

**HYBRID SELECTBOARD MEETING  
TUESDAY, JUNE 21, 2022  
HYBRID AGENDA  
SENIOR CENTER CONFERENCE ROOM  
7 P.M.**

**Join Zoom Webinar from your computer:**

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**By phone: 1 312 626 6799 | Webinar ID: 846 3370 8491 | Passcode: 020435**

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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 June 7, 2022
- 3. ANNOUNCEMENTS/OPEN FORUM**
- 4. CONSENT AGENDA**
  - A. 20 One-Day Beer & Wine License requests for Willits Hallowell for July 9, 11, 12, 13, 14, 16, 18, 19, 20, 21, 23, 25, 26, 27, 28, 30, Aug, 1, 2, 3, 4
- 5. TRI-ANNUAL APPOINTMENTS**
- 6. NEW BUSINESS**
  - A. Comcast Amendment
  - B. Selectboard Vacancy
- 7. OLD BUSINESS**
  - A. Board of Registrars – appointment
  - B. ARPA – Elmer Brook
  - C. ARPA - South Hadley & Granby Chamber of Commerce
- 8. TOWN ADMINISTRATOR’S REPORT**
- 9. EXECUTIVE SESSION:** Under MGL Chapter 39 subsection 32B for purpose of discussing collective bargaining.
- 10. ADJOURN**

**HYBRID SELECTBOARD MEETING  
TUESDAY, JUNE 7, 2022  
MEETING MINUTES  
SENIOR CENTER MULTI-PURPOSE 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 7:11 p.m.

He and members offered tributes to member Sarah Etelman who died June 3.

**MINUTES**

Miles motioned to accept the draft minutes of May 17, 2022. Constant seconded. All in favor. Unanimous.

**ANNOUNCEMENTS / OPEN FORUM**

Cyr noted a fundraiser for the Friends of the South Hadley Dog Park at Ledges on June 12.

**CONSENT AGENDA**

Miles motioned to approve a One-Day Beer & Wine License Request from Bridgett Carroll for June 22 and a One-Day Beer & Wine License Request from David Capriati for June 23. Sweeney seconded. All in favor. Unanimous.

**TRI-ANNUAL INTERVIEWS**

The board interviewed Jim Bosman for the Bylaw Review Committee, Marie Rohan for the Commission on Disabilities, Bob Judge for the Historic District Study Committee, Rob Watchilla for the Zoning Board of Appeals, Pauline Jarne for the Cultural Council, April Bellafiore for the Commission on Disabilities, and David King for the Bylaw Review Committee. The board will appoint at their June 21 meeting.

**BOARD OF REGISTRARS APPOINTMENTS**

Miles motioned to appoint Lucia Foley as a Democrat to the Board of Registrars for a three-year term and Karl Grochowalski as a Republican to the Board of Registrars for a two-year term. Constant seconded. All in favor. Unanimous.

**SUMMER SCHEDULE**

The board agreed to meet July 12 and Aug. 16 this summer.

**ARPA – CULTURAL COUNCIL**

Sweeney motioned to approve an additional \$20,000 for the Cultural Council with the use of ARPA funds. Miles seconded. All in favor. Unanimous.

**RESIGNATION**

Miles motioned to accept the resignation of Jackson Matos from the School Committee with thanks. Sweeney seconded. All in favor. Unanimous. The vacancy will be posted tomorrow for 30 days followed by a joint meeting with the school committee to appoint an applicant until the April town election.

**TA REPORT**

Cyr congratulated E-Ink on its special permit. Miles encouraged the public to get vaccinated and boosted against COVID-19.

For the full town administrator's report, see the June 7, 2022 Selectboard Meeting Packet on the town website.

**ADJOURN**

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

The meeting adjourned at 8:18 p.m.

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



# OD-45

1 Day Alcohol License

**Status:** Active

**Date Created:** Jun 7, 2022

## Applicant

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

## Applicant Email

**Check this box if the applicant does not have an email address.**

\*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**

20

**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**

07/09/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/11/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/12/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/13/2022

**Name or Organization Hosting Event**

Gordon Research

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Social

**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 - 12:00AM

**Date of Event****Name or Organization Hosting Event**

07/14/2022

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/16/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/18/2022

**Name or Organization Hosting Event**

Gordon Research

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

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

4:00PM - 12:00AM

**Date of Event**

07/19/2022

**Name or Organization Hosting Event**

Gordon Research

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Social

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

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

4:00PM - 12:00AM

**Date of Event**

07/20/2022

**Name or Organization Hosting Event**

Gordon Research

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Social

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

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

4:00PM - 12:00AM

**Date of Event**

07/21/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/23/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/25/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/26/2022

**Name or Organization Hosting Event**

Gordon Research

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Social

**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 - 12:00AM

**Date of Event**

07/27/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

07/28/2022

**Name or Organization Hosting Event**

Gordon Research

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Social

**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 - 12:00AM

**Date of Event**

07/30/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

08/01/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

08/02/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

08/03/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM

**Date of Event**

08/04/2022

**Name or Organization Hosting Event**

Gordon Research

**Provide a Detailed Description of What The Event Is**

Social

**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 - 12:00AM




**Attachments**

No attachments

**History**

| Date                   | Activity  |
|------------------------|---|
| Jun 7, 2022 at 3:43 pm | Bridget Carroll started a draft of Record OD-45                                 |
| Jun 7, 2022 at 3:59 pm | Bridget Carroll submitted Record OD-45  |
| Jun 7, 2022 at 3:59 pm | approval step Application Review was assigned to Kristin Maher on Record OD-45  |
| Jun 7, 2022 at 4:02 pm | completed payment step License Fee on Record OD-45                              |
| Jun 9, 2022 at 3:47 pm | Kristin Maher approved approval step Application Review on Record OD-45         |
| Jun 9, 2022 at 3:47 pm | approval step Collector/Treasurer was assigned to Gail Chadwick on Record OD-45 |
| Jun 9, 2022 at 3:47 pm | approval step Selectboard was assigned to Kristin Maher on Record OD-45         |
| Jun 9, 2022 at 4:19 pm | Gail Chadwick approved approval step Collector/Treasurer on Record OD-45        |

## Timeline

| Label   | Status   | Activated              | Completed              | Assignee      | Due Date |
|---|----------|------------------------|------------------------|---------------|----------|
|  License Fee         | Paid     | Jun 7, 2022 at 3:59 pm | Jun 7, 2022 at 4:02 pm | -             | -        |
|  Application Review  | Complete | Jun 7, 2022 at 3:59 pm | Jun 9, 2022 at 3:47 pm | Kristin Maher | -        |
|  Collector/Treasurer | Complete | Jun 9, 2022 at 3:47 pm | Jun 9, 2022 at 4:19 pm | Gail Chadwick | -        |
|  Selectboard         | Active   | Jun 9, 2022 at 3:47 pm | -                      | Kristin Maher | -        |
|  License Issuance   | Inactive | -                      | -                      | -             | -        |

# Annual Renewals 2022

## **Bike Walk – ALL to 2023 terms**

Larry Dubois  
Marilyn Gass  
Caroline Martin  
Ruth Camuse  
Lucia Foley

## **Channel Marking – 2024 term**

Luke Brunelle

## **Commission on Disabilities – All to 2025**

Larry Dubois  
Tay Silvera

## **Conservation Commission – All to 2025**

April Doroski  
Tom Dennis

## **Council on Aging – All to 2025**

Robert Pueschel  
Jim Bosman

## **Cultural Council – All to 2025**

Ira Brezinsky  
John Anz

## **Historic District Study Com – All 2025 terms**

Frank DeToma  
Gerald Judge

## **MPIC – All to 2025 terms**

Michelle Theroux  
Larry Dixon

## **Recreation Commission – ALL 2025 terms**

David Mendoza  
Benjamin Sabbs  
Laura Friesner

## **Sustainability & Energy - ALL 2025 terms**

Jennifer Deforge  
Matthew Roth

## **Tree Committee - ALL 2025 terms**

Dennis Swartwout  
Bobbie Salthouse

## **Old Firehouse Trustees – ALL 2025 terms**

Desiree Smelcer  
Wayne Gass  
Barbara Merchant

## **ZBA**

Martha Terry – 2025 term  
Jacqueline Dupre – 2025 term

# Annual Appointments 2022

## **Bylaw Review**

*Four vacancies – 2023, 2024, 2025, 2025*

1. Jim Bosman
2. David King

## **Cultural Council**

*Two vacancies – 2025, 2025 (Non renewals)*

1. Caroline Martin is an associate (2022)  
who would like FT status (2025)
2. Pauline Jarne

## **Commission on Disabilities**

*One vacancy – 2023*

**CONTESTED**

1. Marie Rohan
2. April Bellafiore

## **Historic District Study Committee**

*Two vacancies – 2023, 2024*

1. Robert Judge

## **Zoning Board of Appeals**

*Two vacancies – 2024, 2024*

1. Steven Frantz - Currently Assoc (2022)  
who wants FT 2024 term
2. Rob Watchilla

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

Lisa Wong  
Town Administrator

## Memo

To: Selectboard  
From: Lisa Wong  
Date: June 16, 2022  
Re: Comcast

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The Town is working on an amendment to the Comcast license so that Comcast will pay for upgrading our modulators from analog to SDI in exchange for allowing them to drop the upkeep of the i-Net system which is a coax system to go live from different locations that we no longer use.

This will allow us to send our video feed directly to Comcast head end with SDI modulators over a fiber connection and will also allow us to send a stereo audio signal instead of mono.

Once the amendment agreement is finalized for Selectboard approval, the next steps are as follows:

1. Notice must be given in a local newspaper 14 days prior to public hearing. The notice must include a precise summary of the amendment. A summary is included in the report
2. The Town must make available to the public in the Clerk's office a written report.
3. There must be a public comment period for 21 days prior to the issuing of the amendment.
4. The amendment shall be adopted if the issuing authority and licensee so determine with a reasonable period following the close of public comment
5. Within 10 days of adopting the amendment the issuing authority shall issue a written public report specifying the reasons for the decision. Upon issuance of the report the issuing authority must forward a copy of the report and the amended license to the Department.

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

Lisa Wong  
Town Administrator

## Memo

To: Selectboard  
From: Lisa Wong  
Date: June 16, 2022  
Re: Selectboard Vacancy

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The Selectboard has one vacant position with a term to expire April 2023.

The Selectboard has the option to leave the position vacant until the next town election, or call a special election.

If Selectboard chooses to not call a special election, or has not taken action, voters may petition for one (the 200 signatures. Our 20% of register voters is around 2,428 so the lesser would be 200 signatures needed). Those would be submitted to the Selectboard and then the Town Clerk's office to certify. After signatures are certified, the Selectboard must then call for a special election.

To call a special election, the Selectboard will need to meet to vote to call the election and then notify the Town Clerk of the date of the election and to have the Town Clerk release nomination papers at least 15 days before the nomination papers would be due, so the date would have to be at least 64 days out from that meeting (more if deadlines fall on weekends or holidays).

To align the special election with the Primary Election, the absolute last day for the Selectboard to file would be Friday, July 1.

To align the special election with the General Election, the absolute last day for the Selectboard to file would be Friday, September 3.

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

Lisa Wong  
Town Administrator

## Memo

To: Selectboard  
From: Lisa Wong  
Date: June 16, 2022  
Re: Board of Registrars

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The Board of Registrars has one vacancy. There are two interested candidates: David King and April Bellafiore. David has recently interviewed with the Selectboard for a position with the Bylaw Review Committee and April interviewed for the Commission on Disabilities.

Any appointment to the Board of Registrars would prohibit a dual appointment to the Bylaw Review Committee and Commission on Disabilities. Both David and April are aware of this.

This appointment would be for a one-year term.

**TO: Lisa Wong, Town Administrator**  
**FROM: Anne Capra, Director Planning and Conservation**  
**DATE: June 9, 2022**  
**RE: ARPA Funding Request – Elmer Brook Pedestrian Bridge Wetland Delineation NHESP Habitat Assessment**

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This request is for ARPA funds in the amount of \$25,000 to begin pre-permitting assessment for the design and construction of pedestrian bridge over Elmer Brook to provide access to Lithia Springs reservoir in the Mount Holyoke Range State Park. The scope of work will include:

- Wetland delineation of potential project area
- Priority Habitat assessment for rare species within the potential project area
- Pre-permit coordination with the South Hadley Conservation Commission and the Massachusetts Natural Heritage and Endangered Species Program

Pedestrian access to Lithia Springs reservoir within the Holyoke Range State Park in South Hadley has been an ongoing issue for many years. Currently, the Planning and Conservation Department is working with South Hadley Fire District #2, Water Department's (FD#2) in the preliminary design of a pedestrian bridge across Elmer Brook on their land located on Amherst Road in South Hadley. The project would also include developing trail access to Lithia Springs and state-owned land on the Holyoke Range from the existing parking area and trailhead on FD#2's property at this location. The subject parcels are identified as South Hadley Assessor's Map 58, Parcel 20 and Map 58, Parcel 19 (see Figure 1 below).

FD#2 has maintained a "hiker's parking area" at their Amherst Road property for several years however users could only park here as there was no official trailhead or access across Elmer Brook on FD#2 land. Hikers were required to walk approximately 0.6 miles down the road to the end of Lithia Springs Road where an access easement held by DCR was available across private property and over Elmer Brook. From this location, hikers could continue onto a trail system on state-owned land, and reach Lithia Springs and/or other destinations in the Mount Holyoke Range State Park. Although this would seem to be a very suitable accommodation for hikers, human behavior dictated otherwise, and people were actually traveling north from FD#2 parking lot and crossing onto private property to reach the existing access road over Elmer Brook at the end of Lithia Springs Road. Additionally, many hikers were choosing not to use the Amherst Road parking lot at all and were parking at the end of Lithia Springs Road generating tons of complaints from the abutters.

In response to these problematic circumstances and an overwhelming request from the public to create a formal trailhead and crossing over Elmer Brook from the FD#2 parking lot on Amherst Road, the following proposed concept is being explored for construction of a pedestrian bridge over Elmer Brook on FD#2's property (Map 58, Parcel 19) and creation of a trail connection onto State-owned land immediately abutting to the north (Map 59, Parcel 10) (see Figure 2 below).

The proposed pedestrian bridge would be located at the location of the recently demolished (Fall 2021) FD32 pump house. See Figure 1 below. An existing gravel access road exists from Amherst Road to the pump house. This location is currently degraded due to the pump house activities. Likewise, hikers have also constructed and reconstructed various haphazard pedestrian bridges across Elmer Brook at this location. FD#2 has removed such structures numerous times, and high water has blown out others.

It is known that this area is mapped Priority Habitat for Eastern Box Turtle and Wood Turtle, and therefore NHESP permitting and approval would be required for the construction of a bridge and a pedestrian footpath, in addition to an Order of Conditions from the South Hadley Conservation Commission. We believe that a truss bridge, possibly with suspension, could be constructed at this location with little to no impact to turtle habitat, and minimal impact to Bank and Riverfront Area. A short boardwalk over Bordering Vegetated Wetlands would likely also be needed. The bridge could also be constructed without impact to Land Under Water and trigger any 401/404 Water Quality Certificate permitting.

Funding for all three phases of the project as outlined below has yet to be identified. The project meets eligibility requirements for various grant programs such as MassTrails and the Land and Water Conservation Fund and would provide important access to long distance trail systems. Advancing the proposed pedestrian bridge concept would require cooperation by MassDCR since the proposed new trail on the north side of Elmer Brook would need to connect to DCR property and continue north, and conversations with DCR are ongoing.

To become eligible for grant funding to design and construct the bridge and trail, we first need to conduct the wetland delineation and habitat assessment to further identify the most appropriate location for the bridge and preliminary design concepts. Allocation of ARPA funds at this time would allow us to do this work and get started on finding a solution to this ongoing problem public access to Lithia Springs and the Mount Holyoke Range from South Hadley.



Figure 1 FD#2 Property on Amherst Road – Old Pump House in Red Circle, recently demolished

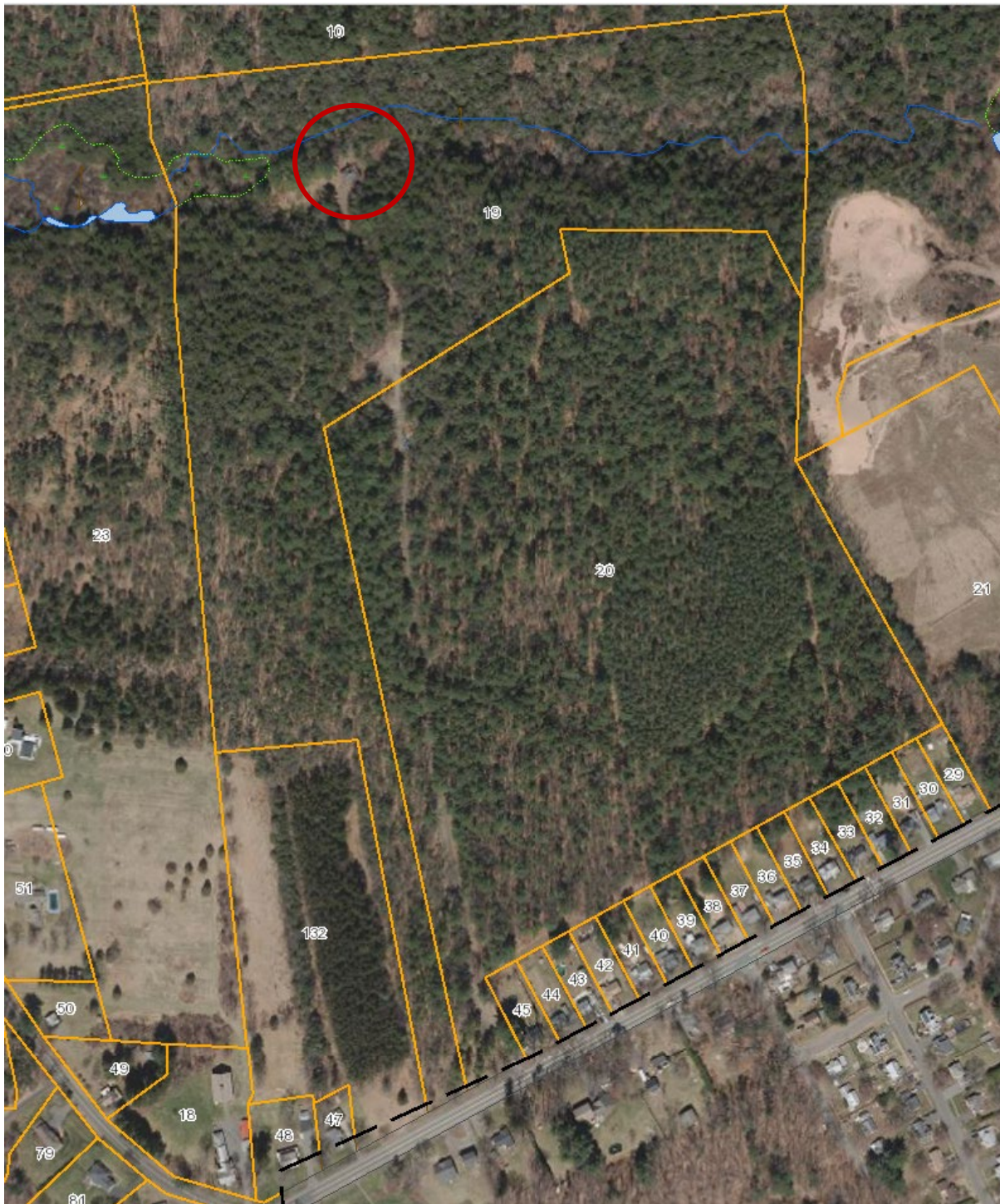
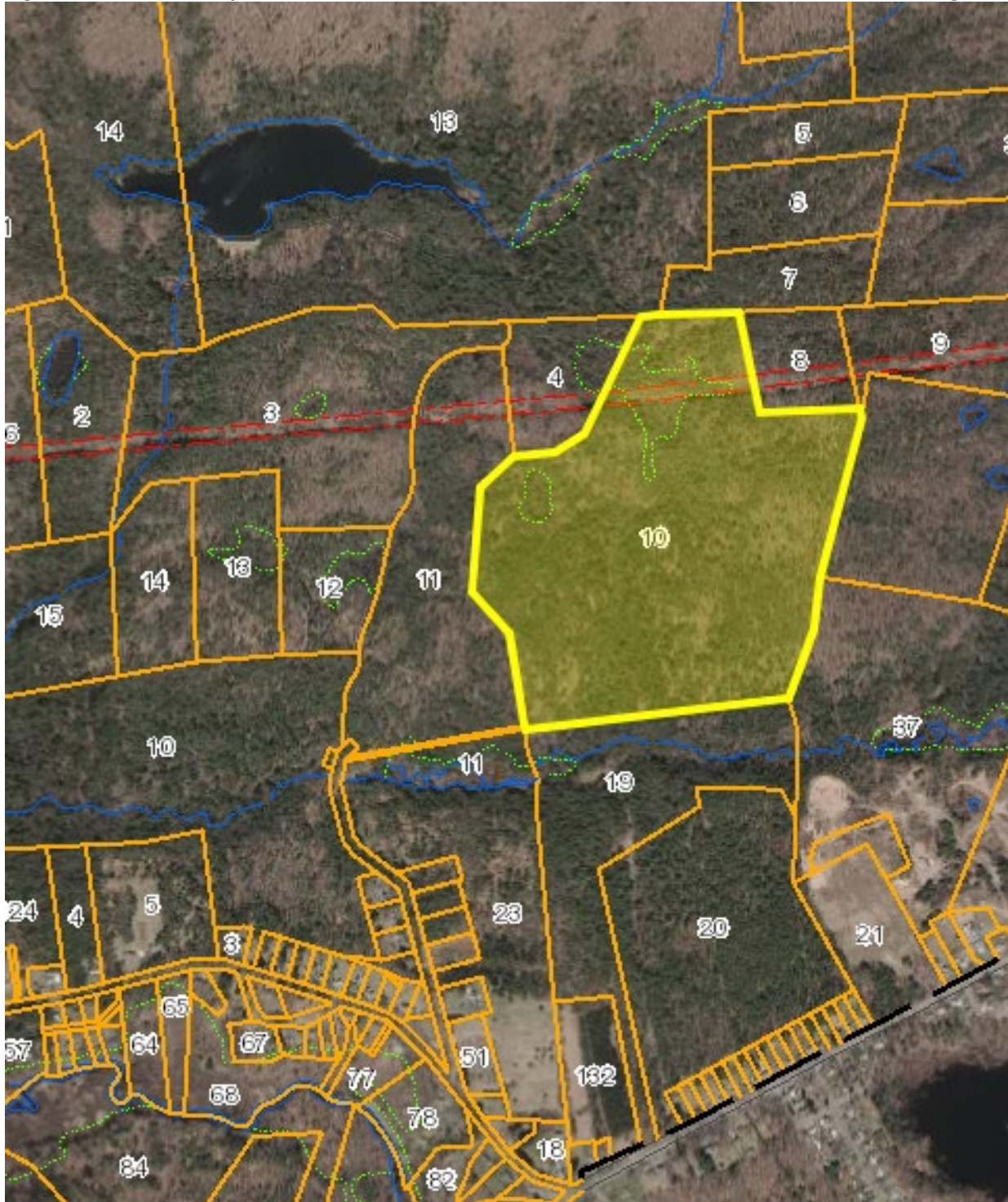




Figure 2 Assessor's Map 59, Parcel 10 - State-owned Land on north side of Elmer Brook, abutting FD#2 property



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

Lisa Wong  
Town Administrator

To: Selectboard  
From: Lisa Wong  
Date: June 16, 2022  
Re: ARPA Chamber of Commerce

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Background: The SHG Chamber of Commerce seeks ARPA funding to create a series of programs targeting South Hadley businesses to build long-term capacity and resources. Local small businesses were negatively impacted over the past two years by the Covid-19 pandemic. For South Hadley businesses that responded to the survey for the Rapid Recovery Grant, 92% reported that Covid impacted their business; 63% saw a decrease in revenue; 46% reporting having to change their business model to deliver their goods or services; 42% of businesses had to layoff staff. Businesses had to pivot, reinvent, and do more with less.

The Chamber will utilize ARPA funding to offer relevant, topical, and targeted trainings accessible to all businesses in town, not just its members. The Chamber will directly address the ramifications of Covid and provide concrete skill development and enrichment for the future. Training forums would cover subjects in the following areas:

- Information & Technology – website design website maintenance and training, online sales and ordering capacity for e-commerce, social media proficiency.
- Business Development- strategic planning and implementation, support Women, Minority and Veteran-owned businesses, manage growth and expansion in an endemic.
- Marketing – creating a multi-media methodology to “sell South Hadley” and use our businesses as destinations along with the town’s recreational and leisure offerings. Produce marketing videos to generate business revenue and interest in town.

Depending on the approved funding level, the Chamber will offer two cohorts to a unique set of business owners, one each fiscal year, to allow for intensive training opportunities. Each training component would hold workshops on the subject matter and include one on one coaching to provide individualized support to businesses. The Chamber will secure the consultants/trainers, market the programs, organize the training logistics, and evaluate the success of the forums.

The Chamber will also convene subgroups of businesses, such as women owned enterprises, to foster opportunities for enhanced networking and peer to peer mentorship. These subgroups would also explore how the state procures services and products and the state certification process to be designated as a women, minority, or veteran owned business.

Chamber Request: 96,000 for FY23 and 98,500 for FY24.

Town Administrator Recommendation: \$50,000 for FY23. Evaluate at the end of FY23.

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

Lisa Wong  
Town Administrator

## Town Administrator's Report to Selectboard June 21, 2022

### Administration, Finance and Operations

- The Town is waiting for the second and final payment of American Rescue Plan Act funds. The first half was received last June and the second half is expected this month.
- The state's Office of Inspector General has officially renewed the Town Administrator's designation as a Massachusetts Certified Public Purchasing Official starting July 1, 2022 for a three year period. The renewal process requires the completion and passage of coursework.

### Community Highlights

- The South Hadley Senior Center hosted a great Health Fair on June 14 that was well attended by residents and had booths and information from local community groups and town departments and services.
- The South Hadley Summer Concert Series will take place on Thursday evenings from 6:30-8pm at the Town Common. The South Hadley Community Band will kick off the series on Thursday, June 23rd. For a full schedule visit the Recreation Department's facebook page:  
[www.facebook.com/southhadleyrecreation](http://www.facebook.com/southhadleyrecreation)

### Planning and Economic Development

- The town's façade improvement grant for the Falls area and the outdoor furniture grant for the Village Common area have received great responses. The deadline for both is June 17 and the town will then evaluate the proposals.
- The Planning Board finalized conditions for E-Ink's special permit at their June 13 meeting. The draft is available online. The version that was voted on did not have substantial changes:  
<https://southhadley.org/DocumentCenter/View/9619/Agenda-Items---61322---Background>

### Public Health

- 22 active confirmed cases as of 6/15. The BioBot data shows COVID levels in our wastewater at some of the lowest levels in 2022 so far.
- The Health Department coordinated the installation of an Opioid Rescue Kit at Town Hall.

### Public Safety

- The town is seeking a full-time dispatcher. Find the full job listing for this and other positions at:  
<https://southhadley.org/jobs.aspx>