

Sarah Etelman, Chair
John Hine, Vice-Chair
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Michael J. Sullivan
Town Administrator

February 16, 2018

Honorable Selectboard Member:

Please accept this report as an abridged accounting of activities I and the hardworking town employees have been addressing in South Hadley Town Hall and beyond. There is a lot happening, I hope this report will frame some of the more contemporary and demanding tasks at hand.

As always, thank you for the support, direction and leadership you provide!



River to Range Phase I, River to Range Phase 1, off of Ferry Street has officially started and with some reasonable weather is well on its way. This photo was supplied by the Assistant Planner/Conservation Administrator Anne Capra. The progress will remain weather dependent and I am encouraging the DPW to start their portion of the project (parking area) as soon as possible.

We are hoping that sometime in the spring we will officially open the trail with an appropriate celebration. The Selectboard and the Bike/Walk Committee should be very proud of this project. I also commend Mount Holyoke College for their investment and support of this project. Thank you to Senator Rosenberg, Representative Scibak, Governor Baker and Amanda Lewis (DCR) for their financial support. Internally Richard Harris and Anne Capra have done yeoman's work, as well.

Solid Waste RFP, the RFP to solicit interested parties is ready to go. DPW Superintendent Jim Reidy has done a great job authoring the document. We believe there is at least four interested well qualified groups.

The challenge will be this is happening at a very transitional time in Western Massachusetts both for trash hauling and disposal and recycling. The South Hadley Landfill is closed, you may have heard, Chicopee is essentially closed and the burn facility in West Springfield is at capacity. The state run recycling facility in Springfield is scheduled to close in two years.

This will all have a dispositive effect on hauling prices going forward, which would be true if we stayed with the present carrier or not. It is just hard to tell where it will shake out.

We have had some intro meetings with different contractors and we expressed to them how important service is to us. The present contractor is disappointed we are exercising our contractual right, which is understandable to seek other providers. I explained when we met, they have been a great community partner and until the recent serious service issues did reasonably well picking up the trash. That said we cannot ignore the issue of service breakdown was severe and unreasonably prolonged. They remain interested and stated they will likely make a proposal.

Main Street TIP Project, DPW Superintendent Jim Reidy and I met with Tighe and Bond Engineers to review some of the preliminary design for Main Street from the Chicopee line to the Library. The plans and project itself has been divided into four areas of concentration. Canal to Carew, Carew to Bridge, Bridge to Lamb (along Main), Lamb to the Chicopee line.

There are a few versions of bike and pedestrian concepts in these preliminary plans. I met with the Bike/Walk Chair Mariann Millard and asked for her and her committee to review the conceptual plans. Planning and the RDA have also been made aware.

This project is on the 2020 Transportation Improvement Plan, it could be moved up if the design is decided on and the plans are at 75% and other communities have projects which do not go forward. There is no rush, it is just nice to see we are working towards a substantial investment in infrastructure for 2020 to some of what we hope to see in FY 19 through the MassWorks Grant. Together it will be over \$3 million of investment.

Senior Center, The Senior Center Project will be discussed at the upcoming joint Appropriations/Capital Planning Meeting scheduled for Wednesday February 28 at 6 PM in Town Hall. There will be another similar presentation at the March 6th Selectboard Meeting.

Director Hennessey and Architect Tim Eagles (EDI) will both attend the meetings to offer an understanding of the project progress and past in regards to the conceptual plan.

As you know there is no final decision made on whether to build a center or not, the hope is the conceptual plan will have answered enough questions by late April that would allow a borrowing consideration to come before the Town Meeting. It is understood past projects may have been processed differently, the idea is to get a solid bonding commitment on where the project is at in the conceptual design level, before any more money or staff time is allocated to the concept. It is understood there is a number of questions to be answered.

FY 19 Budget, The draft budget has seen one minor and one significant change. The minor is a \$3,800 increase in the Town Clerk's budget to cover the General Code e360 maintenance fee and the cost of updates to by-laws or policy in FY19

The more significant change was \$434 K reduction in the short term borrowing. Because we had rolled some of the "rolling debt" into a fixed term bond last year to lock in some low interest rates, as they started to creep upward. It was necessary to move the scheduled annual increase from short term to long term interest. This does not change the term of an item, if a piece of equipment was scheduled to be paid off in eight years or a sidewalk in ten years that does not change. \$434K was already added to the Long Term interest and principal budget. It also does not change the schedule set forth in the original borrowing strategy.

The question was asked at the previous SB meeting about having some levy capacity in terms of the budget. In discussions with the Town Accountant William Sutton it was suggested some of that issue will be worked out when we have some of the final revenue figures, if there is any "excess" it will likely be a relatively small amount and I probably would recommend it be appropriated to OPED or similar fund, but we should wait and see how it all works out.

Census Project, I am happy to report we have made great progress in processing the census material. There are a number of people who made Herculean efforts to make this happen faster than originally predicted. Chief among them is Town Clerk Hamlin, but there should be others Kristin Maher, Courtney Hummel, Claudia Frappier, even I spent some time opening envelopes (you do what you are qualified to do) and sorting.

This has allowed the Clerk to rescind the original plan to limit hours of operation for the Clerk's Office, the office will also be open until 5 PM on February 20 for nomination paper to be returned. Great team work! Thank you all!

ViewPoint Cloud, Building, Health, Clerk, Assessors, IT, Planning and I attended a webinar in Room 1 on Monday to see some of the innovations VP will be offering with their “Cloud” feature.

It was clear it would be a nice tool to have, remote access to files for the Building Department or Health while out in the field. Checking applications on your Ipad, applying for applications, printing in the field and a host of other applications were interesting. We have asked VP to prepare a cost estimate for this new feature, so we will see where it goes from there. Thank you Jamie Doolittle for coordinating this webinar and idea.

VBS/Bewegen; It looks like we may be ready to go forward with installation of the e-bike share kiosks at the Town Common and at the PD as early as (late) April. The representatives of the vendor were in town this week and are developing final plans.

Town Planner Richard Harris has done an impressive job at coordinating this project and Mark Gilmore at SHELD has been very helpful. Thank you to both and others who have been chipping in on this project.

Thank you for your support and leadership!

Respectfully submitted;

Michael J. Sullivan
Town Administrator, South Hadley