's statement.

Jane Nevinsmith also thanks the voters for coming out.

**4. Town Administrator Report**

**4.1 Town Administrator Report**

David Nixon offers the Town Administrator Report informing the Select Board of the updates on the MS-4, SCADA system, Lake Warner Dam, Zatyрка Park, Goodwin Memorial Library, the Senior Center, and the Ambulance RFP.

General discussion over town items, including a municipal fair for town boards and committees.



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Suggestions were made for options of how to hold the fair, including tables with flyer with what every individual committee does as a meet and greet before a meeting, also have committees do interviews with Hadley Media to briefly describe what they do then we could show them over and over before the Select Board meetings.

## **5. Appointments**

### **5.1 Tri- Board meeting - 7:00 pm**

The Tri- Board meeting discuss the FY19 budget.

## **6. Old Business**

### **6.1 West APR**

David Nixon speaks the West APR Co-holder agreement. The Town has already approved this and the federal monies associated with agricultural restriction require signing of additional paperwork to add the town as co-holder onto the USDA's federal Agricultural Lands Easement agreement.

Motion to approve the co-holder's agreement for the West property.

Motion: Devine                      Second: Chunglo

Vote: 3-0-0

## **7. New Business**

### **7.1 Results of the November 14 Ballot Votes**

David Nixon states that he has spoken with building committees of the 2 projects and the need of coordination. We will need to work together because we are going to displace several other departments.

Gerald Devine asks for when we are going to start building.

Jane Nevinsmith states that the Hooker School will need to be down by August 2019.

Gerald Devine states there are 3 departments that will need a temporary space.

Molly Keegan explains that there will be a new senior building that will allow for temporary space for these departments.

David Nixon states that after the Goodwin is empty there will be space for them to move into for the future.

Jane Nevinsmith states that there is not really room at the senior center for Hadley Media.

Molly Keegan states that there could be room temporarily until another space.

Jane Nevinsmith requests a standing appointment with the Select Board once a month to offer updates.

Gerald Devine states that the once of month, should be efficient.

### **7.2 Hampshire Council of Governments Human Resources Grant Application**

David Nixon states that the Community Compact Agreement offers grants for efficiency and regionalization grants for amounts up to \$200,000 dollars. We are participating in several of these, this one is from HCG for the regionalization of the HR function. The will allow small towns enhance the HR



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function and have a true HR presence. The HCG is asking for a letter of support for the grant application.

Gerald Devine asks if #2 the phone presence is going to work for the Town of Hadley, how will this benefit the Town of Hadley. It will not be done by HCG, but they will outsource to another firm.

David Nixon states that this is what we need for services. We are writing a letter of support for a grant with a group that we say we no longer support.

Motion to write a letter of support for the HCG HR grant to the Community Compact Agreement.

Motion: Chunglo      Second: Devine

Vote: 3-0-0

David Nixon offers an update on other E&R grants that we are participating in the PVPC would like to get into deeper IT and we are partnering with them on their E&R grant. Also, the Pioneer Valley Mosquito Control District and they are submitting a grant application as well, for the 1st full year. We have an article proposed to join that district for the spring ATM. There is one more being written for MS-4 and a \$45,000 grant for financial planning that is due tomorrow.

General Discussion of grant and regionalization opportunities for the Town of Hadley

### **7.3 Hadley Historical Commission Appointment**

Judy Barstow is requesting appointment to the Hadley Historical Commission. This request requires additional discussion because Judy Barstow is not a resident of Hadley.

Molly Keegan states that the Town Clerk reports that there are no restrictions and it is up to the discretion of the Select Board.

Motion to appoint Judy Barstow to the Historical Commission.

Motion: Devine      Second: Chunglo

Vote: 3-0-0

### **7.4 Tax Classification Discussion**

The Select Board will discuss the upcoming tax classification hearing. Information from the Assessors' Office is still under development and will be presented, and the Select Board will have the opportunity to ask questions.

Each year, the Select Board considers the option of maintaining a unified tax rate, or of splitting the tax rate between residential/agricultural property classifications and commercial/industrial/personal property classifications. NB: Splitting the tax rate does not create more money; it re-apportions the tax levy that will be raised.

The FY 2018 Tax Classification is hearing is scheduled for December 6, 2017. A formal vote will be taken at that time to adopt the recommendations of the Assessors.

\*\*\*\*This is for an information only. \*\*\*\*

Dan Zdonek presents an informational session of the tax levy. If we have a single rate it will be \$12.09 compared to last year it was \$11.57, for a total difference of .52 cents. The average single daily home in Hadley is assessed or \$321,300. The average tax bill will be \$3884.51. If the maximum shift is adopted,



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tax rates would be as follows - Residential Rate is \$8.89 and CI&P rate \$18.14. A split rate will not increase revenue. He then offers a history of the split rate.

Further discussion of the tax rate in Hadley and surrounding areas. Also, the discussion of the split tax rate.

The Select Board thanks Dan Zdonek for his presentation.

### **7.5 FY 2019 Preparation and Planning**

The Select Board will discuss the first draft of revenue projections for FY 2019, preliminary goals and objectives, and first draft of the Annual Town Meeting Warrant. Information is still under development. Molly Keegan discusses the work plan and the revenue number that we are starting with, new growth, which David provided. We also asks for rollbacks from departments, which departments are giving back and why?

David Nixon presents a preliminary draft budget for FY19.

Amy Fyden states that there were some surprises, such as the Meals tax going down.

David Nixon states that there are several items that I don't have yet, some from the state and the actuals for the town. There will be some changes with the changes in new growth that Dan presented tonight. There is a general slowdown in projects for new growth. In 2020, there will be more growth. Molly Keegan states that it would be good to have a projection from David before we ask departments to look at their budgets. We should also get a 5 year history from Justin of the expenses. We also need to engage the schools for their increases. We are going to use our working groups, HR - Gerry, Terry, and Joan and Linda will need take part in that discussion, IT - Molly, David, Gabriel and I, Finance Director- Molly, David, Amy, Linda. Regional Dispatch- Joyce and the chiefs. These are just suggestions for discussion, and if we could agree to work on these with the unchangeable in the budget before the end of the year that would be good.

Amy Fyden states that these are the items that we are discussing for an override.

Gerald Devine states that these items are an out front cost but there will be savings to the town on the other side.

Molly Keegan asks that Heather Kliesch stay in touch with her since the School Committee liaison from the Select Board has resigned.

Heather Kleisch concurs and inquires if the school committee should be involved in the HR, and that she would like to be involved.

General discussion of the upcoming budget season and priorities of the Tri-Board.

### **8. Other**

### **9. Announcements**

Jane Nevinsmith announces that the Senior Center is holding their holiday party on December 5th. Tickets are \$16.

Gerald Devine announces the Hadley Mother's Club Holiday Fair this Saturday at Hopkins Academy.



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Joyce Chunglo offers condolences to the family of Barbara Rodak Wilga.  
Joyce Chunglo thanks the Hukowicz family donated all of the pumpkins to the Public Safety Complex and to Wanczyk Nursery they donated all of the mums.

**10. Executive Session**

**11. Adjournment**

Motion to adjourn

Motion: Chunglo Second: Devine

Vote: 3-0-0

Meeting was adjourned at 8:58 pm.

Respectfully submitted,

Jennifer Sanders James

APPROVED 02.15.2018