

**HYBRID SELECTBOARD MEETING  
TUESDAY, SEPT. 19, 2023  
AGENDA  
SENIOR CENTER LARGE CONFERENCE ROOM  
7 P.M.**

**Join Zoom Webinar from your computer:**

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<p><b>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.</b></p>
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- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES:** Draft Minutes of Sept. 5, 2023
- 3. ANNOUNCEMENTS / PUBLIC COMMENT**
- 4. CONSENT AGENDA**
  - A. One-Day Beer & Wine License request from Jeff Millard for Oct. 13, 2023
- 5. TRI-ANNUAL INTERVIEWS**
  - A. Sean Sentenn – Sustainability & Energy Commission
  - B. Eric Weiss – Cultural Council
- 6. NEW BUSINESS**
  - A. Holyoke Gas & Electric One-Time Waiver
  - B. Baker Street / Shadow Brook Estate Streetlights
  - C. Town Counsel Appointment
  - D. McCrays Farm Entertainment License
- 7. OLD BUSINESS**
  - A. Room Tax
- 8. TOWN ADMINISTRATOR’S REPORT**
- 9. ADJOURN**

**HYBRID SELECTBOARD MEETING  
TUESDAY, SEPT. 5, 2023 - 7 P.M.  
MEETING MINUTES  
SENIOR CENTER LARGE CONFERENCE ROOM**

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

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

Cyr motioned to approve the draft minutes of Aug. 8, 2023. Sweeney seconded. All in favor. Unanimous.

**ANNOUNCEMENTS / PUBLIC COMMENT**

Wong noted the Council on Aging and the library are designated cooling shelters during heat waves.

**CONSENT AGENDA**

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

The consent agenda consisted of a One-Day Beer & Wine License request from Robert Adam for Oct. 1, a One-Day Beer & Wine License request from Jeff Millard for Sept. 8 C. One-Day Beer & Wine License request from Elizabeth Sawyer for Sept. 29, Oct. 4 & 5, a Multi-Date All Alcohol License Request from Stephen McCray for Sept. 15, 30, Oct. 1, 6, 7, 8, 9, 13, 14,15, 20, 21, 22, 27, 28 & 29, a One-Day All Alcohol License request from David Isakson for Sept. 16 & 17, and a One-Day Beer & Wine License request from Nicholas Yee for Oct. 7.

**PUBLIC HEARING CONTINUED - 7:05 p.m. - 3 Corners Package Store - potential suspension or revocation of liquor license – verbal update from owner.**

The owner of 3 Corners Package Store, Hamid Habib, gave a verbal update on the business and said he is on target to meet the Sept. 15 re-opening. Cyr moved to continue the public hearing to Oct. 3. at 7:05 p.m. in a hybrid meeting on Zoom and at the senior center. Casolari seconded.

**ROLL CALL VOTE**

**Casolari – Aye**

**Cyr – Aye**

**Sweeney – Aye**

**Miles – Aye**

All in favor. Unanimous.

**TRASH FEE WARRANT**

Cyr motioned to approve the trash fee warrant in the amount of \$818,925.00. Sweeney seconded. All favor. Unanimous.

#### **ASSOCIATE PLANNING BOARD APPOINTMENT**

Cyr motioned to appoint Preston Smith to the Planning Board as an associate member with a term ending in 2026. Sweeney seconded. All in favor. Unanimous.

#### **VETERANS DISTRICT**

Casolari moved to support the town administrator to further research the inclusion of South Hadley in a new Veterans District and to report back to the Selectboard by the end of November 2023 with more detailed recommendations and next steps. Cyr seconded. All in favor. Unanimous.

#### **ANNUAL TOWN ELECTION FROM APRIL TO MARCH**

Sweeney motioned to move the annual town election from April 9, 2024 to the day of the Presidential Primary, March 5, 2024. Cyr seconded. All in favor. Unanimous.

#### **NOV. 15 STM**

Cyr moved to hold a special town meeting on Nov. 15, 2023 in the South Hadley High School auditorium. Casolari seconded. All in favor. Unanimous.

#### **NEW LUDLOW ROAD LAND DONATION**

Sweeney motioned to support the town in moving forward with its due diligence to support a donation of 654 New Ludlow Road to the town. Casolari seconded. The motion passed with four in favor, and one (Cyr) against.

#### **TMRC UPDATE**

Casolari offered an update on the Town Meeting Review Committee's progress, along with TMRC member Ira Brezinsky.

#### **STRATEGIC GOALS**

Cyr moved to endorse the five strategic goals as presented. Sweeney seconded. All in favor. Unanimous.

#### **TA REPORT**

For the full town administrator's report, see the Sept. 5, 2023 meeting packet on the town website.

#### **ADJOURN**

Cyr motioned to adjourn. Sweeney seconded. All in favor. Unanimous. The meeting adjourned at 8:29 p.m.

**RESPECTFULLY SUBMITTED**  
**Kristin Maher**  
**Executive Assistant to Administration**



# OD-112

1 Day Alcohol License

Status: Active

Submitted On: 9/12/2023

## Applicant Email

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

Applicants CANNOT purchase alcoholic beverages from a package store. Per the ABCC, please see the list of authorized sources from which to purchase alcohol here: <https://www.mass.gov/info-details/apply-for-a-special-license-or-permit-abcc>  
\*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

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\***

10/13/2023

**Name or Organization Hosting Event\***

Gaylord Memorial Library Association

**Describe in a paragraph specific details of the event and what is taking place.\***

Monthly Wine Down fundraiser. \$10 entry gets tickets for up to 3 small pours of wine or beer. Light snacks are also available.

**Provide a description of where alcohol will be sold and consumed on site.\***

In the center hall and rotunda of the library on the main floor

**Describe how you will designate to where alcohol sales and consumption will be limited on site.\***

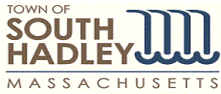
When patrons purchase tickets, we will inform them

**Street address of where the event is held\***

47 College St

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

5:00 PM - 7:30 PM



Kristin Maher <kmaher@southhadleyma.gov>

### Online Form Submittal: Application for Appointment to Board, Commission, or Committee

noreply@civicplus.com <noreply@civicplus.com>

Tue, Sep 12, 2023 at 12:08 PM

To: sgmeiner@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov, zingram@southhadleyma.gov

## Application for Appointment to Board, Commission, or Committee

### Step 1

#### Committees

*Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.*

**Please Note:** When submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.

Choose up to TWO From the Sustainability & Energy Committee  
Following

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee to which you wish to apply.

Please give any details regarding your interest in this appointment. I have a strong interest in sustainable practices in general. I have a degree in Economics & Accounting from UC Irvine, and a Permaculture Design Certificate from the Regenerative Design Institute, Bolinas, CA. Energy and water resource management are of particular interest, but so are regenerative farming practices, integrative pest management, and sustainable landscaping.

### Please Provide the Following Information

Name	Sean Sentenn
Email	[REDACTED]
Address1	514 Amherst Rd.
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075

Primary Phone	██████████
Alternate Phone	██████████
Cell Phone:	██████████

### General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have a whole systems thinking approach learned in both my studies as an Economist and Permaculturist. I worked in Solar for a short while here in MA before returning to accounting. And I am skilled in data driven analysis to allocate resources and identify patterns, problems and solutions.
Please list any additional information you think may be helpful in reviewing your application.	I moved to South Hadley just shy of two years ago from California to escape the droughts, wildfires, and high living costs. I've seen first hand what climate change has done to mismanaged areas and want to help my new home avoid the same pitfalls through careful analysis and policy implementation.
How did you learn of the vacancy you are applying for?	Newspaper
If you indicated another resident or other above, please provide the resident's name or provide additional details.	<i>Field not completed.</i>
Upload a Letter of Interest	<a href="#">Letter of Interest Sustainability and Energy Commission.pdf</a>

Email not displaying correctly? [View it in your browser.](#)

09/12/2023

Sustainability & Energy Commission 116 Main St.  
South Hadley, MA 01075

Dear Kristin Maher, et al,

In the first paragraph, introduce yourself. Let the employer know who you are, why you're interested in working for the company and what your professional experience is.

My name is Sean Sentenn. I have lived in South Hadley since December 2021 after leaving Sonoma County, CA due to the wildfires. I fell in love with western Massachusetts while working for Big Apple circus in the mid 1990's. We stopped in Great Barrington each summer and would spend our days off exploring places like the Mount Holyoke range, Mount Tom, and the Connecticut River front.

My primary interest in serving on the Sustainability & Energy Commission is my love of the natural world and a belief that humans are part of the environment, not set apart from it. That and I love my children and want them to grow up in a world that isn't defined by scarcity and worsening climate effects.

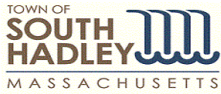
I bring to the table an educational and profession background in Economics, solar energy, and Permaculture and have seen firsthand the positive improvements made by even small changes in energy sources, water management, and landscaping practices that integrate with the local environment.

Sincerely,



Sean Sentenn  
514 Amherst Rd.  
South Hadley, MA 01075





Kristin Maher <kmaher@southhadleyma.gov>

### Online Form Submittal: Application for Appointment to Board, Commission, or Committee

noreply@civicplus.com <noreply@civicplus.com>

Wed, Sep 13, 2023 at 12:24 AM

To: sgmeiner@southhadleyma.gov, kmaher@southhadleyma.gov, ljacobs@southhadleyma.gov, zingram@southhadleyma.gov

## Application for Appointment to Board, Commission, or Committee

### Step 1

#### Committees

Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.

**Please Note:** When submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.

Choose up to TWO From the Cultural Council Following

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee to which you wish to apply.

Please give any details regarding your interest in this appointment. I am a puppet builder (artist) living here in South Hadley. My company is named Homeslice Puppetry and I specialize in custom puppets as well as teaching puppet building classes. I hope that I could be a great help to being in this group.

### Please Provide the Following Information

Name	Eric Weiss
Email	[REDACTED]
Address1	2 Fulton Street
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.

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Cell Phone:



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### General Questions

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Are you a registered voter in the Town of South Hadley? Yes

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Are you a Town Meeting Member? No

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Is any of your immediate family employed by the Town of South Hadley? No

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Do you now or have you previously served in town government? No

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What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.) I am the Northeast Regional Director for the Puppeteers of America and am the president of the Western Massachusetts Puppetry Guild.

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Please list any additional information you think may be helpful in reviewing your application. *Field not completed.*

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How did you learn of the vacancy you are applying for? Another Resident

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If you indicated another resident or other above, please provide the resident's name or provide additional details. Ira Berzinsy

---

Upload a Letter of Interest *Field not completed.*

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Email not displaying correctly? [View it in your browser.](#)

To: Selectboard  
From: Town Administrator Lisa Wong  
Re: HG&E Waiver request  
Date: September 19, 2023

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**Background:** The Massachusetts Dept of Agricultural Resources (MDAR) is the entity that will grant the waiver, not the town. MDAR is requesting South Hadley to sign off saying that the town has no objection to HG&E being granted this waiver to conduct their annual vegetation management. Hoyloke has already signed off. HG&E thought they submitted the appropriate paperwork for the yearly operation plan and vegetation management plan to MDAR earlier this year but it sounds like a firewall stopped the application from ever being processed. This created a lapse in the HG&E approvals with the state for herbicide application. The Town's Conservation Planner has reviewed this as well as spoken to MDAR and HG&E, and has no objection to this waiver request. It seems like an administrative type error.

**Action:** I recommend the Selectboard grant the waiver



Commissioners:  
Francis J. Hoey, III  
Robert H. Griffin  
James A. Sutter  
Manager:  
James M. Lavelle

Town of South Hadley Selectboard  
Town Hall  
116 Main Street, Room 109  
South Hadley, MA 01075

August 17, 2023

Re: One Time Use Limited Application Waiver

Dear, Select Board Members,

Pursuant to 333 CMR 11.03, HGED is requesting a one time use Limited Application Waiver from the Massachusetts Department of Agricultural Resources (MDAR) to conduct the application of herbicide(s) for vegetation management at one or more of their Right of Way locations within the City of South Hadley ( Lower Riverside Park and Texon Mill Park) We will need acknowledgement and concurrence from the chief municipal officers of the City of South Hadley to proceed with the request for the Limited Application Waiver.

Please sign below to acknowledge receipt of this notification and approval of the planned application of herbicide on HG&E property within Holyoke, Massachusetts.

_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____

Very truly yours,

*Christopher M Perry*  
Christopher M. Perry  
Environmental Health & Safety Coordinator

Cc: Town of South Hadley Conservation Commission  
Town of South Hadley Board of Health

To: Selectboard  
From: Town Administrator Lisa Wong  
Re: Shadowbrook Estates streetlights  
Date: September 19, 2023

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**Background:** The Village at Shadowbrook Estate’s Board of Trustees requested that SHELD assume responsibility for the operations and maintenance of the streetlights on Baker Street. SHELD did not install the lights and we have no record of them.

There are five decorative streetlights on Baker Street.

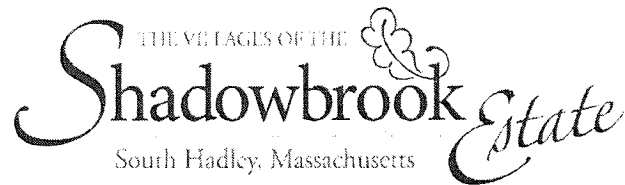
Because street lighting is billed on an aggregate “fleet in service basis”, these lights would result in \$0 additional operating costs to the Town.

SHELD will absorb the cost of reconnecting these lights to our system.

If the Town is willing to accept these lights, SHELD will, as with all other Town lights, perform any necessary repairs and ultimately replace them at end of life.

The Town Administrator requested that the Department of Public Works and Police Department review this request. Both departments reviewed the request and recommended that the Town support the request as this is a highly used roadway.

**Action:** I recommend the Selectboard vote to accept the streetlights on Baker Street.



c/o NAI Plotkin, 1350 Main Street, Suite 1410, Springfield, MA 01103 | 413.732.2158 | shadowbrook@splotkin.com

June 15, 2023

Mr. Sean Fitzgerald, General Manager  
South Hadley Electric Light Department  
85 Main Street  
South Hadley, MA 01074

Re: Streetlights on Baker Street

In fall 2021 during the pandemic, one of the streetlights went dark on Baker Street, the public road that runs between Shadowbrook and the traffic light at Route 33 near the Big Y. After contacting SHELd about the concern, our Senior Property Manager, Mike Hogan, was told the light was not working and needed repairs—but we would be responsible for getting the light fixed.

The Shadowbrook Board and our property management company were very surprised to be told that the street lights on Baker Street, which are not on our property, were likely put in by the original developer rather than the town back in 1989-1990. Unfortunately, we do not have any record of this long-ago-arrangement and have been unable to locate anything in public data records.

Baker Street is a town road on town land, and has never been part of the Shadowbrook property. In addition to those who live in the 84 homes in our community, other town residents also use the road. Many are walkers seeking to avoid the traffic and noise of Routes 33 and 202. The lighting makes the road safer for everyone, while also providing some nighttime security for residents in recently constructed homes on Stewart Street that back up to Baker. Lighting is also beneficial for the Springfield Diocese Precious Blood Cemetery, as their fencing often sustains damage from youth entering the wooded area of their property along Baker Street.

We believe this straight, wide, dark stretch of road with no sidewalk would be unsafe without lighting, so we went ahead and arranged to have the broken light repaired. When further problems surfaced in 2022, we contracted for additional repairs. In both cases, the costs were not insignificant, because we needed to find not just an electrician, but a specialist with a bucket truck.

SHELd clearly has the equipment and expertise to manage the lights that we do not. We are hoping that SHELd will be willing to help our residents and other neighbors by taking over operation and maintenance of the lights on Baker Street to ensure continuity of service on this public road. Thank you for your consideration.

Respectfully,

Abigail Jaffe, President  
Shadowbrook Board of Trustees

CC: Municipal Light Board—John Hine, Chair; Ron Coutu, Kurt Schenker, Paul Dobosh, and Denise Presley  
Lisa Wong, Town Administrator  
Michael Hogan, Senior Property Manager, NAI Plotkin

To: Selectboard  
From: Town Administrator Lisa Wong  
Re: Town Counsel  
Date: September 19, 2023

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**Background:** The Selectboard engaged with Mead Talerman and Costa as Town Counsel with the terms in the attached agreement (the terms are the same but the agreement has been updated to reflect the new dates and signatories) beginning July 1, 2020. Though the appointment of legal services is exempt from procurement, the Town engaged in a competitive process and solicited and interviewed firms before selecting MTC. The Selectboard can appoint Town Counsel for up to 3 years.

**Action:** I recommend the Selectboard appoint Mead Talerman and Costa for Fiscal Year 2024 until June 30, 2024. The terms and services have been favorable to South Hadley, and I would be comfortable if the Selectboard appointed MTC for another 3 year term, or until June 30, 2026.

## CLIENT FEE AGREEMENT

1. The Town of South Hadley, c/o Lisa Wong, Town Administrator, 116 Main Street, South Hadley, MA 01075 (the "Client"), hereby agrees to retain the Law Firm of Mead, Talerman & Costa, LLC, 30 Green Street, Newburyport, MA 01950 (the Firm), in connection with:

Town Counsel Services as more fully set forth on the attached Scope of Services.

2. Legal services actually performed by the Firm for the Client shall be charged at the following hourly rates:

See Attached Scope of Services and Fee Arrangement

3. The client has not provided the Firm with a retainer. Interim billings will be submitted to the Client from time to time, and said interim billings will be paid in full by the Client within thirty (30) days of their date.

4. The Client understands that it has the right to consult with another lawyer in connection with any of the terms of this agreement prior to signing it.

5. The Firm's internal costs, such as telephone services, utilities, and clerical assistance, are not billed to the Client. Nor are standard mailing fees or routine copying costs charged to the Client. Filing fees, the cost of bulk copying and extraordinary mailing fees (e.g. certified mailings, overnight mailings), recording costs, and costs for other similar items will be billed on a direct basis to the Client. Expert consulting fees, title examinations, and costs for stenographic transcripts shall also be the responsibility of the Client. If a particular charge is substantial, we may request that you pay it directly to the vendor or reimburse us immediately. The Firm agrees to obtain the Client's prior approval before incurring any disbursement in excess of \$1,000.00, except with regard to the expenses of noticed depositions. The Client agrees to pay for all of said out-of-pocket expenses within thirty (30) days of the date of any bill of statement of account for said out-of-pocket expenses.

6. It is understood and agreed that the hourly time charges for legal services include, but are not limited to, the following: court or agency appearances; travel; conferences; telephone calls; correspondence; legal research; preparing for and conducting depositions; preparation of pleadings and memoranda; reading and reviewing file materials; preparation for agency, pre-trial hearings, and trial; and post-trial proceedings. Telephone calls and correspondence shall be billed also at a minimum rate of two-tenth (2/10's) of one hour.

7. The Firm shall not at any time be required to continue to represent the Client unless all of the Firm's prior bills have been paid when due. In addition, the Firm shall not be required to represent the Client at trial unless the Client has paid to the Firm a retainer to cover the reasonably expected fees and expenses of trial required by the Firm.

8. In the event that the Firm ceases to represent the Client and the Client owes an outstanding

indebtedness to the Firm, the Firm shall return to the Client all papers, documents and tangible materials which the Client furnished to the Firm, if requested by the Client. The Client is not entitled to any other items such as investigative reports, depositions, or the lawyers' work product, unless said items have been paid for.

9. It is understood and agreed that interim bills, and the final bill, to be rendered by the Firm shall, in addition to reflecting the time expended, take into account the factors prescribed by the Supreme Judicial Court to be considered as guides when determining the reasonableness of fees for legal services, including the following:

- (a) the time and labor required, the novelty and difficulty of the questions involved, and the skill requisite to perform the legal service properly;
- (b) the fee customarily charged in the locality for similar legal services;
- (c) the amount involved and the results obtained;
- (d) the time limitations imposed by the Client or by the circumstances;
- (e) the nature and length of the professional relationship with the Client;
- (f) the experience, reputation and ability of the lawyer or lawyers performing the services.

10. The foregoing represents the entire agreement between the Firm and Client. By signing below, Client acknowledges that it has carefully read this agreement, understands its contents, and agrees to be bound by all of its terms and conditions; that the Firm has made no representation to the Client as to the likelihood of the outcome of any proceeding now pending or to be brought by or against the Client; and that the Client believes this agreement to be fair and reasonable.

Date: \_\_\_\_\_

The Town of South Hadley

By: \_\_\_\_\_

Its: Town Administrator

By: \_\_\_\_\_

Lisa L. Mead, Esq.

\_\_\_\_\_  
Town Accountant

## **SCOPE OF SERVICES AND FEE ARRANGEMENT**

1. There will be a flat monthly fee of \$4,500.00, commencing on July 1, 2020, which shall include substantially all non-litigation and non-labor legal services performed by the firm's partners, associates and/or attorneys-of-counsel and related services performed by the firm's support staff. For the Town's convenience, all services provided by the firm will be itemized.
2. The flat fee includes all representation and legal opinions for general and land use matters as well as attendance at Annual and/or Special Town Meetings, as necessary, and three (3) board hearings or other meetings per month. Attendance at additional meetings per month will be billed at the firm's hourly rate of \$180.00 per hour.
3. The flat fee includes all services relating to review of municipal contracts and procurement issues.
4. The flat fee does not encompass matters relating to labor and employment, given the variability of such matters. Such matters will be billed at the firm's hourly rate of \$180.00 per hour
5. The flat fee includes representation of the Town on all significant licensing matters handled by the Board of Selectmen, including liquor licensing.
6. The flat fee does not include defense and prosecution of litigation, mediation and arbitration. All litigation will be billed at the firm's hourly rate of \$180.00 per hour.
7. The flat fee does not include routine tax-title matters and negotiation of cable services agreements, as such specialized items are generally handled by outside special counsel.
8. The flat fee also does not include matters for which fees are required to be paid by permit applicants under G.L. Ch. 44, § 53G. For such matters, the Firm will bill at the rate of \$180.00 per hour.
9. The firm does not charge for work performed by paralegals and support staff.
10. The flat fee also includes monthly office hours at Town Hall, as may be directed by the Town, as well as two (2) training seminars per year.
11. The firm's internal costs, such as telephone services, utilities and clerical assistance, are not the Town's responsibility. Nor are standard mailing fees or routine copying costs charged to the Town. Filing fees, the cost of bulk copying and extraordinary mailing fees (e.g. certified mailings, overnight mailings), recording costs, and costs for other similar items are billed on a direct basis. Expert consultant fees, title examinations and costs for stenographic transcripts shall also be the Town's responsibility.
12. For matters subject to hourly billing, the firm bills in increments of one-tenth (1/10) of an hour. Substantive telephone calls and conferences and receipt, review and drafting of correspondence and e-mail are billed at a minimum rate of two tenths (2/10) of an hour. It

is the Firm's practice NOT to charge for insubstantial telephone conversations or insubstantial email exchanges with the Town's officials.



### SAL-15

Selectboard Annual License

Status: Active

Submitted On: 9/15/2023

### Primary Location

55 ALVORD ST

South Hadley, MA 01075

### Owner

MCCRAY STEPHEN D

55 ALVORD ST SOUTH HADLEY, MA 01075

## Applicant Email

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

## Business Information

**Business Name\***

McCrays Country Creamery

**Phone\***

[REDACTED]

**Owner Name\***

Stephen McCray

**City\***

South Hadley

**Mailing Address\***

55 Alvord St

**Zip\***

01075

**State\***

MA

**DBA**

Person Responsible for Daily Operation Name\*

Stephen McCray

Phone Number\*

[REDACTED]

Email Address\*

[REDACTED]

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## Permit Info

 Effective Date

—

In an effort to streamline application, issuance and renewal of annual licenses, all licenses issued by the Selectboard (with the exception of Alcohol Licenses) will be issued under one Selectboard Annual License. Please check the box indicating ALL licenses you are applying for below.

### Entertainment Licenses

Automatic Amusement Device

Carry In (BYOB)

Common Victualler

Entertainment

Juke Box

Sunday Entertainment

### Secondhand Licenses

**Junk Dealer**

**Junk Collector**

**Used Car Dealer**

**🔒 Amendments:**

### Miscellaneous Licenses

**Theater**

**Hawker/Peddler**

**Livery**

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## Workers Comp Insurance Affidavit

**I am an employer with full and/or part time employees.**

**# of employees**

25

**I am a sole proprietor or partnership and have no employees working for me in any capacity.**

**We are a corporation and its officers have exercised their right of exemption per c. 152, s. 1(4), and we have no employees.**



**We are a non-profit organization, staffed by volunteers, with no employees.**

**Business Type\***

Restaurant/Bar/Eating Establishment

Attach a copy of the worker's compensation policy declaration page (showing the policy number and expiration date)

**I do hereby ceretify under the pains and penalties of pejury that the information provided above is true and correct.\***

To: Selectboard  
From: Town Administrator Lisa Wong  
Re: Room Tax  
Date: June 6, 2023

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**Background:** Town Meeting approved Short Term Rental bylaws in May 2023. The Short Term Rental bylaw was just approved by the Attorney General's office in September 2023. The Town can adopt excise fees as outlined below that is paid by the operator (proprietor) directly to DOR and DOR distributes the local share to the city or town on a quarterly basis by DOR. The Selectboard began discussions at their June 6, 2023 meeting. The Selectboard requested the Town Administrator come back with some additional information and then also set up a public hearing. Should the Selectboard deem this ready to move forward, this will be considered at the November 15, 2023 Town Meeting.

**Procedure:** Town Meeting will need to vote to adopt a local room occupancy excise by voting to accept G.L. c. 64G, § 3A and establishing the rate for its local room occupancy excise. The maximum local rate is 6% (6.5% in Boston). No further action is required for the local excise to apply to short-term rentals.

Only after a town has adopted the local room occupancy excise under G.L. c. 64G, § 3A, then can Town Meeting vote on adopting a local option community impact fee of up to 3% of rent regarding transfers of occupancies of two categories of short-term rentals described below. G.L. c. 64G, § 3D. (St. 2018, c. 337, § 6.)

First Local Option Community Impact Fee (G.L. c. 64G, § 3D(a)) - applies to each transfer of occupancy of a "professionally managed unit," which is defined as one of two or more short-term rental units in same city/town not located within a single- or two- or three-family dwelling that includes the operator's (owner's) primary residence.

Second Local Option Community Impact Fee (G.L. c. 64G, § 3D(b)) - If the city/town has voted to adopt the local option community impact fee described above for "professionally managed units" under G.L. c. 64G, § 3D(a), it may by a separate additional vote, adopt the local option community impact fee on short-term rental units located within a two- or three-family dwelling that includes the operator's primary residence under G.L. c. 64G, § 3D(b). If the city/town has not adopted the local option community impact fee under G.L. c. 64G, § 3D(a) (above), it cannot adopt the local option community impact fee under G.L. c. 64G, § 3D(b).

Municipality	Current Rooms Tax Rate	Current Rooms Tax Effective Date	Short-term Rental Community Impact Fee Rate	Short-term Rental Community Impact Fee Effective Date	Short-term Rental Professionaly Managed Option	Short-term Rental included within 2-3 Family Home
Amherst	6.00%	10/1/2009	0.03	7/1/2019	Y	Y
Belchertown						
Brimfield	4.00%	10/1/1990				
Chicopee	5.00%	7/1/2018				
Deerfield	6.00%	10/1/2009				
East Longmeadow						
Easthampton	6.00%	7/1/2019				
Granby						
Hampden						
Holyoke	6.00%	7/1/2012				
Longmeadow	6.00%	1/1/2022				
Ludlow	6.00%	1/1/2010				
Monson						
Northampton	6.00%	10/1/2009	0.03	7/1/2019	Y	Y
Palmer						
South Hadley						
Southampton	4.00%	1/1/1986				
Southwick						
Springfield	5.00%	10/1/2012				
Sturbridge	6.00%	1/1/2010				
Wales						
West Springfield	4.00%	4/1/1989				
Westfield	6.00%	1/1/2017				
Westhampton						
Wilbraham	4.00%	7/1/1989				

Current units: In addition to short term rentals, this would apply to the college operated Willits Hallowell Center, and a few bed and breakfasts in town. Now that the bylaw has been approved, the Town will begin processing applications for Short Term Rentals.

Questions from Selectboard:

Q: Longmeadow seems to have most recently approved this - what was the conversation in Longmeadow?

A: Longmeadow reported that this was not a recent move, but a re-vote to fix something in the previous process that had been done in error. They have had the tax for a while.

Q: What are people using funds for?

A: Per Mass General Law, the tax goes to the General Fund and can be used for any purpose as allocated by Town Meeting. The funds from the local option community impact fee are directed to a Receipts Reserved for appropriation account and are partially restricted. At least 35% must go to affordable housing or local infrastructure projects, and requires a Town Meeting vote to appropriate. The remaining 65% is voted on by Town Meeting to either go towards the same, or be placed in the General Fund. The excess above 35% that is voted on by Town Meeting to go to affordable housing or local infrastructure is effective the following July 1st after the vote, so in this case, any revenue in this category would go to the General Fund until then. In FY2019, the City of Northampton accepted provisions of Section 3D (a) of MGL Chapter 64G and imposed a 3% community impact fee on the total amount of rent and dedicated 100% of the receipts to affordable housing projects within the City.

Q: What are potential negative impacts?

A: Enforcement and education will take time and resources, but even though an additional assessment also requires time, it would also offset revenue for enforcement activities that the Town needs to undertake already.

Q: Do any other towns limit the number of Short Term rentals?

A: According to a report (see attached) by FRCOG for Franklin County STRs only 1 of the 21 town limits licenses - Fairhaven at 120 licenses. There are other towns not in the report that have STRs and research is still being conducted to see if others have any limits.

Q: What is the revenue potential?

A: This is still being estimated as of the writing of this report as we are waiting for some data from the state. The FRCOG report does have revenue data from other communities. Greenfield has 22 STRs which produced \$49k in the first quarter of 2022. This does not break down revenue between hotels, motels, bed and breakfasts and short term rentals.

Action: The Selectboard will schedule a public meeting to get input.

## Summary of bylaws related to short-term rentals in MA

Compiled as of 9/1/2022 by Andrea Donlon of the Franklin Regional Council of Governments. (Please send additions or corrections to adonlon@frcog.org)

The purpose of this spreadsheet is to summarize what other towns have done to regulate STRs and to refer to the actual bylaw language of that town for more information.

Municipality	Kind of bylaw	Date	Reference	Summary
Amesbury	General	2021	<a href="#">Chapter 376</a>	Article 1 - Short Term Rental Licensing. In order to rent your property as an STR, you must first obtain a license from the City. Subject to an annual fee of \$200. Must comply with Short Term Rental Bylaw. Must report rental agreements with the Board of Health and MA Dept of Revenue. Application documents outlined, including property survey and room design layout, and copy of health and safety inspection report. Lays out noise guidelines, violations, penalties, actions for noncompliance. Records (described in bylaw) must be retained for 3 years.
Amesbury	Zoning	2021	<a href="#">Zoning bill 2021-105</a>	Defines STR, less than 30 days, and is not a B&B, investment home, or inn/motel. Investment properties defined in bylaw. The following cannot be rented as an STR: affordable housing, investment properties, dwellings with code violations. The # of rooms rented cannot be more than the # of lawful bedrooms. No more than one renter at a time; separate rooms can't be rented to separate parties. An STR cannot be sublet to a 3rd party, and no long-term rental unit can be used as a short-term rental. No renting by the hour and the minimum duration is 10 hours. Entire dwelling subject to fire and safety inspection even if just one room is rented. Must be up to date on tax bills, water and sewer charges. License and registration required with the City.
Arlington	General	2019	<a href="#">Article 18</a>	Makes the following ineligible as STR: 1) Affordable housing, 2) unit with violations, 3) ADUs. All STRs shall register with select board annually. Fee of \$25/bedroom/year. Sets up rules for complaints and violations. Rentals are subject to excise tax. Lists required communication with guests about contact info, fire & police contact info, noise requirements, parking info, waste disposal and recycling. The operator must reside in the house, or in one of the units if it is a 2- or 3-family dwelling. Operator must live there for at least half the year and must present proof of residency. One off-street parking space required for each lawful bedroom.
Boston	General	2018	<a href="#">Code 9-14</a>	STR is rental not more than 28 consecutive days. Detailed definition of terms, types of units eligible to be STRs, ownership and capacity. Makes the following ineligible as STR: 1) Affordable housing, 2) properties restricted by other laws or condo rules, 3) properties with violations or complaints. Lodging houses, B&Bs, hospital stay rentals are not subject to some of the provisions. Operator must register a local contact who can respond within 2 hours of a call. Lodging records must be retained for 3 years. Sets up registration process and fees. Rentals are subject to excise tax. Sets up process for complaints, violations, penalties, and enforcement. City must prepare a yearly report on STRs to submit to the Mayor and City Council. Sunset provision allowed STRs ineligible under this bylaw to go ahead with booked rentals up to a certain date.
Brookline	General	2022	<a href="#">Article 17</a>	STR is rental not more than 27 consecutive days. Operator of the STR must be owner. Makes the following ineligible as STR: 1) Affordable housing, 2) properties with violations or complaints, 3) properties with code violations, 4) properties with outstanding property tax bills. Occupancy is (# of bedrooms x 2) or max of 8. Sets up registration process. If it's in a condo, must have a letter from the condo association. Operator must register a local contact who can respond within 2 hours of a call. Sets up process for complaints and inspections. STR limit is 90 days/year, but can get special permission for 180 days/year. Registration # must be part of advertisement. Rentals must have binder with info about contact name of owner, recycling, parking, etc.
Brookline	Zoning	2021	<a href="#">Article 14</a>	Defines rental as being for not more than 27 days. Allows STRs by right in all zoning districts as long as there is a valid registration through the Town. Refers to the requirements of the town general bylaw in the zoning bylaw.
Cambridge	Zoning	2017	<a href="#">Ordinance 1397</a>	STR is any rental less than 30 consecutive days. Operator is owner or leaseholder with written permission from the owner or condo association. Rentals are allowed in all residential districts, but only owner-occupied or owner-adjacent rentals are allowed. Owner-adjacent rentals must be rented to a single party at a time, not individual rooms separately, and any time an operator is gone for 7 days, the owner-occupied rental must be to a single party and not individual rooms separately. An operator may not rent more than 1 owner-occupied dwelling with a max of 3 rooms and 1 owner-adjacent dwelling. The number of rented rooms cannot exceed the # of lawful bedrooms. Rentals < 10 hours in duration are not allowed. Commercial meetings and uses are not allowed. Information must be made available to renters: waste disposal, emergency exit routes, contact info for the operator, and certificate of registration. Records for owner-adjacent rentals must be kept for 3 years. Establishes rules for registration and proof of residency of the operator.

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Municipality	Kind of bylaw	Date	Reference	Summary
Fairhaven	General	2021	<a href="#">Chapter 190</a>	Occupancy is for not more than 30 days. Excludes "cottage colonies," hotels, B&Bs etc as STRs. STRs can be in single, double, or multi-family buildings but not accessory units. Must register with Building Dept. Owner only can rent out STR. Total # of licenses in town is 64; after 12/31/2022 the # of allowed licenses in town at any one time is 120. All abutters within 300 ft must be notified upon application of STR license. Registrations renewed annually with \$200 fee. Town registration number must be listed on rental advertisement. Operator can be a business but need contact person able to respond to complaints within 1 hour 24/7. Trash must be removed immediately after occupancy or 1/week, whichever is less. On-site parking must be provided. Rentals < 24 hours duration not allowed. Commercial meetings and uses not allowed. Smoke and CO alarms required. Max occupants = (# of bedrooms x 2) + 2. Records must be kept for 2 years. Properties ineligible as STRs include Affordable housing, those with violations, those with back taxes. An inspection is required at first registration and every 2 years. Sets up process for complaints, violations, enforcement. STR data will be published in Annual Report.
Great Barrington	General	2022	<a href="#">Section # TBD</a>	Must be registered annually through the town (and MassDOR). An owner may rent only one dwelling unit as an STR. Up to 2 bedrooms or an entire secondary dwelling unit on the same parcel allowed to be rented by right. If owner occupied, rent can be as many days/year as desired. If not owner occupied, rental limited to 150 days/year. Corporation cannot own STR. If owned by an LLC, each owner must be a person. No STRs in affordable dwellings. No tenant can rent out unit as an STR. Fire detectors required. Dwelling must be in compliance with all town codes and bylaws. No tents or amplified music that would normally require a permit is allowed. No advertising signs allowed on the property. Sets up registration, penalty system. Gives Select Board power to create forms, fees, etc. Goes into effect January 1, 2023.
Kingston	Zoning	2019	<a href="#">Zoning bylaw</a>	Zoning bylaw has a section in the definitions called "Lodging Related Terms." In definitions, defines STR and says that it requires a special permit as a home occupation. Must be occupied by owner or operator at least 270 days/year. If STR is hosted, occupancy by no more than 2 parties at any one time. If not hosted (occupant rents entire house while not there), only one rental party allowed.
Manchester-by-the-Sea	General	2016	<a href="#">Article X, Section 20C</a>	Sets up process for annual registration for short term paying guests. Fee starts out as \$100. Short term rentals are any rentals less than 6 consecutive nights, and are allowed in owner occupied dwellings. A property must be in compliance with local BOH and fire requirements, there needs to be a local contact for each rental, and owner must maintain a guest registry. Sets up authority and process for complaints and enforcement.
Mount Washington	Zoning	2021	<a href="#">Section 215-12F</a>	Short term rental defined as a rental on a property occupied by an owner rented for not more than 31 consecutive days. Bylaw section very short. Just 2 stipulations: 1) STR is rental of a room or unit on a property occupied by the owner as their principle dwelling for not more than 31 consecutive days and 2) STR must register and comply with Board of Health, zoning, and state regs and laws.
Mount Washington	Board of Health	2019	<a href="#">Section 300</a>	Vacation and short term rental defined as owner-occupied residence or rooming unit rented out for not more than 28 consecutive days (different than zoning bylaw!). Sets up licensing and inspection. Bylaw ends mid sentence, so unclear if there is more.
Newton	General	2019	<a href="#">Chapter 20, Article IX</a>	Article IX. Operator of STR is owner or leaseholder with written permission of the owner. STR is any rental less than 30 consecutive days. Use is secondary to the primary residential use of the dwelling unit. There is an annual registration and certification process, with annual notice to abutters and abutter of abutters. Properties with 3 violations within 12 months are not eligible as STRs for 6 months. Sets up registration process with \$100 fee and proof of ownership or permission from owner, and a contact person who can respond within 2 hours if the owner is away during a rental. Inspections may be required. Lists responsibilities: 1) Operator generally responsible for following rules and behavior of guests, 2) STRs should not be a nuisance, 3) must comply with all codes and rules, 4) commercial events prohibited (weddings, banquets, fundraisers, etc.), 5) renters must be at least 18 years old, 6) Operator must maintain a guest registry, 7) fire code must be followed, 8) registration number displayed at rental unit and in advertisements, 9) renters aware of house rules, 10) adequate egress routes, 11) building must be adequately maintained. Sets up enforcement, violations, penalties.

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Municipality	Kind of bylaw	Date	Reference	Summary
Newton	Zoning	2019	<a href="#">Chapter 30, Section 6.7.5</a>	Refers to general bylaw in the purpose. Defines STR - same as general bylaw definition. Cites registration requirements. STR allowed in any residential use except for associations of people living in a common dwelling, congregate living, elderly housing, lodging house, dorms, and accessory apartments. Resident must occupy the dwelling for at least 9 months of a year. Max # of bedrooms is 3 and max # of guests is 9. Apartments that are for rent in buildings with >10 units can be rented temporarily for up to 6 months as STRs while the apartment is advertised for rent and vacant -- requires a special permit and registration.
Richmond	Zoning	2019	<a href="#">Section 4.8 A &amp; B</a>	Establishes a category called short term rental business, which is non-owner occupied or investor owned. Definition does not apply to owner-occupied who vacates home for not more than 30 days and rents out home when away. Short term rental business has to go through special permit process before the ZBA, according to Section 4.8A (primary uses) #13. Under Section 4.8B (accessory uses) #3, allows for rental of rooms by right in all districts for owner-occupied situation as long as no separate kitchen facilities are maintained, and allows rental of rooms to 2 or more guests nightly or weekly with meals provided but no separate kitchen facilities by special permit through the ZBA.
Salem	General	2018	<a href="#">Chapter 15</a>	Definitions for several terms. STR is a rental for less than 30 consecutive days. Ineligible if owner or operator does not live on property as primary residence (unless it qualifies as an existing owner-occupied unit) or property has any violations of code, back taxes, etc. Provision does not apply to lodging houses, existing B&B's, residential units contracted for hospital stays, or residential unit for business stays. Operator must be owner, tenant with owner permission, and if applicable, doesn't violate condo rules. Operator must register annually. Operator of home share unit or owner-adjacent unit can rent entire unit, not individual rooms. Non-owner occupied STRs existing prior to passage of the bylaw can continue as long as they go through special permit process with ZBA. If operator is away, there must be a local contact who can respond within 2 hours. Booking agents must provide the town with quarterly reports on rentals in that town. Must comply with excise tax requirements. Sets up provisions for complaints, violations, and enforcement.
West Newbury	General	2016	<a href="#">Article 14</a>	"Short term paying guests in homes." Must be registered annually through the town with fee. Short term paying guests allowed in owner-occupied premises. Short term = less than 14 consecutive nights. Property must be compliant with BOH regulations and fire code, must have certificate of occupancy, must have local agent able to act on owner's behalf, must have registry available for review. Sets up complaints and enforcement process.
Whately	Zoning	2019	<a href="#">Article V, 171-22</a>	B&B's and tourist homes as accessory use require Special Permit process in all zoning districts. Rentals of less than 30 days allowed by SP through ZBA. <u>For owner occupied units:</u> Must comply with health regs. Max # of bedrooms = 3. Rooms shall not have an independent kitchen. Breakfast may or may not be served. No other meal besides breakfast can be served. All bedrooms within the dwelling shall have a common entrance. The portion of the dwelling devoted to transient occupancy shall be secondary to the use of the dwelling. One parking space/room should be provided. The Special Permit shall specify the max number of occupants and the number of parking spaces. No loud music, excessive traffic, or any other disturbances. Owner must have all the necessary state licenses. <u>For dwellings that are not owner-occupied,</u> can be in a single-family home, an ADU, or a unit in a 2- or 3-family home. Tenant/renter may not sublet or hold functions like weddings and large parties. Properties cannot be rented more than 120 days/yr. All bedrooms shall have a shared entrance and shared kitchen facilities. May have a kitchen. No meals provided. The Special Permit shall specify the max number of occupants and the number of parking spaces. Adequate potable water and wastewater system must be provided. No loud music, excessive traffic, or any other disturbances. Owner must have all the necessary licenses.

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The purpose of this spreadsheet is to summarize what other towns have done to regulate STRs and to refer to the actual bylaw language of that town for more information.

Municipality	Kind of bylaw	Date	Reference	Summary
Williamsburg	General	2019	<a href="#">Transient Lodger Bylaw</a>	STR rentals in a single-family dwelling is an accessory use and must be primary residence of owner or leaseholder. Rental period not to exceed 31 consecutive days. Max # of bedrooms = 4. STRs in a 2-family dwelling is an accessory use and both units must have the same owner or leaseholder. One unit would be the primary residence of the owner or leaseholder, and the other rented for STRs. Rental period not to exceed 31 consecutive days. Max # of bedrooms = 4. In a 2-family dwelling, the primary residence of the owner cannot be rented as an STR. A bed & breakfast establishment is considered a single-family short term rental. Defines a Lodging Facility, which is not an STR and is a commercial venture. Primary residence means person lives there at least 183 days/year. All STRs must register with the town clerk annually. Must comply with zoning, health, and state regs. Subject to annual inspection. Must maintain a guest register for 2 years. Sets up authorization for enforcement.
Williamsburg	Zoning	2019	<a href="#">Section 9-31</a>	Lodging Facility, short-term rental in a single-family dwelling, and short-term rental in a two-family dwelling are all listed as commercial uses and require a special permit in all 3 zoning districts. Definitions section defines terms as also defined in the general bylaw. Any transient lodging that doesn't meet the definition of lodging facility or short-term rental is prohibited in town. Homeowners must make sure renters don't make too much noise or odor or light or any other nuisance. Max # of renters = 10. Provides standards/limits on # people/room, # of parking spaces. Rental of detached structures is not permitted. No meals other than breakfast may be served. Lodging Facilities may have a dining room, and if >5,000 sq ft on first floor, will require a site plan review.

Staff time to conduct this research funded by the Community Health and Healthy Aging Funds (Improving Housing to Improve Health project aka IH2)



May 10, 2022

To: Town Administrators

From: Andrea Donlon ([adonlon@frcog.org](mailto:adonlon@frcog.org)), FRCOG Senior Land Use and Natural Resources Planner  
Phoebe Walker ([walker@frcog.org](mailto:walker@frcog.org)), FRCOG Director of Community Services

**RE: 2019-2022 Short-term Rentals in Franklin County -- trends and rooms tax revenues**

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**Background:** Starting in July of 2019, short-term rentals started to be regulated by the MA Department of Revenue like any other lodging business. This change has created a source of more trackable data for towns. The last couple of years has been atypical, with lodging impacted during the pandemic both negatively and possibly positively. Many have started to wonder what kinds of impacts short-term rentals are having on communities. It is our hope that this packet can help inform thoughts and decisions about this relatively new economic sector in our communities.

Massachusetts has a state room occupancy excise tax rate of 5.7%. In addition to the state excise, Massachusetts cities and towns are permitted to charge a local room occupancy excise tax up to 6% (6.5% for Boston). The room occupancy excise tax applies to room rentals of 90 days or less in hotels, motels, bed and breakfast establishments, and lodging houses. Beginning July 1, 2019, the room occupancy excise also applies to short-term rentals of property for 31 days or less.

**Summary:** Our analysis shows that the number of short-term rentals across the county has increased by 47% between 2019 and April of 2022. In the current year, 44% of the short-term rentals are in West County towns. Another 30% are in towns that abut the Connecticut River. And, for those towns that assess room occupancy excise tax to any sort of lodging, it has contributed \$1.4 million to town and city revenues between July 2019 and March 2022. These data do not directly answer the question about short-term rental impacts on housing.

FRCOG has held two workshops for local officials on short-term rentals. If your town has not yet opted to charge a local room occupancy excise tax, there are sample town meeting warrant articles to set this in motion at our website at <https://frcog.org/short-term-rental-law-workshop-for-towns/>.

**Data Sources:**

- 1) Numbers of short-term rentals in Franklin County towns comes from the MA Department of Revenue's Division of Local Services, Municipal Data Bank. For Franklin County towns that receive inspection services through FRCOG's Cooperative Public Health District, contact Health Agent Kurt Schellenberg ([kschelle@frcog.org](mailto:kschelle@frcog.org)) if you would like specific data for your town. If

you are not a FRCOG inspection town, please request the data from [lodgingregistry@mass.gov](mailto:lodgingregistry@mass.gov). Please note that the Public Registry of Lodging Operators database online at <https://www.mass.gov/info-details/public-registry-of-lodging-operators> has some issues related to searches by “town.” As is common in this part of Massachusetts, a mailing address does not always match the town where a short-term rental is located, so it is best to request the data directly from the state rather than accessed online.

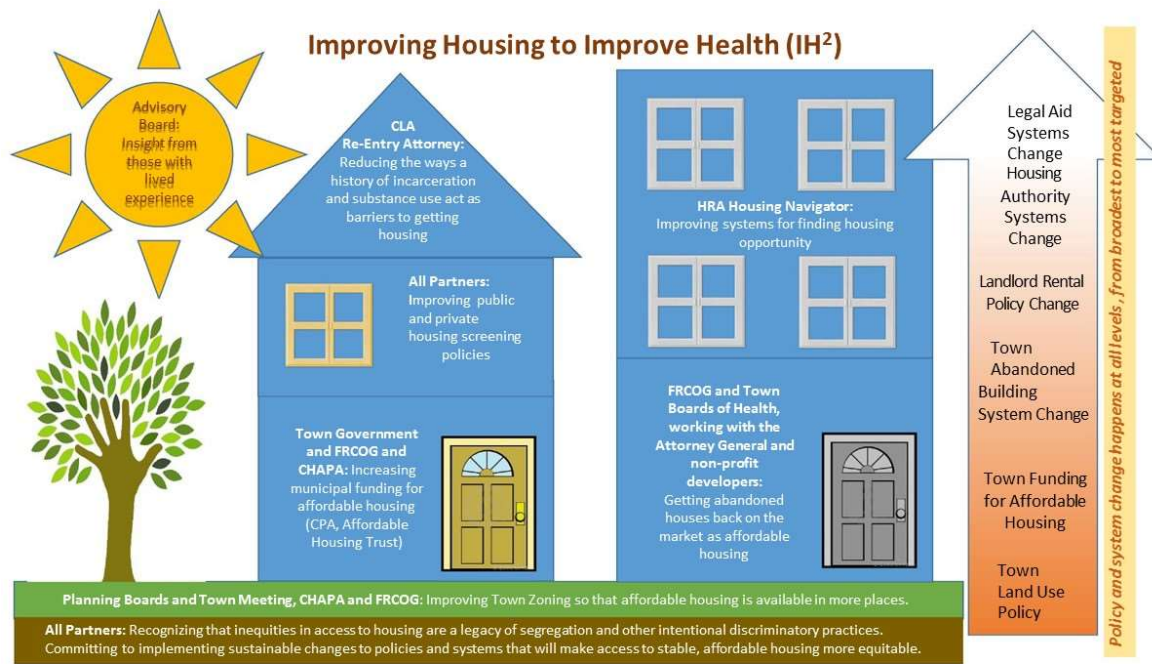
- 2) Rooms taxes paid to towns came from MA Department of Revenue, Division of Local Services, Data Analytics and Resources Bureau, Local Option Meals and Rooms. The data were accessed online at <https://dls.gateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Local Option Meals Rooms>

The work to compile these data for towns is supported in part by a grant awarded to FRCOG called Improving Housing to Improve Health from Massachusetts Community Health and Healthy Aging Funds (MA CHHA Funds).

MA CHHA Funds were created in January 2017 when the MA Department of Public Health completed a landmark revision of its determination of Need regulation, which authorized the creation of these Funds. The Funds are committed to disrupting and removing barriers to health – structural and institutional racism, poverty, and deep power imbalances – through community-centered policy, systems, and environmental change approaches.



— Massachusetts —  
COMMUNITY HEALTH AND  
HEALTHY AGING FUNDS



**Local option -- Rooms taxes paid to towns July 1, 2019 to March 1, 2022**

Taxes are distributed quarterly in the months shown below

Municipality	Current room tax rate (% of nightly charge)	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Totals
Ashfield		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bernardston	6%	\$ 9,264	\$ 12,840	\$ 3,418	\$ 1,324	\$ 2,021	\$ 4,313	\$ 1,832	\$ 3,023	\$ 6,615	\$ 11,141	\$ 823	\$ 56,614
Buckland	6%	\$ -	\$ 791	\$ 1,396	\$ 879	\$ 2,476	\$ 1,050	\$ 1,103	\$ 4,970	\$ 2,620	\$ 3,997	\$ 3,234	\$ 22,516
Charlemont	6%	\$ 4,036	\$ 10,911	\$ 5,372	\$ 1,715	\$ 12,574	\$ 8,952	\$ 4,824	\$ 9,608	\$ 16,212	\$ 16,073	\$ 10,149	\$ 100,426
Colrain	6%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873	\$ 4,544	\$ 6,710	\$ 3,207	\$ 4,071	\$ 2,993	\$ 22,398
Conway	6%	\$ -	\$ 1,624	\$ 549	\$ 175	\$ 1,190	\$ 276	\$ 106	\$ -	\$ 254	\$ 407	\$ 42	\$ 4,623
Deerfield	6%	\$ 60,641	\$ 69,449	\$ 39,948	\$ 23,947	\$ 42,571	\$ 20,871	\$ 18,452	\$ 28,854	\$ 60,537	\$ 80,439	\$ 37,737	\$ 483,446
Erving		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gill	6%	\$ -	\$ 1,095	\$ 466	\$ 518	\$ 709	\$ 777	\$ 29	\$ 475	\$ 396	\$ 1,485	\$ 1,010	\$ 6,960
Greenfield	6%	\$ 73,095	\$ 87,044	\$ 47,805	\$ 22,045	\$ 52,116	\$ 33,979	\$ 27,862	\$ 40,982	\$ 66,154	\$ 81,232	\$ 49,021	\$ 581,335
Hawley		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Heath		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leverett	6%	\$ -	\$ 1,335	\$ 797	\$ 171	\$ 616	\$ 237	\$ 83	\$ -	\$ 84	\$ -	\$ 83	\$ 3,406
Leyden	3%	\$ -	\$ -	\$ 527	\$ 478	\$ -	\$ 106	\$ 122	\$ -	\$ 53	\$ -	\$ -	\$ 1,286
Monroe		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Montague		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Salem		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Northfield		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Orange	6%	\$ -	\$ 11,506	\$ 5,422	\$ 4,054	\$ 7,254	\$ 3,283	\$ 4,141	\$ 5,672	\$ 9,711	\$ 10,153	\$ 5,678	\$ 66,874
Rowe		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shelburne	6%	\$ -	\$ 4,442	\$ 2,723	\$ 1,729	\$ 9,368	\$ 3,516	\$ 3,438	\$ 8,831	\$ 6,086	\$ 5,781	\$ 5,052	\$ 50,966
Shutesbury	6%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157	\$ 178	\$ 1,275	\$ 1,165	\$ 1,194	\$ 317	\$ 4,286
Sunderland	6%	\$ -	\$ 2,033	\$ 1,217	\$ 805	\$ 1,463	\$ 290	\$ 788	\$ 2,525	\$ 1,332	\$ 945	\$ 1,761	\$ 13,159
Warwick		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wendell		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Whately	6%	\$ 1,658	\$ 2,383	\$ 1,935	\$ 992	\$ 1,969	\$ 885	\$ 836	\$ 1,388	\$ 1,899	\$ 2,228	\$ 1,943	\$ 18,116
<b>TOTALS</b>		<b>\$ 148,694</b>	<b>\$ 205,453</b>	<b>\$ 111,575</b>	<b>\$ 58,832</b>	<b>\$ 134,327</b>	<b>\$ 79,565</b>	<b>\$ 68,338</b>	<b>\$ 114,313</b>	<b>\$ 176,325</b>	<b>\$ 219,146</b>	<b>\$ 119,843</b>	<b>\$1,436,411</b>

**NOTE: these numbers include the tax revenue from hotels, motels, and bed and breakfasts as well as short term rentals. The state does NOT break these out in the revenue data, only the registry.**

Data source: MA Department of Revenue, Division of Local Services, Data Analytics and Resources Bureau, Local Option Meals and Rooms  
 Accessed online on 5/3/2022 at [https://dls.gateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Local\\_Option\\_Meals\\_Rooms](https://dls.gateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Local_Option_Meals_Rooms)

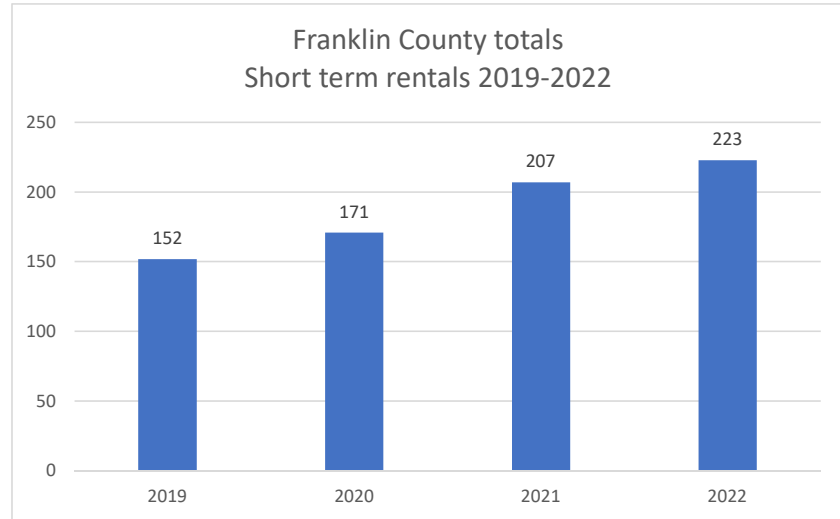
## Summary of Franklin County Short Term Rental Entities 2019-2022 (as of April 15, 2022)

Town	2019	2020	2021	2022	% change
Ashfield	9	10	12	13	44%
Bernardston	4	5	6	7	75%
Buckland	11	12	13	13	18%
Charlemont	13	15	19	22	69%
Colrain	2	3	6	6	200%
Conway	5	5	5	5	0%
Deerfield	11	12	13	15	36%
Erving	1	1	2	2	100%
Gill	4	6	7	7	75%
Greenfield	17	17	20	22	29%
Hawley	5	4	8	11	120%
Heath	1	3	3	3	200%
Leverett	8	8	8	8	0%
Leyden	3	3	3	3	0%
Monroe	0	0	1	2	
Montague	13	15	18	18	38%
New Salem	1	1	1	1	0%
Northfield	2	2	3	3	50%
Orange	8	11	17	17	113%
Rowe	1	1	1	1	0%
Shelburne	17	20	22	23	35%
Shutesbury	6	7	7	7	17%
Sunderland	3	3	3	3	0%
Warwick	3	3	3	5	67%
Wendell	2	2	4	4	100%
Whately	2	2	2	2	0%
<b>Franklin County</b>	<b>152</b>	<b>171</b>	<b>207</b>	<b>223</b>	<b>47%</b>

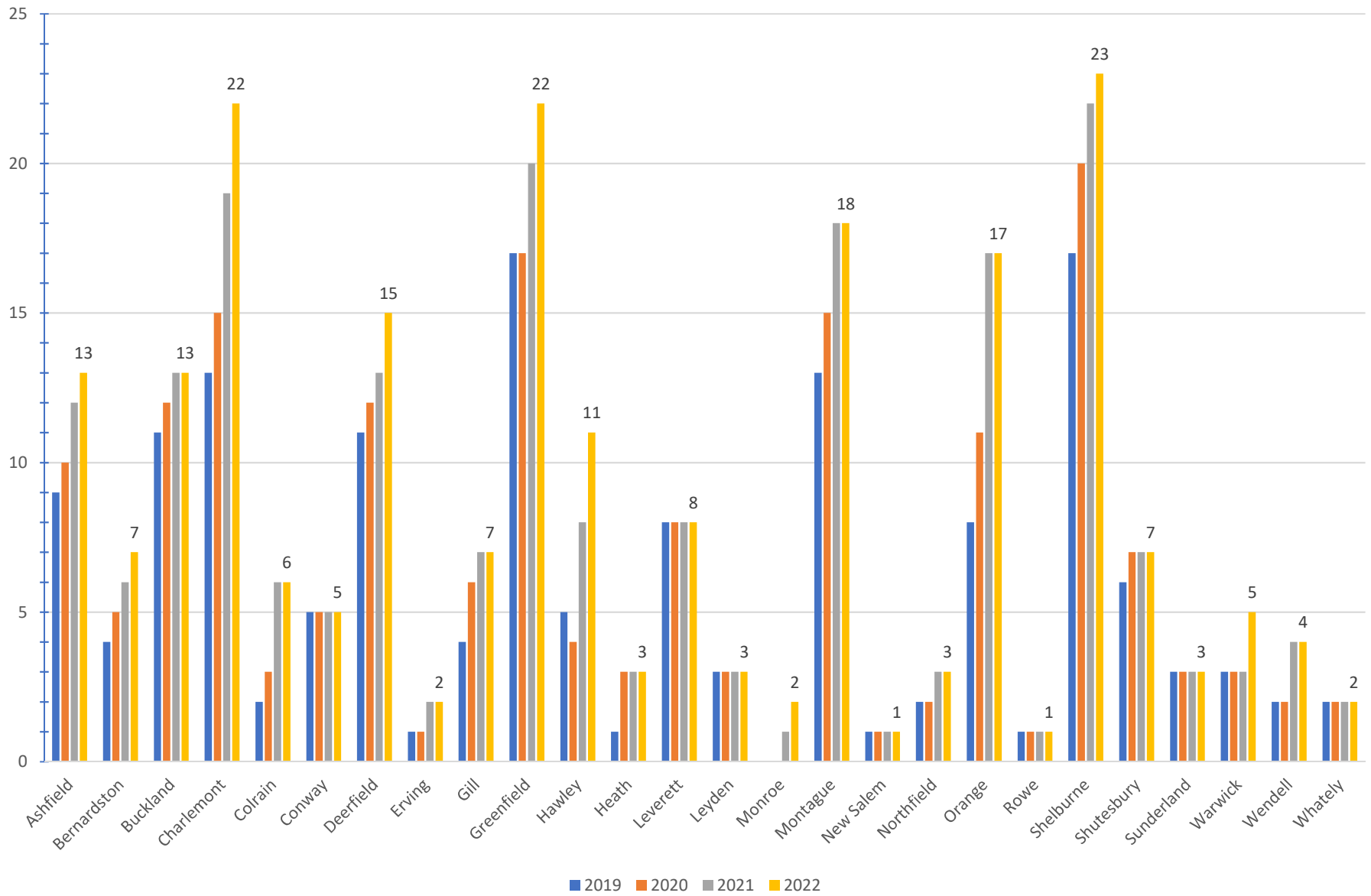
2022 as of April 15, 2022

**46.7% increase between 2019 and 2022**

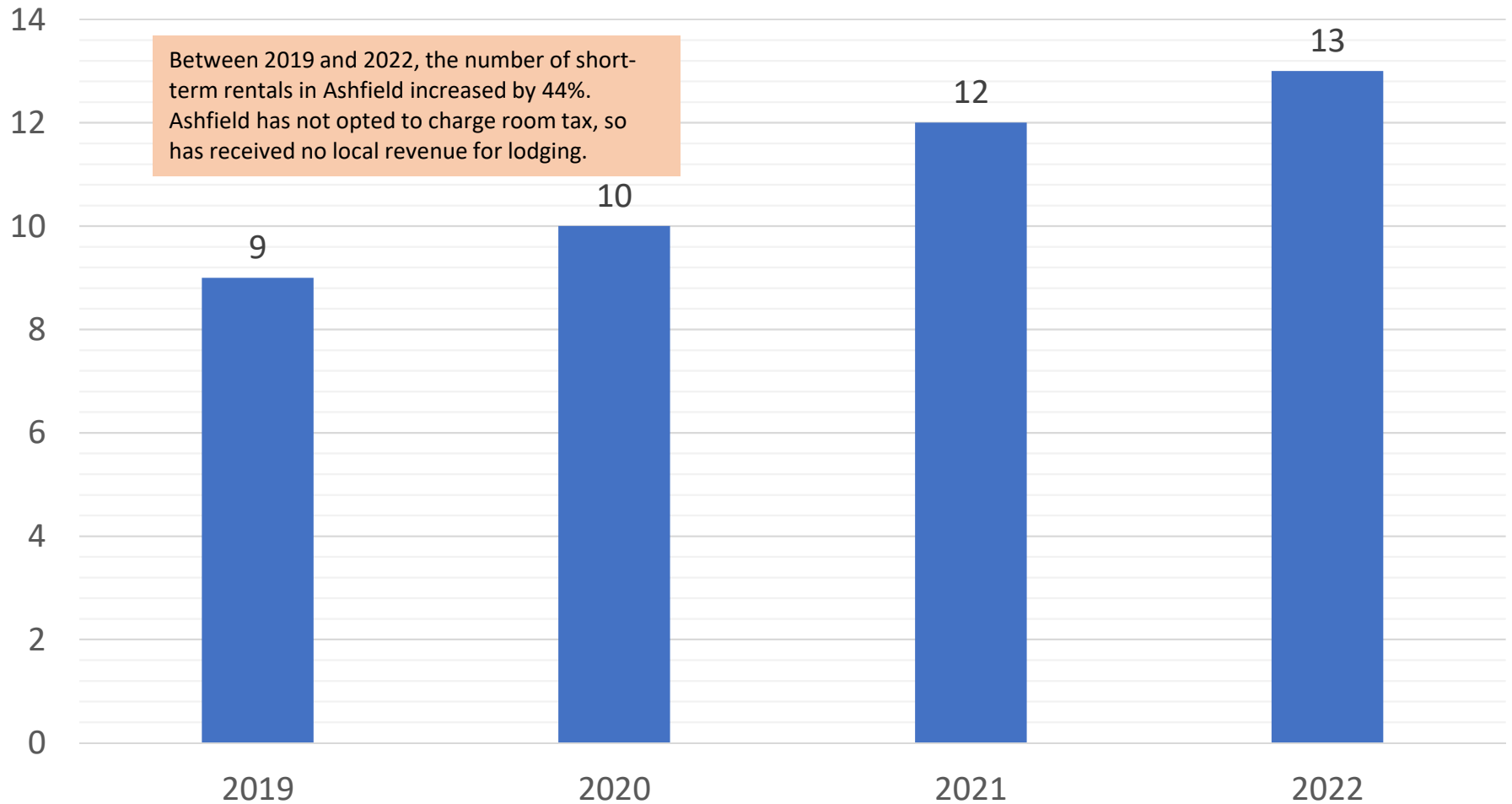
Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.



### Short-term rentals in Franlin County, MA 2019-2022 (as of April 2022)



## Registered Short-term Rentals in Ashfield, MA 2019 - 2022

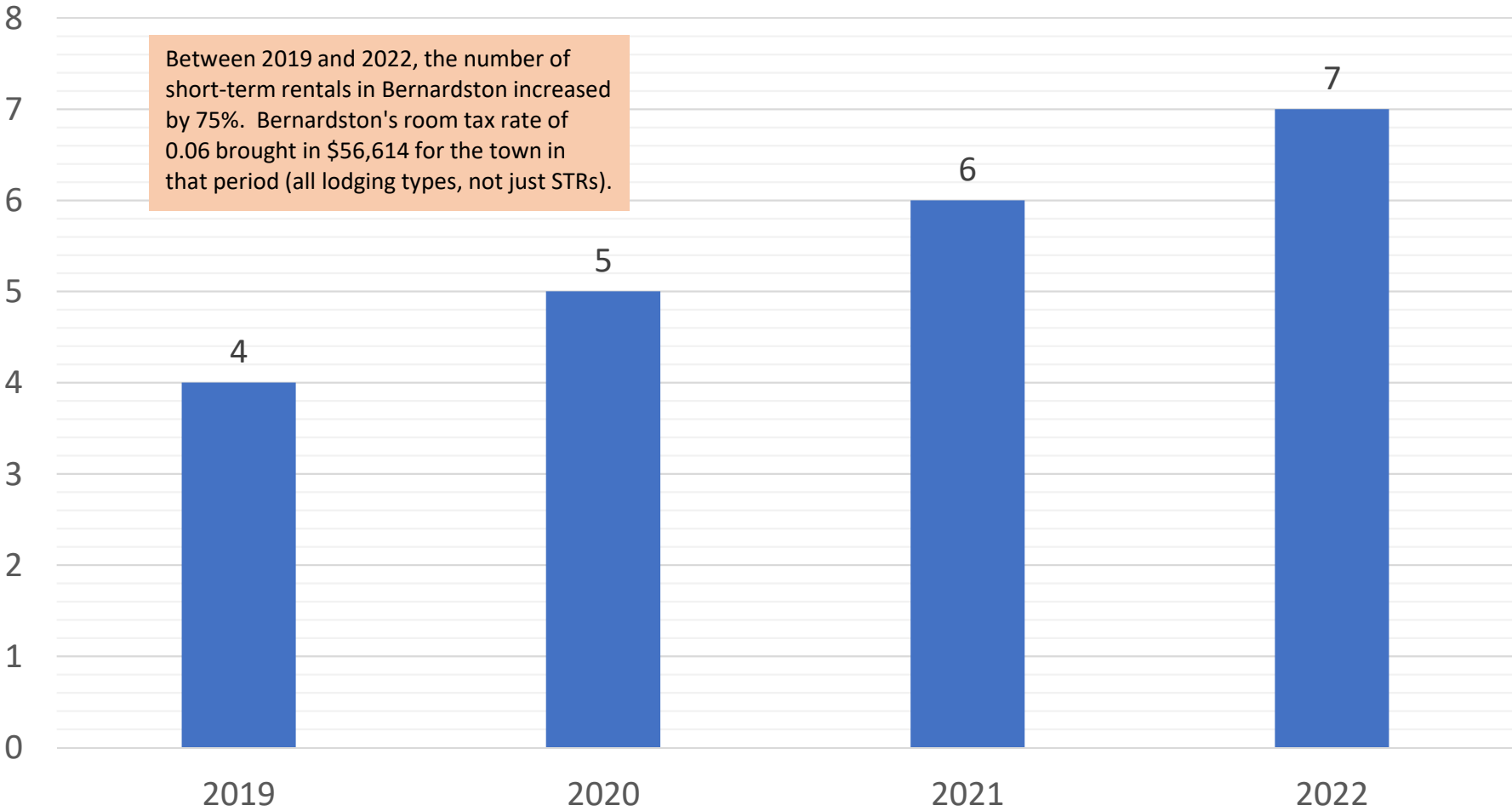


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

# Registered Short-term Rentals in Bernardston, MA 2019 - 2022

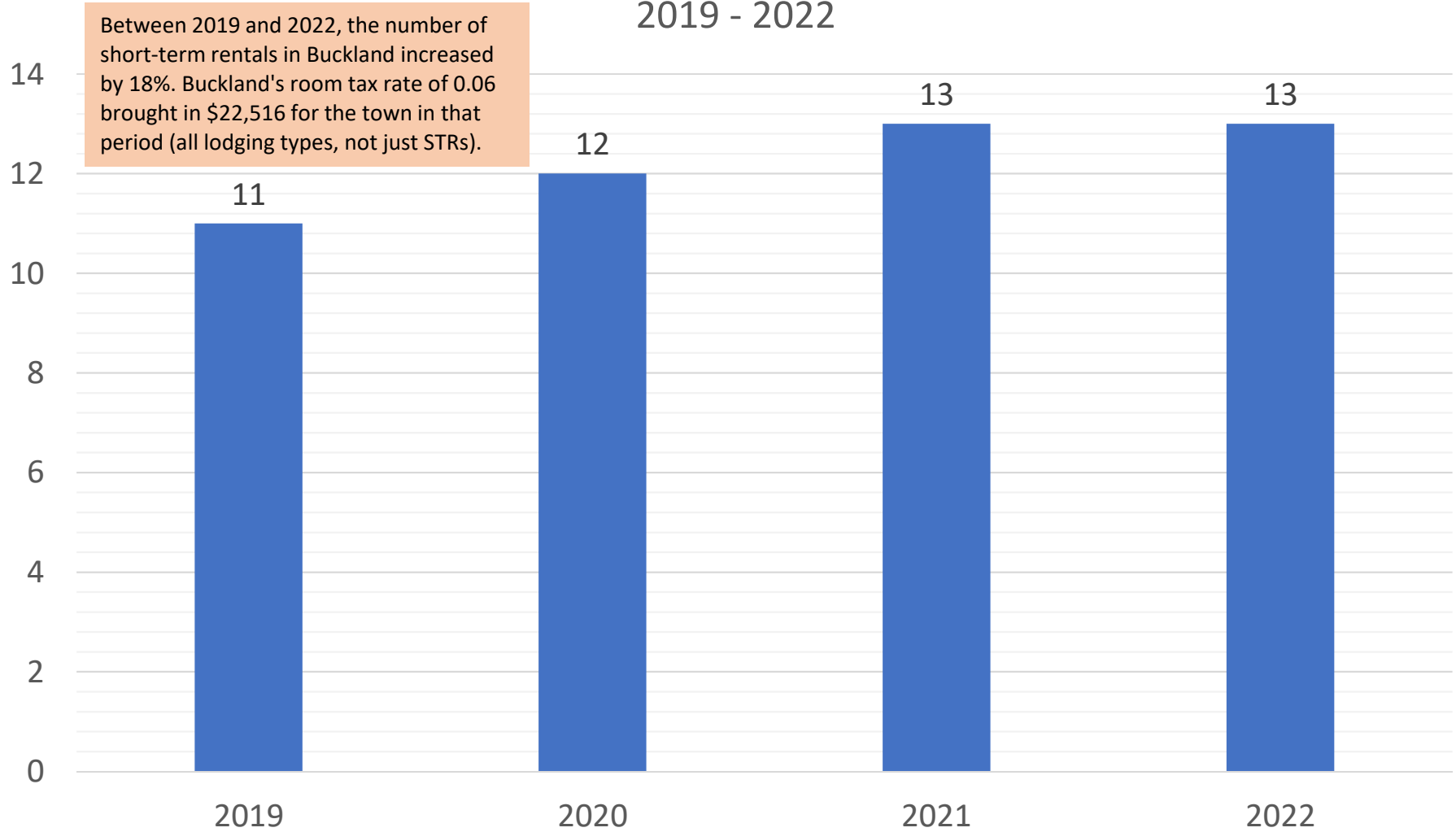


Between 2019 and 2022, the number of short-term rentals in Bernardston increased by 75%. Bernardston's room tax rate of 0.06 brought in \$56,614 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Buckland, MA

2019 - 2022

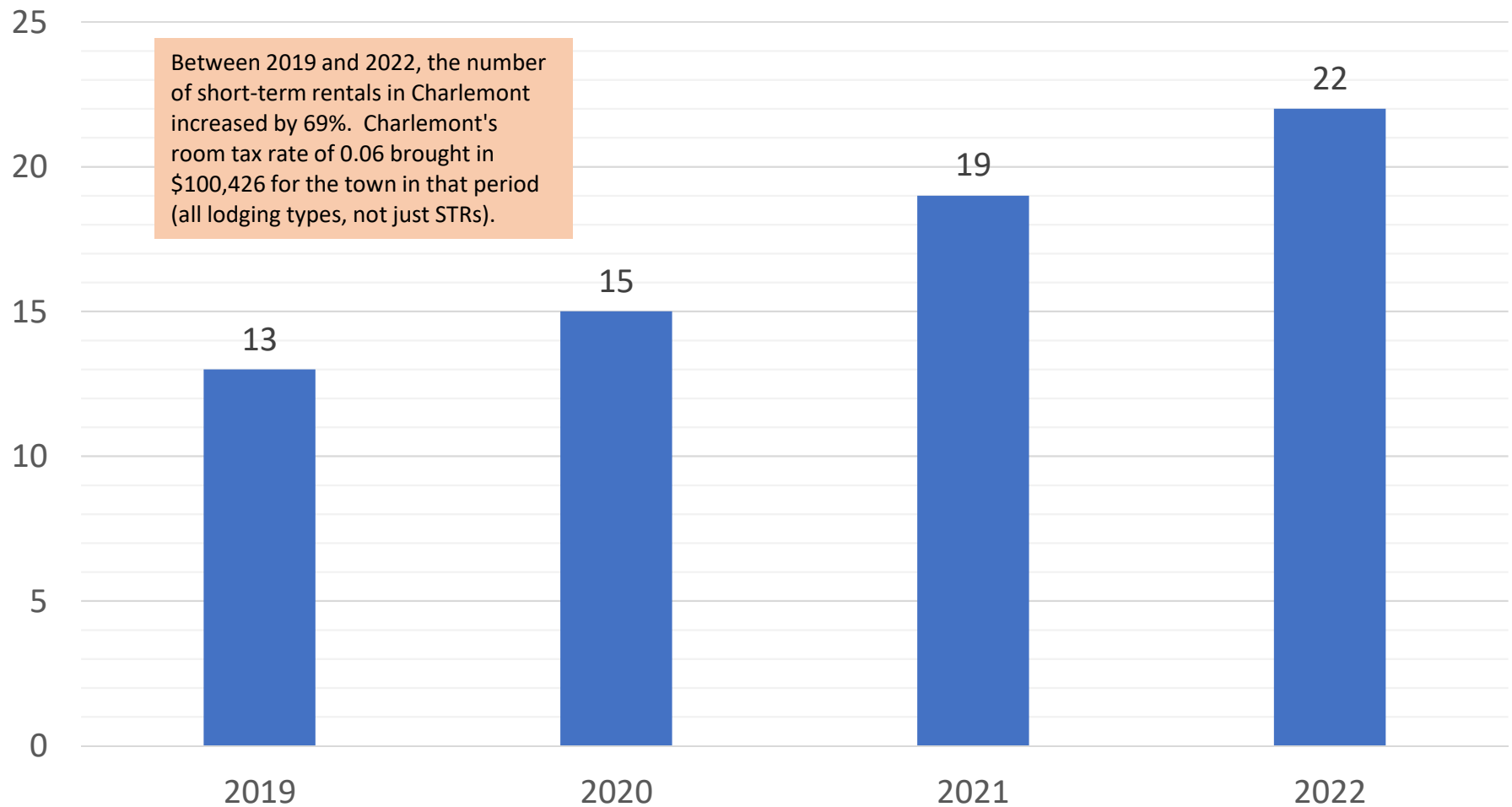


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Charlemont, MA 2019 - 2022



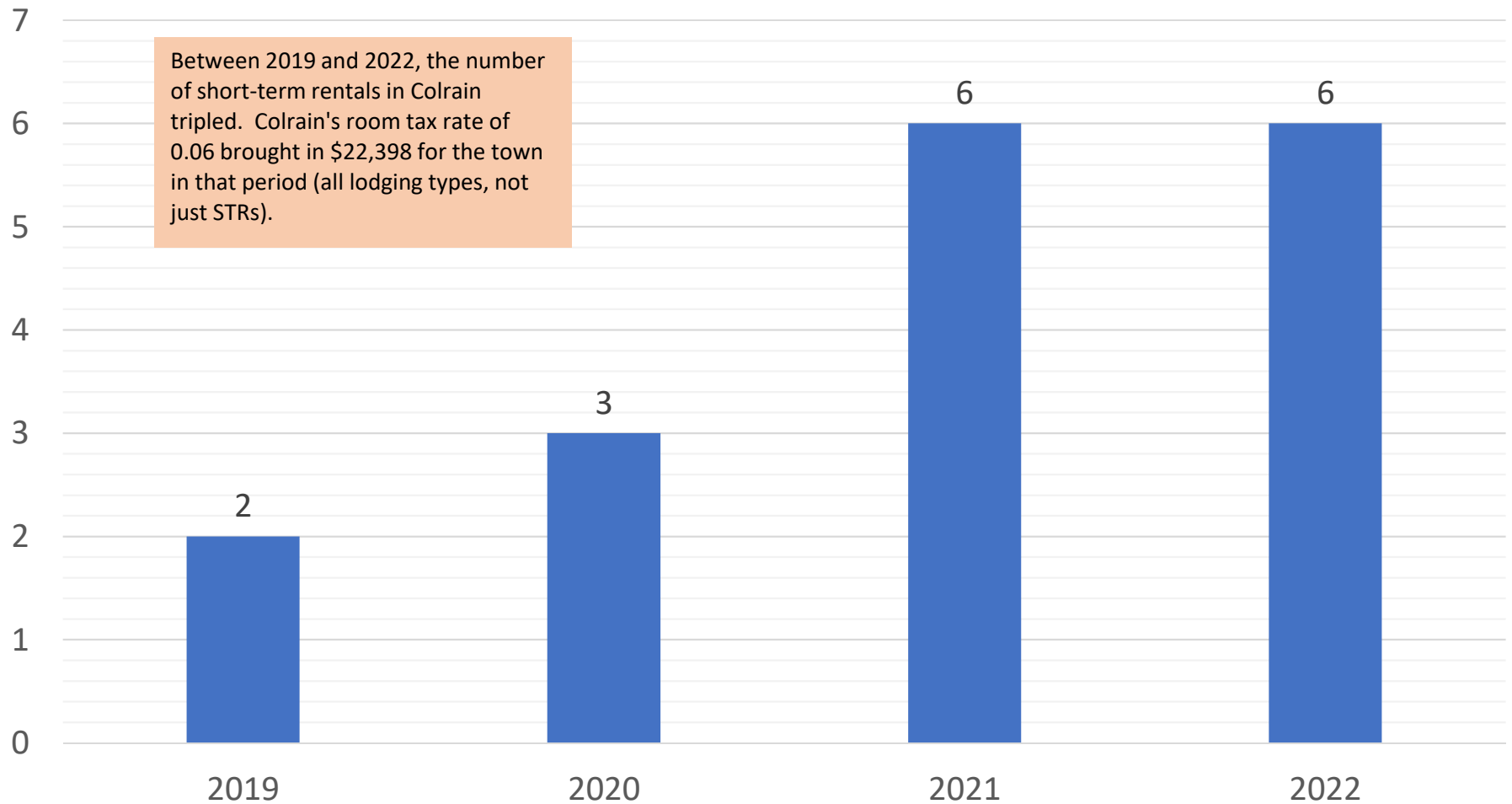
Between 2019 and 2022, the number of short-term rentals in Charlemont increased by 69%. Charlemont's room tax rate of 0.06 brought in \$100,426 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Colrain, MA 2019 - 2022



Between 2019 and 2022, the number of short-term rentals in Colrain tripled. Colrain's room tax rate of 0.06 brought in \$22,398 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

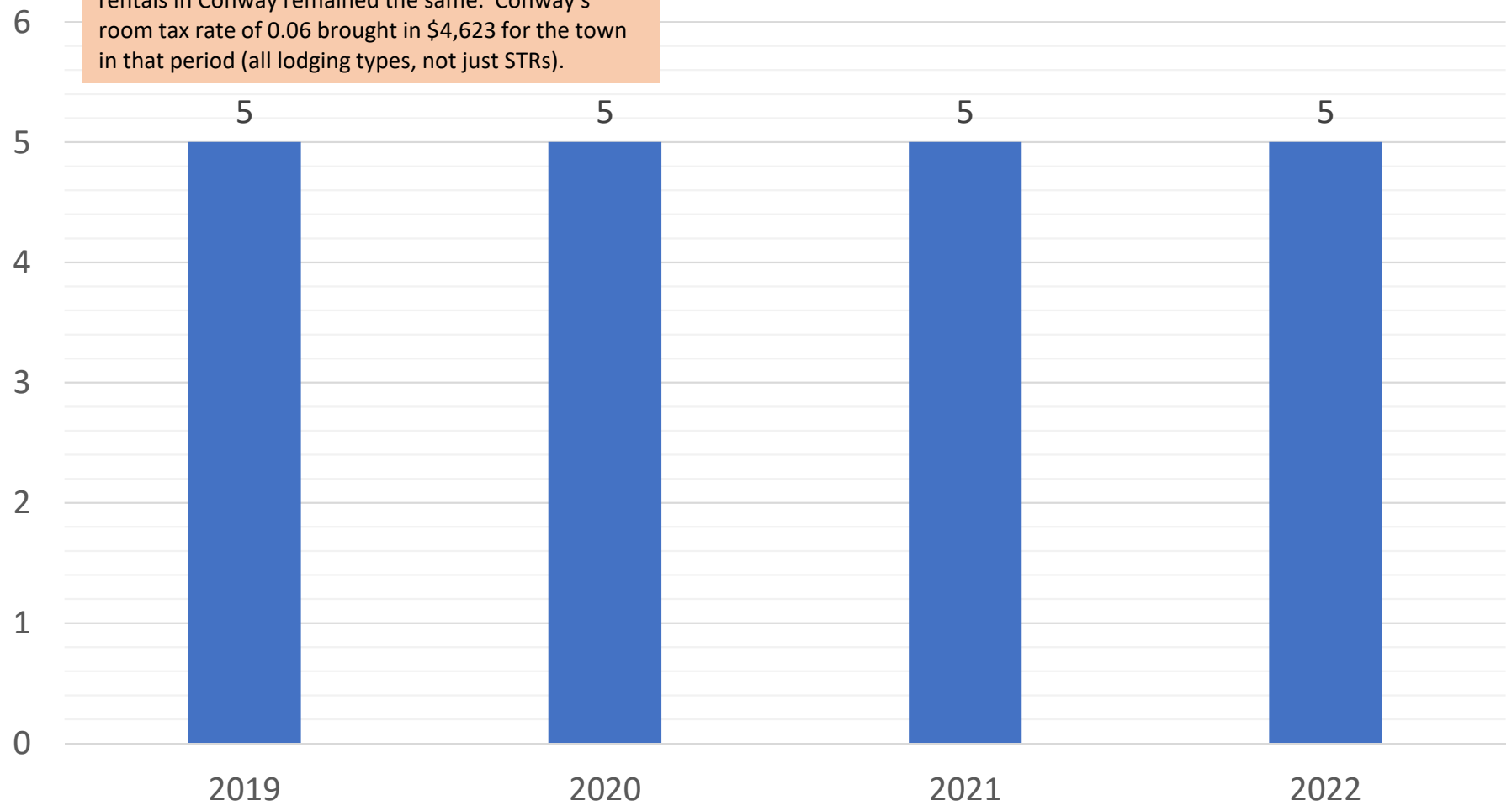
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

# Registered Short-term Rentals in Conway, MA

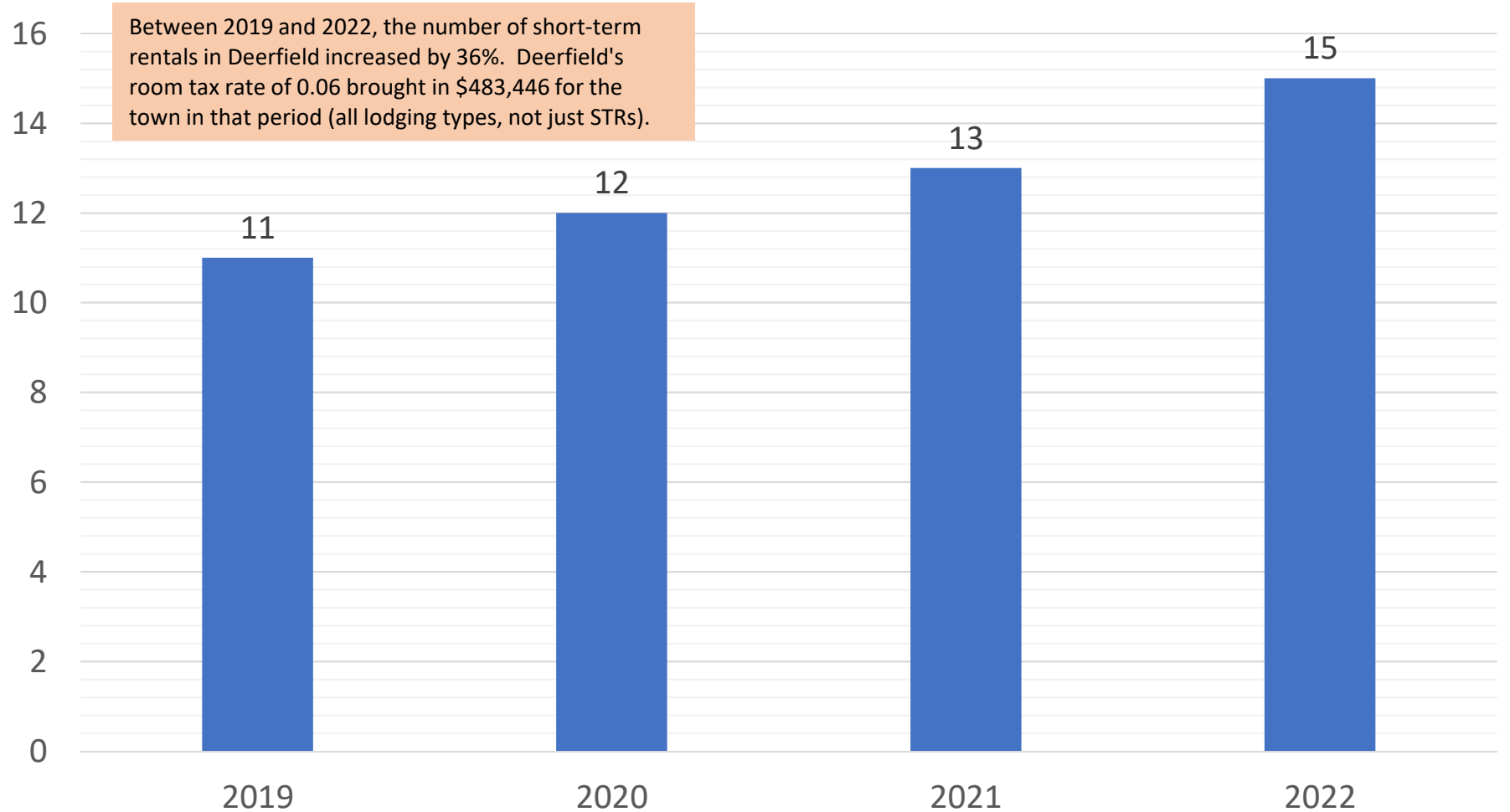
2019 - 2022

Between 2019 and 2022, the number of short-term rentals in Conway remained the same. Conway's room tax rate of 0.06 brought in \$4,623 for the town in that period (all lodging types, not just STRs).



Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Deerfield, MA 2019 - 2022

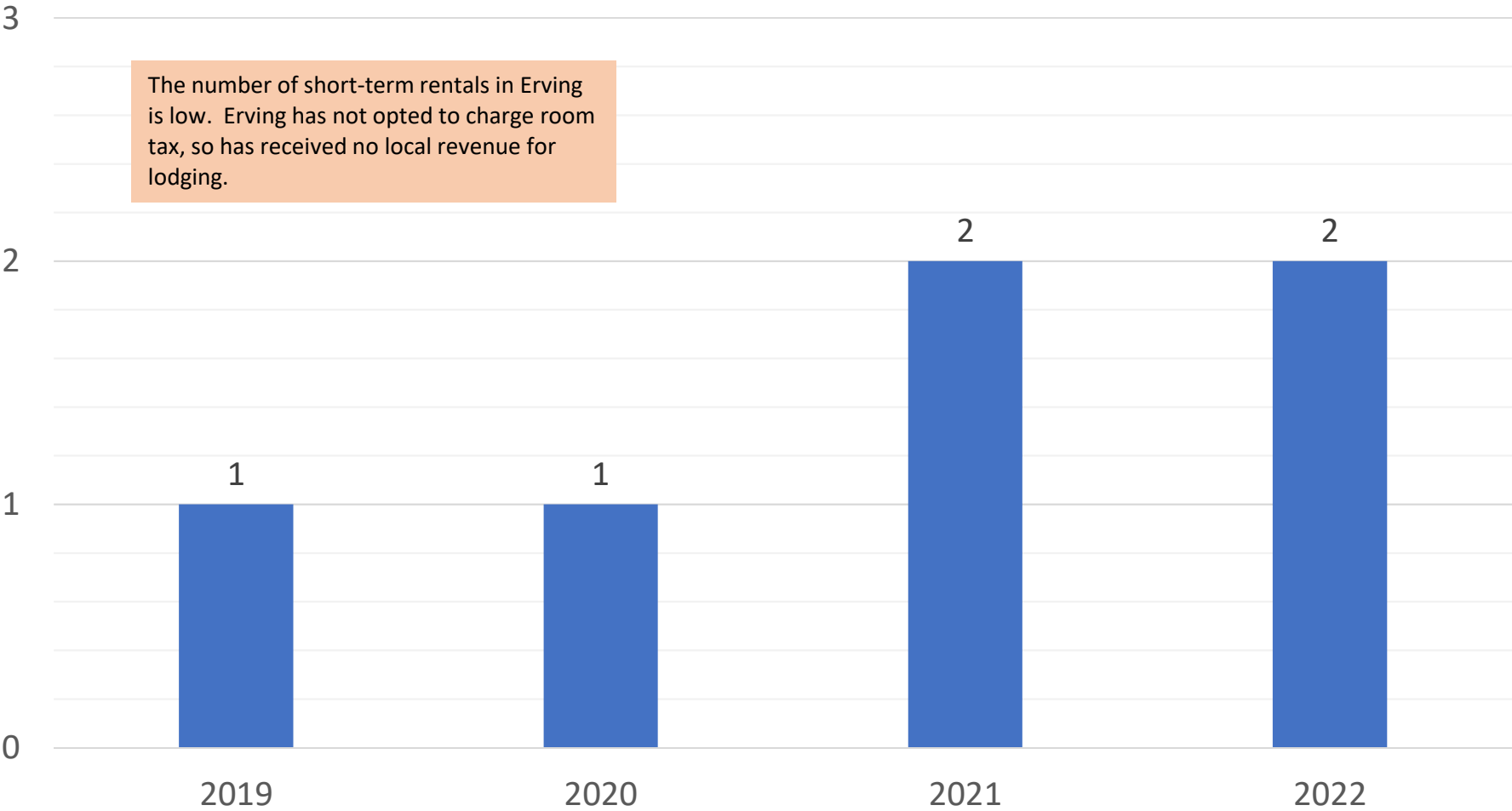


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

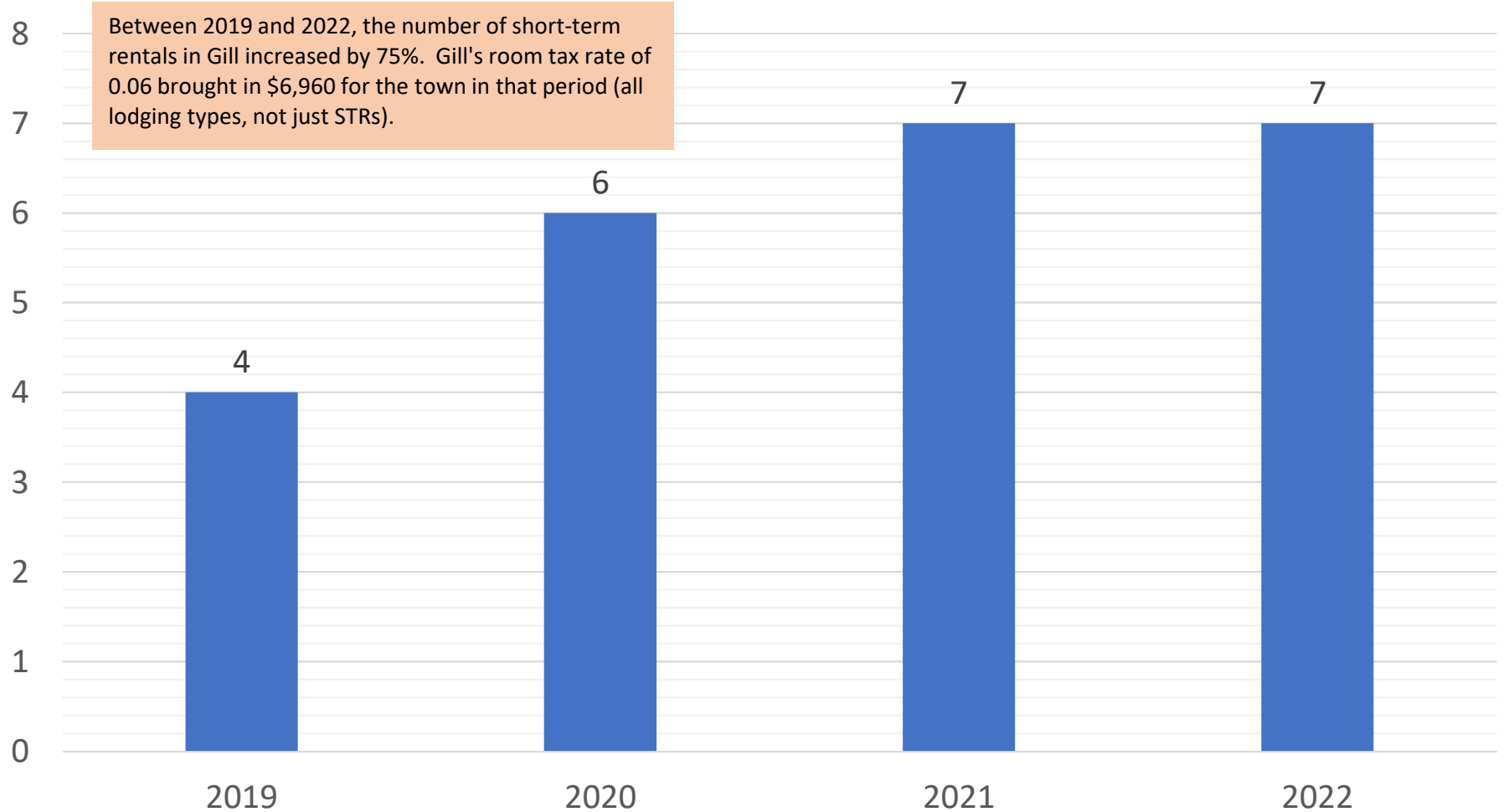
# Registered Short-term Rentals in Erving, MA 2019 - 2022



The number of short-term rentals in Erving is low. Erving has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Gill, MA 2019 - 2022

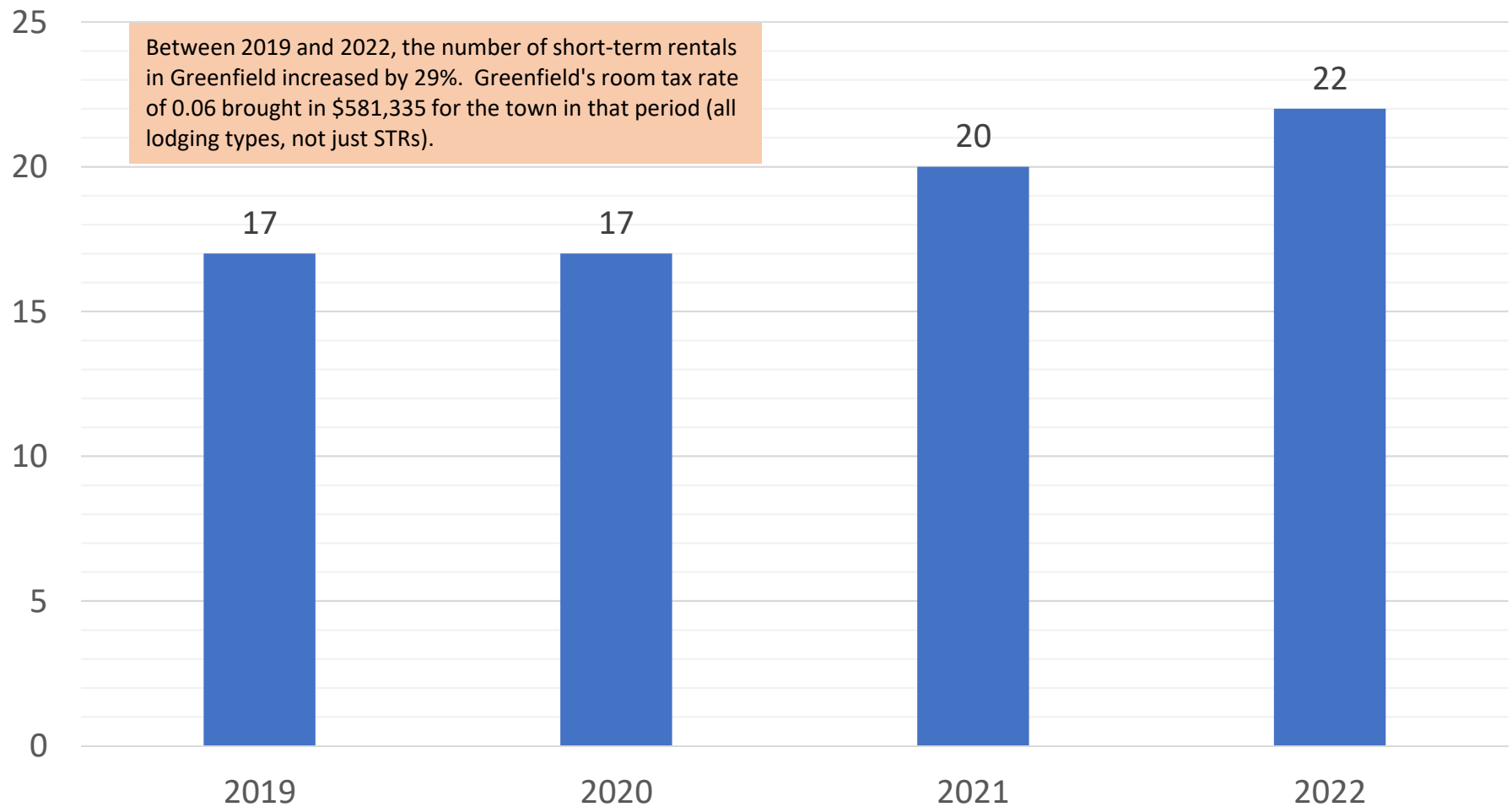


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Greenfield, MA 2019 - 2022

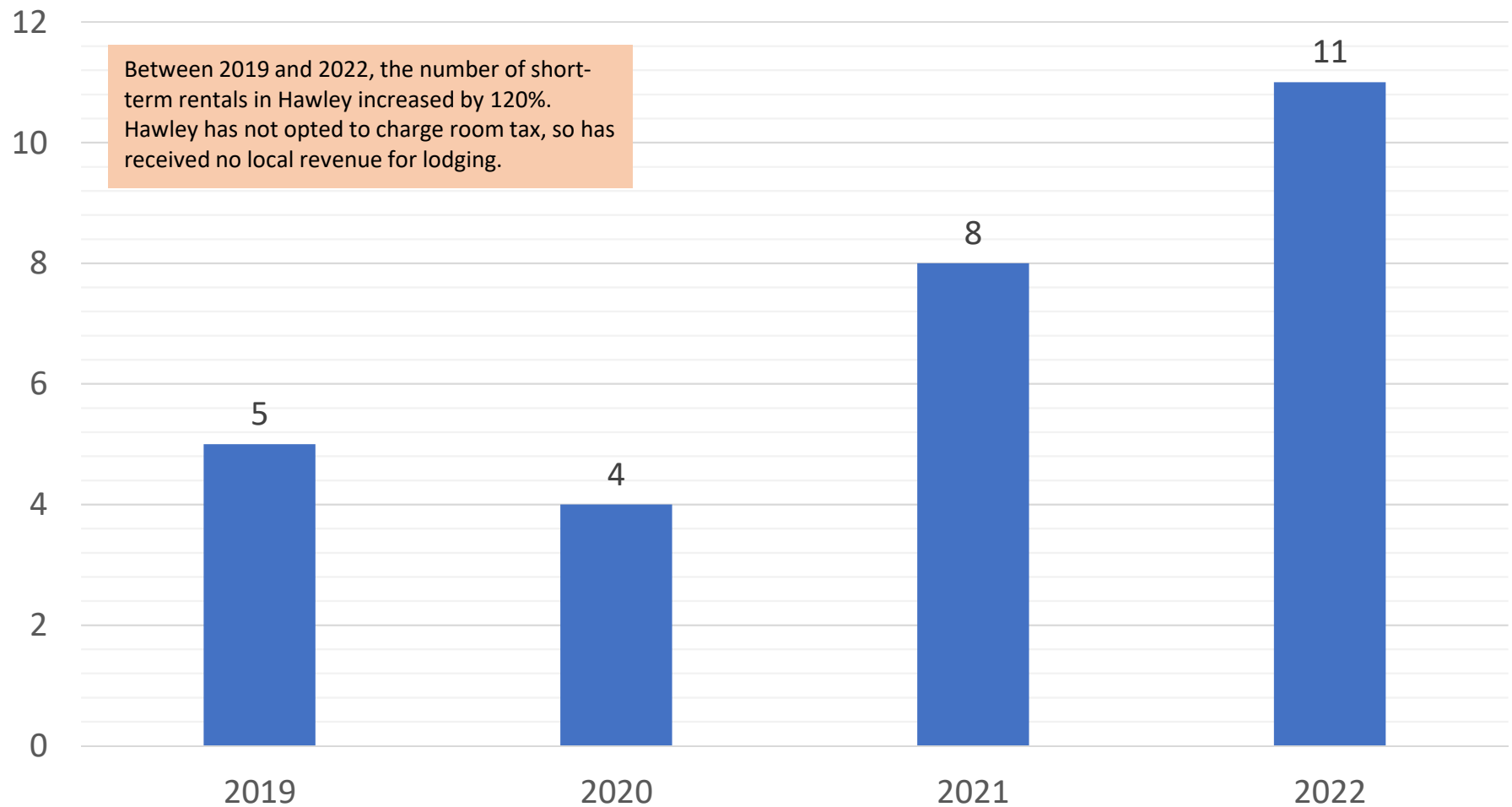


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Hawley, MA 2019 - 2022

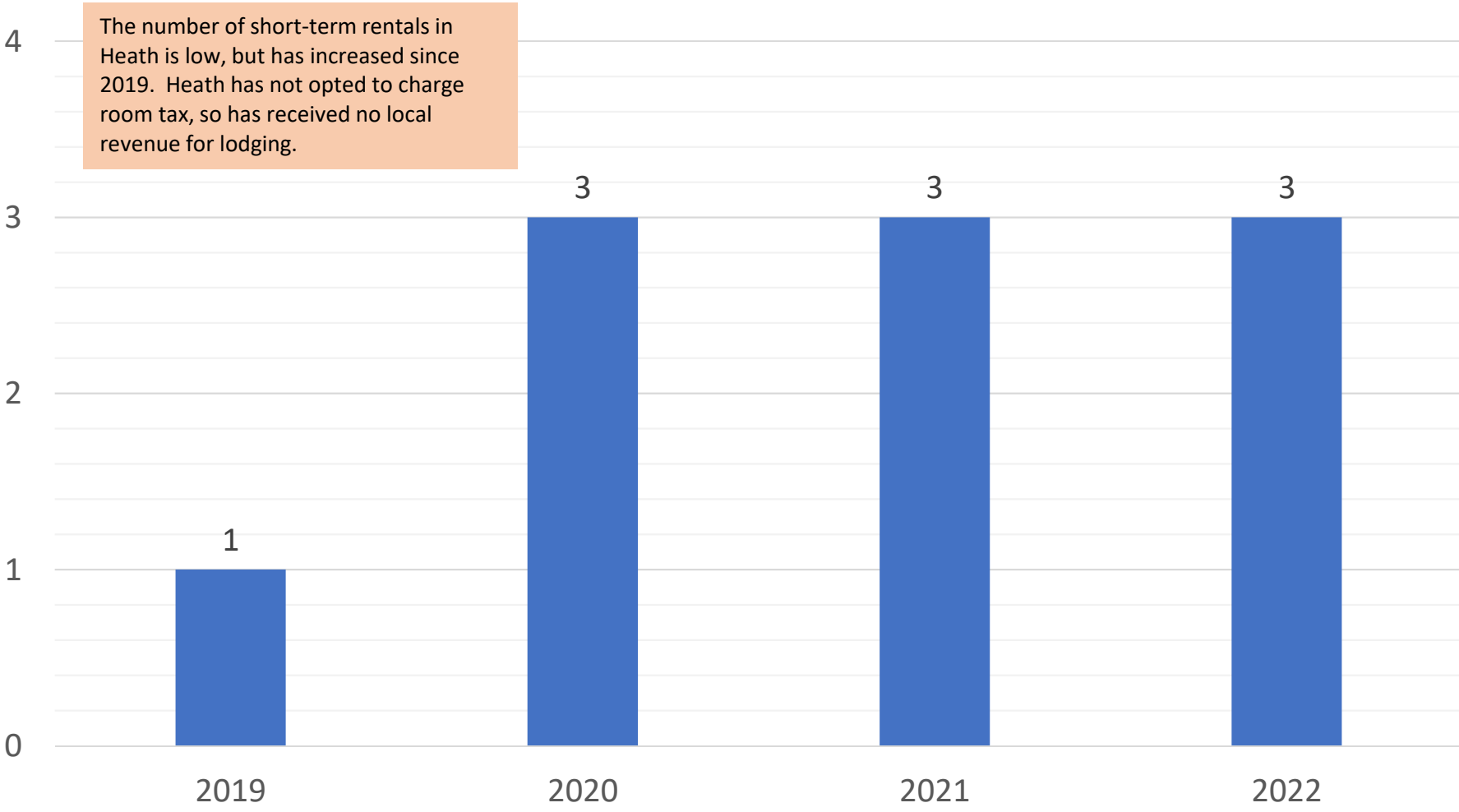


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

# Registered Short-term Rentals in Heath, MA 2019 - 2022

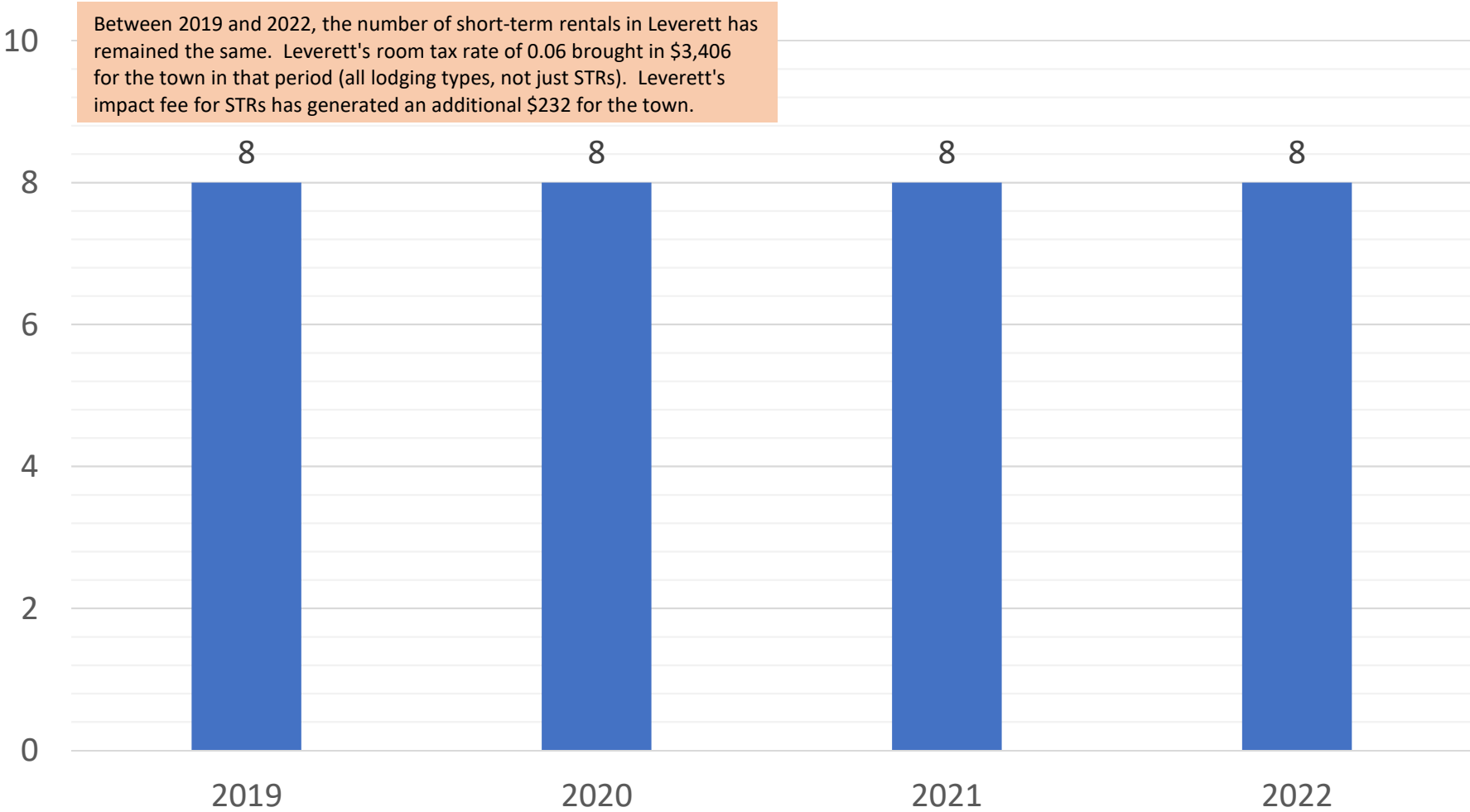


The number of short-term rentals in Heath is low, but has increased since 2019. Heath has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

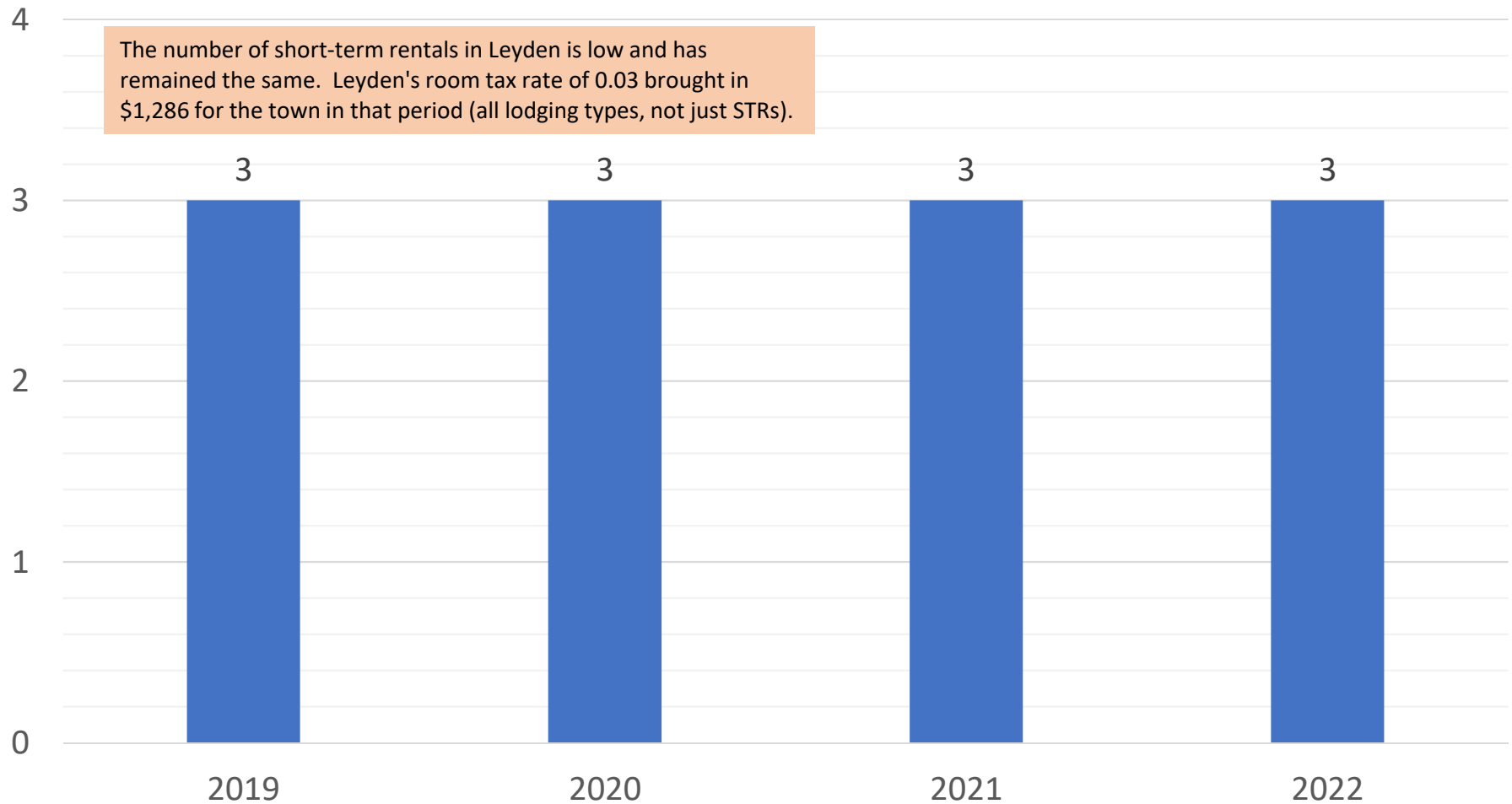
# Registered Short-term Rentals in Leverett, MA

2019 - 2022



Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Leyden, MA 2019 - 2022



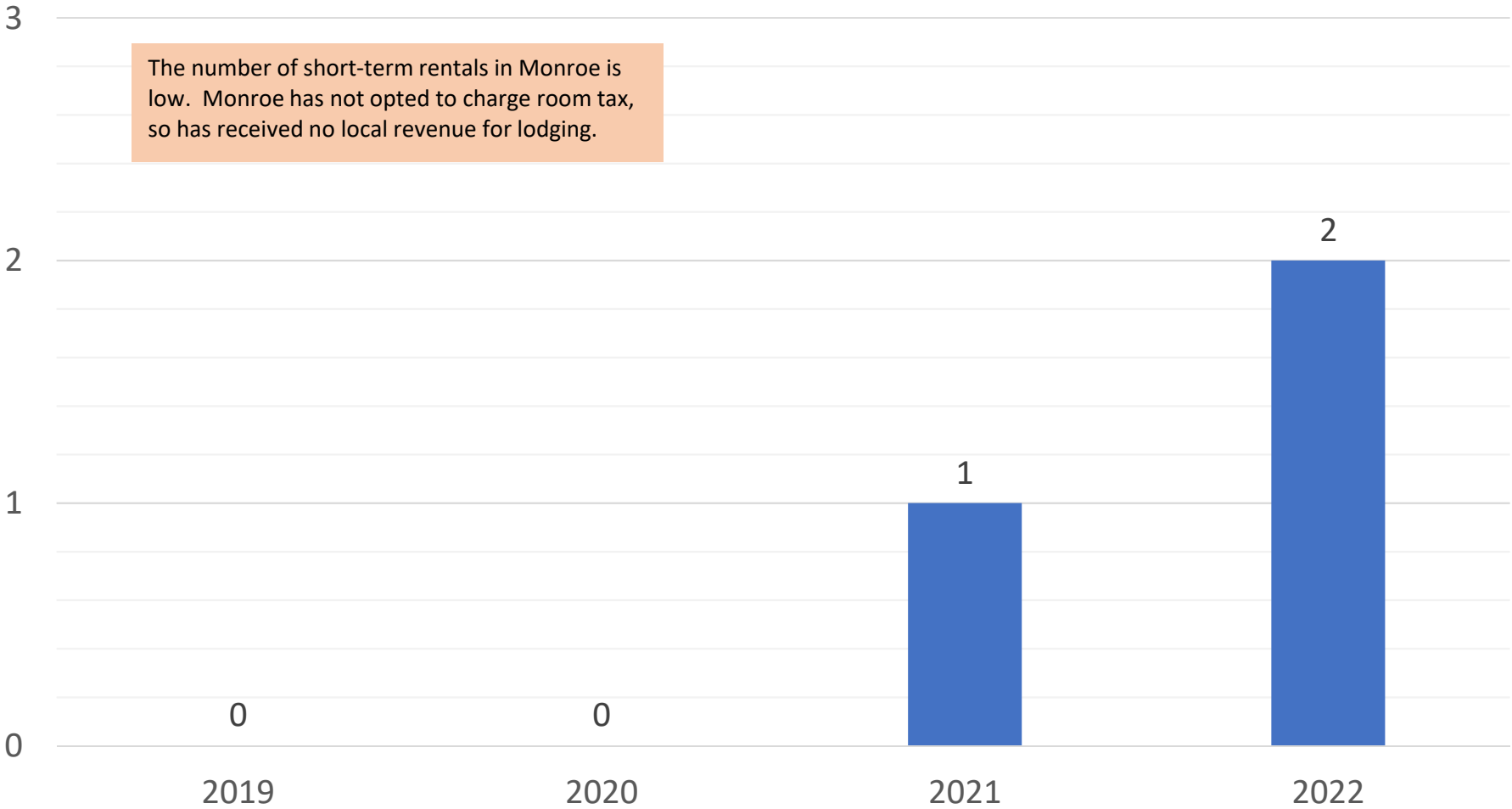
The number of short-term rentals in Leyden is low and has remained the same. Leyden's room tax rate of 0.03 brought in \$1,286 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

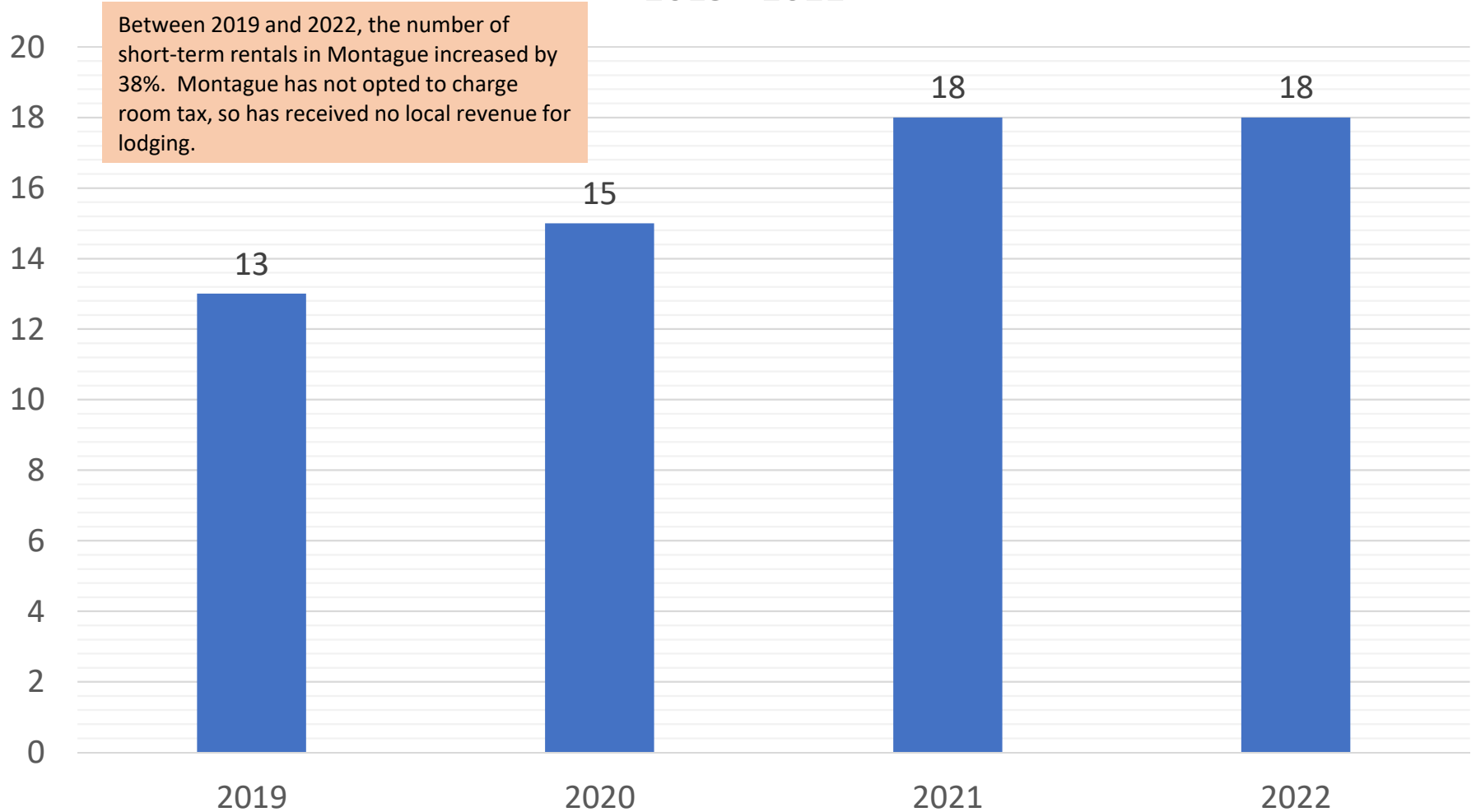
# Registered Short-term Rentals in Monroe, MA 2019 - 2022



The number of short-term rentals in Monroe is low. Monroe has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Montague, MA 2019 - 2022

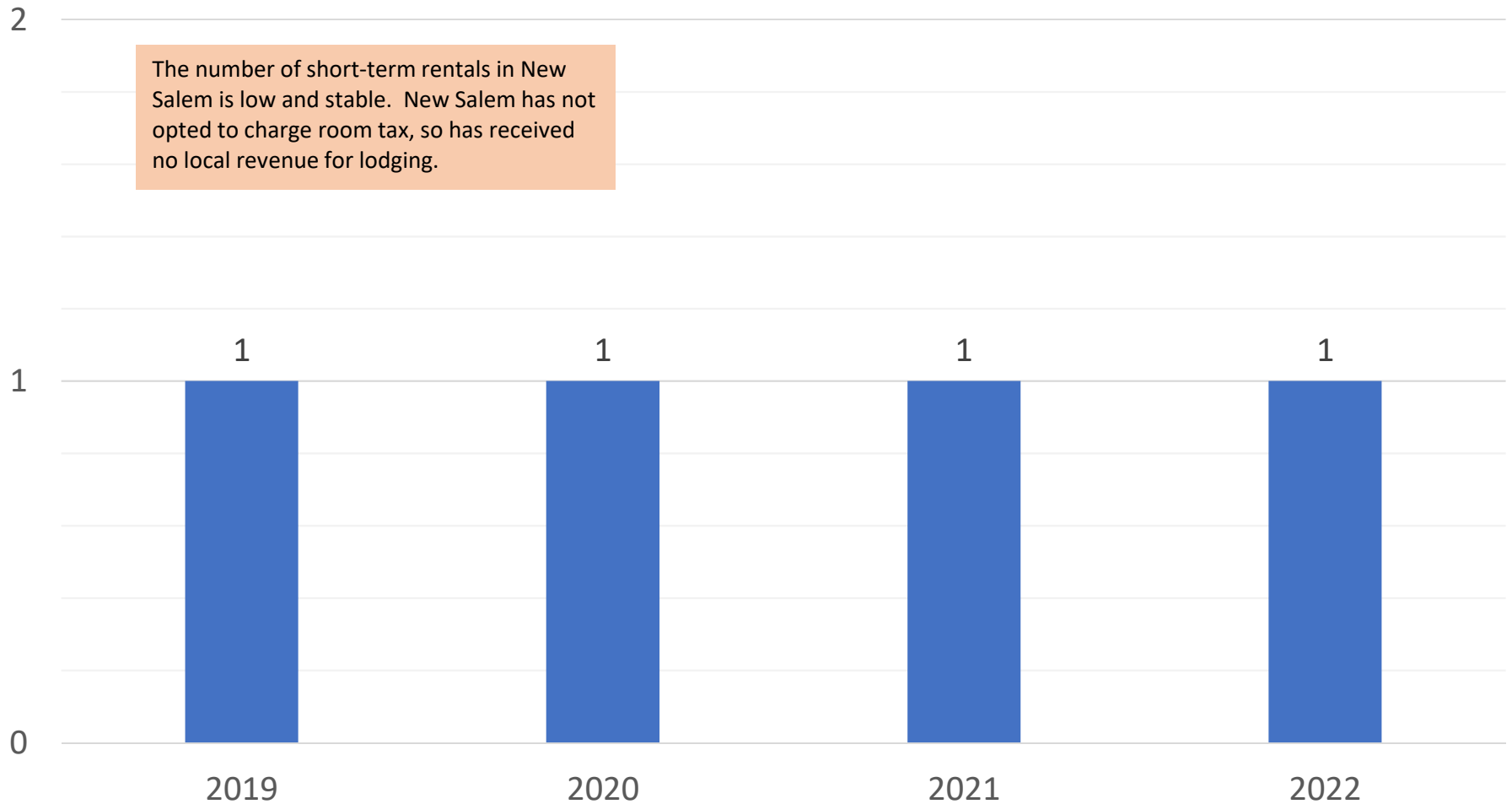


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in New Salem, MA 2019 - 2022



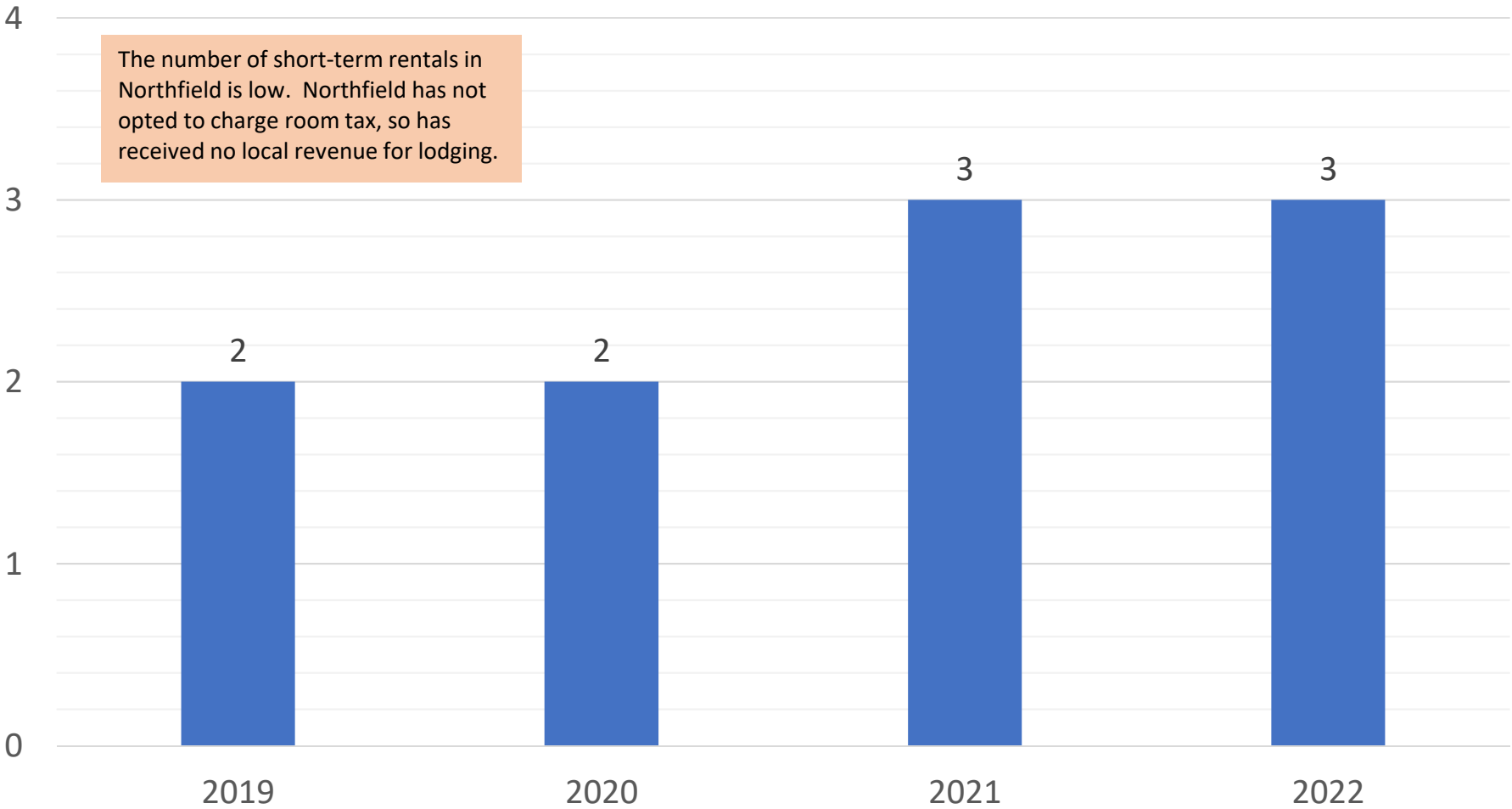
The number of short-term rentals in New Salem is low and stable. New Salem has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

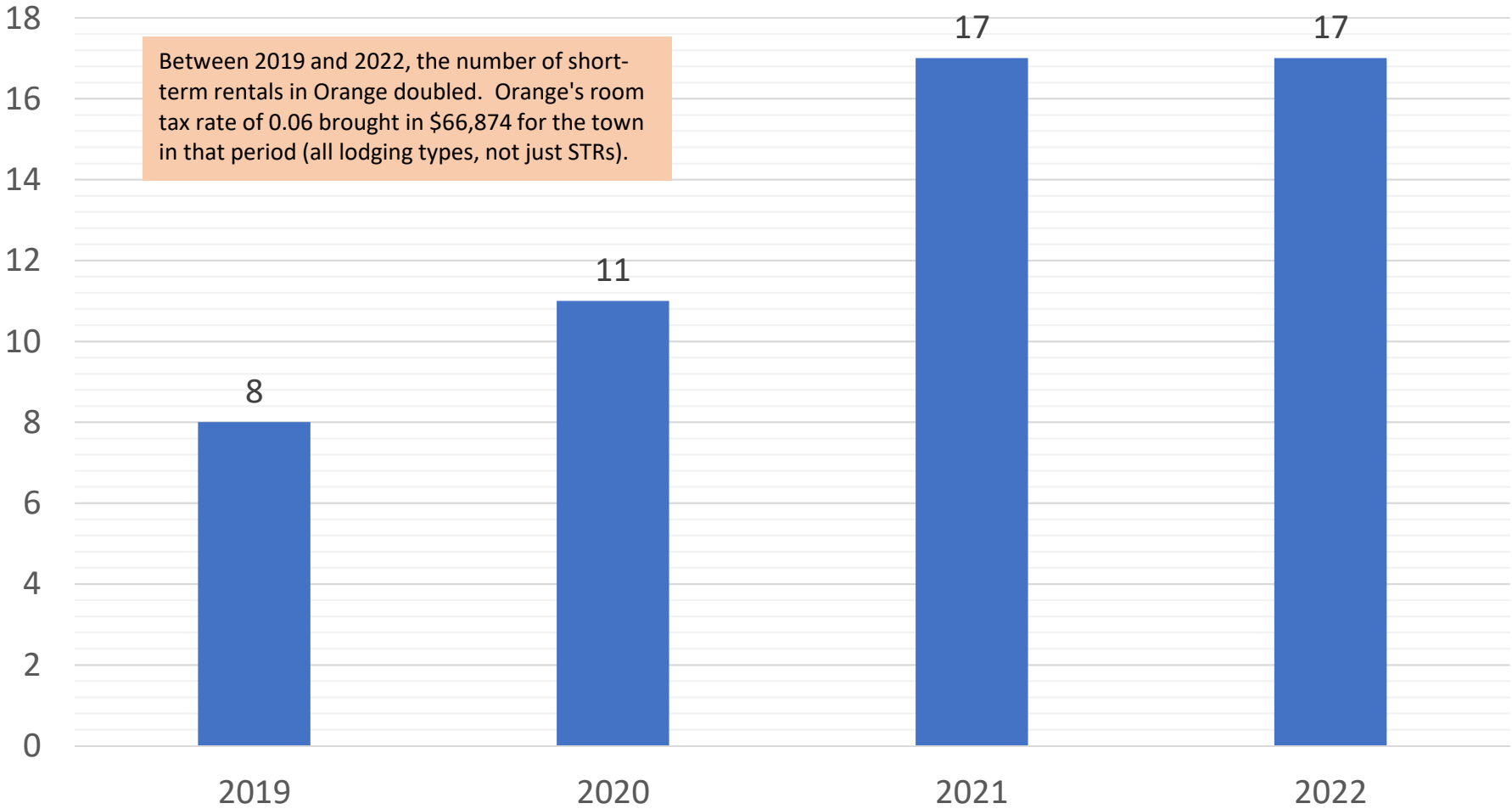
# Registered Short-term Rentals in Northfield, MA 2019 - 2022



The number of short-term rentals in Northfield is low. Northfield has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

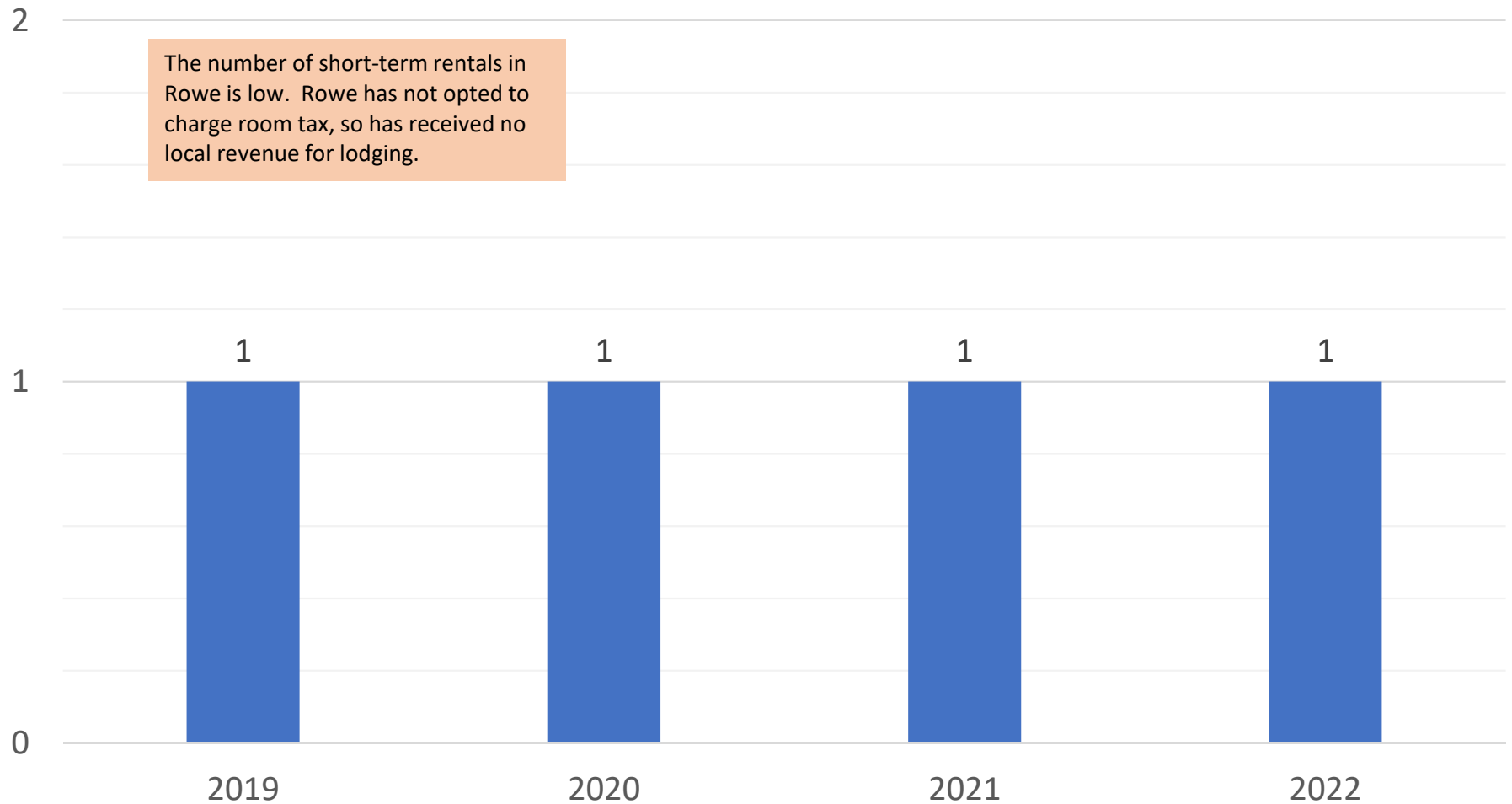
# Registered Short-term Rentals in Orange, MA 2019 - 2022



Between 2019 and 2022, the number of short-term rentals in Orange doubled. Orange's room tax rate of 0.06 brought in \$66,874 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Rowe, MA 2019 - 2022



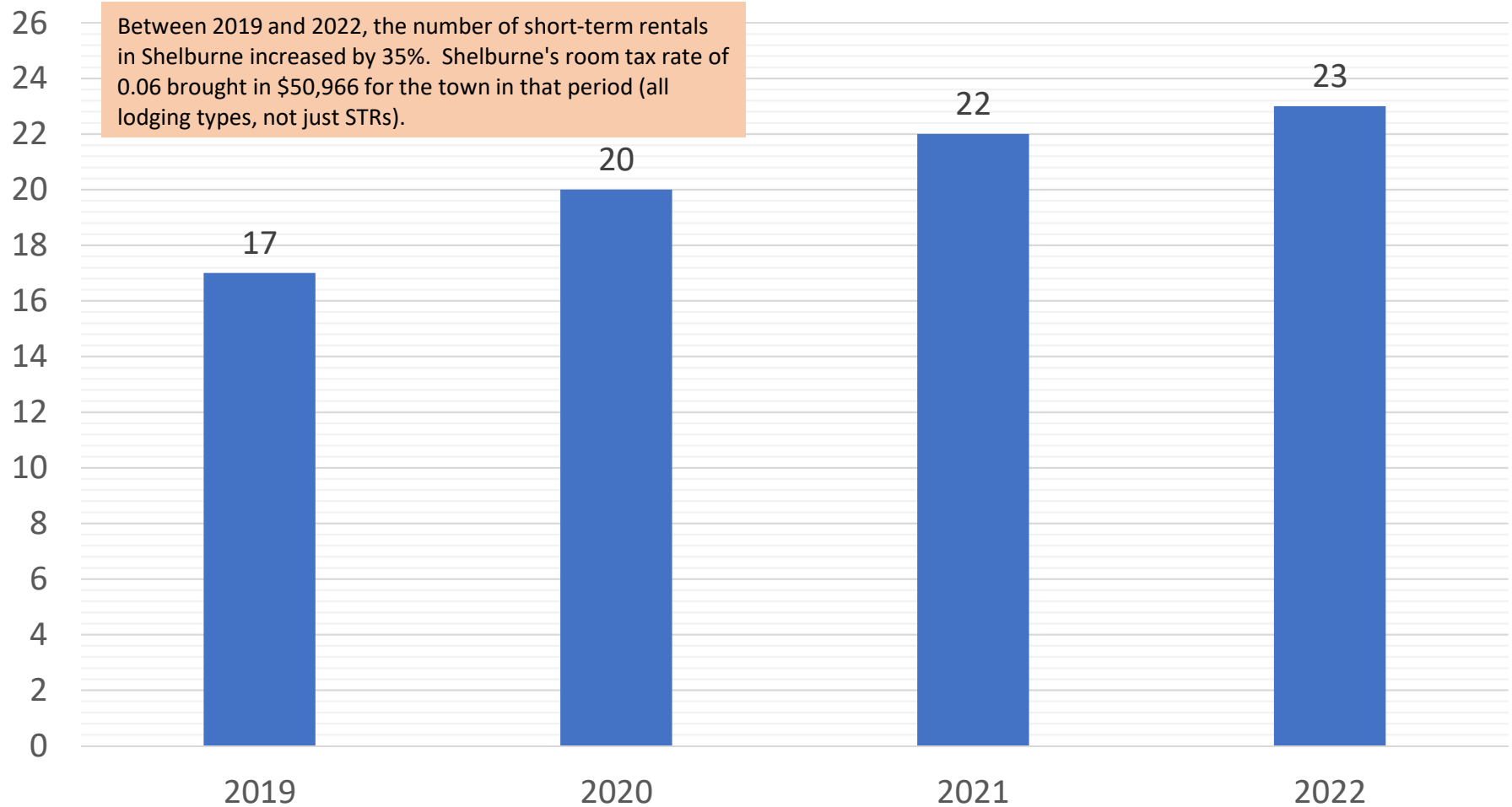
The number of short-term rentals in Rowe is low. Rowe has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Shelburne, MA 2019 - 2022



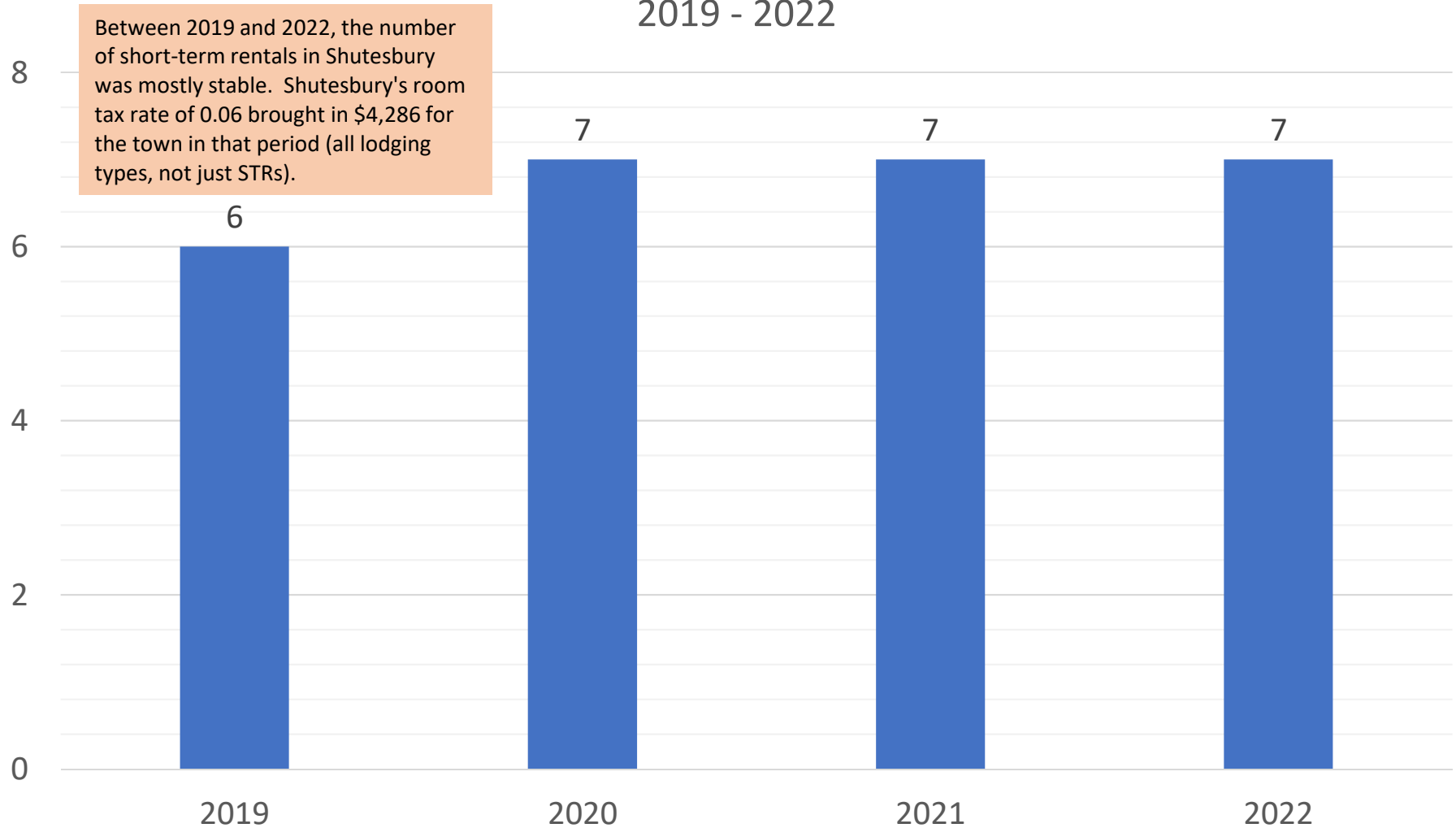
Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Shutesbury, MA

2019 - 2022

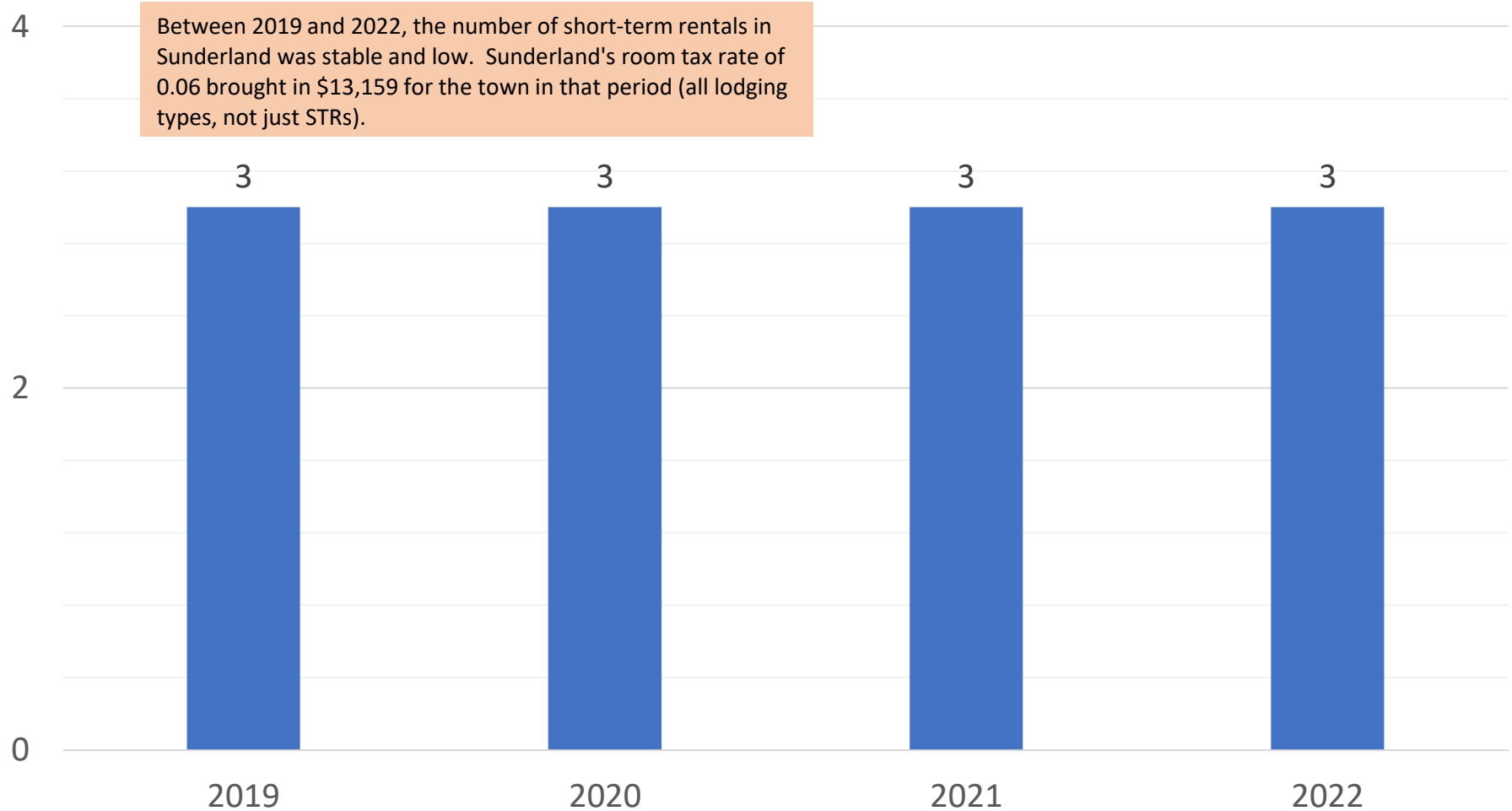


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Sunderland, MA 2019 - 2022



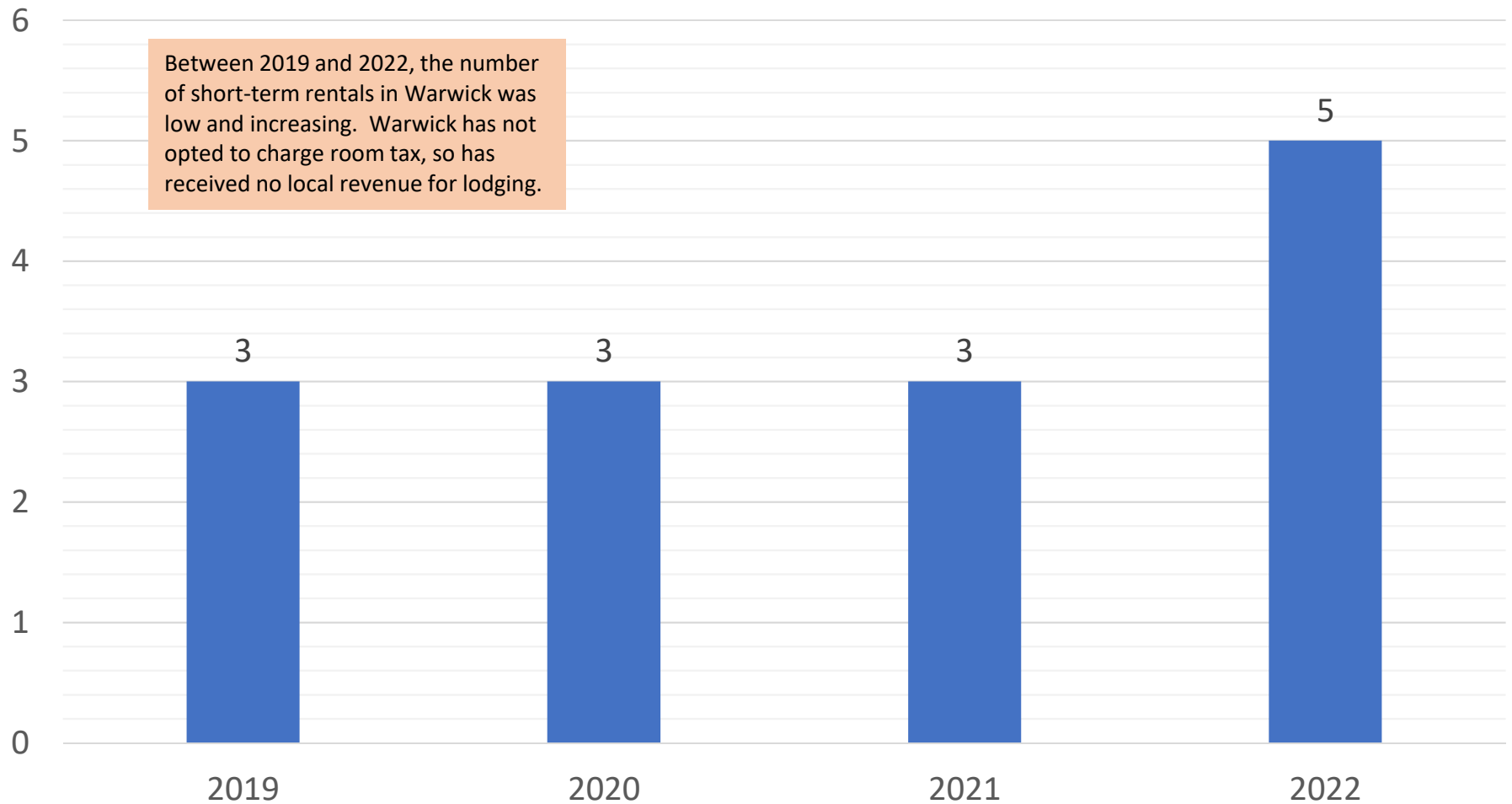
Between 2019 and 2022, the number of short-term rentals in Sunderland was stable and low. Sunderland's room tax rate of 0.06 brought in \$13,159 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

## Registered Short-term Rentals in Warwick, MA 2019 - 2022

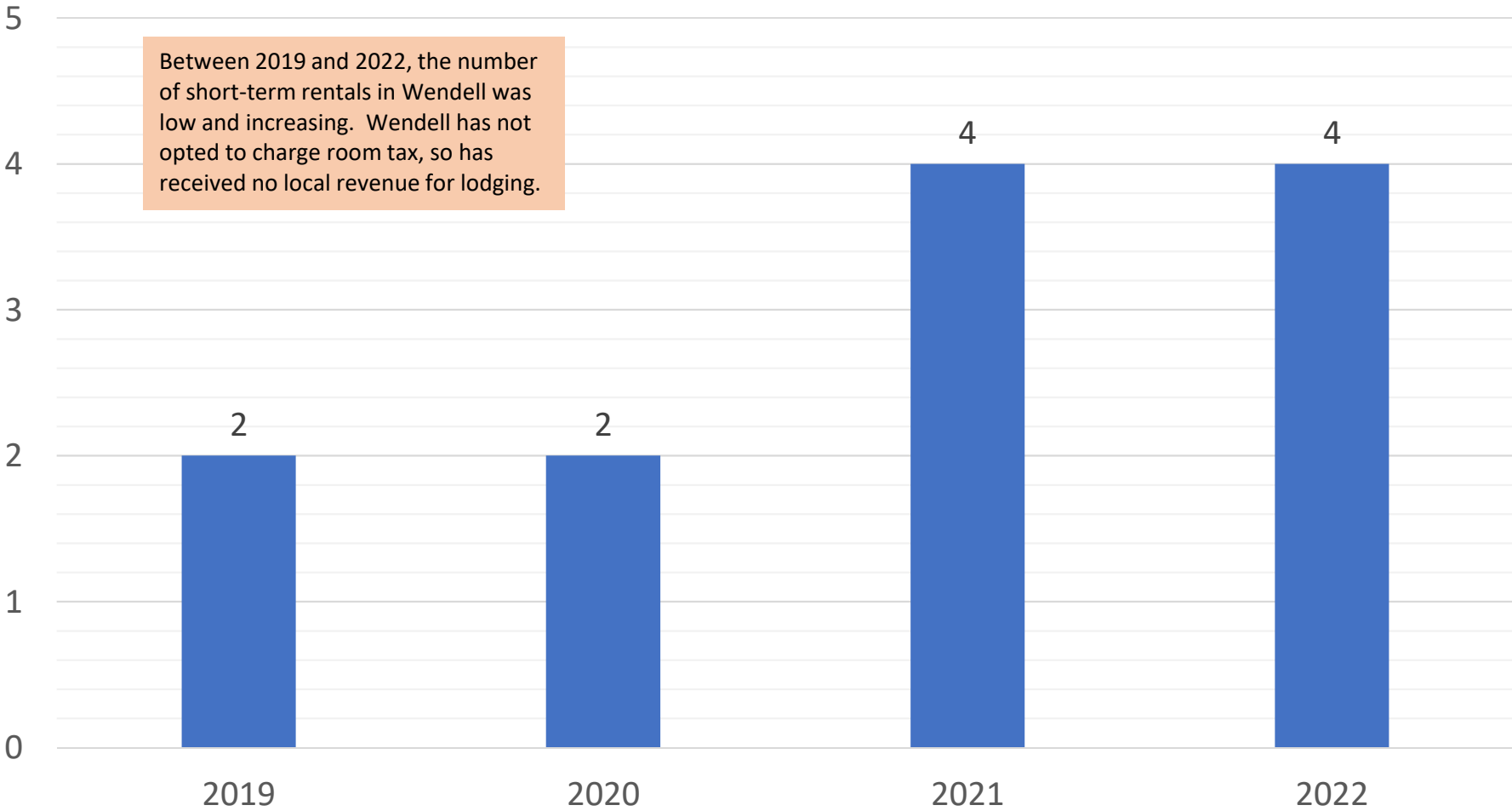


Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.

A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.

MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

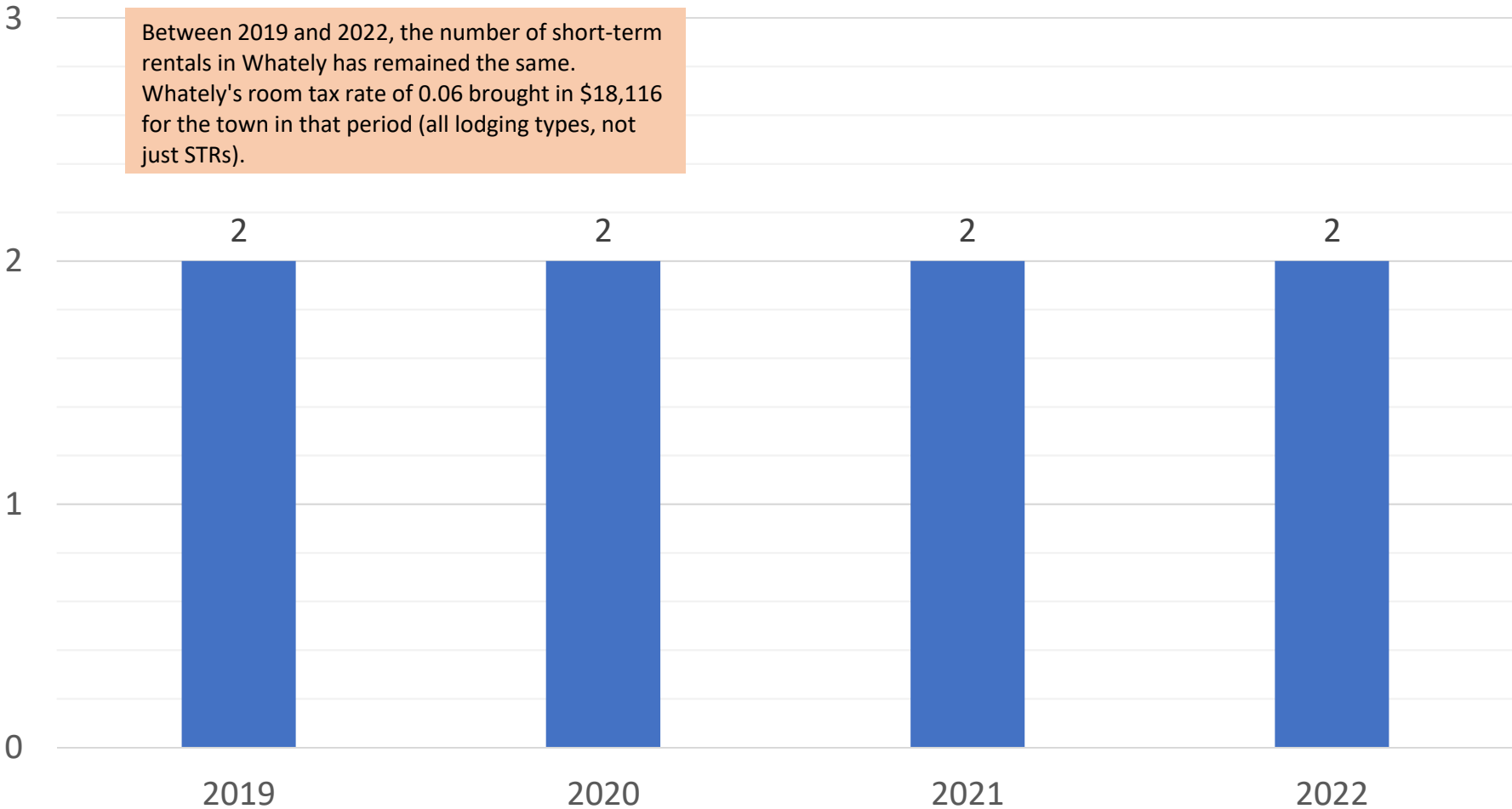
# Registered Short-term Rentals in Wendell, MA 2019 - 2022



Between 2019 and 2022, the number of short-term rentals in Wendell was low and increasing. Wendell has not opted to charge room tax, so has received no local revenue for lodging.

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

# Registered Short-term Rentals in Whately, MA 2019 - 2022



Between 2019 and 2022, the number of short-term rentals in Whately has remained the same. Whately's room tax rate of 0.06 brought in \$18,116 for the town in that period (all lodging types, not just STRs).

Data source: Massachusetts Dept. of Revenue, Division of Local Services' Municipal Data Bank.  
A short-term rental is an occupied property that is not a hotel, motel, lodging house, or bed and breakfast establishment, where at least one room or unit is rented out by an operator through the use of advance reservations.  
MA started requiring STRs to register with the state and start paying state taxes in 2019. Data for 2022 is as of April 15.

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

Lisa Wong  
Town Administrator

## Town Administrator's Report to Selectboard September 19, 2023

### Administration, Finance and Operations

- **State Budget:** The Division of Local Services has a new online Tax Rate tracking feature.  
<https://dls.gateway.dor.state.ma.us/reports/rdPage.aspx?rdReport=Tracking.TaxRateFormStatus>

### Community

- **SHOWCASE South Hadley:** The weekend of arts, culture and music will take place October 6-8. Website is [www.southhadleyarts.org](http://www.southhadleyarts.org).
- **Human Rights Commission:** The HRC held their first meeting on September 6 at 5:30pm. The hybrid meetings in the future are planned for the first Wednesday of the month at 5pm at the Library Trustees room.

### Facilities

- High School: Drainage project at the HS is complete. We also were able to clear all the drains in the courtyard which was a big source of the water issues. Northern Tree will be removing trees in the courtyard and behind the building that were a source of root intrusion into the drain lines. Repaired exterior electrical outlets and wall light at the HS. HS roof repairs are in progress, however a larger project will be needed to replace the roof over the cafeteria area.
- Mosier School: Roof leaks have been repaired.
- Middle School: two classrooms had flooring removed, moisture barrier and new tile installed.
- Met with Berkshire Design today to discuss design for ADA project to include emergency egress and ADA access to the athletic fields.
- BATTERY BROOK PARK: Contracts for the building demo at BATTERY BROOK are in process.
- LEDGES GOLF COURSE: Bid specifications are being prepared for the pump replacements at Ledges and hopefully will be out for bid this fall.
- TOWN HALL: Card readers will be installed at two exterior doors at the Town Hall in a few weeks.
- SENIOR CENTER: Ongoing floor drain issues at COA have been resolved.
- POLICE: exterior lighting has been replaced and the elevator is now operational.

## Planning

- **Housing Production Plan:** The draft plan has been released and the open comment period will extend to late October. The Selectboard and Planning board will vote at a joint meeting in December. <https://www.southhadley.org/1372/Housing-Production-Plan>
- **Short Term Rentals:** The Short Term Rentals General and Zoning Bylaws have been approved by the Attorney General and are now law in South Hadley. I am working with the Building Commission on a STR License application package and anticipate issuing press about the availability in late August. Anyone interested in applying for a STR license should contact the Planning and Conservation Department. As a reminder – short term rentals are not allowed without a license from the Town of South Hadley.
- **South Hadley Plaza project:** The Planning Board voted to endorse the ANR plan at their 9/11/23 meeting.
- **Dry Brook Aquifer Isotopic Study Update:** A contract with researchers at UMASS was executed in June 2023. An aquifer sampling plan was designed by the research team in coordination with Fire District 2 Water Department. The representative data for the study was collected in July. Weekly sampling at the wellhead pumphouse is now underway to provide better information on ambient conditions of the aquifer and surrounding surface water interaction. The weekly sampling will continue most likely into next year, but data for the broader sampling in July will be available later this year with some preliminary analysis.

## Public Health

- **EEE:** The state has raised the threat level in several communities. Find out about this and other mosquito borne diseases and prevention tools: <https://www.mass.gov/mosquito-borne-diseases>

## Public Safety

- The Town of South Hadley Police Department received a contract to create a Crisis Intervention Team – Training and Technical Assistance Program. The Town is hiring to support the Police Chief and Law Enforcement Co-Coordinator to facilitate the CIT-TTAC. [www.southhadley.org/Jobs](http://www.southhadley.org/Jobs)
- **Welcome new Officer:** Chance Sliwa was sworn in on September 5, 2023. Officer Sliwa graduated from the Holyoke Police Academy First Recruit Officer Class on September 1st. Officer Sliwa is a graduate of Norwich University in Vermont with a Bachelor degree in Criminal Justice, and a minor in Sociology. Officer Sliwa is also a member of the Army National Guard.

## Public Works

- **Rt 116 Culvert Replacement:** As of 9/15/23, the roadway closure has not been scheduled yet.

**Public Works (continued)**

- **Paving:** Depending on the weather, the Town will be starting the first week of October and concluding a week or two later with the following streets:
  - Industrial Drive: Old Lyman to recycle center entrance
  - Saybrook Circle
  - Berwyn Street (not Berwyn Extension)
  - LeBlanc Drive
  - Hildreth Avenue
  - Noel Street
  - Pershing Avenue (first 400' only)
  - Grove Street (no milling just 2" overlay)
  - Elm Street
  - Mulligan Drive (no milling, just 2 " overlay from Golf Course gate to Alvord Street)
  - Kendrick Street
- **Judd Brook:** The Rehabilitation of Judd Brook Interceptor project is out to bid. General Bids for the construction of the Project will be received at the Department of Public Works located at 10 Industrial Drive, South Hadley, MA 01075, until Tuesday, October 17, 2023, at 11:00 AM. Information and Bidding Documents for the Project can be found at the following designated website: [www.wright-pierce.com/projects/](http://www.wright-pierce.com/projects/)