

**SELECTBOARD MEETING
TUESDAY, FEB. 15, 2022
VIRTUAL AGENDA
7 P.M.**

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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.

1. CALL TO ORDER

2. APPROVAL OF MINUTES: Draft minutes of Jan. 18, 2022 and Feb. 1, 2022

3. ANNOUNCEMENTS/OPEN FORUM

4. TRI-ANNUAL INTERVIEWS & APPOINTMENTS

- | | |
|---|--|
| A. Robert Salthouse – SEC | E. Stephen Frantz – SEC |
| B. Hattie Finkel – Historical Com,
Historic District Study Committee | F. Louise Croll – Conservation
Commission |
| C. Jessica Schoendorf – Conservation
Commission | G. Kevin McCaffrey – MPIC |
| D. April Doroski – Conservation
Commission | H. Richard Dunderdale - COD |

5. NEW BUSINESS

- A. One-Day Beer & Wine License Request – Friends of SH Seniors for April 29
- B. 2022 Seasonal Population Increase (ABCC)
- C. Seasonal Alcohol License – The Boathouse and potential bar trailer
- D. Town Meeting Planning
- E. Fireworks Date and Rain Date (Recreation)
- F. G.L. c. 71, § 37M Shared Services Memo
- G. Chief Procurement Officer Designation
- H. FY22 December Quarterly Report

6. OLD BUSINESS

- A. FY23 BUDGET

7. TOWN ADMINISTRATOR’S REPORT

8. ADJOURN

**JOINT SELECTBOARD / SCHOOL COMMITTEE MEETING
TUESDAY, JAN. 18, 2022
DRAFT MEETING MINUTES
VIRTUAL MEETING ROOM – 7 P.M.**

Present were Chair Jeff Cyr, Vice Chair Sarah Etelman, Member Chris Geraghty, Member Andrea Miles, Clerk Carol Constant, and Town Administrator Lisa Wong.

CALL TO ORDER

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

MINUTES

Constant motioned to approve the draft minutes of Dec. 21, 2021 and Jan. 4, 2022. Geraghty seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye

Constant – Aye

Geraghty – Aye

Miles – Aye

Cyr – Aye

ANNOUNCEMENTS

Constant reminded residents that nomination papers for elected town boards, committees and town meeting are available in the clerk's office. She noted she and Geraghty will march in the St. Patrick's Parade. Constant praised Wong's latest Weekly Wrap-Up. She also directed residents to www.covidtests.gov to order their four free COVID rapid tests.

OPEN FORUM

Resident Ira Brezinsky of 93 Woodbridge Street suggested changes to the way Bylaw Review Committee members are appointed.

CONSENT AGENDA

Miles motioned to approve a One-Day Beer & Wine License Request from The Orchards for May 20, 2022. Constant seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye

Miles – Aye

Constant – Aye

Geraghty – Aye

Cyr – Aye

DOG HEARING

Cyr opened the hearing at 7:10 p.m. Read into the record were 13 memos from the animal control officer, two © letters from Tampa Street residents, a letter dated Nov. 29, 2021 from Miami Street residents, a police report dated Aug. 24, 2021, a police report dated Sept. 15m

2021, a police report dated Oct. 19, 2021, and a police report dated Oct. 5, 2021. Cyr closed the hearing at 8:06 p.m. Miles motioned the Selectboard deem the dog in question as a dangerous dog. Geraghty seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles – Aye
Constant – Aye
Geraghty – Aye
Cyr – Aye

Etelman motioned the Selectboard institute remedies 1-6 of the seven remedies to be imposed if a dog is deemed dangerous under G.L. c. 140 157(c). Miles seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles – Aye
Constant – Aye
Geraghty – Aye
Cyr – Aye

SCHOOL COMMITTEE VACANCY INTERVIEWS

Members of the School Committee and Selectboard interviewed Lynda Pickbourn and Edward Boiselle to fill the vacancy on the School Committee until the April 2022 town election. School Committee and Selectboard members appointed Lynda Pickbourn.

ROLL CALL VOTE

Etelman – Aye
Miles – Aye
Constant – Aye
Geraghty – Aye
Cyr – Aye
Matos – Aye
Cook – Aye
Friesner – Aye
Schlachter– Aye

Matos motioned to adjourn the joint meeting adjourned at 9:13 p.m. Frisner seconded. All School Committee members in favor.

ROLL CALL VOTE

Matos – Aye
Cook – Aye
Friesner – Aye
Schlachter– Aye

RESIGNATION

Etelman motioned to accept the resignation of Scott Roe from MPIC. Miles seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye

Miles – Aye

Constant – Aye

Geraghty – Aye

Cyr – Aye

TA REPORT

Wong highlighted the snow and ice budget expenditures which have increased because of the recent storms, changes to school contract tracing protocols. For the full TA Report, see the Jan. 18, 2022 Selectboard meeting packet n the town website.

ADJOURN

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

ROLL CALL VOTE

Etelman – Aye

Miles – Aye

Constant – Aye

Geraghty – Aye

Cyr – Aye

The meeting adjourned at 9:21 p.m.

**Respectfully submitted,
Kristin Maher
Executive Assistant to Administration**

JOINT SELECTBOARD / PLANNING BOARD / MPIC MEETING

TUESDAY, FEB. 1, 2022

DRAFT MEETING MINUTES

VIRTUAL MEETING ROOM – 7 P.M.

Present were Chair Jeff Cyr, Member Chris Geraghty, Member Andrea Miles, Clerk Carol Constant, and Town Administrator Lisa Wong. Vice Chair Sarah Etelman was absent.

CALL TO ORDER

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

MINUTES

Constant motioned to approve the minutes of Dec. 10, 2021. Geraghty seconded. All in favor.

ROLL CALL VOTE

Constant – Aye

Geraghty – Aye

Miles – Abstain

Cyr – Aye

ANNOUNCEMENTS

Geraghty reminded residents nomination papers for the annual election are available and notified the board he would not see reelection this year.

Constant explained home safety visits FD1 and 2 can provide as part of the Age & Dementia Friendly South Hadley initiative.

Miles encouraged the public to visit the library's website for various Black History Month offerings.

TRI-ANNUAL INTERVIEWS

The Selectboard interviewed Robert Judge for the Historical Commission, Emelie Lyszchyn for the SEC and Steven Lauridsen for the Bylaw Review Committee. They also interviewed and appointed Jon Camp to the Capital Planning Committee as the Planning Board representative for a term ending in 2023.

MPIC

Members of MPIC and the Planning Board met to discuss collaboration among entities assigned to tasks within the plan, how to prioritize goals and engage the public in the process.

SECTION 20D DISCLOSURE

Miles motioned to approve the application of Danielle Cook for disclosure by special municipal employee of financial interest in a municipal contract as required by G.L. c. 268A, § 20(d).

Geraghty seconded. All in favor.

ROLL CALL VOTE

Constant – Aye

Geraghty – Aye
Miles – Aye
Cyr – Aye

LOADER CONTRACT SIGNATURE

Miles motioned to accept the contract between Milton Cat and the Town of South Hadley in the amount of \$309,965.00. Geraghty seconded. All in favor.

ROLL CALL VOTE

Constant – Aye
Geraghty – Aye
Miles – Aye
Cyr – Aye

FY23 BUDGET

Members discussed meeting a third time in March anticipating numerous budget discussions. Wong gave an overview of the revamped budget documents administration and accounting are working on, and discussed the preliminary changes and increases to the town's budget.

BUTTERY BROOK PARK RATES

Constant motioned to approve the rate increases as presented. Miles seconded. All in favor.

ROLL CALL VOTE

Constant – Aye
Geraghty – Aye
Miles – Aye
Cyr – Aye

TA REPORT

Wong highlighted the COVID case counts, Black History Month, the Lunar New Year, and the state's "Safe Speeds" initiative. For the full TA Report, see the Feb. 1, 2022 Selectboard Packet on the town website.

ADJOURN

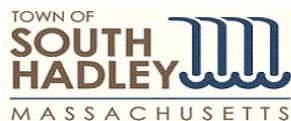
Miles motioned to adjourn. Geraghty seconded. All in favor.

ROLL CALL VOTE

Constant – Aye
Geraghty – Aye
Miles – Aye
Cyr – Aye

The meeting adjourned at 9:25 p.m.

Respectfully submitted,
Kristin Maher
Executive Assistant to Administration



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Sun, Jan 16, 2022 at 9:03 AM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose From the Following

Other

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

Sustainability and Energy Commission

Please give any details regarding your interest in this appointment.

I am deeply interested in sustainability, including finding ways to mitigate climate change and species loss. I have taken personal actions including installing solar panels, driving an electric car, and turning our property into a mini wildlife sanctuary. I want to do more by contributing to the efforts of my town.

Please Provide the Following Information

Name	Robert W Salthouse
Email	[REDACTED]
Address1	20 The Knolls
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	Search committee for town manager, around 2010 or so Also do volunteer trail cleanup.
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	MA (U Penn), MBA finance (Carnegie Mellon), retired IT program manager, taught computer programming at HCC.
Please list any additional information you think may be helpful in reviewing your application.	As an IT consultant, I built a reputation as a cool-headed problem solver, good at dealing with people in stressful situations. I have done extensive reading about climate change

and wildlife decline. Currently working on gaining my master gardener certification.

How did you learn of the vacancy you are applying for?

Another Resident

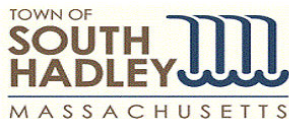
If you indicated another resident or other above, please provide the resident's name or provide additional details.

John Howard SEC

Upload a Letter of Interest

Field not completed.

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Wed, Jan 19, 2022 at 9:56 AM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose From the Following Historical Commission, Historic District Study Committee

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

Please give any details regarding your interest in this appointment. My family has occupied my present home, The Josiah Moody House, 450 Amherst Road, since 1955. As I resided in New Jersey from 1773-2014, I am unfamiliar with the protocol used to determine how an area would be considered historically significant. I also am interested in connecting with other, like minded people who find the history of South Hadley to be fascinating.

Please Provide the Following Information

Name hattie finkel

Email [REDACTED]

Address1 450 amherst road

Address2 *Field not completed.*

City south hadley

State Massachusetts

Zip 01075

Primary Phone [REDACTED]

Alternate Phone *Field not completed.*

Cell Phone: [REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley? Yes

Are you a Town Meeting Member? Yes

Is any of your immediate family employed by the Town of South Hadley? *Field not completed.*

Do you now or have you previously served in town government? Yes

If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each. River Vale, New Jersey. Member, Zoning Board of Appeals, 1994-2000. Town Meeting Member, South Hadley, 2015-present

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.) Employed as a Teacher of the Handicapped, Community School of Bergen County, 1989-2014. South Hadley High School, contract substitute, (maternity leave), one semester, 2016. Smith Academy, Hatfield, contract substitute, (maternity leave), 2017.

Please list any additional *Field not completed.*

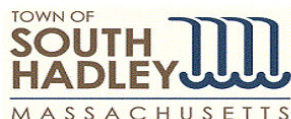
information you think may be helpful in reviewing your application.

How did you learn of the vacancy you are applying for? Newspaper

If you indicated another resident or other above, please provide the resident's name or provide additional details. *Field not completed.*

Upload a Letter of Interest *Field not completed.*

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Tue, Jan 25, 2022 at 4:29 PM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose up to TWO From the Conservation Commission
Following

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

Please give any details regarding your interest in this appointment.

Jeff Squire let me know of the opening on the Conservation Commission. I currently work as a Landscape Designer at Berkshire Design Group where Jeff is the principal. He was previously the Planning Board Chair in town. I bought a home in South Hadley in November and would love to take part in my new community by helping to protect it's greatest resources.

Please Provide the Following Information

Name Jessica Schoendorf

Email

[REDACTED]

Address1

424 Hadley St

Address2

Field not completed.

City

South Hadley

State

MA

Zip

01075

Primary Phone

[REDACTED]

Alternate Phone

Field not completed.

Cell Phone:

Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley? Yes

Are you a Town Meeting Member? No

Is any of your immediate family employed by the Town of South Hadley? No

Do you now or have you previously served in town government? No

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)

I'm currently a Landscape Designer at Berkshire Design Group in Northampton. I have an Master's in Landscape Architecture from UMass Amherst.

Please list any additional information you think may be helpful in reviewing your application.

Outside of my career, I have a passion for the outdoors whether hiking, mountain biking, or snowshoeing. I would be honored to play a role in conserving one of South Hadley's greatest assets, it's natural resources. These areas are necessary for the community's passive recreational purposes as well as its' ecological and environmental functions. A landscape architecture background is uniquely fitting for prioritizing both nature and communities.

How did you learn of the vacancy you are applying for?

Another Resident

If you indicated another resident or other above, please provide the resident's name or provide additional details.

Jeff Squire, previous Planning Board Chair and Berkshire Design Group Principal

Upload a Letter of Interest

[JSchoendorf_Letter.pdf](#)

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

JESS SCHOENDORF

424 Hadley St, South Hadley · [REDACTED]
[REDACTED]

Jeff Cyr, Selectboard Chair
Rebekah Cornell, Conservation Planner
Neva Tolopko, Commission Chair
Conservation Department
116 Main Street
South Hadley, MA 01075

DEAR JEFF, REBEKAH, NEVA, THE SELECTBOARD, AND CONSERVATION COMMISSION,

I'm very interested in becoming a member of the Conservation Commission and believe my background in Landscape Architecture, love for outdoor recreation, and curiosity in natural resources will be useful attributes to contribute to the board. Please see my most relative experiences below.

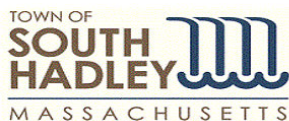
- Landscape Designer - *Berkshire Design Group, Northampton, MA (2021-present)*
- Landscape Designer – *Stantec, Boston, MA (2019-2021)*
- Master's in Landscape Architecture – *Umass Amherst (2019)*
- Intern - *Berkshire Design Group, Northampton, MA (2017-2019)*
- Participant – *MLA Career Discovery at Harvard, Cambridge, MA (2014)*
- Intern – *Ray Dunetz Landscape Architects, Boston, MA (2014-2015)*

Outside of work, I spend my time hiking, mountain biking, and snowshoeing locally in South Hadley and throughout the surrounding Pioneer Valley. Thanks for taking the time to consider me. I look forward to speaking with you.

Sincerely,

Jessica Schoendorf

Jessica Schoendorf



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Fri, Jan 28, 2022 at 6:18 PM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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Choose up to TWO From the Conservation Commission
Following

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee to which you wish to apply. *Field not completed.*

Please give any details regarding your interest in this appointment.

As a member of the Conservation Commission, I hope to contribute my technical expertise and passion for conservation to the properly administer the MA Wetlands Protection Act and South Hadley Wetlands Regulations. I'm a Certified Professional Soil Scientist and have worked as an Environmental Scientist for Tighe & Bond for almost 5 years where I developed my technical expertise in the field and office

by conducting wetland delineations and preparing environmental permits for a wide array of projects. In my current position as Water Resources and Climate Resilience Specialist with Fuss & O'Neill, I am excited to be working on multiple project specific to climate resilience.

Please Provide the Following Information

Name April Doroski

Email

[REDACTED]

Address1

[27 Judd Ave](#)

Address2

Field not completed.

City

South Hadley

State

MA

Zip

01075

Primary Phone

[REDACTED]

Alternate Phone

Field not completed.

Cell Phone:

Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley? Not Sure

Are you a Town Meeting Member? No

Is any of your immediate family employed by the Town of South Hadley? No

Do you now or have you previously served in town government? Yes

If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each. *Field not completed.*

What skills and experience I have a BS in Environmental Resource Management with a

do you have? (Knowledge, other volunteer experience, employment experience, etc.)

concentration in Soil Science and a minor in Watershed and Water Resources from Penn State. I have a MS in Natural Resources: Land, Water, and Air. My thesis title is titled "Wetland Ecosystem Functions in a Changing Coastal Landscape: Effects of Urban Runoff, Saltwater Intrusion, and Restoration". As a result of my research, I have two peer-reviewed publications related to the effects of climate change on nutrient cycling in coastal wetlands.

I worked as an Environmental Scientist for Sovereign Consulting in PA for 1.5 years and Tighe & Bond in MA for almost 5 years. For Tighe & Bond, I lead wetland delineations, conducted SWPPP inspections, and prepared permits in accordance with local, state, and federal regulations. I prepared permits under the MA WPA and local wetlands bylaws, and presented projects to Conservation Commissions. I have been with Fuss & O'Neill as a Water Resources and Climate Resilience Specialist for a couple months now and have worked on multiple climate resilience projects.

In addition, I'm passionate about volunteering in STEM. I serve on the Board of Directors for the Society of Wetland Scientists New England Chapter (SWS-NE) and have organized and moderated a panel discussion on behalf of SWS-NE with over 60 participants. This past fall, I guest lectured students in Advanced Wetlands Ecology at UConn.

Please list any additional information you think may be helpful in reviewing your application.

Field not completed.

How did you learn of the vacancy you are applying for?

Another Resident

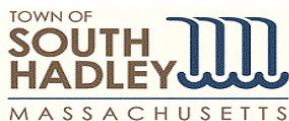
If you indicated another resident or other above, please provide the resident's name or provide additional details.

Mary Grover

Upload a Letter of Interest

Field not completed.

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Wed, Feb 2, 2022 at 4:33 PM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose up to TWO From the Sustainability & Energy Commission
Following

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

I am interested in joining the Sustainability and Energy Commission.

Please give any details regarding your interest in this appointment.

Professionally, I have been active in sustainability and intersecting public health issues for many years and since moving to South Hadley in September 2018 I have also been active in related non-profit organizations, including Climate Action Now Western Mass, Northeast Organic Farming Association/Mass, Sierra Club and National Audubon Society. All of these organizations are concerned with energy sources

and usage, and how this affects the climate crisis and our overall sustainability for food, water and shelter.

Please Provide the Following Information

Name	Stephen Frantz
Email	[REDACTED]
Address1	300 North Main St.
Address2	<i>Field not completed.</i>
City	South Hadley
State	MA
Zip	01075-3300
Primary Phone	[REDACTED]
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	Zoning Board of Appeals - appointed as associate member in Mar.2020; ending in 2022 unless re-appointed
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Professional, I have been a pathobiologist for several decades , concerned about all aspects of dis-ease, origins through amelioration. While on the faculty at Johns Hopkins University and the New York State Dept. of Health, I've worked in South

Asia, the Middle East and all over the United States. I have learned that so much of what negatively affects our health is rated to environment, including food, water, and air resources. This directly intersects with our energy sources, the climate crisis and how do we sustain our existence for a livable world.

Please list any additional information you think may be helpful in reviewing your application.

I have been active in local non-profits, including Climate Action Now Western Mass, Northeast Organic Farming Association/Mass, Sierra Club and National Audubon Society. All of these organizations are concerned with energy sources and usage, and how this affects the climate crisis and our overall sustainability for food, water and shelter.

How did you learn of the vacancy you are applying for?

Another Resident

If you indicated another resident or other above, please provide the resident's name or provide additional details.

Joanna Brown
John Howard

Upload a Letter of Interest

[Sustainability and Energy Commission ltr..pdf](#)

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

February 02. 2022

To whom it may concern:

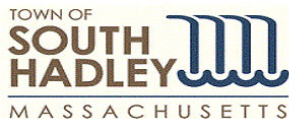
I am writing this Letter of Interest in applying to join the Sustainability and Energy Commission. As a long-term pathobiologist I have considerable experience in studying and resolving dis-ease related to environmental causative agents that may be related to energy expenditure, food, water and air resources. These factors are all interrelated and interact to impact the climate crisis that is already upon us. I think that we must carefully assess whatever we recommend with regard to energy usage/conservation and keep the climate crisis in mind for guidance. Whatever we do or influence must be weighed against how it might affect our town's long-term sustainability. Again, I think that adjusting our deliberations on the Commission to produce a community in which we would like to have our children grow up is a worthwhile goal.

Thank you for your kind consideration of this inquiry.

Sincerely,

— *signed* —

Dr. Stephen C. Frantz
Research Pathobiologist



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Wed, Feb 2, 2022 at 8:48 PM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose up to TWO From the Conservation Commission
Following

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

Please give any details Lifelong interest in the ecology and geology of the Connecticut
regarding your interest in this River Valley.
appointment. Retired attorney.

Please Provide the Following Information

Name Louise M Croll

Email	[REDACTED]
Address1	120 Lyman Street
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	I grew up in Turners Falls, lived in Springfield ten years, and in Longmeadow for thirty years. I served on the Longmeadow School Committee from 1996-2002 serving as Secretary, Vice-Chair, and Chair. My husband and I moved to South Hadley in August 2019 in anticipation of retirement,
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Thirty years as an attorney. Three years as a teacher. Years of boating on the Connecticut River; walking miles and miles of South Hadley exploring conservation land and other public land; organic gardening; landscaping with native plants.
Please list any additional information you think may be helpful in reviewing your application.	College courses in geology and geomorphology (study of landforms with a focus on the Connecticut River Valley. Interning with the Western Massachusetts Master Gardener Program with a training focus on sustainability, pollinators, native plants.

How did you learn of the vacancy you are applying for? [Town Website](#)

If you indicated another resident or other above, please provide the resident's name or provide additional details. *Field not completed.*

Upload a Letter of Interest [Conservation Commission Interest Letter.docm](#)

[Quoted text hidden]

Louise M. Croll, M.A.T., JD
140 Lyman Street, P.O. Box 393 South Hadley, MA 01075

Town of South Hadley
Office of the Select Board

February 11, 2022

Re: Conservation Commission Application

Dear Sir/Madame:

Please accept this letter of interest for an opening on the Conservation Commission. Although I have lived in South Hadley only since August 2019, I have lived along the east side of the Connecticut River my entire life. Conservation of our natural heritage has been a strong interest all my life.

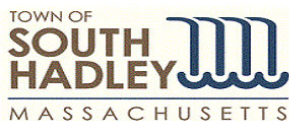
I moved with my husband to South Hadley in mid-2019 in anticipation of retirement. We had lived in Longmeadow for thirty years where I participated in public service as a six-year elected member of the School Committee while also practicing law. I recently retired from the practice of law after thirty years.

I would be pleased to answer any questions you may have. My phone number is above.

Sincerely,

Louise

Louise M. Croll



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Tue, Feb 8, 2022 at 10:03 AM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose up to TWO From the Master Plan Implementation Committee
Following

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

Please give any details I am very interested in being part of working on/towards South
regarding your interest in this Hadley's continued progress economically and in terms of
appointment. quality of life.

Please Provide the Following Information

Name Kevin McCaffrey

Email	[REDACTED]
Address1	11 College St
Address2	Apt 4
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	<i>Field not completed.</i>

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	The Town's economic development committee
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have a long track record of working with community partners, including area chambers of commerce, through my position at Mount Holyoke and I have some expertise in communications and government relations.
Please list any additional information you think may be helpful in reviewing your application.	I am very interested not only in South Hadley's success but in ways the Town can work with other entities in western Mass to build regional strategies.
How did you learn of the	Town Website

vacancy you are applying
for?

If you indicated another resident or other above, please provide the resident's name or provide additional details.

Field not completed.

Upload a Letter of Interest [l-mccaffrey cyr 2 7 22.pdf](#)

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

Kevin McCaffrey
11 College St. 4
South Hadley, MA 01075

February 8, 2022

Jeff Cyr
Chair of the Selectboard
116 Main St
South Hadley, MA 01075

Dear Chairman Cyr:

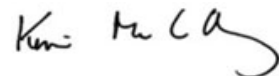
I would like to join the Master Plan Implementation Committee as a way to support the Town of South Hadley in its ongoing progress. The issues identified by the Master Plan update—including economic development, sustainability, and quality of life—are of great interest to me and I believe that I could help the committee and the Town make progress on these and other issues.

For the past 27 years I have worked at Mount Holyoke in a variety of administrative roles and have developed numerous contacts throughout the region with political, business, and civic leaders. In recent years, for example, I have served as chair of the board for the Greater Holyoke Chamber of Commerce, been a member of the Hampshire County Regional Tourism Council, and represented Mount Holyoke on the Western Mass. Economic Development Council. I have skills in a number of areas, including government relations and communications.

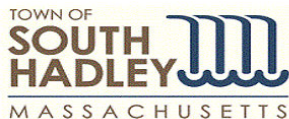
I am particularly interested in two main areas as they pertain to this committee: how the Town can work effectively on key issues within its borders and how it can work with others in the region to develop comprehensive strategies for the area. An example of this would be collaboration with Holyoke on economic development and housing development in a way that would aid the revitalization of the Falls as well as the continued progress of Holyoke. And of course, I am always interested in ways Mount Holyoke and the Five Colleges can support development and related efforts in South Hadley and the area.

I am impressed, as always, with the many people who worked so effectively to develop the current draft plan and I would be honored to help carry this work forward.

Sincerely yours,



Kevin McCaffrey



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Wed, Feb 9, 2022 at 3:26 PM

To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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

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

Choose up to TWO From the Commission on Disabilities
Following

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee to which you wish to apply. *Field not completed.*

Please give any details regarding your interest in this appointment. I have worked with and for people with disabilities for 30 years. I am now partly retired but I feel that I have still have more to contribute.

Please Provide the Following Information

Name Richard Dunderdale

Email	[REDACTED]
Address1	9 Los Angeles St
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I worked as a direct care supervisor for people with a wide range of both developmental and physical disabilities for 30 years. Also for 25 of those 30 years I was The Human Rights Advocate with the responsibility of en-servicing staff and also the people we worked for, in their human rights, which is everyone's human rights. I have seen first hand the obstacle in a community that confront people living with disabilities daily.
Please list any additional information you think may be helpful in reviewing your application.	Field not completed.
How did you learn of the vacancy you are applying for?	Another Resident

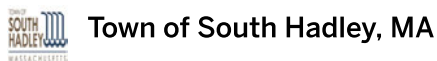
If you indicated another resident or other above, please provide the resident's name or provide additional details.

Johnstone Campdell, Susan Dunderdale

Upload a Letter of Interest *Field not completed.*

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

Board / Committee	Total Members	Current Vacancies	Vacancy Terms	Candidates
Bylaw Review	7	5	2023 2022 (2) 2024 2023	<ul style="list-style-type: none"> • M.P. Chevrette • Steven Lauridsen
Canal Park	7	4	2024 (2) 2023 (2)	
Comm. on Disab.	5	2	2024 2023	<ul style="list-style-type: none"> • Richard Dunderdale
Cons. Comm.	7, 2 Assoc	2	2024 2022	<ul style="list-style-type: none"> • Aldo Villani - Assoc wanting FT • Jessica Schoendorf • April Doroski • Louise Croll
COA Board	11	2	2022 (2)	
Golf Comm	7, 1 Alt	1 Alt	2022	
Historical Comm	7	2	2024 2023	<ul style="list-style-type: none"> • Robert Judge • Emeile Lyszchyn • Hattie Finkel
Historic District	7	2	2024 2023	<ul style="list-style-type: none"> • Hattie Finkel
MPIC	9	1	2024	<ul style="list-style-type: none"> • Kevin McCaffrey
SEC	5	1	2024	<ul style="list-style-type: none"> • Emeile Lyszchyn • Robert Salthouse • Steven Frantz
Old Firehouse Tr	9	1	2023	
ZBA	3, 2 Assoc	1 Assoc	2024	



02/09/2022

OD-17

1 Day Alcohol License

Status: Active

Date Created: Feb 8, 2022

Applicant

Kim Prough
ksprough@me.com
8 Silverwood Ter
South Hadley, MA 01075
781-864-0468

Applicant Email

APPLICATIONS MUST BE SUBMITTED AT LEAST TWO WEEKS IN ADVANCE OF AN EVENT. APPLICATIONS SUBMITTED LESS THAN TWO WEEKS IN ADVANCE WILL NOT BE ACCEPTED FOR REVIEW BY THE SELECTBOARD.

Permit Info

Permit For

1 Day Beer and Wine

Check this box to acknowledge that individual applicants can be approved for up to 30 permits per year.



Event Details

Date of Event	Name or Organization Hosting Event
04/29/2022	Friends of the South Hadley Seniors

Provide a Detailed Description of What The Event Is

Bingo Fundraiser

Street Address of Where The Event is Held

9 E Parkview Dr

Hours of Operation (Ex. 8:00 AM - 5:00 PM)

5pm-10pm

COMMONWEALTH OF MASSACHUSETTS
ALCOHOLIC BEVERAGES CONTROL
COMMISSION

95 Fourth Street, Suite 3, Chelsea, MA 02150

2022 Seasonal Population Increase Estimation Form

City / Town:

South Hadley

Date:

Feb. 16, 2022

Alcoholic Beverages Control Commission
c/o Licensing Department
95 Fourth Street, Suite 3
Chelsea, MA 02150

To Whom It May Concern:

Acting under authority contained in M.G.L. Ch. 138, s17, as amended, our Board at a meeting held on

Feb. 15, 2022

Date of Meeting

, estimated that the temporary increased resident population

of

South Hadley

City / Town Name

, as of July 10, 2022 will be

17,524

Estimated Population

This estimate was made and voted upon by us at a meeting called for the purpose, after due notice to each of the members of the time, place and purpose of said meeting, and after investigation and ascertainment by us of all the facts and after cooperative discussion and deliberation. The estimate is true to the best of our knowledge and belief.

The above statements are made under the pains and penalties of perjury.

Very truly yours,
Local Licensing Authorities

SEASONAL POPULATION 2022

M.G.L. Chapter 138, Section 17 allows the Selectboard to issue one seasonal package store license and seasonal licenses under Section 12 “to the amount or number that such authorities deem to be in the public interest” for each unit of five thousand or additional fraction thereof of increased seasonal population. In order to maintain the ability to issue seasonal licenses, the Selectboard must make an estimate of increased seasonal population by March 1 each year. In 2021, the Selectboard estimated an increased seasonal population of 17,524 as of July 10, 2021.

A copy of such estimate, signed by a majority of the board, must be forwarded to the Alcoholic Beverages Control Commission.

The proposed motion is: "I motion to certify that South Hadley has an increased seasonal population as of July 1, 2022 of 17,524."

SEASONAL LIQUOR LICENSE RENEWAL

The Boathouse

The proposed motion is: "I move to accept the 2022 license renewal of The Boathouse seasonal alcohol license and allow renewal upon completion of the application, submittal of all fees, completing all required inspections, and any other laws, bylaws or regulations required for issuance."

Jeff Cyr, Chair
Sarah Etelman, Vice-Chair
Carol Constant, Clerk
Chris Geraghty
Andrea Miles

Lisa Wong
Town Administrator

To: Selectboard
From: Lisa Wong, Town Administrator
Re: Town Meeting Update
Date: February 11, 2022

As we prepare for Town Meeting, I would like to discuss the following with the Selectboard and also poll Town Meeting members about the components below. The previous poll conducted by the prior Town Administrator yielded 68 responses:

- 57.6% preferred virtual; 39.4% in-person
- 86.6% would be able to participate in a virtual meeting with little or no assistance

The Date:

Town Meeting is set for the second Wednesday in May. This year that date is May 11th. I recommend we hold to that date and there is no reason for delay. If the Selectboard agrees, this date works, then the Town Administrator will set the schedule for the public hearing beforehand, as well as the dates for warrant articles.

The Venue:

The last Town Meetings during COVID have been in the outdoor parking lot. The new Senior Center is the proposed location for future indoor town meetings. I can also reach out to see if the schools would be a possibility. We are also actively exploring options for hybrid and fully remote meetings.

The Technology:

If we use the clickers again: The Town has already purchased clickers. The Easy Vote software (about \$800) would have to be purchased to allow for hybrid meetings. If the meeting was in-person, we would NOT need to subscription. To avoid issues that have come up in the past, the Town would verify that the clickers match the users. The IT Director would outline a more detailed plan to ensure the issues are resolved, including testing.

Paddles: Previous in person meetings have used the Yes/No paddle system. It also provide a good back-up system.



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950
Phone 978.463.7700
Fax 978.463.7747

www.mtclawyers.com

TO: LISA WONG, TOWN ADMINISTRATOR

**FROM: KATHERINE M. FEODOROFF, TOWN COUNSEL
ALEXANDER M. CASTRO, TOWN COUNSEL**

**RE: TOWN'S OBLIGATION TO PROVIDE FACILITIES MAINTENANCE
MANAGER SERVICES TO TOWN SCHOOLS**

DATE: JANUARY 28, 2022

Per your request, below is a legal opinion as to whether the Town of South Hadley is required to provide the services of its facilities maintenance manager to the Town's public schools. In short, no, the Town is not obligated to do so, either contractually or by statute, even though the Town has provided said services voluntarily in the past and even if it continues to do so in the future. Still, if the Town continues to provide said services, either voluntarily or following acceptance of the statute, we still advise that the Town memorialize the terms and conditions of sharing services in writing to cure any confusion regarding the scope of the same.

G.L. c. 71, § 37M, provides that municipalities "may consolidate administrative functions, including but not limited to financial, personnel, and maintenance functions, of the school committee with those of the city or town...." However, section 37M is a local option statute, which does not apply unless it is accepted at Town Meeting in accordance with G.L. c. 4, § 4. The statute must also be accepted by the School Committee. Here, Town Meeting has not voted to accept the statute, nor has the School Committee. But even if the Town did accept the statute, it is permissive, not compulsory; that is, municipalities who do accept that statutory provision are free to choose whether to consolidate their administrative functions with their public schools.

As such, at minimum, we recommend that the Town draft a memorandum of understanding that outlines the roles and responsibilities of those staff members whose services are being shared, as well as defining the financial responsibilities and obligations of the parties.

We know that this is a complex issue, so please rest assured that we are happy to provide further assistance, such as preparing the Town Meeting article and negotiating and drafting the memorandum of understanding. As always, please don't hesitate to contact us with any additional questions.

Millis Office

730 Main Street, Suite 1F
Millis, MA 02054
Phone 508.376.8400

Instructions

Notice of Appointment of Chief Procurement Officer

Please complete the attached “Notice of Appointment of Chief Procurement Officer” form if your jurisdiction has appointed a Chief Procurement Officer (CPO) as defined by the provisions of M.G.L. c. 30B, § 2.

“Chief Procurement Officer,” the purchasing agent appointed pursuant to section one hundred and three of chapter forty-one, or as to any city or town which has not accepted said section, an individual duly appointed in a city having a city manager, by the city manager, in a town having a town manager, by the town manager, in any other town, by the selectmen, or, in any city or town otherwise providing by charter or local by-law for the appointment of a chief procurement officer, in accordance with such charter or local by-law, to procure all supplies and services for the city or town and every governmental body thereof; an individual duly appointed in a district by the prudential committee, if any, otherwise the commissioners to procure all supplies and services for the district; an individual duly appointed in a regional school district by the regional school district committee to procure all supplies and services for the regional school district; an individual duly appointed in a county having a county executive, by the county executive, or in any other county, by the commission, to procure all supplies and services for the county and every governmental body thereof; or an individual duly appointed by the governing board of an authority or other governmental body to procure supplies and services for the authority or governmental body.

The form should be signed by the chief executive of the governing body (*i.e.*, Chairperson of the Board of Selectmen).

Please note: the delegation is specific to the Job Title or Position, not the employee.

ESTABLISHED 1981

Notice of Appointment of Chief Procurement Officer
(Type or print legibly)

1. I hereby provide notice to the Office of the Inspector General of the appointment of a Chief Procurement Officer as defined by the provisions of M.G.L. c. 30B, § 2.

Jurisdiction Name: _____

Department: _____

Employee's Title/Position: _____

Name of Current Employee/CPO: _____

Email of Current Employee: _____

Date of Appointment: _____

2. This appointment is conditioned upon compliance with M.G.L. c. 30B, all applicable statutes, rules, regulations, charters, ordinances, or bylaws, and subject to the following additional **requirements**:

- Designation as a Massachusetts Certified Public Purchasing Official (MCPPO)
- Designation as an MCPPO for Supplies and Services
- Designation as an MCPPO for Design and Construction
- Other Designation/Certification (specify in attachment)
- Completion of the following MCPPO course(s):
 - Public Contracting Overview
 - Supplies and Services Contracting
 - Design & Construction Contracting
 - Construction Management at Risk
 - Other (**specify in an attachment**)
 - Bidding Basics & Contract Administration
 - Bidding for Better Results
 - Model IFB Course
 - Advanced Topics Update

3. This appointment shall remain in effect until revoked or amended. Otherwise, this appointment shall expire on: _____

Full name of the person appointing the CPO: _____

Title: _____

Office Address: _____

Office Telephone: _____ MCPPO Certified? Yes No

Email Address of Appointing Employee: _____

Signed By: _____ **Date:** _____

I attest under pains and penalties of perjury, the above information is accurate.

Mail the original copy of this form to: Office of the Inspector General, One Ashburton Place, Room 1311, Boston, MA, 02108-1518, Attn: CPO Appointments.

WILLIAM SUTTON, Town Accountant

To: Selectboard
Appropriations Committee

From : William Sutton
Town Accountant

February 10, 2022

This letter is to inform you that the Statement of Expenditures vs. Appropriations printout has been run for December 2021. The printout was analyzed for expenditures exceeding budgeted totals by more than 50.0%, since this report represents expenditures through the first half of the fiscal year. The printout has been checked and highlighted for informative purposes to determine the course the various appropriations are on for the fiscal year. There is not necessarily a major problem with the appropriations that are more than 50.0% spent since some departments have the majority of their expenditures at the start of the fiscal year and/ or due to the timing of some of the various expenditures. However, close attention may need to be applied to these appropriations as we move forward into the fiscal year and further expenditures are processed.

Attached is a listing of the departments whose expenditures exceeded 50.0% of the budget as of 12/31/21. Also attached is a copy of the complete printout, excluding school, of expenditures (the report can be quite lengthy). I also attached a quick summary page on how revenues are tracking through the same time period as well as a revenue report. If there are any further questions or explanations needed, please do not hesitate to contact me.

Thank you,

William Sutton
Town Accountant

cc: Lisa Wong
Town Administrator

Revenue items listed below represent the larger revenue items or changes that appear material in nature at this time only.

Note of caution: The timing of receipts in a particular month from one year to the next can impact the overall assumptions either favorably or unfavorably.

Based on the Revenue report as of December 31, 2021:

The majority of the General Fund revenues are tracking similar to last year and within or exceeding the revenue estimates at this time with a few exceptions. A couple highlighted areas are listed below.

Revenues that are tracking above last year at this time:

PVTA reimbursement came in for the year. (\$47,840 - Timing of payment)
Meal's tax collected is up about \$50,000 over this time last year.

Revenues that are tracking below last year's revenues:

Motor Vehicle tax is down around \$67,000 from this time last year. Could be timing.
Penalties and Interest are slightly down, roughly \$24,500, in the areas of property tax and excise interest.
Other licenses and fees are down about 32% (\$68,000) from this time last year mainly in the area of building permits.
Interest Income is down about \$23,000 from this time last year. Likely due to market fluctuations.

Enterprise Funds:

Overall revenues in the Landfill Enterprise Fund are tracking similar to last year at this time.
Revenues in the WWTP Enterprise Fund are tracking slightly lower than this time last year, about \$30,000. This is mainly in the area of Sewer user fees. This could be timing.
Golf Course revenues (non-Food & Beverage) are tracking about \$37,000 lower than last year. Basically, in greens fees and season passes.
Food & Beverage is up from this time last year about \$48,000.
Overall, Ledges is tracking favorably to last year currently.

List of Departments Exceeding 50.0% of Budget
Listing as of 12/31/21:

<u>Department</u>	<u>Type</u>	<u>% Spent</u>	<u>Notes</u>
Town Clerk	Other Expenses	54.8%	conservation program; office supplie
IT Department	Other Expenses	66.5%	Software Maintenance
Snow & Ice (as of 2/9/22)	Personal Services	108.2%	Bal 2/9/22 (\$1,672)
	Other Expenses	106.1%	Bal 2/9/22 (\$4,886)
Debt Interst S-T	Other Expenses	98.9%	Paydowns & Int (payment made
Employee Benefits	Retirement Contrib.	100.0%	Timing of payments
	Health Insurance	54.4% *	Timing of payments (<i>Should hav</i>
Other Misc.	Liability Insurance	85.2%	Payment at start of year;
Channel Markings	Other Expenses	100.0%	Intergovernmental pymnt



Jeff Cyr, Chair
Sarah Etelman, Vice-Chair
Carol Constant, Clerk
Chris Geraghty
Andrea Miles

Lisa Wong
Town Administrator

Town Administrator's Report to Selectboard February 15, 2022

Administration, Finance and Operations

- ARPA requests and Capital Planning requests are due into the Town Administrator's office. The TA will review the requests and see if any information is missing and will compile the ARAP requests for the Selectboard to review in March and the Capital Planning Committee to begin review at their February 23rd meeting.
- The Town Administrator is completing courses for the renewal of the Massachusetts Certified Public Procurement Official (MCPPO) designation. The designation is for 3 years and the TA's existing certification expires in June 2022.

Community Highlights

- The Public Library has organized programs for children during the February school vacation break. <http://shadleylib.org/Pages/Index/176/childrens-programs>
- The Council on Aging is finalizing the purchase of a 4-passenger electric vehicle to assist our seniors with appointments (medical, out of town).
- The Town Administrator send out an annual reminder to Town departments to purchase products with recycled content and/or are environmentally preferable. The Town's primary vendor for office supplies has a wide supply of products containing recycled materials.

Planning and Economic Development

- The Town plans to focus on the design for the Titus Pond/ Queensville Dam project for the upcoming round of Massachusetts Vulnerability Planning grants. The dam is rated in poor condition and the Town will have a better idea in the next month what the scope should be. The Newton Smith / Lower Pond dam is also in poor condition and MassDEP (Dept of Environmental Protection) has approved a project to do some repairs at the dam and just awarded the bids to complete the work.
- The Town is also looking at applying for the Massachusetts Department of Ecological Restoration (DER) Culvert grant for the design of the Pearl Street culvert replacement.
- The Planning Board held two public hearings on Monday. The 1 Wood Ave hearing ended in approval of the special permit but with conditions to not store toxic chemicals. The Gaylord Street Redevelopment hearing was continued until next month.

Public Health

- 39 active confirmed cases as of 2/8. 6 are 65 years of age and over, and 1 is under age 5.
- Department of Elementary and Secondary Education Commissioner Jeffrey C. Riley announced that the statewide mask requirement for K-12 schools will be lifted on February 28. The South Hadley School Committee will discuss this at an upcoming meeting.
- The next Board of Health meeting will be held on March 1 and the town-wide mask mandate will be on the agenda. The Town Administrator will make a recommendation in the upcoming weeks for the town buildings mask mandate.
- Massachusetts Department of Public Health has awarded a Public Health Excellence for Shared Services Grant with South Hadley, Holyoke and Chicopee in an annualized amount of \$300,000 pending negotiation of a final workplan. The contract for the remainder of FY22 will be negotiated with South Hadley as the lead community. Thank you to our Health Director Sharon Hart for her hard work on this. The funds will be used to support the boards of health with a variety of public health issues, including COVID-19 and other diseases.

Public Safety

- The Town is considering requests for additional streetlights as part of the annual budget process. The requests are coming from town departments as well as residents. Per the Selectboard policy, the Town Administrator will review the requests with the Police and Public Works department before making a recommendation to the Selectboard this Spring.
- There was local coverage of the collaboration with the Police Department and the Behavioral Health Network recently: The Republican / MassLive: <https://www.masslive.com/springfield/2022/02/granby-south-hadley-receive-30450-grant-from-massachusetts-department-of-health-to-fund-mental-health-clinician-to-respond-with-police.html> and 22News: <https://www.wvlp.com/news/local-news/hampshire-county/south-hadley-and-granby-police-collaborating-with-mental-health-experts-on-emergency-calls/>

Public Works

- The DPW is out patching Main St and swept up all of the material that has come out of the holes too. There are signs up to warn drivers, as with the rain and freeze thaw conditions that are happening potholes could pop up. The DPW is using synthetic cold patch and will use hot mix when it becomes available. As it is still February, we unfortunately cannot make better and more permanent repairs yet. Crews are out every day patching and making roads as safe as we can.