

**SELECTBOARD MEETING  
TUESDAY, FEBRUARY 7, 2017  
SELECTBOARD MEETING ROOM – 7:00 P.M.  
AGENDA**

**Note: Not all the topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice. The proceedings are taped and broadcast live.**

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF MINUTES *January 3, 2017 Regular Selectboard Meeting  
January 17, 2017 Regular Selectboard Meeting*
3. ANNOUNCEMENTS/OPEN FORUM
4. WEBINAR FOR CLEAR.GOV (7:10 -7:25)
5. CONSENT AGENDA
  - A. ONE DAY ALL ALCOHOL LICENSE REQUEST:
    - Imad Zubi, MHC Conference and Event Services – 2/24/17 – Art Museum Lobby
  - B. ONE DAY BEER AND WINE LICENSE REQUESTS:
    - Luke Brunelle – 3/11/17(Leprechaun Plunge) – 1 Alvord Street
    - Jim Pietras for All Saints’ Church – 2/11/17 – Kidder Hall, 7 Woodbridge Street
    - Jon Camp, Music and Arts South Hadley – 4/1/17 (FestForward) – TH Auditorium
    - Jon Camp, Music and Arts South Hadley – 7/29/17 (FallsFest) – Beachgrounds
    - Imad Zubi, MHC Conference and Event Services – 2/1/176 – Mead Art Museum
6. NEW BUSINESS
  - A. MSBA Request for SOI, Superintendent Young
  - B. Spring Elections, Ballot Questions, District Combined Elections
  - C. Falls Fest Request for use of Beachgrounds July 27 – 30
  - D. Anti-Corruption Resolution
  - E. Snow/Ice Spending Acceptance
  - F. River to Range Phase II Application
7. APPOINTMENTS/RESIGNATIONS
  - A. Application for Appointment as Full Member of Board of Appeals – Criss Quigley
  - B. Application for Appointment as Full Member of Golf Commission – Michael Wozniak
8. OTHER BUSINESS
  - A. Update FY 18 Budget
9. TOWN ADMINISTRATOR’S REPORT

Symposium of Understanding, Valley Bike Share, River to Range Phase II, River, Roll and Stroll, Civic Ready Webinar, MMA Annual Winter Meeting, Budget FY 18, General Code, Library Integration Update, D2 Dispatch Discussion, General Code Project, Bartholomew Investments, Distressed Property Update. Bond Reissuance Opportunities, Town Hall front Roof
10. CHAIRMAN’S REPORT
11. OTHER BUSINESS
12. Executive Session for the purpose of Union Bargaining (DPW)
13. ADJOURN

**SELECTBOARD MEETING  
TUESDAY, JANUARY 3, 2017  
SELECTBOARD MEETING ROOM – 7 P.M.  
MINUTES**

Present were Members: Chair John R. Hine, Vice Chair Sarah Etelman, Clerk Bruce C. Forcier and Ira J. Brezinsky; Town Administrator Michael J. Sullivan. Francis J. DeToma was absent.

At 7:02 p.m., Chair Hine called the meeting to order, noting that SB Member DeToma was absent.

Chair Hine recognized Walter Morse for generously providing the town with watercolor paintings to adorn the walls of the Selectboard Meeting Room for the next six months. Mr. Morse is a long-time contributor to the South Hadley community, having taught in the schools for generations and continuing to show up where needed, he remarked. He took up painting when he retired, Mr. Hine volunteered.

**1. APPROVAL OF MINUTES**

**SB Member Forcier moved to approve the minutes of December 6, 2016. SB Member Etelman seconded. The motion passed unanimously 4:0.**

**2. ANNOUNCEMENTS**

He has been asked by the South Hadley Bike/Walk Committee to let folks know about a guided trek at the Ledges Golf Course with or without snow on January 15, 2017 at 1 p.m., SB Member Forcier related. Plan A involves show shoeing if there is snow on the ground while Plan B, if there is no snow, will be a guided tour of walking paths. The trek is approximately a mile to a mile and a half in length and will travel to and from the trails of the Newton/Jones/Carver Conservation Area. Participants are asked to meet at 12:45 p.m. in the Ledges parking lot. The group usually has light refreshments afterwards. Club facilities are closed, including restrooms, he noted.

On another subject, as he learned the hard way, dog owners need to get dog licenses, Mr. Forcier reminded. Licenses are available at the Town Clerk's office, he advised.

And, the annual "Bag the Community" fundraising event will take place this weekend, Mr. Forcier continued. The plan is to distribute empty bags on Saturday the 14<sup>th</sup> and pick them up on Monday the 16<sup>th</sup>, Martin Luther King Day. Representatives of Mount Holyoke College, the high school and middle school are expected to participate. The fundraiser supplies donations for the 'Neighbors Helping Neighbors' food pantry for quite some time.

Starting today, nomination papers are available for any registered voter who would like to be on the ballot for the April 11, 2017 Annual Town Election, SB Member Etelman announced. She listed positions up for election, including Town Moderator, Selectboard (two positions) School Committee (two positions), Assessors, Board of Health, Municipal Light Board, Planning Board and Trustees for a Free Public Library (three positions for three years and one position for two years). In each of the five precincts, eight Town Meeting member positions are up for election each year. In addition to these recurrent openings, Precinct B and Precinct E each have an opening for a Town Meeting member with a one-year term. The deadline to return nomination papers is Tuesday, February 21<sup>st</sup>.

As some may be aware, the Bike/Walk Committee and folks from Holyoke have been working to hold an open streets festival, and the key has been to get the Massachusetts Department of Transportation (Mass DOT) to close the Veterans Bridge for a few hours, SB Member Brezinsky reported. MassDOT has given approval to shut down the bridge on May 7<sup>th</sup> from 11 a.m. to 3 p.m., he said.

Chair Hine asked if anyone wished to address the Selectboard under open forum. No one responded.

**3. COLLEGE BY-PASS PARKING REGULATIONS**

This is a request from residents living in the Village Commons, the mixed-use commercial/residential development on College Street, Mr. Sullivan explained. Tenants have asked town officials to allow overnight parking on the small road between the stores and the town common. He discussed the request with Police Chief Steve Parentela and DPW Superintendent Jim Reidy. What they recommend and he would support is having the bypass open from April 15<sup>th</sup> to November 15th between 9 p.m. and 8 a.m. It was suggested that overnight parking be allowed in winter but this complicates snow removal operations, he observed. The parking rule could be rescinded by the Selectboard or Police Chief for special events such as the Farmer's Market with 24 hours notice, he added.

Chief Parentela confirmed that the Police Department has no problem with overnight parking from a public safety standpoint; the concern is mostly on the part of the DPW from a snow removal standpoint. "This is a common sense approach; I think it is something we should try," he agreed.

Chair Hine recommended that there be signage to remind people of the restriction on parking during the winter months, since he could see people who had been parking there overnight not being aware of this seasonal prohibition.

**SB Member Etelman moved to allow overnight parking on the College Street bypass on the town common between April 15<sup>th</sup> and November 15<sup>th</sup> between 9 p.m. and 8 a.m. unless otherwise posted and ordered by the Selectboard or South Hadley Police Chief. Signs indicating this parking allowance should be posted along the bypass by the DPW. In the event this allowance is rescinded temporarily by the Selectboard or the Police Department or permanently by the Selectboard such rescission should be posted at least 24 hours in advance if possible. SB Member Brezinsky seconded. The motion carried unanimously 4:0.**

#### **4. YOUTH COMMISSION DISSOLUTION**

Recreation Director Andy Rogers and Assistant Recreation Director Danielle Stelma have approached him about disbanding this commission, Mr. Sullivan shared. He asked Ms. Stelma to redouble her efforts at the beginning of last year to see if there was any interest among students in participating. She reports that although she has made multiple visits to the high school and Michael E. Smith Middle School (MESMS) and has contact with all the guidance counselors, she is not making any progress. It is the same with the adult task force; there were five members when she started and only two are left. There just seems to be competition for membership from other activities. Ms. Stelma is seeking Selectboard support to have Town Meeting consider disbandment of the committee at the April Town Meeting.

Chair Hine expressed his understanding that this would require a bylaw change, and Mr. Sullivan confirmed this is the case.

There are presently three student members and two adult members, Mr. Sullivan clarified.

SB Member Brezinsky commented that, based on the information presented, the request sounds reasonable. He would just like to make sure that those individuals currently on the committee are engaged in the discussion.

He will ask Ms. Stelma to solicit input, Mr. Sullivan assured.

Chair Hine agreed it would be important to get the perspective of committee members whether they write in or meet as a committee.

#### **5. YARDE HOUSE – ENTERTAINMENT LICENSE RENEWAL**

**SB Member Forcier moved to approve a Sunday Entertainment license for 2017 for Colonel Woodbridge's Tavern, d/b/a the Yarde House. SB Member Brezinsky seconded. The motion passed unanimously 4:0.**

#### **6. GENERAL CODE UPDATE**

Although it's been discussed several times, members collectively decided to put this on the agenda again as it has generated a lot of discussion, Chair Hine recounted. An effort began two or three years ago to address the issue that there is presently no single place a person can go to see all of the bylaws adopted over the years, he explained. The "General Bylaws of the Town of South Hadley, MA" is dated 2005 but for bylaws adopted since that time, residents have to go to other sources and departments. There was also concern that the bylaws may not be internally consistent and consistent with Massachusetts General Laws. Three years ago, town officials brought in a vendor that specializes in this type of work. The project is ongoing and there is still further work to do, but, at this point, members felt it was worthwhile to bring to town meeting the work that has been accomplished so far. The project is an attempt to make it easier for the public to look up various bylaws and to provide an open and transparent vehicle to display them, he concluded.

In addition to updating the existing code, General Code will be contracted to properly maintain the town's bylaws in the future, Mr. Sullivan said. Once approved, there will be a tool on the website that allows people to access particular bylaws using key words, he confirmed. Town officials want the public to be able to find things on their own and, in fact, as the town cuts staff, encourage residents to help themselves.

General Code was engaged in 2013 and began the arduous process of poring over the town's bylaws, making comparisons with other bylaws and Mass. General Laws and sending corrections to the Town Clerk, Selectboard office, etc. The product is a living document and not perfect, but administrators feel that what is being offered to Town Meeting is far better than what is on the website now and is a great improvement. The Bylaw Review Committee met with General Code in the spring to discuss its progress and recently recommended that the bylaws be accepted as presented. Once accepted, the bylaws will go to the Attorney General for final approval.

As far as the General Bylaws go, there has not been any substantial controversy, Mr. Sullivan related. Some changes proposed are as simple as changing "Building Inspector" to "Building Commissioner," "weekday" to "day," and "jointly" to "joint." There has been a lot of discussion around changes to the zoning bylaws, and the Planning Board has voted to accept the changes as presented. As an example of a change that caused concern, he cited a zoning bylaw that requires property owners seeking to convert a single family home to a two-family to get permission from a majority of abutters. Town counsel and others have suggested that this probably would

not hold up in court and may in fact be in conflict with state law. Those thinking carefully would probably agree that giving neighbors the power to deny a special permit rather than a duly-constituted authority might be taking away some property rights, he suggested.

He has been asked for a red-line version, and one does not exist, he stressed. The explanation from General Code is that because they are moving and reordering sections of the bylaw, it would not make any sense.

Chair Hine pointed out that the bylaws themselves are not in one place so their present arrangement does not lend itself to a strict side-by-side comparison. A summary of changes was compiled and distributed to all Town Meeting members and is posted to the website, he pointed out. He strongly encouraged folks to read it.

Some mistakes were made, Mr. Sullivan acknowledged. Town officials attempted to have the Acts of 2012 included. They could argue about who is at fault; the town submitted the requested changes and General Code has committed to working with them between now and the Annual Town Meeting (ATM) to incorporate them. Some have suggested waiting until the ATM to do anything, but his response is that what is being presented is so much better than what presently exists that it would be a disservice to the community not to proceed.

## **7. PRESENTATION ON WARRANT ARTICLES**

Mr. Sullivan gave a Powerpoint presentation on the warrant articles for the January 11, 2017 Special Town Meeting (STM) to be delivered to Town Meeting members January 4<sup>th</sup> as part of a public forum. He reviewed each article in detail, offering explanatory comments as necessary.

With regard to the article requesting \$8,000 for pro shop items prior to the start of the next season, there has been some improvement in the Ledges' general financial performance under the new management model, Mr. Sullivan reported. The Town Accountant feels that the operating deficit at the end of this fiscal year will be about the same as last year, namely about \$46,000, he stated.

SB Member Brezinsky pointed out that the disconnect between the golf season and the fiscal year is nothing new. Several years ago there was discussion about creating a revolving account for pro shop inventory rather than having an annual budget request, but the word came back from the state that it is not permissible to have a revolving account within an enterprise fund. It might be worthwhile revisiting that, he suggested.

He asked for further explanation of why the golf course is asking for money to replenish goods at a Special Town Meeting. He does not believe this has happened in the past, he said.

Generally speaking, last year they tried to tighten up the budget, Mr. Sullivan responded. His recollection is that Mr. Rogers said he had enough stock and didn't need to purchase any more items and so wasn't going to allocate money for that purpose. He has worked through a lot of that stock and so is asking for money now to order so product will be available at the beginning of the season. He also had some skepticism about the request but agreed to support and put forward a request for \$8,000. He said he was sure Mr. Brezinsky would agree that not having done something in the past was not necessarily a reason not to do it now.

Discussion continued, with SB Member Brezinsky asking if the FY 2017 pro shop budget had been reduced. SB Member Etelman said she understood Mr. Sullivan to say that Mr. Rogers didn't spend as much on stock since he already had some on hand. He didn't buy as much stock but he spent the money in other areas, Mr. Sullivan clarified.

SB Member Forcier shared his observation that the pro shop did very good business at the beginning of the year but that, come June, it was running out of golf balls, etc. He thinks Andy does not want to be in the position of having golfers coming to the course and not having any inventory.

He doesn't want to make a big deal about it, but \$8,000 is 20% of the full deficit being projected, SB Member Brezinsky pointed out.

It is a fair question, Mr. Sullivan agreed. The hope is that the \$8,000 brings a return in revenue of \$11,000, thereby cutting the deficit.

With respect to Article 4 (the request to add \$38,000 to Public Building Repair/Maintenance), it is important to continue to invest in the upkeep and maintenance of Town Hall since no decision has yet been made on its long-term future, Mr. Sullivan asserted. The question of the building's future is almost certain to be raised, Chair Hine indicated.

Administrators have retained an architect to review all of the town's buildings, including Town Hall, and expect a report sometime in the spring, Mr. Sullivan reminded. He has tried to identify as many defects and deficiencies as possible and to put a rough cost estimate to their correction. Once the cost of repair/renovation is calculated, town officials can compare it to the cost of leasing, public/private partnerships or other replacement options.

With respect to Article 10, Mr. Sullivan said a 2016 Informational Guidelines Release (IGR) from the Department of Revenue (DOR) is the driving force behind acceptance of the general law governing the handling of PEG access funds.

Article 12, which calls for acceptance of M.G.L. Chapter 40, Section 57, will allow the town to withhold permits if tax payments are delinquent without being required to wait until taxes are 12 months past due, Mr. Sullivan explained.

Article 13 is being withdrawn, Mr. Sullivan clarified. M.G.L. Chapter 40, Section 58 is already part of the town's bylaws having previously been accepted, so he is asking permission to withdraw it.

Members discussed Article 22, which asks Town Meeting to endorse the Gaylord Memorial Library Memorandum of Understanding (MOU) and authorize the moderator to sign it on behalf of the town. Acceptance of the MOU will add three part-time Gaylord Library employees to the town's payroll: a part-time branch librarian, part-time youth librarian and part-time circulation assistant

SB Member Brezinsky stressed that the MOU is not a permanent contract but creates a trial period of integration, a fact that is spelled out in the agreement itself. This is the logical next step but not the final step, he noted.

Calling it a logical next step and a trial period is a good way to describe it, Mr. Sullivan agreed. Also, there has to be an understanding that anytime you enter into an agreement, it is dependent on available funds. If in any given year the town does not have the wherewithal to increase or maintain its support, that will be taken into consideration. Early on, he estimated the cost at between \$50,000 and \$60,000, but this has since been adjusted to include other costs. The estimated cost does not include health insurance so, if one of the employees qualifies for this benefit, it will cost another \$9,000 to \$14,000, he said. Under the agreement, the town will incur \$44,000 more in expenses than the \$35,000 it presently contributes, Mr. Sullivan confirmed.

Chair Hine asked if the \$44,000 represents new costs or expenses the Gaylord Library presently assumes.

Both, Mr. Sullivan responded. "This would be a savings for Gaylord Library," he observed. However, the town is adding the position of circulation assistant at the recommendation of the library director, he clarified. In the past, there were times the Gaylord Memorial Library (GML) would operate with only volunteers. Once the town is involved, a paid employee must be present. \$11,193 for the circulation assistant and \$5,000 in technology upgrades are new expenses.

There is no change in hours, he confirmed.

In response to a question from **Jon E. Camp of 202 Lathrop Street**, Mr. Sullivan said the town will not pick up past liability for retirement benefits for GML employees. Under the agreement, paid positions at GML will be union jobs, and all former employees will have to apply, he elaborated. First the jobs will be presented to union members and then they will be publicly advertised. While town officials encourage existing GML employees to apply, they cannot guarantee any of them employment, he stressed.

Mr. Sullivan reviewed the assignment of articles to individual Selectboard members. He said he would have packets with the motions by the end of the week.

#### **8. BOARD OF APPEALS ACCEPTANCE OF RESIGNATION**

**SB Member Forcier moved to accept the resignation of James Bright from the Zoning Board of Appeals with thanks for his service. SB Member Etelman seconded. The motion passed unanimously 4:0.**

SB Member Brezinsky commended Mr. Sullivan on a great job in getting ready for Town Meeting.

**SB Member Forcier moved to adjourn. SB Member Etelman seconded. The motion passed unanimously 4:0. The meeting was adjourned at 8:25 p.m.**

**RESPECTFULLY SUBMITTED,**

**LAURA KRUTZLER  
ADMINISTRATIVE SECRETARY**

## **EXHIBIT A**

List of Documents Reviewed at January 3, 2017 Selectboard Meeting:

1. January 3, 2017 Agenda.
2. Minutes of December 6, 2016 Selectboard meeting.
3. Memo from Laura Krutzler to Selectboard dated December 30, 2016 re: Additional Miscellaneous License Renewal – Sunday Entertainment License for the Yarde House.
4. List of 2017 Miscellaneous License Holders.
5. Town Administrator Report dated December 30, 2016.

**SELECTBOARD MEETING  
TUESDAY, JANUARY 17, 2017  
SELECTBOARD MEETING ROOM – 7 P.M.  
MINUTES**

Present were Members: Chair John R. Hine, Vice Chair Sarah Etelman, Clerk Bruce C. Forcier, Ira J. Brezinsky and Francis J. DeToma; Town Administrator Michael J. Sullivan.

At 7 p.m., Chair Hine called the meeting to order, noting that all members were present.

**1. APPROVAL OF MINUTES**

**SB Member Brezinsky moved to accept the minutes of December 20, 2016. SB Member DeToma seconded. The motion passed unanimously 5:0.**

**2. ANNOUNCEMENTS**

The South Hadley Redevelopment Authority (SHRA) will be meeting with its advisory board this Thursday, January 19, 2017 at 7 p.m. at Loomis Village, SB Member DeToma announced. Any interested residents are welcome to attend.

SB Member Forcier congratulated everyone who participated in the “Bag the Community” fundraising event this past weekend to benefit the South Hadley Food Pantry. It was a great event and is a great thing South Hadley does, he commented. Chair Hine offered special thanks to Sue Brouillette and Jim Reidy, who spent a great deal of time making sure everything ran smoothly. There was a noticeable increase in the number of young people involved, SB Member Brezinsky observed.

With inclement weather at hand, SB Member Etelman reminded folks who have not already done so to log on to Civic Ready and select preferences for receiving emergency notifications. Also, she reminded residents that census forms are due very soon and noted that the census can now be completed on line through a link on the town website.

**3. SET DATE FOR FIREWORKS**

The request is for Monday, July 3<sup>rd</sup> with a rain date of Wednesday, July 5<sup>th</sup>, Mr. Sullivan advised. The town is happy to report that Peoples Bank is once again going to be a major sponsor of the event, he shared.

**SB Member Etelman moved to set the date for South Hadley fireworks for Monday, July 3, 2017 with a rain date of Wednesday, July 5, 2017. SB Member Forcier seconded. The motion passed unanimously 5:0.**

**4. SYMPOSIUM OF UNDERSTANDING “FIRST RESPONDERS”**

He and SB Member Etelman have been working with a facilitator and will be meeting with First Responders tomorrow, Mr. Sullivan related. They have invited both Fire Districts to participate as well as the Police Department, Health Department and Council on Aging. They wanted to have a discussion with first responders about what they are seeing in the community as far as cultural changes and whether there is a need for cultural sensitivity or other training to address these issues. They know anecdotally that police and EMS workers are facing more mental health issues. He expressed the belief that this is a functional next step in understanding the issues facing the community. They will report back on the meeting’s progress, he confirmed.

**5. APPOINTMENTS/RESIGNATIONS**

**SB Member Brezinsky moved to accept the resignation of George Francis from the Municipal Golf Course Commission with the Selectboard’s thanks. SB Member Etelman seconded.** Having attended most of the Golf Commission meetings over the years, both Mr. Francis and Jim Brough have been very instrumental in addressing issues related to the course, SB Member Forcier said. He personally thanked both gentlemen for their service. **The motion passed unanimously 5:0.**

Some associate members who regularly attend meetings are interested in moving to full membership positions to fill the newly-created openings, Mr. Forcier reported. The Selectboard recently expanded the number of associates from two to four in order to accommodate all of the interested candidates, he reminded.

**SB Member Forcier moved to accept the resignation of Jim Brough from the Golf Commission. Ms. Etelman seconded. The motion passed unanimously 5:0.**

**6. RESOLUTIONS FOR MASSACHUSETTS MUNICIPAL ASSOCIATION (MMA) ANNUAL MEETING**

With regard to the resolution for a strong and enduring fiscal partnership between cities and state government, Mr. Sullivan expressed the opinion that nothing in the resolution is surprising or unfamiliar. The text includes a resolution to increase the Commonwealth’s share of Chapter 70 public education funding and to ensure that the full share of lottery funds dedicated to municipal services is

distributed to cities and towns. After brief discussion, **SB Member Etelman moved to authorize the chair to vote in favor of the proposed resolutions. SB Member Brezinsky seconded, adding a friendly amendment to make the authorization subject to change or any amendments which might be accepted. The motion passed unanimously 5:0.**

**7. NEW SECTION 15 WINE & MALT BEVERAGES LICENSE APPLICATION – RESOURCE ENTRPRISES CORP.**

At 7:15 p.m., Chair Hine opened the **Public Hearing on an application for a new Section 15 Wine & Malt Beverage Package Store License for Resource Enterprises Corp. d/b/a Janjua Beer & Wine, 19 Bridge Street, South Hadley, MA 01075, Vasantlal Shah, Manager.**

Vasantlal Shah presented the application. He has been in and out of this area since 1999. He was part owner of the Getty Gas station from 2002 on and, when the property came up for sale, he purchased it, since he was paying very hefty rent (\$5,000 a month). The owner of Liquor Town, Phillip Chesky, recently vacated the building on the property, opening up an opportunity for them to expand the little kiosk store into something bigger.

For now they will continue to operate stores at the two locations but down the road they would like to incorporate food sales, either fast food or deli items, into the operation. They will continue to operate the gas station/convenience store in its present space and open a wine and beer store in the other location, he clarified.

He has not had previous experience with alcohol sales but is associated with people who are in the business. He has operated a gas station since 1995. He is familiar with the regulations governing the sale of beer and wine and aware of the need for employees handling alcohol to complete alcohol awareness training, he confirmed.

As folks approach this intersection from Holyoke or either end of Main Street, one of the first things they see is this building, SB Member Etelman pointed out. Referring to the advertisements that presently cover the windows of the building, she asked whether Mr. Shah had any specific plans for the building's exterior.

He only acquired ownership of 19 Bridge Street last November (November 20, 2015), and the end of Mr. Chesky's tenancy was initially somewhat uncertain, Mr. Shah related. Architects have already drawn up plans for the building. The Selectboard's concern about appearance is his concern too, and he is planning to spend quite a chunk of money on exterior and interior renovations, he stressed. He offered to show them the plans.

Ms. Etelman clarified that her concern is more with the advertisements that adorn the windows than with architectural plans.

Mr. Shah promised to remove the ads.

SB Member DeToma echoed Ms. Etelman's concerns, commenting that, as a member of the Redevelopment Authority, he is very concerned about the appearance of that whole area. "We want to make a good impression on people coming into South Hadley," he stressed. Improving the appearance of the building is sure to be an asset in terms of attracting business, he pointed out.

Mr. Shah expressed eagerness to do whatever he could to keep town officials and his customers happy.

Mr. Brezinsky congratulated Mr. Shah on his success in acquiring the adjacent property, commenting that he had no doubt that the value of the combined parcel was greater than the sum of the two individual parcels. He expressed the opinion that the owners have the opportunity to do something really nice not just for themselves but for the community. That particular corner and the one opposite it are probably the most important corners in this section of town from an economic development perspective, he indicated. "It is really, really a key location," he observed.

Initially, he will only sell beer and wine but gradually he will add other products such as Keno, lottery and food items, Mr. Shah said. He is talking to a couple of fast food franchises and also considering the option of having an in-house deli, he advised.

When Mr. Shah took over from Getty he made a substantial investment in the canopy and replaced the underground storage tanks at his own expense, Mr. Sullivan volunteered. When Mr. Shah dropped off his application, he walked back to the store with him and pointed out the some of the aesthetic concerns (spider webs, advertisements, etc.) He is happy to report that, within days, Mr. Shah began removing the signs and cleaning up the property as a show of good faith. He knows Mr. Shah understands the importance of maintaining a clear line of sight into the business from a public safety standpoint. He looks forward to continuing to work with him.

Approval of the new application is contingent on final ABCC approval of the transfer of Marlyn Corporation's liquor license to Amherst Market TK and the change of location of that license to 506 Granby Road, Chair Hine reminded.

There being no members of the public present, Chair Hine closed the public hearing.



**SB Member Forcier moved to approve a new Section 15 Wine & Malt Package Store license to Resource Enterprises Corp., d/b/a Janjua Beer and Wine, and to approve appointment of Vasentlal Shah as manager. Approval is contingent on ABCC approval of the transfer of a Section 15 All Alcohol Package Store license from Marlyn Corp. to Amherst Market TK and change of location to 506 Granby Road. SB Member Etelman seconded. The motion passed unanimously 5:0.**

Mr. Sullivan pointed out that, in the supplemental package, a number of documents in the liquor license application had to be redacted because of sensitive information such as social security numbers. He suggested that, in the future, rather than including the full application in the background information, Selectboard office staff simply include the cover page with the understanding that the full application will be retained on file for review by either Selectboard members or the public. Members indicated agreement.

**8. MASSACHUSETTS SCHOOL BUILDING AUTHORITY (MSBA) STATEMENT OF INTEREST - MOSIER SCHOOL**

Selectboard members received an e-mail from Superintendent Nicholas Young regarding this, Chair Hine noted. The Massachusetts School Building Authority (MSBA) has opened its annual application period for Statements of Interest (SOI) from school districts for capital projects to renovate or replace school facilities. The Selectboard plays a role in the process in that it has to vote to approve submission of the SOI. Once received, the MSBA reviews the SOI's and determines which projects take priority for funding. If selected, the MSBA works with the school district to identify deficiencies and recommend a solution. The Superintendent is asking the Selectboard to approve submission of the SOI, he clarified.

At the invitation of the School Department, several Selectboard and Appropriations Committee members attended a recent School Committee meeting to review building needs and deficiencies at the Mosier Elementary School and to discuss the option of renovating/repairing the building vs. submitting an application for a new building project, Chair Hine reminded.

SB Member Etelman said she wanted to make sure that any approval to move forward does not preclude any other potential building project or signify that the Selectboard is necessarily in favor of a new school building project. Selectboard approval of the request to submit a Statement of Interest is just that; authorization of a request from the Superintendent and not endorsement of a potential future building project, she stressed. SB Member DeToma echoed this caveat, pointing out that the Selectboard does not have the authority to approve a new building project, since this is ultimately a financial decision dependent on Town Meeting approval. The SOI process is just exploratory and does not commit the town to anything, he stressed.

SB Member Brezinsky stated that before taking any action he would like to invite the superintendent and School Committee members to a Selectboard meeting to discuss the request. The School Committee presentation did not contain a great deal of detail, so before going any further, he would like to have additional conversation with School Department representatives. He expressed concern that the MSBA process involves making an assessment of the "urgency" of the project; to him, a declaration of urgency seems to be at odds with the assertion that the town is not making a commitment to proceed.

This would be the beginning of a process that would naturally lead to a building project, Chair Hine added. The endpoint would be a project to substantially renovate or build a new school, so if there are some reservations, the SOI needs to be fully vetted and discussed prior to this step, he suggested. Why would we take this step if there is not a consensus that there needs to be a major renovation or replacement of the school, he asked rhetorically.

Discussion continued, with SB Member Forcier commenting that the sentence that struck him was the statement that, "An SOI should only be filed for a facility where a district has the ability to fund a project in the next two years." He is in favor of inviting school department representatives to the next Selectboard meeting to discuss the request prior to acting, he volunteered.

Chair Hine asked Mr. Sullivan to comment on the ability of the town to finance another building project based on its borrowing capacity.

He and Town Accountant Bill Sutton met with Bond Counsel Matthew Feher and financial advisor David Eisenthal Friday to see if additional borrowing is necessary for Plains School as some reimbursement from MSBA has not yet come in, Mr. Sullivan related. As far as capacity to borrow, he would have to better understand the final size of the project and whether any other building project, such as a new senior center, is pending. The question of whether the town can afford it is a difficult question for a Town Administrator to answer, he suggested. He referred to the fact that the town has used debt exclusion in the past to finance major projects rather than paying for them within existing revenue, leading to higher taxes. He expressed hope that within the next few years the town will build the capacity to support a large project within existing revenue without having to use the debt exclusion process.

In response to a question about the need for additional borrowing, Mr. Sullivan explained that the Plains School project is at 95% of substantial completion, at which point the MSBA holds back some reimbursement pending final completion. This creates a cash flow problem for the town. The school project is not over budget and has not exceeded the appropriated amount, it is simply experiencing a temporary shortage of cash on hand to meet current expenses, SB Member Brezinsky stressed.

SB Member DeToma reminded fellow members that there is a serious need for rehabilitation of the Mosier Elementary School that the superintendent is trying to address as best he can. He is sure Dr. Young would prefer not to have to bring this request for remodeling or even a new building to the voters of the town. As Dr. Young pointed out, the likelihood of the Statement of Interest being selected for further consideration this year is low; rather, it will go into a queue of applications. Based on past history, it is usually one to three years before a district receives an invitation to proceed to the next level of design/review. "There's no need to think we're being rushed into anything," he observed.

The Statement of Interest does not commit us to anything. "It starts a ball rolling, [and] it's going to roll very slowly," he continued. The town's financial position should be better in a few years since payments on debt service for the library and Plains Elementary School will have peaked by that point and will be trending downward, he suggested. He is in favor of pushing forward, he confirmed.

Mr. Brezinsky stressed that he had no problem with establishing a Feasibility Study Committee to study the feasibility of various options for repair/replacement. However, he said he did not understand the need to simultaneously engage the state through the SOI process. Whether or not an SOI is submitted, it does not preclude the School Committee from initiating a feasibility study. The school has already engaged an architect who has identified the deficiencies and come up with several options for correcting them, he shared.

Chair Hine pointed out that the town actually submitted SOI's for both the Plains School and Mosier School several years ago, so the framework of an application is already in existence and would presumably just need to be updated. The SOI for Mosier School eventually lapsed because the state was not willing to entertain a combined solution for the two schools and the district proceeded with the application for the Plains School.

Members agreed to invite School Department representatives to the Selectboard meeting on February 7<sup>th</sup>. "I think it's really important to start talking about this in a public forum" to make people aware that the project is on the table, Chair Hine said.

With regard to borrowing, he and the Town Accountant were advised Friday that interest rates are beginning to tick upwards, Mr. Sullivan reported. They are monitoring the situation, but financial officers may come in at some point to recommend locking in a rate with a long-term bond rather than continuing to roll over short-term notes. Also, in 2018, town officials have the opportunity to re-issue some of the debt on the Ledges. If lower rates on short-term bonds continue to hold, there may be an opportunity for some savings by converting the debt to short-term instruments.

## **9. REVIEW OF JANUARY 11, 2017 SPECIAL TOWN MEETING**

The only article defeated was Article 21, the ban on plastic bags with die-cut handles, members discussed. One of the sentiments expressed at Town Meeting was that the proposal should be put to a town-wide vote. He spoke to Health Director Sharon Hart, and the Board of Health is interested in moving forward with this referendum, SB Member Forcier reported. The next BOH meeting is January 23, 2017. He said he hoped that the subject could be put on the February 7, 2017 Selectboard agenda to allow members to consider placing a question on the April 11, 2017 Annual Town Election ballot. His expectation is that the BOH will be the cheerleaders and champions of the measure and will hold some public meetings to present the pros and cons.

Since the subject is on tonight's agenda, if members are so inclined, they could direct him this evening to work with the town attorney to craft a ballot question, Mr. Sullivan advised. There will be additional ballot questions for the Selectboard's consideration on the next agenda, he related. In particular, South Hadley Fire District #1 and #2 Prudential Committee members have approached him and the Town Clerk to ask if district elections could be included in the Annual Town Election. In order to meet the deadline for putting candidates on the ballot, the Selectboard must decide by February 7<sup>th</sup>.

SB Member Etelman commented that, before she would want to place the plastic bag ban on the ballot, she would want to hear directly from the Health Director and BOH members as to their willingness to actively promote the question. Town officials have seen some spectacular ballot question failures lately, and she does not think that is a trend they would want to see continue. She would like to hear from the people who are going to "do the leg work" to get some assurance as to their willingness to do it, she indicated.

Mr. Sullivan said he did not disagree with the desirability of having the BOH, Conservation Commission and Solid Waste Advisory Committee (SWAC) publicly support the proposal. However, he also thought the Selectboard showed great leadership and restraint in allowing voters to independently weigh the merit of the Community Preservation Act (CPA). "You let the voters direct that question outside of this body," he pointed out.

Town officials can't rely on government to pass these questions; they have to be passed by the people, he asserted. Town officials need to supply the information and be involved, but the champions have to be the public; i.e. public groups separate from town government, he maintained.

SB Member Etelman said she'd heard recent criticism about the Selectboard not taking a stand on the Community Preservation Act. She expressed the opinion that whoever is behind the initial impetus to put a question on the ballot needs to be part of the leadership to

advocate for its passage. And, she would caution the Selectboard against putting something on the ballot without taking a position on it; even if it is to deliberately refrain from taking a position.

SB Member Brezinsky agreed that the body responsible for introducing an article should be responsible for its promotion, in this case, the Board of Health. With regard to the plastic bag ban, he is not a subject expert in the field and so relies on the elected officials charged with making decisions on public health for guidance and recommendations.

In the interests of time, Chair Hine suggested directing the town attorney tonight to begin drafting a ballot question but waiting until February 7<sup>th</sup> to take an official position on the referendum. Members indicated agreement.

SB Member DeToma made the general comment that, in preparation for Town Meeting, he tried to research the past history of Town Meeting votes and was unable to find the record of Town Meetings or minutes of the meetings on the website. The Town Clerk takes minutes of Town Meeting, and that information should be available on line, members agreed.

Chair Hine expressed surprise at comments heard at the Special Town Meeting indicating that some did not feel that it represented a democratic way of handling town business. "Quite frankly, that stuns me," he shared. Town Meeting members are elected to represent town residents, he pointed out. He said he takes exception to the notion that Town Meeting is not a democratic forum.

SB Member Brezinsky commended Mr. Sullivan on an exceptional job in preparing for Town Meeting.

Mr. Sullivan shared his perception that some voters felt that presentation of certain articles at a Special Town Meeting was an inappropriate use of that forum. However, he voiced the opinion that it is a practical use of this tool to try to address some business outside of the Annual Town Meeting in order to relieve pressure on this event.

**SB Member Etelman moved to adjourn. SB Member DeToma seconded. The motion passed unanimously 5:0. The meeting was adjourned at 8:24 p.m.**

**RESPECTFULLY SUBMITTED,**

**LAURA KRUTZLER  
ADMINISTRATIVE SECRETARY**

## **EXHIBIT A**

### List of Documents Reviewed at January 17, 2017 Selectboard Meeting:

1. January 17, 2017 Agenda.
2. Minutes of December 20, 2016 Selectboard meeting.
3. Memo from Laura Krutzler, Administrative Secretary, to Selectboard and Town Administrator Michael J. Sullivan dated January 17, 2017 re: Application for a new Wine & Malt Section 15 Package Store License – Resource Enterprises Corp., d/b/a Janjua Beer and Wine, 19 Bridge Street.
4. Application of Resource Enterprises Corp., d/b/a Janjua Beer and Wine, for a new Section 15 Wine & Malt Beverages Package Store License at 19 Bridge Street.
5. Statement of Interest (SOI) for Core Program from Massachusetts School Building Authority (MSBA)
6. Text of “Resolution Ensuring a Strong and Enduring Fiscal Partnership between Cities and Towns and State Government in Fiscal 2017 and Beyond (2016).”
7. Text of “Resolution Supporting a Strong and Enduring Local-State-Federal Partnership to Protect the Environment (2016).”
8. Town Administrator Report dated January 13, 2017.



**TOWN OF SOUTH HADLEY**  
**SPECIAL LICENSE**  
**ALL ALCOHOLIC APPLICATION**

To the Licensing Authorities:

Date: 1/20/2017

The undersigned hereby applies for a Special License – All Alcoholic in accordance with the provisions of the Statutes relating thereto:

NAME: Imad ZubiCOMPANY: Mount Holyoke CollegeADDRESS: 50 College St, South Hadley, MA, 01075CONTACT: Imad ZubiTELEPHONE: 413-538-2217DAY(S) APPLIED FOR: February 24, 2017PREMISES TO BE LICENSED: Art Museum, LobbyHOURS OF OPERATION: 5:30pm-7:30pmTYPE OF EVENT: Reception

**RESTRICTIONS ON SPECIAL LICENSE – ALL ALCOHOLIC**

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
2. Per MGL Chapter 138, Sections 12 and 33, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

**LIABILITY DISCLAIMER FOR SPECIAL LICENSE – ALL ALCOHOLIC**

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Select Board as Local Licensing Authority, shall not be liable to the licensee or others in injury or damage shall result from the exercise of the license.

Signature of Applicant: 

Date Select Board Approved/Denied: \_\_\_\_\_ License #: \_\_\_\_\_

534-1041

FEE: \$30



**TOWN OF SOUTH HADLEY**  
**SPECIAL LICENSE**  
**WINE AND MALT APPLICATION**  
(Revised 5/2015)

To the Licensing Authorities:

Date: \_\_\_\_\_

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: Dockside Inc. / Brunelles Marina

COMPANY/ORGANIZATION: Host of Leprechaun Plunge 2017

ADDRESS: 1 Alvord St. So. Hadley Ma. 01075

TELEPHONE: 413 536-3132 marina or live cell 6263226

DATE APPLIED FOR: March 11<sup>th</sup>, 2017

PREMISES TO BE LICENSED: Marina Showroom an Shop an Shop Yard.  
See attachment #1

HOURS OF OPERATION: 11:00 am - 6:00 pm

ALCOHOL WILL BE (CHECK ONE): SOLD  GIVEN AWAY \_\_\_\_\_

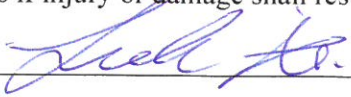
TYPE OF EVENT: Charity Event

RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
2. Per MGL Chapter 138, Sections 12 and 33, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

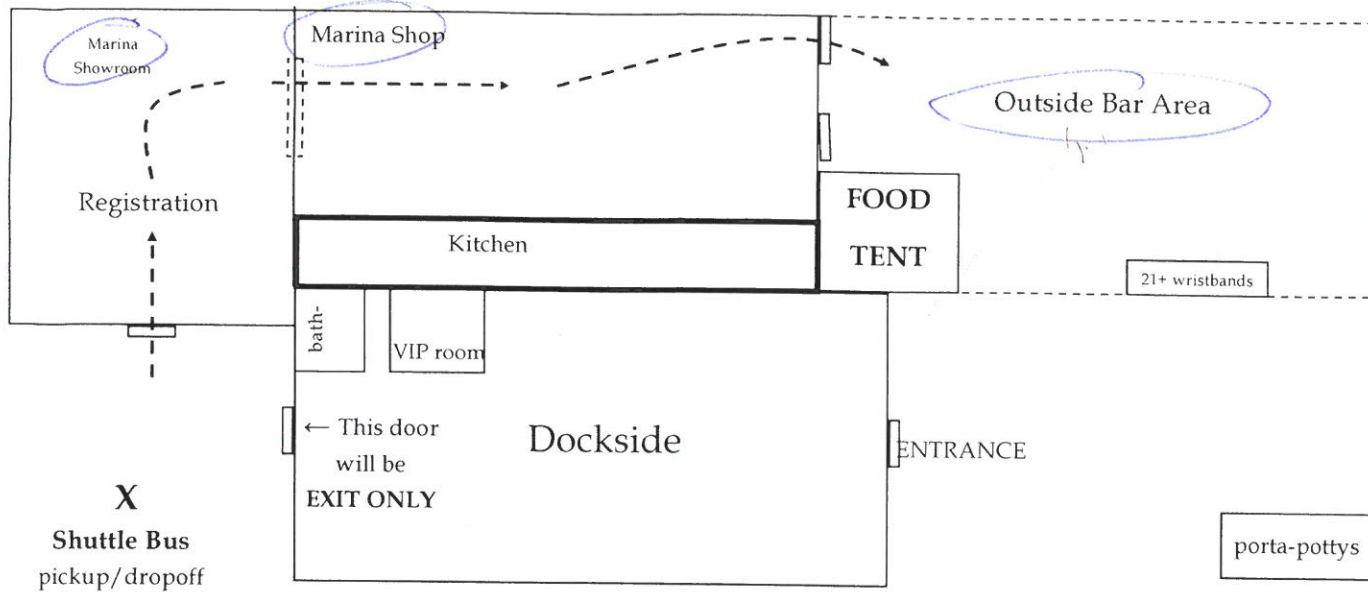
LIABILITY DISCLAIMER FOR SPECIAL LICENSE – WINE AND MALT

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Select Board as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: 

**LIQUOR LIABILITY INSURANCE REQUIREMENT**  
For any event where alcohol is to be sold on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.

Attachment #1



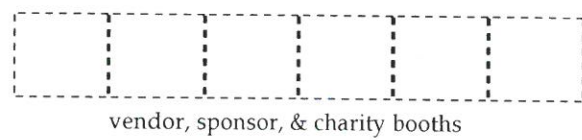
**\*NOTICE\***

Please stay within boundaries of fence-line  
**NO ONE** is to go beyond, over, or around the fencing.  
 Please use designated viewing areas and follow staff direction

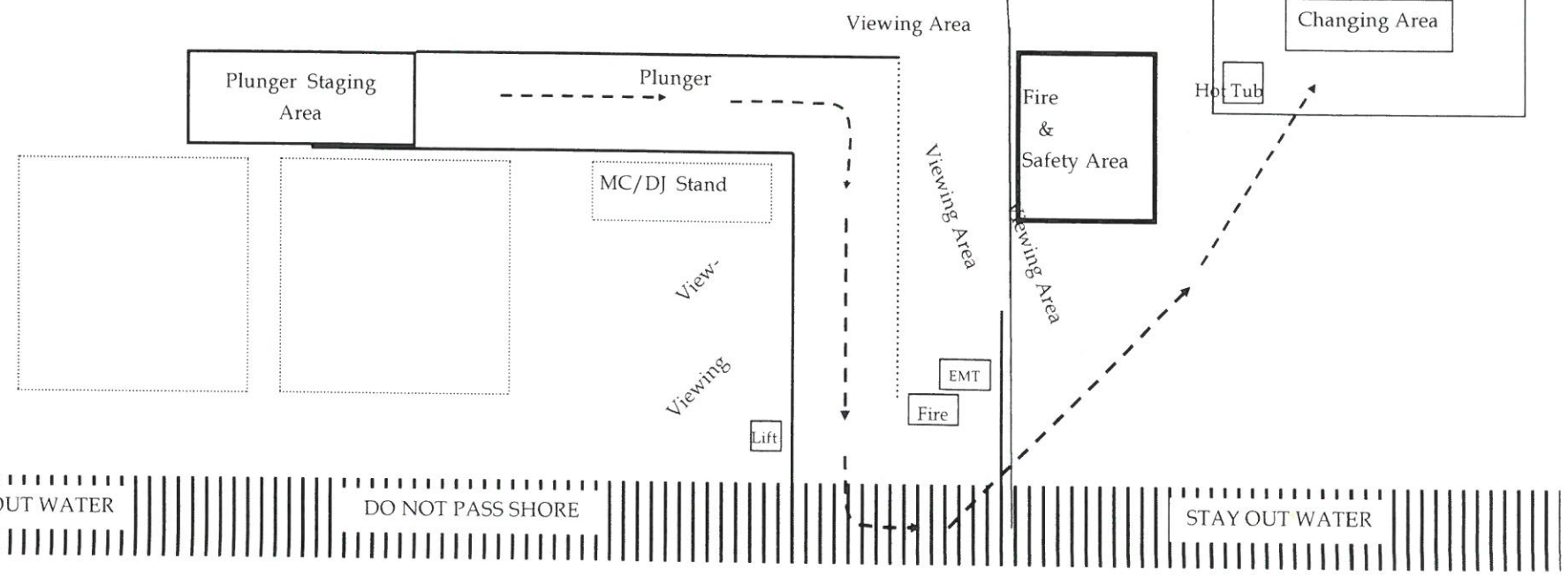
**X**

Shuttle Bus pickup/dropoff

Approx every 15 min,



**2017 Plunge**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/30/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Finck & Perras Insurance Agency Inc. 6 Campus Lane  Easthampton MA 01027  <b>INSURED</b> Dockside, Inc 1 Alford Street  South Hadley MA 01075	<b>CONTACT NAME:</b> Barbara Van Mourik <b>PHONE (A/C, No, Ext):</b> (413) 527-5520 <b>FAX (A/C, No):</b> (413) 527-5970 <b>E-MAIL ADDRESS:</b> bvanmourik@finckandperras.com  <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td style="width:70%;">INSURER A: Citizens Insurance Company</td> <td colspan="2" style="text-align: center;">31534</td> </tr> <tr> <td>INSURER B:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER C:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER D:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER E:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER F:</td> <td colspan="2"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Citizens Insurance Company	31534		INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

**COVERAGES**      **CERTIFICATE NUMBER:** CL1611402562      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			ZBNA95897000	6/12/2016	6/12/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liability \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			ZBNA95897000	6/12/2016	6/12/2017	\$1,000,000 Each cause \$1,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of coverage  
 RE: Leprechaun Plunge

### CERTIFICATE HOLDER

### CANCELLATION

Town of South Hadley	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**TOWN OF SOUTH HADLEY  
SPECIAL LICENSE  
WINE AND MALT APPLICATION**  
(Revised 5/2015)

To the Licensing Authorities:

Date: Friday Jan. 13, 2017

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: Jim Pietras

COMPANY/ORGANIZATION: All Saints' Church

ADDRESS: 7 Woodbridge St. S. Hadley, MA.

TELEPHONE: 532-8917 - Church      467-9871 (J.m)

DATE APPLIED FOR: Saturday, February 11, 2017

PREMISES TO BE LICENSED: Kidder Hall

HOURS OF OPERATION: 6:30 pm - 9:00 pm

ALCOHOL WILL BE (CHECK ONE):      SOLD       GIVEN AWAY

TYPE OF EVENT: Trivia Night - proceeds to be divided up amongst Local Food Banks

**RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT**

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
2. Per MGL Chapter 138, Sections 12 and 33, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

**LIABILITY DISCLAIMER FOR SPECIAL LICENSE – WINE AND MALT**

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Select Board as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: Jim Pietras

**LIQUOR LIABILITY INSURANCE REQUIREMENT**  
For any event where alcohol is to be sold on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.



**TOWN OF SOUTH HADLEY**  
**SPECIAL LICENSE**  
**WINE AND MALT APPLICATION**  
 (Revised 5/2015)

To the Licensing Authorities:

Date: 01/13/2017

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: JON E. CAMP

COMPANY/ORGANIZATION: MUSIC AND ARTS SOUTH HADLEY

ADDRESS: 202 LATHROP STREET, SOUTH HADLEY, MA 01075

TELEPHONE: 413-536-4113

DATE APPLIED FOR: APRIL, 1, 2017

PREMISES TO BE LICENSED: TOWN HALL

HOURS OF OPERATION: 7-10 PM

ALCOHOL WILL BE (CHECK ONE):                      SOLD                       GIVEN AWAY

TYPE OF EVENT: FEST FORWARD                      (FUND RAISER)

RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
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Signature of Applicant: 

**LIQUOR LIABILITY INSURANCE REQUIREMENT**  
 For any event where alcohol is to be sold on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.



**TOWN OF SOUTH HADLEY**  
**SPECIAL LICENSE**  
**WINE AND MALT APPLICATION**  
(Revised 5/2015)

To the Licensing Authorities:

Date: 01/13/2017

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: JON E. CAMP

COMPANY/ORGANIZATION: MUSIC AND ARTS SOUTH HADLEY

ADDRESS: 202 LATHROP STREET, SOUTH HADLEY, MA 01075

TELEPHONE: 413-536-4113

DATE APPLIED FOR: JULY 29, 2017

PREMISES TO BE LICENSED: BEACH GROUND PARK

HOURS OF OPERATION: 10:00 AM - 10:00 PM

ALCOHOL WILL BE (CHECK ONE):                      SOLD X                      GIVEN AWAY \_\_\_\_\_

TYPE OF EVENT: FALLS FEST

RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
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Signature of Applicant:

**LIQUOR LIABILITY INSURANCE REQUIREMENT**  
For any event where alcohol is to be sold on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/18/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> White-Jubenville Ins. Agency 39 Lamb Street P.O. Box 789 South Hadley, MA 01075	<b>CONTACT NAME:</b> Cynthia E. Milewski, AAI <b>PHONE (A/C, No, Ext):</b> 413 538-8293 <b>FAX (A/C, No):</b> 413 538-5970 <b>E-MAIL ADDRESS:</b> cindym@jubinville.com		
	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : Philadelphia Insurance Company	<b>NAIC #</b>	
<b>INSURED</b> Music and Arts South Hadley, Inc. P.O. Box 709 South Hadley, MA 01075	<b>INSURER B :</b> <b>INSURER C :</b> <b>INSURER D :</b> <b>INSURER E :</b> <b>INSURER F :</b>		

**COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Liquor Liability</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			PHPK1454611	04/01/2016	04/01/2017	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS						<input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Town of South Hadley is included as an additional insured for scheduled events.

<b>CERTIFICATE HOLDER</b> Town of South Hadley 116 Main Street South Hadley, MA 01075	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**TOWN OF SOUTH HADLEY**  
**SPECIAL LICENSE**  
**WINE AND MALT APPLICATION**  
(Revised 5/2015)

To the Licensing Authorities:

Date: 1/31/17

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: WILLITS-HALLOWELL CENTER

COMPANY/ORGANIZATION: MOUNT HOLYOKE COLLEGE

ADDRESS: 50 COLLEGE ST, S. HADLEY, MA 01075

TELEPHONE: 413-538-2220

DATE APPLIED FOR: THURSDAY, FEBRUARY 16, 2017

PREMISES TO BE LICENSED: ART MUSEUM LOBBY  
MOUNT HOLYOKE COLLEGE

HOURS OF OPERATION: 3:00-5:30 PM

ALCOHOL WILL BE (CHECK ONE):      SOLD \_\_\_\_\_      GIVEN AWAY PROVIDED

TYPE OF EVENT: RECEPTION

**RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT**

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
2. Per MGL Chapter 138, Sections 12 and 33, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

**LIABILITY DISCLAIMER FOR SPECIAL LICENSE – WINE AND MALT**

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Select Board as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: Rachel A Osborn

**LIQUOR LIABILITY INSURANCE REQUIREMENT**

For any event where alcohol is to be sold on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.

## April 14, 2015 South Hadley Town Election

GROSS						
	A	B	C	D	E	Total
<b>8:00 AM</b>	25	6	20	18	12	81
<b>9:00 AM</b>	41	57	54	35	25	212
<b>10:00 AM</b>	65	85	74	71	65	360
<b>11:00 AM</b>	77	107	91	91	95	461
<b>12:00 PM</b>	95	128	103	112	133	571
<b>1:00 PM</b>	111	152	127	130	155	675
<b>2:00 PM</b>	122	172	145	141	167	747
<b>3:00 PM</b>	133	193	168	153	181	828
<b>4:00 PM</b>	152	217	180	173	199	921
<b>5:00 PM</b>	174	250	215	184	225	1048
<b>6:00 PM</b>	191	272	245	215	246	1169
<b>7:00 PM</b>	210	295	275	238	268	1286
<b>8:00 PM</b>	222	308	284	247	284	1345
<b>% of Vote</b>	<b>16.50%</b>	<b>22.90%</b>	<b>21.10%</b>	<b>18.40%</b>	<b>21.10%</b>	<b>100.00%</b>

INDIVIDUAL							
	A	B	C	D	E	Total	% of Vote
<b>8:00 AM</b>	25	6	20	18	12	81	6%
<b>9:00 AM</b>	16	51	34	17	13	131	9.70%
<b>10:00 AM</b>	24	28	20	36	40	148	11%
<b>11:00 AM</b>	12	22	17	20	30	101	7.50%
<b>12:00 PM</b>	18	21	12	21	38	110	8.20%
<b>1:00 PM</b>	16	24	24	18	22	104	7.70%
<b>2:00 PM</b>	11	20	18	11	12	72	5.40%
<b>3:00 PM</b>	11	21	23	12	14	81	6%
<b>4:00 PM</b>	19	24	12	20	18	93	6.90%
<b>5:00 PM</b>	22	33	35	11	26	127	9.40%
<b>6:00 PM</b>	17	22	30	31	21	121	9%
<b>7:00 PM</b>	19	23	30	23	22	117	8.70%
<b>8:00 PM</b>	12	13	9	9	16	59	4.40%
						<b>1345</b>	<b>100%</b>

# April 12th, 2016 South Hadley Town Election

## In Person Voters

### CUMULATIVE

	A	B	C	D	E	Total	
7AM - 8AM	9	15	11	7	8	50	
8AM - 9AM	24	30	22	22	23	121	
9AM - 10AM	32	64	41	44	55	236	<b>Absentee Ballots Cast</b> Precinct A: 24 AV cast at 10:30am Precinct B: 61 AV cast at 12:15pm Precinct B: Ballot issues from 11:45am to 12:45pm. Ballots held in auxillary basket were fed into machine after 1:00pm. Precinct C: 31 AV cast at 12:15pm Precinct D: 11 AV cast at 10:40am Precinct E: 30 AV cast at 11:45am
10AM - 11AM	56	90	58	76	89	369	
11AM - Noon	65	119	79	105	113	481	
Noon - 1PM	77	121	99	128	129	554	
1PM - 2PM	97	171	124	153	166	711	
2PM - 3PM	114	196	146	164	192	812	
3PM - 4PM	134	223	168	194	214	933	
4PM - 5PM	159	234	198	228	241	1060	
5PM - 6PM	180	267	238	256	281	1222	
6PM - 7PM	190	293	255	280	309	1327	
7PM - 8PM	200	310	263	291	331	1395	
<b>Final Count</b>	200	310	263	291	331	1395	
<b>% of Vote</b>	<b>14.34%</b>	<b>22.22%</b>	<b>18.85%</b>	<b>20.86%</b>	<b>23.73%</b>	<b>100.00%</b>	

Absentee Ballots Cast      24                  61                  31                  11                  30

### INDIVIDUAL

	A	B	C	D	E	Total	% of Vote
7AM - 8AM	9	15	11	7	8	50	4%
8AM - 9AM	15	15	11	15	15	71	5.09%
9AM - 10AM	8	34	19	22	32	115	8%
10AM - 11AM	24	26	17	32	34	133	9.53%
11AM - Noon	9	29	21	29	24	112	8.03%
Noon - 1PM	12	2	20	23	16	73	5.23%
1PM - 2PM	20	50	25	25	37	157	11.25%
2PM - 3PM	17	25	22	11	26	101	7%
3PM - 4PM	20	27	22	30	22	121	8.67%
4PM - 5PM	25	11	30	34	27	127	9.10%
5PM - 6PM	21	33	40	28	40	162	12%
6PM - 7PM	10	26	17	24	28	105	7.53%
7PM - 8PM	10	17	8	11	22	68	4.87%
<b>Total Votes Cast</b>	<b>200</b>	<b>310</b>	<b>263</b>	<b>291</b>	<b>331</b>	<b>1395</b>	<b>100%</b>

## Suggested Plastic Bag Ban Ballot Question

February 7, 2017

The question below has been reviewed by Town Counsel and is consistent with Chapter 53 section 18A and Chapter 54 section 42B. As the law indicates as a local "public opinion policy question" it can only be "non-binding".

The Selectboard has the authority to allow it to be placed on the April Annual Town Election ballot. If the Selectboard so chooses, the resulting by-law would need to be placed on a Town Meeting warrant to be voted on to be in effect.

The related policies, including the enforcement agent would be subject of an appendix to accompany a future warrant article and may be adjusted from what was presented in January, 2017 based on discussions and debates related to this ballot question. Ultimately, the policy will be offered by the Selectboard, with I presume input from the Board of Health, Department of Public Works or other interested parties or subject matter experts.

***"Would you be in favor of banning plastic die-cut bags commonly used by retailers in favor of allowing only reusable, compostable or bio-degradable bags? This is not a binding question".***

***Yes, you are in favor***

***No, you are not in favor***



## **South Hadley Anti-Corruption Resolution Language**

Resolution to establish as a position of South Hadley, County of Hampshire, State of Massachusetts, that tough, new anti-corruption laws for politicians, lobbyists, and outside groups such as Super PACs are necessary in order to protect and promote the First Amendment free speech rights of all citizens, regardless of wealth, and to restore ordinary Americans as the most important stakeholders in government instead of major donors.

WHEREAS, limits on contributions to political candidates are justified by the need to reduce corruption and the appearance of corruption, as outlined in *Buckley v. Valeo* (1976);

WHEREAS, contributions to candidates, and political spending on their behalf, from lobbyists, Super PACs present a special risk of corruption; and,

WHEREAS, the Supreme Court held in *Nevada Commission on Ethics v. Carrigan* (2011) that restrictions on official actions taken by legislators in situations in which their independence of judgment is questioned do not constitute restrictions on the First Amendment free speech rights of legislators; and,

WHEREAS, closing the “revolving door”, where elected representatives and senior staff sell off their legislative power for high-paying jobs, is important to ensure that government employees are not “influenced in the performance of public duties by the thought of later reaping a benefit from a private individual.” *Brown v. District of Columbia Board of Zoning*, 413 A.2d 1276, 1282 (D.C. App. 1980); and,

WHEREAS, full transparency of all political money is necessary for the growth of an educated and informed electorate; and,

WHEREAS, with nearly \$6 billion spent in the 2012 elections, where the vast majority came from big special interest donors, politicians are dependent on a tiny percentage of the population to fundraise their campaigns while ordinary voters have less and less influence; and,

WHEREAS, federal agencies such as the Federal Election Commission routinely fail to enforce the anti-corruption rules that already exist;

NOW THEREFORE, BE IT RESOLVED that it is the position of South Hadley, County of Hampshire, State of Massachusetts that tough, new anti-corruption laws must be passed by Congress, including legislation to prohibit lobbyists from donating to political campaigns; put limits on unregulated SuperPACs and other groups; increase transparency for campaign funding; stop elected representatives and senior staff from negotiating jobs while in office and bar them from all lobbying activity for five years once they leave; empower all voters through a \$100 tax rebate to contribute to the candidates they support; and strengthen federal agencies and House and Senate ethics committees to enforce the rules against politicians and special interests that break campaign finance law.

BE IT FURTHER RESOLVED that the town of South Hadley hereby includes in its 2017 legislative agenda support for efforts to pass its own anti-corruption legislation, and respectfully urges the 2nd Massachusetts Congressional delegation to support and introduce anti-corruption legislation to the House and Senate addressing the issues herein described.

**Recreational Trails Program – Trail Grants  
2017 Grant Round Application Directions**  
**Four copies of all materials *DUE* (Postmarked by) February 1, 2017**

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**Application Checklist**

**Non-Financial Documents to include:**

- Part I Cover Sheet
- Part II Narrative (2-3 pages max.)
- Part IV Specifications
- Part V Supporting Materials
- Part VI Equipment Purchase Request Information Supplement
- Pictures, Drawings, or specifications of any structures to be built, if necessary
- USGS topographic map(s) with **CLEARLY IDENTIFIED EXACT PROJECT LOCATION**
- Optional:*** GIS data in the form of shapefile or geodatabase of proposed/existing trail location
- n.a. Assurance of “continuing public access” from landowner, or proof of easement, if necessary
- Copies of ANY permitting already obtained for project (NHESP, Wetlands, Construction, etc.)
- n.a. Appraisal of land to be acquired, if necessary
- Letter(s) of commitment

***\* Note: A clear summary of the specific tasks to be accomplished, as well as a USGS Topo locus map with the exact location of the project area MUST be included in the grant application package in order for the project to be considered for funding!***

**Mail four (4) UNBOUND copies of the grant proposal to:**

**Amanda Lewis  
Department of Conservation and Recreation  
136 Damon Road  
Northampton, MA 01060**

**IMPORTANT!!!**

- **If parts of your application are in color, please send color copies for all four copies of the proposal.**
- **Please use the smallest possible BINDING CLIPS (not paper clips or staples) as the preferred method of separating proposal copies.**
- **Please do not include this application checklist sheet as a part of the package. Part I (next page) is the preferred cover sheet.**

**Please call or e-mail with questions: (413) 586-8706 ext 19, amanda.lewis@state.ma.us**



and will provide a critical segment toward eventual linkage with the New England National Scenic Trail. The overall trail project will complete a 4600', 6' wide accessible loop trail with scenic views of, and needed access to the Connecticut River and Bachelor Brook in South Hadley, with links to other town and regional trails. The proposed project is Phase 2 of three phases, which will consist of engineering design for a bridge and bridge abutments over Bachelor Brook, as well as environmental and historic permitting needed for the bridge.

## **Recreational Trails Program 2017 Application**

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**PART II:**     **Narrative** – Limit to 3 typed pages. Address the following questions. Do not forget to read and integrate the RTP grant selection criteria into your narrative (see page 8 of this packet). Remember to be direct, comprehensive and as brief as possible.

**Include:**

1.     Provide a clear summary of the specific tasks to be accomplished during the course of the project, including both grant- and match-funded activities. This should directly reflect your budget and should point out the specific tasks of the project; where the work will take place (trail names, nearest road names, intersections), what will be accomplished (new trail construction or maintenance, surfacing materials, types of drainage structures, etc), how it will be accomplished (specific tasks and tools that will be used), and by whom. **DO NOT GENERALIZE** - be straightforward and concise with this summary.

*\* Please keep in mind that the waiting period between the grant deadline and the actual grant award can be nine months or longer and projects must be planned accordingly.*

This application describes the second phase of the River to Range Trail project that can be accomplished in a two-year timeframe and has a realistic and appropriate budget. The proposed trail project and the funding guidelines of the Recreational Trails Program, the River to Range Trail project was divided into 2 phases with the goal of funding it in 2 consecutive grant cycles. Phase I has now been funded and will be constructed in the Spring, 2017. Phase I includes a 12-car parking area with a trailhead kiosk and 3-rail perimeter fence around the parking lot, a 6'x 4,600-foot accessible loop trail with sitting/viewing benches along the trail and at the trailhead parking area, and a compensatory flood storage basin.

Phase II is the subject of this current grant application, and will include all work preparatory to the installation of a pedestrian bridge over Bachelor Brook. Work will include wetlands, water quality and Mass Historic Commission permitting, and engineering for the bridge and bridge abutments.

For Phase III of this project, the Town of South Hadley has filed a grant application for federal funds under the Federal Lands Access Program (FLAP) to construct the Bachelor Brook bridge. Phase III will also include a hiking trail along the northern banks of Bachelor Brook to connect back to the Connecticut River National Scenic Byway (Route 47).

The River to Range Accessible Trail Project will be a new, accessible trail constructed on land owned by the Town of South Hadley, and on an easement over land owned by Mount Holyoke College off Ferry Street near the Mount Holyoke College Boathouse.

Phase Two of this project will include the following tasks:

### **Task 1. Procurement of Consultants for Bridge Engineering, Permitting and Archaeological Survey**

PVPC and South Hadley officials will undertake procurement to select three project consultants: and engineering consultant to design the Bachelor Brook bridge abutments and specify a pre-engineered bridge; a consultant to complete all environmental permitting for the project, and a consultant to undertake an archaeological survey of the bridge site to meet Mass Historical Commission requirements.

**Task 2. Wetlands, Water Quality and Mass Historical Commission Permitting for Bridge:**

A selected consultant will complete wetlands permitting for the Bachelor Brook bridge, including wetland delineation on the north side of Bachelor Brook, filing of a Notice of Intent, local Wetland Bylaw permit, Chapter 91 waterways license/permit and 401 Water Quality certification, all fees associated with each filing, attendance at Conservation Commission meetings and site visits, securing all approvals, and recording the Order of Conditions at the Registry of Deeds. Complete Mass Historical Commission permitting including filing of Project Notification Form and related work. (To be completed by consultant).

**Task 3. Archaeological Survey of Bridge Site:**

A selected consultant will complete archaeological survey on north and south banks of Bachelor Brook to inform MHC permitting process (To be completed by consultant).

**Task 4. Engineering for Bachelor Brook bridge and Bridge Abutments:**

A selected consultant will complete engineering and design plans for a new pedestrian bridge to be installed over Bachelor Brook. It is anticipated this task will include specifications for a pre-engineered bridge, and engineering design plans for bridge abutments. Installation will be completed as a third phase of this project under a funding source to be determined. (To be completed by consultant).

**Task 5. Grant Administration:** Complete all needed contractor procurement, contracting, project oversight, coordination of project partners, progress and final reports. (PVPC).

2. Describe how your project fulfills a recognized recreational or social need. Describe the need in place-specific terms and how this project will address that need. If the need has been documented through a planning exercise or other means (such as a trails assessment, management plan or open space & recreation plan) briefly describe the documentation as it directly relates to the project. Do not include the actual documents themselves – just describe in this section of the application.

This project creates an accessible and easy to walk trail that will provide opportunities for activity and exercise to serve an under-served population (physically or cognitively impaired persons, and an aging population) in the South Hadley area. While the nearby Mount Holyoke Range has many hiking trails, most are too steep, difficult, or not easily accessible, and thus not used by less physically active people, especially the elderly. This project will provide a convenient, centrally located loop for people to use for exercise after work or on weekends or anytime for retired users. It meets a community need of providing safe, sustainable and enjoyable recreational opportunities for all, including aging or mobility-impaired residents of the town and visitors from further afield. Nearby examples of this under-served population include residents of the large retirement community, Loomis Village, and students at the Berkshire Hills Music Academy located on nearby Woodbridge Street in South Hadley, which serves physically or cognitively impaired students.

The South Hadley Master Plan has called for networking trails, and the town is now completing a new Comprehensive Bike and Pedestrian Plan, which will develop and integrate this trail with bike routes and pathways throughout South Hadley. The River to Range Trail will help to implement a key recommendation of the *Connecticut River Byway Corridor Management Plan* to improve access between the Connecticut River, a nationally designated American Heritage River, and the Connecticut River Byway, a designated National Scenic Byway. Planning and design for the River to Range Trail was completed under a grant from the National Scenic Byways program through the Mass DOT to the

Pioneer Valley Planning Commission. The *South Hadley Open Space and Recreation Plan* acknowledges the “great value” of land and habitats along the Connecticut River and the mouth of Bachelor Brook and the need for attention to those areas’ importance and usefulness for outdoor recreation. The number one goal in the plan is to “establish trail links to the banks of the Connecticut River from other points of access (i.e. roadways and trails).” In addition to the local and regional plans noted above, the River to Range Trail is also consistent with the regional plans of the Pioneer Valley Planning Commission, including *Valley Vision, the Regional Land Use Plan for the Pioneer Valley*, and *Our Next Future, An Action Plan for Building a Smart, Sustainable and Resilient Pioneer Valley*. The PVPC strongly supports this project. The project furthers several of the goals and strategies identified in *Commonwealth Connection*, including to “identify and protect key public access sites to rivers and support the creation of new access points and river walks where appropriate.”

The trail's location also provides a rare opportunity to access and view a beautiful, scenic section of the Connecticut River, New England’s longest river, which currently has very few public access points in South Hadley. It will also provide scenic views of Bachelor Brook and, eventually, a link to the New England National Scenic Trail. This area is also rich in archaeological interest and visitors will be engaged through interpretive panels that describe the Native American history of the site, as well as the ecological context.

3. Describe the range of trail uses/users that the project will actively facilitate, and how.

This trail will benefit and serve casual walkers, longer distance through-hikers, runners, mountain bikers, all mobility-impaired users, cross-country skiers, and snow-shoeing. This project will be part of South Hadley’s overall community trail system, and the town plans to connect it with other trails in the immediate area including trails within the Bachelor Brook/Stony Brook Conservation Area. The trail also provides an important link to Mount Holyoke College, which owns a boathouse at the head of the trail. The trail will ultimately be connected across town-owned and other lands to the Mount Holyoke Range, where the New England National Scenic Trail traverses the crest of the Range to the historic Summit House, providing longer distance hiking opportunities.

4. Describe how this project connects to and enhances the Massachusetts, regional and/or local trail system.

(See narrative above.)

5. Describe any support your project has from the community and any partnerships that will be formed among trail users, organizations, agencies, and others.

This project has the support of the following groups and organizations (see attached letters of support): South Hadley Bike Walk Committee; South Hadley Open Space Committee; South Hadley Planning Board; South Hadley Board of Selectmen; South Hadley Conservation Commission; Mount Holyoke College; Pioneer Valley Planning Commission; Pioneer Valley Hiking Club; Stavros Center for Independent Living; The Loomis Communities, Senior Living; and US Fish and Wildlife Service.

6. Include any additional information, not listed above, as to how your project meets the program criteria listed in the guidelines (see page 8 of this packet)

This project will advance plans to connect the River to Range Trail across Bachelor Brook to a network of trails on the north side of Bachelor Brook, and to link to the Connecticut River National Scenic Byway. Longer term, the town will seek to link this trail system to the New England National Scenic Trail, which runs just north of the River to Range Trail.

This project will also create partnerships with other community and hiking organizations, including the South Hadley Bike-Walk Committee, who have agreed to serve as trails stewards to assist with the trail's general upkeep, the Pioneer Valley Hiking Club and the Springfield Chapter of AMC. This project will improve recreational access on a property that the Town acquired under the Self-help program in 2005, and which is protected under Article 97 and guarantees continued public access. In our project planning, we have thoroughly considered relevant environmental, social and cultural issues and worked to minimize or mitigate impacts to natural and cultural resources, addressing all applicable permitting issues. Examples of this consideration include the decision to build a portion of the trail above ground to minimize any impact to possible archaeological resources, to locate the trail on previously disturbed land to minimize any impacts to priority habitat areas, and the provision of interpretive signage describing the presence and significance of Native American use and habitation of the area.

**Recreational Trails Program**

**2017 Application**

**Part III: Standard Budget Form - Please round to whole numbers**

**Estimated Budget – Phase II of the River to Range Accessible Trail**

- 1. **Total Project Value: \$ 89,410**
  - 2. **Grant Amount Requested: \$ 50,000**
  - 3. **Proposed Match Amount: \$ 39,410 ( 79% Match)**
- A. **Cost of Personnel Time: \$ 89,410**

Person	# hours needed	Hourly rate	Total \$ amount applied to <u>grant</u>	Total \$ amount applied to <u>match</u>
Engineering for Bachelor Brook bridge and bridge abutments			27,630	22,370
Wetlands permitting for bridge, including delineation on north side of Bachelor Brook, filing of Notice of Intent and local Wetlands Bylaw Permit, Chapter 91 waterways license/permit and 401 Water Quality certification			\$15,000	
Mass Historical Commission permitting including filing of Project Notification Form and related work			\$1,250	
Archaeological Survey work at Bachelor Brook Bridge site (for MHC permitting)				\$15,000
Grant Administration (PVPC)	80 hrs	\$102/hr	\$6,120	\$2,040
-----	-----	Totals	\$50,000	\$ 39,410

- (
- B. **Cost of Materials: \$0**

Material	Unit	Number	Price per	Total \$ amount	Total \$
----------	------	--------	-----------	-----------------	----------



		of Units	Unit	applied to <u>grant</u>	amount applied to <u>match</u>
-----	-----	-----	Totals	\$0	\$

Note about Match: Since you are preparing your application prior to starting the project, the values of match contributions will probably be estimates. If your project is selected for a grant, the match will need to be documented with invoices, proof of payments, time sheets, site inspection, etc. The documented value of the match must equal at least 20% of the total of each reimbursement request. All purchases **MUST BE PAID IN FULL** in order to be reimbursed (no financing or partial payment/plans permitted).

### Recreational Trails Program 2017 Application

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**PART IV: Specifications**      **These questions will be important in the environmental approval process. Answer every question listed on this page and be thorough with your answers. This information will be filed directly with the various regulatory agencies.**

**1. Provide a project summary, including specific tasks to be accomplished (this can be taken directly from question #1 in the narrative, but do not include the entire narrative):**

**Historic/Cultural Resources:** Any projects that receive funding from federal agencies must be reviewed in compliance with Section 106 of the National Historic Preservation Act of 1966. This legislation requires projects to take into account the effects of their undertakings on historic properties, and afford the Massachusetts Historical Commission (MHC) the opportunity to review and comment on the effects of the project.

2. To the best of your knowledge, is your project near any historic or archaeological resources?  Yes  No (See Response to Question #3 below)

If yes, describe the resources and how you will attempt to minimize and/or mitigate any effects that project tasks could have on those resources. Note, please continue to next question, regardless of your answer here.

The site of the proposed bridge over Bachelor Brook was the site of a former (historic) bridge, and there may be Native American sites in the surrounding area. Consequently, this project will include an archaeological survey be conducted by a professional archaeologist under a State Archaeology Permit.

During the Bachelor Brook Trail design phase, a Project Notification Form was submitted to the Massachusetts Historical Commission (MHC) in August 2014. In response, MHC identified multiple recorded historical and ancient Native American archaeological sites adjacent to the (overall trail) project site including the Bachelor Brook Bridge Abutment (MHC# SOH.HA.02).

As part of permitting for the Phase 1 (trail loop portion of this project) completed under a previous Recreational Trails grant, the town completed an intensive (locational) archaeological survey be conducted by a professional archaeologist under a State Archaeology Permit. Thus, in December 2015, Archaeological Services at the University of Massachusetts Amherst conducted a survey under State Archaeologist Permit No. 3622. In summary, the Phase 1B intensive survey included the excavation of 132 shovel test pits (STPs) along the proposed locations for the trail alignment, viewing platform, parking lot, and compensatory storage basin. During subsurface testing, UMass identified three Native American lithic debitage concentrations in undisturbed soil contexts, at the viewing platform, in the UA trail leading north to Bachelor Brook, and at the Pedestrian bridge location north of the brook.

If the site loci where these items were found could not be avoided, UMass recommended site examination surveys (Phase 2) at these three locations so that additional information can be gathered for the MHC and State Archaeologist to evaluate their inclusion in the National Register of Historic Places.

3. Will your project involve any (even minimal) excavation or soil disturbance? Yes No  X  
If yes, describe the extent of excavation (depth, width, length), the exact location of the work (**\*enclose a map with these locations identified clearly**) and the machinery or tools that will be used.

This project is only for engineering/design and permitting of the Bachelor Brook bridge, and as such, will not involve any soil disturbance. Consultants designing the bridge will be directed to design the bridge in a manner to minimize soil disturbance, and any disturbance to historic or archaeological features.

**Wetland Resources:** Any projects located within or adjacent to wetlands must be reviewed by the area Conservation Commission which will also trigger NHESP review. If you are unsure if your project is located within a wetland or resource area, contact the area Conservation Commission directly for guidance.

4. Will the project occur within 100ft of a wetland or 200ft of a stream?  X Yes No  
If yes, describe the activity occurring within this wetland resource area. Has the project been reviewed by the Conservation Commission yet? How will you attempt to minimize and/or mitigate impacts to the wetland? Will there be any permanent impacts? Include any official communication with the Conservation Commission.

The South Hadley Conservation Commission Coordinator Janice Stone is a member of the project Advisory Committee and has been involved in the design of the trail.

For Phase 1 of the trail loop project, Advisory Committee meetings with both Janice Stone and the Conservation Commission Chair Jack Fleming were conducted on December 5, September 15, and July 25, 2015. At these meetings, the Conservation Commission representatives have provided comment and guidance relative to permitting considerations, and are in support of the trail project. A full Notice of Intent will be submitted for Phase 1 of this project.

For Phase II of the project (the subject of this grant application), additional wetlands permitting for the bridge will be completed, including delineation on north side of Bachelor Brook, filing of Notice of Intent and local Wetlands Bylaw Permit, Chapter 91 waterways license/permit and 401 Water Quality certification.

**Natural Heritage and Endangered Species Program:** If the project is located within priority habitat for endangered species, it will need to be reviewed by NHESP and a separate filing may be required before grant work begins.

5. To the best of your knowledge, will the project occur within Estimated Habitats of Rare Wildlife and/or Priority Habitats of Rare Species, according to MA Division of Fisheries and Wildlife's Natural Heritage Atlas? (available at [http://maps.massgis.state.ma.us/PRI\\_EST\\_HAB/viewer.htm](http://maps.massgis.state.ma.us/PRI_EST_HAB/viewer.htm) or by hard copy from the Conservation Commission or Planning Board of each town)  X Yes No

A Project Notification Form was submitted to the Natural Heritage and Endangered Species Program in August 2014. In their response dated September 3, 2014, they noted that the project site or a portion thereof, is located within Priority Habitat 1337 and Estimated Habitat 76. A copy of the Notice of Intent will be submitted to NHESP as a joint filing under the Massachusetts Endangered Species Act (MESA).

**Other:**

6. Will your project involve any bridge construction, rehabilitation, or replacement? Yes No  X  
If yes, describe the activity and provide construction specifications, including the depth and width of soil excavation, width and length of the bridge, type of tools and equipment to be used, etc.
7. Will the project occur within a Massachusetts Area of Critical Environmental Concern (ACEC)? Yes No  X  
If yes, please identify which ACEC and any impacts the project will have on the designated area.
8. Will your project occur near or adjacent to an existing Superfund site? Yes No  X  
If yes, please identify and describe the site and any impacts (positive or negative) the project will have on it.

## Recreational Trails Program 2017 Application

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### PART V: Supporting Materials

1. Provide a clearly labeled USGS topographic map(s) showing the specific location of all work. Multiple maps using various imagery and data are welcome if they serve a descriptive and beneficial purpose in the review process.
2. Provide pictures of the project location. Include as many as are necessary in order for the reviewers to have the ability to assess the project conditions. Be sure to clearly label each picture and provide a description of its context as it relates to the project.
3. Provide any pictures, plans, drawings, or specifications of proposed structures to be built (bridges, boardwalks, kiosks, signage, platforms, trail drainage structures, culverts, etc.).
4. If proposing an equipment purchase, provide a picture of the equipment and three quotes from separate regional vendors. For all equipment purchases, see **PART VI for additional required information that must be submitted for this application to be considered for a grant award. Also, see #5 below.**
5. **BUY AMERICA:** If proposing to buy a piece of equipment or construction supplies that are made with any steel or iron, this activity will fall under the U.S. DOT Buy America provision – see <http://www.fhwa.dot.gov/programadmin/contracts/bas182.cfm>. Steel or iron must be purchased from a U.S. source in order to comply. Please indicate that you are aware of this requirement and will be in compliance.
6. Provide a realistic time-line for completion of the project, including both grant- and match-funded activities.  
*\* The waiting period between the grant deadline and the actual grant award is, on average, about NINE MONTHS. Please keep this in mind while planning the project and developing your timeline.*
7. If you are proposing a project that will take place on land that is not owned or managed by your organization/agency, you must include a signed statement from the appropriate landowner or manager authorizing the project and ensuring “continuing public access.” If the project will take place on private land, you must provide proof that an easement for public access is in place prior to the award, or comparable landowner permission documentation.
8. If you are proposing a project involving land acquisition, you must submit an appraisal of the land to be acquired, and a review of the appraisal by an independent review appraiser. The review appraiser must certify that the appraisal meets the standards of the Uniform Appraisal Standards for Federal Land Acquisitions, found at <http://www.usdoj.gov/enrd/land-ack/>. Projects involving land acquisition must also conform to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601 et seq., as amended, found at <http://www.fhwa.dot.gov/realestate/ua/index.htm>. These regulations apply to evaluating the acquisition of real property and any potential displacement activities. If you need clarification for these requirements, please call or e-mail: (413)586-8706 ext. 19, or [amanda.lewis@state.ma.us](mailto:amanda.lewis@state.ma.us)
9. Provide copies of any permitting that has already been obtained directly related to the proposed project. Permitting is not a requirement at the time of submitting the project application. However, permitting for wetlands, endangered species and historical/prehistoric resources will be required before any project work is authorized and before any reimbursement will be issued.
10. Provide any applicable letters of support or commitments of match.

**Recreational Trails Program  
2017 Application**

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**PART VI: Equipment Purchase Request Information Supplement**

**Please answer each question listed below for ALL proposals to purchase equipment with a value of \$1,000 or more. This is REQUIRED in order to be considered for a grant award.**

1. Three bids MUST be solicited for all equipment purchases with a value of \$1,000 or more. If the equipment is used and available through only one specific vendor, provide two other estimates based on a newer but similar piece of equipment. Attach three bids to this application or explain why three bids could not be solicited. If the winning bid was not the lowest bid, explain why.
2. Where and how will this equipment be stored during both the winter and summer seasons?
3. Is this equipment replacing an older piece of equipment that was purchased using RTP funds? If so, what is the plan for that piece of equipment's disposal/re-allocation?

**If this request is to purchase Trail Grooming or Maintenance Equipment, please answer the following additional questions:**

**Club or Organization Information:**

4. If applicable, what is your total club/organization membership count?
5. What is the estimated daily use of the section of trail that the equipment will be grooming/maintaining? Please *describe* the amount of use if you do not have hard numbers for this.
6. How many *total* miles of trail does your club or organization groom/maintain? Please indicate how many of these miles are corridor/main trails and how many are secondary/spur trails. Please also indicate if the responsibility for grooming/maintenance is shared with another organization or club, their name, and how many of those miles are shared.

**Equipment Request Information:**

7. Please explain why your organization/club needs this piece of equipment and for what type of trails it is best suited (i.e. flat main corridor trails versus mountainous secondary spurs).
8. Please provide a map highlighting the approximate trails that the proposed equipment will impact. Include specific reference to and clearly differentiate between **corridor/main trails** and **spur trails**.
9. Please indicate the club/organization's current inventory of grooming/maintenance equipment. Will this piece of equipment replace an older piece, or will it be an addition to the fleet? Are all pieces of equipment being utilized? If not, then why?

## Recreational Trails Program Project Selection Criteria

To evaluate and select proposals, DCR and the Recreational Trails Advisory Board will use the following criteria to assess whether the proposal:

- Clearly demonstrates the need for the project, such as satisfying a recreational demand, connecting under-served communities, or solving a significant trails issue.
- Furthers one of the goals or strategies identified in *Commonwealth Connections* ([www.mass.gov/dcr/stewardship/greenway/connections.htm](http://www.mass.gov/dcr/stewardship/greenway/connections.htm)), or an adopted regional or local plan.
- Describes a realistic, tangible trails project that can be accomplished in the time given. Has a realistic and appropriate budget.
- Creates, expands or enhances a trail system or trail linkage, with real and lasting public benefits.
- Thoroughly considers relevant environmental, social and cultural issues, and minimizes or mitigates impacts to natural and cultural resources, addressing all applicable permitting issues.
- Creates partnerships among trail users, organizations, or agencies.
- Demonstrates community support for the project.
- Actively facilitates a variety of compatible trail uses.

In addition to the standard criteria, proposals will receive special consideration if one or both of the following are included as a part of the project:

- **Youth Corps/Volunteers** – enlisting and/or partnering with youth in the community or organized youth corps/groups (i.e. SCA, Boy Scouts, Green Team) to work on part or all of the project components
- **Accessible Facilities** – a trail and/or trail facility that is constructed as accessible according to accessibility standards (for the U.S. Forest Service “Trail Accessibility Guidelines” see [http://www.fs.fed.us/recreation/programs/accessibility/FSTAG\\_2013%20Update.pdf](http://www.fs.fed.us/recreation/programs/accessibility/FSTAG_2013%20Update.pdf) )

**ATTACHMENT A**

**LETTERS OF SUPPORT**

**ATTACHMENT B**

**PHOTOS OF PROJECT SITE**

**ATTACHMENT C**

**PERMITS OBTAINED FOR PROJECT**





Laura Krutzler <lkrutzler@southhadleyma.gov>

## Online Form Submittal: Application for Appointment to Board, Commission, or Committee

noreply@civicplus.com <noreply@civicplus.com>  
To: lkrutzler@southhadleyma.gov, chamlin@southhadleyma.gov

Wed, Dec 28, 2016 at 12:52 PM

### Application for Appointment to Board, Commission, or Committee

#### Step 1

##### Committees

*Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.*

*You can also [print and mail a written copy \(PDF\)](#) to the Selectboard Office at 116 Main Street South Hadley MA 01075.*

**Please Note:** *when submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.*

Choose From the Following      Board of Appeals

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee you wish to apply for.

*Field not completed.*

Please give any details regarding your interest in this appointment?      I have been asked by the Chair of the ZBA, Martha Terry, to become a full member due to the retirement of another member. I have been serving as an alternate.

#### Please Provide the Following Information

Name      Christine Quigley

Email	<a href="mailto:crissquigley@gmail.com">crissquigley@gmail.com</a>
Address1	41 Hadley Street
Address2	<i>Field not completed.</i>
City	South Hadley
State	MA
Zip	01075
Primary Phone	14135308537
Alternate Phone	14135308537
Cell Phone:	14135308537

### General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have served as an associate member on the ZBA and have attended all meetings and trainings.
Please list any additional information you think may be helpful in reviewing your application.	I was asked by Martha Terry, Chair of the ZBA, to become a full member when another member moved out of state.
How did you learn of the vacancy you are applying for?	Other
If you indicated another resident or other above, please provide the resident's	<i>Field not completed.</i>

name or provide additional  
details.

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Upload a Letter of Interest      [ZBA Applic Quigley.pdf](#)

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Email not displaying correctly? [View it in your browser.](#)



February 3, 2017

Honorable Selectboard,

Please accept this abridged accounting of activities and initiatives which have been allocated my time and the time of other public employees during the past weeks. Thank you in advance for your attention and interest.

**Symposium of Understanding**, we recently took the second significant step towards understanding South Hadley's needs in respect to the changing world we serve. Admittedly this process is a very difficult one to articulate as it is much like the "House of Mirrors" popular in the amusement parks and carnivals of yesteryear. We are figuratively feeling our way along, looking at worn spots along the path, trying to avoid walking headlong in to something we did not see coming and along the way reflecting on what South Hadley looks like in each mirror.

The intent of this initiative is an attempt at developing a "statement of values" which is reflective of the demographic South Hadley serves, is considerate of individualism, but attentive to a collective goals of the community and a testament to the community as a whole will understand and support. How do we respect each other? This includes visitors, residents, public employees or any category of humankind which comes across our town borders. This is a project which is ethereal in nature and I fully understand why it is so difficult to state in simple term the end product or how it will eventually impact us all.

The statement will hopefully include a broad range of input from the perspective of want and need. The Selectboard as community leaders are well aware what a populous wants is not always what they need, but if presented with what they need based on broad well vetted input and thoughtful process "we the people" will find a clearer path to what the public suggests they "want".

The first meeting back in September with a small group of diverse residents was inspiring, but due to time limitations I was not able to allocate much more time to the initiative until this past week. Selectboard Member Etelman, Iraida Delgado (Facilitator) and I were able to meet for nearly two hours with first responders, both Fire Districts were invited, but we never heard from them or did they attend. The Chief Parentela, Building Commissioner Baiardi, Health Director Sharon Hart and Senior Counselor Ann Andras all provided insight into what they are seeing when they first arrive on scene of a call to evaluate a situation. These employees have unique perspective, in the respect they (or their staff) actually go to the homes. They see how people are living their everyday lives. They look through the mirror to see what we all may never witness.

Each attendee told heart wrenching stories of situations here in South Hadley they have witnessed. People were living in squalor, literally third world conditions. Elderly residents who for appearance sake keep the outside of their property immaculate while the inside is in desperate condition, citizens who

suffer from untreated mental health issues and people who are addicted or abuse drugs or alcohol are all common place in their work in town or experiencing signs of dementia. They told of South Hadley residents who are active hoarders or struggle with taking care of adult children suffering from a myriad of physical and cognitive challenges.

It was important to hear those stories first-hand so these valued public employees will know how important their work is to the community they serve and how we are working to help find them additional resources and tools. We inquired about what type of training is missing, is their equipment deficiencies and from their knowledge base, is there ideas or initiatives they need help establishing or would like to see grow.

The participants in this information exercise were also asked what they have seen change in their time serving this community. Their perspective was interesting most telling was how they saw the community aging and the changes to families. Their experience was very insightful and thought-provoking, as we work through the “House of Mirrors”.

We will be discussing next steps, but most likely it would help to have a more conversations with “front-line” employees to see the nuance between who we go to see and who comes to see us. We continue to discuss expansion to other public focus groups to include some churches, organizations, volunteer groups or other external entities to get a more of shaped understanding of what we look like in the mirror.

I would like to say although the planning and the process is time consuming and somewhat stressful at times. I am getting far more out of it than what I am taxed, it is stimulating to see the complexity and vulnerability in the Town of South Hadley, particularly as I am very aware of how responsive and caring this community is to fellow citizens. If there is any group or individual who would like to be involved, please forward their name (number/email) and I will give them a call.

**Valley Bike Share**, There was a recent (three hour) meeting of the Valley Bike Share Committee at Pioneer Valley Planning Council office in Springfield. There was some good news and some less than good news, but no real bad news. The good news is the Metropolitan Planning Organization (MPO) voted to increase the CMAQ allotment to cover much of the initial costs associated with the kiosk, bikes and related equipment for South Hadley’s two stations. Also some of the concerns around funding with the larger players, namely Holyoke and Springfield seem to be getting addressed and the promotional video (starring Mariann Millard from SoHa BWC) seems to be near completion.

The launch date has been moved back, unfortunately to somewhere around the spring of 2018 or later. The conversations with MHC to partner with the Town of South Hadley continues and seems positive on the annual cost of upkeep (about \$15,000 per station). It will be critical to a final decision for South Hadley in respect to Holyoke’s position, without the train or transit center (in Holyoke) having kiosks it somewhat reduces MHC interest and lowers the utility for all of South Hadley, but we will just have to wait and see how the issue of whether Holyoke and Springfield will sign on to the final document evolves.

**River to Range Phase II**, The SB will have before it a request to support the River to Range Phase II Grant application. Originally Phase II was to install the final portions of the one mile accessible loop, due to some changes in the approach and having some of the work performed by the DPW as part of our “in-

kind” commitment to Phase I the full loop will be covered in the Phase I grant, including the short trail up to the brook.

The Phase II grant will be dedicated to covering the cost of engineering and significant archeological studies related to the bridge placement. The stream banks are particularly sensitive areas for both disciplines thus there will be over \$60K spent on just those two necessities. This grant will primarily serve to do all the preliminary work for the FLAP grant.

The FLAP or Federal Lands Access Programs grant which PVPC is waiting to hear from the state (even though it is a federal grant) will fund the actual bridge construction. South Hadley’s financial, volunteer, in-kind and morale commitment to this project is absolutely critical, thank you for leading in that regard.

**River, Roll and Stroll**, Has had a very exciting and major week, with financial support from Republic Services and E-Ink, on the heels of the Holyoke Medical Center support. This event is shaping up to be a very exciting development.

The obvious symbolism of linking the Falls and the Flats, Holyoke and South Hadley and the citizens of both is a social science dream. This project would not happen without Mariann Millard, Sean Condon, Liz Austin, Ira Brezinsky, Price Armstrong, Lucia Foley, Halley Gmeiner and others keeping their shoulder to the grindstone.

South Hadley staff also have helped in a respectful way to assist in this project, particularly Viv Price and Jim Reidy. Chief Parentela also reviewed the safety and security plan required by MassDOT. Thank you all and the others who added their valuable input.

**Civic Ready Webinar**, ATA Wolowicz, IT Coordinator Doolittle and I attended a webinar regarding the improvements being made to the Civic Ready platform, at no increased cost to the clients (yeah). They will be solving the split message issue to the degree that all parts of the message will get delivered and they continue to look to having one message sent to phones which will allow that to happen. Residents will be able to register with just a phone number if they do not have an email address, although this has not been an issue in South Hadley. We still would prefer people to use emails.

They will be adding “auto-translate” for residents who feel more comfortable receiving information in a language other than English for text messages (only). Civic Ready will add a mobile app and two way text communications will be offered. A conference bridge for the EMD or Police Chief to use to communicate with multiple personnel during emergency events.

Again, these updates are at no added cost for the service and will not require people re-registering. We appreciate the SB’s continued promotion of the Civic Ready platform, the more people know it is available the more useful of a tool it becomes.

**MMA Annual Winter Meeting**, The winter meeting was well attended and was full of useful information. Whether it was at the trade show or attending the seminars there was a lot to learn. I attended along with the Chair a seminar on “Succession Planning”. Selectboard members Brezinsky and Hine were also at the “Age Friendly Communities” class.

We had the opportunity see some interesting new technologies and visit with some colleagues at the Trade Show. I also attended the MMMA (managers/administrators association) to hear everyone complain about their Selectboard’s, I know you will not believe this for several reasons but I did not say word!

**Budget FY 18,** I am still waiting for firmer figures from the School Department, the early estimates from the Superintendent suggest an increase of somewhere just above \$400K, as we have mentioned health insurance will increase about \$450K, interestingly even though we will increase our short term debt cost by \$150K as planned, our overall debt cost will go down slightly. We will discuss more of that on February 21 when we will talk about some bond reissuance opportunities.

**General Code,** GC and I exchanged some documents this week and will be discussing a strategy for the next Town Meeting to clean up some of the outstanding issues. I want to thank Mike Wozniak and Linda Young for their assistance on reading through and posing great questions. Some to be answered by GC's actions some to be explained in other ways.

As has been stated several times before this is a "living" document and as such will never be perfect, so to speak. We will be trying for a March draft of the expected changes.

**COA Project,** COA Director Leslie Hennessey, ATA Jennifer Wolowicz and I meet with John Catlin of Catlin Associates to discuss the start of his evaluation process. He will be looking at several proposed sites including Woodlawn Plaza, 300 Newton Street, Ledges, Leaping Springs Reservoir (D1 land), Falls Bridge/Main, Toth Property and 45 Dayton Street.

Without a consultant we know the issues of locating something centrally is important, the Toth has some significant wetlands issues, a P3 at the Woodlawn would take a great deal of understanding and discussion, access from all of the town are just some of the indicators. That in mind this study as far as "locating" goes may make the people who placed the center where it is decades ago look brilliant!

These are all locations which various parties have suggested or requested to be considered. There are a wide range of opinions on each of these locations, but I am confident through review, investigation, focus groups and generally just doing what Catlin was hired to do, there will be a determination as to the best site to be consider. He will also review how the present location may be addressed if a rehab becomes the best option, although I expect that to be unlikely, for now I will accept and suggest letting the professionals do their work.

**Library Integration Update,** Recently there has been emails sent to me from GML Trustees asking to meet about the MOU. I have a sense there is some trepidation on the MOU. In my most tactful way I explained the MOU had not changed in any way from the one first presented nearly six months ago. There has been conversations and votes by four bodies on the agreement while I will be more than accommodating in meeting with the GML, there is nothing I can do at this point to change the MOU.

However, it would be helpful to know if they feel they do not want to go forward with the MOU as agreed, it should be announced publicly. This would allow Library Director Rodio and me to reduce the time allocated to budgets, job descriptions, technology planning, interviews and other considerations to be attended to over the next five months to be reassessed. We want this to be right for all parties, if it is not fitting well for the GML Trustees, I respect that position, but we need to know we should not waste more time on the MOU.

**Bartholomew Investments,** Treasurer Baldini and me had a recent consult with our investment advisor. While the Town of South Hadley investment performed fairly well there is a great deal of turbulence in the marketplace. It may come as no surprise the majority of our investments improved at a healthy rate, in comparison to past years.

There is a great deal of strangeness in the market right now, but I do not think we should adjust any strategies we have in place or alter the portfolio. The balance as of December 31, 2016 stood at \$14,359,307 for the all the trusts with the exception of OPEB which is kept separate as required which is at \$363,163 as of the same date.

**Distressed Property Update**, we have owned 16 Ludlow Street for a couple of months now, but we still have been wrestling with the courts to get into the property to see what we have got on our hands. The occupant has been reported to have vacated as ordered by Housing Court, now we are waiting for the final decree to board and secure the property we are advised not to enter the property until such time as we have the final documents. This is not an easy process.

Bond Reissuance Opportunities, Town Hall Front Roof are both issues I hoped to have more on for this report. They will both be included in my next TA Report hopefully or covered in the February 21 meeting. Thank you for your consideration.

Respectfully submitted,

Michael J Sullivan

Town Administrator, South Hadley