

**SELECTBOARD MEETING
TUESDAY, DEC. 15, 2020
VIRTUAL AGENDA
7 P.M.**

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<p>Note: Not all topics listed here may 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. This meeting may be audio and/or visually recorded.</p>
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1. Call to Order
2. Approval of Minutes: Draft minutes of Dec. 1, 2020
3. Open Forum/Announcement
4. COVID 19 Update (S Hart)
5. Tax Rate Hearing
6. TA Search Update
7. TA Report
8. Adjourn

**SELECTBOARD MEETING
TUESDAY, DEC. 1, 2020
DRAFT MEETING MINUTES
VIRTUAL MEETING ROOM – 7 P.M.**

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

CALL TO ORDER

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

MINUTES

Etelman motioned to approve the draft minutes of Nov. 24, 2020. Geraghty seconded. All in favor.

Members voted affirmatively by roll call vote as follows:

**Etelman – Aye
Miles - Aye
Cyr – Aye
Forcier – Aye
Geraghty – Aye**

OPEN FORUM / ANNOUNCEMENTS

Dennis Rochon of 9 Lithia Springs Road voiced concern about people parking on Lithia Springs Road to access Lithia Springs rather than park in the designated lot off of Route 116. He said COVID has exacerbated the problem.

CDBG LATHROP VILLAGE REPROGRAMMING PERFORMANCE HEARING

Cyr opened the hearing. John O’Leary of Pioneer Valley Planning Commission explained PVPC is looking for approval from the board to reallocate \$26,000 from housing rehabilitation funds via HUD to the Lathrop Village Handicap Accessibility Program. Cyr closed the hearing at 7:20 p.m. Miles motioned to approve reallocation of \$26,000 to the Lathrop Village Handicap Accessibility Program. Etelman seconded. All in favor.

Members voted affirmatively by roll call vote as follows:

**Etelman – Aye
Miles - Aye
Cyr – Aye
Forcier – Aye
Geraghty – Aye**

COVID-19 UPDATE

Emergency Management Director Sharon Hart said cases continue to rise in town. An additional 27 confirmed case were recorded in the past week, with an additional 9 contact cases. In the last two weeks, there have been 92 cases between confirmed and contact cases.

Printed lawn signs that encourage mask wearing and social distancing arrived and will go up throughout town this week.

TOWN ADMINISTRATOR SEARCH

Bernard Lynch of Community Paradigm met with board members to outline the search process. The Selectboard confirmed the Town Administrator Search Committee will be made up of seven people. One will be a resident, one will be a Selectboard member, one will be a member of the Appropriations Committee, one will be a member of the business community, one will be a municipal department head, one will be a school committee member and one will be a Mount Holyoke College representative. The resident position will be advertised in press releases and on the town website.

LEDGES

Miles moved to approve the 2021 Ledges rates as presented in the packet. Geraghty seconded. All in favor.

Members voted affirmatively by roll call vote as follows:

Etelman – Aye

Miles - Aye

Cyr – Aye

Forcier – Aye

Geraghty – Aye

REQUEST FOR A DANGEROUS DOG HEARING

Etelman motioned to allow administration to set a hearing on the dangerous dog hearing request from Animal Control Office Mac Mailhott regarding two dogs owned by Joanna Lawless. Miles seconded. All in favor.

Members voted affirmatively by roll call vote as follows:

Etelman – Aye

Miles - Aye

Cyr – Aye

Forcier – Aye

Geraghty – Aye

ANNUAL LICENSE RENEWAL

Etelman motioned to accept the 2021 license renewals as publicly presented in the Dec. 1, 2020 Selectboard packet and allow renewal upon completion of all applications, submittal of all fees, completing all required inspections, and any other laws, bylaws or regulations required for issuance. Miles seconded. All in favor.

Members voted affirmatively by roll call vote as follows:

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

TA REPORT

CLOSURE MANAGEMENT

Sullivan noted he spoke to Closure Management and asked the developer to reach out to residents who submitted questions about the proposal to bring contaminated soil to the landfill or to create an FAQ to circulate. Sullivan reminded the public that there is no decision made on this proposal yet – the Selectboard wanted to first have the public weigh in before deciding.

CURBSIDE TREE PICK-UP

Sullivan said in lieu of a curbside Christmas tree pick-up, the DPW will have Republic Services do an additional spring yard waste pick-up. Residents can bring trees to the transfer station with no reservation required on Jan. 8 & 9 and Jan. 15 & 16 from 8 a.m. to 3 p.m.

ADJOURN

Etelman motioned to adjourn. Miles seconded. All in favor.

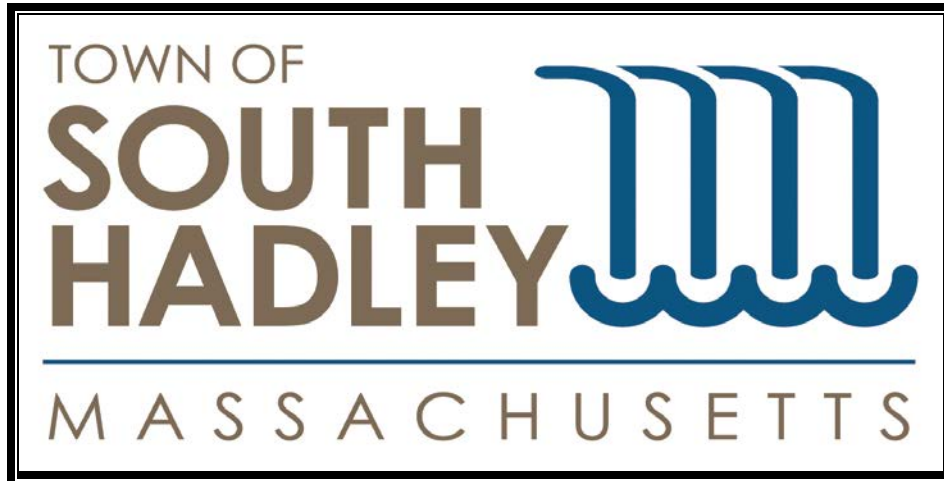
Members voted affirmatively by roll call vote as follows:

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

The meeting adjourned at 8:57 p.m.

RESPECTFULLY SUBMITTED
Kristin Maher
Executive Assistant to Administration

12/1/2020



Fiscal 2021 Tax Classification

PUBLIC HEARING ON
CLASSIFICATION OF PROPERTY
TUESDAY, DECEMBER 15 AT 7:05 P.M.
IN THE SELECTBOARD'S MEETING ROOM
TOWN HALL
CONDUCTED BY:

TOWN OF SOUTH HADLEY:

SELECTBOARD
BOARD OF ASSESSORS
PRUDENTIAL COMMITTEE, F.D. #1
PRUDENTIAL COMMITTEE, F.D. #2

Packet Contents:

1. Overview of Classification
2. Open Space Discount
3. Residential Exemption
4. Small Commercial Exemption
5. Classification Considerations
6. Fiscal 2021
 - a. **Proposed** Tax Rates, New Growth, Maximum Allowable Levy, Tax Levy, Excess Levy Capacity
 - b. Rate changes for each 10% shifted
 - c. Example
7. Tax Rate Alternatives Town -- Chart
8. Options Table – Town
9. Tax Rate Alternatives Fire District #1—Chart
10. Options Table – Fire District #1
11. Tax Rate Alternatives Fire District #2 -- Chart
12. Options Table – Fire District #2
13. South Hadley Valuation by Class – Fiscal 2000 to 2021

Analysis of average tax bill

14. Single Family
15. Commercial/Industrial

Overview of Classification

Cities and Towns that are certified as assessing property at full and fair cash value may elect to shift the tax burden among the major property classes within certain limits established by law. The adoption of different rates does not change the total property tax levy; rather it determines the share of the total levy to be borne by each class.

The share of the levy raised by the Commercial and Industrial classes and Personal Property (CIP) may be increased 50% as long as the Residential and Open space (R&O) classes raise at least 65% of what they would have raised without the shift.

The “minimum residential factor” established by the Commissioner of Revenue is used to make certain that the shift of the tax burden complies with the Classification Act. If the minimum residential factor would be less than .65, the community cannot make the maximum shift and must use a CIP factor of less than 1.50.

An *Open Space Discount*, a *Residential Exemption* and a *Small Commercial Exemption* may also be chosen by communities. The choice of either or both of these first two affects the tax rate of Residential property, whether a community chooses to shift more to the CIP classes or not. The third option affects the tax rate of the commercial and industrial classes. The alternatives are considered and voted on annually by the Board of Selectmen.

Open Space Discount

What is open space?

- Open Space is defined as land maintained in an open or natural condition which contributes significantly to the benefit and enjoyment of the public.
- Exclusions:
 1. Land taxable under Chapter 61, 61A, 61B
 2. Land under a permanent conservation restriction
 3. Land held for production of income

The law allows a community to provide tax relief to the open space properties by shifting to the Residential class an amount up to a maximum of 25% of the residential factor.

In the past the Town has used an open space factor of 100%, which resulted in an equal tax rate for Open Space and Residential properties.

For fiscal 2021 the town has 16 properties classified as open space, with a combined valuation of \$364,000, of which there are 15 parcels that this discount could possibly affect.

Currently, there is one community within the Commonwealth that has adopted this exemption, however it is not implemented, nor does anyone apply.

If the Selectboard implemented this discount at the maximum of 25%, the tax rate for the Open Space class of property would decrease to \$12.92. The tax rates for Residential, Commercial, Industrial and Personal classes of property would remain at \$17.22 as the difference in the reallocation of the levy is minimal.

Residential Exemption

- Applied to every residential property which is owner-occupied
- At the option of the Selectboard, an exemption of not more than 35% of the average assessed value of all Class 1, Residential parcels may be applied to residential parcels that are the principal residence of the property owner.
- Dollar value of the exemption is subtracted from the assessed value of every eligible property
- Exclusions:
 1. Accessory land incidental to a residential use
 2. Seasonal homes
 3. Residential property not occupied by its owner

In the case of South Hadley, the figure would be calculated as follows:

$$\begin{array}{rcl}
 \frac{\$ 1,602,366,944}{\text{Class 1 Value}} & / & 6,882 \text{ Parcels} = \frac{\$ 232,834}{\text{Avg. Cl. 1 Value}} \\
 \\
 \frac{\$ 232,834}{\text{Avg. Cl. 1 Value}} & \times & 35\% = \frac{\$ 81,492}{\text{Max Residential Exemption}}
 \end{array}$$

The approximate *number of owner-occupied primary residences* is $6,326 \times \$ 81,492 = \$ 515,518,392$. The granting of the Residential Exemption does not change the burden of the levy on the Residential Class. Therefore, the tax rate within the Residential Class will be increased accordingly. The effect is to increase the taxes on vacant land and accessory land to the primary residences, as well as non-owner-occupied homes. The effect to the tax rate would be as follows:

<u>Property Class</u>	<u>Exemption</u>	<u>Value</u>	<u>Tax Rate</u>
Class 1 Residential -	515,518,392	1,086,848,552	25.39
Class 2 Open Space -	None		17.22
Class 3 Commercial -	None		
Class 4 Industrial -	None		
Class 5 Personal -	None		

The overall effect of the Residential Exemption on a variety of properties is shown below:
 An **owner-occupied** primary residence valued at \$100,000 with the residential exemption applied, would go from \$ 1,722.00 to \$ 469.92 which would be a *decrease* of (\$ 1,252.08).
 A **non-owner-occupied** residence valued at \$100,000 with no residential exemption would go from \$ 1,722.00 to \$ 2,539.00 which would be an *increase* of \$ 817.00.
 A **vacant parcel** of land valued at \$50,000 would go from \$ 861.00 to \$ 1,269.50 which would be an *increase* of \$ 408.50.
 An **accessory parcel** of land valued at \$20,000 would go from \$ 344.40 to \$ 507.80 which would be an *increase* of \$ 163.40.

For fiscal 2021 approximately 1535 properties would have an increase in tax if adopted. Currently there are 15 communities within the Commonwealth that have adopted this exemption.

Small Commercial Exemption

- At the option of the Selectboard, any percent of valuation up to a 10% exemption may be adopted
- Business must have an average of 10 or fewer employees (DET mails list of eligible businesses to Assessors annually)
- Tax burden is shifted to the Commercial & Industrial classes (NOT Personal Property)
- Property must have a valuation of less than \$1,000,000
- Applies to class 3 (Commercial), 600-800 (Chapter land) and Mixed Use
- Assessors calculate impact and tax rates
- Can be used with other classification options
 1. Separate CIP rate becomes 2 rates: 1 C & I, 1 Personal Property
 2. Residential Exemption, Open Space Discount not affected

For fiscal 2021, 48 parcels would possibly be eligible to receive this exemption. If this exemption were to be adopted at the maximum rate of 10%, the tax rates for Commercial and Industrial property classes would be \$17.47. (Residential, Open Space and Personal Property tax rates would remain unchanged at \$17.22)

Currently there are 14 communities within the Commonwealth that have adopted this exemption.

Classification Considerations

1. Consider the percentage of Commercial & Industrial (C & I) properties as compared to Residential (R).
 - Will an increased tax burden on C & I significantly lower the R tax burden?
2. What is the mix of C & I properties?
 - How much is big business?
 - How much is small business? (Mom & Pop stores)
3. Will it adversely affect small businesses and drive them out of the community?
4. Will it slow big business development?
5. Does business significantly contribute in a non-tax way to the community?
6. Are the businesses of the type that require extraordinary municipal services?
7. Is the timing proper for the move to a multiple tax rate?
8. Will a shift to the C & I maintain or increase the relative or historical share of the tax burden?
9. Is it a matter of principle or economics?

Fiscal 2021

<i>PROPOSED</i> Tax Rates:		<u>Rate</u>	<u>% change</u>
Fiscal 2020 rates: \$17.58 \$ 2.36 \$ 2.76	Town	\$17.22	-2.0 %
	FD #1	\$ 2.24	-5.1 %
	FD #2	\$ 2.58	-6.5 %
<i>New Growth</i>		\$ 267,459.00	
<i>Tax Levy</i>		\$ 30,151,797.40	
<i>Debt Exclusion Total</i>		\$ 1,206,751.00	
<i>Maximum Allowable Levy Limit</i>		\$ 30,161,230.00	
<i>Excess Levy Capacity</i>		\$ 9,432.60	
MRF = <u>95.37%</u> Rate <u>\$ 17.22</u> R&O <u>91.5336%</u> CIP <u>8.4664%</u>			

<u>%</u>	<u>R&O</u>	<u>CIP</u>	<u>Res Factor</u>
100-----	17.22	17.22	100.00%
110-----	17.06	18.94	99.08%
120-----	16.90	20.66	98.15%
130-----	16.74	22.39	97.23%
140-----	16.58	24.11	96.30%
150-----	16.42	25.83	95.38%

Example: \$100,000 property value

<u>%</u>	<u>Res tax (decr)</u>		<u>Comm (+ incr)</u>	
100-----	1,722	(0)	1,722	(0)
110-----	1,706	(16)	1,894	+172
120-----	1,690	(32)	2,066	+344
130-----	1,674	(48)	2,239	+517
140-----	1,658	(64)	2,411	+689
150-----	1,642	(80)	2,583	+861

Maximum decrease on a residential \$100,000 property **(\$ 80)**

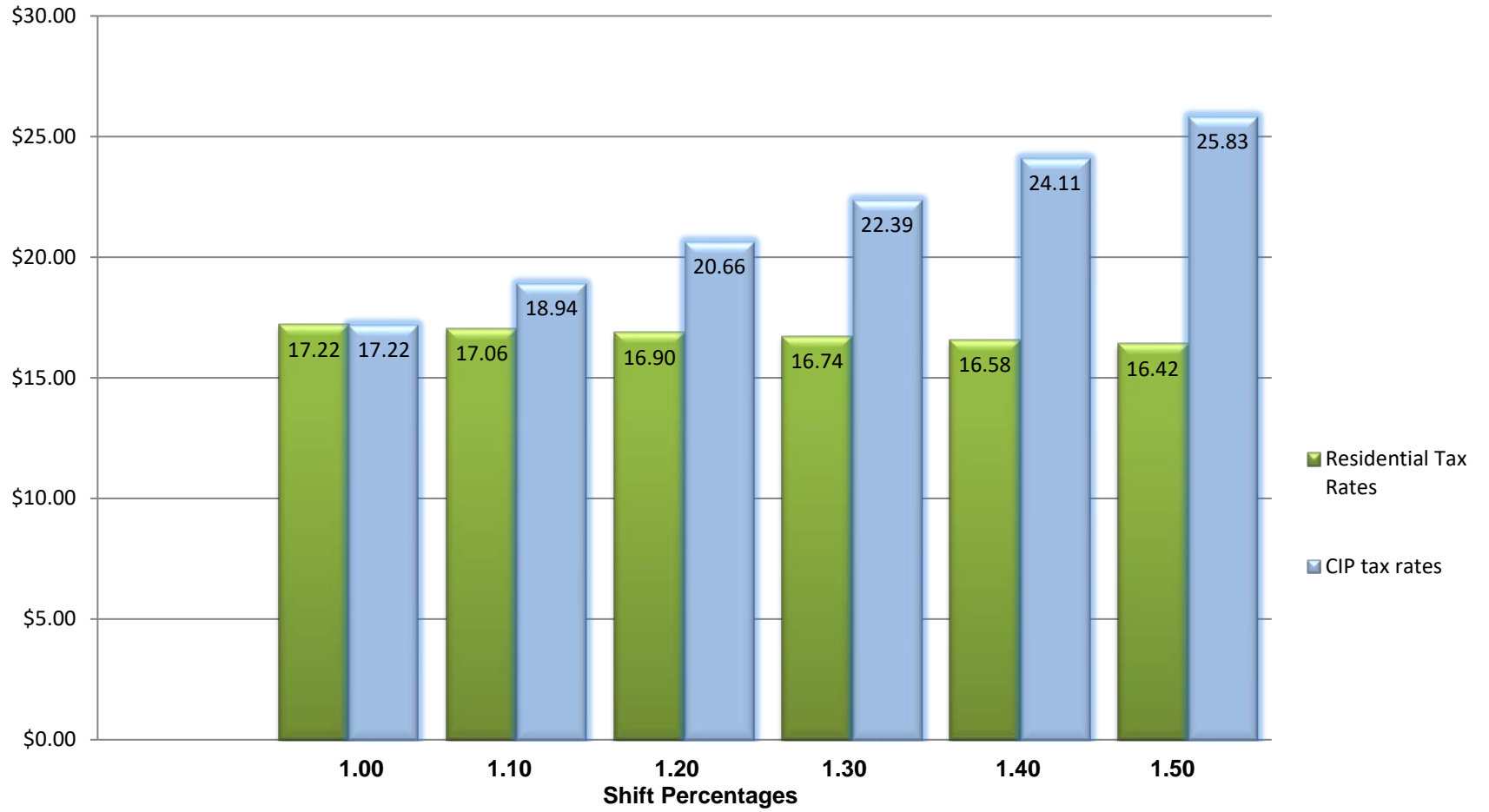
Maximum increase on a commercial/industrial \$100,000 property **\$ 861**

(The average value of a commercial/industrial property is \$340,900)

(The average value of a single-family home is \$280,200)

Tax Rates per 1,000

Tax Rate Alternatives -- Town of South Hadley



MassDOR - Massachusetts Department of Revenue
Division of Local Services
What If ... Scenario Worksheet for FY 2021

South Hadley - 275

CLASS	VALUE	%	
Residential	1,602,366,944	91.5128	R & O %
Open Space	364,000	0.0208	91.5336
Commercial	68,848,185	3.9320	
Industrial	42,281,500	2.4147	C I P %
Personal Property	37,114,829	2.1197	8.4664
Total	1,750,975,458	100.0000	

CLASSIFICATION OPTIONS
Residential Exemption
Small Commercial Exemption
Open Space Discount

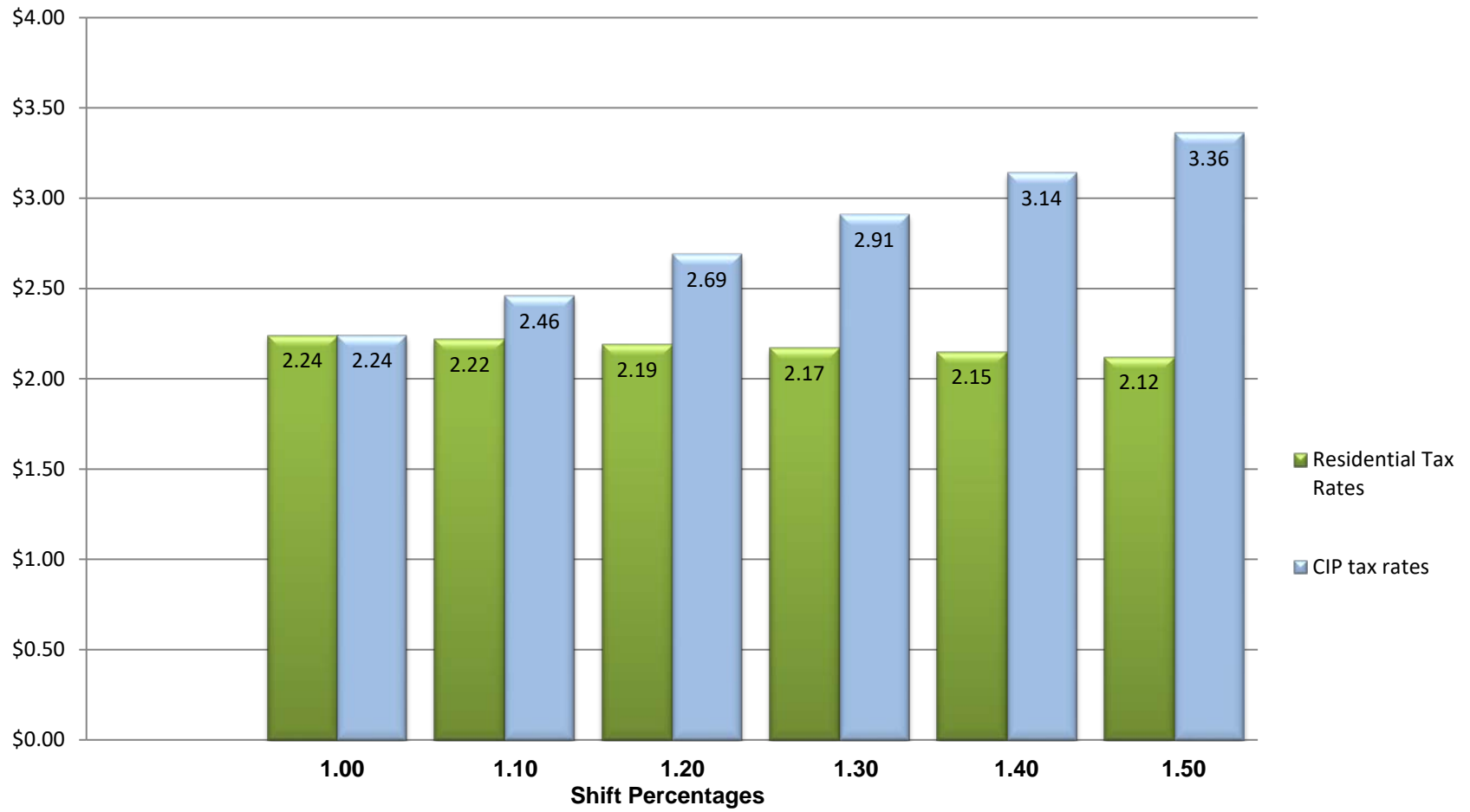
Levy	30,151,797
Single TaxRate	17.22

Note: This table should be used for planning purposes only. Actual calculations may differ slightly due to rounding. For actual calculations, complete Recap.

CIP Shift	Share Percentages							Levy Amounts					Esimated Tax Rates					
	Res Factor	Res SP	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	OS LA	Comm LA	Ind LA	PP LA	Total LA	Res ET	OS ET	Comm ET	Ind ET	PP ET
1.0000	1.0000	91.5128	0.0208	3.9320	2.4147	2.1197	100.0000	27,592,754	6,272	1,185,569	728,075	639,128	30,151,797	17.22	17.23	17.22	17.22	17.22
1.0500	0.9954	91.0896	0.0207	4.1286	2.5354	2.2257	100.0000	27,465,144	6,243	1,244,847	764,479	671,084	30,151,797	17.14	17.15	18.08	18.08	18.08
1.1000	0.9908	90.6664	0.0206	4.3252	2.6562	2.3317	100.0000	27,337,535	6,214	1,304,126	800,883	703,040	30,151,797	17.06	17.07	18.94	18.94	18.94
1.1500	0.9861	90.2431	0.0205	4.5218	2.7769	2.4377	100.0000	27,209,925	6,185	1,363,404	837,287	734,997	30,151,797	16.98	16.99	19.80	19.80	19.80
1.2000	0.9815	89.8199	0.0204	4.7184	2.8976	2.5436	100.0000	27,082,316	6,156	1,422,682	873,691	766,953	30,151,797	16.90	16.91	20.66	20.66	20.66
1.2500	0.9769	89.3967	0.0203	4.9150	3.0184	2.6496	100.0000	26,954,706	6,127	1,481,961	910,094	798,910	30,151,797	16.82	16.83	21.53	21.52	21.53
1.3000	0.9723	88.9735	0.0202	5.1116	3.1391	2.7556	100.0000	26,827,097	6,098	1,541,239	946,498	830,866	30,151,797	16.74	16.75	22.39	22.39	22.39
1.3500	0.9676	88.5502	0.0201	5.3082	3.2598	2.8616	100.0000	26,699,487	6,069	1,600,518	982,902	862,822	30,151,797	16.66	16.67	23.25	23.25	23.25
1.4000	0.9630	88.1270	0.0200	5.5048	3.3806	2.9676	100.0000	26,571,878	6,040	1,659,796	1,019,306	894,779	30,151,798	16.58	16.59	24.11	24.11	24.11
1.4500	0.9584	87.7038	0.0199	5.7014	3.5013	3.0736	100.0000	26,444,268	6,011	1,719,075	1,055,709	926,735	30,151,798	16.50	16.51	24.97	24.97	24.97
1.5000	0.9538	87.2806	0.0198	5.8980	3.6221	3.1796	100.0000	26,316,659	5,982	1,778,353	1,092,113	958,691	30,151,798	16.42	16.43	25.83	25.83	25.83

Tax Rates per 1,000

Tax Rate Alternatives -- Fire District #1



MassDOR - Massachusetts Department of Revenue
Division of Local Services
What If ... Scenario Worksheet for FY 2021

So. Hadley Fire #1 - 493

CLASS	VALUE	%	
Residential	1,186,824,394	90.5358	R & O %
Open Space	0	0.0000	90.5358
Commercial	57,690,245	4.4008	
Industrial	40,775,500	3.1105	C I P %
Personal Property	25,600,093	1.9529	9.4642
Total	1,310,890,232	100.0000	

CLASSIFICATION OPTIONS
Residential Exemption
Small Commercial Exemption
Open Space Discount

ENTER A LEVY (ESTIMATED IF NECESSARY)

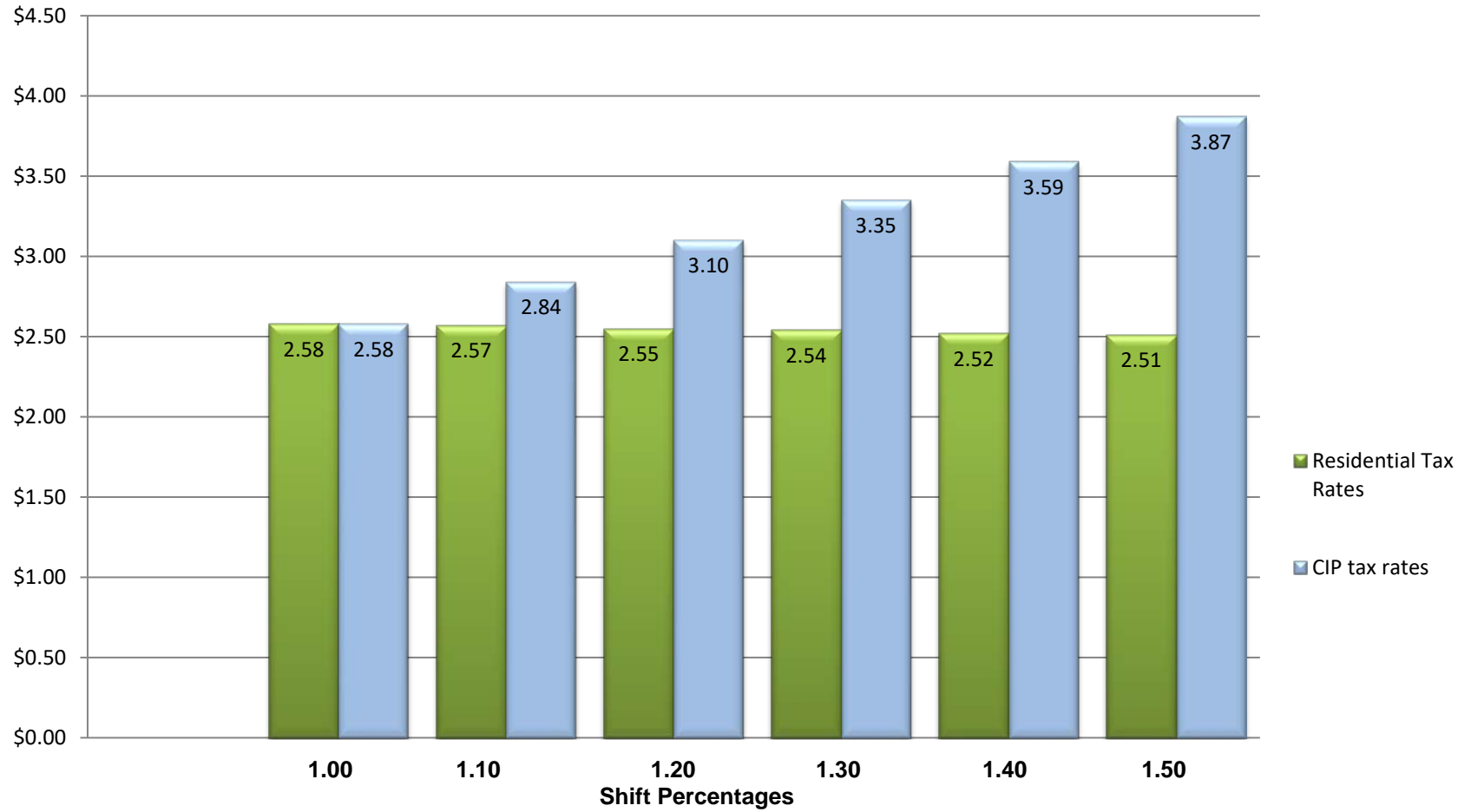
Levy	2,936,394
Single TaxRate	2.24

Note: This table should be used for planning purposes only. Actual calculations may differ slightly due to rounding. For actual calculations, complete Recap.

CIP Shift	Share Percentages							Levy Amounts					Estimated Tax Rates				
	Res Factor	Res SP	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	OS LA	Comm LA	Ind LA	PP LA	Total LA	Res ET	OS ET	Comm ET	Ind ET
1.0000	1.0000	90.5358	0.0000	4.4008	3.1105	1.9529	100.0000	2,658,488	129,225	91,337	57,345	2,936,394	2.24	0.00	2.24	2.24	2.24
1.0500	0.9948	90.0626	0.0000	4.6208	3.2660	2.0505	100.0000	2,644,592	135,686	95,903	60,212	2,936,394	2.23	0.00	2.35	2.35	2.35
1.1000	0.9895	89.5894	0.0000	4.8409	3.4216	2.1482	100.0000	2,630,697	142,147	100,470	63,079	2,936,394	2.22	0.00	2.46	2.46	2.46
1.1500	0.9843	89.1162	0.0000	5.0609	3.5771	2.2458	100.0000	2,616,802	148,609	105,037	65,947	2,936,394	2.20	0.00	2.58	2.58	2.58
1.2000	0.9791	88.6430	0.0000	5.2810	3.7326	2.3435	100.0000	2,602,906	155,070	109,604	68,814	2,936,394	2.19	0.00	2.69	2.69	2.69
1.2500	0.9739	88.1697	0.0000	5.5010	3.8881	2.4411	100.0000	2,589,011	161,531	114,171	71,681	2,936,394	2.18	0.00	2.80	2.80	2.80
1.3000	0.9686	87.6965	0.0000	5.7210	4.0437	2.5388	100.0000	2,575,116	167,992	118,737	74,548	2,936,394	2.17	0.00	2.91	2.91	2.91
1.3500	0.9634	87.2233	0.0000	5.9411	4.1992	2.6364	100.0000	2,561,220	174,454	123,304	77,416	2,936,394	2.16	0.00	3.02	3.02	3.02
1.4000	0.9582	86.7501	0.0000	6.1611	4.3547	2.7341	100.0000	2,547,325	180,915	127,871	80,283	2,936,393	2.15	0.00	3.14	3.14	3.14
1.4500	0.9530	86.2769	0.0000	6.3812	4.5102	2.8317	100.0000	2,533,429	187,376	132,438	83,150	2,936,393	2.13	0.00	3.25	3.25	3.25
1.5000	0.9477	85.8037	0.0000	6.6012	4.6658	2.9294	100.0000	2,519,534	193,837	137,005	86,017	2,936,393	2.12	0.00	3.36	3.36	3.36

Tax Rates per 1,000

Tax Rate Alternatives -- Fire District #2



MassDOR - Massachusetts Department of Revenue
Division of Local Services
What If ... Scenario Worksheet for FY 2021

So. Hadley Fire #2 - 494

CLASS	VALUE	%	
Residential	442,664,150	94.6122	R & O %
Open Space	364,000	0.0778	94.6900
Commercial	11,157,940	2.3848	
Industrial	1,506,000	0.3219	C I P %
Personal Property	12,180,292	2.6033	5.3100
Total	467,872,382	100.0000	

CLASSIFICATION OPTIONS
Residential Exemption
Small Commercial Exemption
Open Space Discount

ENTER A LEVY (ESTIMATED IF NECESSARY)

Levy	1,207,111
Single TaxRate	2.58

Note: This table should be used for planning purposes only. Actual calculations may differ slightly due to rounding. For actual calculations, complete Recap.

CIP Shift	Share Percentages							Levy Amounts					Esimated Tax Rates					
	Res Factor	Res SP	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	OS LA	Comm LA	Ind LA	PP LA	Total LA	Res ET	OS ET	Comm ET	Ind ET	PP ET
1.0000	1.0000	94.6122	0.0778	2.3848	0.3219	2.6033	100.0000	1,142,074	939	28,787	3,886	31,425	1,207,111	2.58	2.58	2.58	2.58	2.58
1.0500	0.9972	94.3469	0.0776	2.5040	0.3380	2.7335	100.0000	1,138,872	936	30,227	4,080	32,996	1,207,111	2.57	2.57	2.71	2.71	2.71
1.1000	0.9944	94.0816	0.0774	2.6233	0.3541	2.8636	100.0000	1,135,670	934	31,666	4,274	34,567	1,207,111	2.57	2.57	2.84	2.84	2.84
1.1500	0.9916	93.8163	0.0771	2.7425	0.3702	2.9938	100.0000	1,132,467	931	33,105	4,469	36,138	1,207,111	2.56	2.56	2.97	2.97	2.97
1.2000	0.9888	93.5511	0.0769	2.8618	0.3863	3.1240	100.0000	1,129,265	929	34,545	4,663	37,710	1,207,111	2.55	2.55	3.10	3.10	3.10
1.2500	0.9860	93.2858	0.0767	2.9810	0.4024	3.2541	100.0000	1,126,063	926	35,984	4,857	39,281	1,207,111	2.54	2.54	3.22	3.23	3.22
1.3000	0.9832	93.0205	0.0765	3.1002	0.4185	3.3843	100.0000	1,122,861	923	37,423	5,051	40,852	1,207,111	2.54	2.54	3.35	3.35	3.35
1.3500	0.9804	92.7552	0.0763	3.2195	0.4346	3.5145	100.0000	1,119,658	921	38,863	5,246	42,423	1,207,111	2.53	2.53	3.48	3.48	3.48
1.4000	0.9776	92.4899	0.0761	3.3387	0.4507	3.6446	100.0000	1,116,456	918	40,302	5,440	43,995	1,207,111	2.52	2.52	3.61	3.61	3.61
1.4500	0.9748	92.2246	0.0758	3.4580	0.4668	3.7748	100.0000	1,113,254	915	41,741	5,634	45,566	1,207,111	2.51	2.51	3.74	3.74	3.74
1.5000	0.9720	91.9594	0.0756	3.5772	0.4829	3.9050	100.0000	1,110,052	913	43,181	5,829	47,137	1,207,111	2.51	2.51	3.87	3.87	3.87

**South Hadley Valuation
Fiscal 2000-2021**

	Valuation by class					% of Total Valuation		Total Valuation	% chng
	R	O	C	I	P	R&O %	CIP %		
2021	\$ 1,602,366,944	\$ 364,000	\$ 68,848,185	\$ 42,281,500	\$ 37,114,829	91.53%	8.47%	\$ 1,750,975,458	5.5%
2020	\$ 1,514,543,900	\$ 381,100	\$ 69,285,525	\$ 42,104,700	\$ 33,089,198	91.29%	8.71%	\$ 1,659,404,423	4.1%
2019	\$ 1,456,736,301	\$ 379,800	\$ 68,864,815	\$ 40,075,350	\$ 27,752,189	91.42%	8.58%	\$ 1,593,808,455	3.3%
2018	\$ 1,409,962,929	\$ 378,400	\$ 66,451,100	\$ 38,947,600	\$ 26,495,729	91.45%	8.55%	\$ 1,542,235,758	3.9%
2017	\$ 1,351,301,493	\$ 378,400	\$ 69,892,720	\$ 37,458,000	\$ 25,817,432	91.03%	8.97%	\$ 1,484,848,045	2.2%
2016	\$ 1,319,449,500	\$ 378,400	\$ 70,660,110	\$ 35,342,100	\$ 26,598,515	90.87%	9.13%	\$ 1,452,428,625	3.0%
2015	\$ 1,277,583,605	\$ 378,000	\$ 68,480,570	\$ 38,481,200	\$ 24,649,555	90.66%	9.34%	\$ 1,409,572,930	-0.1%
2014	\$ 1,279,016,795	\$ 378,000	\$ 67,685,580	\$ 38,273,600	\$ 25,386,665	90.69%	9.31%	\$ 1,410,740,640	-5.1%
2013	\$ 1,344,616,660	\$ 394,800	\$ 73,258,675	\$ 40,364,275	\$ 27,651,467	90.49%	9.51%	\$ 1,486,285,877	0.6%
2012	\$ 1,338,967,050	\$ 394,800	\$ 73,138,775	\$ 37,986,675	\$ 26,844,020	90.66%	9.34%	\$ 1,477,331,320	0.6%
2011	\$ 1,331,499,955	\$ 394,800	\$ 72,928,670	\$ 39,093,875	\$ 25,308,939	90.65%	9.34%	\$ 1,469,226,239	0.4%
2010	\$ 1,322,522,955	\$ 394,800	\$ 72,916,470	\$ 39,220,375	\$ 28,104,763	90.40%	9.60%	\$ 1,463,159,363	-7.6%
2009	\$ 1,432,874,625	\$ 227,100	\$ 77,770,275	\$ 41,524,100	\$ 31,020,054	90.50%	9.50%	\$ 1,583,416,154	1.4%
2008	\$ 1,421,229,395	\$ 227,100	\$ 78,538,305	\$ 40,753,400	\$ 20,233,072	91.10%	8.90%	\$ 1,560,981,272	1.3%
2007	\$ 1,405,229,955	\$ 227,100	\$ 78,316,345	\$ 40,666,500	\$ 16,112,248	91.20%	8.80%	\$ 1,540,552,148	11.5%
2006	\$ 1,255,576,565	\$ 219,200	\$ 70,816,835	\$ 41,016,500	\$ 14,379,499	90.90%	9.10%	\$ 1,382,008,599	20.2%
2005	\$ 1,037,951,150	\$ 212,600	\$ 62,253,850	\$ 35,816,100	\$ 13,455,729	90.30%	9.70%	\$ 1,149,689,429	1.8%
2004	\$ 1,018,133,850	\$ 212,600	\$ 60,685,850	\$ 35,768,600	\$ 15,068,698	90.10%	9.90%	\$ 1,129,869,598	25.7%
2003	\$ 792,296,800	\$ 246,300	\$ 56,570,500	\$ 35,635,400	\$ 14,179,315	88.20%	11.80%	\$ 898,928,315	1.0%
2002	\$ 784,915,600	\$ 246,300	\$ 55,257,100	\$ 36,085,600	\$ 13,913,492	88.20%	11.80%	\$ 890,418,092	0.8%
2001	\$ 780,110,000	\$ 246,300	\$ 54,414,300	\$ 35,647,600	\$ 12,995,911	88.30%	11.70%	\$ 883,414,111	12.1%
2000	\$ 698,497,900	\$ 245,300	\$ 45,443,400	\$ 31,846,100	\$ 12,103,421	88.70%	11.30%	\$ 788,136,121	

R	Residential
O	Open space
C	Commercial
I	Industrial
P	Personal Property

12/1/2020

**Analysis of average single family tax bill.
FY 21 (Estimated)
vs.
FY 20 (Actual)**

<u>PROPOSED</u>	<u>ESTIMATED</u>				
Average Single Family Home Value for FY 2021	Taxes for <u>Fiscal 2021</u> Town \$17.22	Average Single Family Home Value for FY 2020	Actual Taxes for <u>Fiscal 2020</u> Town \$17.58		
\$ 280,200	\$ 4,825.04	\$ 264,800	\$ 4,655.18		\$ 169.86 increase over last fiscal year
	<u>Fiscal 2021</u> FD #1 \$2.24		<u>Fiscal 2020</u> FD #1 \$2.36		
\$ 280,200	\$ 627.65	\$ 264,800	\$ 624.93		\$ 2.72 increase over last fiscal year
	<u>Fiscal 2021</u> FD #2 \$2.58		<u>Fiscal 2020</u> FD #2 \$2.76		
\$ 280,200	\$ 722.92	\$ 264,800	\$ 730.85		\$ (7.93) decrease over last fiscal year

12/1/2020

**Analysis of Comm/Ind average tax bill
FY 21 (Estimated)
vs.
FY 20 (Actual)**

<u>PROPOSED</u>	<u>ESTIMATED</u>			
Average Commercial Industrial Value FY 2021	Taxes for <u>Fiscal 2021</u> Town \$17.22	Average Commercial Industrial Value FY 2020	Taxes for <u>Fiscal 2020</u> Town \$17.58	
\$ 340,900	\$ 5,870.30	\$ 347,000	\$ 6,100.26	\$ (229.96) decrease over last fiscal year
	<u>Fiscal 2021</u> FD #1 \$2.24		<u>Fiscal 2020</u> FD #1 \$2.36	
\$ 340,900	\$ 763.62	\$ 347,000	\$ 818.92	\$ (55.30) decrease over last fiscal year
	<u>Fiscal 2021</u> FD #2 \$2.58		<u>Fiscal 2020</u> FD #2 \$2.76	
\$ 340,900	\$ 879.52	\$ 347,000	\$ 957.72	\$ (78.20) decrease over last fiscal year

Tax rate motion

I motion to move to adopt a factor of 1 for all classes of property in the town of South Hadley for Fiscal Year 2021 and authorize the Town Administrator to electronically sign on the Selectboard's behalf.

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

Michael J. Sullivan
Town Administrator

Clerk's Certification of Vote

I, Carlene Hamlin, clerk for the Town of South Hadley, MA, hereby certify that the Selectboard at a meeting held on Tuesday, Dec. 15 at 7 p.m. adopted in public session the residential factor and percentages set forth in this LA-5.

Attest: _____
Clerk

South Hadley Town Administrator Screening Committee

Committee Charge

The Town Administrator Screening Committee is responsible for presenting the names of 3-5 individuals, who shall be considered finalists, to the Town Board of Selectmen for consideration as appointment as the Town Administrator of South Hadley. The Screening Committee members shall use their best judgment and understanding of the criteria for selection of the Town Administrator that is outlined in the Position Statement that has been prepared by the Town's recruitment consultant with the input and information of the Selectboard and other town officials; and that will be utilized in conducting outreach to solicit candidates for the position. The Screening Committee shall work collaboratively with the Town's recruitment consultant in executing their responsibilities.

The Screening Committee's work shall include:

1. Meet to choose a committee Chairperson and Clerk
2. Meet with the Town's Recruitment Consultant to discuss questions regarding the Position Statement, review process of interviews, discuss questions as prepared by recruitment consultant and possible additional questions, and set interview dates.
3. Receive and review resumes as presented by the recruitment consultant.
4. Conduct interviews of selected candidates utilizing established questions.
5. Compare the experience, qualifications and interview performance of candidates to identify up to 5 finalists for reference and background check by the recruitment consultant.
6. Meet with the recruitment consultant to review the outcome of the reference and background checks and take a vote to present an unranked list of the chosen candidates to the Selectboard.
7. Committee Chairperson and recruitment consultant meet with the Selectboard to present names and resumes of the Finalists.

It is anticipated that the work of the Screening Committee will be completed within five weeks following the receipt of resumes from the recruitment consultant. The Committee shall function as a governmental body of the Town as defined in the Massachusetts Open Meeting Law, and utilize the provisions of said law pertaining to Executive Session in order to act in the best interests of the Town. To the extent permitted by law, the Screening Committee shall maintain the names and any information about the candidates in strict **confidence** until it votes its recommendations. Names and information pertaining to candidates not chosen as Finalists shall be retained as **confidential**.

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

Michael J. Sullivan
Town Administrator

FOR IMMEDIATE RELEASE
DECEMBER 8, 2020

CONTACT: Kristin Maher
Executive Assistant to Administration
413-538-5030 x6135

**SOUTH HADLEY SELECTBOARD SEEKS VOLUNTEER
TO SERVE ON TOWN ADMINISTRATOR SCREENING COMMITTEE**

SOUTH HADLEY – The South Hadley Selectboard invites interested residents to apply to serve on the South Hadley Town Administrator Screening Committee.

“We look forward to having a resident participate in the process of selecting South Hadley’s next town administrator,” said Jeff Cyr, chair of the Selectboard. “It is important to us that residents are involved throughout the screening process.”

The duties of the seven-member Town Administrator Screening Committee include reviewing résumés of applicants, selecting approximately six to nine semi-finalist candidates, interviewing those candidates, and selecting a total of three to five finalists to forward to the Selectboard for interviews.

It is anticipated that the members of the Town Administrator Screening Committee will need to attend a maximum of four meetings to fulfill their committee obligations. Once finalists’ names are presented to the Selectboard, the Town Administrator Screening Committee will have completed its mission.

“Town Administrator Screening Committee members will have a critical role in determining finalists for this important position,” said Sarah Etelman, vice-chair of the Selectboard. “We are pleased to be able to call upon residents’ experience, knowledge, and insight.”

South Hadley has hired the consulting firm Community Paradigm Associates to assist in the town administrator search process. The consultant will guide and assist Town Administrator Screening Committee members in their efforts.

To submit an application to serve on the Town Administrator Screening Committee, please send your letter of interest and/or résumé via email to: KMaher@southhadleyma.gov

The deadline for receipt of applications to serve on the Town Administrator Screening Committee is Dec. 31, at 12 p.m.

For more information, please contact Kristin Maher, executive assistant to administration, at KMaher@southhadleyma.gov or 413-538-5030, x6135.



COMMUNITY PARADIGM ASSOCIATES, LLC

South Hadley Department Questionnaire

Thank you for your participation in creating a Community & Position Profile as part of the search for South Hadley's next Town Administrator. Below are a few questions pertaining to information that will prove helpful throughout the Town Administrator search process. **Please submit completed questionnaire to: sflaherty@communityparadigm.com.**

Department Name: _____

Department Director/Manager Name: _____

Department Director/Manager Phone #: _____

Department Director/Manager Email: _____

1. What is your Department's FY21 budget? _____

2. How many staff members are in your Department?

Full-time: _____ Part-Time: _ _____ Vacant: _ _____ Seasonal: _ _____ On-Call: _

3. Does your Department have any collective bargaining units? If so, how many?

4. Is your Department part of Civil Service? Yes No

5. How would you rate the facility or building that houses your department in terms of condition, space, and functionality?

6. Does your Department have any major capital needs?

7. What are the current major initiatives in your Department?

8. What do you feel are the major issues the community is currently facing?

9. What specific skills and experience do you believe South Hadley's next Town Administrator needs to possess? (Ex.: financial management, communications, economic development, personnel administration, sustainability, etc.)

10. What are some of the characteristics you believe the next Town Administrator should have? (Ex.: collaborative, active listener, team builder, innovative, strategic, etc.)

11. Is there any other information you would like to share related to the search for South Hadley's next Town Administrator?

12. If you would like to have a one-on-one conversation regarding the search and the skills and experience desired in the next Town Administrator, please list potential dates and times below. Community Paradigm will contact you to confirm a specific date and time.

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

Michael J. Sullivan
Town Administrator

FOR IMMEDIATE RELEASE
DECEMBER 2, 2020

CONTACT: Kristin Maher
Executive Assistant to Administration
413-538-5030 x6135

**SOUTH HADLEY SELECTBOARD INVITES COMMUNITY
TO PROVIDE INPUT ON NEXT TOWN ADMINISTRATOR**

SOUTH HADLEY, MA – The South Hadley Selectboard is pleased to invite residents to share their thoughts on the preferred qualifications, skills, and experience they would like South Hadley’s next Town Administrator to possess.

The Selectboard has contracted with the consulting firm *Community Paradigm Associates*, founded by Principal Bernard Lynch, to facilitate the search process. Residents are encouraged to email their thoughts to: CitizenInput@communityparadigm.com.

“We are very interested in hearing residents’ recommendations regarding the expertise and qualifications they would like to see in their next Town Administrator,” said Jeff Cyr, Chair of the South Hadley Selectboard. “It is important that South Hadley’s citizens are an integral part of the Town Administrator selection process.”

For more information, please contact Kristin Maher, Executive Assistant to Administration, at 413-538-5030, ext. 6135.

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

Michael J. Sullivan
 Town Administrator

Town Administrator’s Report to the Selectboard December 10, 2020

Honorable Selectboard.

Please consider and review the information presented in this report. Thank you for your attention, sacrifice, and leadership!

COVID 19 Update

It is readily apparent within South Hadley, the region and the throughout the Commonwealth the battle with COVID 19 is raging nearly out of control. It is no surprise citizens are operating on some severely frayed nerves. We have now started to also see some outbreaks among employees.

All contractions of the virus have been outside the workplace and identified by the parties before returning to work (proper steps taken before they return), plus the fact we are working in isolation within the building, masks are worn in common areas and most interactions even in the building are via Google Meet or via phone. I have been here on days where there is a full complement of employees, yet I never see a soul from 8 to 5. It is a very depressing time for all of us.

Below you can see the meteoric rise in cases - well over 100 new cases (confirmed, contact, probable) since last week (in red) - and when you look a month back it is even more evident we are in a significant spike. While this week South Hadley is still listed as a “yellow” community, I expect we will join the sea of red communities which surround us.

LBOH Count - Events Per Disease and Classification in Jurisdiction

Classification: confirmed,contact,probable,revoked,suspect

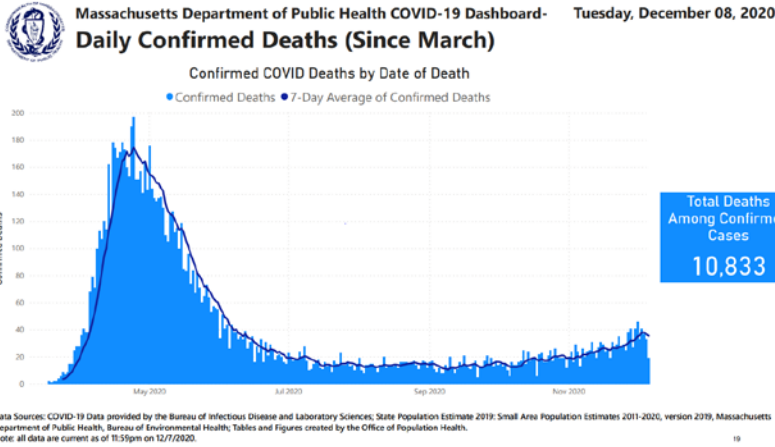
Event Dates from 03/01/2020 to 12/09/2020

Jurisdiction(s) selected: SOUTH HADLEY

Jurisdiction(s) used for report: SOUTH HADLEY

Disease	Status	Num of Cases	12/1/2020	11/10/2020
Novel Coronavirus	CONFIRMED	368	300	252
Novel Coronavirus	CONTACT	357	311	253
Novel Coronavirus	PROBABLE	20	14	12
Novel Coronavirus	SUSPECT	16	14	11

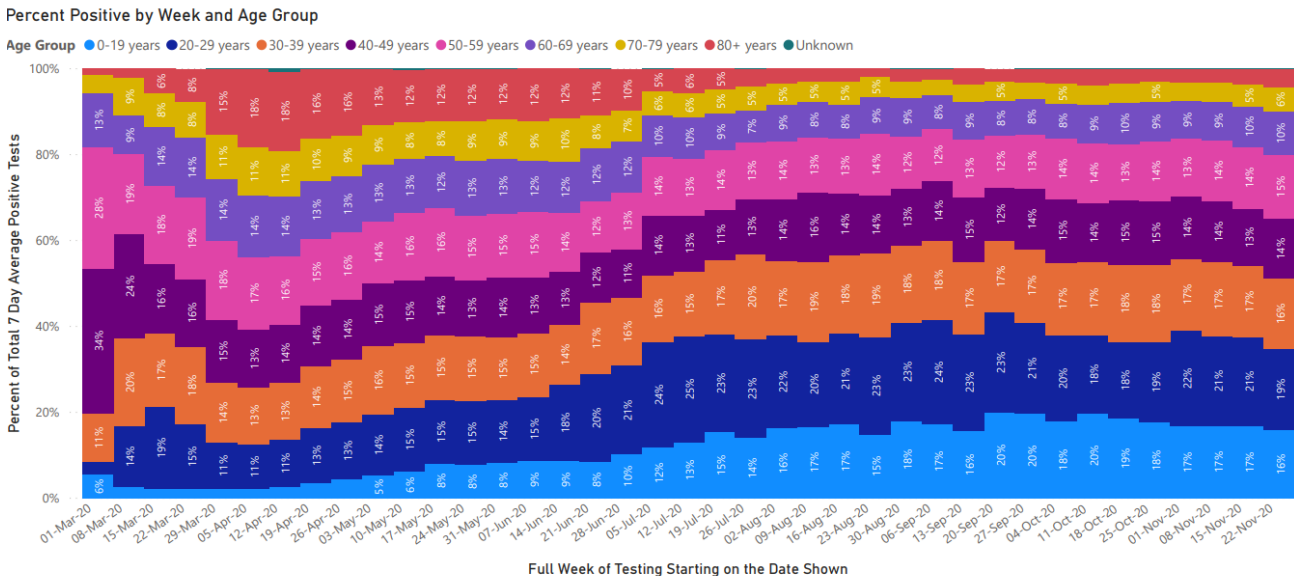
If there is any ever so slight of a “silver lining,” we see a statewide smaller number of deaths in this spike compared to the spring spike. This, according to DPH, is due to several factors: younger people are contracting the virus who are better able to survive in many cases, there are more informed treatments and testing is identifying cases earlier so those treatments can be administered early in the disease progression.



I realize I inundate these reports with charts and graphs. Please know I do whittle down the vast amount of data we look at to what I feel the public would be most interested in related to COVID 19.

Going back to the a few areas, it is interesting that people 19 and younger are not being infected at a much higher rate than in the spring of 20. In the state data I saw that prior to November 1 there were 27 outbreaks in schools (yes it does measure a period where most schools were closed). From November 1 to November 28 there was 106 outbreaks reported in school settings. The graph below shows how some of the shift as far as age groups go.

Massachusetts Department of Public Health COVID-19 Dashboard - Tuesday, December 08, 2020
Positive Tests by Age Group



The positivity rate for South Hadley continues to increase and now sits at 2.41% where just 10 weeks ago we were considerably below 1%. This rate is one of the most useful barometers of the levels of concern related to the novel corona virus. It also speaks to how important testing continues to be.



Massachusetts Department of Public Health COVID-19 Dashboard – Thursday, December 3, 2020

Count and Rate of Confirmed COVID-19 Cases and Tests Performed in MA by City/Town, January 1, 2020 – December 1, 2020

City/Town	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 days) ¹	Relative Change in Case Counts ²	Total Tests	Total Tests (Last 14 days)	Total Positive Tests (Last 14 days)	Percent Positivity (Last 14 days)	Change in Percent Positivity ³
Somerset	656	130	50.1	Lower	14831	1860	148	7.96%	Lower
Somerville	2196	375	35.4	Lower	208540	34964	424	1.21%	Lower
South Hadley	328	46	18.2	No Change	19577	2364	57	2.41%	Higher
Southampton	74	13	15.4	Higher	4565	581	15	2.58%	Higher
Southborough	134	33	24.4	Higher	13476	1636	35	2.14%	Higher
Southbridge	498	147	62.6	Higher	12358	1421	157	11.05%	Higher
Southwick	192	52	37.9	Lower	6350	797	58	7.28%	Lower

The chart below is something which recently appeared in the South Hadley “dashboard.” We are requesting DPH provide this breakdown locally as it would overtime give us an indication how what our South Hadley recovery rate may be. This does not include people who are hospitalized, and this is also the number for a date in time. I suspect this could change by thousands over a day or so.



Massachusetts Department of Public Health COVID-19 Dashboard - Thursday, December 03, 2020

Massachusetts Residents Quarantined due to COVID-19

Data are accurate as of 12/1/2020 at 5p.m.

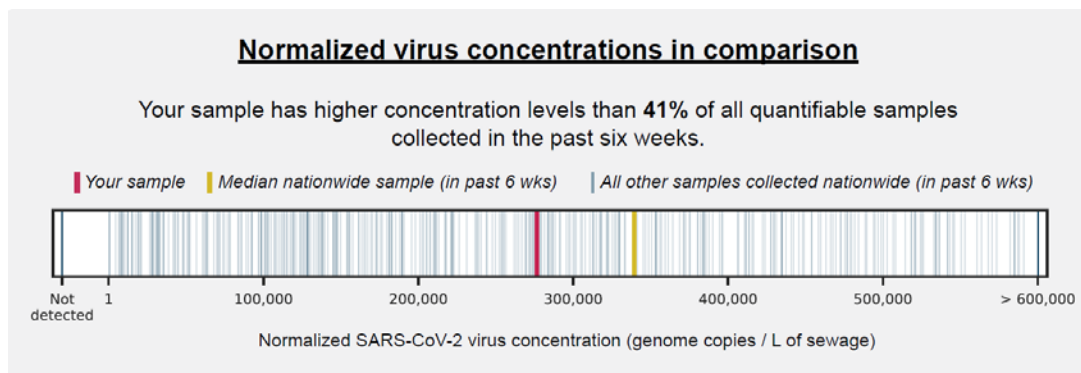
Massachusetts Residents Subject to COVID-19 Quarantine by Current Status as of December 2, 2020	Number of Residents
Total of Individuals who have Completed Monitoring (no longer in Quarantine)	123,052
Total of Individuals Currently Undergoing Monitoring/Under Quarantine	10,018
Total of Individuals Subject to Quarantine	133,070



We have added the more portable “lawn signs” to our communication mix. They have been going up over the last few days and we will be moving them around hopefully to get a wider audience. I would like to thank Linda and Doug Young for taking some signs to distribute.. We do not have a lot left, but if someone would like to get one and has a good spot please email me at msullivan@southhadleyma.gov.

The success or failure of any public campaign relies on cooperation. We and the state will do what we can in terms of enforcement, but it is reasonable to say if the public does not buy in, if we do not encourage our neighbors and friends, if we do not act with diligence, we will not succeed in beating back this threat.

Below I have placed the BioBot data which reflects the RNA tracing from the South Hadley Wastewater Plant. This is a lead indicator of virus present in South Hadley and as you can see it remains much higher than earlier in the year. The full report and more information can be seen at southhadley.org/COVID19.



Biobot COVID19 incidence estimate*

** using Biobot's current analysis model v2.0, which reflects active R&D and will change over time with developing research*

10 new cases / day
(0.06% incidence rate)

Using a reported flow rate of 5.34 MGD

For more information, read the whitepaper:

<https://doi.org/10.1101/2020.06.15.20117747>

This incidence estimate represents the projected average of **confirmed new clinical cases (per day)** that will be reported in your community 7 days from the sampling date. This estimate reflects active R&D.

This number is derived from Biobot's latest proprietary case model, leveraging thousands of samples analyzed for Covid-19. For context, USAFacts reports **30 new cases** on this sampling date and an average of **39.3 cases** per day for the past 7 days in **Hampshire County, MA**.

Visit our website for more details behind the process:

<https://www.biobot.io/case-estimates>

<https://www.biobot.io/updated-model>

Symposium of Understanding

This recent public Zoom forum held on Tuesday December 8 (recording here: <https://vimeo.com/489076642>) was meant to let the public know of the work being done, particularly with employees, to grow our understanding of bias and how we all must play a part in becoming a more accepting and inclusive community.

I greatly appreciate the contributions made to this edition of the Symposium of Understanding (SOU) by the panelists and the attendees. Deputy Town Administrator Jennifer Wolowicz shaped some of the trainings and development material we are or have offered to employees. Chief Jennifer Gundersen gave a quick overview of work being done at the police department to support their efforts to continue to be the type of police department we respect and can be proud of. Vice Chair Sarah Etelman, the founder of the SOU, spoke about some of the history and where the future may take us.

I can say without reservation that there is a strong commitment at all levels in all departments and through the community to evolve to a more accepting and socially conscious civic entity. Again, thank you to the public for doing their part and to all that attended this event and the prior gatherings - more to come.

Transfer Station Christmas Tree Drop-Off



This year, or should I say next year, will be a little different for Christmas tree removal. Residents will be able to bring their tree to the Transfer Station without a time slot scheduled to drop off the tree - just the tree - Jan 8 & 9 and Jan. 15 & 16 from 8 a.m. to 3 p.m.

This will allow us to do an additional yard waste pick up in the spring. That pick up can include your tree, you will just

have to either cut it up and put it in the appropriate bags or bundle it according to the requirements. I know this is another change, but we hope the majority of the citizenry will recognize the larger benefit to the entire community.

Virtual Santa

This project is a joint effort between the Friends of Buttery Brook and the South Hadley Recreation Department.

If you contact the address below Santa will know to “Zoom” down your chimney and safely discuss what will be instore for good little boys and girls. On that point remember it has been a tough year for all of us 😊

Please spread the word as we try to bring some normalcy to families in South Hadley.

Senator Comerford, Chair/Vice Chair Meeting

I would just like to thank Senator Comerford and her staff for making time to meet with Chair Cyr, Vice Chair Etelman and I monthly to discuss the challenges we are facing in these difficult times.

The senator has been very helpful and resourceful in meeting advocating for grant opportunities, regional initiatives and upcoming issues facing the Commonwealth. She has been able to keep Representative Carey, Governor Baker and other offices informed about South Hadley needs and challenges.

We again thank Governor Baker, Representative Carey and Senator Comerford for the recent MassWorks grant award of over \$2.7 million. Reviewing the list of other cities and towns who received awards and the amounts it is clear we did very well. These funds will enhance infrastructure of all types in and around the Newton and Lyman intersection (more details at southhadley.org).

Thank you and I hope all who read this report have a wonderful holiday season, no matter what you celebrate, how or if you worship or what you believe. I am sure we all can agree there is a great want for all of us to look back on 2020. I wish all of South Hadley a healthy, and happy New Year! (even though there will be one more report before the end of the year) Stay safe!!!!

Respectfully submitted,

Michael J Sullivan
Town of South Hadley, Administrator