

**SELECTBOARD MEETING
TUESDAY, MAY 17, 2022
HYBRID AGENDA
SENIOR CENTER CONFERENCE ROOM
7 P.M.**

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<p>Note: Not all topics listed here may be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice. This meeting may be audio and/or visually recorded.</p>
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- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES:** Draft minutes of May 3, 2022
- 3. CONSENT AGENDA**
 - A. Multiple One-Day Beer & Wine License requests from Nichole McClellan for May 27, 28, June 4, 6,7, 8, 9, 11, 13, 14, 15, 16, and 18 at MHC.
 - B. Multiple Day Beer & Wine License requests from Larry Dubois for 17 dates May-September at Buttery Brook Park
 - C. One Day Beer & Wine License request from David Smith for June 4 at Drunken Rabbit Brewing
 - D. Multiple One-Day Beer & Wine License request from Bridget Carroll for June 20-23 at Chapin Hall.
- 4. ANNOUNCEMENTS/OPEN FORUM**
- 5. NEW BUSINESS**
 - A. Disclosure form (GL 268A §20(d) for Conservation Commission
 - B. Appointment of Temporary Board of Registrars – Tom Lake, Lucia Foley, Karl Grochowalski
 - C. Mohawk Fine Papers
- 6. OLD BUSINESS**
 - A. ARPA
- 7. TOWN ADMINISTRATOR’S REPORT**
- 8. EXECUTIVE SESSION:** Under MGL Chapter 39 subsection 32B for purpose of discussing collective bargaining.
- 9. ADJOURN**

**SELECTBOARD MEETING
TUESDAY, MAY 3, 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.

MINUTES

Miles motioned to accept the draft minutes of May 3, 2022. Constant seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye

Miles - Aye

Constant - Aye

Cyr - Aye

CONSENT AGENDA

Constant motioned to accept the consent agenda. Sweeney seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye

Miles - Aye

Constant - Aye

Cyr - Aye

The consent agenda consisted of a One-Day Beer & Wine License Request from Jon Anz for June 16; a 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), and a One-Day All Alcohol License Request from Margaret Boxold for May 21.

ANNOUNCEMENTS / OPEN FORUM

Constant noted a caregiver class at the senior center. Miles reminded the public of the May 11 Town Meeting. Cyr highlighted a May 14 shredding and e-waste drive.

LEDGES LIQUOR LICENSE AMENDMENT

Miles motioned to approve the amended hours starting at 10 a.m. on Sundays. Sweeney seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye

Miles - Aye

Constant - Aye

Cyr - Aye

TOWN MEETING

Wong noted some updates including the addition of an article to cover a Ledges expenditure, a Scrivener error in Article 10 that has since been corrected and small changes in the Human Rights Commission and food truck bylaw articles.

Constant motioned to approve the town meeting warrant and allow the application of electronic signatures. Miles seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye
Miles - Aye
Constant - Aye
Cyr - Aye

TIGHE AND BOND CONTRACT

Miles motioned to contract with Tighe and Bond in the amount of \$264,000 for Landfill Post Closure Services. Constant seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye
Miles - Aye
Constant - Aye
Cyr - Aye

RESIGNATIONS

Miles motioned to accept the resignations of Amy Foley, Shelley Gingras and Nicole Casolari from the Board of Registrars. Constant seconded. All in favor.

ROLL CALL VOTE

Sweeney - Aye
Miles - Aye
Constant - Aye
Cyr - Aye

TA REPORT

See the full Town Administrator's report on the website.

ADJOURN

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

ROLL CALL VOTE

Sweeney - Aye
Miles - Aye
Constant - Aye
Cyr - Aye

The meeting adjourned at 7:25 p.m.

Respectfully submitted
Kristin Maher
Executive Assistant to Administration



OD-37

1 Day Alcohol License

Status: Active

Date Created: Apr 29, 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



Number of Dates Requested

3

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



Event Details

Date of Event

05/24/2022

Name or Organization Hosting Event

Mount Holyoke College

Provide a Detailed Description of What The Event Is

Staff Event/Reception

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)

12:00 PM - 6:00 PM

Date of Event

05/28/2022

Name or Organization Hosting Event

Class of 1967

Provide a Detailed Description of What The Event Is

Class of 1967 Reunion Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 9:00 PM

Date of Event

05/28/2022

Name or Organization Hosting Event

Class of 1970

Provide a Detailed Description of What The Event Is

Class of 1970 Reunion Reception

Street Address of Where The Event is Held

Torrey 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-42

1 Day Alcohol License

Status: Active

Date Created: May 10, 2022

Applicant

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

Applicant Email

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Permit Info

Permit For

1 Day Beer and Wine

Check This Box to Request Multiple Dates



Number of Dates Requested

11

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



Event Details

Date of Event

06/04/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/06/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/07/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/08/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/09/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/11/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/13/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/14/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/15/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/16/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM

Date of Event

06/18/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00 PM - 1:00 AM



OD-40

1 Day Alcohol License

Status: Active

Date Created: May 4, 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

05/27/2022

Name or Organization Hosting Event

Alumnae Association

Provide a Detailed Description of What The Event Is

50th Reunion Social

Street Address of Where The Event is Held

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

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

4:00 PM - 9:00 PM



OD-38

1 Day Alcohol License

Status: Active

Date Created: Apr 30, 2022

Applicant

Larry Dubois
butterybrookpark@gmail.com
148 East Street
South Hadley, Massachusetts 01075
413-531-9561

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



Number of Dates Requested

17

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

05/20/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday night cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

05/27/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday night cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

06/03/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Frieday night cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

06/10/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday night cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

06/17/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

06/24/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

07/01/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

07/08/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

07/15/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

07/22/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

07/29/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

08/05/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

08/12/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

08/19/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

08/26/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

09/02/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm

Date of Event

09/09/2022

Name or Organization Hosting Event

Friends of Buttery Brook Park

Provide a Detailed Description of What The Event Is

Friday Night Cruise night

Street Address of Where The Event is Held

123 Willimansett St. South Hadley

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

4:30pm to 8:30pm



OD-41

1 Day Alcohol License

Status: Active

Date Created: May 10, 2022

Applicant

Bridget Carroll
bcarrol@mtholyoke.edu
Event Services Dept., 50 College Street
South Hadley, MA 01075
413-538-2153

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



Number of Dates Requested

4

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



Event Details

Date of Event

06/20/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00PM - 1:00AM

Date of Event

06/21/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00PM - 1:00AM

Date of Event

06/22/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00PM - 1:00AM

Date of Event

06/23/2022

Name or Organization Hosting Event

Gordon Research Conference

Provide a Detailed Description of What The Event Is

Social/Reception

Street Address of Where The Event is Held

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

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

4:00PM - 1:00AM



OD-39

1 Day Alcohol License

Status: Active

Date Created: May 2, 2022

Applicant

David Smith
dave@rabbit.beer
25 Valley Road
Southampton, MA 01073
(413) 539-1700

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

06/04/2022

Name or Organization Hosting Event

Drunken Rabbit Brewing

Provide a Detailed Description of What The Event Is

Annual Outdoor Animal Benefit for TJO (Pet Rocks) In the Parking Lot of Drunken Rabbit

Street Address of Where The Event is Held

749 New Ludlow Rd


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

Noon - 11:30pm (actual event is Noon-6pm)

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(d)**

SPECIAL MUNICIPAL EMPLOYEE INFORMATION	
Name of special municipal employee:	April Doroski
Put an X beside one statement.	<p>I am a special municipal employee because:</p> <p><input type="checkbox"/> I am a selectman in a town with a population of 10,000 or fewer people;</p> <p><input checked="" type="checkbox"/> I am not a mayor, alderman or city councilor, and</p> <p><input type="checkbox"/> I serve in a municipal position for which no compensation is provided, or</p> <p><input type="checkbox"/> I earned compensation for fewer than 800 hours in the preceding 365-day period, or</p> <p><input checked="" type="checkbox"/> By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours.</p> <p><input type="checkbox"/> I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.</p>
Title/ Position	South Hadley Conservation Commission member
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Municipal Agency/ Department:	This is "my Municipal Agency." South Hadley Conservation Commission
Agency Address:	
Office phone:	
Office e-mail:	adoroski@fando.com
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a special municipal employee.	March 7, 2022 (date sworn into South Hadley Conservation Commission)

<p>BOX # 1</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>ELECTED SPECIAL MUNICIPAL EMPLOYEE – N/A I was not elected, I was appointed to the Conservation Commission by the Selectboard.</p> <p>I am an elected special municipal employee.</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a “key employee” because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>BOX #2</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am a non-elected special municipal employee (compensated or uncompensated).</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A contract between a municipal agency and myself, but not an employment contract.</p> <p><input checked="" type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>OR</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a “key employee” because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>Name and address of municipal agency that made the contract</p>	<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p> <p>This is the “contracting agency.” South Hadley Planning & Conservation Department 116 Main Street Room 109 South Hadley, MA 01075</p>
<p>Write an X to confirm this statement.</p>	<p><input checked="" type="checkbox"/> In my work as a special municipal employee for my Municipal Agency, I participate in or have official responsibility for activities of the contracting agency.</p>

<p>FILL IN THIS BOX OR THE NEXT BOX</p>	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU.</p> <ul style="list-style-type: none"> - Please explain what the contract is for. <p>N/A the contract is not between the Municipal Agency and me.</p>
	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY</p> <ul style="list-style-type: none"> - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? <p>The contract is between Fuss & O'Neill. I began working at Fuss & O'Neill in late November 2022 as a Water Resources & Climate Resilience Specialist. The contract is for a Municipal Vulnerability Preparedness Action Grant with the Town of South Hadley for the Queensville Dam Removal Feasibility Study and Buttery Brook Watershed Enhancement. This contract was awarded prior to me starting employment with Fuss & O'Neill. I am not a key employee.</p>
<p>What is your financial interest in the municipal contract?</p>	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p>I provide professional services as a Fuss & O'Neill employee for the Queensville Dam Removal Feasibility Study and Buttery Brook Watershed Enhancement. This is one project I work on as a Consultant.</p>
<p>Date when you acquired the financial interest</p>	<p>December 2022, around when I started employment.</p>
<p>What is the financial interest of your immediate family?</p>	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p>N/A</p>
<p>Date when your immediate family acquired the financial interest</p>	<p>N/A</p>
<p>Employee signature:</p>	
<p>Date:</p>	<p>5/1/22</p>

**SEE NEXT PAGE FOR APPROVAL
BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN. TOWN COUNCIL,
OR DISTRICT PRUDENTIAL COMMITTEE**

**APPROVAL OF EXEMPTION
BY THE CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN,
TOWN COUNCIL OR DISTRICT PRUDENTIAL COMMITTEE**

Name:	
Name of approving body: Write an X by one selection.	<input type="checkbox"/> City Council <input type="checkbox"/> Board of Aldermen <input type="checkbox"/> Board of Selectmen <input type="checkbox"/> Town Council <input type="checkbox"/> District Prudential Committee
Title/ Position	
Agency Address:	
Office phone:	
APPROVAL OF § 20(d) EXEMPTION	
	<p>We have received a disclosure under G.L. c. 268A, § 20(d) from a special municipal employee who seeks to have a financial interest in a contract made by a municipal agency of this city or town. We understand that the special municipal employee participates in, or has official responsibility for, activities of the municipal agency that made the contract. We approve this exemption under § 20(d) regarding the financial interest identified by the special municipal employee.</p>
Signature:	On behalf of the Council, Board or Committee identified above, I sign this approval.
Date:	

Attach additional pages if necessary.

File your completed, signed, approved Disclosure with the city or town clerk.

Special Municipal Employees

I move to designate the Conservation Commission as Special Municipal Employees in accordance with MGL c. 268A.

Sarah Gmeiner
Acting Town Clerk

To: Selectboard
From: Sarah Gmeiner, Acting Town Clerk
Date: May 12, 2022
Re: Temporary Appointment of Board of Registrars

Honorable Selectboard members,

To temporarily fill three vacancies on the Board of Registrars, letters were sent to both the Democratic and Republican Town Committee's soliciting nominations of residents. I respectfully request that the Selectboard nominate Tom Lake, Lucia Foley, and Karl Grochowalski as temporary registrars.

Thank you,

Sarah Gmeiner
Acting Town Clerk

Mohawk Fine Papers

Motion: to support the voluntary revocation of the Certified Project Status for Mohawk Fine Papers.

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

Lisa Wong
Town Administrator

To: Selectboard
From: Lisa Wong, Town Administrator
Re: ARPA Requests
Date: May 13, 2022

I am requesting that the Selectboard approve the following ARPA requests:

\$14,886 – FY22 Annual Subscription for an aerial mapping =service that many departments utilize including the Assessors office. This was approved by the prior Town Administrator for FY22. This has been incorporated in the FY23 budget already.

\$40,000 – Contract part-time public health nurse for the Health Department for FY23. This was funded in previous years via the budget and from grant sources. This will be reviewed and incorporated into future operating budgets.

\$5,000 – Neighbors Helping Neighbors purchase of food supplies for low- and moderate-income individuals and families.

\$5,000 – Cultural Council planning for a multi-day festival to support local restaurants, businesses and artists.

Motion: To approve expenditures from the Town’s American Rescue Plan Act funds in the amount of \$14,866 for the Nearmap Annual Subscription, \$40,000 for a public health nurse, \$5,000 for Neighbors Helping Neighbors for food purchases and \$5,000 to the South Hadley Cultural Council for planning for the South Hadley Celebration of Arts and Culture.

Town of South Hadley	ARPA Requests - Non Capital							
What is your project title?	What is your agency / organization name?	Describe the project:	Total Cost of project:	What is the duration of the project (start date, end date)?	How much do you need for Fiscal Year 22 (1/1/22 - 6/30/22)?	How much do you need for Fiscal Year 23 (7/1/22 - 6/30/23)?	How much do you need for Fiscal Year 24 (7/1/23 - 6/30/24)?	How much do you need for Fiscal Year 25 (7/1/24 - 12/31/24)?
Public Health Distinction	South Hadley Health Department	This project would employ one (1) contract employee, Public Health	\$212,000.00	July 1, 2022 - December	\$0	\$83,500	\$85,000	\$43,500
Addressing Food Insecurity	Neighbors Helping Neighbors	The Food Bank of Western Massachusetts offers a limited amount of food items, therefore we must purchase the balance needed in order to provide adequate nutritional assistance to low and moderate income individuals. Monies would be used to purchase food.	\$30,000.00	1/1/22-12/31/24	\$5,000	\$10,000	\$10,000	\$5,000
Create! Convene! Connect!	South Hadley Granby Chamber of	The SHG Chamber of Commerce seeks ARPA funding to create a series	\$194,500.00	7/1/2022-6/30/24	0	\$96,000	\$98,500	0
Cultural Resource Guide	South Hadley Cultural Council (SHCC)	The cultural resource guide is a goal of the Master Plan	\$25,000.00		\$0.00	\$25,000.00	\$0.00	\$0.00
South Hadley Celebration of Arts and Culture	South Hadley Cultural Council (SHCC)	This project is envisioned to support local restaurants and artists. This multi-day celebration of local arts and culture will feature live music and dance performances, exhibitions, presentations, and workshops in a variety of public and commercial venues from local restaurants and businesses, libraries, the Senior Center, auditoriums and performance spaces, schools, churches, and other local gathering places. Particular attention will be paid to showcasing diverse racial, cultural, and ethnic artforms, exposing thousands of residents of all ages to performances and exhibits not typically offered in South Hadley. Planning and production for this event will be facilitated by a contracted producer, guided by a Steering Committee with representation from the business, educational, and cultural communities. 70-80% of the budget for this project will go to pay artists for their work, giving local restaurants and organizations the opportunity to host performances and exhibits without the risk of financial loss. Total budget 150k from grants, fundraising, donations and possible ticket sales	\$50,000.00	The first cycle will go for 12 months –Planning and Staffing: May - October 2022 – Promotion and Marketing: October 2022- March 2023 – Debrief and course correction for future celebrations: April 2023	\$5,000	\$20,000	\$15,000	\$10,000
		Non-Capital Requests	\$511,500.00		\$10,000.00	\$234,500.00	\$208,500.00	\$58,500.00
		Capital Requests	\$6,374,570.00					
		Funding Available	\$4,130,638.87					
Last updated 5/10/22								

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

Lisa Wong
Town Administrator

Town Administrator's Report to Selectboard May 17, 2022

Administration, Finance and Operations

- The Senate Ways and Means Committee released their budget that doubles the increase in the Unrestricted General Government Aid to 5.4% (an increase of \$77,500 for South Hadley), maintains Chapter 70 funding, doubles the minimum Chapter 70 aid from \$30 to \$60 per student, increases Charter School Reimbursement and increases the Special Education Circuit Breaker. The budget will go on to the full Senate for debate.
- The Town Accountant has released his 75% budget report (see attached).

Community Highlights

- The Town of South Hadley will be conducting several events surrounding Memorial Day. The first will be the flagging of the Notre Dame Cemetery which will be conducted on May 21st at 9:45am for the ceremony and flagging to follow. On May 27th in conjunction with the Senior Center and High School we will be hosting a Veteran Breakfast and Ceremony starting at 9am which will be followed by a short ceremony. If you would like to attend the breakfast please RSVP with the Senior Center as soon as possible. The Town Memorial Day Ceremony in the High School Auditorium the ceremony will begin at 10:30am.
- The Chamber will be hosting a legislative breakfast on Friday, June 9th at 9am at Loomis Village featuring local and state officials. Reserve a seat by June 3rd at the following link: <https://www.shgchamber.com/events/2022/6/10/annual-legislative-breakfast?fbclid=IwAR2TqS71ujutHxmxM2vi3SJtisbmWOF4t2yLycN84lqZ8OG1RGYG3Fpfce0>

Planning and Economic Development

- The Town received two Regional Economic Development Grants. The Falls facade improvement and mesh wifi grant budget was cut back to \$65,000 from \$85,000. That means that the facade program would only have \$50K. The mesh wifi systems in the Falls and Commons will be totally new and cost \$15,000 each. There will also be \$25,000 in outdoor furniture and games for the Village Commons District.

Public Health

- 44 active confirmed cases as of 5/10. (45 last week)
- There was a doubling of COVID-19 detected in the wastewater on May 4 and May 6 samples compared to the previous few days.

WILLIAM SUTTON, Town Accountant

To: Selectboard
Appropriations Committee

From : William Sutton
Town Accountant

May 11, 2022

This letter is to inform you that the Statement of Expenditures vs. Appropriations printout has been run for March 2022. The printout was analyzed for expenditures exceeding budgeted totals by more than 75.0%, since this report represents expenditures through three quarters 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 75.0% 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 towards the end of the fiscal year and further expenditures are processed.

Attached is a listing of the departments whose expenditures exceeded 75.0% of the budget as of 03/31/22. 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.

Due to our conservative estimates for FY22 we should once again recognize an overall healthy return on revenues.

Based on the Revenue report as of March 31, 2022:

The majority of the General Fund revenues are tracking similar to last year and within or potentially 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:

Meals tax revenue is up roughly \$68,000 from this time last year. Arguably, meals tax was lower in the past couple of years, however, FY22 appears that it will exceed even pre Covid numbers.

Municipal Medicaid is up about \$26,000 from last year. This could be due to timing.

Other miscellaneous revenue is up over \$50,000 from this time last year. Mainly due to Covid reimbursements and miscellaneous COA.

Revenues that are tracking below last year's revenues:

Tax Liens are down about \$20,000 from last year. Demand notices go out in May.

Motor Vehicle Excise is down from this time last year about 18% or \$249,000 but it should be largely a timing issue. While motor vehicle excise may end up down from last year, it will still exceed our estimate.

Penalties & Interest is down roughly \$50,000 from this time last year. This is partly due to the timing of demand notices, etc. being off due to Covid. Timing of these notices are getting back on track this year.

Other Licenses are down about \$80,000 from last year mainly in building permits and a little in pistol permits.

Interest Income is down from last year about 28% (\$34,000) but is exceeding our estimate for the year.

Enterprise Funds:

Overall revenues in the Landfill Enterprise Fund are tracking slightly lower (\$30,000) than last year at this time due to lower Interest income. Revenues in the WWTP Enterprise Fund are tracking lower by roughly \$100,000 largely due to a decrease in interest income and sewer fees. Sewer fees is mostly timing.

Golf Course revenues (non Food & Beverage) are tracking about \$25,000 lower than last year. Basically, in greens fees, cart fees and driving range.

Food & Beverage is up from this time last year roughly \$48,000.

We will monitor golf revenues this spring. We still used a relative conservative estimate for FY22 compared to our actual revenues last year.

List of Departments Exceeding 75.0% of Budget
Listing as of 03/31/22 :

<u>Department</u>	<u>Type</u>	<u>% Spent</u>	<u>Notes</u>
Accounting	Other Expenses	100.0%	printing and binding
Legal Services	Other Expenses	84.4%	Legal
IT Department	Other Expenses	81.1%	computer software
Police	Other Expenses	80.9%	annual contracts; rep/mnt facilities
Weights & Measures	Other Expenses	98.5%	contract service paid
Snow & Ice	Personal Services	211.2%	to be covered at year end
" " " " " "	Other Expenses	168.8%	vehicular supplies; de-icing chem; snow removal contracts
	Balance	(\$77,955)	
Debt Interest S-T	Other Expenses	98.9%	Paydowns & Int (payment made
Employee Benefits	Retirement Contrib.	100.0%	Amount paid up front
	FICA	77.9%	FICA/Medicare
Other Misc.	Liability Insurance	85.3%	Property Insurance
Channel Markings	Other Expenses	100.0%	Intergovernmental payment