

**SELECTBOARD MEETING
TUESDAY, APRIL 21, 2020
MEETING MINUTES
VIRTUAL MEETING – 6 P. M.**

Present were Chair Jeff Cyr, Vice Chair Sarah Etelman, member Bruce Forcier, member Christopher Geraghty, member Andrea Miles, and Town Administrator Michael J. Sullivan

CALL TO ORDER

Cyr called the meeting to order at 6:00 p.m.

DPW DIRECTOR CHRISTOPHER BOUCHARD

The newly appointed Director of Public Works, Christopher Bouchard, was present at the virtual meeting. Bouchard shared that he worked in municipal service for 20 years and had previously worked for the towns of Longmeadow, Otis and Becket. Since starting at South Hadley, Bouchard was familiarizing himself with the different Town departments and was working on developing a 'return to work' plan for DPW employees.

GREEN BAG PROGRAM

Sullivan shared that the green bag delivery program was now live. Residents could call, mail or use the Town's website to order green bags and DPW would deliver them. Yard waste collection was postponed by Republic Services and they did not anticipate that the service would be offered until late Spring. Town staff were working on developing procedures to adhere to social distancing when the Compost Area and Transfer Station open. Neither facility was currently open. When there was a plan to open those facilities, the Transfer Station would not be part of the initial command.

COVID 19 UPDATE

Sullivan displayed a matrix which showed the number of confirmed COVID-19 cases in Town.

FY 21 BUDGET UPDATE

Sullivan explained that revenues closely reflected the projected figures. He noted that 'performance based evaluation' pay increases and vacation time payout had been suspended for Town employees.

SUSPENSION OF ONE DAY LICENSE APPLICATIONS (DISCUSSION)

Sullivan inquired if the Board wanted to suspend applications for one-day licenses which included one-day licenses for liquor and tag sales. He added that the Board previously issued a one-day liquor license for an event in late May 2020 to a local establishment and inquired if the Board wished to revoke it. A quorum of members agreed to suspend one day application and to revoke the already issued one-day liquor license.

TOWN MEETING UPDATE

Sullivan noted that a regional committee was formed to discuss the potential for virtual Town Meetings. He recommended that the warrant only include articles required to allow government to function. A Special Town Meeting could be held later to address other articles. Etelman added

that she engaged in a conference call with State Senator Jo Comerford and local elected officials to discuss, among other things, Town Meeting procedures.

Sullivan shared a draft work chart for day-to-day management within the Town.

ADJOURN

Miles moved to adjourn the meeting. Etelman seconded. The meeting adjourned at 6:47 p.m.

**RESPECTFULLY SUBMITTED,
DRAFT
Colleen Canning, Senior Clerk**