

**SELECTBOARD MEETING
TUESDAY, JANUARY 21, 2020
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. These meetings may be audio and/or visually recorded

1. CALL TO ORDER
2. APPROVAL OF MINUTES: Draft minutes of Jan. 7, 2020,
Draft executive session minutes of Dec. 12, 2019
3. ANNOUNCEMENTS/OPEN FORUM
4. NEW BUSINESS
 - A. Ledges Rate Changes – M. Fontaine
 - B. Acceptance of Police Union MOA
 - C. Change of Hours of Operation Drunken Rabbit (LLA)
5. RESIGNATIONS
 - A. Ryan LaFond - Historical Commission, Historic District Study Committee
 - B. Carol Gillis – Bike Walk Committee
 - C. Allyson Garcia – COA, MPIC, Appropriations Committee
 - D. Margaret Jodoin – Bike Walk Committee – effective June 30
 - E. Janet Veitch – COA
 - F. Heather Clark-Blankenbaker – COA
6. OTHER BUSINESS
 - A. MPIC Matrix and Goals
 - B. FY 2021 Budget Update
 - C. Dog License Fees / Sealers of Weights and Measures Rates (vote)
7. TOWN ADMINISTRATOR’S REPORT
8. CHAIRWOMAN’S REPORT
9. ADJOURN

**SELECTBOARD MEETING
TUESDAY, JAN. 7, 2020
DRAFT MEETING MINUTES
SELECTBOARD MEETING ROOM – 7 P.M.**

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

CALL TO ORDER

Miles called the meeting to order at 7 p.m.

APPROVAL OF MINUTES

Forcier motioned to approve the draft minutes of Dec. 19, 2019. Cyr seconded. All in favor.

ANNOUNCEMENTS

Forcier noted Bag The Community will take place over the Jan. 18-20 weekend and the Bike Walk Committee will hold a trek at Ledges Golf Course Jan. 19.

Etelman reminded residents Town Meeting voted to combine the annual town election, normally held in April, with the March 3 Presidential Primary. The last day to register to vote in that election is Feb. 12.

ADOPTION OF URBAN REDEVELOPMENT & RENEWAL PLAN

Etelman moved to approve the South Hadley Falls Urban Redevelopment and Renewal Plan as endorsed by Special Town Meeting on Nov. 20, 2019. Cyr seconded. All in favor.

OPEN SPACE & RECREATION PLAN

Forcier motioned to accept the Open Space and Recreation Plan. Cyr seconded. All in favor.

TOWN ADMINISTRATOR'S REPORT

Part of the update was to accommodate boards and committees that have grown larger to nine members. The additional monitors in the room are ADA compliant, as is the new chair layout. Sullivan called the updates to the Selectboard room a wise investment for a room that receives much use from a plethora of boards and committees.

Sullivan met with Ledges General Manager Michael Fontaine, IGM Vice President Steve Gano and Recreation Director Andy Rogers to discuss the past golf season. Fontaine will discuss FY20 golf season rates and improvements at the Selectboard's next meeting on Jan. 21. Rounds of golf were up. It looks like IGM is off in projections due to the town using fiscal years and IGM using calendar years. Sullivan noted the town did not have to pay unemployment costs this year for Ledges employees. He reminded residents Ledges is open for walking in the winter but residents and their pets should stay off the greens.

After a request by the Friends of the South Hadley Dog Park to begin volunteer work, Sullivan said it would be best to wait until all contracts with the construction company, JAM Corp, and the Stanton Foundation, have been signed. Sullivan said he consulted with MIIA and town

counsel to review what is and is not appropriate work for volunteers to take on. He will work with the Friends to ensure someone directs volunteers, and that all volunteers sign forms. JAM Corp was the lowest bidder in the second round of dog park project bids. Once the town receives commitment from The Stanton Foundation it will consider moving forward with executing the project contract.

For the full town administrator's report, see the Jan. 7, 2020 Selectboard Meeting Packet.

ADJOURN / EXECUTIVE SESSION

Etelman moved to enter executive session under MGL Chapter 39 Subsection 32 B for the purpose of bargaining – police union. Cyr second.

Members voted affirmatively by roll call vote as follows:

Forcier – Aye
Etelman – Aye
Miles – Aye
Cyr – Aye
Geraghty – Aye

Miles said the board would not return to open session. The board entered executive session at 7:25 p.m. Executive session minutes will be released at an appropriate time and vote by the board.

RESPECTFULLY SUBMITTED
Kristin Maher
Executive Assistant to Administration



The Ledges Golf Club

Winter 2019 Report

General Comments

The golf course staff has continued to receive many positive reviews. We heard positive comments on the professional level of service provided by the golf shop and in the Sunset Grille. Players (and members) commented on the presentation and daily cleanliness of the facilities.

Overall, favorable days to play golf were close to the average in western Mass for 2019. Specifically, April and May were littered with non-favorable days to play golf, but June through September resulted in more favorable days than the average. October fell off quickly with rounds and revenue not meeting budget, and the weather in November created an earlier than normal closure. In summary, revenue is well ahead of prior year but slightly short of projections.

Revenue

Rounds 2019 Season

	2018 Actual	2019 Actual
Member and Paid	24,492	25,401

Revenue 2019 Season

	2018 Actual	2019 Actual
Golf	\$794,322	\$882,768
F&B	\$236,269	\$304,188

- Total Revenue Actual \$1,186,956
- Does not include an additional \$4,574.25 in online sales
- Memberships \$124,876 compared to \$115,395 in 2018
- Merchandise Sales \$44,409 compared to \$33,509 in 2018

Rounds July 1 through December 31

	FYTD Actual
Member and Paid	15,431

Revenue July 1 through December 31

	FYTD Actual
Golf	\$464,976
F&B	\$186,941



The Ledges Golf Club

2019 Strengths

- Created a club / professional atmosphere
- Managed cart staging, rotation and daily cleaning effectively
- Coordination between maintenance and operations was seamless
- Increased membership revenue by nearly 9%
- Increased merchandise sales by 30%
- Increased F&B sales by 28%
- The improved look and consistency of the Grille was very well-received

Opportunities for Improvement

- Increase Ranger presence during our busiest times to reduce slow-play complaints
- Schedule counter personnel to leave more business-hour time for recruitment of new players and outings
- Improve cart directional signage during wet weather periods
- Be more consistent with social media posts
- More direct contact to prior members and prospective members
- Expand events such as glow-ball, season opener, wine and dine, etc.
- Take advantage of a relatively low cart fee compared to our competition
- Focus on promoting July and early August during “vacation time”
 - 9 – Hole skins on the weekend afternoons
 - Specials after 3pm on weekends
 - Open house dates
- Promote 9-hole rounds between morning play and league play

Walking 2019 / 2020**Cart Rate 2019 /2020****With Cart****Weekdays**

Non Res Weekday (18)	\$31 / \$33	\$12/\$14	\$43 / \$47
Resident Weekday (18)	\$26 / \$28	\$12/\$14	\$38 / \$42
Non Res Sr. Wkday (18)	\$24 / \$26	\$12 / \$14	\$36 / \$40
Resident Sr Wkday (18)	\$22 / \$24	\$12 / \$14	\$34 / \$38
Military/ Student Wkday (18)	\$24 / \$26	\$12 / \$14	\$36 / \$40
Junior under 18 Wkday (18)	\$15 / \$20	\$12 / \$14	\$27 / \$34
Junior under 13 Wkday (18)	\$1 / \$6	w/adult \$12 / \$14	\$1 / \$20

Weekends/ Holidays

Non Res Wkend (18)	\$40 / \$41	\$12 / \$14	\$52 / \$55
Resident Wkend (18) after 1pm	\$35 / \$36	\$12 / \$14	\$47 / \$50
Non Res Twilight wkend after 3pm	\$31 / \$33	\$12 / \$14	\$43 / \$47
Resident Twilight wkend after 3pm	\$26 / \$28	\$12 / \$14	\$38 / \$42
Sunset after 5pm	\$25 / \$25	\$5 / \$5	\$30 / \$30
Military/Student/Senior After 1pm	\$25 / \$30	\$12/ \$14	\$37 / \$44
Juniors Under 18 After 1pm	\$15 / \$20	\$12 / \$14	\$27 / \$34
Juniors under 13 After 4pm	\$1 / \$6	w/adult \$12 / \$14	\$1 / \$20

9 Holes Weekday and Weekend/ Holidays

Weekday Any type and league	\$22 / \$22	\$7 / \$8	\$29 / \$30
Non Res Weekend	\$25 / \$26	\$7 / \$8	\$32 / \$34
Resident Weekend	\$23 / \$24	\$7 / \$8	\$30 / \$32
Junior Under 18	\$8 / \$12	\$7 / \$8	\$15 / \$20
Junior Under 13 After 4pm	\$1 / \$6	\$7 / \$8	\$1 / \$14



Ledges Golf Club 2020 Annual Pass Application

Name: _____ Date of Birth: _____

Address: _____ Home Phone: _____

City: _____ State: _____ Zip: _____ Work Phone: _____

Email: _____ Cell Phone: _____

Spouse (family membership option): _____

Child #1: _____ Child #2: _____

=====
Check One Membership Type

- Family, 7 day \$2,250.00
- Senior Family, 7 day - (62+) \$2,050.00
- Single, 7 day \$1,600.00
- Single, weekday (Mon – Fri) \$1,300.00
- Senior, 7 day (62+) \$1,525.00
- Senior, weekday (62+) (Mon-Fri) \$1,250.00
- Twilight (after 1pm), 7 day \$1,200.00
- Twilight (after 1pm), weekday (M –F) \$950.00
- Junior, 17 and under, 7 day \$350.00 *(Weekends/Holidays after 1pm)*
- Student, 19-22, 7 day \$600.00 *(Weekends/Holidays after 1pm)*
- Young professional, 23-29, 7 day \$1,100.00
- GHIN Handicap Service \$40.00

Cart Memberships

- Single Cart Membership \$800.00
- Additional Family Cart Membership \$250.00

*Cart Rates pay as you go: 18 holes \$14 per rider 9 holes \$8 per rider

TOTAL FEES DUE \$ _____

The Ledges Golf Club Annual Pass is valid for the 2019 golf season, (open to close). This agreement entitles the pass holder to unlimited golf at the Ledges Golf Club for the season, however there may be times when the course and tee are closed for private events and leagues. If a pass holder wishes to play outside of thier allotted times and days, they may do so by paying the normal rack fees for that particular time and day.

Additional Information and Payment form

2019 Golf Report

South Hadley High Golf Team Course Usage/Cost Analysis

The South Hadley golf team plays fall golf at the Ledges Golf Club primarily on weekdays at approximately 3pm. Their team uses the practice range in late August as a team prep for the coach to evaluate the potential players. Other dates are used as practices and playing opportunities prior to the League match schedule. The following are dates and times used for matches. It should be noted that the coach is present for all matches and practices and monitors the players to help expedite pace of play requirements. (many of the players are very inexperienced on a golf course, and are in need of learning proper etiquette and golf course repair practices. The Coach communicates with the golf staff to arrange a mutually agreeable time to have practices and play matches.

Practice dates

August 22, 26,27,29 September 12, 19, October 3

Total players 88 players represents 30 tee times during those scheduled times

Practice Range use one day 30 buckets of balls were used gratis (normal cost \$150) The players practicing took up the range space during that time.

Golf Match dates

September 9, 10 , 23 October 3, 7, 9

Total players 66 players represents 24 tee times during those matches

One match was scheduled for October 7th and was cancelled in the late morning hours by the Athletic directors resulting in unused tee times (6) for that day. It was forecasted to rain that day but as is often the case the rain did not move in until approx 7pm which would have given plenty of time to complete the match. Having an outside source cancel a match which could and should have been played should be changed and controlled by the golf course professional staff as it does for other scheduled events at the club.

Club revenues potential loss during these practices and times as follows:

9 hole bookings @ \$29 (54 tee times) \$1,566

18 hole bookings @ \$43 (54 tee times) \$2,322

Memorandum of Agreement

between

The Town of South Hadley

and

South Hadley Police Union, MASSCOP, Local 428

This Memorandum sets forth the material terms of a successor collective bargaining agreement reached between the Union's and the Town's negotiating teams, subject to ratification by the Union membership of the Union, approval by the Board of Selectmen, and funding by the Town Meeting as required by law.

The collective bargaining agreement which expires on June 30, 2019 shall be extended without change for a period of three years except as provided herein. The following provisions represent the material changes in the parties' agreement for an agreement through June 30, 2022.

GENERAL AGREEMENTS

The parties agree to integrate this Memorandum of Agreement with the existing Collective Bargaining Agreement, as well as make non-substantive modifications to the form of the agreement to correct typographical and grammatical errors.

General Provisions

Article 1 Recognition

The Town will accept striking "Ranking Lieutenant of Police"

Article 3 Union Dues and Agency Fees

1. Employees electing to join the Union as members shall sign and submit to the Town the authorization of dues forms. Employees may elect to pay an Agency Fee, equal to the dues amount, to the Union by executing an Agency Fee authorization form, expressly authorizing the Town to deduct the Agency Fee.

Upon receipt of an authorization of dues/agency form, the Employer agrees to deduct, each week, union membership dues or agency fees levied in accordance with the Constitution of the Union from the pay of each employee in the unit who executes or has executed said form. The Town shall remit the aggregate amount to the Treasurer of the Union along with a list of employees who have had said dues/agency fees deducted. Such remittance shall be made by the 10th of each month.

No such deductions shall be made without an authorization dues/agency form. Deductions may be made for all employees who have executed said form, regardless of their probationary status.

The Union shall be responsible for providing the forms required herein.

2. The Union hereby agrees to indemnify the Employer and hold it harmless from and against any and all claims, demands, liabilities, suits or any other form of action arising from or relating to any action taken by the Employer in reliance upon information furnished by the Union to the Employer for the purpose of complying with any of the provisions of this Article.

Article 5 Grievance Procedure

Throughout contract including but not limited to **Article 5** strike "Board of Selectmen" and replace with "Selectboard" or "South Hadley Selectboard".

Article 6 Disciplinary Action

Add the following new language.

"This provision shall not be applicable to probationary police officers."

Article 9 Overtime and Call-In Pay

Section 3C, add the following:

"There will be a 320 hour straight-time maximum for compensatory time, anyone over that limit will be paid for the time at the appropriate rate, unless otherwise required, in next pay."

Article 10 Outside Details

Insert after "applicable rate." in section 4

"Cancellations of details with less than four (4) hours advance notice, shall be paid a four hour minimum at the rate of \$55 per hour for contractors and \$48 per hour for municipal details. Cancellation of a detail with less than four (4) hour notice, shall be paid a four hour minimum at the rate off \$55 per hour for an outside detail, and \$48 per hour for a Town of South Hadley detail."

If a vendor requests an outside detail of eight (8) hours or more, the detail may be divided to obtain coverage and provide a fair and equitable distribution of outside details to employees covered by this agreement. If an eight (8) hour or more outside detail is divided, the first (4) hour pay minimum will apply to the employee assigned to the first half of the detail, if the detail is cancelled with less than four (4) hours advance notice of the start of the 1st half of the detail. The employee assigned to the second half of the detail will be eligible for a four (4) hour pay minimum if the detail is cancelled with less than four (4) hours advance notice of the start time of the 2nd half of the detail."

Amend section 6 as follows:

The rates in the the first sentence of section 6 will be amended as follows: \$55 per hour for contractors and \$48 per hour for municipal details (SHELD, DPW, Schools, not including Districts).

Add to Section 6:

If an officer is ordered to a detail with less than four hours' notice, the Emergency Rate shall be applied to the first four (4) hours of the detail. The Emergency rate for contractors is \$82.50 and for municipal details (SHELD, DPW, Schools, not including Districts) is \$72.00. The Emergency Rate only applies to requests within the Town of South Hadley.

These rates, except emergencies, apply to all detail requests from other municipalities or government entities.

Article 16
Uniform Allowance

Effective July 1, 2020, Article 16, section 2 shall be deleted and the Town shall add to annual base wages \$900 (existing uniform allowance) +\$100 (addition) = \$1,000 (total) rolled to base.

Article 24
Management Rights

Add the following new language.

"The Town retains the right to require each probationary police officer to complete self-evaluations."

Article 26
Personal Leave

Insert "mental health" as a provision to request a "Personal Day".

Article 27
Miscellaneous

Amend section 4 as follows:

Strike "\$200" and insert "\$400".

Article 31
Wages

Base wage increases as follows:

- Effective July 1, 2019, \$325 increase to base
- Effective July 1, 2020, \$325 increase to base
- Effective July 1, 2021, \$325 increase to base

After base wage increases as listed in the above paragraphs

- Effective July 1, 2019, 1.5% increase to base
- Effective July 1, 2020, 1.5% increase to base
- Effective July 1, 2021, 1.5% increase to base

**Article 37
Fitness and Wellness Standards**

Amend as follows:

Strike "\$400" and insert "\$500" and strike "\$600" and insert "\$750".

strike

"shall have the right to place the officer on unpaid leave until the officer is able to meet all standards."

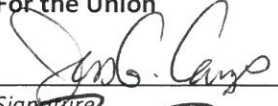
and insert

"The Union may propose a modified Fitness and Wellness Standards for an individual who, though required to pass the exam, is unable to pass the standards as stated due to a documented medical or a genetic condition or as the result of a previous work related injury when agreed upon by the Chief which demonstrates the officers ability to perform the duties required". "All work product and information related to any modification may be protected from disclosure and will comply with federal and state law."

**Article 38
Duration**


Three-year term – July 1, 2019 – June 30, 2022


For the Union

 1-3-2020
Signature Date


 1-4-2020
Signature Date

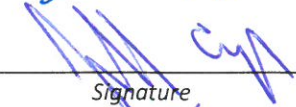
 1-4-2020
Signature Date

 4/6/21 1/5/2020
Signature Date

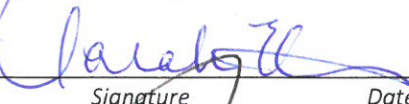
 5/17 1/5/2020
Signature Date

For the Town

 1/7/20
Signature Date

 1/7/20
Signature Date

 1/7/20
Signature Date

 1/7/20
Signature Date

 1/7/2020
Signature Date

The Selectboard acting as the Local License Authority is requested to allow the Drunken Rabbit Brewery operating at 749A New Ludlow Road to adjust its hours as follows.

Current days/hours open is this:

Monday - Closed

Tuesday - Closed

Wednesday 3:30–9PM

Thursday 3:30–9PM

Friday 3:30–10PM

Saturday 12–10PM

Sunday 12–8PM

We would now like to open Monday and Tuesday as well.

Our new schedule would be as follows:

Monday 3:30–9PM

Tuesday 3:30–9PM

Wednesday 3:30–9PM

Thursday 3:30–9PM

Friday 3:30–10PM

Saturday 12–10PM

Sunday 12–8PM

Re: Resignation

On Sun, Jan 5, 2020 at 2:30 PM Ryan Lafond wrote:

Dear members of the Selectboard,

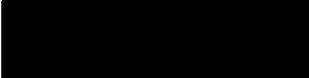
I am writing you to tender my resignation as a member of the Historical Commission and the Historic District Study Committee effective today, 1/5/20.

Thank for the opportunity to serve.

Respectfully,
Ryan Lafond

Sent from my iPhone

Carol J Gillis
7 College Street
South Hadley, MA. 01075



January 9, 2020

To the South Hadley Selectboard:

I am writing to notify you of my immediate resignation from the Bike/Walk Committee.

Sincerely,

A handwritten signature in cursive script that reads "Carol Gillis".

Carol Gillis

Dear Clerk,

RECEIVED
TOWN OF SOUTH HADLEY
TOWN CLERK'S OFFICE

2020 JAN 14 AM 11:14

I, Allyson Garcia, am
requesting to resign from
Council on Aging Board,^{of Directors}
Master Plan Implementation Committee
and Appropriations Committee.

Thank you for the opportunity.

Sincerely,

Allyson Garcia



Fwd: Notice of Resignation

1 message

----- Forwarded message -----

From: **Margaret Jodoin**

Date: Thu, Jan 16, 2020 at 11:46 AM

Subject: Notice of Resignation

To: <amiles@southhadleyma.gov>, Mike Sullivan <msullivan@southhadleyma.gov>

Cc: Mariann Millard

Dear Members of the Select Board,

Please accept this letter as notice that I will be resigning from the Bike-Walk Committee effective June 30, 2020. It has been an honor to serve on this committee.


I can't say enough about the leadership Mariann has provided. I look back on several of the events, the River Roll and Stroll, the opening of the Leaping Well Nature Trail and of course the true introduction via the many TREKs to the several Conservation Areas in our community. It has been an exciting time for me and for the community members who have availed themselves of these opportunities.

I wish the committee continued success.

Sincerely,

Margaret Jodoin

Janet L Veitch
17 Worthington Drive
South Hadley, MA 01075-3320



January 2, 2020

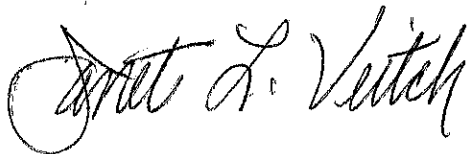
Leslie Hennessey
Director
South Hadley Council on Aging
9 East Parkview Drive
South Hadley, MA 01075

Dear Leslie,

Because I am taking on more responsibilities at Loomis Village, specifically the vice-presidency of the Loomis Village Residents Association, a position that will become the presidency in 2022, I am pulling back on other commitments.

It is for the above reason that I ask you to accept my resignation from the South Hadley COA. I have enjoyed working with you and the COA, especially though the period of planning for the new Senior Center, and I look forward to its successful completion.

Sincerely,



Janet L Veitch

Fwd: COA board

----- Forwarded message -----

From: **Heather Clark**

Date: Mon, Jan 13, 2020 at 3:02 PM

Subject: COA board

To: Leslie Hennessey <lhennessey@southhadleyma.gov>

Hello Leslie,

I'm writing to inform you that I need to resign from sitting in the COA board effective 1/13/2020.

I Was completing the all staff, new year refresher on conflict of interest webinar and I'm afraid that sitting on this board will fall into a shady area that some may see as a conflict with my current position.

I apologize for not thinking about this before petitioning to be a part of your organization.

If there is anything I can do to assist your mission, as a regular volunteer, please keep me in mind.

Heather Clark-Blankenbaker



GOALS AND OBJECTIVES



GOAL 1: South Hadley creates an environment in which all community members can prosper and thrive.

OBJECTIVE 1-1: Create the physical and regulatory conditions that support job retention and growth.

OBJECTIVE 1-2: Focus economic development that provides needed goods and services to the community in specific areas of Town.

OBJECTIVE 1-3: Support the development of housing at different scales and price ranges to meet the needs of people at all life stages and incomes.

OBJECTIVE 1-4: Improve connections for all, including those with varied abilities to open space and recreational activities to support community health and engagement.

OBJECTIVE 1-5: Strengthen social engagement by providing multi-generational programming.

OBJECTIVE 1-6: Support educational resources for people of all ages and abilities.



GOAL 2: South Hadley provides community-wide stewardship of its natural, cultural, and historic resources.

OBJECTIVE 2-1: Protect the community's drinking water supply and ensure that it is adequate to meet the needs of the community in perpetuity.

OBJECTIVE 2-2: Expand resources by engaging community members in support of the acquisition and maintenance of strategic open space parcels to support community and wildlife needs.

OBJECTIVE 2-3: Protect agricultural land as a natural resource and encourage active agricultural uses in appropriate places throughout the town as a contribution to the South Hadley community.

OBJECTIVE 2-4: Identify state and federal programs and seek grants and other sources of funding.

OBJECTIVE 2-5: Develop regulations and programs that support the reuse and rehabilitation of historic buildings, the retention of historic development patterns (the interrelationship of streets, building footprints, and open spaces), and the protection of viewsheds (views of landscapes and/or natural and historic resources), especially those of the Connecticut River.

OBJECTIVE 2-6: Integrate cultural opportunities into the life of the Town, including regular and seasonal community events, public art in appropriate areas of town, support for cultural and educational organizations, and a variety of indoor and outdoor gathering spaces.



GOALS AND OBJECTIVES



GOAL 3: South Hadley incorporates measures in its policies and practices to increase the Town's resiliency and ability to prosper and thrive in response to challenges such as a significant economic downturn, changing demographic trends, climate change, or other stressors.

OBJECTIVE 3-1: Address climate change and resiliency measures in all actions.

OBJECTIVE 3-2: Identify and take advantage of non-tax base revenue sources.

OBJECTIVE 3-3: Diversify the tax base to support jobs, goods, and services for residents and strengthen the municipal budget in order to increase capacity and services.

OBJECTIVE 3-4: Encourage participation in Town boards and committees by people who are now or have been underrepresented in the community, as demographics change over time, to ensure broad-based representation in decision-making and support for Town policies and actions.



GOAL 4: South Hadley is a leader in municipal communication.

OBJECTIVE 4-1: Support a strong sense of identity through coordinated graphics on social media, signage, and other messaging.

OBJECTIVE 4-2: Provide a consistent, positive message for members in the South Hadley Community and beyond, including attracting new businesses.

OBJECTIVE 4-3: Develop a clear and consistent method of publicizing Town policies.

OBJECTIVE 4-4: Provide timely information about Town actions, services, meetings, and events.

OBJECTIVE 4-5: Function well and consistently in an emergency.

OBJECTIVE 4-6: Communicate progress in reaching the goals of this plan using the metrics defined in the implementation plan to indicate success or a need to reorient Town efforts.



THEMES AND PRIORITIES



BALANCE PRESERVATION AND DEVELOPMENT

PRIORITIES:

Protect natural resources.

- Implement protections for the town's drinking water supply, including the entire aquifer, the Bachelor Brook Reservoir, and Buttery Brook
- Protect agricultural land as a natural resource and encourage agricultural activities as a contribution to the South Hadley community
- Provide protections for unprotected agricultural land and the ecological habitat along the banks of the Connecticut River. Conserve ecological habitat and use it for educational programming

Preserve historic buildings and development patterns.

- Preserve viewsheds of the Connecticut River
- Preserve Alvord Street as a scenic route
- Develop design guidelines for new development, renovation and rehabilitation, and streetscape, both public and private. Consider compatibility with context, particularly scale, rather than consistency with style

Redevelop existing developed but underutilized areas.

- Re-develop South Hadley Falls:
 1. Retain its historic character/identity
 2. Preserve and expand public access to the waterfront
 3. Provide opportunities for new jobs and housing
- Develop Woodlawn Plaza as a part of a 40R smart growth strategy to provide dense mixed-use opportunities for further retail development and affordable housing, building on commercial uses that already exist there

Identify specific areas for future open space and recreational uses, including trails.

- Protect the Ledges Golf Course in recognition of its valuable open space and recreational amenities; consider activities in addition to golf
- Identify opportunities to create non-vehicular routes and short-cuts among services, goods, and jobs, as well as open space and recreation



NEIGHBORHOODS FOR ALL AGES

PRIORITIES:

Support the development of housing options for all ages and incomes:

- South Hadley Falls
- Intersection of Routes 116 and 33
- Town Common Neighborhood

Modify existing regulatory and permitting requirements to encourage diverse commercial uses

- South Hadley Falls
- Woodlawn Neighborhood
- Intersections of Routes 202 and 33
- Town Common Neighborhood

Support safe and healthy connections within each neighborhood

- Preserve and expand access to South Hadley's robust network of both passive and active open spaces
- Reduce barriers that prevent students from walking or biking to schools
- Provide inter-generational spaces and programming to diminish feelings of isolation among the senior population
- Provide a wide range of housing options located near services offering affordability and accessibility to increase opportunities for aging-in-place in South Hadley
- Support educational opportunities for children and adults



THEMES AND PRIORITIES



PEOPLE, PROSPERITY, HOUSING, AND CONNECTIONS

PRIORITIES:

- Track changing demographics to ensure that Town services and programs continue to meet the needs of residents
- Provide and expand services and infrastructure for vulnerable populations
- Support and expand services offered by the Senior Center/Council on Aging
- Ensure that economic growth is equitably distributed within the community by retaining existing local businesses and creating the conditions, including opportunities and incentives, for local small-scale businesses to establish themselves and thrive
- Expand the development of work force initiatives for South Hadley to be a place to attract employees to businesses in town.
- Provide a wide range of options for housing types with affordable units distributed within new housing construction to support neighborhoods with a mix of incomes and ages
- Identify and improve opportunities for expanding physical connections throughout South Hadley including sidewalks, alternative off-road connectivity trails and shared-use paths, and other multi-modal infrastructure
- Offer improved transportation options to provide access to critical services such as food providers, medical services, the library and Town Hall
- Maintain a variety of open space types suited to all age groups and acquiring empty nonconforming lots for small pocket parks or gardens wherever feasible to build up the open space network and connectivity
- Provide street furniture, particularly outdoor seating or other rest areas, as a means to maximize the use of multi-modal connectivity networks by adding a layer of social infrastructure



SUSTAINABILITY AND RESILIENCY

PRIORITIES:

- Reinforce and publicize a strong community identity, continuing the use of a consistent graphic identity for Town materials (physical and virtual) and extending a consistent identity for signage throughout the town
- Develop a marketing program to attract a variety of businesses to the four developed areas of town
- Increase usage of website and social media to communicate with residents
- Increase person-to-person outreach in the town, especially for isolated populations
- Engage residents new to municipal processes to increase the pool of volunteers and people invested in Town policies and programs



QUESTIONNAIRE - SIDE B

BOARD/COMMITTEE:

RESOURCES

Please list any resources you (your board or committee) anticipate requiring in order to address actions to support the proposed goals.

METRICS

Please describe how you (your board or committee) might measure the success of actions taken to support the proposed goals.

ADDITIONAL COMMENTS

Thank-you for your feedback! If you have any additional comments, questions, or concerns, please feel free to express them below:

Change of Dog License Fee

Presently

\$10 for spayed/neutered

\$15 for non-spayed/neutered

\$5 late fee (bills sent January 1, late after March 30)

Proposed

\$15 for spayed/neutered

\$20 for non-spayed/neutered

\$5 late fee (bills sent January 1, late after March 30)

With these increases the South Hadley will remain consistent other communities in the region. It should be noted Dog Fee collected support your local library according to state law.

Rates as of January 17, 2020 voted on by South Hadley Selectboard

Town Of South Hadley Sealer of Weights and Measure

Services performed through municipal agreement by;

John Frey

jfrey@northampton

413 587 1240

City of Northampton Massachusetts

212 Main Street Municipal Building

Northampton, MA 01060

Fee schedule for Weights and Measures certifications and inspections in accordance with MGL c98

Balances and Scales

Over 10,000 lbs.	\$250
5,000 - 10,000	\$150
1,000 – 5,000	\$100
100 – 1,000	\$60
0 - 100	\$40

Weights

Avoirdupois, Metric, Apothecary, Troy \$6.00

Capacity Measures

Vehicle tanks (each indicator) \$40

Each 100 gallons or fraction thereof \$30

Liquids

\$12.00 (<or> than 1 gallon)

Liquid measuring meters

Inlet 1/2" or less (oil, grease) or inlet greater than 1/2", up to 1" (gasoline pumps) \$40

Inlet more than 1", vehicle tank pump or gravity (oil trucks) \$80

Bulk Storage

\$90.00 each stop on pump additional \$12.00

Rates as of January 17, 2020 voted on by South Hadley Selectboard

Retail Scanner Price Verification

1-3 registers \$110

4-11 registers \$225

12 or more registers \$450.00

Other Inspections

Taxi Meters, Odometer, Hubodometer \$55

Fabric, wire, rope, cordage, reverse vending \$40

Leather Measure (semi-annual), Yard Stick, Tapes, Milk Jar (per gross) Dry Measures \$25

Adjustments, repairs during inspection, Special facilities add \$20

Make checks payable to and mail to:

Town of South Hadley Inspection Services

116 Main St, Room M16 South Hadley, MA 01075

Andrea Miles, Chair
Jeff Cyr, Vice-Chair
Christopher Geraghty, Clerk
Sarah Etelman
Bruce Forcier

Michael J. Sullivan
Town Administrator

January 17, 2020

Honorable Selectboard,

Please accept this report as an abridged accounting of the activities and initiatives I and others have been engaged in on your behalf. As you are aware we are in a very busy cycle with preparation for the next fiscal year, monitoring the close of this fiscal year, elections, and so many exciting programs and projects. I am especially thankful for your support and patience.

Expanded and Improved Selectboard Meeting Room: There are few bugs being worked out of the new digs in respect to the renovations. But most people are very happy with the changes. This is especially true of the larger committees like the ConsCom.

There are about a dozen less seats in the audience. However, I have had several individuals comment on the improved comfort of the new chairs. We did look at adding some new seats, but to avoid unnecessary costs we will augment the capacity when needed with the folding seats from the auditorium. As you are aware there is only occasional need for overflow seating at public meetings.

Thank you to all those involved in this upgrade and to the Selectboard and Town Meeting for supporting continuous improvements to the public spaces in town hall.

MPIC Department Meetings: This past week we had a half a dozen meetings with small groups of managers, Master Plan Implementation Committee Chair Judy Gooch and Vice Chair Nate Therrien. I would like to say South Hadley is very lucky to have these two very talented individuals volunteering. If they were paid consultants we would likely not be able afford this level of knowledge.

The meetings were to ensure every department was familiar with the Master Plan Update exercise, and as the plan is presently in draft form give the managers an opportunity to offer input into the updated plan. I also set up an additional meeting with some key individuals from town hall who are not necessarily “managers” but are critical to our success on so many levels. This group includes Kristin Maher (Executive Assistant to Administration), Jamie Doolittle (IT Coordinator), Matt Cowie (Facilities/Safety Coordinator) and Michelle Parent (HR Specialist). As suspected their input was of great value.

One of the common themes throughout the meetings was how we can improve communications. There were a number of interesting ideas like SHED Talks (South Hadley Educational Demonstrations) which would be a series of “How To” videos - from how do I sign up for Civic Ready to how does my property get valued to what happens to my recycling? There was great excitement about this project and we hope to start moving on the idea rather quickly.

A point which was brought up by DTA Jennifer Wolowicz was about how we attract and retain high quality and diverse employees to South Hadley. This spurred conversation in almost every subsequent group. I agree there is a critical importance to what the Master Plan says about who is serving the citizenry in a public capacity. Chairperson Gooch stated she would be bringing that back to the large group to discuss.

It also was a great opportunity for the Chair and Vice Chair of MPIC to hear about what interesting and multifarious work is done throughout the municipal complex. I have one more meeting scheduled for next week and MPIC will have met with all the departments. The managers have been asked to respond to the "Update Questionnaire" by next week with their comments and suggestions

Hampshire Health Insurance Trust: The good news for communities who are part of HHIT is the Executive Committee voted to recommend to the Insurance Advisory Committee a zero percent (0%) increase to the premiums. As an Executive Committee member I enthusiastically voted in favor of this, not solely for the fact that it will make budgeting for FY21 easier in SoHa, but for a number of other reasons.

Before I get into those other reasons I should say the downside of this positive message is to have a zero percent increase we may need to use as much as three million (\$3 million) dollars of the Trust reserve.

So back to the next reason - the Trust has healthy reserves (\$24 million), approximately seven million above the industry standard for a trust of this size. We also recently went through a painful change in the plan, I am sure you recall, which upset some unions. The Hampshire Health Insurance Trust remains one of the most affordable and attractive health plans in Massachusetts.

BC/BS recommended a traditionally high increase of 7% which would be devastating to local budgets. Last year we voted to risk \$1.5 million to offset risks. We did not have to use any, and in reality due to a strong investment market (nearly \$3 million in returns) the cost was neutral. The fund actually grew. I am very hopeful the IAC will vote in favor of this course of action on Jan. 22, as any increase will make local budgets suffer.

Land of Low Value/Owner Unknown: I recently met Treasurer/Collector Donna Whitely, Assistant Assessor Melissa Rimbold, Planning Director Richard Harris, and Associate Planner Anne Capra to review both the short list of "Owner Unknown parcels" and the longer list of "Land of Low Value."

Lands of low value are parcels of land which are scattered about the town which at one point in time were owned by someone or some entity. These usually non-buildable lots are often remnants from defunct developers or LLCs, estates, or parcels not held in common by adjacent property owners. They all owe taxes but their worth and outstanding tax debt is often greater than any value we may receive at the end of the process of acquiring. There is a multi-faceted process of acquiring the property which I will be happy to explain as soon as I understand it completely.

Our strategy for this project will be to identify two categories of properties which have value to us (the town) from both these two groups and from tax title properties (which is a whole other subject). This would be properties adjacent to sensitive habitats, wetlands or parcels which would complement other municipally-held properties. The other category which I particularly like is properties which may have

some development potential and would make sense to get back on the tax rolls as revenue-generating properties. It may be one of the only ways we see growth if the economy tanks, so I would encourage us to move toward that now as opposed to later.

School Superintendent Meeting: Town Accountant William Sutton and I recently met with Interim Superintendent Dr. Diana Bonneville and School Department Business Manager Jennifer Morrison. I can say without equivocation no one should doubt the resolve of these two individuals to find a workable solution to some of the challenges which face the South Hadley School Department in respect to the tough decisions ahead.

Like so many budget issues there are no easy answers. I let Dr. Bonneville know that my expectation is to recommend a budget which will include two thirds of all new revenue (approximately \$400K) to go directly to the schools, but also other costs such as increased Unemployment Insurance, Workman's Comp, and increased Out-Going Tuition - all related to the schools but not reflected in their budget will be increasing significantly.

The meeting was very reassuring for me in respect to the fact we all are trying to make this work. Each of us have tough decisions to make and the least productive and appropriate way to make those things happen would be to start pointing fingers. I also discussed that the municipal side of the budget would be picking up the full cost of School Resource Officers in the PD budget this year.

I appreciate Dr. Bonneville's openness and honesty about what the schools are facing and I can honestly say if there was more money to afford the schools in a responsible way without impacting other services I would be recommending we do so without hesitation.

Greenfield Coop Opening: Thank you to Selectboard members Bruce Forcier and Sarah Etelman for attending the ribbon cutting ceremonies for Northampton Cooperative Savings on Newton Street.

Welcome to South Hadley, NoHo Co-op, including President Mike Tucker, Manager Courtney Huxley and all the staff. Thank you for the investment in South Hadley!

Respectfully submitted,

**Michael J. Sullivan
Town Administrator,
South Hadley**

