

**JOINT SELECTBOARD /APPROPRIATIONS MEETING
TUESDAY, JULY 12, 2022
VIRTUAL AGENDA
7 P.M.**

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<p>Note: Not all topics listed here may be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice. This meeting may be audio and/or visually recorded.</p>
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- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES:** Draft minutes of June 21, 2022
- 3. ANNOUNCEMENTS/OPEN FORUM**
- 4. 7:05 p.m. Public Hearing: Leena Inc (Hadley Mart) Transfer of License, Pledge of License & Inventory**
- 5. CONSENT AGENDA**
 - A. Multiple one-day Beer & Wine License requests by Bridget Carroll for MHC for Aug. 6, 8, 9, 10, & 11.
 - B. One-Day Beer & Wine License Request for Kim Prough for Friends of South Hadley Seniors for Sept. 10.
- 6. 7:15 p.m. Joint Appropriations Meeting**
 - A. End of Year Transfers
- 7. NEW BUSINESS**
 - A. Town Clerk appointment
 - B. Collective Bargaining Agreement – AFSCME COUNCIL 93, AFL-CIO, LOCAL 1033
 - C. Appointment to Housing Production Plan Advisory Committee
 - D. Master Plan Implementation Committee – Selectboard Goals
- 8. OLD BUSINESS**
 - A. Selectboard vacancy
- 9. TOWN ADMINISTRATOR’S REPORT**
- 10. EXECUTIVE SESSION:** Under MGL Chapter 39 subsection 32B for purpose of discussing collective bargaining.
- 11. ADJOURN**

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

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

CALL TO ORDER

Cyr called the meeting to order at 7:10 p.m.

MINUTES

Constant motioned to accept the draft minutes of June 7, 2022. Sweeney seconded. All in favor.

ANNOUNCEMENTS

Constant noted the start of the Summer Concert Series on the town common this Thursday. The town's Independence Day celebration takes place July 2 at MESMS.

Sweeney noted the temporary mural on Main Street highlighting Buttery Brook which runs underneath.

ONE-DAY BEER & WINE LICENSES

Sweeney motioned to approve 20 one-day beer and 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. Constant seconded. All in favor. Unanimous.

TRI-ANNUAL APPOINTMENTS

Constant motioned to approve the annual board and committee renewals for 2022 as presented. Sweeney second. All in favor. Unanimous. Those renewed were:

Larry Dubois, Marilyn Gass, Caroline Martin, Ruth Camuse, and Lucia Foley to one-year terms on the Bike Walk Committee; Luke Brunelle to the Channel Marking Committee to a 2024 term; Larry Dubois and Tay Silvera to the Commission on Disabilities to 2025 terms; April Doroski and Tom Dennis to the Conservation Commission to 2025 terms; Robert Pueschel and Jim Bosman to the COA to 2025 terms; Ira Brezinsky and John Anz to the Cultural Council to 2025 terms; Frank DeToma and Gerald Judge to the Historic District Study Committee to 2025 terms; Michelle Theroux and Larry Dixon to MPIC to 2025 terms; David Mendoza, Benjamin Sabbs and Laura Friesner to the Recreation Commission to 2025 terms; Jennifer Deforge and Matthew Roth to the SEC to 2025 terms; Dennis Swartwout and Bobbie Salthouse to the Tree Committee to 2025 terms; Desiree Smelcer, Wayne Gass and Barbara Merchant to the Old Firehouse Museum Trustees to 2025 terms; and Martha Terry and Jacqueline Dupre to the ZBA to 2025 terms.

Constant motioned to appoint Jim Bosman and David King to the Bylaw Review Committee to terms ending in 2025. Sweeney seconded. All in favor. Unanimous.

Constant motioned to appoint Caroline Martin as a full-time member to the Cultural Council to a 2025 term and Pauline Jarne to the Cultural Council to a 2025 term. Sweeney seconded. All in favor. Unanimous.

Constant motioned to appoint Marie Rohan to a 2023 term on the Commission Disabilities. Sweeney seconded. All in favor. Unanimous.

Constant motioned to appoint Robert Judge to a 2024 term on the Historic District Study Committee. Sweeney seconded. All in favor. Unanimous.

Constant motioned to appoint Stephen Frantz to a full-time position on the ZBA with a 2024 term and Rob Watchilla to an associate ZBA position with a 2024 term. Sweeney seconded. All in favor. Unanimous.

BOARD OF REGISTRARS APPOINTMENT

Constant motioned to appoint April Bellafiore to a one-year term on the Board of Registrars. Sweeney seconded. All in favor. Unanimous.

COMCAST AMENDMENT

Wong updated the board about an amendment to the town's Comcast license that enhances the town's Cable Studio service.

SELECTBOARD VACANCY

The board discussed how to move forward with the vacancy created by the death of former member Sarah Etelman. Members agreed to table the item until their next meeting July 12 at which Miles will be present.

ARPA – ELMER BROOK & CHAMBER OF COMMERCE

Planning & Conservation Director Anne Capra updated the board about work done to alleviate parking issues at Lithia Springs with construction of a bridge over Elmer Brook on land owned by District 2. The board agreed to postpone awarding ARPA funds at Capra's request until an agreement with District 2 can be reached.

Constant motioned to approve awarding \$50,000 in ARPA funds for the South Hadley & Granby Chamber of Commerce. The Chamber is seeking to create a series of programs targeting South Hadley businesses to build long-term capacity and resources.

TA REPORT

For the full town administrator's report, see the June 12, 2022 Selectboard Meeting Packet on the town website.

Wong noted the town will receive an additional 6,400 COVID-19 test kits and the police department was accredited today as one of four communities in Massachusetts.

EXECUTIVE SESSION

While still in open session, Constant motioned to enter into executive session under MGL Chapter 39 subsection 32B for purpose of discussing collective bargaining. Sweeney seconded.

Members voted affirmatively by roll call vote as follows:

Constant – Aye

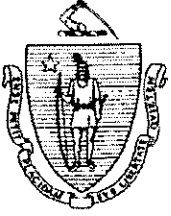
Sweeney – Aye

Cyr - Aye

Constant said the board would not return to open session. The meeting adjourned into executive session at 8:01 p.m.

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

DRAFT



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM**

APPLICATION FOR A TRANSFER OF LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of CLASS (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input checked="" type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input checked="" type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input checked="" type="checkbox"/> Other <input type="text" value="Pledge of inventory"/> | | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358



OD-50

1 Day Alcohol License

Status: Active

Date Created: Jul 8, 2022

Applicant

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

Applicant Email

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

Permit Info

Permit For

1 Day Beer and Wine

Check This Box 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

09/10/2022

Name or Organization Hosting Event

Friends of the South Hadley Seniors

Provide a Detailed Description of What The Event Is

Woodlawn Park dedication celebration. Corn hole tournament during the day and Senior Center open house in the evening with jazz band and appetizers.

Street Address of Where The Event is Held

45 Dayton St

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

1pm-10pm



OD-47

1 Day Alcohol License

Status: Active

Date Created: Jul 5, 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

08/08/2022

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

08/09/2022

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

08/10/2022

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

08/11/2022

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



OD-48

1 Day Alcohol License

Status: Active

Date Created: Jul 5, 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 acknowledge that individual applicants can be approved for up to 30 permits per year.



Event Details

Date of Event

08/06/2022

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

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

Lisa Wong
Town Administrator

To: Selectboard
From: Lisa Wong
Date: July 7, 2022
Re: Town Clerk Appointment

The Town recently undertook an open search process for the vacant Town Clerk position.

A committee consisting of Town Department Heads and a Town Clerk from another community was assembled by the Human Resources Director to review applications and conduct interviews. The Committee unanimously recommended Sarah Gmeiner, the current Acting Town Clerk, for the position. The Town Administrator offered the position to Ms. Gmeiner and it was accepted subject to the approval of the Selectboard.

Action: To appoint Sarah Gmeiner to a three-year terms as South Hadley Town Clerk beginning July 1, 2022.

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

Lisa Wong
Town Administrator

To: Selectboard
From: Lisa Wong
Date: July 7, 2022
Re: Housing Production Plan Advisory Committee

The Town is undertaking an update of the Housing Production Plan that expires in 2022. The current plan is on the website at: <https://southhadley.org/DocumentCenter/View/2670/South-Hadley-Housing-Production-Plan-as-approved-by-the-Planning-Board-11-28-2016-PDF>

A consultant has been identified through a Request for Proposals process and American Rescue Plan Act Funds were approved to cover the costs. The consultant is Outwith Studio and Utile.

As part of the process, the Town Administration is forming a Housing Production Plan Advisory Committee consisting of 7 members – 2 residents and representatives from the Housing Authority, Council on Aging, Redevelopment Authority, Planning Board and Selectboard.

Action: To appoint a member of the Selectboard to the Housing Production Plan Advisory Committee

Status Update Instructions

Here are instructions for reporting on actions assigned to your board, committee, commission, or department during the process of updating the Town's Master Plan. The Town Administrator has requested that the status of the tasks be updated by each entity with tasks under the master plan three times per year, in July, November and March. The place for doing this is in Column G in the chart. You should then return the chart to us by August 1 for forwarding to the Town Administrator.

As this is the first time we're going through this process, there will surely be some questions and concerns. MPIC is trying to make the process as simple as possible. As a start, we'd like to explain the attached Task Chart.

You'll note that each action item has its own line with several columns. Information in these columns comes from the Master Plan.

Column A identifies how the task is associated with one of the four main goals of the Master Plan. It also identifies where the task is listed in the Master Plan. So a designation of G3-27 means that the task pertains to Goal 3 and it's the 27th task on the overall list.

Column B describes the task assigned to your entity. (Entities may be primarily responsible for a task or identified as a collaborating entity responsible for accomplishing the task.)

Column C shows the entity that is primarily responsible. This is the entity that is supposed to take the lead on this particular task. That should include reaching out to any collaborating entities identified in Column D.

Column D: If your group is a collaborating entity rather than the primary entity, it will appear here.

Column E offers suggestions for measuring progress towards accomplishing the task. The metrics proposed here are suggestions, not requirements, but it will be important as you proceed to develop some ways of measuring progress. If you have already identified some metrics you can describe them in the Status column.

Column F: Priority, e.g. is this action something to undertake immediately (I), in the short term (ST), in the mid term (MT) or long term (LT)?

Column G: THIS IS THE SPACE FOR YOUR COMMENTS. If you have taken any steps towards a task, here is where you would briefly describe them. This is also where you could raise concerns, such as whether it's appropriate for your entity to be involved with this action item, if the priority is wrong, (perhaps it should be mid-term rather than short term), whether your entity now considers this action item unnecessary (and why), and – if the action item is

underway or completed – why do you consider it to be successful, or not successful. This is also where you can comment on barriers to progress. If it's a short term or immediate task, and it's not happening, why not? If it's a mid-term or long term project and you've already started it, why? Is there some changed circumstance that made it desirable and possible to proceed now rather than wait?

(If there has been no action on a particular task labelled MT or LT you can leave the status column blank.)

This is an excel spreadsheet, so you should be able to make comments as lengthy as you wish. Please don't make any changes to Columns A through F; legally, the Planning Board is the only entity that can modify them, though you can suggest changes (in Column G) as they relate to your entity's tasks.

We appreciate your willingness to tackle a new system of reporting, and we welcome your suggestions about how the process could be improved. If you have questions, please feel free to contact me at jgooch@mtholyoke.edu and we can set up a time to talk. And please return the completed form to me by August 1, 2022.

Many thanks –

Judy Gooch Dobosh
Chair, Master Plan Implementation Committee

SELECTBOARD ACTION TASKS

Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years

NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.

#	Goal Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status July 2022
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, All entities	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	
G1-27	Increase transportation options for members of the South Hadley community, including affordable and accessible options.	Selectboard	Administration, Commission on Disabilities, Council on Aging, School Department	Types of transportation available. Number of people taking trips. Change in routes. Change in number of routes. Fee for trips.	MT/LT	
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	Other entities as appropriate	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	
G3-8	Consider adoption of the Community Preservation Act (CPA).	Selectboard		Date CPA adopted. Amount of funds generated. Use of funds.	ST/MT	
G3-14	Incorporate addressing climate change/resiliency into routine permitting and operations.	All boards and committees		Date new mandate adopted. Changes to Zoning or subdivision regulations adopted. Impact on projects.	ST	
G3-23	Monitor unfilled seats on boards and committees and, using inclusionary policies, identify people to fill those seats.	Selectboard		Number of candidates identified. Number of candidates appointed/elected. Change in demographics of candidates.	ST	
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	All boards and committees	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	
G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	All boards		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	All other boards and committees	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
G4-22	Post articles in area newspapers, Town's website and social media.	All boards and committees		Number of articles posted. Number of responses or other feedback.	ST/MT	
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	
G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	

Goal 1: A Thriving Community

#	Goal 1 Objective	Proposed Metrics
1-1	Create the physical and regulatory conditions that support business retention and growth, and attract new, well-paying jobs.	Change in physical and regulatory conditions. Number of jobs retained. New businesses generated. Number of new jobs. Number of new businesses.
1-2	Support the development of housing at different scales and price ranges to meet the needs of people at all life stages and incomes.	Number of units created at different price ranges. Change in typology of housing produced.
1-3	Improve connections for all, including those with varied abilities, and especially to open space and recreational activities to support community health and engagement.	Number of new connections. Location of new connections. Change in typology of connections (sidewalks, paths, bike lanes). ADA accessible improvements. Change in what is connected (open space, recreational areas, commercial centers). Change in number of users. Demographics of users. Changes in public health. Changes in community engagement.
1-4	Strengthen social engagement by providing multi-generational programming.	Amount and types of multi-generational programming. Change in attendance. Reactions of participants.
1-5	Support educational resources for people of all ages and abilities.	Change in availability. Change in types of educational resources by user type. Number of users.
1-6	Be a welcoming community that attracts and supports a diverse population.	Change in diversity of population.

Goal 2: Caring for Our Resources

#	Goal 2 Objective	Proposed Metrics
2-1	Protect the community's drinking water supply and groundwater and ensure that the water supply is adequate to meet the needs of the community in perpetuity.	Acres of land formally protected. Adequacy of water supply for current and future needs. Quality of water. Enforcement of Water Supply Protection District (WSPD) regulations.
2-2	Expand resources by engaging community members in support of the acquisition and maintenance of strategic open space parcels to support community and wildlife needs.	Number of community members involved. Number of parcels acquired. Date maintenance plan(s) approved.
2-3	Protect agricultural land as a natural resource and support local agriculture as an economic enterprise and historic resource.	Change in amount of agricultural land protected. Change in types of agricultural activity.
2-4	Develop regulations and programs that support the reuse and rehabilitation of historic buildings, the retention of historic development patterns (the interrelationship of streets, building footprints and open spaces), and the creation of new and protection of existing viewsheds (views of landscapes and/or natural and historic resources), especially those of the Connecticut River and the Mount Holyoke Range.	Number of historic structures that have been rehabilitated or converted to adaptive reuse. Number of new streets constructed and location of relative to existing streets. Number of new and protected viewsheds.
2-5	Integrate cultural opportunities into the life of the town, including regular and seasonal community events, public art in appropriate areas of town, support for cultural and educational programs, events at Mount Holyoke College, and a variety of existing and future indoor and outdoor gathering spaces.	Number of and types of events. Change is the amount, type, and location of public art. Change in the number, type, and location of gathering spaces. Change in the use of the gathering spaces.

2-6	Identify state and federal programs and seek grants and other sources of funding.	Number and types of grant applications. Number and types of grants funded. Funding applied for and funding awarded.
2-7	Protect woodlands from threats associated with climate change such as wildfires, disease and pests through proper management.	Inventory of existing policies for the management of forest lands, resource sharing, regional coordination, emergency protocols. Change in that inventory.

Goal 3: A Resilient Community

#	Goal 3 Objective	Proposed Metrics
3-1	Address climate change and resiliency measures in all actions.	Identification of point person to monitor progress.
3-2	Diversify the tax base to support the municipal budget in order to	Number of new jobs.
3-3	Encourage participation on Town boards and committees by	Number of people recruited.
3-4	Develop a program to connect all residents and businesses to the	Number of households and businesses connected.
3-5	Identify and use non-tax base revenue sources.	Date sources identified.

Goal 4: Excellent Communication

#	Goal 4 Objective	Proposed Metrics
4-1	Support a strong and welcoming multi-ethnic and multiracial	
4-2	reate a consistent style of Town communication through	Date coordinated graphics package distributed for use.
4-3	Attract new business and residents through coordinated outreach	Change in content, type, and media of message.
4-4	Develop a clear and consistent method of publicizing Town	Date publication plan developed.
4-5	Provide timely information about Town actions, services, meetings	Date information is posted relative to date need (i.e. number of
4-6	Function well and consistently in an emergency, with connections	Compare responses in an emergency with neighboring and/or
4-7	Communicate progress in reaching the goals of this plan.	Date data is collected.
4-8	Improve public access and ability for participation in Town	Number of people participating in virtual meetings.

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

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

Town Administrator's Report to Selectboard July 12, 2022

Administration, Finance and Operations

- As of 7/7, the Senate has extended the allowance of remote public meetings from July 15, 2022 to December 15, 2023. The House then voted to extend remote meetings until March 31, 2023, and then mandate that all public meetings for local boards and commissions must have a remote access and remote participation option starting April 1, 2023.

Community Highlights

- The Fireworks on July 2 went well and thankfully the weather held off!
- The South Hadley 7/8th grade softball team won the Quabbin Valley Softball Championship. The 3/4th Grade South Hadley Black team won the Suburban American League East Championship.

Planning and Economic Development

- The SH Cultural Council is in the beginning stages of planning a very exciting series of events that will take place next spring. They will be hosting an informational community Zoom meeting Wednesday July 13 at 6 pm and are looking for everyone's ideas and participation.
https://us02web.zoom.us/j/89764449007?pwd=mwYpvLlf4jw0j_eWsKJMe7woAS0T5K.1

Public Health

- 17 active confirmed cases as of 7/6. The BioBot data shows an uptick in COVID levels for the most recent data for July 1 and 2. The state has extended BioBot testing until December 30, 2022.
- The town has received more free at home COVID test kits. They are available while supplies last at the main public library and at the Senior Center.
- The town will be posting soon to fill the public health nurse position. Keep an eye out on the town website for details.

Public Safety

- Congratulations to Lieutenant William Sowa III, who retired after almost 40 years working for the South Hadley Police Department!
- The South Hadley Police Department received a unanimous vote from the Massachusetts Police Accreditation Commission and is not officially accredited for the next three years.

Public Works

- The town has a new vendor for trash bags due to a supply chain issue for raw materials with the former supplier. The bags do have a slightly different color and look.
- Mass Dept of Transportation completed paving around the Route 202's intersection with Route 33 in South Hadley to the area near the intersection with Pleasant Street in Granby in early July.