

**SELECTBOARD MEETING
TUESDAY, MAY 19, 2015
SELECTBOARD MEETING ROOM – 7:00 P.M.
AGENDA**

Note: Not all the topics listed in this notice may actually 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.

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF MINUTES *April 21, 2015 Regular Selectboard Meeting*
3. ANNOUNCEMENTS/OPEN FORUM
Presentation of Girl Scout Silver Award Certificates of Recognition: Jayda Aponte, Abbie Carey, Alyssa Croteau-Lucas, Taylor Gelinas, Anne Moriarty, Olivia Wilson (Silver). Note: Allison Mendes, recipient of the Girl Scout Gold award, is unable to attend.
4. CONSENT AGENDA
 - A. One Day Beer and Wine License Request:
Imad Zubi, MHC Conference Services – May 23, 2015 – Art Museum Lobby, 50 College Street
5. APPOINTMENT CANDIDATE INTERVIEWS
 - A. Donald Lever – Council on Aging
 - B. Sheila Adams – Council on Aging
 - C. Pauline Casey – Whiting Street Fund Commissioners
6. NEW BUSINESS
 - A. Selectboard Committee Assignments (Mount Holyoke College, PVTA, School Committee Negotiating Committee, Veterans District, Capital Planning Committee Representative)
 - B. Town Administrator Contract
 - C. Carry-in Policy (BYOB)
 - D. One Day Licenses (Buttery Brook)
 - E. Capital Plan Recommendation
 - F. Sign on Town Common and TBD for Community Band
 - G. Bond: Maximum Life of Equipment
 - H. Annual Town Meeting Date/Time
7. APPOINTMENTS/RESIGNATIONS
 - A. Acceptance of Resignation – Jessica Renze, Master Plan Implementation Committee
 - B. Appointment of Mark Dubois as Full Member of Golf Commission (to fill vacant seat of George Kansas with term expiring 2017)
8. OLD BUSINESS
9. TOWN ADMINISTRATOR REPORT
10. ADJOURN

**SELECTBOARD MEETING
TUESDAY, APRIL 21, 2015
SELECTBOARD MEETING ROOM – 7:00 P.M.
MINUTES**

Present were Members: Chair Francis J. DeToma, Vice Chair Ira J. Brezinsky, Clerk Bruce C. Forcier and SB Members Sarah Etelman and John R. Hine; Town Administrator Michael J. Sullivan.

At 7 o'clock, Chair Hine called the meeting to order, noting that all members were present.

Chair Hine welcomed the newest member, Bruce C. Forcier to the Selectboard. After a municipal election, the first order of business is to reorganize and elect new officers, he reminded. He opened the floor to nominations for chair.

SB Member Etelman nominated Mr. Hine.

SB Member Brezinsky nominated Mr. DeToma.

SB Member Brezinsky moved to close the nominations. SB Member Etelman seconded. The motion passed unanimously 5:0.

Chair Hine called the nomination for himself to a vote, and he and SB Member Etelman voted in favor. He called the nomination of SB Member DeToma to a vote, and SB Members Forcier, Brezinsky and DeToma voted in favor. By a vote of 3:2, SB Member DeToma prevailed.

SB Member DeToma assumed the position of chair.

Chair DeToma opened the floor to nominations for Vice Chair.

SB Member Hine nominated SB Member Etelman. Chair DeToma nominated SB Member Brezinsky.

SB Member Brezinsky moved to close nominations. The motion passed unanimously 5:0.

Chair DeToma called the nomination of SB Member Etelman to a vote and SB Members Etelman and Hine voted in favor. He called the nomination of SB Member Brezinsky to a vote, and Chair DeToma and SB Members Forcier and Brezinsky voted in favor. By a vote of 3:2, SB Member Brezinsky prevailed.

SB Member Brezinsky assumed the position of Vice Chair.

Chair DeToma accepted nominations for clerk and opened by personally nominating SB Member Etelman. SB Member Hine nominated SB Member Forcier.

SB Member Hine moved to close nominations. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

Chair DeToma called the nomination of SB Member Etelman to a vote. SB Member Etelman shook her head to indicate that she was not interested in the position. There were no votes in favor of her nomination.

Chair DeToma called the nomination of SB Member Forcier to a vote, and the nomination was unanimously approved 5:0.

SB Member Forcier assumed the position of Clerk.

1. APPROVAL OF MINUTES

SB Member Brezinsky moved to approve the April 7, 2015 regular Selectboard minutes. SB Member Hine seconded. The motion passed unanimously 5:0.

2. ANNOUNCEMENTS

Ms. Etelman announced that this Friday - April 24, 2015 - the South Hadley Falls Neighborhood Association (SHFNA) is hosting a 'Flash Mob' to encourage folks to ride the Tiger Trolley. Anyone interested in participating is encouraged to meet at the library at 10 o'clock. Participants will be riding the trolley and will need to bring \$1.25 for an adult fare.

On Saturday, May 16th, Valley Green Shredding has donated its services to sponsor a semi-annual 'Bring Three, Shred for Free' event at the DPW at 10 Industrial Drive, Ms. Etelman continued. Residents are asked to bring three canned goods or non perishable food items for donation to the South Hadley Food Pantry in exchange for free shredding.

The Lion's Club monthly spaghetti supper is Monday, May 4th, 2015 from 4:30 to 6 p.m. at the Roost, Chair DeToma said. This month's fundraiser is co-sponsored by the Granby/South Hadley Girl Scouts, which will receive half the proceeds.

May 9, 2015 is the Annual/Special Town Meeting beginning at 9 a.m. in the Town Hall auditorium, Chair DeToma reminded. And, the annual Arbor Day Celebration will be held in the Arboretum at the Michael E. Smith Middle School Friday, May 1st at 10:00 a.m.

The Canal Village Potpourri is Saturday, April 25, 2015 from 9 a.m. to 2 p.m. The Rise of the Falls Facilitation Group (RotFFG) has put together walking tours of the falls, and people will be leading the first of these walks Saturday at 11 o'clock from the library. Mr. DeToma encouraged folks to come down and enjoy the tour as part of the Potpourri celebration.

SB Member Brezinsky informed those present that, as part of an effort to bring more art, performance and music to Town Hall, there will be a free concert in the auditorium at 7 p.m. on Friday, May 1st. The West Mass Brass ensemble will perform, a group comprised of music majors from the University of Massachusetts, high school players and professional musicians.

And, SB Member Brezinsky reported on FestForward, a fundraiser for the summer music festival, FallsFest. Not quite as many people attended this year as last, although organizers sold the same number of tickets, he related. He thought there were a lot of scheduling conflicts since the party was the weekend after Easter.

SB Member Forcier announced that the Friends of Buttery Brook Park will host a grand reopening at the park on Saturday, May 16, 2015. The event will feature cake and ice cream and tours of the park and improvements resulting from the Massachusetts Parkland Acquisitions and Renovations for Communities (PARC) grant.

SB Member Hine reminded residents that Ledges will be opening tomorrow at noon for play.

3. OPEN FORUM

Chair DeToma asked if anyone wished to speak under open forum.

Pat Boone of 4 East Street asked about improvements scheduled for East Street. The project is moving ahead pretty quickly, she commented. The street wasn't on the five-year schedule to be done this year, she asserted. [Editor's note: According to a Road and Drainage Plan presented to the Selectboard in August of 2013, the section of East Street from 202 to Morgan Street **was** scheduled to be resurfaced in calendar year 2014.] Also, it seems like the plan has changed. Plans call for work to occur in her front yard, and the measurements the contractor is making are different from what is shown on the plan. The project manager is on vacation at the DPW and it seems like everybody is scrambling to get the project going. She sought advice from the Selectboard as to how to resolve her concerns.

Mr. Sullivan offered to speak with DPW staff and the contractor tomorrow on her behalf. Construction of the road will take place within the right of way owned by the town, he confirmed. Some of this right of way may include property that has been maintained by the Boones as private property, he acknowledged. He has talked to a couple of other residents, and the fear is that, once paved, speeds on the street may increase. Contractors are going to add some boundary lines and center lines as traffic calming devices and paint some 'slow' signs on the road surface, he advised.

He promised to follow up tomorrow on her specific issue about the boundary lines.

The electric company is scheduled to move a utility pole sometime this week, but DPW Superintendent Jim Reidy was insistent that the granite island is not moving, Mrs. Boone related. Nobody has explained why the plan cannot change, she remarked. Four poles are being moved to accommodate islands, she observed.

Mr. Sullivan said he will make sure contractors and SHELDT employees hold off until Mr. Reidy explains clearly how the work is going to affect her property.

4. LAYOUT OF RED BRIDGE LANE AND EAST RED BRIDGE LANE

At 7:15 p.m., Chair DeToma opened the public hearing on the layout of Red Bridge Lane and East Red Bridge Lane. He referred to drawings included in the packet.

Mr. Sullivan apologized for the absence of the planning director, who was scheduled to attend but was detained in Florida. South Hadley hasn't accepted very many roads, he related. Red Bridge Lane and East Red Bridge Lane are part of the Mountainview development. The request for acceptance includes an emergency access road at the end of Mountainview Street.

Mr. Sullivan explained that an obstacle to acceptance has arisen in that the developer did not record easements for the road in the deeds of individual property owners. The developer (Mr. Parker) is working with residents to get the right-of-ways in place. Without the easements, the recommendation of town counsel is to postpone acceptance of the street to a fall special town meeting. Residents have been very patient and town officials have been diligent in trying to move toward acceptance, but they have been advised that it would be impractical for the town to accept the road without the easements. The easements may be in place in time for Town Meeting. By the May 5th Selectboard meeting he should have news as to whether they are able to go forward with acceptance of the road, he concluded.

Chair DeToma asked if there were any comments from the audience.

In response to a question from **Robert S. Berwick of 22 East Red Bridge Lane**, Mr. Sullivan explained that on the deeded plans, every property owner on Red Bridge Lane owns to the center line of the roadway, so the town would need an easement from the centerline. Usually when the development is laid out and deeds are recorded the easement is incorporated into the plan. For whatever reason, in this case it was not.

Mr. Berwick said communication from the developer has been very sporadic. The developer was Scott Nielsen but Ted Parker is now representing Mountainbrook, LLC, so it is not clear who is representing the developer, he related. He asked if there was anything they could do as homeowners to expedite the process.

The more contact with Mr. Parker and Mr. Nielsen the better, Mr. Sullivan said.

Bill Bacis of Westbrook Road asked what else the town would be accepting along with the road. Are sidewalks, guardrails and lighting included, he asked?

Mr. Sullivan said it depended on how the road was designed. In this case they would be included.

Mr. Bacis informed members that there is a 10- to 12-inch gap between the edge of the sidewalk and the guardrail at a stream crossing on the road. He displayed and submitted for the record a picture that shows that the sidewalk is starting to break away a little in this area. His concern is that a child being pulled in a wagon could slip through the guardrail and fall eight to 10 feet. The solution is to put something in the gap, he suggested. There aren't gaps between the guardrail and the sidewalk/road in other areas of town, he contended.

If the town accepts the road and the road is built to its plans and specifications, the town may have to incur the cost of upgrading it, Mr. Sullivan commented. Mr. Harris would have information as to what was accepted as a definitive plan.

Chair DeToma closed the public hearing.

5. CONSENT AGENDA

A. One Day Beer and Wine License Requests:

- Harry D. Ishler, Order of Quetzalcoatl – June 20, 2015 – Buttery Brook Park
- Joan Grenier for Odyssey Bookshop – May 2, 2015 – Odyssey Bookshop, 9 College Street
- David Isakson – April 25, 2015 – Parking lot of 60 Bridge Street

B. Flea Market Request – April 25, 2015 - Canal Village Potpourri, North Main Street

Chair DeToma asked if anyone wished to remove an item for separate discussion.

SB Member Etelman asked to pull item B.

SB Member Brezinsky moved to approve the consent agenda Item A. SB Member Forcier seconded. The motion passed unanimously 5:0.

SB Member Etelman noted that the letter from Connie Clancy made requests to the DPW and police chief for sawhorses and trash barrels and road closure of North Main Street, respectively. Mrs. Krutzler confirmed that the letter was forwarded to DPW Superintendent Jim Reidy and Police Chief David LaBrie and both have confirmed that they are able to accommodate the requests.

Chair DeToma suggested sending a letter to regular applicants for One Day Beer and Wine Licenses reinforcing the policy that requests for licenses must be received two weeks in advance.

SB Member Brezinsky asked if there is an existing policy with regard to a deadline for submitting applications, and Mr. Sullivan confirmed that there is and that it is two weeks.

Mrs. Krutzler agreed to send out a letter.

SB Member Hine moved to approve the flea market request. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

6. HARU CORP. COMMON VICTUALLER REQUEST

Manager Peter Paik explained that the restaurant is a casual, full service dining facility located at 461 Granby Road serving sushi and Asian food. The owner of the corporation - Gumcheol Kang - purchased the property last July. Mr. Kang is Korean and is in the process of trying to get an immigration visa to move to the United States. As soon as his visa is approved, he will be moving to Western Massachusetts.

Mr. Sullivan said he spoke to Building Commissioner Charlene Baiardi late this afternoon and the Haru group has met all requirements from the Fire Department, Building Department and Health Department.

Mr. Paik confirmed that he has been through the Building Department, Planning Department and Health Department and has received a Food Establishment Permit from the Board of Health and a sign permit.

The restaurant is called 'MasterChef' and will be open for lunch, dinner and some take-out. Owners also plan on doing some delivery. The restaurant will open as soon as the Selectboard gives its okay, as early as this weekend. The seating capacity is about 33.

SB Member Brezinsky asked if Mr. Kang had owned a business before, and Mr. Paik informed members that Mr. Kang has a lot of businesses back in Korea. He owns a factory and distributing line throughout the country. He is coming to the United States because his brother-in-law lives in Amherst and he wants to spend more time with his family member.

The hours of operation will be 11:30 a.m. to 10 p.m. with a slightly later closing time on weekends (11 p.m.).

SB Member Brezinsky asked if he had any thoughts on BYOB. Mr. Paik said he hoped the town would allow BYOB and that he is looking forward to hearing good news on the subject.

SB Member Hine moved to approve the Common Victualler license for 461 Granby Road. SB Member Etelman seconded. The motion passed unanimously 5:0.

7. REQUEST TO APPOINT AFFORDABLE HOUSING TRUST

Mr. Sullivan referred to a letter from the South Hadley Planning Board asking the Selectboard to appoint an Affordable Housing Trust. Among other things, the letter stated that creation of an Affordable Housing Trust is a high priority recommendation of South Hadley's Master Plan and that the Planning Board sees this entity as a key element in the effort to develop and maintain affordable housing. An article on the Annual Town Meeting warrant seeks funding for a comprehensive study of housing in South Hadley, and the group could play a significant role in the creation of a viable Housing Production Plan, the letter suggested.

As of yet, there is no mechanism in South Hadley to fund the acts of an Affordable Housing Trust since the town has not passed the Community Preservation Act (CPA), Mr. Sullivan related. [Ten percent (10%) of revenue collected through a CPA tax must go toward affordable housing, he reminded.] Therefore, he suggested that rather than appointing a trust at this time, the Selectboard consider appointing an existing committee to act as a consultant on the development of a Housing Production Plan. This could be the Redevelopment Authority, he said. It is a good idea and a good request but, "the last thing we want to do is appoint a committee that will only have a little work to do for a long time," he remarked.

SB Member Etelman asked if it made sense to talk to the Redevelopment Authority to see if would be willing to take on this responsibility before soliciting other interested individuals.

SB Member Brezinsky moved to send a formal request to the Redevelopment Authority asking that they take on the additional role of acting as the Affordable Housing Trust. Mr. Forcier seconded. The motion passed unanimously 5:0.

8. ANNUAL TOWN MEETING/SPECIAL TOWN MEETING INFORMATIONAL PRESENTATION

Mr. Sullivan passed out and reviewed an outline of his proposed presentation to Town Meeting members. Some people are under the impression that Town Meeting gets to vote on items within the capital plan, he related. On the contrary, Town Meeting has the right to adjust the amount voted from capital stabilization but does not necessarily have the right to change the projects/items to be funded, he clarified. Selection of capital projects is an executive function, not legislative, he asserted. He couldn't thank the Capital Planning Committee enough for its diligence in formulating the FY 2016 capital plan, he said. Members spent half a year reviewing and considering the various proposals, he pointed out.

In response to a question from **Linda Young of 15 Westbrook Road**, Mr. Sullivan said he would be sending an e-mail blast to Town Meeting members inviting them to attend the informational presentation next Wednesday night.

Chair DeToma asked if it made sense to have town counsel give them a ruling on the fact that Town Meeting could not make changes to the capital plan.

The bonding action gave the prescription for how the capital plan was to be developed, Mr. Sullivan responded. It said the Capital Planning Committee would develop a capital list and recommend it to the Selectboard. The Selectboard will advertise that list May 1st, he advised. When he asked bond counsel if the list had to be presented to Town Meeting, the attorney said no, as long as it is advertised. The Selectboard has taken the generous step to make sure proposed capital projects/items are presented at Town Meeting. Ultimately, the bonding has been approved, so it is up to the Selectboard and Capital Planning Committee to approve specific projects, he concluded.

When the borrowing was approved by Town Meeting, the money to be expended was broken down into categories, SB Member Hine noted. The outline of how the money would be borrowed and spent was pretty much laid out, and now they are talking about specific projects/plans, he clarified.

9. SPECIAL TOWN MEETING WARRANT ARTICLE ASSIGNMENT

Members assigned Special Town Meeting (STM) warrant articles to individual members for presentation as follows:

- Article 1 - SB Member Etelman
- Article 2 - SB Member Hine
- Article 3 - Chair DeToma
- Article 4 - SB Member Brezinsky
- Article 5 - SB Member Forcier
- Article 6 - SB Member Etelman
- Article 7 - SB Member Hine
- Article 8 - Chair DeToma

Members assigned Annual Town Meeting (ATM) warrant articles as follows:

- Article 1 – SB Member Brezinsky
- Article 2 - SB Member Forcier
- Article 3 - SB Member Etelman
- Article 4 - SB Member Hine
- Article 5 – Chair DeToma
- Article 6 –SB Member Brezinsky
- Article 7 –SB Member Forcier
- Article 8 –SB Member Etelman
- Article 9 –Planning Board
- Article 10 – SB Member Hine
- Article 11 – Chair DeToma
- Article 12 – SB Member Brezinsky
- Article 13 – SB Member Forcier
- Article 14 – SB Member Hine
- Article 15 – SB Member Etelman
- Article 16 – Chair DeToma
- Article 17 – SB Member Brezinsky
- Article 18 – SB Member Forcier
- Article 19 – SB Member Etelman
- Article 20 – SB Member Hine
- Article 21 – Chair DeToma
- Article 22 – by petitioner

Chair DeToma agreed to present the list of capital projects. SB Member Brezinsky asked if this would be done during discussion of STM Article #7 (the request to transfer \$313,400 from capital stabilization to partially fund the FY 2016 capital project list). After conferring with Capital Planning Committee members (Chair Ted Boulais, Joan Rosner and John Kelly), Selectboard members agreed it made sense to present the list at this time, since discussion of the larger capital plan would likely grow out of discussion of Article 7.

In response to a question from an audience member, SB Member Brezinsky confirmed that if STM Article #7 is defeated, it will be necessary to go back and trim the capital plan.

Mrs. Rosner expressed her understanding that money appropriated at the Special Town Meeting is supposed to be spent in FY 2015. She said she thought the capital projects had to come from the FY 2016 budget per the terms of the bond. Mr. Sullivan explained that approving the appropriation in FY 2015 allows the process to get started sooner. The money appropriated through an article resides in an account almost as an escrow and is expended in the year the authorized work is completed, he elaborated. The Department of Revenue (DOR) recommends that the expenditure be made within two years, so it could be spent in either FY 2016 or FY 2017. It is allowable to approve the transfer to partially fund the FY 2016 capital project list as part of the STM, he confirmed.

10. FARMER'S MARKET

Marybeth Kass, the new manager of South Hadley's Farmer's Market, updated the Selectboard on market activities and requested approval to use the Town Common Thursday afternoons from June 4th through October 8th. Organizers are in the process of getting vendors and have about 10 signed up, she reported. They are looking to round out the roster with specialty vendors so as to have a more diverse representation of farms and products from the area. They have some prepared food providers coming also. The goal is to have 10 vendors per week. She is trying to get a vineyard from Hadley to participate and is also talking to a local business that does fish shares (similar to farm shares). The fish share vendor has drop-off locations and the market would be one of them. She has also lined up entertainers (three or four dates are filled so far), and Western Mass. Master Gardeners are coming to do soil sampling. And, there will be events for children.

SB Member Etelman moved to approve the use of the town common for the Farmer's Market from June 4th through October 8th. SB Member Brezinsky seconded. The market runs from 1 to 6 p.m. but set-up starts at noon, Ms. Etelman noted. **The motion passed unanimously 5:0.**

11. FY 2016 CAPITAL PLAN

Capital Planning Committee (CPC) Chair Ted Boulais presented the FY 2016 capital plan. He reviewed the items recommended to be funded through either rolling debt or capital stabilization, offering brief explanatory comments:

- **New commercial stove with fire suppression for Council on Aging - \$12,000**
- **DPW truck to replace 18-year old dump truck - \$50,000**
- **Flatbed pick-up for Parks Division to replace 15-year old flatbed truck - \$40,000**
- **One-ton dump truck with plow for Parks Division to replace 14-year old truck - \$50,000**
- **Repairs to middle school pool deck - \$275,000.**

The town appropriated money a year or two ago for an engineering study of the pool deck, Mr. Boulais reminded. The proposed repairs are not to the surface of the deck but to the support structures beneath the deck (i.e. –concrete slab and concrete beams, utility runs, etc.). The money is to repair and arrest the degradation of the concrete and preserve the structural integrity of the underside of the pool deck, he explained.

- **Reconfigure entrance of Michael E. Smith Middle School to enhance security – \$70,400**

The project calls for cutting into the wall of the vestibule to create an opening to allow interaction with visitors and installing electronic locks on the entrance doors to be controlled from inside the teller window. Also, glass double doors that open directly to the cafeteria will be replaced with solid doors. The work is the first of three phases, he indicated.

Chair DeToma expressed his understanding that the new Plains School has already been configured for security purposes.

- **Replace 20,383 square feet of flat roof at Mosier School and repair 16,383 square feet of sloped roof – \$610,000**

Fairly significant leaking occurred this winter as snow melted, Mr. Boulais noted.

- **Replace two police cruisers - \$76,000**
- **Replace hot water tank at middle school - \$200,000**
- **Install artificial play surface at South Hadley High School Memorial Field - \$900,000**

The current field is a grass field that has had some issues with drainage, Mr. Boulais shared. Heavy amounts of play create dirt patches at either ends of the field. It is not the legal size for soccer, lacrosse or field hockey, and MIIA will not allow soccer play-off games to be played there. The field is inadequate and is showing its age, and there are some concerns about safe play on its surface. The school department first presented a request to replace the existing field

with a grass field. However, after asking questions, reviewing additional information and receiving input from the Recreation Department, CPC members determined through the course of several meetings that an artificial surface would take care of a lot of problems with the field. From a long-term perspective, the school could get 12 or 15 years out of an artificial surface while a grass field would normally have to be rebuilt several times during that period. When the cost of multiple replacements of natural grass is considered, the extra cost of the artificial turf balances out, he contended. An added benefit is that an artificial surface can greatly increase the amount of play and recreational use. It was a tough decision and took a lot of debate, but members decided this was the better way to go, he concluded.

- **Replace Town Hall boilers –\$60,000**

Town Hall is down to two out of four working boilers, Mr. Boulais advised.

The total cost of all projects recommended to be funding through either rolling debt or capital stabilization is \$2,343,400, Mr. Boulais concluded.

Mr. Boulais reviewed the capital projects recommended to be funded through enterprise funds as follows:

- **4-wheel drive pick-up with plow – Waste Water Treatment Plant (WWTP) Enterprise Fund –\$40,000**
- **4-wheel drive pick-up with plow – Solid Waste Enterprise Fund - \$35,000**
- **Secondary clarifier gear box replacement - WWTP - \$120,000**
- **Motor upgrade for aeration tank at WWTP –\$30,000**
- **Judd Brook interceptor lining –WWTP - \$1,000,000**

Money will be used to replace the lining of the Judd Brook sewer line, he elaborated. A new liner will be inserted and the pipe will be sealed on the inside. The work will allow the integrity of the sewer main to be re-established without a lot of excavation. The project will be funded by borrowing but debt service will be paid with WWTP enterprise funds, he clarified.

- **Equipment for live broadcast from public library – Cable Access Fund - \$15,000**

CHAPTER 90 ROAD AND SIDEWALK PROJECTS

The committee met several times with DPW Superintendent Jim Reidy to review the department's list of upcoming projects and discuss the process for prioritizing and scheduling road and sidewalk repairs, Mr. Boulais related. CPC members recommend adding \$500,000 to available Chapter 90 funds from rolling debt to finance road work, he noted.

He reviewed available funds for roadwork this year as follows:

- Current balance of Chapter 90 account \$493,111
- Anticipated FY 2015 Chapter 90 funds \$763,481
- Winter Recovery Assistance Program \$76,348
- Rolling Debt Capital funds \$500,000

Taking into account all sources of funding, there is almost \$2 million (\$1,832,940) available for road repairs this year, he concluded.

SB Member DeToma asked how this compared to amounts spent in previous years, and Mr. Sullivan said South Hadley spent about \$480,000 on Chapter 90 projects last year. Mr. DeToma expressed the opinion that this represents a great step forward.

In response to a comment from SB Member Hine, Mr. Sullivan acknowledged that it could be some months before the town receives the FY 2015 Chapter 90 funds.

The School Committee is trying to move forward as soon as possible to complete the roofing project and security upgrade during the summer vacation period, Mr. Kelly volunteered.

SB Member Hine said he was trying to get a sense of how much of the plan involves borrowing. He expressed his understanding that the plan calls for spending \$1.2 million in enterprise funds and \$2.3 million from rolling debt, capital stabilization and free cash. What is the anticipated amount that the town will actually be borrowing for these projects, he asked.

The rolling debt program was designed to allow the town to borrow up to \$2.5 million in the first year (FY 2015), Mr. Boulais responded. CPC members have committed \$500,000 to Chapter 90-type projects, leaving \$2 million available for traditional capital projects. They anticipate borrowing \$2 million for traditional capital projects and taking \$343,000 out of capital stabilization, he confirmed.

The enterprise funds are capable of handling all projects recommended to be funded from this source except for the Judd Brook interceptor liner, he added.

The CPC report mentions the use of Free Cash, SB Member Hine noted. He asked which projects are proposed to be funded from Free Cash, since the use of Free Cash requires a Town Meeting vote. The use of enterprise funds requires Town Meeting votes and that's why those projects won't be considered until the fall, he pointed out. He said he raised the point to make sure they were all aware that Free Cash spending requires Town Meeting authorization.

CPC members stayed away from identifying the specific funding source of individual projects since they thought that was better left to those responsible for the mechanics of the borrowing, Mr. Boulais responded.

If the article to transfer money from capital stabilization passes, the use of Free Cash will not be necessary, Mr. Kelly clarified.

No use of Free Cash is being proposed, just capital stabilization and borrowing, Mr. Sullivan stated.

It might be better in the future to strike references to Free Cash, SB Member Hine suggested.

However, this is more than a one-year program, and it is possible it could involve the use of Free Cash in the future, SB Member Brezinsky noted. If so, it would have to be authorized in the fall, he indicated.

Given that the plan covers more than one year, SB Member Hine asked what process the Capital Planning Committee will follow next year.

Mr. Boulais said he would anticipate doing almost the same thing that they have always done; accepting requests from departments, evaluating available funding, reviewing and prioritizing requests and creating a report.

However, the rolling debt proposal calls for borrowing \$2.5 million the first year, nothing the second year, and \$2 million the third year, Mr. Brezinsky reminded. The second year will give them an opportunity to evaluate and 'let the dust settle a little bit,' he suggested. Although they will approve additional Chapter 90 projects and might recommend some other capital projects next year, capital spending will not be at the same level as what is currently being proposed.

At the Appropriations Committee hearing, Tom Terry raised concern that the town is dipping into stabilization money, SB Member Brezinsky related. The primary reasons given have been that the town didn't spend a lot of money last year and has put extra money in this year. Another factor to be considered is that they are putting \$500,000 of local money into road improvements for the first time, which is pretty unprecedented, he pointed out. He expressed the opinion that if the request to transfer money from stabilization is not approved, Selectboard and CPC members might want to seriously consider forgoing this work, since this is something that has **not** been funded from taxation in the past.

Mr. DeToma said he hoped Town Meeting members would recognize that this is a long-overdue attempt to catch up on deferred maintenance and that town officials are trying to make South Hadley a better place to live and raise children.

‘The Capital list is finally starting to feel like capital instead of putting out fires,’ Mrs. Rosner agreed.

Chair DeToma thanked Capital Planning Committee members.

SB Member Hine moved to approve the report from the Capital Planning Committee regarding recommendations for capital projects. SB Member Etelman seconded. Mr. Sullivan emphasized that the projects proposed to be funded from enterprise funds will not be voted on until a Fall Special Town Meeting. **The motion passed unanimously 5:0.**

12. INSPECTIONAL SERVICES ACCEPTANCE OF M.G.L. CHAPTER 166, SECTION 32A

Mr. Sullivan said he is also asking members to accept M.G.L. Chapter 142, Section 12, since the two sections of law are companion pieces. The first allows the Wiring Inspector to do business in town as long as he does not inspect his own work. (The Assistant Wiring Inspector would have to inspect those jobs.) The second allows the Plumbing Inspector to work in town. These are provisions that were never accepted in South Hadley. It is fairly common practice for inspectors to do work in South Hadley, but the town has never accepted the statute.

The provision is made available to towns below 75,000 in population because it is otherwise very hard to find qualified people to serve as inspectors, he explained. The town is lucky to have a qualified wiring inspector and qualified plumbing inspector. Inspectors are not allowed to solicit work while working for the town and cannot perform work while getting paid by the town but this law allows them to do work in town. To take effect, the sections of law have to be accepted by the Selectboard, he clarified.

SB Member Etelman moved to accept M.G.L. Chapter 166, Section 32A, Inspector of wires working as electrician; inspection by assistant inspector. SB Member Hine seconded. In response to a question from SB Member Brezinsky, Mr. Sullivan said that, if not accepted, the wiring inspector wouldn’t be able to earn what he calculates as 75% of his annual income. **The motion passed unanimously 5:0.**

SB Member Hine moved to accept M.G.L. Chapter 142, Section 12, Additional inspectors; inspector engaged in plumbing or gas fitting work. SB Member Etelman seconded. The motion passed unanimously 5:0.

13. VOTING MACHINE UPGRADE, ACCEPTANCE OF M.G.L. CHAPTER 54, SECTION 34

When cities or towns make a change to a new voting system, state law requires the Selectboard to accept the new machines, Mr. Sullivan explained. Technically, the Selectboard approved the appropriation for the tabulators, but before a state or federal election or any bonding, the Secretary of State has asked for a formal vote of the Selectboard to accept M.G.L. Chapter 54, Section 34.

SB Member Brezinsky so moved. SB Member Etelman seconded. The motion passed unanimously 5:0.

14. ALCOHOLIC BEVERAGE INSURANCE REQUIREMENTS IN PUBLIC SPACE

Mr. Sullivan sought direction from the Selectboard on policies for requiring identification, evidence of homeowner’s insurance and TIPS certification from people hosting events with alcohol at Buttery Brook Park. As part of the discussion, he presented the idea of no longer requiring One Day Beer and Wine licenses for people who were merely serving and not selling alcohol at the park. Among other things, he sought clarification as to whether Selectboard members want staff to require people consuming alcohol at private parties to present identification and evidence of liability insurance or whether they only want to require this additional documentation from people selling alcohol and thereby applying for One Day Beer and Wine licenses.

Members asked questions and offered comments. Mrs. Krutzler shared that she spoke to Alcoholic Beverages Control Commission (ABCC) Executive Director Ralph Sacramone today and that he called into question whether it is allowable

to serve alcohol in a public place such as a public park without a license. She had previously understood that One Day Beer and Wine licenses were only necessary if alcohol was being sold; however, in the course of their conversation, Mr. Sacramone stated that if alcohol is **served** in a public place, like a public park, a license is required whether it is sold or just served. She suggested they might need further clarification from town counsel before proposing a change in policy.

Mr. Hine expressed the opinion that if alcohol is being sold, the Selectboard should require the applicant to present identification, homeowner's insurance and TIP's certification. However, if alcohol is merely served, he said he didn't think TIP's certification or liability insurance is necessary. The town has a general bylaw that prohibits consumption of alcohol on public property without the express permission of the Selectboard, he reminded. Without some type of regulation, anybody could show up at the park and drink, and that would not necessarily be desirable, he observed. Even without the sale of alcohol, he said he thought they needed to regulate the consumption of alcohol on public property to some degree by requiring a license and some form of identification.

Discussion continued, with staff explaining that, per the existing procedure, DPW employees now send residents to the Selectboard office to apply for a One Day Beer and Wine license when they express interest in serving alcohol. Mrs. Krutzler explained that, in some other communities like Northampton, the Licensing Commission gives the Licensing Clerk the discretion to make the determination that a license is not required if prospective applicants represent to him or her that they are hosting a private party where alcohol will not be sold.

SB Member Brezinsky said he would advocate for allowing DPW employees to make the determination at Buttery Brook Park that a license is not required in the instance where alcohol is being consumed at private parties free of charge.

Mr. Sullivan expressed the opinion that the general bylaw would be met by the Selectboard giving blanket permission to the DPW that, in the case of private parties at Buttery Brook Park that are not open to the public where alcohol is served free of charge, alcohol consumption is allowed without a license.

Chair DeToma said he thought the consensus of the board was toward allowing more discretion on the part of DPW employees as described by Mr. Sullivan. Events involving alcohol at other public venues must still come before the Selectboard, members agreed.

15. TOWN ADMINISTRATOR EVALUATION

Chair DeToma presented the results of the Town Administrator's performance evaluation. Mr. Sullivan was evaluated based on five criteria and received composite scores based on combined scores of individual Selectboard members as follows:

- **Communications and community relations – 4.4 out of 5**
- **Projects and initiatives – 4.1**
- **Policy development and appropriate changes in policy – 4.1**
- **Planning and streamlining operations in town administration – 3.9**
- **Fiscal management – 4.6**

By quantitative measure, the Selectboard thinks the Town Administrator is doing a very good job, Mr. DeToma concluded.

SB Member Hine moved that the board accept the evaluation of the Town Administrator. SB Member Etelman seconded. Following mutual compliments and expressions of appreciation, **the motion passed unanimously 5:0.**

SB Member Hine noted that they should begin working on goals and objectives for the upcoming year.

16. TOWN ADMINISTRATOR REPORT

Chair DeToma asked if Mr. Sullivan knew when the new park (Upper Riverside Park) is going to open.

Holyoke Gas & Electric employees are working on a punch list of items to be completed, Mr. Sullivan replied. He is meeting with representatives Thursday to plan some kind of opening. He heard today that either May 26th or May 28th will be the grand opening of Mohawk Fine Paper. He is hoping there will be representation from the executive and legislative branches of state government since the Special Tax Assessment was approved by the Massachusetts Office of Business Development, he shared. He doesn't think there are too many towns of South Hadley's size that can boast that 60 new jobs have been created by new entities, he remarked.

Mr. Sullivan outlined a schedule for upcoming borrowing based on information received late this afternoon. The analysis came back that because of the small amount of borrowing proposed at this time the town is better off using the state house note program, he related. The first Bond Anticipation Note (BAN) will be for \$3.3 million for the final borrowing for the Plains School construction and the balance for the library. This will not impact taxpayers until 2017, he maintained. The town will then have to float a second bond, again probably a state house bond, for \$2.5 million after July 1st, which will result in money being in hand for capital projects by July 30th.

Financial officers will move this short-term debt to general obligation bonds in October of 2015, staying under the \$10 million threshold to qualify as 'bank-qualified bonds' eligible for a discounted interest rate. The first interest payment on this bond will be November 12, 2015 with the last payment being May 15, 2040.

He hopes to have a Bring Your Own Bottle (BYOB) policy for presentation at the second Selectboard meeting in May, Mr. Sullivan said. Chair DeToma mentioned that he was impressed by the policy in place in Brookline.

SB Member Brezinsky moved to adjourn. SB Member Forcier seconded. The motion passed unanimously 5:0. The meeting was adjourned at 9:50 p.m.

RESPECTFULLY SUBMITTED,

**LAURA KRUTZLER
ADMINISTRATIVE SECRETARY**

EXHIBIT A

List of Documents Reviewed at April 21, 2015 Selectboard Meeting:

1. April 21, 2015 Agenda
2. Minutes of the April 7, 2015 regular Selectboard Meeting.
3. One Day Beer and Wine License Application from Harry D. Ishler on behalf of Friends of the Order of Quetzalcoatl for clam bake catered by Old Towne from 12 to 7:30 p.m. at Pavilion #2, Buttery Brook Park, Willimansett Street on June 20, 2015.
4. Certificate of Liability Insurance from Order of Quetzalcoatl for 'Feast of the Clam – June 20, 2015' naming Buttery Brook Park as certificate holder.
5. One Day Beer and Wine License Application from Joan Grenier on behalf of the Odyssey Bookshop for 'National Independent Bookstore Day' on Saturday, May 2, 2015 at the Odyssey Bookshop, 9 College Street from 10 a.m. to 6 p.m.
6. Letter from Connie Clancy dated April 12, 2015 requesting Flea Market Permit, closure of lower North Main Street and trash barrels and saw horses from DPW for Canal Village Potpourri on Saturday, April 25, 2015 from 8 a.m. to 2 p.m.
7. Notice of Public Meeting on Laying Out of Private Ways for Proposed Roadway Acceptances for Red Bridge Lane and East Red Bridge Lane on Tuesday, April 21, 2015 at 7:15 p.m. in the Selectboard Meeting Room.
8. Sheet Numbers R1 – R3 of "Record Plan, Road Plan and Profile – Red Bridge Lane," prepared by The Berkshire Design Group, Inc.
9. Sheet Number U1 of "Record Plan, Utility Plan and Profile, Sewer & Water – Red Bridge Lane," prepared by The Berkshire Design Group, Inc.
10. Sheet Number U3 of "Record Plan, Utility Plan and Profile, Storm Drainage – Pond 2," prepared by The Berkshire Design Group, Inc.
11. General License Application by Haru Corp. for Common Victualler License to operate a full-service sushi and Asian restaurant at 461 Granby Road.
12. Letter from Jeffrey Squire, Chair of the South Hadley Planning Board, to Town Administrator Michael Sullivan dated March 25, 2015 requesting Selectboard consideration of appointment of Affordable Housing Trust.
13. Warrant for May 9, 2015 Annual Town Meeting.
14. Warrant for May 9, 2015 Special Town Meeting.

15. Text of M.G.L. Chapter 166, Section 32A, “Inspector of wires working as electrician; inspection by assistant inspector.”
16. Text of M.G.L. Chapter 142, Section 12, “Additional inspector; inspector engaging in plumbing or gas fitting work.”
17. Text of M.G.L. Chapter 54, Section 34, “Use of voting machines by cities and towns.”
18. E-mail from Mary Beth Kass, new manager of South Hadley Farmer’s Market.
19. Capital Planning Committee Report to the Selectboard dated April 2015.



Laura Krutzler <lkrutzler@southhadleyma.gov>

Allison Mendes' Invitation

Michael Mendes <mendesally1@msn.com>
To: Laura Krutzler <lkrutzler@southhadleyma.gov>

Mon, May 4, 2015 at 8:21 PM

Thank you for such a wonderful invitation! Allison, sadly cannot make that date, due to a conflict in schedule. We really appreciate you reaching out to Girl Scouts, as that is a terrific opportunity! I am also her troop leader, and I thank you for the invitation as her mom and her leader!

love, Debbie

Volunteer! It Does the Heart Good!

If you are on FB, please "Like" our brand new page

Girl Scouts of South Hadley/Granby MA - G.S. Shooting Stars Service Unit

This is specific to our towns and will keep you up on the events and goings on in the towns.

From: lkrutzler@southhadleyma.gov
Date: Mon, 4 May 2015 09:40:47 -0400
Subject: Allison Mendes' Invitation
To: mendesally1@msn.com

Dear Debbie,

Thank you for your response to my request for contact information for the South Hadley recipients of the Girl Scout Gold/Silver awards. Congratulations on your daughter Allison's accomplishment in attaining this award!

As I mentioned in my previous e-mail, the South Hadley Selectboard wishes to invite the Gold/Silver award recipients to its meeting on Tuesday, May 19, 2015 @ 7 p.m. in the Selectboard Meeting Room of Town Hall. The purpose is to publicly recognize and present certificates to these exemplary teen-agers in recognition of their accomplishment and their gift of service to the community.

Please consider this e-mail a formal invitation to Allison to attend this meeting to accept her certificate. The Selectboard would also be pleased to recognize your daughter's troop leader, if he or she is available. If Allison is unable to attend, please let me know and I will send a signed certificate out in the mail.

Please extend the Selectboard's sincere congratulations to Allison for this outstanding accomplishment!

P.S. - I will contact Martha Guild separately to invite the members of her troop to the meeting. Thank you for your help!

--



Laura Krutzler <lkrutzler@southhadleyma.gov>

Girl Scout Silver Medal Award Recipients

Laura Krutzler <lkrutzler@southhadleyma.gov>
To: mguild219@gmail.com

Mon, May 4, 2015 at 9:54 AM

Dear Martha,

The Selectboard office is in receipt of a letter informing us of the achievement of several South Hadley girls in earning the prestigious Girl Scout Silver Award. I understand from Debbie Mendes that you are the leader of Troop 11253.

The South Hadley Selectboard wishes to extend an invitation to these exemplary teen-agers to its meeting on Tuesday, May 19, 2015 @ 7 p.m. in the Selectboard Meeting Room of Town Hall. The purpose is to publicly recognize and present certificates to them in recognition of their accomplishment and their gift of service to the community.

Please consider this e-mail a formal invitation to Jayda Aponte, Abbie Carey, Taylor Gelinis, Anna Moriarty and Olivia Wilson to attend this meeting to accept the certificates. The Selectboard would also be pleased to recognize you as their troop leader if you are available. If any of the girls are unable to attend, please let me know and I will send a signed certificate out in the mail.

Thank you for the favor of a reply, and please extend the Selectboard's sincere congratulations to the girls for this outstanding accomplishment!

--

Please note: my new e-mail address is lkrutzler@southhadleyma.gov. Please use this address for future e-mails. To forward information for distribution to the entire Selectboard, please continue to use Selectboard@southhadley.org.

Laura Krutzler
Administrative Secretary
Town of South Hadley
(413) 538-5017, ext. 135 (phone)
(413) 534-1041 (fax)



Laura Krutzler <lkrutzler@southhadleyma.gov>

Girl Scout Silver Medal Award Recipients

Laura Krutzler <lkrutzler@southhadleyma.gov>
To: Martha Guild <mguild219@gmail.com>

Mon, May 4, 2015 at 11:13 AM

Thank you so much for the prompt response. I know the Selectboard members will enjoy meeting and being able to congratulate the girls in person. I will add Alyssa Croteau-Lucas to the list, and I look forward to hearing from you in the near future.

Kind regards,

On Mon, May 4, 2015 at 10:29 AM, Martha Guild <mguild219@gmail.com> wrote:

Dear Laura,

This is a great honor! I will let the scouts and their parents know and arrange for us to attend. Please also add Alyssa Croteau-Lucas to the list. Her name was missing from your list. She is one of the scouts from my troop who earned the silver award too.

I will confirm our attendance as soon as I can.

Martha Guild

On May 4, 2015, at 9:54 AM, Laura Krutzler <lkrutzler@southhadleyma.gov> wrote:

Dear Martha,

The Selectboard office is in receipt of a letter informing us of the achievement of several South Hadley girls in earning the prestigious Girl Scout Silver Award. I understand from Debbie Mendes that you are the leader of Troop 11253.

The South Hadley Selectboard wishes to extend an invitation to these exemplary teen-agers to its meeting on Tuesday, May 19, 2015 @ 7 p.m. in the Selectboard Meeting Room of Town Hall. The purpose is to publicly recognize and present certificates to them in recognition of their accomplishment and their gift of service to the community.

Please consider this e-mail a formal invitation to Jayda Aponte, Abbie Carey, Taylor Gelinis, Anna Moriarty and Olivia Wilson to attend this meeting to accept the certificates. The Selectboard would also be pleased to recognize you as their troop leader if you are available. If any of the girls are unable to attend, please let me know and I will send a signed certificate out in the mail.

Thank you for the favor of a reply, and please extend the Selectboard's sincere congratulations to the girls for this outstanding accomplishment!

--

Please note: my new e-mail address is lkrutzler@southhadleyma.gov. Please use this address for future e-mails. To forward information for distribution to the entire Selectboard, please continue to use Selectboard@southhadley.org.

Laura Krutzler
Administrative Secretary
Town of South Hadley
(413) 538-5017, ext. 135 (phone)



FEE: \$30

TOWN OF SOUTH HADLEY
SPECIAL LICENSE
WINE AND MALT APPLICATION

To the Licensing Authorities:

Date: 5/1/15

The undersigned hereby applies for a Special License – Wine and Malt in accordance with the provisions of the Statutes relating thereto:

NAME: Imad Zubri
COMPANY: Mount Holyoke College
ADDRESS: 50 College St, South Hadley, MA 01075
CONTACT: Imad Zubri
TELEPHONE: 413-538-2038
DATE APPLIED FOR: 5/23/15
PREMISES TO BE LICENSED: Art Museum

HOURS OF OPERATION: 7:30pm - 10:30pm
TYPE OF EVENT: Reception

RESTRICTIONS ON SPECIAL LICENSE – WINE AND MALT

1. If the event is to be held indoors in a building or structure not certified as a place of assembly, an inspection must be requested and performed by the building inspector and the head of the fire department. To schedule an inspection, please call 413-532-5343 (District 1) or 413-534-5803 (District 2).
2. Per MGL Chapter 138, Sections 12 and 33, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

LIABILITY DISCLAIMER FOR SPECIAL LICENSE – WINE AND MALT

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Select Board as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: [Signature]

LIQUOR LIABILITY INSURANCE REQUIREMENT

For any event on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted to the Selectboard office at the time of application.

TOWN OF SOUTH HADLEY MA

Application for appointment to board, commission, or committee

The information on this form will be used to help the Selectboard to appoint residents.

First name: DONALD Last name: LEVER

Address: 12 Midway St. So. Hadley - Mail PO Box 612, 01045

What is the best way to contact you? (Please provide the information for one or two):

Home phone: 552-3051 Other phone: — Email: dwl60lhs.comcast.net

Current vacancies are listed at www.southhadley.ma.gov. To which board, commission, or committee do you seek appointment? (If you indicate more than one, please indicate your preference. **Prior to making a selection, please check the board's meeting schedule on the town website to make sure it is compatible with your schedule.**)

Council on Aging

1. How did you learn of the vacancy? (check all that apply):

— Newspaper Name of Newspaper(s): —

— Town Website (<http://southhadley.ma.gov>)

— Email from Town of South Hadley

— Channel 15

☒ From another resident: Member of Council

☒ Other: Please specify: Director Announced AT NOON Lunch

2. Why are you interested in this appointment? (You may include a letter or resume or send an email with more information.)

Believe I have the Time and experience to contribute to S.C.

3. What skills and experience do you have? (knowledge, other volunteer experience, employment experience, etc.): 20 years as Comptroller 12 per year May (over)

4. Do you now or have you previously served in town government? Yes (over) No ☒ not in South Hadley

5. If yes, please list the board, commission or committee on which you serve(d), and the dates of your current term or the dates when you served: —

6. Are you a registered voter? Yes ☒ No —

7. Are you a town meeting member? Yes — No ☒

8. Is any of your immediate family employed by the Town of South Hadley? (MA General Law defines immediate family as 'His or her spouse, and their parents, children, brothers and sisters.')

Yes — No ☒

Donald W. Lever
Signature

05-07-15
Date

Please return form to:

Town of South Hadley

Selectboard Office, Town Hall

116 Main Street

South Hadley, MA 01075

Selectboard@southhadley.ma.gov

3.) add, 2 years on the Southwick Finance Board.
understand the budget process^{more} of Government.

Comment: I moved back to So. Hadley to make
the Senior Center the corner stone of
my retirement after my wife passed away.

I play pool five mornings a week 9-11

Lunch five days per week 11-12:15

2 days a week I play cards 12:30-4:30

TOWN OF SOUTH HADLEY MA

Application for appointment to board, commission, or committee

The information on this form will be used to help the Selectboard to appoint residents.

First name: Sheila Last name: Adams

Address: 36 Chestnut Hill Rd, So. Hadley MA

What is the best way to contact you? (Please provide the information for one or two):

Home phone: 5365316 Other phone: _____ Email: _____

Current vacancies are listed at www.southhadley.ma.gov. To which board, commission, or committee do you seek appointment? (If you indicate more than one, please indicate your preference. **Prior to making a selection, please check the board's meeting schedule on the town website to make sure it is compatible with your schedule.**)

1. How did you learn of the vacancy? (check all that apply):

____ Newspaper Name of Newspaper(s): _____

____ Town Website (<http://southhadley.ma.gov>)

____ Email from Town of South Hadley

____ Channel 15

☒ From another resident: Donna Robideau

☒ Other: Please specify: Joanne Trybus

2. Why are you interested in this appointment? (You may include a letter or resume or send an email, with more information. I believe all seniors should have a safe place

to meet and join together for activities and educational classes.

I wish to help my community in anyway I can.

3. What skills and experience do you have? (knowledge, other volunteer experience, employment experience, etc.): President of Friends of the So. Hadley Elderly (over)

4. Do you now or have you previously served in town government? Yes _____ No ☒

5. If yes, please list the board, commission or committee on which you serve(d), and the dates of your current term or the dates when you served: _____

6. Are you a registered voter? Yes ☒ No _____

7. Are you a town meeting member? Yes _____ No ☒

8. Is any of your immediate family employed by the Town of South Hadley? (MA General Law defines immediate family as 'His or her spouse, and their parents, children, brothers and sisters.')

Yes _____ No ☒

Sheila Adams
Signature

5/13/2015
Date

Please return form to:

Town of South Hadley

Selectboard Office, Town Hall

116 Main Street

South Hadley, MA 01075

Selectboard@southhadley.ma.gov

- 2) 39 1/2 years employed with Baystate Medical Center & supervisor of customer service.
- 3) Volunteer at Plains school
- 4) Run Operation Backpack out of my home
- 5) President & run the support meetings of the Ostomy Ass. of Greater Springfield, also do a newsletter to members.



Laura Krutzler <lkrutzler@southhadleyma.gov>

Application for Appointment to Board, Commission or Committee

Pauline L Casey <pcas010@comcast.net>

Thu, May 14, 2015 at 12:51 PM

To: selectboard@southhadleyma.gov, James Doolittle <jdoolittle@virtualtownhall.net>

Request From: Pauline L Casey
Email: pcas010@comcast.net
Source IP: 71.232.106.57

Street Address: 3 Central Avenue
Mailing Address: 3 Central Avenue, South Hadley, MA, 01075

Primary Phone: 413-533-5515
Alternate Phone:
Cell Phone: 413-210-8589

Choose from the following:

Commissioner of Whiting Street Fund,

Are you a registered voter in the Town of South Hadley

Yes

Are you a Town Meeting Member?

Yes

Is any of your immediate family employed by the Town of South Hadley? (MA General Law defines immediate family as "His or her spouse, and their parents, children, brothers, and sisters")

No

Do you now or have you previously served in Town government?

Yes

If yes, please list the board(s), commission(s) or committee(s) on which you serve(d), and the dates of service for each.

Historic District Study Comm 04/13-present

Rise of the Falls Facilitation Group 10/09/12-present

Boards: SH Historical Society (2012-present);Buttery Brook Park(2012-

present); SH Village Cemetery(15 yrs+). Memorial Day Comm (2012-present); Falls Fest Comm 2013-present

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

Commissioner of Whiting Street Fund

Please give any details regarding your interest in this appointment?

The Fund is a long-standing charitable group, I understand that there

are openings and would be pleased to offer my assistance. My family

was a recipient many years ago of a gift from the Fund and this would be a way to "give back" to it.

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)

I am a retired RN, I have some computer skills, I am a dedicated

cheerleader for South Hadley and our citizens, especially those in

need.

Please list any additional information you think may be helpful in reviewing your applicaiton.

How did you learn of the vacancy you are applying for? (Check all that apply)

Another Resident,

If you indicated Another Resident or Other above, please provide the resident's name or provide additional details.

Hazel Snopek a member of the Whiting Street Fund Committee

Copy/Paste Letter of Interest (Optional)



Attach0.html

3K

TOWN OF SOUTH HADLEY CARRY-IN ALCOHOLIC BEVERAGE POLICY

This policy applies to full-service restaurants (restaurants providing meals for consumption at tables served by wait staff) that do not presently hold a liquor license under M.G.L. Chapter 138 in the Town of South Hadley and that hold a Common Victualler's license as authorized by M.G.L. Chapter 140.

1. Full-service restaurants in South Hadley may choose to allow patrons to bring their own alcoholic beverages onto the premises for consumption in indoor dining areas.
2. Alcoholic beverages are limited to beer and wine.
3. All full-service restaurants must post a policy regarding carry-in alcoholic beverages (BYOB), including any limitations on quantity allowed.

TOWN OF SOUTH HADLEY

FRANCIS J. DETOMA
Chair
IRA J. BREZINSKY
Vice-Chair
BRUCE C. FORCIER
Clerk
SARAH ETELMAN
Member
JOHN R. HINE
Member



MICHAEL J. SULLIVAN
Town Administrator
Telephone (413) 538-5017
Fax (413) 534-1041

SELECTBOARD OFFICE
116 Main Street, Suite 109, South Hadley, Massachusetts 01075-2896
selectboard@southhadleyma.gov

MEMORANDUM

FROM: Laura Krutzler, Administrative Secretary

TO: Selectboard; Town Administrator Michael Sullivan

DATE: May 15, 2015

Re: Proposed Carry-in Alcoholic Beverage (BYOB) Policy

In formulating the proposed policy, Mike and I discussed and agreed upon the underlying philosophy that, to the extent possible, we would advocate for having local government stay out of the business of regulating business/commercial practices and instead allow such practices to be governed by free market principles.

Under the policy as proposed, the decision of whether to allow customers to carry in alcohol for consumption on the premises would be a business decision made by the owner/manager of each individual establishment. By declining to prohibit the practice, the Selectboard is not automatically allowing it; it is allowing each business owner to make a decision as to whether to allow carry in and consumption of alcohol. Patrons do not automatically have the right to carry in alcohol without the proprietor's permission. The policy requires all full-service restaurants to publicly post a policy with regard to BYOB for notice to patrons and the police.

The option to allow carry-in (BYOB) would be available to full-service restaurants with Common Victualler licenses issued by the Selectboard under M.G.L. Chapter 140 that do not presently hold a liquor license. The decision to limit BYOB to full-service restaurants was deliberately made to exclude fast food restaurants, convenience stores and grocery stores, which also are Common Victualler license holders.

As discussed at your previous meetings, the state does not regulate the practice of BYOB and leaves this issue entirely to the discretion of Local Licensing Authorities (LLA). LLA's are under no duty or obligation to regulate this practice, and the effect of no regulation is that BYOB is effectively allowed. Communities have adopted widely different practices with regard to BYOB, ranging from outright prohibition (Boston being the most prominent example) to developing a permit system in which the city/town issues permits, may limit the number of permits and charges a fee for licensing BYOB establishments.

Police Chief David LaBrie has confirmed that he does not have any particular concerns about the proposed policy.

The advantages of allowing BYOB are well articulated by the recent ordinance amendment offered by Boston City Councilors Michelle Wu and Stephen Murphy (see attached.) The main criticism usually comes from liquor license holders who have paid to obtain a license and may fear that BYOB will undermine their alcohol sales.

Offered by Councilors Michelle Wu and Stephen Murphy

CITY OF BOSTON

IN THE YEAR TWO THOUSAND FIFTEEN



AN ORDINANCE AMENDING CHAPTER 17 OF THE CITY OF BOSTON CODE - ORDINANCES, REGULATING THE PRACTICE OF PATRONS BRINGING THEIR OWN THEIR OWN ALCOHOLIC BEVERAGES ONTO THE PREMISIES (BYOB).

- WHEREAS,* Thriving neighborhood restaurants can often anchor vibrant and diverse small business districts, and being able to offer wine and beer along with a meal can enhance customers' dining experiences; and,
- WHEREAS,* Alcoholic beverage licenses to serve liquor and/or beer and wine are often unattainable for small and start up restaurants in Boston due to scarcity and cost; and some smaller restaurants may not wish to offer alcohol on the menu due to the large fixed costs and logistics of finding suppliers and purchasing minimum numbers of cases up front; and,
- WHEREAS,* A regulated "Bring Your Own Bottle" (BYOB) system in Boston would give restaurateurs the choice to create an environment where patrons bring their own wine and beer, offering more flexibility in business models and alleviating some of the disadvantage from scarce liquor licenses; and,
- WHEREAS,* BYOB would also let patrons enjoy their dining experience with their own selection of wine and drink at certain restaurants, encouraging residents and visitors to dine out due to greater options and a better consumer experience; and,
- WHEREAS,* Cities around the country such as Chicago, New York and Philadelphia have successfully implemented BYOB, and restaurants that allow BYOB are also on the rise nationally; and,
- WHEREAS,* Although Massachusetts state law prohibits BYOB in restaurants with liquor licenses, cities and towns are authorized to set their own regulations in determining whether BYOB is allowed in restaurants without liquor licenses; and,
- WHEREAS,* Massachusetts municipalities such as Brookline have policies allowing and regulating BYOB, while other cities' and towns' regulations are silent on BYOB, effectively allowing restaurants to implement BYOB; and,

WHEREAS, Boston currently prohibits BYOB, but abolishing this prohibition and instead instituting a regulated process to obtain BYOB licenses could enable more neighborhood restaurants to flourish and encourage local economic development; and

WHEREAS, The Boston Licensing Board could promulgate regulations to ensure that BYOB in Boston does not impair neighborhood quality of life and fits with each neighborhood's small business ecosystem. These regulations could include requiring community process to obtain a BYOB license, limiting the amount of alcohol each patron may bring with them, and allowing restaurants to charge a fee for BYOB, among others. *NOW THEREFORE,*

Be it ordained by the City Council of Boston, as follows:

City of Boston Code, Ordinances, Chapter 17 is hereby amended by adding at the end thereof the following new section:

Section One.

Regulating the Practice of Patrons Bringing Their Own Alcoholic Beverages onto the Premises.

The provisions of this section apply to businesses that do not have a liquor license in the City of Boston and who hold a Common Victualler's license, as authorized by M.G.L. Chapter 140, issued by the Boston Licensing Board.

All Common Victualler's Licensees that choose to allow patrons to bring their own alcoholic beverages onto the premises, a practice known as "bring your own bottle" or "BYOB," shall be subject to the regulations promulgated by the Licensing Board for the City of Boston.

The Licensing Board for the City of Boston shall have the authority to enforce the provisions of this ordinance and shall promulgate regulations that will allow patrons to bring their own alcoholic beverages onto the premises. The Board shall file the regulations and any amendments thereof with the Office of the City Clerk. The Clerk shall include the regulations on the agenda of the next occurring meeting of the Boston City Council.

Section Two.

The provisions of this ordinance shall be effective upon passage.

Filed in Council: February 11, 2015



Laura Krutzler <lkrutzler@southhadley.ma.gov>

Final report on the survey

Judith Gooch <jgooch@mtholyoke.edu>
To: Mike Sullivan <msullivan@southhadley.ma.gov>
Cc: Laura Krutzler <lkrutzler@southhadley.ma.gov>

Tue, May 12, 2015 at 9:34 AM

Hi, Mike -

I trust all went smoothly at Town Meeting. Nothing yet in the Republican or Gazette, which I keep up with on line.

Thank you to whoever updated the MPIC committee list on the Town web site (though Jessica Renze resigned a year ago.) Is there any chance of getting our Annual Report to Town Meeting up on the page as well? Should I contact Jaime directly?

Attached please find Liz's final report on the town-wide survey. Though the sample was small, I think there are some interesting findings, and - in my opinion - she points out some areas that could be more deeply explored if there is interest. Though again, in my opinion, surveys on issues such as senior services probably need to be done by the appropriate bodies rather than MPIC.

Please feel free to share Liz's report with the Selectboard. If possible, too, it should be put on the MPIC page, with a mention under "announcements". Once it's up, I'm going to send a letter to the Town reminder pointing people to the web site.

MPIC will be discussing the report at our June meeting and working on the best ways to make use of its findings. Your comments and suggestions are most welcome, too.

Best regards,

Judy



MPICSurveyFinalReport.pdf
1890K



Laura Krutzler <lkrutzler@southhadleyma.gov>

Openings on the Golf Commission

Bill Foley <william.foley@yahoo.com>

Sat, May 9, 2015 at 4:37 PM

Reply-To: Bill Foley <william.foley@yahoo.com>

To: "selectboard@southhadley.org" <selectboard@southhadley.org>, Carlene Hamlin <chamlin@southhadleyma.gov>

With George Kansas taking a job out of state and resigning, Bruce Forciers election to the Selectboard and decisions by Dale Gurek and Dan Whitford not to seek reappointment to the Golf Commission we have four openings, two for voting members and two for associate membership. I've heard from one person who is interested, and will apply as soon as the positions are posted.

I am also requesting Selectboard approval moving Mark Dubois from associate membership status to full membership.

Thanks, Bill