

**HYBRID SELECTBOARD MEETING
TUESDAY, NOV. 15, 2022
AGENDA
SENIOR CENTER LARGE 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 Nov. 3, 2022
- 3. ANNOUNCEMENTS/OPEN FORUM**
- 4. CONSENT AGENDA**
 - A. One-Day Beer & Wine License request from Steven McCray for Nov. 25, 26, Dec. 2, 3, 9, 10, 16, 17, 23
- 5. 7:05 p.m. – PUBLIC HEARING: Sok’s Bar & Grill Change of Manager and Ownership Interest**
- 6. NEW BUSINESS**
 - A. Town Administrator Evaluation and PBE
 - B. Civil Service
 - C. Canal Park
 - D. Veterans District
 - E. River Lodge Road
- 7. TOWN ADMINISTRATOR’S REPORT**
- 8. ADJOURN**

**SELECTBOARD MEETING
THURSDAY, NOV. 3, 2022
MEETING MINUTES
HYBRID / SENIOR CENTER
7 P.M.**

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

CALL TO ORDER

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

MINUTES

Sweeney motioned to approve the draft minutes of Oct. 18, 2022. Constant seconded. All in favor. Unanimous.

ANNOUNCEMENTS / OPEN FORUM

Miles noted she distributed to the board the TA evaluation form, and that the South Hadley / Easthampton Veterans Board voted at its last meeting to dissolve the combined district at the end of the fiscal year.

CONSENT AGENDA

Constant motioned to approve a One-Day Beer & Wine License request by Karen Franz for Nov. 4. Miles seconded. All in favor. Unanimous.

VETERANS COUNCIL

Constant motioned to support the establishment of a veterans council. Cyr seconded. All in favor. Unanimous.

INTER-GOVERNMENTAL AGREEMENT

Wong discussed the town's efforts to create an intermunicipal agreement for staff coverage, both for South Hadley and surrounding towns, and well as exploration of a regional entity providing such services. Any agreement negotiated between communities will be brought to the Selectboard for approval.

QUARTERLY FINANCE REPORT

Town Accountant William Sutton provided an overview of the current budget status.

WETLAND BYLAW REPORT

Miles motioned to support the Conservation Commission's effort to insert new language into both the Wetland Bylaw and Wetland Regulations related to Tree Replacement Performance Standards. Cyr seconded. All in favor. Unanimous.

SPECIAL TOWN MEETING

Constant motioned to approve the Special Town Meeting warrant. Miles seconded. All in favor. Unanimous.

DOG PARK LICENSE

Constant motioned to accept the contract as written with the idea in mind that the board wants to monitor issues around the age limit for children visiting the park. Miles seconded. All in favor. Unanimous.

TA REPORT

For the full town administrator's report, see the Nov. 3, 2022 Selectboard meeting packet on the town website.

ADJOURN

Constant motioned to adjourn. Miles seconded. All in favor. Unanimous. The meeting adjourned at 8 p.m.

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

DRAFT



OD-70

1 Day Alcohol License

Status: Active

Date Created: Nov 7, 2022

Applicant Email

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

Permit Info

Permit For

1 Day All Alcohol

Check This Box to Request Multiple Dates



Number of Dates Requested

9

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



Event Details

Date of Event

11/25/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

11/26/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/02/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/03/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/09/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/10/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/16/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/17/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200

Date of Event

12/23/2022

Name or Organization Hosting Event

McCrays Farm

Provide a Detailed Description of What The Event Is

Holiday light stroll around the farm. It will be a walk with lit up trees, buildings, and scenes throughout parts of the farm.

Street Address of Where The Event is Held

55 Alvord St.

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

1600-2200



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 MULTIPLE AMENDMENTS

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)

00004-RS-1176

ENTITY/ LICENSEE NAME

11 BRIDGE STREET LLC

ADDRESS

30 BRIDGE STREET

CITY/TOWN

SOUTH HADLEY

STATE

MA

ZIP CODE

01075

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 type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" 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 checked="" 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 type="checkbox"/> Other <input type="text"/> | | <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

RECEIVED
 TOWN OF SOUTH HADLEY
 SELECTBOARD

SEP 29 2022

12 PM
 KM

Meeting _____ Action _____
 Agenda _____ Ex Session _____
 Date _____
 By _____
 Title _____

SOUTH HADLEY EMPLOYEE

PERFORMANCE BASED EVALUATIONS FY2023

Thank you for participating in the Fiscal Year 2023 Performance Based Evaluation (PBE). Your supervisor will be reaching out to you shortly to discuss with you the five (5) overarching goals (OGs) set by the South Hadley Selectboard for the FY 23 PBE. The OGs are intentionally broad ranging and hopefully allows you to expand your personal concept of your work.

You will be asked to set some personal objectives (at least 3, no more than 5) which you and your supervisor agree will help you grow as an employee and integrate with the 5 OGs.

This is a time to look at how we can all improve our respective processes, job performance and our interaction with each other and the public. We want you to stretch, evolve, expand as an employee, particularly into areas you feel you add the most value and hopefully enjoy. How can you do your job better, differently, more efficiently? Please get creative in your discussions with your supervisor and be rewarded by an up to 1.5% increase in your salary with a retroactive component at the end of the fiscal year.

You should meet with your supervisor one on one at least two more times before May 2023 to review progress and to adjust some strategies if appropriate. The PBE will not be used punitively and is a tool to be shared only with you and your supervisor.

Thank you,

Lisa Wong

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: _____

Employee Classification/Title: _____

Supervisor Conducting Review: _____

Date of Objective Setting Meeting: _____ **Date of Evaluation:** _____

Review Period - From: _____ **To:** _____

FY2023 GOALS: Approved by the Selectboard

1. Communication and Community/Customer relations
2. Diversity, Equity and Inclusion
3. Planning, Policy and Professionalism
4. Innovation and Initiative
5. Organization, Management and Fiscal Responsibility

RATING SCALE:

- **Excellent:** The overall quality of work is excellent, and annual goals were met, and the employee demonstrated going above and beyond goals in all categories.
- **Above Average:** Performance consistently exceeds expectations. All goals were met.
- **Average:** Performance consistently meets expectations and the overall quality of work is good. The most critical annual goals were met. A reasonable explanation was given if goals were not met.
- **Needs Improvement:** Performance has not met expectations and improvement is needed. One or more critical goals were not met.
- **Poor:** Performance has not met expectations and improvement is needed. Most goals were not met.

As provided by State law, this review is not a public document.

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: Lisa Wong

GOAL #1: Communication and Community/Customer relations

Description: Developed by Town Administrator

- Writes in a clear and concise manner, using terms and styles which are easily understood by the intended reader. Speaks in a clear, distinct and understandable manner. Is persuasive and effective in explaining Town positions, policies, procedures, services, programs and activities. Demonstrates good interpersonal skills and teamwork. Listens attentively to what individuals (members of the public, peers, or supervisors) have to say.
- Demonstrates a constant and sincere interest in providing the highest quality service to the town residents. Maintains a customer-oriented attitude during the performance of work-related duties and responsibilities, and instills the value of good customer service in those supervised. Responds to the customer with what can be done, when the original request is not possible.

Objectives: List at least 3. Developed in consultation with Town Administrator or Supervisor

Objective 1: Track analytics for the town's public communications tools including website, newsletters and social media. Once a baseline is established for feasibly, consistently and effectively tracking information, then specific recommendations can be made on how to improve communications and get feedback/input from stakeholders.

Complete In Progress Not Undertaken

Objective 2: Enhance community forums to include more participation by departments and the public.

Complete In Progress Not Undertaken

Objective 3: Improve communication and public materials related to public works projects, including traffic and roadways, parks and capital improvements.

Complete In Progress Not Undertaken

Objective 4: Improve communications with boards and committees, including orientation materials and how to guides.

Complete In Progress Not Undertaken

Objective 5: Set up regular “office hours” at various locations, and coordinate with staff and local/state officials.

Complete In Progress Not Undertaken

Overall Rating Score (5 - Excellent; 4 - Above Average; 3 - Average; 2 - Needs Improvement; 1 - Poor: _____

Comments:

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: Lisa Wong

GOAL #2: Diversity, Equity and Inclusion

Description: Developed by Town Administrator

- Exercises fair and unbiased professional judgment in providing services and arriving at decisions. Treats others in a fair, consistent, impartial, and professional manner. Is effective in dealing with people without arousing antagonism and demonstrates an understanding of difficult situations.
- Creates and supports access to town resources, spaces and opportunities, especially for underrepresented groups. Identify and respond to institutional discrimination and take individual and collective steps to eliminate barriers. Explore trainings, toolkits, and other learning opportunities to make measurable progress.

Objectives: List at least 3. Developed in consultation with Town Administrator or Supervisor

Objective 1: Create a DEI training program for staff, board and committee members

Complete In Progress Not Undertaken

Objective 2: Work with departments to gather data and information from existing and new town processes to better understand the town's demographic trends.

Complete In Progress Not Undertaken

Objective 3: Ensure that the financial budget, town meeting warrants and other important public documents are available in other languages.

Complete In Progress Not Undertaken

Objective 4: Identify and invest municipal resources in underserved populations - Veterans, Elderly, Persons with disabilities. Support board and groups that are working in these areas.

Complete In Progress Not Undertaken

Objective 5: Work with MMMA DEI group and DEI Coalition on best practices. i.e. Was able to get the state to include DEI as an eligible Community Compact grant activity and then we got a grant!

Complete In Progress Not Undertaken

Overall Rating Score (5 - Excellent; 4 - Above Average; 3 - Average; 2 - Needs Improvement; 1 - Poor): _____

Comments:

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: Lisa Wong

GOAL #3: Planning, Policy and Professionalism

Description: Developed by Town Administrator

- Schedules and plans most efficient use of time. Organizes and plans priorities so they can be accomplished. Effectively handles a variety of projects, assignments, and people. Keeps the appropriate manager advised of the status of projects and work assignments. Adapts to changing circumstances, policies, and attitudes of others. Is a productive team member in responding to, reviewing, and supporting the ideas of others.
- Has a full working knowledge of the administrative and management system, policies and procedures related to the assigned responsibilities. Understands appropriate methods and techniques. Is familiar with applicable local, state and federal legislation and regulations related to Town services. Remains current and up-to-date in assigned areas of responsibility. Proactively engages in the Master Plan implementation (if applicable).

Objectives: List at least 3. Developed in consultation with Town Administrator or Supervisor

Objective 1: Affordable housing - update the production plan and identify feasible projects to work on.

Complete In Progress Not Undertaken

Objective 2: Create and implement the Human Rights Commission.

Complete In Progress Not Undertaken

Objective 3: Improve PBE system with an updated tool, more metrics and increased/improved participation.

Complete In Progress Not Undertaken

Objective 4: Enhance professional development opportunities for employees, and identify areas needing improvement or support (i.e. more people certified in procurement)

Complete In Progress Not Undertaken

Objective 5: Sustainability and climate change - research projects that are sustainable and reduce energy consumption

Complete In Progress Not Undertaken

Overall Rating Score (5 - Excellent; 4 - Above Average; 3 - Average; 2 - Needs Improvement; 1 - Poor): _____

Comments:

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: Lisa Wong_

GOAL #4: Innovation and Initiative

Description: Developed by Town Administrator

- Proactively seeks solutions and assumes responsibility for dealing with issues. Demonstrates a willingness to develop and implement new ideas, processes and procedures. Is sensitive to opportunities to improve the quality, efficiency and effectiveness of Town services such as through the development or improvement of technology and processes.
- Presents a positive outlook and is willing to devote the time and effort necessary to get the job done and reach high performance standards. Is generally a self-starter and puts available time to productive use.

Objectives: List at least 3. Developed in consultation with Town Administrator or Supervisor

Objective 1: Improve response to complaints including exploring the use of technology for reporting and tracking, internal processes for responding, and communicating back to constituents.

Complete In Progress Not Undertaken

Objective 2: Economic development - find sustainable ways to implement the urban renewal plan and enhance redevelopment efforts. Apply for grants, create plans, work with businesses.

Complete In Progress Not Undertaken

Objective 3: Explore regional partnerships to better enhance public benefit, and sustain services. i.e. Work with Health Director on her regional health grant

Complete In Progress Not Undertaken

Objective 4: Work with Neighbors Helping Neighbors to create a mobile food pantry and explore other ways to enhance food security.

Complete In Progress Not Undertaken

Objective 5: Marketing - lead and support efforts to market South Hadley including working with Cultural Council, Chamber and Mount Holyoke College.

Complete In Progress Not Undertaken

Overall Rating Score (5 - Excellent; 4 - Above Average; 3 - Average; 2 - Needs Improvement; 1 - Poor: _____

Comments:

**TOWN OF SOUTH HADLEY
PERFORMANCE BASED EVALUATION FY2023**

Employee Name: Lisa Wong

GOAL #5: Organization, Management and Fiscal Responsibility

Description: Developed by Town Administrator

- Identifies and isolates problems and solutions. Evaluates alternative courses of action and makes a logical decision. Uses good judgment and common sense in making decisions. Knows when to take action and what type of action is appropriate. Anticipates stakeholder needs and attitudes, and the impact of policies and procedures, and responds appropriately.
- Elicits respect from others and sets an example of professionalism within the organization. Motivates and communicates well with staff. Effectively plans, organizes and delegates work. Monitors results and evaluates performance of those supervised, and provides feedback in a timely manner.

Objectives: List at least 3. Developed in consultation with Town Administrator or Supervisor

Objective 1: Personnel - Develop an updated wage and classification system to create consistency and help with recruitment and retention.

Complete In Progress Not Undertaken

Objective 2: Capital - Create a robust 5 year capital plan, work on mid and long term project funding options, and work with the schools

Complete In Progress Not Undertaken

Objective 3: Finances - Maintain healthy reserve fund balances and review the financial policies for any updates needed to ensure continued fiscal health.

Complete In Progress Not Undertaken

Objective 4: Support management - review and create management policies, enhance department head meetings, create feedback loops.

Complete In Progress Not Undertaken

Objective 5: Update, streamline and implement new liability waivers for volunteers, patrons, and vendors, and tailor to meet the needs across departments and activities.

Complete In Progress Not Undertaken

Overall Rating Score (5 - Excellent; 4 - Above Average; 3 - Average; 2 - Needs Improvement; 1 - Poor): _____

Comments:

To: Selectboard
From: Lisa Wong
Re: Civil Service
Date: November 15, 2022

Background: Passed in 1884, the Civil Service law was implemented in state and local governments to deter the “spoil system” of government jobs being offered only to political supporters. In 1933 South Hadley Town Meeting voted to have the Town join Civil Service.

All sworn South Hadley Police Officers, except the Chief, are covered under MA Civil Service. 131 communities utilize Civil Service for their police; with an estimate of 40 that have removed or are currently in the process of being removed.

Western MASS municipalities that have completed removals or “in process” for removal from Civil Service: Greenfield, E. Longmeadow, Montague, Athol, Orange, Palmer and Great Barrington. The only Western MASS communities that will likely remain in civil service will be Springfield, W Springfield, Chicopee, Holyoke and Pittsfield.

The Town is currently finalizing negotiations with the Police Union. The removal from civil service is a Town Meeting vote and not contingent on negotiations. However, in good faith, the Town is working on policies, such as promotions, with Union input, that would replace the Civil Service process.

Recommendation: Removal from Civil Service - To see if the Town will vote to revoke the acceptance of G.L. c. 31, §§ 48 and 49 to remove regular or permanent members of the police department from Civil Service and take any action relative thereto.

Said revocation shall comply with the provisions of G.L.c. 4. § 4B, which provides in relative part that such revocation shall not affect any contractual or civil service rights which have come into existence between the city, town or municipality and any officer or employee thereof as a result of the original acceptance of any such law or the provisions thereof; provided, however, that such revocation shall apply to the successor to the incumbent officer or employee, which application shall prevent such contractual or civil service right from automatically continuing with respect to such successor officer or employee.

Issues with current Civil Service process:

- Entrance and promotional exams are offered every 2 years, causing delay in hiring & promoting
- Almost impossible to “recruit” candidates to take the entrance exam, when so many area communities are not part of the civil service process.
- Limits on hiring preferences for candidates proficient in a second language, with higher education, or other certifications.
- Restrictions on hiring transfer candidates from non-civil service departments.
- The eligible list ranks candidates for written test only and Town can only consider the top 3 test takers for 1 position. Candidate #4, despite qualifications, cannot be considered for position.

Considerations:

- Recruitment or testing costs
- Town and Police Administration has the skill and ability to develop hiring practices that are best suited to meet the needs of South Hadley, with more local influence. Administration is currently negotiating with the police union for promotional testing that will include written tests and oral interview for sergeant promotions and an assessment center and oral interview for lieutenant promotions.

ACTION: The Selectboard can vote to support the article. The article has already been approved to be on the warrant.

To: Selectboard
From: Lisa Wong
Re: Canal Park
Date: November 15, 2022

This is a follow-up to the October Selectboard meeting regarding Canal Park.

The Board inquired about the process and cost to remove the boards. The DPW will provide a dumpster and the costs and fees associated with removal will come from a previously approved funding account that has about \$35k remaining. The funding in that account was approved in 2019 towards the deck and fence. That project was not completed.

The Conservation Commission will be reviewing the permit needed for the scope of work in that area on November 16. Rebekah Cornell will mobilize volunteers once all the permissions are in place and the weather permits.

ACTION: To approve the removal of the boardwalk. The long term plans for the park can be revisited. The area will likely flood on an annual basis, creating costs and frequent need for repair and replacement.

To: Selectboard
From: Lisa Wong
Re: Veterans Service District
Date: November 15, 2022

South Hadley has been in a regional Veterans' District for decades with Easthampton and Granby. About five years ago, Granby left the district and hired their own Veterans' Service Officer (VSO). Veterans' Service Officers are in every city and town in Massachusetts, per Massachusetts state law. VSOs deliver essential services to eligible veterans and their dependents. Some roles of VSOs include:

1. Outreach services to veterans to educate on benefits and services
2. Offering referrals to programs and services for veterans and their dependents
3. Taking applications for state veterans' benefits including Chapter 115 financial benefits and the annuity program
4. Helping veterans access employment assistance through career centers and related programs
5. Coordinates veteran observances including Memorial Day and Veterans Day

MGL Chapter 115 Section 3 outlines the appointment, power and duties of Veterans agents. The Veterans' agent is appointed by the Selectboard for a term of up to 3 years and shall be eligible for reappointment. Two or more contiguous towns may appoint one person by the vote of the Selectboard.

The more recent memorandum between Easthampton and South Hadley is dated June 30, 2021. Under this agreement, the VSO is assigned 16 hours per week in each community, and overseen by a Board. The Board met on October 31, 2022 and recommended dissolving the District effective June 30, 2023. The memorandum allows either community to unilaterally cancel the agreement by notifying the other community in January prior to the start of the subsequent fiscal year.

Recommendation: To vote to dissolve the Veterans' District with Easthampton starting in Fiscal Year 2024. To create a 32-40 hour per week position serving the Veterans of South Hadley.

There are several reasons for this recommendation:

- The Town would like to seek VA Claims Accreditation. This will allow us to have direct access to the VA system allowing for quicker results and prioritization of our communities Veterans' VA Claims and other VA benefit applications. This is the greatest way to reduce municipal spending for State Veteran Benefits.
- Increasing awards to Veterans. A trained and accredited VSO with VA access is important to the amount of VA money coming into the community each month.

Year	VA Awards	Amount paid by the VA monthly to South Hadley Veterans
2019	308	\$434,426.12
2021	304	\$439,363.38
2022	322	\$499,897.11

- The Town would like to invest in more training including:
 - Shine Counselor training - to reduce workload on the COA shine counselors by lifting the Veteran work load off of them but also allows for additional support to the non veteran seniors by augmenting them during increased time of need.
 - Training for DTA/Snap applications work - a multi faceted service that expands past just the Veteran Population.
 - Licensed Mediator which is a free training and licensing through a mediation group based in the Quabbin Area. Which could be used at the town discretion for departments outside of simply the Veteran Community.
 - Federal Benefit application training for Social Security Applications again allowing for direct focus on our community.

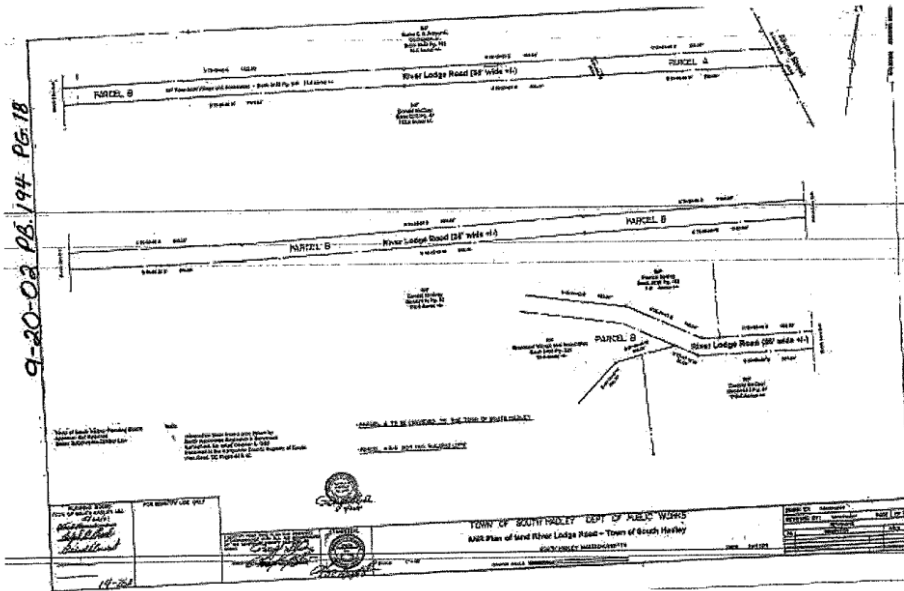
- The Town would like to expand partnerships and outreach including:
 - Partnership with local and national VFW and American Legion Veteran organizations to assist in programs and services beneficial to youth. Scholarship and other potentially beneficial programs.
 - A higher level of interaction with outside organizations to bring in different services available in the area but that require more involvement to help manage a successful relationship.
 - The Ability to build relationships with local businesses to increase community involvement/sponsorship of community based events.
 - A more involved relationship with State Leadership (Representatives and Senators) to help leverage State funding of different Veteran initiatives in the community.

<u>Community</u>	<u>Total pop</u>	<u>Veteran pop</u>	<u>Hours/ week</u>	<u>Yearly Salary</u>	<u>Additional Staff</u>
Longmeadow	15,827	748	35	\$51,742	0
Chicopee	55,190	3,629	40	\$77,170	4 1/2
Belchertown	15,279	728	40	\$85,739	0
Ludlow	21,103	1,543	40	\$87,000	1/2
Wilbraham	14,551	749	35	\$64,000	0
Northampton*	95,482	3,613	40	\$88,854	2 1/2
South Hadley	17,995	1,409	16	\$32,500	0
Easthampton	16,022	1,314	16	\$32,500	0

To: Selectboard
From: Lisa Wong
Re: River Lodge Road
Date: November 15, 2022

Background: The Town of South Hadley approved to accept River Lodge Road (Riverboat Village) by a two thirds majority at the 2021 Annual Town Meeting, provided that such acceptance shall be contingent upon the Grantor providing clear title, as approved by Town Counsel. The required documents were provided and reviewed by Town Counsel. They are attached to this packet and are as follows:

- Quitclaim Deed dated November 2, 2022;
- Certificate of Legal Existence;
- Affidavit under MGL c. 183, § 5B (with respect to the Grantor name change/Grantee in vesting deed); and
- Discharge of Roadway Access Easement (10106/228).



Please see Town Clerk File as of June 2, 2021

ACTION: Motion: I move, that pursuant to Article 16 of the June 9, 2021 Town Meeting, the Select Board accept the deed to River Lodge Road as shown on the plans recorded in Plan Book 252 Page 92 recorded on September 13, 2022.

After Recording, Please Return To:

Goodwin Procter LLP
100 Northern Avenue
Boston, MA 02210
Attention: Bruce Tribush, Esq.

DISCHARGE

THIS INSTRUMENT is dated as of November 2, 2022, by and among Riverboat Village Associates Limited Partnership, a Massachusetts limited partnership ("Grantor"), and P. Spring Realty LLC, a limited liability company, and The Claire C. Garlington Living Trust (jointly and severally, "Grantees").

WITNESSETH:

WHEREAS, Grantor and Grantees are all of the parties to that certain Roadway Access Easement, Improvement and Maintenance Agreement dated as of February 12, 2010 and recorded with the Hampshire County Registry of Deeds in Book 10106, Page 228 (the "Agreement").

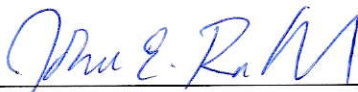
NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantees hereby release the encumbrances evidenced by the Agreement and consent to the discharge of the Agreement of record.

Executed as of the date first above written.

GRANTOR:

RIVERBOAT VILLAGE ASSOCIATES LIMITED
PARTNERSHIP


By: Advanced Properties, Inc.

By: 
Name: John E. Rosenthal
Title: President and Treasurer



GRANTEES:

P. Spring Realty LLC

By: 
Name: Patrick J. Spring
Title: Manager

The Claire C. Garlington Living Trust

By: 
ALAN R. GARLINGTON, as Trustee

COMMONWEALTH OF MASSACHUSETTS

Middlesex County, ss.

On this 2nd day of November, 2022, before me, the undersigned notary public, personally appeared John E. Rosenthal, proved to me through satisfactory evidence of identification, which were photographic identification issued by a federal or state governmental agency or personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as President and Treasurer of Advanced Properties, Inc., the general partner of Riverboat Village Associates Limited Partnership.

Henryka Butkiewicz

Notary Public

My Commission expires

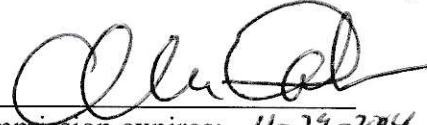


HENRYKA BUTKIEWICZ
Notary Public
Commonwealth of Massachusetts
My Commission Expires
October 4, 2024

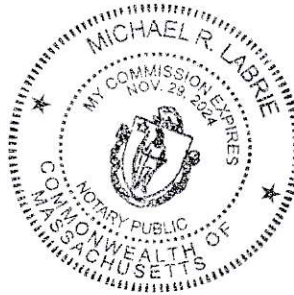
COMMONWEALTH OF MASSACHUSETTS)

COUNTY OF HAMMIDEN)

On this 24th day of September, before me, the undersigned notary public, personally appeared Patrick J. Spring, proved to me through satisfactory evidence of identification, which was personally known to me to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed it voluntarily for its stated purpose as Manager of P. Spring Realty LLC, a Massachusetts limited liability company.



My commission expires: 11-29-2024



STATE OF NORTH CAROLINA)

COUNTY OF Orange)

On this 15 day of September 2021, before me, the undersigned notary public, personally appeared Alan Garlington, proved to me through satisfactory evidence of identification, which was personally known to me to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee of The Claire C. Garlington Living Trust.

Christie J. Whitby
My commission expires: 10/03/2025



Affidavit Under M.G.L. c. 183, § 5B

Property Address: River Lodge Road, South Hadley, MA
Title Reference: Book 2488, Page 330

I, John E. Rosenthal, being the duly authorized President and Treasurer of Advanced Properties, Inc., the General Partner of Riverboat Village Associates Limited Partnership, and having personal knowledge of the facts stated herein, under oath depose and say as follows:

1. The facts hereinafter stated are relevant to the title to the captioned Property.
2. Riverboat Associates, a Massachusetts limited partnership, filed a Limited Partnership Agreement and Certificate of Limited Partnership dated June 2, 1980, with the Secretary of the Commonwealth of Massachusetts ("SOC") on June 4, 1980.
3. On August 16, 1984, Riverboat Associates filed an Amended and Restated Certificate of Limited Partnership with the SOC, which, *inter alia*, changed the name of the limited partnership to Riverboat Village Associates Limited Partnership. A certificate issued by the SOC on February 15, 2013, and evidencing the name change, was recorded with the Hampshire County Registry of Deeds (the "Registry") in Book 11225, Page 352.
4. By deed dated August 28, 1984 and recorded with the Registry in Book 2488, Page 330 (the "Deed"), Riverboat Lodge, Inc., a Massachusetts corporation ("Grantor"), conveyed those certain parcels of land situated at River Lodge Road, South Hadley, Massachusetts, to Riverboat Village Associates, a Limited Partnership ("Grantee").
5. By inadvertence or scrivener's error, the Grantee in said Deed should have been: "Riverboat Village Associates Limited Partnership, a Massachusetts limited partnership".

[Remainder of page intentionally blank; Signature page follows]

Executed under the penalties of perjury this 2nd day of November, 2022.

Riverboat Village Associates Limited Partnership,
a Massachusetts limited partnership

By: Advanced Properties, Inc.,
a Massachusetts corporation, its
General Partner

By: John E. Rosenthal
John E. Rosenthal, President and Treasurer

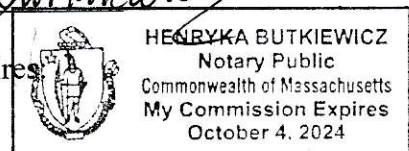


COMMONWEALTH OF MASSACHUSETTS

Middlesex County, ss.

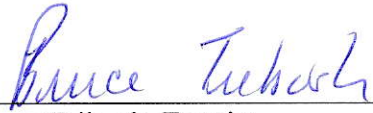
On this 2nd day of November, 2022, before me, the undersigned Notary Public, personally appeared John E. Rosenthal, proved to me through satisfactory evidence of identification, which were photographic identification issued by a federal or state governmental agency or personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document in my presence, and who swore or affirmed to me that the contents of the foregoing document are truthful and accurate to the best of his knowledge and belief, and that he executed the same voluntarily for its stated purpose, and in his capacity as President and Treasurer of Advanced Properties, Inc., the General Partner of Riverboat Village Associates Limited Partnership.

Henryka Butkiewicz
Notary Public
My Commission expires

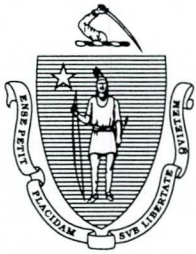


Attorney's Certificate

I, Bruce Tribush, hereby certify that I am an attorney in good standing, duly admitted to practice law in the Commonwealth of Massachusetts, and have an office at Goodwin Procter LLP, 100 Northern Avenue, Boston, Massachusetts 02210, and that the facts stated in the foregoing affidavit are relevant to the title to the property therein described and will be of benefit and assistance in clarifying the chain of title thereto.



Bruce Tribush, Esquire



The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

William Francis Galvin
Secretary of the
Commonwealth

October 18, 2022

To Whom it May Concern:

I hereby certify that according to the records in this office, a Certificate of Formation of Limited Partnership was filed in this office by

RIVERBOAT VILLAGE ASSOCIATES LIMITED PARTNERSHIP

in accordance with the provisions of Massachusetts General Laws, Chapter 109, on **June 4, 1980.**

I further certify that said Limited Partnership has filed all annual reports due and paid all fees with respect to such reports; that said Limited Partnership has not filed a Certificate of Cancellation; that there are no proceedings presently pending under the Massachusetts General Laws Chapter 109, § 64 for said Limited Partnership's dissolution; and that, so far as appears of record, said Limited Partnership has legal existence and is in good standing with this office.

I also certify that the names of the General Partners as listed in the most recent filings are as follows:

ADVANCED PROPERTIES, INC.
12 Broadway
Beverly, MA 01915 USA



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

William Francis Galvin

Secretary of the Commonwealth

QUITCLAIM DEED

Riverboat Village Associates Limited Partnership, a Massachusetts limited partnership, having its usual place of business in Beverly, Essex County, Massachusetts, for and in consideration of One Hundred and 00/100 Dollars (\$100.00) paid, grants to the Inhabitants of the Town of South Hadley, with an address of 116 Main Street, South Hadley, Massachusetts 01075, pursuant to Article 16 of the June 9, 2021 Annual Town Meeting, with QUITCLAIM COVENANTS, the land in South Hadley, Hampshire County, Massachusetts, more particularly described as set forth in Exhibit A attached hereto and made a part hereof.

The premises are conveyed subject to and with the benefit of all rights, easements, restrictions, and reservations of record, insofar as the same are now in force and applicable, and all matters as would be disclosed on a current survey of the premises.

Being a portion of the premises conveyed by deed from Riverboat Lodge Inc., dated August 28, 1984 and recorded in the Hampshire County Registry of Deeds in Book 2488, Page 330.

No Massachusetts Deed Excise Tax Stamps are affixed hereto, none being required by law.

[Signature Page Follows]

EXECUTED as a sealed instrument as of the 2nd day of November, 2022.

RIVERBOAT VILLAGE ASSOCIATES LIMITED
PARTNERSHIP, a Massachusetts limited
partnership

By: Advanced Properties, Inc.,
Its General Partner

By: John E. Rosenthal
Name: John E. Rosenthal
Title: President and Treasurer



COMMONWEALTH OF MASSACHUSETTS

COUNTY OF Middlesex, ss.

On this 2nd day of November, 2022, before me, the undersigned notary public, personally appeared John E. Rosenthal, proved to me through satisfactory evidence of identification, which were photographic identification issued by a federal or state governmental agency or personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as President and Treasurer of Advanced Properties, Inc., the general partner of Riverboat Village Associates Limited Partnership.

Henryka Butkiewicz

Notary Public

My Commission expires:

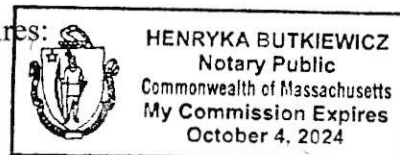


Exhibit A

Description of Land

Beginning at a point on the Westerly side of Alvord Street at the Northeasterly corner of land of Donald McCray and running thence S 80-00-00 W along the Southerly side of River Lodge Road and land of McCray 750.34 feet to an angle point in said street line; thence turning and continuing along the Southerly side of River Lodge Road and land of McCray the following courses: S 79-28-00 W a distance of 1119.62 feet to a point; S 78-45-00 W a distance of 680.19 feet to a point; S 80-05-00 W a distance of 573.88 feet and N 72-41-11 W a distance of 50.93 feet to a point at land of Riverboat Lodge, Inc; thence turning and running across said River Lodge Road N 67-48-49 E a distance of 55.02 feet to a point on the Northerly side of River Lodge Road at land of Alida C. Greene; thence turning and running along the Northerly side of River Lodge Road and land of Alida C. Greene and Raymond Cournoyer the following courses: N 80-05-00 E a distance of 565 feet to a point; N-78-45-00 E a distance of 680 feet to a point; N 79-28-00 E a distance of 1120 feet to a point and N 80-00-00 E a distance of 734.84 feet to a point on the Westerly side of Alvord Street; thence turning and running across River Lodge Road along the Westerly side of Alvord Street S 34-06-23 E a distance of 38.34 feet to the point at the place of beginning.

Being the premises shown as River Lodge Road on a plan entitled "Plan of Land, River Lodge Road South Hadley, Mass. Owned by Riverboat Lodge, Inc." dated July 23, 1984, and recorded with the Hampshire County Registry of Deeds (the "Registry") as Plan 132, Page 42.

Less and except therefrom, that portion of River Lodge Road conveyed to the Inhabitants of the Town of South Hadley by deed dated August 21, 2002 and recorded with the Registry in Book 6795, Page 59, and being shown on Plan Book 184, Page 18.

The premises are also shown as River Lodge Road on a plan entitled "As-Built Plan of Land in South Hadley, Massachusetts Prepared For Riverboat Village Associates Limited Partnership", prepared by Harold L. Eaton and Associates, Inc., dated May 28, 2021 and recorded with the Registry in Plan Book 252, Pages 92-94, and described as follows:

Beginning at a point on the southerly sideline of River Lodge Road, said point being three hundred fifty and 00/100 (350.00) feet from the point of intersection of the said southerly sideline of River Lodge Road and the westerly sideline of Alvord Street, said point also being the southwest corner of land of the Town of South Hadley (Book 6795, Page 59 and Plan Book 194, Page 18 – Parcel A), thence running;

N 84°44'27" W along the said southerly sideline of River Lodge Road a distance of four hundred and 05/100 (400.05) feet to a point, thence running;

N 85°16'27" W along the said southerly sideline of River Lodge Road a distance of one thousand one hundred nineteen and 45/100 (1119.45) feet to a point, thence running;

N 85°59'27" W along the said southerly sideline of River Lodge Road a distance of six hundred eighty and 19/100 (680.19) feet to a point, thence running;

N 84°39'27" W along the said southerly sideline of River Lodge Road a distance of five hundred seventy three and 88/100 (573.88) feet to an iron pin, thence running;

N 57°24'29" W along the said southerly sideline of River Lodge Road a distance of one hundred sixty nine and 67/100 (169.67) feet to a point, thence running;

N 73°17'00" W along the said southerly sideline of River Lodge Road a distance of five hundred twenty five and 17/100 (525.17) feet to a point, thence running;

N 45°24'07" W along the said southerly sideline of River Lodge Road a distance of seventy five and 87/100 (75.87) feet to a point at the southwesterly corner of the said River Lodge Road, thence running;

N 44°36'53" W along the westerly sideline of River Lodge Road a distance of thirty five and 00/100 (35.00) feet to a point at the northwesterly corner of the said River Lodge Road, thence running;

S 45°24'07" E along the northerly sideline of River Lodge Road a distance of sixty four and 90/100 (64.90) feet to a point, thence running;

S 73°02'29" E along the said northerly sideline of River Lodge Road a distance of two hundred fifty two and 38/100 (252.38) feet to a point, thence running;

S 73°17'00" E along the said northerly sideline of River Lodge Road a distance of two hundred seventy one and 00/100 (271.00) feet to a stone bound at the southeast corner of Briar Spring Lane, thence running;

S 57°24'29" E along the said northerly sideline of River Lodge Road a distance of one hundred sixty six and 06/100 (166.06) feet to an iron pin, thence running;

S 84°39'27" E along the said northerly sideline of River Lodge Road a distance of five hundred sixty five and 00/100 (565.00) feet to a point, thence running;

S 85°59'27" E along the said northerly sideline of River Lodge Road a distance of six hundred eighty and 00/100 (680.00) feet to a point, thence running;

S 85°16'27" E along the said northerly sideline of River Lodge Road a distance of one thousand one hundred nineteen and 84/100 (1119.84) feet to a point, thence running;

S 84°44'27" E along the said northerly sideline of River Lodge Road a distance of three hundred eighty four and 56/100 (384.56) feet to a point at the northwest corner of the aforementioned Parcel A, thence running;

S 18°49'34" E along the westerly sideline of the said Parcel A, a distance of thirty eight and 34/100 (38.34) feet to the point of beginning.

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

Lisa Wong
 Town Administrator

**Town Administrator's Report to Selectboard
 November 15, 2022**

Administration, Finance and Operations

- The Town has made an offer that was accepted to fill the Building Commissioner position. An announcement is forthcoming.
- The Town Administrator is kicking off the FY2024 Budget planning process with proposed changes and different budget scenarios and narratives due in December and January respectively. The new Governor has a deadline of February to submit a budget. That state budget helps inform the amount of state aid the town should be receiving. The state also holds a revenue consensus hearing in December that outlines the financial forecasting for the next year.
- The Town Meeting public hearing was held on November 11. The Town Administrator presented the articles and Chief Gundersen, Rebekah Cornell and Mike Slater answered questions related to their articles.
- National Opioid Settlements – Payment: On 11/03/2022, the Directing Administrator initiated the Janssen Payments listed below for Payment Years 1-5. Funding from the various settlements go into the General Fund, and need to be allocated each year as part of the Budgeting process.

Beneficiary Name	Payment Type	Payment Amount	Payment Method
South Hadley Town	Janssen Payment Year 1	\$8,552.88	Wire Transfer
South Hadley Town	Janssen Payment Year 2	\$19,954.05	Wire Transfer
South Hadley Town	Janssen Payment Year 3	\$15,970.78	Wire Transfer
South Hadley Town	Janssen Payment Year 4	\$24,522.51	Wire Transfer
South Hadley Town	Janssen Payment Year 5	\$27,180.60	Wire Transfer

- The Town Administrator will be attending the Fall MMMA Conference at UMASS Amherst on November 17-18. MMA Executive Director Geoff Beckwith penned a report in the October newsletter that is relevant to many issues facing South Hadley:
www.mma.org/advocacy/10-partnership-policies-for-the-next-administration/

Community

- Thank you to the Town Clerk's office and the many staff, volunteers and officials who ran Election Day. Unofficial results for both the state and local elections are posted online as of 11/9 at <https://southhadley.org/CivicAlerts.aspx?AID=715>. Official results will be available after all the votes that have been postmarked on 11/8 have been counted. So far 7258 voters came out on election day out of 12374 registered voters (over 60%).
- The Veterans breakfast at the Senior Center on November 9 was successful with over 100 attendees. Richard Normandin received the Veteran of the Year award. This was last presented in 2010. The food was catered by Iona's Kitchen. Thank you to Mike Slater and the Council on Aging. Financial support from the VFW, American Legion and the Friends of the Senior Center.
- The Salvation Army Christmas 2022 Red Kettle Campaign Kick-off is going to take place on November 18, 2022, at 11:00 AM. The event will take place at the Holyoke Mall by the ATT store – upper level.
- Members of the South Hadley Police Department will be participating in the Home Base No Shave campaign to raise money for Home Base's mission to heal the invisible wounds including PTSD, traumatic brain injury, anxiety, depression, family relationship challenges, and other issues associated with military service. The link is <https://because.massgeneral.org/SHPD2022>.
- New carpet was installed on November 9 in the community room at the library. \$20,000 was approved for the project as part of the FY2022 Capital budget process. The contract came in under \$10,000.
- The South Hadley High School Girls and Boys Varsity Soccer teams have made it to the State Tournament Round of 16 on 11/9! Both teams won their games on 11/9.

Planning

- A new water supply protection working group has been established to Review Proposal and Scope of Work for Dry Brook Aquifer Isotopic Study from UMASS Amherst and Mount Holyoke College.
- The Planning Board will be discussing the timing of a public hearing for the Draft Short Term Rental General and Zoning bylaws. We will notify the public when a hearing date is scheduled.
- The recent Master Plan forum was a great success with over 40 staff and board members participating. Thanks to Anne, Colleen and MPIC for planning and organizing the annual event.

Public Health

- The Animal Control Officer has been working with a group "Lost dogs of Massachusetts" for the past several weeks. There was a beagle spotted in the woods by Town Farm reported by several neighbors and was also a topic of discussion on social media. The team was able to set up cameras and a crate, baited it and waited. They have the dog now that has been out in the wild for 3-4 weeks. They will scan it to see if there is an owner and rabies shot. We will need to keep it for 7 days if there is no rabies shot. There is already someone willing to adopt, otherwise.
- COVID and Flu vaccines are available to homebound residents in Hampshire County. Register for a homebound vaccine visit by following this link: <https://northamptonma.gov/2487/Homebound-Vaccination-Visits> -OR- Call Elliot Ezcurra, Public Health Nurse, at **413-587-4919**