

**SELECTBOARD MEETING  
TUESDAY, JANUARY 3, 2017  
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.**

**NOTE: ART RECEPTION FOR WALTER MORSE PRECEDING THE SELECTBOARD MEETING AT 6:30 P.M. THE PUBLIC IS WELCOME!**

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF MINUTES                      *December 6, 2016 Regular Selectboard Meeting*
3. ANNOUNCEMENTS/OPEN FORUM
4. NEW BUSINESS
  - A. College By-Pass Parking Regulations
  - B. Youth Commission Dissolution
5. OTHER BUSINESS
  - A. General Code Update
  - B. Assignment of STM Articles/Review
6. APPOINTMENTS/RESIGNATIONS
  - A. Acceptance of Resignation of James Bright from Board of Appeals
7. TOWN ADMINISTRATOR REPORT
8. CHAIRMAN'S REPORT
9. CORRESPONDENCE
10. ADJOURN

**SELECTBOARD MEETING  
TUESDAY, DECEMBER 6, 2016  
SELECTBOARD MEETING ROOM – 7 P.M.  
MINUTES**

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

Fire District #1 Prudential Committee members: Ray Miner, Kevin Taugher and Bruce Perron  
Fire District #2 Prudential Committee members: Rick Constant, Kenneth McKenna and Robert Lak

At 7 p.m., Chair Hine called the meeting to order, noting that all members were present.

**1. MINUTES**

**SB Member Brezinsky moved to approve the minutes of the November 15, 2016 regular Selectboard meeting. SB Member Etelman seconded. The motion passed unanimously 5:0.**

**2. ANNOUNCEMENTS**

Park officials are gearing up for Santa's Land at Buttery Brook Park, SB Member Forcier announced. Santa's Land will be open this Thursday, December 8th through Sunday, December 11th from 5:30 to 7:30 p.m. and the following week on the same schedule. He encouraged visitors to bring cameras or cell phones for picture taking. It is a free, multi-generational event, he related.

He happened to be at Buttery Brook Park this afternoon at 1 p.m. scouting the park for the Lion's Club's projected dog show in May, SB Member DeToma interjected. More news about this event for dog lovers will be forthcoming.

Veterans would like to have residents reminded that tomorrow marks the 75<sup>th</sup> anniversary of Pearl Harbor, Mr. Sullivan added.

Chair Hine asked if anyone present wished to address the Selectboard under open forum

**Linda L. Young of 15 Westbrook Road** said she was hoping to be allowed to ask a question about the General Code project, and Mr. Hine confirmed that he would be accepting comments on this agenda item.

There was no consent agenda.

**3. ACCEPTANCE OF RESIGNATION FROM BYLAW REVIEW COMMITTEE/OPEN SPACE COMMITTEE**

**Mr. Brezinsky moved to accept the resignation of Charles W. Sabourin from the Bylaw Review Committee. Mr. DeToma seconded with a note of thanks. The resignation is effective December 31<sup>st</sup>, Mr. Sullivan noted. The motion carried 5:0.**

**SB Member DeToma moved to accept the resignation of Nicole Sanford from the Open Space Committee. SB Member Brezinsky seconded with thanks for her service. The motion passed unanimously 5:0.**

**4. APPLICATION FOR APPOINTMENT TO CABLE TV ADVISORY/BYLAW REVIEW COMMITTEE**

Jay Breuer was present to discuss his interest in appointment to either the Cable TV Advisory (CATV) or Bylaw Review Committee. He moved to South Hadley last year, having previously been a life-long resident of Connecticut. He has always lived in cities and is experiencing the atmosphere of a small town for the first time. He views serving on a committee as a chance to be more a member of the community and to take part in what's going on around him, he explained.

He is currently the business manager of the Apple store in Holyoke and has a lot of organizational and volunteer experience, he volunteered. He has also served on the board of trustees of a private high school and interned at the general assembly, so he is fairly familiar with government procedures.

Chair Hine asked if had a preference as to which committee he would like to serve on.

He probably would prefer bylaw review but, from a technology standpoint, if he is more useful on CATV he would be happy to join that board. He is from Waterbury, Connecticut, he said. He moved first to Sunderland, but it was a little too much on the farm side. He bought a place last May. He went to boarding school and has lived in five or six places since college, so he has moved around a lot and is looking forward to putting down roots, he shared.

Bylaw review is fairly technical in a different way, Ms. Etelman noted. She asked if this was something he had any interest in.

It is, Mr. Breuer confirmed. He has written a lot of policies and procedures at work, and he went to law school for a while and was a philosophy major in college, so he is comfortable with things of that nature, he indicated.

Mr. Sullivan brought out that Comcast's contract renewal is coming up, so this board's activity will accelerate in 2017 and 2018.

SB Member Brezinsky asked Mr. Sullivan his expectation for the type of meeting schedule the board will follow once the code review is done.

A meeting is scheduled for December 15, 2016 at the senior center at 3:30 p.m. to review the General Code project and make a recommendation to the Selectboard, Mr. Sullivan responded. The role of the committee is to look at bylaws and to be a listening post for residents. Board members will also be reviewing acceptances of sections of General Law to be entertained at Town Meeting. They could use help on both committees, he confirmed.

Mr. Forcier proposed appointing Mr. Breuer to the Bylaw Review Committee but encouraging him to participate with CATV.

**SB Member Forcier moved to appoint Jay Breuer to the Bylaw Review Committee to a three year term ending June 30, 2019. SB Member Etelman seconded. The motion passed unanimously 5:0.**

## 5. TAX CLASSIFICATION HEARING

It being after 7:10 p.m., Chair Hine opened the Tax Classification Hearing. Associate Assessor Melissa Couture presented the options for shifting the tax burden among the various classes of property. Fiscal 2017 is a revaluation year for the Town of South Hadley, and the town got final certification of its values Friday. Values have increased, she confirmed. Overall, the total town valuation increased by 2.2%, with residential property increasing 2.4%, not far from what was projected. Each year, the Selectboard determines whether to shift any of the burden of taxes from residential to commercial, she reminded. Town officials can also consider the options of an Open Space discount, Residential Exemption and a Small Commercial Exemption.

With regard to the Open Space discount, most parcels that qualify for this discount are on the mountain range and only 16 parcels are affected. The residential exemption gives a tax break to owner-occupied properties and is typically adopted in towns where there are a lot of rental properties. Fourteen communities adopted this option last year, which would affect about 1,050 properties in South Hadley. (These would see an increase in taxes.) The small commercial exemption applies to businesses with 10 or fewer employees, and only 36 parcels in town would be eligible.

Ms. Couture stressed that tax rates are still *proposed*, since everything gets submitted to the Department of Revenue and, until approved, is subject to change. The town tax rate was \$17.56 last year; this year it is \$17.83, representing an increase of 1.54%. For Fire District #1, the tax rate was \$2.29 last year and is flat at \$2.29 this year. For Fire District #2, the tax rate was 2.93 last year and is 2.83 this year, for a decrease of 3.41%.

The town had a hefty new growth figure (\$385,621) this year; higher than has been seen in years, she commented. Most is due to 16 brand new condominium units, 13 or 14 new houses and over 400 building permits. The overall tax levy is \$26,474,840.64, with a debt exclusion of \$1,312,775 for the new Plains Elementary School, library and High and Middle schools. The maximum the town is allowed to tax is \$26,480,094, so there is excess levy capacity of \$5,253.36.

Ms. Couture referred to charts in the packet showing the effect of shifting the tax rate between the open space/residential classes of property and the commercial/industrial/personal property classes. If town officials were to shift the rate the maximum amount allowable (150%), taxes on a \$100,000 residential property would go down by \$88 while the taxes on a \$100,000 commercial property would increase by \$891. The average value of commercial property in town is \$347,400, while the average value of a single-family home is \$235,200. With a tax rate of \$17.83, the average tax bill for a single-family home valued at \$235,200 will increase by \$124.97.

An analysis of the effect of the district rate change shows that the average tax bill for Fire District #1 would increase by \$8.02 while the average bill for District #2 would decrease by \$13.26, she advised.

The town has never utilized any of the exemptions and there has been a long-standing practice of not shifting the tax rate but staying at a factor of one, Ms. Couture observed.

Residential and open space land make up 91.03% of total value, while commercial, industrial and personal property makes up 8.09%. This is the first time the value of commercial/industrial property has gone under 9%. It was 11% some years ago, she reported. Residential real estate appreciates much faster than commercial, she noted.

The good news for this year is that the town has had a bit of commercial and industrial growth in new growth with big buildings going up on New Ludlow Road, she commented.

Chair Hine asked if she was looking for a motion from the Selectboard to adopt a factor of one.

Ms. Couture stressed that she is looking for whatever action the Selectboard is comfortable taking. Since the inception of Proposition 2 ½, the Selectboard has chosen a factor of one for all five classes of property, she confirmed.

Chair Hine opened the floor to public comment. There being none, **SB Member DeToma moved to accept the ratio of one for all five classifications of property. SB Member Forcier seconded. The motion passed unanimously 5:0.**

**Mr. Taugher moved to adopt a factor of one for all classes of property in South Hadley Fire District #1 (SHFD #1) in the Town of South Hadley. Bruce Perron seconded. The motion passed 3:0.**

**Mr. Taugher also moved to authorize Monica Walton, Treasurer of SHFD #1, to electronically sign on behalf of the Prudential Committee for the Department of Revenue. Ray Miner seconded. The motion passed 3:0.**

**Upon motion made and seconded, the meeting of the SHFD #1 Prudential Committee was adjourned at 7:30 p.m.**

**On behalf of the Prudential Board of South Hadley Fire District #2 (SHFD #2), Mr. Constant moved to adopt a factor of one for all classes of property within SHFD #2 for FY 2017. Robert Lak seconded. The motion passed 3:0. Mr. Constant also moved to authorize Barbara Miller, Secretary/Treasurer of SHFD #2 to sign electronically. Mr. Lak seconded. The motion passed 3:0.**

**Upon motion made and seconded, the meeting of the SHFD #2 Prudential Committee was adjourned.**

**SB Member Etelman moved to authorize Mr. Sullivan to sign electronically. SB Member Forcier seconded. The motion passed unanimously 5:0.**

**6. THE ORCHARDS GOLF CLUB – APPLICATION FOR CHANGE OF MANAGER AND CHANGE OF MEMBERSHIP INTERESTS**

At 7:30 p.m., **Chair Hine opened the Public Hearing upon the application for a Change of Manager and Change of Membership Interests for an All Alcohol Section 12 Club Liquor License held by Orchards, LLC, d/b/a The Orchards Golf Club, 18 Silverwood Terrace, South Hadley, MA 01075, Deborah A. Hartnett, Manager.**

**John P. Connell of the Law Offices of John P. Connell, P.C. presented the application, accompanied by Deborah Hartnett.**

Attorney Connell introduced Deborah Hartnett, the proposed manager of record. They are here to amend the license by amending the beneficial owner from the previous owner (Arnold Palmer Golf Management, LLC) to Randy Jones (100% member of Orchards, LLC), to make Randy Jones the sole manager of the LLC and to make Ms. Hartnett the manager of record, he explained.

Ms. Hartnett has worked at the Orchards Golf Course for 28 years and is TIPS certified, he confirmed.

Attorney Connell expressed his understanding that there were transfers in ownership in Orchards, LLC over the years that did not get updated with the licensing board. Mr. Jones is currently the sole owner/member, he stressed. He is here to officially update the record.

Mrs. Krutzler confirmed that the applicant has provided all necessary documentation to support the request, including proof of U.S. citizenship and Massachusetts residency for Deborah Hartnett, Beneficial Interest Form for Randy Jones, Corporate Vote of Orchards, LLC authorizing the change in membership interests and change in manager and Articles of Incorporation for Orchards, LLC.

SB Member DeToma asked if it would be appropriate to ask if the new management understands the special circumstances Orchards operates under since it is located in a residential neighborhood with restrictions on its hours of operation.

Mr. Sullivan said he thinks it is appropriate and expressed confidence that Ms. Hartnett is familiar with these special circumstances. When the Orchards recently hosted the Italian Open, Ms. Hartnett was in contact with the town and made sure the event fell within the guidelines of special permit conditions with respect to entertainment, beverage service, etc. The town has not had any complaints from residents. He expressed appreciation for the town's positive working relationship with Ms. Hartnett.

Chair Hine solicited public comments. There being none, he closed the public hearing.

**SB Member Etelman moved to approve the change of manager and change of membership interests of Orchards, LLC, d/b/a The Orchards Golf Club. SB Member Forcier seconded. The motion passed unanimously 5:0.**

**7. UPDATE ON GENERAL CODE PROCESS**

Mr. Sullivan thanked the numerous people who have joined town officials in reviewing the final draft, noting that it has been updated once already due to comments received. He reminded residents that Town Meeting is only reviewing the General Bylaws and Zoning Bylaws. Policies such as the Complete Streets policy, Town Common Use policy, etc. are included but do not require Town Meeting approval. When the finished document is posted to the website, it will include changes resulting from adoption of the Acts of 2012. Town officials had asked that these be included, but they did not get fully integrated into the draft document and he is working with General Code to incorporate them. The product is a better product than exists on the website now, he suggested. He shared his conclusion that it is a living document that will continue to need more research and refinement.

Mr. Sullivan apologized that there is no red line version. As it was explained to him, because sections have been reconstituted and reordered, it would be too cumbersome to use for comparison purposes. A summary of changes was provided and has been posted to the website. The Bylaw Review Committee will meet at the Council on Aging December 15, 2016 at 3:30 p.m. to review the bylaws and invites the public to attend. Town employees are working with General Code to have a representative participate remotely. A number of communities have completed this project; most changes are grammatical or scrivener's errors. In some cases, the wrong general law is cited and that has been corrected. Administrators wanted to make sure town bylaws are both internally consistent and consistent with Mass. general laws, he explained.

One of the most controversial changes is to a zoning bylaw discussed at a previous Town Meeting, Mr. Sullivan continued. Because it was determined that the bylaw is inconsistent with Massachusetts General Laws, General Code recommended that it be amended.

There are some fairly significant omissions, he acknowledged. He expressed the opinion that this is outweighed by the end result of making government more transparent in South Hadley. The finished product will continue to need regular updating, he confirmed.

Chair Hine expressed his understanding that once the update is adopted, the general bylaw will be caught up and subsequent changes will just be based on Town Meeting actions.

Mr. Sullivan clarified that a few changes that will not yet be incorporated by the time of the Special Town Meeting. He still supports presenting acceptance of the draft as a warrant article and hopes it will be approved. It has not been a perfect process but none of the errors discovered change the content or intent of the bylaws. Some of the mistakes pointed out exist in the present text, he observed.

General Code will be the town's partner in updating local bylaws going forward. Within 90 days of acceptance by the Attorney General, newly-approved bylaw changes will appear in the master document. The cost of this annual service is less than \$2,000. He still thinks it is a very good investment, he assured. Many other communities have seen this as a best practice. Ease of access for the public has been presented as one of the project's main benefits, and he is hoping to be able to demonstrate this prior to the Annual Town Meeting.

Chair Hine asked if it would be possible for Mr. Sullivan to demonstrate on-line access before the Special Town Meeting.

It is possible, but he would have to use another community as an example, Mr. Sullivan said.

**Linda Young of 15 Westbrook Road** asked if the references to the Clerk/Treasurer and Tax Collector being elected positions will be changed. She said she did not see this change in the draft.

The Acts of 2012 were supposed to be integrated into the document but have not yet been incorporated, Mr. Sullivan reiterated. For the time being, he is going to accept the word of the contractor that the code is a living document that will continue to be edited.

Mrs. Young noted that the appointment terms for different committees vary, with some being three years and others five. It seems inconsistent, she remarked. She would like to see the Selectboard look at this and see if it can be adjusted.

Chair Hine pointed out that Mrs. Young is proposing changes, while the General Code project is not meant to change existing bylaws.

General Code's presentation to the Bylaw Review Committee stressed that the intent is not to change the content or intent of a bylaw, Mr. Sullivan confirmed.

SB Member Brezinsky asked when the fact that the bylaw does not comport with the Acts of 2012 will get fixed.

Mr. Sullivan said he had hoped all updates would be incorporated in time for the Special Town Meeting, but it looks like it will be necessary to make another adjustment at the Annual Town Meeting. He encouraged people to send him further questions.

**8. DRAFT WARRANT FOR JANUARY 11, 2017 SPECIAL TOWN MEETING.**

The warrant contains 21 articles, beginning with a \$97,500 transfer from Free Cash for Phase I of improvements to Bicentennial Canal Park and ending with a Memorandum of Understanding (MOU) between the Gaylord and South Hadley Public Library (SHPL), Mr. Sullivan related. He reviewed the proposed articles, offering brief explanatory comments. [It was noted that, due to a typographical error, the draft warrant contains two Article #5's, so there are actually 22 articles.]

- Article 1 – request for \$97,500 to rebuild the deck, prune vistas, install new light fixtures, replace sidewalks and repave the parking area of Bicentennial Canal Park. Phase II will incorporate additional vista clearing and upgrades to pathways.
- Article 2 – request for \$48,000 for a police cruiser. Capital planning has approved replacing one cruiser in the fall and one in the spring, he advised.
- Article 3 – request for \$8,000 to buy pro shop items for the Ledges prior to the start of the season. The General Manager believes that the town will get between a 40 and 50% return on these items, he presented.

Mr. Brezinsky said he would like to see more detail on this request; specifically, why it cannot be accommodated within the regular budget. Staff has been working feverishly to close the deficit, and, with this operation, every dollar counts, he pointed out.

- Article 4 – request for \$38,000 for Public Building Repair/Maintenance. Unexpected expenses keep on coming, such as the cost to fix the roof/ceiling leak on the second floor, Mr. Sullivan reported. A bill for \$8,377 to change the hydraulic oil in the Police Department elevator was received today, and the Town Hall elevator had \$3,000 - \$4,000 of unexpected repairs. \$12,000 of the \$38,000 will be used to cover the increased cost of the Town Hall elevator rebuild based on actual bids received. (Capital Planning previously approved \$75,000 for this project to be funded through rolling debt, he reminded.)

SB Member Brezinsky asked if this would go to capital planning, and Mr. Sullivan said the expenses are strictly maintenance items below the threshold for capital projects. It would probably be beneficial to make them aware of the condition of the building, Mr. Brezinsky suggested.

- Article 5A - request for \$44,235 for Police Department buyouts. In addition to the retirement of Chief LaBrie, there was a buyout of accrued time off for Chief Parentela as he moved from the union to the management side of the work force and there is a large buyout in March for another retiring police officer. The town settled the police contract but money for these items was not included in the budget.
- Article 5b – request for \$82,000 for the DPW to create plans for the redesign of Main Street from the library to the Chicopee border. Reconstruction will be a three-phased plan. Town officials will make sure there is plenty of discussion of whatever design is proposed for the Main Street/Bridge Street intersection, he assured. DPW Superintendent Jim Reidy feels strongly that having 75% design plans for the project will make the town's grant applications more competitive. Communities getting Transportation Improvement Program (TIP's) and MassWorks funds are those that already have 75% designs.

The Redevelopment Authority is quite supportive of the project because it is consistent with its revitalization efforts, SB Member DeToma commented. It is certainly a worthwhile investment, he agreed.

- Article 6 – request for \$1,200 for Human Resources advertising.
- Article 7 – request for \$1,100 for Public Building Repair/Maintenance to expand the records retention project (King Information Systems) to the Police Department.
- Article 8 – request to transfer \$20,000 from Town Hall postage to the Collector/Treasurer for professional services. This represents the amount paid to a vendor for sending out tax bills and is not really a collective postage expense. The money is being restored to the budget where it really belongs, he indicated.
- Article 9 – proposal to accept Chapter 44 53 F3/4 to create separate revenue account for PEG access. This simply formalizes the existing accounting arrangement and does not change the way these funds are handled, Mr. Sullivan related. The action has been recommended by the auditor and Department of Revenue (DOR), he advised.
- Article 10 – proposal to establish a fund (similar to the OPEB account) for future payment of accrued liability for compensated absences (i.e. – vacation, etc.) due employees upon termination of employment. The town's current liability for these costs is estimated at \$1.3 million.
- Article 11 – Acceptance of Chapter 40, Section 57 as amended, part of “An Act to Modernize Municipal Financing and Government.” This law allows the town to withhold issuance of permits when outstanding taxes or fees are owed.
- Article 12 – Acceptance of Chapter 40, Section 58. Similarly, this provision allows the town to take collection action against property owners with outstanding tax balances up to six months earlier than presently allowed; now, towns have to wait 12 months before imposing a lien.

- Article 13 – proposes acceptance of General Code revisions to the general bylaws
- Article 14 – proposes acceptance of General Code revisions to the zoning bylaws
- Article 15 – proposes accepting Chapter 6, Section 172 B ½ to allow fingerprinting of ice cream vendors.

Article 16, 17 and 18 are street acceptances, seeking approval for the previously-unaccepted portion of Lawrence Avenue, Apple Road and Stewart Street Extension, respectively.

Article 19 proposes changing the wording of Section 412.1 of the General Bylaw, a description of the duties of the Canal Park Committee. The change is proposed by Canal Park Committee members.

Article 20 proposes a bylaw to ban the use of plastic bags with die-cut handles.

Article 21 asks voters to endorse the MOU between the Gaylord Library and SHPL and to authorize the moderator to sign the agreement on behalf of Town Meeting.

The Special Town Meeting warrant must be approved by December 20, 2016 in order to meet the posting deadline, Mr. Sullivan confirmed. The draft warrant has been posted to the website and appendices will be added tomorrow.

#### **9. VALLEY BIKE SHARE AGREEMENT**

The agreement was included in the packet and the business plan was circulated prior to the meeting. The proposal is to install two kiosks in South Hadley where people will be able to access easy rider bikes. The Bike/Walk Committee will help determine the most appropriate locations for the kiosks.

The original parties to the agreement received a \$1.7 million grant to cover start-up costs of the project. South Hadley came in later and so was accepted as part of Phase 2. South Hadley is the lead applicant for a regional initiative grant for the costs associated with the kiosks in South Hadley. By accepting the agreement, the Selectboard is committing the town to assume these capital costs if grant funding is not awarded. He qualified this statement by reminding members that everything in municipal life is subject to appropriation, so if the town does not approve the money, the agreement is null and void. He thinks it is a good investment but does not think the town will ever have to come up with the money, he stressed. It is not uncommon for towns to be required to commit money up front before being reimbursed for some state construction projects. If ultimately the Selectboard and Town Meeting do not approve the money, his signature is worthless, he confirmed.

Members scheduled the next Selectboard 'In the Community' event for Friday, December 16<sup>th</sup> at 7:30 a.m.

The art work of Elizabeth Sheridan will be coming down after the Selectboard meeting December 20<sup>th</sup> and Walter Morse's work will be displayed next, SB Member Etelman announced.

Pioneer Valley Planning Commission (PVPC) representatives will be at the next meeting to present the final bike study report. With inclement weather coming, Mr. Sullivan encouraged residents to sign up to receive emergency notifications through Civic Ready.

**Upon motion made and seconded, the meeting was adjourned at 8:45 p.m.**

**RESPECTFULLY SUBMITTED,**

**LAURA KRUTZLER  
ADMINISTRATIVE SECRETARY**

# TOWN OF SOUTH HADLEY



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

MICHAEL J. SULLIVAN  
Town Administrator  
Telephone (413) 538-5017  
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SELECTBOARD OFFICE  
116 Main Street, Suite 109, South Hadley, Massachusetts 01075-2896  
[selectboard@southhadleyma.gov](mailto:selectboard@southhadleyma.gov)

## MEMORANDUM

**FROM:** Laura Krutzler, Administrative Secretary

**TO:** Selectboard

**DATE:** December 30, 2016

**Re:** 2017 Additional Miscellaneous License Renewal

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Due to an oversight, this entertainment license was not included on the list of license renewals presented on December 20<sup>th</sup>. The Yarde House has had an entertainment license since 2008, and Manager Scott Marshall tells me the restaurant features live entertainment on Sundays half a dozen times a year.

### Sunday Entertainment – Live Entertainment - \$85.00 per category

Colonel Woodbridge's Tavern	d/b/a Yarde House	3 Hadley Street
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**Recommended Motion: to approve a Sunday Entertainment license for 2017 for Colonel Woodbridge's Tavern, d/b/a/ Yarde House.**

**LICENSES GRANTED FOR THE YEAR ENDING**  
**JANUARY 1, 2017**

Date Updated:  
December 6, 2016  
For notes see Page 2

**Livery License - \$25.00 per business - \$5.00 per vehicle**

License Number	Void	# Vehicles	Business Name	Contact	Address
2017 - 1		1 Vehicle	Bluebird Airport Shuttle	Richard Hunter	19C Hadley Village

**Taxi Cab License - \$25.00 per business - \$5.00 per cab**

License Number	Void	Business Name	Contact	Address
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**Agent's or Seller's License – Class I - \$100.00**

License Number	Void	Business Name	Contact	Address
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**Used Car Dealer's License – Class II - \$100.00**

Lic. #	Void	Business Name	Contact	Address	Restrictions
<del>2017-1</del>		<del>Conti's Used Cars</del>	<del>Francis Conti</del>	<del>504B Granby Road*</del>	<del>12 Vehicles</del>
2017-2		Dave's Auto Sales	David Bernier	510 New Ludlow Road	6 Vehicles
2017-3		Haydocy's Service	Karl J. Haydocy	Lamb & Gaylord Street	6 Vehicles
2017-4		I-Deal Accessories	Kevin Miele	358 Newton Street	No more than 2 for sale vehicles shall be located at the southern boundary of the property. Such vehicles shall not encroach on the right-of-way of Route 116 (i.e. the sidewalk)**
2017-5		J.J. Auto Sales & Towing	John A. Gallivan	63 Bridge Street	6 Vehicles
2017-6		John's Collision, Inc.	John Occhiuzzo	00 Main Street	No more than 6 repaired for sale vehicles will be stored or parked in front of this property at any one time
2017-7		Page's Automotive	Stephen Rehm	1 Conti Drive?	10 Vehicles
2017-8		Pleasant Street Auto Sales	William Johnson	650 New Ludlow Road	No display of vehicles
2017-9		Ray's Cycle Sales	Cycle Stop, LLC	459 Granby Road	The business shall be conducted only during normal, defined working hours; the business shall not operate on Sundays; at no time shall there be more than 5 motorcycles on display outside the building; at no time during business hours shall there be more than 20 for sale motorbikes displayed or stored within the building
2017-10		Riverside Motors	Steven J. Moran	500 New Ludlow Rd.??	20 Vehicles
2017-11		Western Mass.	Keri A. Delisle	57 School Street	No exterior storage/repair.

		Auto Repair	Douglas Delisle		No exterior display. On-line sales only.
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- \* Conti's Used Cars: Approximately 1 acre, 200' frontage + 200' or more on each side
- \*\* I-Deal Accessories: Vehicles in excess of two at any time will result in suspension of license.
- 📍 Page's Automotive: 48' x 60' mortar building consisting of 4 bays, an office and parking area
- 📍📍 Riverside Motors: 100'x300' black top parking lot

**Motor Vehicle Junk License – Class III - \$100.00**

License Number	Void	Business Name	Contact	Address
2017-1		John's Collision, Inc.	John Occhiuzzo	00 Main Street

**Junk Dealer's License - \$10.00**

License Number	Void	Business Name	Address
2017-1		Got Junk (Mark Gilmore)	500 New Ludlow Road

**Junk Collector's License - \$10.00**

License Number	Void	Business Name	Address
2017-1		Got Junk (Mark Gilmore)	500 New Ludlow Road

**Live Entertainment Licenses, CH. 140, Sec. 183A - \$30.00**

License Number	Void	Business Name	Address
2017-1		Anthony's I, d/b/a, Anthony's Dance Club	500 New Ludlow Road
2017-2		ROJO, Inc. d/b/a Cozy Oaks	21 Lyman Street
2017-3		Dockside	1 Alvord Street
2017-4		Ebenezer's	60 Bridge Street
2016-5		Egg & I	20-26 Main Street
<del>2016-6</del>		<del>Elegancia Event &amp; Meeting Room</del>	<del>506 Granby Road</del>
2017-6		Halfway House	322 Newton Street
2017-7		Johnny's Bar & Grill/Johnny's Tap Room	25 College Street
2017-8		Ledges Golf Course	18 Mulligan Drive
2017-9		Mount Holyoke College – Kendade Atrium	50 College Street
2017-10		Orchards, LLC, d/b/a Orchard's Golf Club	18 Silverwood Terrace
2017-11		Polish American Club	515 Granby Road
2017-12		Sok's <i>Restrictions: Thurs 8p.m-12, Fri/Sat 8p.m.-1:00 a.m. Limited to DJ, comedian, karaoke and/or two-piece band.</i>	30 Bridge Street
2017-13		Stoney's Pub	1 – 3 Bridge Street
2017-14		Thirsty Mind Coffee Bar	23 College Street
2017-15		Willits-Hallowell Center	Mount Holyoke College
2017-16		Col. Woodbridges Tavern (Yarde House)	3 Hadley Street

**Automatic Amusement Device Licenses - \$50.00 per machine**

License Number	Void	Business Name	Address	(#) Machine(s)
2017-1		Anthony's I	500 New Ludlow Road	(1) MegaTouch Tabletop
2017-2		Cozy Oaks	21 Lyman Street	1 Pool Table 1 Golf Game 1 Table Top Video Game Big Buck Hunter
2017-3		Ebenezer's	60 Bridge Street	(1) Buck Hunter Video (1) Pacman Video Game (2) Dynamo Pool Tables

				(1) Arachnid Dart Machine
2017-4		Polish American Citizen's Club	515 Granby Road	(1) Pool Table (1) Megatouch Video (1) Arachnid Dart Machine
2017-5		11 Bridge Street, LLC, Sok's	30 Bridge Street	(1) Arachnid Dart Machine
2017-6		Stoney's Pub	1-3 Bridge Street	(1) Pool Table

**Common Victualler License - \$30.00**

License Number	Void	Business Name	Address
2017-1		Anthony's I	500 New Ludlow Road
2016-2		Autentica Mexican Restaurant	9 College Street
2016-3		Big Y Foods, Inc.	44 Willimansett Street
2016-4		Convenience Plus ♡♡	483 Granby Road
2017-5		Cozy Oaks	21 Lyman Street
2017-6		Dockside	1 Alvord Street
2016-7		Dunkin Donuts, d/b/a, Lori Donuts, Inc.*	497 Newton Street
2017-8		Ebenezer's	60 Bridge Street
2016-9		Egg and I	26 Main Street
<del>2016-10</del>		<del>Elegancia Event &amp; Meeting Room</del>	<del>506 Granby Road</del>
2016-11		El Guanaco	50 Lamb Street
2016-12		Family Pizza	334 Newton Street
2017-13		Food 101 Bar & Bistro	19 College Street
2016-14		Friendly's ♡	500 Newton Street
2017-15		Leena, Inc., d/b/a Hadley Mart	2098 Memorial Drive
2017-16		Halfway House	322 Newton Street
2015-17		Houle's Family Restaurant & Deli	50 Lamb Street
2016-18		Ichiban (Huang Family Restaurants, Inc.)	2090 Memorial Drive
2017-19		IYA Sushi and Noodle Kitchen	15 College Street
2017-20		Johnny's Bar & Grill/Tap Room	25 College Street
2017-21		Ledges Golf Club® <i>*fee waived</i>	18 Mulligan Drive
2016-22		Main Moon Chinese Restaurant	11 College Street
2017-23		Mandarin Gourmet	481 Newton Street
2016-24		Master Chef	461 Granby Road
2016-25		McCray's Country Creamery	55 Alvord Street
2017-26		Mt. Holyoke College – Kendade Atrium	50 College Street
2016-27		Olde Town Caterers	532 Newton Street
2017-28		Orchards, LLC	18 Silverwood Terrace
2017-29		Parthenon Restaurant	475 Newton Street
2017-30		Polish American Club	515 Granby Road
2016-31		Route 33 Pizza House	2080 Memorial Drive
2017-32		Sok's	30 Bridge Street
2016-33		St. Patrick's Social Center	15 School Street
2017-34		Stoney's Pub	1-3 Bridge Street
2016-35		Stop & Go ♣♣	4 Bardwell Street
2016-36		Le Sisters, LLC, d/b/a Subway	532 Newton Street
2016-37		Tailgate Picnic	7 College Street
2017-38		Thai Place Three	480 Granby Road
2016-39		Thirsty Mind Coffee Bar	23 College Street
2016-40		Tower Theaters	19 College Street
2017-41		Willits-Hallowell Center, Inc.	Mount Holyoke College
2017-42		Col. Woodbridge Tavern (Yarde House)	3 Hadley Street

2016-43		O'Connell's Convenience Plus	467 Newton Street
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\* Dunkin Donuts: Mailing Address: Attn: John Salema, 4 Harding Ave., Ludlow, MA 01056  
(533-7988)

☞ Friendly's: Mailing Address: Friendly's Corporation, Attn. Catherine Smith  
1855 Boston Road, Wilbraham, MA 01095

☞ ☞ Convenience Plus – 589-9394

☞☞ Stop & Go – Cell phone 433-0168 or Business 534-5562 (S & N Enterprise, LLC,  
Mohammad Soltaid Nusrat)

**Theater Licenses - \$25.00**

License Number	Void	Business Name	Address
2016-1		Tower Theaters	19 College Street

**Juke Box Entertainment Licenses - \$50.00 each**

License Number	Void	Business Name	Address
2017-1		Anthony's I	500 New Ludlow Road
2017-2		Cozy Oaks	21 Lyman Street
2017-3		Dockside	1 Alvord Street
2017-4		Ebenezer's	60 Bridge Street
2017-5		Halfway House	322 Newton Street
<del>2016-6</del>		<del>Johnny's Bar &amp; Grille</del>	<del>23 College Street</del>
2017-6		Polish American Club	515 Granby Road
2017-7		Sok's	30 Bridge Street
2017-8		Stoney's Pub	1-3 Bridge Street

**Sunday Entertainment – Live Entertainment - \$85.00 per category**

License Number	Void	Business Name	Address
2017-1		Anthony's I	500 New Ludlow Road
2017-2		Cozy Oaks	21 Lyman Street
2017-3		Dockside	1 Alvord Street
2017-4		Ebenezer's	60 Bridge Street
<del>2016-5</del>		<del>Elegancia Event &amp; Meeting Room</del>	<del>506 Granby Road</del>
2017-6		Halfway House	322 Newton Street
2017-7		Johnny's Bar & Grill/Tap Room	25 College Street
2017-8		Ledges Golf Course	18 Mulligan
2017-9		Mount Holyoke College - Kendade Atrium	50 College Street
2017-10		Orchards, LLC, d/b/a Orchard's Golf Club	18 Silverwood Terrace
2017-11		Sok's	30 Bridge Street
2017-12		Stoney's Pub	1 – 3 Bridge Street
2016-13		Thirsty Mind Coffee Bar	23 College Street
2017-14		Willits Hollowell Center	Mount Holyoke College
<del>2017-15</del>		<del>Col. Woodbridge Tavern (Yarde House)</del>	<del>3 Hadley Street</del>



December 30, 2016

Honorable Selectboard,

Please accept this as an abridged account of initiatives and activities performed by myself and town hall staff since my last report. It seems nearly impossible, but this is the last TA report I will file for 2016. As much as I have enjoyed serving South Hadley in the last year, I look forward to 2017 to see numerous projects grow under your direction. Thank you for your support and guidance!

**Town Hall Fire Alarm System,** I met with representatives from both the contractor and design firm this week, as well as Lt Jay Houle and Chief Robert Authier in respect to the final design plans for Town Halls Fire Detection and Safety System.

We all toured the Town Hall and inspected every room in the building (including the rarely seen former coal storage room) to determine the proper equipment to use throughout. The system will add horns with a higher decibel system, as it was reported that some School Department employees were not hearing the alarm, strobes for those who may be hearing impaired and relocating of several pull stations.

We are hopeful the work will begin in February, but will still need a fire watch for the January 11 Special Town Meeting. Fire District staff and Chief Authier have been very helpful in respect to reviewing the plans and conversing with the contractor to ensure we have system which will best serve the building by keeping visitors and employees safe.

**Winter Storm Communication,** There was a concerted effort by myself and other key players to address the requests made by the Selectboard and constituents in regards to how we can better communicate information surrounding winter storms to the public.

I fully accept the fact we performed far below expectation for the previous parking ban. We listened and we heard some points repeated in several conversations. Make the call with plenty of notice, preferably early in the day before the storm was by far the most sought after.

Residents sensibly expressed this allows them to plan, some said they may park their second vehicle (or third, or fourth) somewhere else. The ideas were seemingly endless and ranged from simple to the sublime in their garage, at a parking lot which they have permission, at work, at friends who has a big driveway, one person even mentioned a parking deck near their work in NoHo and then they were taking the bus home. The vast majority of citizens really want us to do a better job cleaning up after a storm and fully understand the benefits of having as many cars off every street helps a great deal.

We also heard make the “switch over times a little later”, we are still working on that one. It makes sense moving your car by ten is a lot better than shoveling it out at 7AM to move it for 8 AM, but there is also a logistical component to scheduling plows. Again we heard the suggestion and we are working at it.

We also appreciate your assistance in identifying sidewalks which are not getting cleared with in the forty eight hours of the “end of storm” which pretty much equals end of parking ban. So if a sidewalk is not cleared by Monday January 2<sup>nd</sup> in respect to this storm, then giving us the address and we will see if we can get it cleared by the owners or at least investigate the reason it is not cleared, knowing about it is helpful.

The most predominant suggestion was to get the information out as many ways as possible, including those popular (sarcasm) robo calls, website for more detailed information, FaceBook, television ( which we were told that anyone under 30 never watches TV), we also reminded people to go to the CivicReady button at the bottom of any page on the town website and sign up, so you can get the information on the device or platform which works best for all. If we learn nothing more from the calls we receive it is the fact there is more than seventeen thousand variations or opinions out there on how we should communicate. At this point we are focusing on trying to do four or five ways well. Thank you for your cooperation and input.

**Town Meeting Prep,** There is much work continuing on the January 11 STM and the January 4 TA Review of Articles. The “Review” will be held concurrent with Appropriation Committees hearing on financial articles beginning at 6 PM in the Selectboard Meeting Room. The articles outside the scope of the Appropriation Committee will proceed immediately following review of the financial articles.

The “review” will be televised, we encourage residents (particularly Town Meeting members) to send question before, during and after the review to [msullivan@southhadleyma.gov](mailto:msullivan@southhadleyma.gov) and I will do my best to answer them or gather the information, so you will be informed as TMM and ready to vote on January 11 in the Town Hall Auditorium. This is key to expediting the process in a thoughtful manner.

Some have expressed concerns about holding the review in the Selectboard Meeting Room, as it only accommodates about fifty people. There was a couple of factors which led me to make the decision. The AC normally adjourns to another space to deliberate, we have some new equipment in the SB room which makes presentations more robust and the simple fact most TMM do not attend this venue, but choose to watch it in the comfort of their own home. Which for any of you who have attended a winter forum in the Town Hall Auditorium would attest to the fact drafty is the best way to describe the setting. We encourage every TMM to attend the review and I will publicly admit it was a bad idea, if all 120 show on January 4.

On January 11 we will make an effort to warm the old hall up, but I would not suggest shorts and sandals. Think of it as just two New England traditions colliding, winter and Town Meetings. To all the TMMs who have already sought information, it is greatly appreciated.

**FY 18 Budget,** The process continues I have met with all departments with the exception of the School Department, which I anticipate will occur in the next few weeks. I know they have been working on the internal figures for FY 18 and understandably it is a large and complex task.

The only “significant changes” or in some cases “concerns” is some creative ways the Library Director and I have been considering to make his staffing more flexible (within the CBA), accommodating the GML in anticipation of a vote at the STM, the Chief and I have been discussing some additional training for the PD. Also the COA Director and I have been discussing some expanded or in some cases growing services and how that would affect staffing. We also continue to see growing health insurance cost (likely 10%) and request for Veteran Benefits.

On the revenue side we seem pretty steady as a community, the picture at the state level does not seem as positive. With some suggesting there may be 9C cuts in FY 17, either way it does not sound like it will be strong for the Commonwealth in FY 18. I will likely be suggesting we add to OPEB and possibly Stabilization, but I can further explain as the appropriate time nears.

**Public Records Law,** Just as a reminder on our January 13 Professional Development Day we will addressing this issue. There has been a few surrounding communities who have asked if they can attend and we certainly will try to accommodate.

While this is a major change in the law, I and the Town Clerk are doing our level best to stay ahead of the curve. The Town Clerk has already posted on her web page the list of South Hadley’s Records Access Officers (RAO). Both The Town Clerk and the Town Administrator will remain Primary RAOs. We have put a protocol in place and will be fine tuning policy and procedure in the coming weeks.

There are many facets to this new CMR (980/32), but on we have been focused on as of late, is to drive information to the website. One big project we have started is to have all contracts, vendors, CBAs, individual (like mine) and agency agreements all reside on the website once signed. I am sure there are other communities who have done this, but it has been an organic idea for us. This will be another step towards real transparency something the SB has always encouraged.

**Internet Connectivity to Ledges,** I am hoping to ask the SB for the ATM for a PEG warrant article to spend about \$15,000 to bring a direct high speed line to the Ledges. It was previously priced at \$58,000 but through conversations with Comcast the price has been drastically reduced (by about \$46K). Discussion with SHELD continues about how they might serve our needs. There are benefits on both sides, so until we get enough facts about the right decision for South Hadley (Town of) we will just be happy it is much more reasonable than originally thought and far better (and dependable) than bouncing beams of towers.

I hope to have more about this in the next several weeks, as we try to wrap up our telecom consultant project. Obviously the phones will play a significant role in the determination for this project. No the future of the golf course the building will remain viable and will undoubtedly be used for something and whatever that is will likely need dependable internet.

Thank you and Happy New Year!

Respectfully submitted,

Michael J. Sullivan

Town Administrator, South Hadley