

**SELECTBOARD MEETING
TUESDAY, MAY 3, 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 April 19, 2022

3. CONSENT AGENDA

- A. One-Day Beer & Wine License Request from Jon Anz for June 16
- B. One-Day Beer & Wine License Requests from Nichole McClellan for May 19, 20 (Creighton Hall), 20 (Art Museum Lobby), 21 (Blanchard), 21 (Dining Center), 21 (Skinner Green), 21 (Art Museum), 21 (Buckland Living Room), 28 (Dining Center), and 28 (Skinner Green).
- C. One-Day All Alcohol License Request from Margaret Boxold for May 21

4. ANNOUNCEMENTS/OPEN FORUM

5. NEW BUSINESS

- A. Ledges request for amended liquor license hours

6. OLD BUSINESS

- A. Town Meeting Warrant
- B. Tighe and Bond Contract

7. COMMUNICATIONS

- A. Resignations of Amy Foley, Shelley Gingras and Nicole Casolari from the Board of Registrars

8. TOWN ADMINISTRATOR'S REPORT

9. ADJOURN

**SELECTBOARD MEETING
TUESDAY, APRIL 19, 2022
MEETING MINUTES
VIRTUAL SELECTBOARD MEETING ROOM – 7 P.M.**

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

CALL TO ORDER

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

REORGANIZATION

Constant nominated Cyr as chair.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

Constant nominated Miles as vice chair.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

Miles nominated Sweeney as clerk.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

MINUTES

Miles motioned to accept the minutes of April 5, 2022. Constant seconded. All in favor.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

CONSENT AGENDA

Miles motioned to accept the consent agenda as presented. Constant seconded. All in favor.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

The items were One-Day Beer & Wine License requests from David Capriati for May 17 and June 9, a One-Day Beer & Wine License Request from Nichole McClellan for May 4 and a One-Day All Alcohol License Request from Nichole McClellan for May 6.

ANNOUNCEMENTS

Miles reminded the public about the two community forums scheduled for April 20 and 28.

Cyr noted the Arbor Day event at the Hahn Warner Arboretum on April 29. He also highlighted a can drive hosted by the Friends of Buttery Brook Park on April 23 to benefit the park.

Wong noted Town Clerk Carlene Hamlin announced her retirement. Wong and Selectboard members commended her for 23 years of service to South Hadley.

Maher noted Drug Take-Back Day on April 30 which will be drive-through style at the South Hadley Police Station.

STREETLIGHTS

Miles motioned to approve the recommendations as presented with the exception of Chatham Way which will be at the end and not the beginning of the intersection of Woodbridge Street. Constant seconded. All in favor.

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

Requests for Brook Street and Lyon Green were denied. Requests for the corner of McKinley and Newton, Park Street Pole 6, and Chatham Way at the end of the intersection with Woodbridge Street were approved.

SEWER USE FEE

Constant motioned to approve the sewer use fee warrant for the billing date of April 1, 2022 in the amount of \$1,172, 900. Miles seconded. All in favor.

ROLL CALL VOTE

CC - Aye
RS - Aye

AM - Aye
JC - Aye

CAPITAL PROJECTS – FREE CASH AND ARPA

Wong gave a presentation in which she reviewed the capital approvals and ARPA requests. The board has until December 2024 to allocate the ARPA funds but can spend through 2026. Wong recommended the Selectboard approve requests on a rolling basis and for projects that are timely and don't have any other funding sources.

TOWN MEETING WARRANT

Wong reviewed each article on the draft town meeting warrant. Members discussed the logistics of town meeting, which will be held May 11 at South Hadley High School in the auditorium. Masks will not be required but are strongly encouraged.

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

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

TA REPORT

Miles noted there were 44 new COVID cases in town as of April 19 and said it is likely there are more cases that are unreported due to at-home tests.

For the full town administrator's report, see the April 19, 2022 Selectboard packet.

ADJOURN

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

ROLL CALL VOTE

CC - Aye
RS - Aye
AM - Aye
JC - Aye

The meeting adjourned at 8:52 p.m.

Respectfully submitted
Kristin Maher
Executive Assistant to Administration



OD-25

1 Day Alcohol License

Status: Active

Date Created: Apr 19, 2022

Applicant

John Anz
janz@loomiscommunities.org
246 North Main Street
South Hadley, MA 01075
413-588-5184

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

06/16/2022

Name or Organization Hosting Event

The Loomis Communities

Provide a Detailed Description of What The Event Is

2022 Spring Reception (fundraiser, awards presentation, food and beverage) reception

Street Address of Where The Event is Held

20 Bayon Drive

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

4:30 - 6:30 pm



OD-36

1 Day Alcohol License

Status: Active

Date Created: Apr 26, 2022

Applicant

MARGARET BOXOLD
eaoffice@elegantaffairs-mass.com
1380 MAIN STREET
STE. 204
Springfield, MA 01103
4137349267/4132218888

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 All Alcohol

Check This Box to Request Multiple Dates



Number of Dates Requested

2

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



Event Details

Date of Event

05/21/2022

Name or Organization Hosting Event

MHC

Provide a Detailed Description of What The Event Is

50th Reunion Dinner

Street Address of Where The Event is Held

Chapin Hall

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

6:45PM-9:00PM

Date of Event

05/28/2022

Name or Organization Hosting Event

MHC

Provide a Detailed Description of What The Event Is

51st Reunion Dinner

Street Address of Where The Event is Held

Torrey

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

6:45PM-9:00PM



OD-32

1 Day Alcohol License

Status: Active

Date Created: Apr 25, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/21/2022

Name or Organization Hosting Event

Class of 1972

Provide a Detailed Description of What The Event Is

Class of 1972 Reunion Social

Street Address of Where The Event is Held

Buckland Living Room, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 9:00 PM



OD-33

1 Day Alcohol License

Status: Active

Date Created: Apr 25, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

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Event Details

Date of Event

05/20/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

50th Class Reunion

Street Address of Where The Event is Held



OD-34

1 Day Alcohol License

Status: Active

Date Created: Apr 25, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/20/2022

Name or Organization Hosting Event

Class of 1982

Provide a Detailed Description of What The Event Is

Class of 1982 Reunion Social

Street Address of Where The Event is Held

Creighton Hall, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 9:00 PM



OD-35

1 Day Alcohol License

Status: Active

Date Created: Apr 25, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/21/2022

Name or Organization Hosting Event

Class of 1982

Provide a Detailed Description of What The Event Is

Class of 1982 Reunion Social

Street Address of Where The Event is Held

Art Museum, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 9:00 PM



OD-26

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/21/2022

Name or Organization Hosting Event

Mount Holyoke College Dining Services

Provide a Detailed Description of What The Event Is

Commencement Lunch and Dinner

Street Address of Where The Event is Held

Skinner Green, 50 College Street, South Hadley, MA 01075

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

10:00 AM - 11:00 PM



OD-27

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/28/2022

Name or Organization Hosting Event

Mount Holyoke College Dining Services

Provide a Detailed Description of What The Event Is

Commencement Lunch and Dinner

Street Address of Where The Event is Held

Skinner Green, 50 College Street, South Hadley, MA 01075

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

10:00 AM - 11:00 PM



OD-29

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/19/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

Reunion Dinner

Street Address of Where The Event is Held

Dining Center, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 11:00 PM



OD-31

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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 Request Multiple Dates

Check This Box If Event(s) Is/Are Being Held On Town Property

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

Event Details

Date of Event

05/28/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

Reunion Dinner

Street Address of Where The Event is Held

Dining Center, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 11:00 PM



OD-30

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/21/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

Reunion Dinner

Street Address of Where The Event is Held

Dining Center, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 11:00 PM



OD-28

1 Day Alcohol License

Status: Active

Date Created: Apr 20, 2022

Applicant

Nichole McClellan
nmcclell@mtholyoke.edu
The Willits-Hallowell Center, 50 College Street
50 College Street
South Hadley, Massachusetts 01075
4135382217

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

05/21/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

Reunion Dinner

Street Address of Where The Event is Held

Blanchard Great Room, 50 College Street, South Hadley, MA 01075

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

4:00 PM - 11:00 PM

Re: Liquor license amendment

3 messages

Michael Fontaine <MFontaine@igminc.net>

Thu, Apr 28, 2022 at 10:22 AM

To: Kristin Maher <kmaher@southhadleyma.gov>

Cc: Andy Rogers <arogers@southhadleyma.gov>, Lisa Wong <lwong@southhadleyma.gov>

Dear members of the Selectboard,

My name is Mike Fontaine, I am the General Manager at Ledges Golf Club. I'm writing to request a revision of the alcohol sales hours. Currently Sundays alcohol sales begin at 11:00am, we are requesting to change that time to 10:00am. This change of time will give us an opportunity to generate more revenue as well as pursuing the opportunity to open for breakfast. Many guests have asked to purchase alcohol earlier as some of the other surrounding golf courses offer.

As always, Ledges Golf Club and IGM will continue to follow all state and local serving rules.

Thank you for your time and consideration in this request.

Mike Fontaine
Ledges Golf Club
General Manager
18 Mulligan Drive
South Hadley MA 01075
(413) 532-2307

Ledges Golf Club is an IGM managed property

[X]

[X]

Jeff Cyr, Chair
Sarah Etelman, Vice-Chair
Carol Constant, Clerk
Andrea Miles
Renee Sweeney

Lisa Wong
Town Administrator

To: Selectboard
From: Town Administrator Lisa Wong
Date: April 28, 2022
Re: Town Meeting Warrant

The final version of the Town Meeting warrant has the following changes from the one presented and approved at the Selectboard Meeting on April 19 based on feedback from the Bylaw Review Committee, Town Counsel and public feedback:

- 1) Article 13 was added to cover \$12,000 in expenditures at the Ledges Golf Course for Fiscal Year 2022.
- 2) The previous article 13 is not article 14, and so on.
- 3) Article 17: Human Rights Commission – the composition of the 9 member board in Section B(1) was changed to reduce the members appointed by the Selectboard from 3 to 2, and adds an appointment of one member by the Cultural Commission. The word “powers” was deleted from section D(3). In Section 3, “shall meet each January to organize” was changed to “shall meet annually to organize”.
- 4) Article 18: Mobile Food Bylaw – this article was simplified from 1382 to 550 words. The article removes potentially restrictive regulations and add the language: “The Building Commissioner may adopt regulations to implement the purpose and intent of this bylaw.”

Motion: Motion to approve the town meeting warrant and allow application of electronic signatures.

COMMONWEALTH OF MASSACHUSETTS
SOUTH HADLEY, MASSACHUSETTS

WARRANT
Hampshire, ss.

TO: Either of the Constables of the Town of South Hadley

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of South Hadley that the ANNUAL TOWN MEETING will be held at 153 Newton Street, South Hadley, Massachusetts on Wednesday, May 11, 2022 at 6:00 PM or as soon thereafter as the subject matter of this warrant can then and there be reached, and the Town Clerk is required to notify and warn the Town Meeting Members then and there to meet and act on the following articles;

Consent Calendar (Articles 1,2,3,4,5 and 6)

ARTICLE 1. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectboard, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2022, in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 4 and to renew any note or notes as may be given in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 17, or take any other action relative thereto.

ARTICLE 2. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectboard, to enter into compensating balance agreements with bank offices having their principal offices in the Commonwealth during Fiscal Year 2023, as permitted by Massachusetts General Laws Chapter 44, Section 53 (F), or take any other action relative thereto.

ARTICLE 3. To see if the Town will vote to authorize the Selectboard to defend all suits that may be brought against the Town during Fiscal Year 2023 and to prosecute all suits on behalf of the Town, to engage counsel for same, and to settle such suits as they deem advisable, or take any other action relative thereto.

ARTICLE 4. To see if the Town will vote to authorize the Selectboard to apply for and accept such federal or state grants or monies as may be available and to authorize the Selectboard to expend any funds received there from in accordance with the terms of said grants, or take any other action relative thereto.

ARTICLE 5. To see if the Town will vote to accept a sum of money for highway improvements under the authority of Massachusetts General Laws Chapter 90 and other applicable law; determine whether the money shall be provided by the tax levy, by transfer from available funds, or by borrowing, or by any combination of these methods;

authorize the Selectboard to apply for, accept, expend and borrow in anticipation of state aid for such projects, or take any other action relative thereto.

ARTICLE 6. To see if the Town will vote to fix the salary and compensation of the following elective officers of the Town of South Hadley during Fiscal Year 2023 as provided by Massachusetts General Laws, Chapter 41, Section 108, as amended: Moderator, Selectboard Members, Assessors, or take any other action relative thereto.

End of Consent Calendar

ARTICLE 7. To see if the Town will vote to authorize the total expenditures for the Buttery Brook Park Revolving Fund pursuant to G.L. c. 44 Section 53E ½ for the Fiscal Year beginning July 1, 2022 to be expended in accordance with Chapter 65 - 5 of the town bylaws in the amount of \$20,000, or take any other action relative thereto.

ARTICLE 8. To see if the Town will vote to amend the Town Bylaws Chapter 65-5 by adding a new revolving fund as follows with the noted spending limit of \$30,000 for the Fiscal Year beginning July 1, 2022:

Fund	Revenue Source	Authority to Spend	Use	FY
COA Woodlawn Cafe	Receipts from sales	Council on Aging Director	Operation of Cafe	2023 and beyond

or take any other action relative thereto.

ARTICLE 9. To see if the Town will vote to raise and appropriate and transfer from available funds the sum of \$51,870,515 or a greater or lesser sum, to constitute the Operating Budget for Fiscal Year 2023 as further articulated in "Appendix A" as attached, or take any other action relative thereto.

ARTICLE 10. To see if the Town will transfer from Unreserved Free Cash or other Available Funds the sum of \$1,665,500 to make the following capital purchases, repairs, or replacements: \$676,000 for High School Drainage and HVAC; \$90,000 for Police Roof; \$10,000 for Buttery Brook Maintenance; \$65,000 for Queensville Dam Removal; \$132,000 for Police HVAC; \$68,500 for DPW Plow; \$6,500 for DPW Trailer; \$100,000 for Document Preservation and Digital Data System; \$105,000 for Parks Barn Siding and Roof; \$6,000 for Parks Sander; \$85,000 for Council on Aging Van; \$20,000 for Library Accessibility; \$124,000 for Police Vehicles; \$14,000 for Police LED lights; \$80,000 for DPW skid steer; \$10,000 for Police office equipment; \$9,500 for Conservation Area Improvements; \$65,000 for Cable Studio Renovations, or to take any other action relative thereto.

ARTICLE 11. To see if the Town will transfer from WWTP Retained Earnings the sum of \$515,000 to make the following purchases, repairs, or replacements: \$400,000 for the Main Street Generator; \$35,000 for the Channel Grinder; \$40,000 for a Security Gate; and \$40,000 for Station Evaluation, or to take any other action relative thereto.

ARTICLE 12. To see if the Town will transfer from Ledges Retained Earnings the sum of \$113,600 to make the following purchases, repairs, or replacements: \$113,600 for River Pump Replacement, or to take any other action relative thereto.

ARTICLE 13: To see if the Town will vote to transfer from Ledges Retained Earnings the sum of \$12,000 to pay for repairs at Ledges in Fiscal Year 2022, or to take any other action relative thereto.

ARTICLE 14. To see if the Town will vote to amend the Town Bylaws Chapter 7-26 Section B.c. to read instead "Cost over \$25,000".

ARTICLE 15. To see if the Town will vote to endorse the 2022 update to the South Hadley Master Plan, as adopted by the Planning Board; or take any other action relative thereto.

ARTICLE 16. To see if the Town will vote to replace Chapter 200 (Stormwater Management Bylaw) with a new Stormwater Management Bylaw to bring the Town's bylaws in compliance with the requirements of the 2016 Massachusetts Small MS4 General Permit for the control of stormwater runoff and illicit connections and discharges from new and redevelopment projects, as further articulated in the Planning Board's Report to Town Meeting (Appendix B); or take any other action relative thereto.

ARTICLE 17. To see if the Town will vote to amend the Town General Bylaws by inserting a new chapter sequentially numbered creating a Human Rights Commission, as follows:

Section 1. Establishment of a Human Rights Commission

A. Purpose - There is hereby established a Town board to be known as the South Hadley Human Rights Commission ("Commission") which may implement the policy of this Bylaw by:

1. Improving the life of the Town by enlisting community based groups in educational programs and campaigns to increase mutual respect,

harmonious intergroup relations and the peaceful enjoyment of life in our community;

2. Working with Town Government, the School Department, Town Commissions and Boards to increase diversity, as well as awareness and sensitivity to human and civil rights issues;

3. Responding to complaints by persons in the Town who believe that their human or civil rights, as defined in this Bylaw or in state or federal law, have been violated in the Town;

4. Provide referrals and information to persons with complaints which appear to the Commission to be the result of unlawful discrimination against any person(s) in the Town to any appropriate authority that has jurisdiction.

B. Appointment & Terms of Office of Commission Members

1. The HRC shall consist of 9 members who shall be residents of the Town for staggered 3 year terms such that at least 3 members shall be appointed annually. Initially, three members will be appointed to 1 year terms, three members will be appointed to 2 year terms and three members will be appointed to 3 year terms. Thereafter, each member shall be appointed for a 3 year term. Two members shall be appointed by the Selectboard; two members shall be appointed by the Commission on Disability; two members shall be appointed by the School Committee; one member shall be appointed by the Council on Aging; one member shall be appointed by the Cultural Council; and one member shall be appointed by the Board of Health.

2. The Commission shall include among its membership individuals publicly solicited and representative of the diversity of the Town.

C. Residency Requirement All members of the Commission shall be residents of the Town at the time of their appointment and throughout their tenure.

D. Officers, Quorum, and Adoption of Rules and Regulations

1. The Commission shall elect a Chairperson from among its members at the first meeting each year. The Commission shall endeavor to rotate the

election of a Chairperson each year thereafter. The Chairperson shall preside over the meetings of the Commission.

2. Five (5) members shall constitute a quorum for the purpose of conducting the business of the Commission and all decisions shall be by a majority vote of the Commission members present and voting.

3. The Commission shall adopt rules and regulations consistent with this Bylaw and the laws of the Commonwealth of Massachusetts to carry out the policy and provisions of this Bylaw and the duties of the Commission in connection therewith. The regulations and rules shall ensure the due process rights of all persons involved in investigations and hearings and shall set forth a process for investigations and related hearings as authorized hereunder consistent with the Purpose of this bylaw.

4. Members of the Commission shall serve without compensation.

5. Members of the Commission may be removed by the appointing authority for just cause.

Section 3. Procedures: The Commission shall meet annually to organize and select from amongst its members a chair, vice-chair, and clerk and decide on a preliminary calendar of meetings for the year, said calendar to be posted at Town Hall. A majority of members of the Commission shall constitute a quorum, and a majority of those present and voting shall be sufficient for any action taken by the Commission, unless otherwise required by law. The Commission's meetings shall be governed by the requirements of the Open Meeting Law.

Section 4. Duties

A. The Commission shall have the following charge: Develop community awareness and education of human rights. Promote understanding of the diverse cultures within our town and surroundings through education, organization of community events, summits, educational panels and celebrations and other community action including maintaining a good working relationship with town media sources. Serve as a resource with respect to issues that challenge any individual or group's enjoyment of their basic human rights in our community. Promote cooperation of racial, religious, ethnic, civic, fraternal, benevolent and private and public organizations and agencies to cultivate and encourage an atmosphere of mutual understanding and harmonious intergroup relationships.

Annually, and more often as may be requested, provide written or verbal reports to the Selectboard on Commission activities

B. The Commission shall not adjudicate or facilitate resolution of disputes between individuals;

or take any other action relative thereto.

Article 18. To see if the Town will vote to amend the Town General Bylaws by inserting a new chapter sequentially numbered creating a Mobile Food Vendor Bylaw, as follows:

Section 1. Purpose.

To allow and efficiently regulate the use of mobile food vending to expand food access in areas underserved by traditional restaurants, add interest, vibrancy, and activity to streetscapes, enhance business opportunities at brick-and-mortar establishments, and to ensure compliance with regulations regarding food safety, fire safety, motor and pedestrian safety, and nuisances such as noise, smoke, trash, and odors.

Section 2. General regulations.

A. For the purposes of this bylaw, mobile food vending shall include the use of food trucks, food trailers, and food carts, collectively referred to as mobile food units.

B. No person shall engage in mobile food vending in the Town of South Hadley unless they shall have been issued a permit by the Inspection Services Department. Such permit shall be conspicuously displayed in or on any mobile food unit operating anywhere in town.

C. The Building Commissioner may adopt regulations to implement the purpose and intent of this bylaw.

D. The provisions of this bylaw shall be enforced by the Building Commissioner or its designee pursuant to G.L. c. 40 sec. 21D. Each day a business operates in violation of this bylaw will be deemed a separate offense. That shall be a fine of \$300 for each such offense or take any other action relative thereto.

Section 3. Vending on public rights-of-way

A. Limited to all business districts.

B. Any mobile food unit operating in a public right-of-way shall:

1. be parked or located only on or within specific public rights-of-way so designated by DPW and Police for such use.
2. maintain a liability insurance policy of at least \$1,000,000 that names the Town of South Hadley as an additional insured.
3. not interfere with the passage of vehicles along the street, obstruct a sidewalk or crosswalk, or impede access to parked vehicles or the delivery of materials or goods to adjoining property.
4. be prohibited from dispensing food and beverage to patrons standing in a roadway or street.
5. provide one trash receptacle and one recycling receptacle for use by patrons.
6. remove and dispose of all litter or debris generated as a result of the business.
7. be limited to no more than 14 days per calendar month at any one location.
8. be subject to all town regulations regarding lighting, noise, and nuisances.
9. shall be keep all equipment associated with the business on or within the mobile food unit. Exception: Required trash and recycling receptacles.

Section 4. Vending on private commercial properties

A. Limited to all business districts with initial site plan review by the Planning Board.

B. The mobile food unit shall be located entirely on the property being served.

C. Limited to no more than 14 days per calendar month at any one location

Section 5. Vending/catering for events on private residential properties.

A. The mobile food unit shall be located entirely on the property being served.

B. Service shall be limited to private guests of the event host only.

C. Shall be prohibited from dispensing food and beverage to patrons standing in a roadway or street.

D. Limited to one event per month at a given location.

Given under our hands this ____ day of April 2022:

Jeff Cyr, Chair

Andrea Miles, Vice-Chair

Renee Sweeney, Clerk

Sarah Etelman

Carol Constant

**SELECTBOARD
TOWN OF SOUTH HADLEY**

True copy, attest:

Sarah Gmeiner, Assistant Town Clerk
Town of South Hadley

Appendix A. Budget

Appendix B. Stormwater Bylaw

Jeff Cyr, Chair
Sarah Etelman, Vice-Chair
Carol Constant, Clerk
Andrea Miles
Renee Sweeney

Lisa Wong
Town Administrator

To: Selectboard
From: Town Administrator Lisa Wong
Date: April 29, 2022
Re: Tighe and Bond contract

Background: The original draft Tighe and Bond contract was on the Selectboard agenda on March 1 but was delayed due to some language change recommended by Town Counsel, which will be reviewed by the Town Administrator at the upcoming Selectboard meeting.

This is a contract for \$264,000 for the provision of services around the closed landfill. Contracts over \$250,000 require the approval of the Selectboard. Tighe and Bond was selected from an RFQ process and was the awardee of the previous multi-year contract for the same services. The landfill closed in 2014 and the town received a Closure Certification Permit from the MassDEP in 2015, and the Town is required to monitor the landfill for a number of items from landfill gas, leachate, groundwater, berm pressure and monitoring, odors, bird activities and more. Tighe and Bond provides quarterly reports to the town.

Motion: Motion to contract with Tighe and Bond in the amount of \$264,000 for Landfill Post Closure Services.

Jeff Cyr, Chair
Sarah Etelman, Vice-Chair
Carol Constant, Clerk
Andrea Miles
Renee Sweeney

Lisa Wong
Town Administrator

Town Administrator's Report to Selectboard May 3, 2022

Administration, Finance and Operations

- The Town has appointed Sarah Gmeiner to the Assistant Town Clerk role, where she will fill in for the duties of retiring Town Clerk Carlene Hamlin, until the post has been filled.
- The Budget Book is online: <https://southhadley.org/DocumentCenter/View/9495/Fiscal-Year-2023-annual-Budget-book>. Thanks to our Town Accounting Department, Kristin Maher and the Department Heads for their assistance in providing materials for the book.
- The annual General Liability insurance quote came in with a 9.3% increase over the current year. The Town will receive credits to reduce this amount. The FY23 Budget had anticipated a 10% increase with the funding that was incorporated into the budget approved by the Selectboard and Appropriations Committee.
- The state has released guidance for \$100 million in funding for a Winter Recovery Assistance Program. South Hadley is expected to get an additional \$281,298 towards our transportation needs impacted by the harsh winter weather. The funds must be spent by June 30, 2023. <https://www.mass.gov/winter-recovery-assistance-program-wrap>

Community Highlights

- A new business – Lumishield – has opened up at 63 Bridge Street and held a ribbon cutting with town officials on April 30.

Planning and Economic Development

- Lyman Street Reconstruction – MassWorks Grant: Water main replacement work has been completed and reclamation of the road base will start on Monday 4/25 thru Tuesday 4/26. Thereafter, the contractor will begin removing the excess road base from the top by Whiskey Barrel heading down toward Route 116/Newton Street. This should take approximately 2 weeks to complete, before fine grading for pavement.

Public Health

- 45 active confirmed cases as of 4/26. (44 last week, and 19 two weeks ago)
- Health Director Sharon Hart is honored as a 2022 Prevention Champion by the South Hadley Drug and Alcohol Prevention Coalition for her work tackling youth substance abuse, her work with the Coalition and her leadership guiding the community during the pandemic.

Public Safety

- The State 911 Department visited the South Hadley Police Dept to express their gratitude to the Dispatchers in honor of National Public Safety Telecommunication month.