

**HYBRID SELECTBOARD MEETING
TUESDAY, AUG. 8, 2023
AGENDA
SENIOR CENTER
6:30 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 July 11, 2023
- 3. ANNOUNCEMENTS / PUBLIC COMMENT**
- 4. CONSENT AGENDA**
 - A. One-Day Beer & Wine License Request from Larry Dubois for Aug. 13
 - B. Multiple One-Day Beer & Wine License requests from Laura Bowman for Sept. 20 and 21
 - C. One-Day Beer & Wine License request from Stephen McCray for Sept. 9
- 5. PUBLIC HEARING – 7:05 p.m. – Willits Hollowell & Kendade Atrium Change of Manager**
- 6. PUBLIC HEARING – 7:10 p.m. – Centerfold Anthony’s Transfer of License & Change of Manager**
- 7. NEW BUSINESS**
 - A. Strategic Goals
 - B. Class 2 License Amendment for South Hadley Motors
 - C. Director of Building Operations Scoot Moore Introduction
 - D. South by South Hadley event
- 8. RESIGNATION**
 - A. Peter Scotto – Historical Commission
 - B. Alexandra Ripp – Cultural Council
 - C. Robin Wagner – Cultural Council
- 9. TOWN ADMINISTRATOR’S REPORT**
- 10. ADJOURN**

**HYBRID SELECTBOARD MEETING
TUESDAY, AUG. 8, 2023
MOTIONS**

APPROVAL OF MINUTES:

- A. I motion to approve the draft minutes of July 11, 2023.

CONSENT AGENDA

- A. I motion to approve the consent agenda as presented.

PUBLIC HEARING - WILLITS HALLOWELL & KENDADE ATRIUM

- A. I motion to approve the application for a change of manager for Willits-Hallowell Center, Inc, DBA Willits-Hallowell Center at 0 Park St., and for Trustees of Mount Holyoke College DBA Kendade Atrium at 0 Park St., South Hadley.

PUBLIC HEARING - ANTHONY'S DANCE CLUB

- A. I motion to approve the application for a transfer of license, change of manager, change of officers/directors, change of ownership interest and issuance/transfer of stock at Anthony's Dance Club DBA Centerfold Anthony's at 500 New Ludlow Road., South Hadley.

NEW BUSINESS

- A. No motion needed
- B. I move to amend the existing Class 2 license issued to South Hadley Motors, LLC, for premises at 510 New Ludlow Road, to allow for the display of up to 20 vehicles but now including both vehicles for sale and vehicles for rent.
- C. No motion needed
- D. I motion to approve closing College Street between Hadley Street and Woodbridge Street on October 7 and 8, 2023 for the South by South Hadley event.

RESIGNATION

- A. I move to accept the resignations of Peter Scotto from the Historical Commission, Alexandra Ripp from the Cultural Council and Robin Wagner from the Cultural Council.

ADJOURN

- A. I move to adjourn.

**HYBRID SELECTBOARD MEETING
TUESDAY, JULY 11, 2023
SENIOR CENTER MULTI-PURPOSE ROOM - 6:30 P.M.
AGENDA**

Present in person were Chair Andrea Miles, Vice Chair Carol Constant, member Jeff Cyr, member Renee Sweeney, and Town Administrator Lisa Wong. Clerk Nicole Casolari was present virtually.

CALL TO ORDER

Miles called the meeting to order at 6:30 p.m.

JOINT MEETING WITH APPROPRIATIONS

Appropriations Committee members present in person were Tom Terry, Rick Constant, Julie Gentile, Len Finkowski, Kevin McAllister, Jim Everett, and Joel Prough.

Everette called the Appropriations Committee meeting to order at 6:30 p.m.

Sweeney motioned to approve the year-end transfers as presented. Cyr seconded. All in favor. Unanimous.

Rick Constant motioned to approve the year-end transfers as presented. Prough seconded. All in favor. Unanimous.

McAllister motioned to adjourn the Appropriations Committee meeting. Everett seconded. All in favor. Unanimous. The Appropriations Committee meeting adjourned at 6:49 p.m. The Selectboard meeting continued.

APPROVAL OF MINUTES

Constant motioned to approve the draft minutes of June 20, 2023. Cyr seconded. All in favor. Unanimous.

ANNOUNCEMENTS / PUBLIC COMMENT

Constant noted the extended deadline of the housing study. Sweeney noted the mobile vet event on July 21 at the senior center parking lot. Casolari highlighted Pickle Mania happening July 26 at Buttery Brook Park. Wong noted flood warnings in effect until 3 a.m.

CONSENT AGENDA

Cyr motioned to approve the consent agenda as presented. Sweeney seconded. All in favor. Unanimous.

The consent agenda consisted of multiple One-Day Beer & Wine License requests from Elizabeth Sawyer for Sept. 19 & 20 and a One-Day Beer & Wine License requests from Gregory Tiner for July 29.

APPOINTMENT

Constant motioned to appoint John Broderick for a three-year appointment as Superintendent of Public Works. Cyr seconded. All in favor. Unanimous.

FARM LICENSES

Sweeney motioned to approve the 2023 Farm License agreements for McCray and Barstow and allow the town administrator to sign on the board's behalf. Cyr seconded. All in favor.
Unanimous.

HR DIRECTOR / ATA INTRODUCTION

Wong introduced Chuck Romboletti who was recently hired as South Hadley Human Resource Director / Assistant Town Administrator.

PUBLIC HEARING - 7:05 p.m. - 3 Corners Package Store for potential suspension or revocation of liquor license

Miles opened the hearing at 7:06 p.m. It was determined the owner of 3 Corners Package Store Hamid Habib would give a verbal update on the business to town administration in 30 days. Constant motioned to continue the public hearing to Sept. 5, 2023 at 7:05 p.m. in a hybrid meeting on Zoom and at the senior center.

ROLL CALL VOTE

Casolari – Aye
Constant – Aye
Cyr – Aye
Sweeney – Aye
Miles – Aye

TA REPORT

For the full town administrator's report, see the July 11, 2023 Selectboard Meeting Packet.

EXECUTIVE SESSION

While still in open session, Sweeney moved to enter into executive session under MGL Ch. 30 §21(a) 3 to consider the purchase, exchange, lease or value of real property the public discussion of which could have a detrimental impact on the negotiating position of the board and to not return to open session. Cyr seconded.

ROLL CALL VOTE

Casolari – Aye
Constant – Aye
Cyr – Aye
Sweeney – Aye
Miles – Aye

Unanimous. The board entered into executive session at 7:30 p.m. and did not return to open session. The meeting adjourned at 7:53 p.m.

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



OD-99

1 Day Alcohol License

Status: Active

Date Created: Jul 20, 2023

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

08/13/2023

Name or Organization Hosting Event

Friends of BATTERY BROOK PARK

Provide a Detailed Description of What The Event Is

Veteran's Services Picnic in the Park and concert

Street Address of Where The Event is Held

123 Willimansett Street

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

12:00 PM to 8:00 pm



OD-100

1 Day Alcohol License

Status: Active

Date Created: Jul 31, 2023

Applicant Email

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

Permit Info

Permit For

1 Day All Alcohol

Check This Box to Request Multiple Dates



Number of Dates Requested

2

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



Event Details

Date of Event

09/20/2023

Name or Organization Hosting Event

Mt. Holyoke College

Provide a Detailed Description of What The Event Is

Cocktail Reception for new college president/

Street Address of Where The Event is Held

College St, South Hadley, MA 01075

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

4 pm-8 pm

Date of Event

Name or Organization Hosting Event

09/21/2023

Mt. Holyoke College

Provide a Detailed Description of What The Event Is

Sit down dinner for new college president.

Street Address of Where The Event is Held

College St, South Hadley, MA 01075

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

5 pm-9 pm



OD-103

1 Day Alcohol License

Status: Active

Submitted On: 8/8/2023

Applicant

STEPHEN MCCRAY

413-531-0717

smccray840@yahoo.com

55 ALVORD ST
SOUTH HADLEY, MA 01075

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 All Alcohol

Check This Box to Request Multiple Dates

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

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

Event Details

Date of Event*	Name or Organization Hosting Event*
09/09/2023	McCrays Farm
Provide a Detailed Description of What The Event Is*	Street Address of Where The Event is Held*
Live band, food trucks	55 Alvord St.
Hours of Operation (Ex. 8:00 AM - 5:00 PM)*	
1000-2300	



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

AMENDMENT-Change of Manager

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 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 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

JUL 17 2023

Meeting _____ Action _____
 Agenda _____ Ex Session _____
 Now _____ Old _____
 Ck to Pay _____
 Trans/Copy to: _____

KM
 11 a.m.



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

AMENDMENT-Change of Manager

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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 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 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

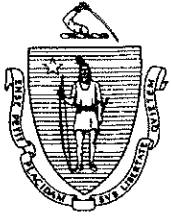
RECEIVED
 TOWN OF SOUTH HADLEY
 SELECTBOARD

JUL 17 2023

KM

- | | |
|--|-------------------------------------|
| <input type="checkbox"/> Meeting | <input type="checkbox"/> Action |
| <input type="checkbox"/> Agenda | <input type="checkbox"/> Ex Session |
| <input type="checkbox"/> New | <input type="checkbox"/> Old |
| <input type="checkbox"/> Ok to Pay | |
| <input type="checkbox"/> Send/Copy to: | |

WAM.



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 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 checked="" type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input checked="" 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

JUL 19 2023

Meeting _____ Action _____
 Agenda _____ Ex Session _____
 New _____ Old _____
 Ok to Pay _____
 Send/Copy to: _____

KM
 2:45

To: Selectboard
From: Town Administrator Lisa Wong
Re: Strategic Goals
Date: August 3, 2023

Background: Annually, the Selectboard sets 5 overarching goals that are then incorporated into the Performance Based Evaluation process completed by many non-union and union employees. The full template is included from the previous year, and the goals are summarized below:

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

Next Steps: The Selectboard should discuss whether there are any new or changing priorities. The suggestions can either be incorporated into the description of each goal, or the goal itself could change. The Selectboard needs to vote on the final goals in September in order for the Town to then distribute new PBEs to staff by October at the latest.

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:

- **Always Exceeds:** Performance consistently exceeds expectations. The overall quality of work is excellent, and annual goals were met, and the employee demonstrated going above and beyond goals in all categories.
- **Often Exceeds:**
- **Meets:** 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.
- **Sometimes Meets:** Performance has not met expectations and improvement is needed. One or more critical goals were not met.
- **Rarely Meets:** 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: _____

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:

Complete In Progress Not Undertaken

Objective 2:

Complete In Progress Not Undertaken

Objective 3:

Complete In Progress Not Undertaken

Overall Rating Score (5 - Always exceeds goals; 4 - Often exceeds; 3 - Meets goals; 2 - Sometimes meets; 1 - Rarely meets): _____

Comments:

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

Employee Name: _____

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:

Complete In Progress Not Undertaken

Objective 2:

Complete In Progress Not Undertaken

Objective 3:

Complete In Progress Not Undertaken

Overall Rating Score (5 - Always exceeds goals; 4 - Often exceeds; 3 - Meets goals; 2 - Sometimes meets; 1 - Rarely meets): _____

Comments:

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

Employee Name: _____

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:

Complete In Progress Not Undertaken

Objective 2:

Complete In Progress Not Undertaken

Objective 3:

Complete In Progress Not Undertaken

Overall Rating Score (5 - Always exceeds goals; 4 - Often exceeds; 3 - Meets goals; 2 - Sometimes meets; 1 - Rarely meets): _____

Comments:

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

Employee Name: _____

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:

Complete In Progress Not Undertaken

Objective 2:

Complete In Progress Not Undertaken

Objective 3:

Complete In Progress Not Undertaken

Overall Rating Score (5 - Always exceeds goals; 4 - Often exceeds; 3 - Meets goals; 2 - Sometimes meets; 1 - Rarely meets): _____

Comments:

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

Employee Name: _____

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:

Complete In Progress Not Undertaken

Objective 2:

Complete In Progress Not Undertaken

Objective 3:

Complete In Progress Not Undertaken

Overall Rating Score (5 - Always exceeds goals; 4 - Often exceeds; 3 - Meets goals; 2 - Sometimes meets; 1 - Rarely meets): _____

Comments:

RECEIVED
TOWN OF SOUTH HADLEY
TOWN CLERK'S OFFICE
2022 NOV 10 AM 11:43



FORM SP
APPLICATION FOR SPECIAL PERMIT

Date 10-23-2022

Pursuant to the provisions of Chapter 40A of the General Laws of the Commonwealth of Massachusetts, South Hadley Zoning By-Laws, and the South Hadley Planning Board Rules & Regulations, the undersigned herewith submits the accompanying application for a Special Permit as described below and detailed in the supporting documentation which is incorporated into and made part of this application.

NATURE OF REQUEST (Check and Describe as Appropriate):

- a. Alteration/expansion/change of a nonconforming use and/or structure
- b. Professional business
- c. New/second hand car dealer
- d. Flag lot
- e. Two-family dwelling/Three-family dwelling
- f. Conversion of One-family to Two-family dwelling
- g. Multifamily dwellings for more than three families
- h. Flexible development
- i. Wireless communications facility
- j. Major earth removal, extraction, and/or fill activity
- k. Other (Describe Amend Special Permit)

GENERAL DESCRIPTION OF REQUEST:

Seeking to amend Special Permit granted Jan. 22, 2019 for a Used car dealership to add a car rental business.

APPLICABLE SECTIONS OF THE ZONING BYLAW: _____

1. Applicant NEZDRAI M NEZDRAI
 Address 510 NEW LEDLOW ROAD
SOUTH HADLEY, MA 01075
 Telephone 413-306-0433
 Email Address: S.HADLEYMOTORS@GMAIL.COM
2. Owner (if not applicant) _____
 Address _____
 Email Address: _____

3. Site Plan Preparer _____
Title or License _____
Address _____
Telephone _____
Email Address: _____

4. Deed of property recorded in the Hampshire County Registry of Deeds,
Book _____ Page _____

5. Location and description of property (street and number if any) _____
Assessors Map # 8 Parcel # 29

6. The subject property is presently in zoning district(s) – Sec 255-11: BUSINESS B

7. Is the property in an Overlay District(s) (Sect 255-15)? If so, what Overlay District(s):

8. Is the subject property located within one or more of the Master Plan’s Land Use Area Districts?
NO If so, in which of the districts or areas? _____

9. Is the subject property located in a National Historic District or listed as a Priority Heritage
Landscape? NO If so, which one? _____

10. Does the subject property abut a designated Scenic Roadway? NO

11. Is the subject property within the designated South Hadley Falls Economic Opportunity Area?
NO

I, as applicant, certify that the application and all attachments are correct and complete.

Signature of Applicant

FOR PLANNING BOARD OFFICE USE:

11. Amount of Application Fee: \$50.00 12. Fee Paid? Yes No

FOR TOWN CLERK (indicate date and time received:

Submission received on (Date) 11/10/2022
at (time) 11:43 AM

Signature [Signature]

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

Lisa Wong
Town Administrator

Town Administrator's Report to Selectboard August 8, 2023

Administration, Finance and Operations

- **State Budget:** As of August 1, 2023, the Conference Committee's Cherry Sheet shows a net estimate receipts 273,794 above the Governor's budget and estimated assessments and charges \$122,133 above the Governor's budget, for a net increase of \$151,661. The final budget will need the Governor's approval.
- **Open Meeting Law:** The Town Administrator submitted testimony in support of H.3040 and S.2024 An Act to Modernize Participation in Public Meetings, which will give municipalities more than five years to phase in hybrid meetings and help them finance required changes. Hybrid and remote meetings are only allowed until March 2024. This legislation will: Phase in hybrid meetings, prioritizing state agencies and elected municipal bodies; Allow economic hardship waivers for non-elected bodies; Create a Municipal Hybrid Meeting Trust Fund and a grant program to help municipalities finance their modernization efforts; and Require universal compliance by 2030

Community

- **Pickleball:** Happy one year anniversary to the pickleball courts at BATTERY BROOK PARK! The town has applied for a PARC grant to make accessible trails as well as add more pickleball courts.
- **Community WIFI:** – Free public wireless service is now available at Beachgrounds Park and on the Town Commons. Anyone with a wireless ready device can connect to the unrestricted Shadley-Public network at these locations. Funding was provided to the Town by a grant from the Massachusetts Office of Business Development to the Economic Development Council of Western Massachusetts, Inc. The intent of the project is to offer publicly accessible wireless connection to people utilizing town-owned outdoor recreational properties in South Hadley Falls and in the heart of the heavily used commercial center at the northern end of town. Other free public wireless service as well as technological support is offered by the Town at the Council on Aging at 45 Dayton Street and South Hadley Public Library at 3 Canal Street.

Planning

- **Housing Production Plan:** The schedule has been revised. The Planning Board will discuss at the 8/14 meeting, with a final plan issued for a 60 day comment period at the end of August. A community forum is tentatively scheduled for September 13. Hearing(s) are scheduled for September 25 and October 16. The Selectboard and Planning board will vote at a joint meeting in December.

Public Health

- **West Nile:** The West Nile virus (WNV) has been detected in mosquitoes collected from South Hadley on July 28, 2023, in the southeastern quadrant. WNV is most commonly transmitted to humans by the bite of an infected mosquito. The mosquitoes that carry this virus are common throughout the state and are found in urban as well as more rural areas. While WNV can infect people of all ages, people over the age of 50 are at higher risk for severe infection. Information about WNV and risk maps/reports of current WNV virus activity in Massachusetts can be found on the MDPH website at www.mass.gov/info-details/massachusetts-arbovirus-update

Public Safety

- **Security Grant:** The South Hadley School department has been awarded a \$140k Safer Schools grant from the Massachusetts Executive Office of Public Safety and Security. Town Meeting approved \$150k in funds towards this project in May. The funds will be used for security cameras and keyless entry hardware at the Mosier, Middle and High Schools.

Public Works

- **Judd Brook:** Conservation Commission will review at their August 16th meeting the DPW blanket notice of intent/order of conditions for maintenance work in resource areas, specific to this project. The original NOI/OOC for Judd Brook filed in 2019, was specific to a stream repair and associated work in a limited area of Judd Brook. Wright Pierce and Rebekah are in agreement that our DPW blanket Notice of Intent should work for this project, with Conservation Commission approval. The project will go out to bid after.
- **Tree inventory:** The Town is moving forward with conducting a tree inventory and assessment for 20 miles of street trees along major roads. A geospatial database will be developed and then a manual field survey will be performed. The final product will be a technical report with findings, large format GIS maps and geodatabase layers. The project cost for this phase is \$19,300. \$50,700 was approved at Town Meeting. The second phase will cost \$31,400 and cover secondary roadways.
- **Guardrail Inventory:** The Town will be updating the guardrail inventory and map and inspect several miles of guardrails along Town-maintained roadways. Guardrails will be prioritized and the information mapped.