

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: Joyce Chunglo, Chair; Molly Keegan, Clerk; John Waskiewicz, Member; Christian Stanley, Member; David Fill, Member

Also in attendance were: David Nixon, Town Administrator; Jennifer Sanders James, Licensing Coordinator; Linda Sanderson, Town Treasurer, David Eisenthal, Unibank; Marlo Warner, DPW Director, Mike Mason, Chief of Police; Amy Fyden, FinCom; Valerie Hood, FinCom; Suzanne Travisano, COA Director; Jane Nevinsmith, Resident; Jack Lindner, Hillside Pizza; Paul Davis, Verizon Representative

1. Call to Order

1.1 Call to order

Meeting was called to order at 6:00 pm by Joyce Chunglo, Chair.

2. Tri-Board Meeting 6:00 p.m.

2.1 Tri-Board Meeting

Amy Fyden speaks to the concern about the safety in schools and we just had an incident in the schools here. I commend the schools department and the police department for a job well done. I have found some grants and I think we need to take a good look at this from a financial background.

Joyce Chunglo states that we have a public safety committee, that we have meeting to discuss these matters.

Amy Fyden states that it would be great if there was a public forum.

Joyce Chunglo reads a letter of thanks to the public safety officers and their response from Superintendent McKenzie in appreciation to their recent response to a call to the school.

2.2 Special Town Meeting Schedule

Joyce Chunglo confirms the Town Meeting schedule:

Here is the countdown for the Fall Special Town Meeting as approved by the Select Board.

May 30: Capital Plan update starts. Five-year capital requests are due August 1.

June 20: Select Board sets date of Fall Special Town Meeting: October 18, 2017. Select Board

opens the warrant. Deadline for articles = Aug 1. Introductory warrant prepared and

presented to Select Board and Finance Committee.

August 1: Select Board closes the warrant. All articles and capital

requests are due.

August 6: Capital Planning Committee begins meeting. CPC dates include: 8/6, 8/20, and 8/27.



August 15: Select Board review of warrant.

September 19: Finance Committee, CPA Committee, Capital Planning Committee recommendations are

complete. Warrant and motions are prepared and sent to Town Counsel for review.

September 26: Legal review of articles and motions is complete. Select Board signs the warrant.

October 4: Last day to post the warrant and publish notice of the special town meeting.

October 5: Motions are distributed to Select Board, Moderator, Finance Committee, and any

others.

October 11: Special Town Meeting Public Forum.

October 18: Special Town Meeting.

Motion to approve the Special Town meeting schedule with updates.

Motion: Keegan Second: Stanley

Vote: 5-0-0

Motion to approve the Special Town meeting date to October 18, 2018.

Motion: Keegan Second: Stanley

Vote: 5-0-0

3. Consent Agenda

3.1 Consent Agenda

Minutes	April 11, 2018; April 12, 2018;
Warrants	
Historical Commission Appointment	Diana West
Special Town Election, June 21	Sign the election warrant
Chapter 61A Conversion of land to other use Land Off Westgate Drive.	Waive right of first refusal and 120 waiting period.
FY 2018 Budget Transfers	Vote on any transfer requests
One Day Liquor	Most Holy Redeemer Church August 5, 2018 - 120 Russell St.
Ch. 90	Road resurfacing - see attached list
DPW End of Probationary status	Brian Lamirande
MOU Hauling & Disposal of Sludge	Franklin County Solid Waste Management District and the Town of



Hadley

Motion to approve the Consent Agenda

Motion: Keegan Second: Fill second for discussion

Molly Keegan asks about the Ch61A land.

David Nixon states that it is Allard's Farm is 19 acres that is due east to Staples. This will become a

Vote: 4-0-0

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

4.1 Public CommentsNo public comments.

5. Town Administrator Report

5.1 Town Administrator Report

David Nixon presents his Town Administrator report.

6. New Business

6.1 Treasurer: Payroll and Vendor Warrants

Linda Sanderson states that the payroll and vendor warrants are overwhelming as they come through. We have had an issue with the timing and accruing late charges. We would like to look for an easier way that allows for you to see everything but to have everything signed. Could we look a simpler solution to get the warrants out?

The Select Board discusses solutions for a quicker turnaround time.

Motion to authorize David Nixon, Town Administrator or Joyce Chunglo, Select Board Chair, or her designee to sign any and all vendor and payroll warrants on behalf of the Select Board until further review.

Motion: Stanley Second: Fill

Vote: 5-0-0

6.2 Treasurer and Chief Financial Advisor -- Borrowing Authorization

Linda Sanderson states that the new BAN that is for signature tonight just went out to bid and came in with interest at 1.85% for the full 2.76 million, for 9 months. Next year we may go into bond. David Eisenthal, Linda Sanderson, and the Select Board held discussion on BANs, bonds and interest payments.

Motion to approve the borrowing for the BAN as presented.

Motion: Keegan Second: Stanley

Vote: 5-0-0

6.3 Accounting Services FY 2019

The Financial Management Team offers their recommendation regarding the accounting services for FY19.

David Nixon states that we went out to bid for financial services we went out to bid for the Pioneer Valley Planning Commission, we only received 1 bid from Kisherf, for \$70,000 for the 1st year.



In addition, our current accounting firm submitted a bid for \$55,000; this was not part of the bid process.

The Financial Management Team recommends that we remain with our current provider Baystate Municipal Accounting for 1 year, subject to the following conditions a.) Representation at all staff meetings b.) That department heads make use of the weekly telephone calls with the Town Administrator and Town Accountant c.) That the accountant perform quarterly budget check in with department heads d.) That they provide an accounting procedures boot camp for department heads e.) That the town adopts and follows a reporting calendar for financial reports.

David Nixon further explains that the team did not feel that this was the right year to switch to a new company. We are giving Baystate Municipal Accounting another chance to prove that they are able to meet our needs and if not then we will move on to Kisherf next year. Upon request from the Select Board it is agreed by David Nixon that the conditions be inserted in the contract and that there will be a monetary penalty if they are not met.

The Select Board states that they will reassess the performance of Baystate Municipal Accounting in 3 months and 6 months.

Motion to accept the recommendation of the Financial Management Team to appoint Baystate Municipal Accounting for 1 year.

Motion: Keegan Second: Fill

Vote: 5-0-0

6.4 Annual appointments - Boards and Committees

The Select Board is asked to approve the Cemetery and the Cultural Council.

Motion to approve the Cemetery Committee and the Cultural Council.

Motion: Keegan Second: Fill

Vote: 4-0-1

Christian Stanley- Abstains

6.5 Pole Hearing - Verizon and NSTAR Electric - South Maple St.

Verizon and NSTAR Electric dba Eversource request permission to place one jointly owned pole on the westerly side of South Maple Street at a point approximately one thousand four hundred twelve feet southerly from the centerline of Russell Street.

DPW Director, Chief of Police and the Fire Chief have all been consulted and have found no issues with the location of the pole.

Paul Davis a representative from Verizon states that the purpose of the pole is to tie into the solar field. Motion to approve the Verizon and NSTAR Electric pole

Motion: Fill Second: Keegan

Vote: 5-0-0

6.6 FY 2018 Transfers

Michael Spanknebel presents several line to line transfers for the Fire Department. One of the transfers is to UMASS for an old staff car for \$2,500. This would replace the Ford Expedition, which was catching



on fire. One other transfer is for \$17,500 from the line of full time employment. There are also several purchases for buildings structures, for storage and training purposes. All total these transfers would total \$40,000.

Molly Keegan asks if we are building storage for items that we are selling.

Michael Spanknebel states that no we are keeping everything, we just don't have enough space since are engine 3 will be coming back from South Hadley, who is borrowing it right now.

Select Board

Motion to approve the Fire Dept. line to line transfers.

Motion: Fill Second: Keegan

Vote: 4-0-1

John Waskiewicz abstains

7. Old Business

7.1 Hillside Pizza - On Premise Wine and Malt License

The Select Board is asked to reconsider the Hillside Pizza – On Premise Wine and Malt License with the inclusion of a patio space. The ABCC is allowing the Select Board to rehear the application with the patio space before it is submitted to the ABCC.

Jack Lindner states that we have worked with the landlord and the Building Inspector to approve our patio. We are fenced in with a gate and signage for the alcohol to remain in the patio.

Motion to approve the Hillside Pizza – On Premise Wine and Malt License.

Motion: Keegan Second: Stanley

Vote: 5-0-0

7.2 Hampshire Council of Governments

On May 2, 2018, the Select Board announced a vacancy for the Hadley Representative on the Hampshire Council of Governments. The Select Board invites candidates to submit their names and letters of interest.

The Select Board will appoint a Councilor to the HCG Board of Councilors for a 1 year appointment until the next annual town election, due to the write in winner declined the position, if interested please submit a letter of interest to the Select Board's Office or by email to info@hadleyma.org. The Select Board will appoint this position at their May 16th meeting.

Filling a vacancy is governed by MGL Chapter 41, Section

11: https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter41/Section11

The Board will also review correspondence received from the western Massachusetts delegation concerning unfunded liabilities.



7.3 Ambulance Contract

The Select Board will review the proposed contract with Action EMS for ambulance services.

The draft contract has been sent to counsel for approval and Joel Bard has approved.

The Ambulance Committee will meet on Monday to discuss the contract further.

Suzanne Travisano states that Action EMS has provide outreach to as the potential new ambulance service for the Town of Hadley. They will be coming again on June 11, 2018.

7.4 North Hadley Village Hall RFP

The Select Board will consider using a commercial real estate broker to sell North Hadley Village Hall. Real estate agents may assist municipalities in real estate transactions, but such services are subject to MGL Chapter 30B, the Uniform Procurement Act.

General discussion of the NHVH RFP for real estate broker.

Motion to issue a RFP for the NHVH real estate broker.

Motion: Fill Second: Stanley

Vote: 5-0-0

7.5 Update on Senior Center and Library Building Projects

The Select Board will hear reports from the building committees of the new senior/community center and library projects.

Jane Nevinsmith states that the COA has had a peer review and changes have been made and it is being submitted to the Planning Board for review.

Joyce Chunglo states the Planning Board review will be at Hopkins review.

Christian Stanley requests that Suzanne Travisano and Jane Nevinsmith to be included in executive session. They are being invited to join for the beginning discussion and then will be asked to leave before the Select Board

8. Announcements

The Select Board meeting schedule is

September 5, 19,

October 3, 11, 17

November 7, 14

December 5, 19

Joyce Chunglo announces that Stanley party is on Saturday.

Suzanne Travisano announces that Shredding Event on June 15th, it is free to everybody. The police association will also be cooking free hamburgs and hotdogs.

Joyce Chunglo offers condolences to the families of Leonard Horton, Craig Harveston, Robert Kiczka, and Elsie Andrews.

9. Executive Session



9.1 Executive Session: Litigation -- Land Court Case. No. 2018-MISC-000190- MDV

The Select Board will enter into 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;" -- Land Court Number 2018-MISC-000190-MDV.

Motion to enter executive session for Litigation and Contract Negotiations for the Chief of Police and the Police Lieutenant and not to reconvene in executive session.

Motion: Keegan Second: Fill

Joyce Chunglo stated the matter has been moved and seconded, and the Chair declares that she has determined that it would be detrimental to the interests of the Town to discuss the matter in open session.

Roll Call Vote:

Waskiewicz: Aye; Fill: Aye; Keegan: Aye; Stanley: Aye; Chunglo: Aye

9.2 Executive Session: Contract Negotiations -- Chief of Police

The Select Board will convene an executive session as per the provisions of MGL Chapter 30A, Section 21(a)(2): "To ...conduct contract negotiations with nonunion personnel...." -- Chief of Police.

9.3 Executive Session: Contract Negotiations -- Police Lieutenant

The Select Board will convene an executive session as per the provisions of MGL Chapter 30A, Section 21(a)(2): "To ...conduct contract negotiations with nonunion personnel...." -- Police Lieutenant.

- 10. Other
- 11. Adjournment
- 11.1 Adjournment

Meeting was adjourned to Executive Session at 8:32 pm.

Respectfully submitted,

Jennifer Sanders James