

**SELECTBOARD MEETING
TUESDAY, FEBRUARY 21, 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. The proceedings are taped and broadcast live.

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF MINUTES *February 7, 2017 Regular Selectboard Meeting*
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
 - A. ONE DAY BEER AND WINE LICENSE REQUESTS:
 - Imad Zubi, Willits-Hallowell Conference Center – March 23, 2017 – Mary Wooley Hall
5. NEW BUSINESS
 - A. Renew Steve McCray License to Farm Land at Bachelor/Stony Brook Conservation Area
 - B. Budget FY 18 Draft
 - C. Bond Strategies
 - D. Estimate of Increased Seasonal Population
6. APPOINTMENTS/RESIGNATIONS
7. OTHER BUSINESS
8. TOWN ADMINISTRATOR’S REPORT: HCHIT, Snow Storms, Mosier Statement of Interest, MIIA Sewer Risk, FY 18 Budget, GML Discussion, BWC Meeting,
9. CHAIRMAN’S REPORT
10. ADJOURN

**SELECTBOARD MEETING
TUESDAY, FEBRUARY 7, 2017
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.

At 7:02 p.m., Chair Hine called the meeting to order, noting that all members were present.

1. APPROVAL OF MINUTES

SB Member Forcier moved to accept the minutes of January 3, 2017 and January 17, 2017. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

2. ANNOUNCEMENTS

The workshop “Saving Lives in Hampshire County” will be offered this Thursday, February 9, 2017 at 5 o’clock in the Town Hall auditorium, SB Member Etelman announced. The program is being delivered by the Northwestern District Attorney’s office, Tapestry Health and the Quaboag Hills Community Coalition to train folks to recognize and respond to an opioid overdose and administer nasal Narcan. A workshop was held last night in Amherst and other trainings are scheduled in Easthampton and Granby. She encouraged as many folks as possible to attend. Coordinators will be giving out free Naloxone, commonly known by the brand name Narcan.

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

John T. Howard of 15 The Knolls said he gave Selectboard members each a handout that talks about green communities in the hope that this may be slowly coming down the road. He has been in touch with Jim Barry, regional coordinator of the Green Communities Division, to try to get a clear definition of the five criteria required to designate the town as a green community, he shared.

Chair Hine said they would take the information under advisement.

3. APPLICATION FOR APPOINTMENT TO ZONING BOARD OF APPEALS – CRISS QUIGLEY

Criss Quigley was present to discuss her interest in appointment as a full member of the Zoning Board of Appeals. She has been an alternate member since 2012 and has attended all meetings and trainings. She finds it interesting; she is learning a lot from Martha Terry and it is a way for her to serve the community other than through the library, she shared.

Chair Hine asked how many meetings she has attended. The board meets on an as-needed basis, so there have not been many meetings since members acted on a 40B application, Ms. Quigley responded. She estimated there had been six.

SB Member Brezinsky thanked her for taking the time she has taken so far.

SB Member Brezinsky moved to appoint Criss Quigley as a full member of the Board of Appeals with term expiring June 30, 2019. SB Member Etelman seconded. The motion passed unanimously 5:0.

4. APPLICATION FOR APPOINTMENT TO GOLF COMMISSION – MICHAEL J. WOZNIAK

SB Member Brezinsky moved to appoint Michael Wozniak as a full member of the Golf Commission with term expiring June 30, 2019. SB Member Forcier seconded. The motion passed unanimously 5:0.

5. CONSENT AGENDA

A. ONE DAY ALL ALCOHOL LICENSE REQUEST:

- **Imad Zubi, MHC Conference and Event Services – 2/24/17 – Art Museum Lobby**

B. ONE DAY BEER AND WINE LICENSE REQUESTS:

- **Jim Pietras for All Saints’ Church – 2/11/17 – Kidder Hall, 7 Woodbridge Street**
- **Jon Camp, Music and Arts South Hadley – 4/1/17 (FestForward) – TH Auditorium**
- **Imad Zubi, MHC Conference and Event Services – 2/16/17 – Mead Art Museum Lobby**
- **Imad Zubi, MHC Conference and Event Services – 2/28/17 – Mead Art Museum Lobby**

Chair Hine reviewed the items on the consent agenda and asked if any member wished to remove one for separate discussion. SB Member Brezinsky asked to pull the request for FestForward off since he has a conflict of interest and would not be voting on this.

SB Member Etelman moved to approve the consent agenda as amended. SB Member Forcier seconded. The motion passed unanimously 5:0.

SB Member Forcier moved to approve a One Day Beer and Wine license to Jon Camp for Music and Arts South Hadley for FestForward, April 1, 2017, in the Town Hall auditorium. SB Member Etelman seconded. The motion carried 4:0 with one abstention (SB Member Brezinsky).

6. CLEARGOV WEBINAR

Chair Hine opened a webinar for ClearGov, a software platform that promotes transparency and easy access to financial information for municipal government. Mr. Sullivan introduced Chris Bullock, CEO of ClearGov, as the presenter. The town has been looking at different vendors for a financial transparency product, he explained.

Mr. Bullock introduced himself as CEO and founder of the company. The idea for ClearGov came to him about a year ago when he was looking at his personal finances and was struck by the amount going to property taxes. He lives in the town of Hopkinton and was interested in learning where his taxes were going. He found detailed information on the town website, but the financial statements were hard to understand and, more importantly, lacked context. As an example, he learned that the town spends \$55 million on education but had no way of knowing if this was high or low in comparison to other communities.

He learned that the Department of Revenue in each state collects detailed financial information on its member communities. In developing ClearGov, he gathered information from some 20 state entities. Anybody can go on to ClearGov today and access basic information about each town as well as its comparison with other communities. His business model is to create a free page for every community that acts as a ‘teaser’ page. Towns can upgrade and add much more recent data as well as more granular data.

Mr. Bullock highlighted some of the information available, such as total revenue and expenditures together with an analysis of how these compare to other communities. Financial information is further broken down on a per capita basis, showing how per capita revenue and spending compares to similar towns. Users can drill down into revenue and expenditures and find a breakdown of where the money is being spent, and software developers take each category of spending and benchmark them as well. Pages also give a demographic snapshot of each community with statistics such as total population, home values and household income.

Mr. Bullock showed examples of towns using the upgraded system to display information (Sudbury and Easton) and showed the homepage of their websites with links to ClearGov information. A resident can see how much of his/her property tax bill goes to each category of spending. Selectboard members and the town administrator have the ability to add commentary to explain the cited statistics, he added. When a town upgrades, system programmers connect to the town’s accounting system to pull out detailed financial information. Programmers get information straight from the accounting system to document spending in each category.

After concluding what he termed a “very high-level and broad overview of the town product,” Mr. Bullock transitioned to a demonstration of the school product. For this, he has taken data from the Department of Elementary and Secondary Education (DESE) and created a “teaser” page around South Hadley Public Schools. The page shows the total number of students and number of employees and contains data on test scores and state aid information.

City and town officials have the ability to create their own peer groups by self-selecting comparison communities, he added. Software developers made it very easy to change peer groups and to look at the numbers from a variety of angles, he stressed. He showed the page of a community (Framingham) that has paid to purchase an upgraded membership. Along with total enrollment, the enhanced product shows enrollment by grade, the percentage of high-need students and the percentage of English language learners. In other words, the product allows users to drill down into school finances to examine factors behind higher-than-average education spending.

Mr. Sullivan pointed out that, similarly to Framingham, the town product showed South Hadley as spending less on education than its peer groups while the school product showed South Hadley as spending more on education than its comparison communities.

Chair Hine asked about the sources of data the company uses for the product; i.e. – where the data comes from.

The base pages are provided by state-level data; i.e., the Department of Revenue, the U.S. Census Bureau and the Department of Transportation (DOT). On the school side, base pages are based on information from the Department of Elementary and Secondary Education, Mr. Bullock explained. When a town upgrades, programmers connect to the town’s accounting system and export financial information from it. Consultants have developed a universal chart of accounts to insure that everyone’s data is going into the same bucket to allow for ‘apples to apples’ comparisons.

SB Member DeToma pointed out that South Hadley has separate fire districts which take care of EMS, fire and water. He asked if ClearGov is able to collect data on those districts and incorporate it into their analyses.

The company normally considers separate taxing entities as separate clients, Mr. Bullock said. He offered to discuss specifics off line.

SB Member Brezinsky asked if both the municipal and school sides of member communities always participate.

The school district and town are treated as separate entities for purposes of ClearGov, Mr. Bullock clarified. ClearGov started out with the town product and just released the school product in November to a tremendous reception. A number of towns are doing a combo package but they also have a number of schools that have taken the lead and signed up before the town. The company offers a package discount for the school/town combination. In some cases, a town moves ahead without the school district.

Members thanked Mr. Bullock for the presentation.

7. MASSACHUSETTS SCHOOL BUILDING AUTHORITY REQUEST FOR STATEMENT OF INTEREST (SOI)

Chair Hine welcomed the South Hadley School Committee and School Superintendent Nicholas Young. The Selectboard received a request from the superintendent to consider authorizing the submittal of a Statement of Interest (SOI) in participating in the Massachusetts School Building Authority (MSBA) grant program for Mosier Elementary School, he reminded. Members discussed it at the last meeting and decided to invite the School Committee in for further discussion. Members received a packet of information from the School Department, he confirmed.

Dr. Young thanked the Selectboard for inviting them. The documents received were sent to the Selectboard office in November in electronic format and hard copies were just provided as a courtesy, he clarified.

The School Department marked the culmination of a year-long study process with a public meeting of the Appropriations Committee, Capital Planning Committee and School Committee which several Selectboard members attended, Dr. Young reminded. As part of the packet, Selectboard members received a comprehensive report by Flansburgh Architects, the same architectural firm that came in 2006 and noted at that time that South Hadley had two elementary schools in need of consideration [for renovation].

The recommendation of the feasibility study committee in 2006 was that the town look at the two elementary schools, he recounted. The committee made the suggestion of combining the projects, but the Massachusetts School Building Authority (MSBA) responded that the town could only apply to replace the then existing grade configuration. Plains Elementary School was the priority, but committee members recommended that the projects go in successive order.

School officials now find themselves 11 years later, in 2017, with the appreciation that, with wear and tear, conditions have tended to deteriorate. The school now has some very immediate needs; i.e. - a portable classroom with a life span of 15 years which is 33 years old. Experts are telling them that its life span has really been outlived. MSBA folks also came through the building in the fall and noted a series of life-safety issues, including single-pane windows and heating, plumbing and electrical deficiencies.

Consistent with the charge of the school system under Massachusetts General Law, school officials went through and studied the problem and had the architectural firm come back and look at the facility. Consultants presented a series of recommended scenarios, but it falls to the town as opposed to the school to determine how the situation gets addressed, Dr. Young concluded.

“We have some significant facility needs; they’re documented in this report,” he stressed. The life span of some life-safety systems has been exceeded and the flooring of the portable classroom has been rebuilt several times. He encouraged members to speak to the Building Commissioner regarding its status.

“The short version is; it is dire and there are all kinds of technical experts that can tell us the reason for that,” he observed.

School officials explored various scenarios; including bringing forth the necessary repairs as capital requests that do not get reimbursed.

Some of the cost estimates are pretty high, he acknowledged. The way the process works is that, once this level of documentation is obtained, school officials take the request to the Selectboard and School Committee for a vote. If approved, the application goes into a process with the MSBA that could take multiple years. The SOI is entered into a queue. When and if the project is selected, school officials come back to the Selectboard to appoint a feasibility study committee.

The superintendent assured members that he understands the concern about tax increases. From the school’s standpoint, they are trying to be fiscally responsible. As they look at a host of life-safety systems at the end of their life spans, the idea of piece-mealing replacement without reimbursement is prohibitively expensive, he remarked.

One thing that stood out to him about the last committee is the tendency to look at solutions before the problem is fully identified, he shared. School officials' task at this point is to identify developing problems with the school's life safety systems and portable classroom and to start a process with multiple steps involving the state to come up with a solution, he suggested.

Chair Hine asked if the SOI in any way reduces the options of how to address the issues. In submitting the SOI, is the town saying that the solution requires replacement or a major renovation, or are other options still on the table?

"Essentially, it takes no options off the table," Dr. Young assured. Once the town is invited to participate as a grant recipient, steps begin to identify potential solutions. How the problem gets addressed is a much later step in the process, he asserted. While it could be a few years out, it could be many years out, and getting into the queue is important. Basically, town officials are looking for collaboration in addressing a problem; how it gets addressed is determined later in the process.

The school department is saying that the urgency of the situation would be a collective cost challenge for town officials, Dr. Young elaborated. It is probably very unrealistic that the town is going to find itself in a short window to proceed, he assured. More likely, they are looking at a longer window. School officials see the process as a way to mitigate the growing concerns in as responsible a way as possible.

A feasibility study would be the next step once the town is invited to enter the eligibility period, Dr. Young confirmed.

Chair Hine asked if the feasibility study is required. He expressed his recollection that the feasibility study for the Plains Elementary School was \$750,000.

\$750,000 was the cost for the study of the two schools, Dr. Young clarified. As part of the exploratory process, school officials asked to have those numbers updated in 2017. They think they have mitigated some of those costs because they have current figures. If the MSBA accepts the SOI, it would be the obligation of the town to fund a feasibility study, he confirmed. His hope as a taxpayer is that it would cost less since a study was already done, he said.

If there is zero desire to fund a major renovation or replacement; there is no point in submitting an SOI, Chair Hine pointed out.

The flip side is that if the town does not take steps to prepare itself, it could find itself in need of major renovations without state support, Dr. Young countered.

SB Member DeToma noted that the town has had recent experience with the MSBA construction process with the Plains Elementary School. He asked about its timeline.

It was protracted at the very least, Dr. Young said. The original process started in the early 2000's, SB Member Brezinsky confirmed. It started well before 2006 and then the state cancelled its program, he elaborated. After a two or three year gap, the MSBA was formed. The process was 15 years or more, he corroborated.

When he was enrolling his child in Plains Elementary School, he was told a new school would be built in a year or two, Dr. Young related. She is now a junior in college. We anticipate that we're going into a protracted process, he confirmed.

SB Member Brezinsky asked whether some communities go through the feasibility process prior to submitting an SOI. He asked if there is a financial reason to do an SOI first. He expressed his understanding that the state does not pay for the feasibility study.

There is reimbursement for the study if the project goes forward, Dr. Young clarified. He does not believe the state reimburses for studies performed prior to the town being accepted into the grant program, he said.

We have a lot of enthusiasm for our schools, Dr. Young continued. We have a school with a growing list of problems and experts saying we're running out of time. This is the process through which the town gets a partnership to keep costs to the taxpayer low, he stressed.

Mr. Brezinsky asked if the school got any kind of estimate from Flansburgh as to what a feasibility study is likely to cost.

One of the challenges in estimating feasibility costs is that the committee is going to map out various options to explore and it is hard to second-guess what those will be. Having a comprehensive report from 2006 is an advantage, Dr. Young indicated. Algorithms such as the amount of square footage required for each student must be updated. Back in the 1990's, no space was set aside for computers. He voiced the opinion that if the study is done sooner it will cost less because school officials have current numbers. Ten years from now it is going to be more.

Mr. Brezinsky expressed his understanding that if improvements exceed 30% of the assessed value of the building, it triggers the requirement that all systems be updated. He understands this to be the reason that cost estimates range as high as \$43 million. He asked where the assessed number comes from. He has trouble understanding how the assessed value could be \$2 million while the replacement cost is \$43 million. The actual value of the building must be somewhere in between \$2 and \$43 million, he suggested.

According to the architect, normal practice is to use the assessed value on the town books, Dr. Young responded. He has discussed with Mr. Sullivan that the appraised value for insurance purposes is significantly higher (\$10.1 million per FY2017 Statement of Values). Actual value is an academic issue in some ways, he asserted. Whatever the assessed value, deficiencies in life safety systems were fully identified in 2006. At that time, the committee appointed by the Selectboard recognized the problems and reached the conclusion that they needed to be fixed. Eleven years later, the problems continue to exist and the responsible thing to do is follow the normal process to address them, he maintained.

Part of the problem is that the driving force for the project is the portable unit, which costs roughly \$2.5 to \$3 million to replace, in excess of the school's assessed value, School Committee and Capital Planning Committee representative John Kelly interjected. The MSBA will not pay for a portable unit, so the school has to replace it with a more permanent structure. The school cannot spend that amount of money without triggering the need to upgrade mechanical and electrical systems, he explained.

Chair Hine asked about enrollment figures. If enrollment is decreasing, might there be capacity at another school to accommodate some of the students now housed in the portable classroom? If the portable is the major driver, is there a way to deal with this without renovating the whole school? He asked about the possibility of moving students to other schools.

In anticipation of this question, Dr. Young said he had been speaking to an expert in the area of realignment. Consultants have walked the district and do not have an empty classroom. Since they have run the numbers for Mosier, they can definitely say that this building would need to be larger in order to accommodate the number of students.

Chair Hine pointed out that the numbers apply to new construction, not existing buildings.

Literally every square inch is taken up for instructional purposes, Dr. Young maintained. The idea of moving the second grade to Plains School is often suggested, he related. Most parents and students would welcome such a change but, as anyone knows who's been involved in that project, every square inch is presently used. He doesn't see this as a really viable option because he has actually walked the district in anticipation of that question to see if there is any available space.

For the first time this year, school officials have seen an increase in enrollment of between 40 and 50 students, School Committee member Christine Phillips volunteered. Their goal has been to drive enrollment figures up and they have been successful, she reported. The school department did surveys and discovered that one of the biggest reasons students were leaving the system was a perceived need for more accelerated learning. Parents and teachers wanted more opportunities for advanced classes and school officials have provided that. A significant portion of the increase is from South Hadley students who had been going elsewhere.

Ironically, the biggest increase is at Mosier, Dr. Young added.

SB Member Brezinsky asked how many classrooms are in each of the three grades.

Next year they will have six, seven and seven classrooms at Mosier for Grades 2nd, 3rd and 4th, Dr. Young responded. Other spaces are used for special education.

SB Member Brezinsky shared his recollection that when he was on the School Committee, the school had eight regular education classrooms and had spec ed. in closets, etc.

There are about 22 students per class, Dr. Young added. [The size of classes]"is not a creative exercise; it is dictated by the state," Dr. Young reminded.

Chair Hine pointed out that the superintendent has talked about pressing needs at Mosier and a process that could take a number of years. Given this, there is probably going to be work/repairs necessary before any permanent solution is in place. He thinks town officials need that piece of the equation as well. As a town, we are probably going to need to spend money to fix problems in the next five years, he noted.

Mr. Kelly commented that if a construction project is in process, school officials will mostly likely take the approach of trying to patch problems in the interim.

What stood out to him in the description of the SOI process is the statement that a school district should have the ability to fund a construction project within two years, SB Member Forcier observed.

If they get to the point where they are blessed by the state with an invitation to participate in the grant program, they can engage the larger constituency on these problems, Dr. Young responded. They intend to engage the voters, he assured. Town officials don't have to promise that they have the money, they just have to promise that they will engage the democratic process, he pointed out. It is much better to solve the problem with state money; that is our fundamental point, he reiterated.

The whole reason town officials are discussing state participation and a longer-range plan to solve these issues is that a couple of years ago the School Department made the decision to take all of the Mosier items off the capital plan and instead pursue a more comprehensive plan to address them, SB Member Brezinsky related.

It feels very much to him like if they do go down the road of submitting an SOI they are in fact talking about either a very major renovation or a brand new building, he continued. He expressed the opinion that they should just acknowledge that that is the likely result of any decision that is made. It's not very likely that the result of a feasibility study is going to be to address the deficiencies as individual capital projects, he maintained.

He would really like to get a definitive answer as to the assessed value of the building so they know exactly how much money they could spend without triggering the 30% threshold, he continued.

Dr. Young said the \$10 million appraisal of the building for insurance purposes is probably the best estimate.

The deadline for submitting an SOI is early April.

Chair Hine commented that it is very important that this issue is out there; that residents of the town are aware of it and that town officials are having this discussion. The Selectboard is trying to balance a lot of factors, including public interest in a new Senior Center, and it is very important that a lot of time be spent now talking about this. He thanked the School Committee for coming.

8. **ONE DAY BEER AND WINE LICENSE REQUESTS:**

- **Luke Brunelle – March 11, 2017(Leprechaun Plunge) – 1 Alvord Street**
- **Jon Camp, Music and Arts South Hadley – July 29, 2017 (FallsFest) – Beachgrounds**

Mr. Sullivan reminded the Selectboard that, in reviewing the application for McCray's Farm's TruckFest, members adopted a policy of having the police chief review and approve a security plan with the applicant as a condition of approval. Similarly, for the Leprechaun Plunge, Police Chief Steve Parentela has met with Luke Brunelle and come up with a security plan.

When asked if this calls for any changes from previous plunges, Chief Parentela said that Mr. Brunelle has requested an enlarged area to serve alcohol. He is satisfied with the plan for security and alcohol service presented, he confirmed.

SB Member Forcier moved to approve a One Day Beer and Wine License for Luke Brunelle for March 11, 2017 (the Leprechaun Plunge) at 1 Alvord Street. SB Member Etelman seconded with the friendly amendment that the license be issued with the conditions as specified by the Chief of Police. The motion passed unanimously 5:0.

SB Member Forcier moved to approve a One Day Beer and Wine license for Jon Camp for FallsFest. SB Member DeToma seconded. As a point of order, Mr. Sullivan asked to include Item 7C under New Business (Falls Fest Request for Use of Beachgrounds July 27 – 30) in the approval, and this amendment was accepted by Mr. Forcier and Mr. DeToma. Mr. Sullivan also asked that approval be contingent on an agreement being worked out with the police for safety and security, and this amendment was accepted. **The amended motion passed 4:0 with one abstention (SB Member Brezinsky).**

9. **SPRING ELECTIONS, BALLOT QUESTIONS, DISTRICT COMBINED ELECTIONS**

The Town Clerk requested that he ask the Selectboard to consider reducing the hours of voting for the Annual Town Election to exclude some of the early hours due to the small number of voters during these time periods, Mr. Sullivan related.

SB Member Etelman suggested that, in the interest of keeping elections consistent and not confusing voters, they keep the regular hours. She understands there may be a really minor cost savings but thinks it is not worth changing the time. SB Members DeToma and Brezinsky concurred. Mr. Sullivan said he would convey their sentiment to the Clerk.

BALLOT QUESTION ON BANNING PLASTIC BAGS

Consistent with M.G.L. Chapter 54, Section 42B, a state law allowing a non-binding policy question to be posed to voters, the Selectboard is being asked to consider putting a referendum on the upcoming Town Election ballot to ban plastic bags with die-cut handles, Mr. Sullivan explained. There would have to be a subsequent Town Meeting vote to create a general bylaw, he clarified.

Members of the Board of Health (BOH) and the Health Department Director were present to speak to the request. A number of towns are pursuing this, and it makes a lot of sense from an environmental standpoint, BOH Chair Walter Wolf confirmed.

BOH member Suzanne Cordes recommended www.massgreen.org as a good source of information on the subject. The wheel has already been invented, she commented. Forty-two towns have banned plastic bags; some through the Board of Health and some through local ordinance. The educational component of this – informing people about the environmental impacts of plastic bags - is really important, she stressed. BOH members confirmed they would advocate putting the question on the ballot.

SB Member Etelman asked BOH members if they were aware of an established group, either the Board of Health or another, that would be willing to help get this passed.

SB Member Brezinsky respectfully objected to the direction of the conversation. What they should be talking about is whether to say yes or no to putting a question on the ballot that voters can say yes or no to. There are arguments for both sides and experts that feel strongly one way or the other, he noted. He does not think a public meeting on public property is the right place to be discussing insuring that a measure passes. The issue is whether to ask the voters if they'd like to weigh in. Once that is decided, it should be up to advocacy groups to make a case for approval. He feels strongly that they should leave it at that.

Ms. Etelman said she was not trying to say they need to make sure it gets passed, although, personally, she would like to see it get passed. She would rather see that there's some backing to the question before agreeing to put it on the ballot and then finding out that it does not have substantial support.

SB Member Brezinsky stressed that he feels that it should be on the ballot. **He moved that this question be on the April ballot. SB Member Etelman seconded.** SB Member DeToma concurred. **The motion passed unanimously 5:0.**

DISTRICT COMBINED ELECTIONS

There were conversations with representatives of both districts about the possibility of combining annual elections, Mr. Sullivan related. He spoke to the Clerk and wanted to make sure both districts know town officials are willing to facilitate combined elections as long as there is no additional cost to the Town of South Hadley.

It is not going to happen for this April, but, given that the Selectboard is going to be considering moving the election to coincide with presidential and gubernatorial primaries in the fall, this may be an impetus to the districts to expedite the proposal. If the change makes it easier for the public without adding any demonstrable cost, it makes sense, he suggested.

Chair Hine said his sense is that it is the will of the Selectboard to pursue the arrangement.

He would hope to have a warrant article before Annual Town Meeting this year if the town was to implement combined elections for 2018, Mr. Sullivan said. They would subsequently need to seek state legislation for the change and to allow incumbents to remain in office until replacement at the later election.

The districts would also need articles on their spring annual meetings to implement the change.

10. ANTI-CORRUPTION RESOLUTION

Haley Gmeiner, a resident of South Hadley and full-time employee of "Represent Us," presented a request that the Selectboard adopt an Anti-Corruption Resolution.

She is working with representatives across the country to pass anti-corruption laws, Ms. Gmeiner explained. Between the chapter in Western Massachusetts and the Boston office, staff set a goal to get 30 cities and towns to pass anti-corruption resolutions. The declaration is really just saying that when a resolution comes to the ballot, the town is in favor of passing it, she clarified.

The organization in general is non-partisan with members across the political spectrum. They are really seeing the need for and advocating for transparency in government. She expressed hope that the Selectboard would adopt the resolution.

Members discussed. Chair Hine said he is primarily interested in issues germane to South Hadley as opposed to taking a stand on state and federal issues. SB Member Brezinsky said he is also struggling with the fact that the resolution pertains to a federal initiative. The Selectboard has a long tradition of sticking to local services and staying away from political positions, although he agrees with almost

every syllable. It almost feels like another ballot question, he observed. The last sentence of the resolution commits the town to establishing its own anti-corruption legislation, SB Member DeToma pointed out.

Ms. Gmeiner said it was recommended that she bring it to them as a first step toward a ballot question. The organization's practice has been to solicit the support of the executive body prior to initiating a campaign to put a question on the ballot.

The more he thinks about it the more he is convinced it should be a ballot question, Mr. Brezinsky pronounced. Other members agreed. They discussed possible wording and concluded that the first paragraph of the resolution could be presented as a question.

SB Member Brezinsky moved to place an anti-corruption ballot question with the appropriate language on the April 11th ballot. SB Member Etelman seconded. The question would read, "Would you be in favor of a [insert the first paragraph of the resolution]." **The motion passed unanimously 5:0.**

11. SNOW/ICE SPENDING ACCEPTANCE

The town typically underfunds the snow and ice budget, Chair Hine reminded. As of January 1, 2017, South Hadley has spent \$127,203 out of a \$100,010 budget, Mr. Sullivan confirmed. A vote to allow the town to exceed its budget must be taken before the end of the fiscal year. There has been a change to the law to require that the Appropriations Committee also must authorize the town to exceed the budget, he noted. He talked to the chair and he will include such a vote on an upcoming agenda.

The motion is to accept M.G.L. Chapter 44, Section 31D for FY 2017, he clarified.

SB Member DeToma moved to accept M.G.L. Chapter 44, Section 31D for FY 2017 for purposes of exceeding expenditures related to snow/ice removal and other "Snow and Ice" related expenses for the Town of South Hadley. SB Member Etelman seconded. The motion passed unanimously 5:0.

12. RIVER TO RANGE PHASE II APPLICATION

The town was originally supposed to complete the accessible trail loop as part of Phase II of the River to Range grant, but they are now able to complete it as part of Phase I, Mr. Sullivan reported. The Phase II grant application is primarily for archeological and environmental studies and for design of the bridge over Bachelor Brook. The town is hoping to get another grant for \$247,000 for construction of the bridge. If approved, the town would have to come up with a \$15,000 match. The total project value is \$89,410.

Some of the match will come from Mount Holyoke College, and the Bike/Walk Committee has committed to some in-kind responsibilities.

He expects to hear sometime in July if the town receives an award for this phase. He thought this work would begin a lot sooner than actual construction work. Residents should see the path starting to appear in the spring.

Chair Hine asked if they needed to budget \$15,000 if they are inclined to pursue the grant, and Mr. Sullivan said yes.

SB Member Etelman moved to pursue the River to Range Phase II application. SB Member Forcier seconded. The motion passed unanimously 5:0.

13. UPDATE ON FY 2018 BUDGET

He is proceeding to develop a budget for FY 2018, Mr. Sullivan reported. He is going back for a third round with some departments. Health insurance is up about \$450,000, and departments are working very hard to be able to stay within that budget. He is hoping to be able to make some commitments to the Capital Stabilization Fund, OPEB, etc. As far as revenue projections, they are still very strong for 2017.

Also, the Gaylord Library commitment is up. On the positive side, \$48,000 of payroll obligations were paid out of last year's budget [due to there being 27 pay periods in FY 2017]. He is setting up a meeting with appropriations and capital planning. He should have a draft budget for the next meeting which he will be putting on the website for review.

He is still waiting for School Department numbers and hoping to have those this week.

14. TOWN ADMINISTRATOR REPORT

SB Member Brezinsky thanked Mr. Sullivan for the piece on the Symposium of Understanding. SB Member Etelman sent a report from Iraida Delgado, the consultant, on the focus group with first responders. Mr. Sullivan encouraged members to look through it. Chair Hine said he did read it and was impressed to hear what first responders are experiencing. He asked if the document could be uploaded to the website.

Symposium organizers have started to pick up the pace, and the Council on Aging director will be attending a symposium on Monday about becoming an age-friendly community, Mr. Sullivan related. Also, he is putting Carol Constant, Director of Community Engagement for Loomis Communities, in contact with a national organization. We see that aging is one of the difficult issues in town. They are thinking of going to front-line employees next; those who see first-hand the people coming to the town.

RIVER ROLL AND STROLL

This will take place Sunday, May 7th from 11 a.m. to 3 p.m., Mr. Sullivan advised. Mariann Millard along with Sean Cronin from Holyoke deserves a lot of the credit. The bridge has been divided into different zones, including a “serenity zone” in the middle. At one o’clock a parade will start from both ends of the bridge. South Hadley veterans are now involved, and there will be a ceremony when the two contingents meet in the middle of the bridge.

The end zone militia from the Patriots will be there, SB Member Brezinsky added.

SB Member Brezinsky moved to go into Executive Session under M.G.L. Chapter 30A, Section 21 (a) 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, regarding DPW AFSCME negotiations. SB Member DeToma seconded.

Members voted affirmatively to go into Executive Session by roll call vote as follows:

SB Member DeToma	Aye
SB Member Brezinsky	Aye
SB Member Etelman	Aye
SB Member Forcier	Aye
Chair Hine	Aye

Chair Hine announced that the board would not return to public session. **The meeting was adjourned at 9:29 p.m.**

RESPECTFULLY SUBMITTED,

**LAURA KRUTZLER
ADMINISTRATIVE SECRETARY**



TOWN OF SOUTH HADLEY
SPECIAL LICENSE
WINE AND MALT APPLICATION
(Revised 5/2015)

To the Licensing Authorities:

Date: 2/13/17

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

NAME: WILLITS-HALLOWELL CENTER

COMPANY/ORGANIZATION: MOUNT HOLYOKE COLLEGE

ADDRESS: 50 COLLEGE ST, S. HADLEY, MA 01075

TELEPHONE: 413-538-2220

DATE APPLIED FOR: THURSDAY, MARCH 23, 2017

PREMISES TO BE LICENSED: NEW YORK ROOM
MARY WOOLEY HALL

HOURS OF OPERATION: 4:00-6:30 PM

ALCOHOL WILL BE (CHECK ONE): SOLD _____ GIVEN AWAY PROVIDED

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: Rachel A Osborne

LIQUOR LIABILITY INSURANCE REQUIREMENT

For any event where alcohol is to be sold 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.

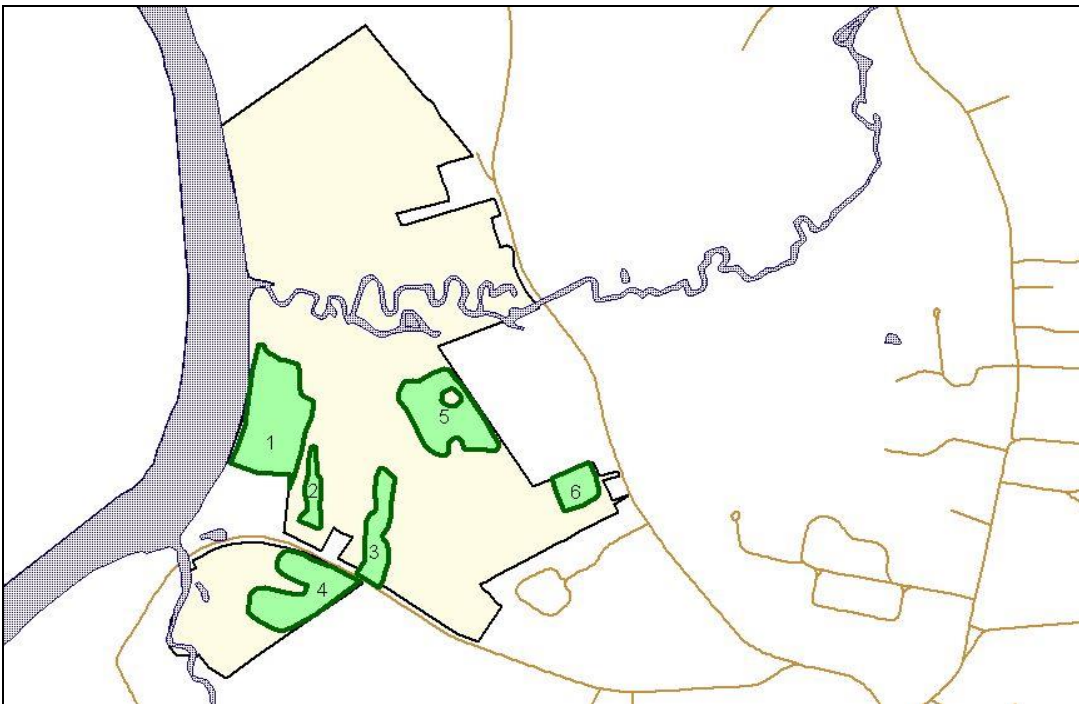
Explanation of Farm License 2017

When South Hadley purchased the Bachelor Brook-Stony Brook Resource Area in 2005, the property included several farmed fields, which the Town and Conservation Commission agreed to maintain in agriculture. Mr. Donald McCray had been farming the land previously through an agreement with Holyoke Water and Power. The Town Administrator told Mr. McCray that the town would continue the same arrangement. Donald's son Stephen has been continuing the license and farming since then. The fee is \$1100. a year. Because the Conservation Land Fund was almost totally depleted for the purchase of the Bachelor Brook-Stony Brook Resource Area, the Selectboard and Town Administrator agreed at that time that the money received for this license would be deposited in the Conservation Land Fund.

The first year of the new town license was 2005. We were able to find a copy in the Accounting office records, retyped it, and revised it in a few places to update it. I revised it in 2012 to request permission for Steve McCray to allow the Barstow's to farm a few of the fields (Section 1). This is a license and not a lease because a license can be shorter term, restricted to one person, is easier to terminate, and provides more municipal control. A lease agreement gives some interest in the land to another party, and would require a Conservation Commission vote, a 2/3 Town Meeting vote, and a 2/3 vote of the state legislature. This present agreement is for the period from **January 1, 2017 to December 31, 2017**.

Stephen McCray is farming the land now, and has agreed to this present license. Some fields are used for hay, and some are planted with corn. The Conservation Commission, as manager of the property, would like to see this license continue, to maintain the agricultural fields as stated in the Self-Help Grant agreement, and to support our local farmers.

Any questions please contact Janice Stone, Conservation Administrator at 538-5017x208.



Map showing the six fields farmed under the license with Steve McCray

LICENSE AGREEMENT

BY THIS AGREEMENT between **The Town of South Hadley Selectboard**, the awarding authority, a municipal corporation having its principal office at 116 Main Street, South Hadley, Massachusetts 01075 (“Licensor”) and Stephen McCray, owner of McCray’s Farm, 55 Alvord Street, South Hadley, Massachusetts 01075 (“Licensee”).

WITNESSETH

IN CONSIDERATION of the promised exchanged herein, the parties agree that:

TRANSFER OR RECORDING

1. This license is personal to Licensee and shall be assigned, transferred or recorded by the Licensee only with the express written consent of the Licensor. The Licensee is requesting permission to allow Barstow’s Longview Farm to farm some of the fields in 2017 under this agreement and his license. Unless stated otherwise, signature of the Selectboard as Licensor includes this consent for Barstow’s use.

TERM

2. This license commences on January 1, 2017 and will terminate on December 31, 2017, unless sooner terminated in accordance with Paragraph 6.

USES

3. Your use of the Property is restricted to agricultural use on six (6) parcels of land located in South Hadley, MA as shown on map attached to this license as Exhibit A.

The Licensor shall have the right to impose conditions upon any additional work conducted by the Licensee within the Property necessary to assure the safety of Licensor’s facilities within or in the vicinity of the Property. Within thirty (30) days of Licensor’s submittal of an invoice, the Licensee shall reimburse Licensor for its reasonable expenses to review any request for additional work (including but not limited to costs for administrative review, engineering and field inspection).

OTHER USES

4. Except to the extent described in Section 3, Licensee shall not undertake or permit:
 - a) Any excavation, grading or filling on the property
 - b) Construction of any structure or improvements on the property
 - c) Removal of timber from the property, or
 - d) Parking or storage, even temporarily, of vehicles, material or equipment on the property contrary to the terms and provisions of this agreement until it has received Licensor’s written approval.

FEES AND CHARGES

5. a) The fee for your use of the Property shall be Eleven Hundred Dollars (\$1100.00) for the period. Payment should be paid by March 31, 2017 to:
Selectboard
Town of South Hadley
116 Main Street, Suite 109
South Hadley, MA 01075

b) The Licensee shall be responsible for any additional charge(s) or tax levied upon the Licensor by reason of the Licensee's use of or improvement to the property. The Licensee must reimburse the Licensor the full amount of such charge(s) or tax within thirty (30) days from the date of the Licensor's invoice for such charge(s) or tax.

c) Payments that are more than thirty (30) days past due may result in suspension of the license to operate by the Town.

TERMINATION

6. This License shall terminate upon the date specified in Paragraph 2 or sooner with the occurrence of any one of the following events:

- a) The date it is recorded without written consent of the Licensor,
- b) Immediately upon written notice from the Licensor if the Licensee breaches any condition of this License,
- c) Upon sixty (60) days prior written notice by either party.

Licensor shall refund the pro rata portion of any prepaid fee, less sums due the Licensor, as part of any effective date of termination. Termination shall not affect the Licensee's obligation under this License arising on or before the effective date of termination, including but not limited to obligations for indemnity or reimbursement.

IMPROVEMENTS AND RESTORATION

7. On or before the date of termination, all improvements made by Licensee shall be removed at the Licensee's sole cost and risk and the Licensee shall restore the property to the condition that existed at the commencement of Licensee's use, to the reasonable satisfaction of the Licensor. Any improvements or personal property remaining on the Property following termination shall, at the sole option of the Licensor, either:

- a) Be deemed the property of the Licensor, and the Licensee shall execute any appropriate documents of transfer, or
- b) Be removed by the Licensor without liability to the Licensee and all costs for removal, disposal and property restoration shall be paid by the Licensee. The Licensee will be required to reimburse the Licensor for the expenses of such disposal within thirty (30) days from the date of the Licensor's invoice.

POLLUTANTS/PERMITS

8. Licensee shall not, at any time, use or store any pollutant or hazardous material on the Property, and shall at all times maintain the Property in a safe and lawful condition. Upon Licensor's request, Licensee shall provide evidence reasonably satisfactory to Licensor that all required consents or permits are in force for Licensee's use of the Property.

COMPLIANCE WITH LAW

9. The Licensee shall comply with, and shall cause the Property, in connection with Licensee's use, to comply with all applicable local, county, state or federal laws, codes or ordinances of any description, including but not limited to zoning, building, engineering, sanitation, health or environmental laws, shall promptly remedy any breach of same.

INSPECTION OF THE PROPERTY

10. The Licensee acknowledges that it has inspected the Property and has determined it to be suitable for Licensee's use. The Licensee agrees that it is not relying on any oral or written representation of the Licensor concerning the Property (including but not limited to dimensions, soil conditions, environmental conditions, municipal restrictions, or uses by adjoining or third parties).

LICENSOR'S USE OF THE PROPERTY

11. The Licensee's use of the Property is subject to the Licensor's right to enter and use the Property for its business purposes. The Licensor shall have the right, at any time and without liability or compensation to the Licensee, to use the Property to install, use, repair, maintain, relocate or remove facilities that presently exist or may in the future be located within the Property as part of the Licensor's business operations. The Licensee further releases the Licensor from any liability to the Licensee for damages to the Licensee's property (including but not limited to structures, crops, shrubs or trees) due to the Licensor's use of the property for its business purposes.

INSURANCE

12. For so long as this License is in effect, and as a condition to entering the Property, the Licensee must provide evidence upon execution of this agreement of at least the following insurance coverage:

- a) Comprehensive general liability policy with liability coverage, including contractual liability, of at least \$500,000/per occurrence/per aggregate for bodily injury and \$100,000/per occurrence/per aggregate for property damage.

All policies shall be endorsed to:

- a) Name the Licensor, its directors, officers, employees and affiliates as additional insured with respect to any and all third party bodily injury and/or property damage and
- b) To require that thirty (30) days written notice be given to the Licensor prior to any cancellation or material change to the policy.

Additionally: All insurance certificates must identify the location of the property.

INDEMNIFICATION

13. The Licensee shall indemnify and hold the Licensor, its officials, officers, agents, employees, assigns and affiliates harmless from any and all claims, costs (including any attorney's fees), loss or liability whatsoever for injury to persons (including death) or damage to property (including environmental damage to the Property) caused by or resulting from the Licensee's use of the Property.

NOTICES

14. All notices permitted or required to be made by the Licensee or the Licenser will be considered to be received upon personal delivery or three (3) business days following mailing of a notice by certified mail, postage prepaid, return receipt requested to:

Licenser: Selectboard
 Town of South Hadley
 116 Main Street, Suite 109
 South Hadley, MA 01075

Licensee: Stephen McCray
 55 Alvord Street
 South Hadley, MA 01075

CONTINUING OBLIGATION

15. The termination of this License shall not alter or terminate the Licensee’s obligations as established by this License for events which take place on or before the effective date of termination.

ENTIRE AGREEMENT

16. This License constitutes the entire agreement between the Licenser and the Licensee with respect to the Property and no oral statements, promises, express or implied warranties or other implied warranties or other understandings except those expressly set forth in this License shall be valid unless reduced to writing and signed by both parties on or after the date of this License.

RIGHT TO ENTER

17. The Licensee will have no right to enter or use the Property until a copy of the Licensee’s certificate of insurance has been delivered to the Licenser and until one copy of this agreement, signed by both parties, has been delivered to the Licensee.

IN WITNESS WHEREOF the parties have caused this License to be executed this _____ day of _____ 2017.

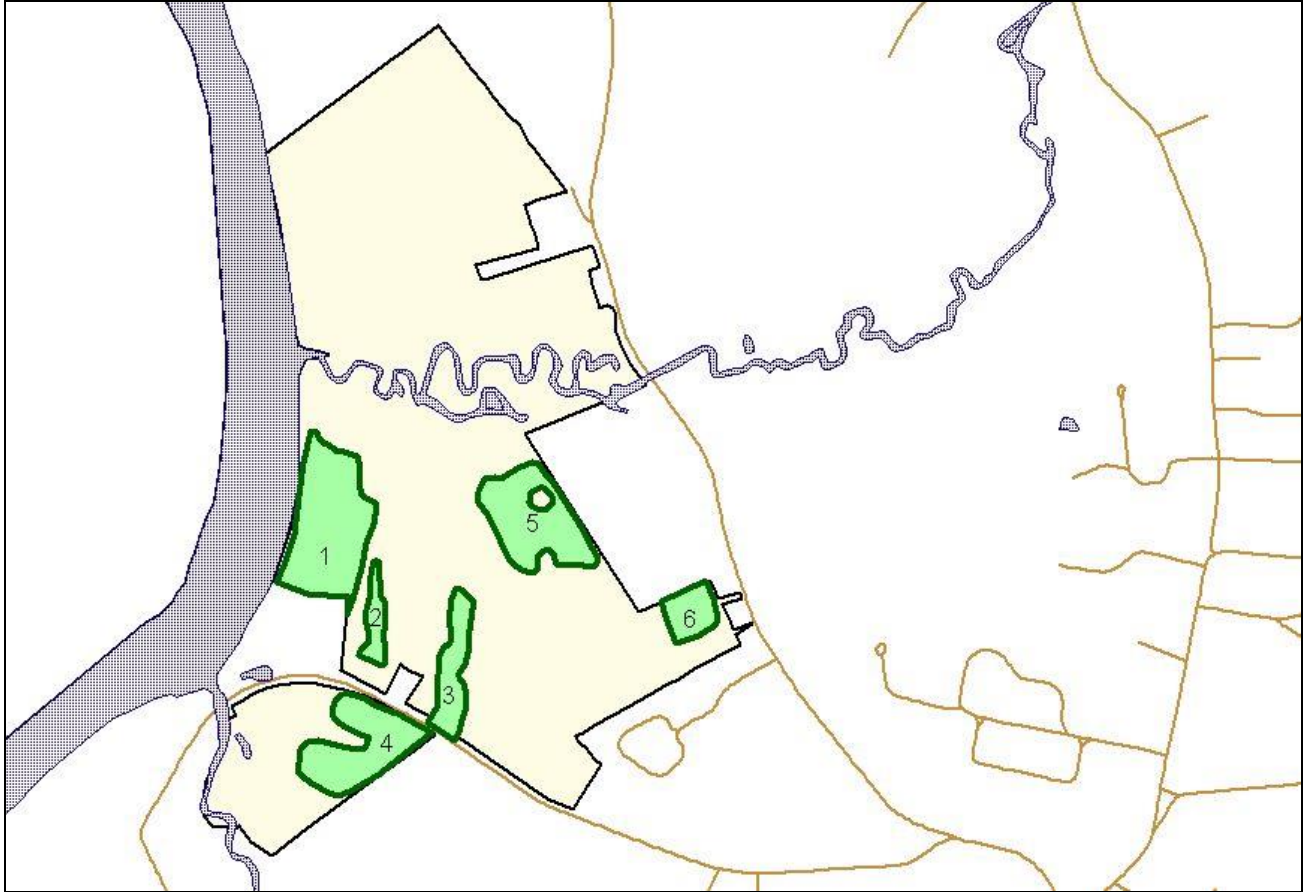
LICENSOR: THE TOWN OF SOUTH HADLEY

By _____
Chair
Selectboard
Date: _____

LICENSEE: _____
Stephen McCray
McCray’s Farm
Date: _____

Exhibit A

Plan showing location of fields to be farmed under this license in the Bachelor Brook-Stony Brook Natural Resource Conservation Area, South Hadley MA.



TOWN OF SOUTH HADLEY WORKING DRAFT
FISCAL 2018 BUDGET REQUEST COMPARISON AS OF 2/16/17

This Document is Subject to Change and not Final
(FY 2018 Requests do not include any Capital Items)

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
GENERAL FUND:				
INTERNAL SERVICE ACCT	\$ 16,000	\$ 13,000	\$ (3,000)	-18.75%
SELECTBOARD				
PERSONAL SERVICES	\$ 284,047	\$ 283,009	\$ (1,038)	-0.37%
OTHER EXPENSES	\$ 44,200	\$ 29,900	\$ (14,300)	-32.35%
TOTAL SELECTBOARD	\$ 328,247	\$ 312,909	\$ (15,338)	-4.67%
HUMAN RESOURCES				
PERSONAL SERVICES	\$ 42,557	\$ 47,475	\$ 4,918	11.56%
OTHER EXPENSES	\$ 41,100	\$ 47,900	\$ 6,800	16.55%
TOTAL HUMAN RES	\$ 83,657	\$ 95,375	\$ 11,718	14.01%
FINANCE COMMITTEE				
TOTAL FINANCE COMM	\$ 50	\$ -	\$ (50)	-100.00%
RESERVE FUND	\$ 22,000	\$ 20,000	\$ (2,000)	-9.09%
ACCOUNTING				
PERSONAL SERVICES	\$ 183,406	\$ 182,708	\$ (698)	-0.38%
OTHER EXPENSES	\$ 110	\$ 160	\$ 50	45.45%
TOTAL ACCOUNTING	\$ 183,516	\$ 182,868	\$ (648)	-0.35%
ASSESSORS				
PERSONAL SERVICES	\$ 133,718	\$ 132,488	\$ (1,230)	-0.92%
OTHER EXPENSES	\$ 41,210	\$ 41,810	\$ 600	1.46%
TOTAL ASSESSORS	\$ 174,928	\$ 174,298	\$ (630)	-0.36%
COLLECTOR/TREASURER				
PERSONAL SERVICES	\$ 195,315	\$ 192,546	\$ (2,769)	-1.42%
OTHER EXPENSES	\$ 52,750	\$ 53,750	\$ 1,000	1.90%
TOTAL COLLECTOR/TREAS	\$ 248,065	\$ 246,296	\$ (1,769)	-0.71%
TOWN AUDIT	\$ 27,500	\$ 28,500	\$ 1,000	3.64%
GASB 45 - ACTUARY STUDY	\$ 4,000	\$ 4,000	\$ -	0.00%
TOWN CLERK				
PERSONAL SERVICES	\$ 93,657	\$ 105,385	\$ 11,728	12.52%
OTHER EXPENSES	\$ 7,100	\$ 5,900	\$ (1,200)	-16.90%
TOTAL TOWN CLERK	\$ 100,757	\$ 111,285	\$ 10,528	10.45%
TOWN COUNSEL				
PERSONAL SERVICES	\$ 2,600	\$ 2,600	\$ -	0.00%
OTHER EXPENSES	\$ 32,000	\$ 67,000	\$ 35,000	109.38%
TOTAL TOWN COUNSEL	\$ 34,600	\$ 69,600	\$ 35,000	101.16%

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
IT DEPARTMENT				
PERSONAL SERVICES	\$ 58,703	\$ 58,469	\$ (234)	-0.40%
OTHER EXPENSES	\$ 169,305	\$ 224,060	\$ 54,755	32.34%
TOTAL IT DEPARTMENT	\$ 228,008	\$ 282,529	\$ 54,521	23.91%

DRAFT

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
ELECTIONS				
PERSONAL SERVICES	\$ 38,500	\$ 23,700	\$ (14,800)	-38.44%
OTHER EXPENSES	\$ 14,800	\$ 12,300	\$ (2,500)	-16.89%
TOTAL ELECTIONS	\$ 53,300	\$ 36,000	\$ (17,300)	-32.46%
CONSERVATION				
PERSONAL SERVICES	\$ 78,395	\$ 75,125	\$ (3,270)	-4.17%
OTHER EXPENSES	\$ 1,210	\$ 1,210	\$ -	0.00%
TOTAL CONSERVATION	\$ 79,605	\$ 76,335	\$ (3,270)	-4.11%
CONSERVATION LAND TRUST	\$ 5,000	\$ 5,000	\$ -	0.00%
PLANNING BOARD				
PERSONAL SERVICES	\$ 88,012	\$ 125,672	\$ 37,660	42.79%
OTHER EXPENSES	\$ 2,000	\$ 2,325	\$ 325	16.25%
TOTAL PLANNING BOARD	\$ 90,012	\$ 127,997	\$ 37,985	42.20%
TOWN HALL				
PERSONAL SERVICES	\$ -	\$ -	\$ -	0.00%
OTHER EXPENSES	\$ 258,330	\$ 262,430	\$ 4,100	1.59%
TOTAL TOWN HALL	\$ 258,330	\$ 262,430	\$ 4,100	1.59%
TOWN REPORTS & MATERIALS				
TOTAL TOWN REPORTS	\$ 2,000	\$ 2,500	\$ 500	25.00%
	\$ 2,000	\$ 2,500	\$ 500	25.00%
POLICE DEPT.				
PERSONAL SERVICES	\$ 2,322,559	\$ 2,419,467	\$ 96,898	4.17%
OTHER EXPENSES	\$ 245,739	\$ 251,883	\$ 6,144	2.50%
CRUISERS	\$ -	\$ -	\$ -	-
TOTAL POLICE DEPT	\$ 2,568,298	\$ 2,671,340	\$ 103,042	4.01%
INSPECTION SERVICES				
PERSONAL SERVICES	\$ 159,734	\$ 159,558	\$ (176)	-0.11%
OTHER EXPENSES	\$ 4,700	\$ 5,100	\$ 400	8.51%
TOTAL BUILDING INSPECTOR	\$ 164,434	\$ 164,658	\$ 224	0.14%
WEIGHTS & MEASURES				
PERSONAL SERVICES	\$ 6,215	\$ 6,215	\$ -	0.00%
OTHER EXPENSES	\$ 175	\$ 300	\$ 125	71.43%
TOTAL WEIGHTS & MEASURES	\$ 6,390	\$ 6,515	\$ 125	1.96%
TREE WARDEN				
PERSONAL SERVICES	\$ 30,000	\$ 30,000	\$ -	0.00%
OTHER EXPENSES	\$ 65,300	\$ 64,800	\$ (500)	-0.77%
TOTAL TREE WARDEN	\$ 95,300	\$ 94,800	\$ (500)	-0.52%
HIGHWAY ADMIN				
PERSONAL SERVICES	\$ 186,651	\$ 183,747	\$ (2,904)	-1.56%
OTHER EXPENSES	\$ 67,815	\$ 67,235	\$ (580)	-0.86%
TOTAL HIGHWAY ADMIN	\$ 254,466	\$ 250,982	\$ (3,484)	-1.37%

	FY2017	FY2018	DIFF	%
	BUDGET	RECOMMENDED		CHANGE
PERSONAL SERVICES	\$ 306,967	\$ 307,286	\$ 319	0.10%
OTHER EXPENSES	\$ 110,800	\$ 110,800	\$ -	0.00%
TOTAL CONSTR & MAINT	\$ 417,767	\$ 418,086	\$ 319	0.08%
SNOW & ICE				
PERSONAL SERVICES	\$ 20,380	\$ 20,380	\$ -	0.00%
OTHER EXPENSES	\$ 79,630	\$ 79,631	\$ 1	0.00%
TOTAL SNOW & ICE	\$ 100,010	\$ 100,011	\$ 1	0.00%
STREET LIGHTING	\$ 103,000	\$ 103,500	\$ 500	0.49%
VEHICLE MAINT.				
PERSONAL SERVICES	\$ 51,554	\$ 51,356	\$ (198)	-0.38%
OTHER EXPENSES	\$ 99,000	\$ 103,000	\$ 4,000	4.04%
TOTAL VEHICLE MAINT	\$ 150,554	\$ 154,356	\$ 3,802	2.53%

DRAFT

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
BOARD OF HEALTH				
PERSONAL SERVICES	\$ 146,701	\$ 143,908	\$ (2,793)	-1.90%
OTHER EXPENSES	\$ 50,650	\$ 52,950	\$ 2,300	4.54%
TOTAL BOARD OF HEALTH	\$ 197,351	\$ 196,858	\$ (493)	-0.25%
COUNCIL ON AGING				
PERSONAL SERVICES	\$ 282,410	\$ 286,556	\$ 4,146	1.47%
OTHER EXPENSES	\$ 94,880	\$ 98,910	\$ 4,030	4.25%
TOTAL COUNCIL ON AGING	\$ 377,290	\$ 385,466	\$ 8,176	2.17%
VETERANS				
OTHER EXPENSES	\$ 300,300	\$ 360,500	\$ 60,200	20.05%
TOTAL VETERANS	\$ 300,300	\$ 360,500	\$ 60,200	20.05%
LIBRARY				
PERSONAL SERVICES	\$ 440,694	\$ 417,232	\$ (23,462)	-5.32%
OTHER EXPENSES	\$ 204,000	\$ 208,450	\$ 4,450	2.18%
TOTAL LIBRARY	\$ 644,694	\$ 625,682	\$ (19,012)	-2.95%
RECREATION				
PERSONAL SERVICES	\$ 112,296	\$ 124,700	\$ 12,404	11.05%
OTHER EXPENSES	\$ 1,750	\$ 1,050	\$ (700)	-40.00%
TOTAL RECREATION	\$ 114,046	\$ 125,750	\$ 11,704	10.26%
PARKS DEPT.				
PERSONAL SERVICES	\$ 284,166	\$ 293,730	\$ 9,564	3.37%
OTHER EXPENSES	\$ 134,085	\$ 138,085	\$ 4,000	2.98%
TOTAL PARKS DEPT.	\$ 418,251	\$ 431,815	\$ 13,564	3.24%
CANAL PARK				
	\$ 900	\$ 2,500	\$ 1,600	177.78%
FIREHOUSE MUSEUM				
	\$ 7,730	\$ 7,680	\$ (50)	-0.65%
HISTORICAL COMM				
	\$ -	\$ -	\$ -	0.00%
CABLE STUDIO ACCOUNT				
PERSONAL SERVICES	\$ 80,909	\$ 87,000	\$ 6,091	7.53%
OTHER EXPENSES	\$ 25,700	\$ 25,700	\$ -	0.00%
TOTAL CABLE STUDIO	\$ 106,609	\$ 112,700	\$ 6,091	5.71%
WAGE & CLASS COLA & MERIT				
	\$ 52,000	\$ 58,000	\$ 6,000	11.54%
(Moved to various General Fund budgets)	\$ (25,884)		\$ 25,884	
(Moved to various Enterprise budgets)	\$ -		\$ -	
TOTAL TOWN				
OPERATING BUDGETS	\$ 7,993,081	\$ 8,322,121	\$ 329,040 *	4.12%
TOWN OPERATING BUDGETS				
PERSONAL SERVICES	\$ 5,656,262	\$ 5,818,302	\$ 162,040	2.86%
OTHER EXPENSES	\$ 2,336,819	\$ 2,503,819	\$ 167,000	7.15%
Total	\$ 7,993,081	\$ 8,322,121	\$ 329,040	4.12%

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
Shared Fixed/ Unclassified Costs:				
RETIREMENT OF DEBT				
PRINCIPLE	\$ 2,911,471	\$ 2,943,195	\$ 31,724	1.09%
LONG TERM INTEREST	\$ 1,247,637	\$ 957,883	\$ (289,754)	-23.22%
SHORT TERM INT.	\$ 163,396	\$ 314,000	\$ 150,604	92.17%
TOTAL DEBT	\$ 4,322,504	\$ 4,215,078	\$ (107,426)	-2.49%

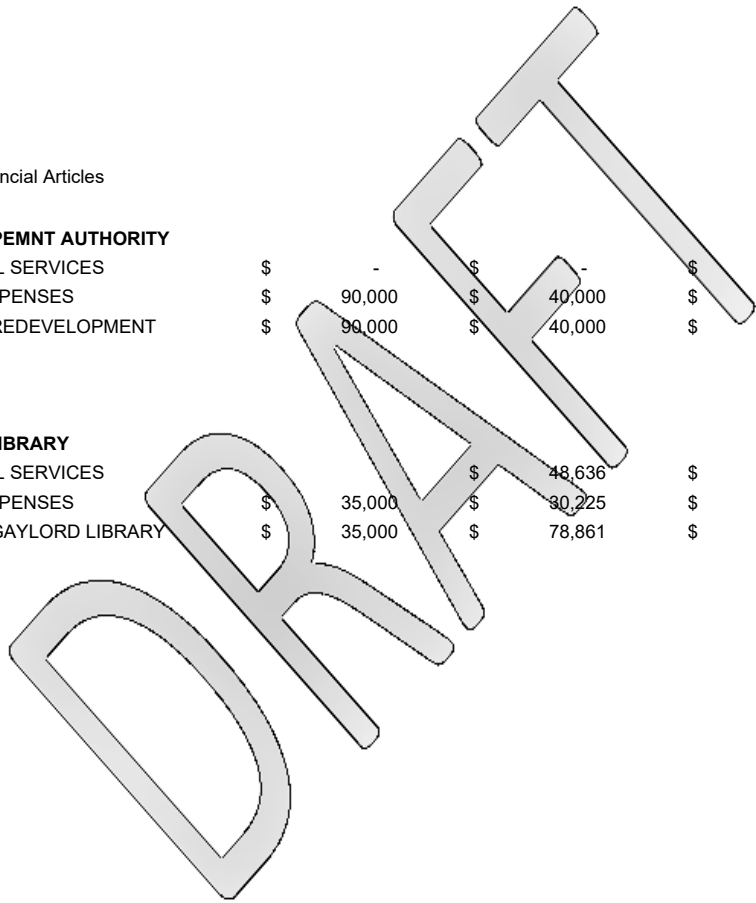
(Less Debt Exclusion Debt)	\$ (2,691,442)	\$ (2,691,442)	\$ -	0.00%
Total Debt less Exclusion	\$ 1,631,062	\$ 1,523,636	\$ (107,426)	-6.59%
RETIREMENT CONTRIB				
CONTRIBUTORY	\$ 2,725,586	\$ 2,787,457	\$ 61,871	2.27%
NON-CONTRIBUTORY	\$ -	\$ -	\$ -	0.00%
TOTAL RETIREMENT	\$ 2,725,586	\$ 2,787,457	\$ 61,871	2.27%
UNEMPLOYMENT	\$ 72,000	\$ 90,000	\$ 18,000	25.00%
GROUP HEALTH INS	\$ 4,024,300	\$ 4,523,000	\$ 498,700	12.39%
FICA/MEDICARE	\$ 330,000	\$ 340,000	\$ 10,000	3.03%
DAMAGES TO PROPERTY LIABILITY INS.	\$ -	\$ -	\$ -	
	\$ 252,000	\$ 271,000	\$ 19,000	7.54%
WORKERS' COMP	\$ 115,000	\$ 220,000	\$ 105,000	91.30%
STABILIZATION FUND	\$ -	\$ 100,000	\$ 100,000	100.00%
CAPITAL STABILIZATION	\$ -	\$ 100,000	\$ 100,000	100.00%
POLICE LINE OF DUTY	\$ 60,000	\$ 40,000	\$ (20,000)	-33.33%
OPEB TRUST	\$ 160,000	\$ 180,000	\$ 20,000	12.50%
TOTAL FIXED/ UNCLASSIFIED	\$ 12,061,390	\$ 12,866,535	\$ 805,145	6.68%
TOTAL GENERAL FUND (Excluding School)	\$ 20,054,471	\$ 21,188,656	\$ 1,134,185	5.66%
### Less Debt Exclusion Debt	\$ (2,691,442)	\$ (2,691,442)	\$ -	0.00%
TOTAL G/F LESS EXCLUSION	\$ 17,363,029	\$ 18,497,214	\$ 1,134,185	6.53%
Estimated State Reimb on School Proj	\$ 1,350,586	\$ 1,350,586		

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
REC RES'D / ENTERPRISE FUNDS:				
FUND #24 REC RES'D APPROP				
CHANNEL MARKERS	\$ 3,500	\$ 3,500	\$ -	0.00%
TOTAL CHANNEL MARKERS	\$ 3,500	\$ 3,500	\$ -	0.00%
POLICE LINE - OF DUTY	\$ -		\$ -	
TOTAL REC RES'D APPROP	\$ 3,500	\$ 3,500	\$ -	0.00%
FUND #64 LANDFILL				
LANDFILL				
PERSONAL SERVICES	\$ 92,852	\$ 92,365 **	\$ (487)	-0.52%
OTHER EXPENSES	\$ 928,578	\$ 925,378	\$ (3,200)	-0.34%
TOTAL LANDFILL	\$ 1,021,430	\$ 1,017,743	\$ (3,687)	-0.36%
TOTAL LANDFILL FUND	\$ 1,021,430	\$ 1,017,743	\$ (3,687)	-0.36%
FUND #66 WASTE WATER				
WWTP				
PERSONAL SERVICES	\$ 454,071	\$ 404,521	\$ (49,550)	-10.91%
OTHER EXPENSES	\$ 780,850	\$ 810,350	\$ 29,500	3.78%
TOTAL WWTP FUND	\$ 1,234,921	\$ 1,214,871	\$ (20,050)	-1.62%
TOTAL WWTP FUND	\$ 1,234,921	\$ 1,214,871	\$ (20,050)	-1.62%
FUND #68 GOLF COURSE				
LEDGE'S GOLF COURSE				
PERSONAL SERVICES	\$ 115,758	\$ 122,500	\$ 6,742	5.82%
OTHER EXPENSES	\$ 801,629	\$ 782,034	\$ (19,595)	-2.44%
TOTAL GOLF COURSE	\$ 917,387	\$ 904,534	\$ (12,853)	-1.40%
F&B - PERSONAL SERVICES	\$ 113,000	\$ 124,000	\$ 11,000	9.73%
F&B - OTHER EXPENSES	\$ 155,600	\$ 146,550	\$ (9,050)	-5.82%
TOTAL GOLF COURSE F&B	\$ 268,600	\$ 270,550	\$ 1,950	0.73%
TOTAL GOLF COURSE	\$ 1,185,987	\$ 1,175,084	\$ (10,903)	-0.92%
TOTAL ALL FUNDS	\$ 23,500,309	\$ 24,599,854	\$ 1,099,545	4.68%
<i>(not including School Budget)</i>				

	FY2017 BUDGET	FY2018 RECOMMENDED	DIFF	% CHANGE
SCHOOL BUDGET				
Personnel	\$ 16,058,321	\$ 16,053,661	\$ (4,660)	-0.03%
Expense	\$ 2,986,886	\$ 4,003,550	\$ 1,016,664	34.04%
Transportation	\$ 1,126,170	\$ -	\$ (1,126,170)	-100.00%
Tuitions	\$ 605,952	\$ 1,031,856	\$ 425,904	70.29%
Total School	\$ 20,777,329	\$ 21,089,067	\$ 311,738	1.50%
TOTAL ALL FUNDS	\$ 44,277,638	\$ 45,688,921	\$ 1,411,283	3.19%

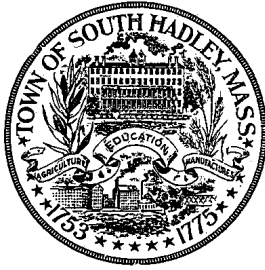
Separate Financial Articles

REDEVELOPEMNT AUTHORITY				
PERSONAL SERVICES	\$ -	\$ -	\$ -	
OTHER EXPENSES	\$ 90,000	\$ 40,000	\$ (50,000)	-55.56%
TOTAL REDEVELOPMENT	\$ 90,000	\$ 40,000	\$ (50,000)	-55.56%
GAYLORD LIBRARY				
PERSONAL SERVICES		\$ 48,636	\$ 48,636	100.00%
OTHER EXPENSES	\$ 35,000	\$ 30,225	\$ (4,775)	-13.64%
TOTAL GAYLORD LIBRARY	\$ 35,000	\$ 78,861	\$ 43,861	125.32%



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

MEMORANDUM

FROM: Laura Krutzler, Administrative Secretary

TO: Selectboard

DATE: February 17, 2017

Re: Estimate of Increased Seasonal Population

You are hereby notified that the South Hadley Selectboard will hold a meeting on Tuesday, February 21, 2017 in the Selectboard Meeting Room of Town Hall at 7 p.m. for the purpose of making an estimate of increased seasonal population as of July 10, 2017.

You will recall that M.G.L. Chapter 138, Section 17 (see copy attached) allows the Selectboard to issue one seasonal package store license and seasonal licenses under Section 12 “to the amount or number that such authorities deem to be in the public interest” for each unit of five thousand **or additional fraction thereof** of increased seasonal population. In order to maintain the ability to issue seasonal licenses, the Selectboard must make an estimate of increased seasonal population by March 1st each year.

According to 2010 census data, South Hadley’s population is 17,514. Please note that in 2016, the Selectboard estimated an increased seasonal population of 17,524 as of July 10, 2016.

A copy of such estimate, signed by a majority of the board, stating under the penalties of perjury that all requirements have been complied with and that the estimate is true to the best of their knowledge and belief, must be forwarded to the Alcoholic Beverages Control Commission.

If Selectboard members are willing to make such a certification, the recommended motion is as follows: **motion to certify that South Hadley has an increased seasonal population as of July 1st of 17,524.**

The General Laws of Massachusetts

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PART I. ADMINISTRATION OF THE GOVERNMENT

TITLE XX. PUBLIC SAFETY AND GOOD ORDER

CHAPTER 138. ALCOHOLIC LIQUORS

NUMBER OF LICENSES GRANTED BY LOCAL LICENSING AUTHORITIES LIMITED

Chapter 138: Section 17. Number of licenses quotas; licenses for wines and malt beverages per population unit; additional licenses; estimates of increased population; decrease in quota due to loss in population; determination of population of city or town

Section 17. Except as otherwise provided in this chapter, the number of licenses issued in any city or town under sections twelve and fifteen and in force and effect at any one time during any license year shall be limited as hereinafter provided:

The local licensing authorities of any city or town, except the city of Boston, may grant one license under the provisions of section twelve for each population unit of one thousand or additional fraction thereof, and, in addition, one such license for each population unit of ten thousand or fraction thereof, over the first twenty-five thousand, but may, regardless of population, grant at least fourteen licenses under said section twelve; and the local licensing authorities may also grant one license under the provisions of section fifteen for each population unit of five thousand or additional fraction thereof, but may, regardless of population, grant at least two licenses under said section fifteen.

In addition to the number of licenses otherwise authorized to be granted by the provisions of this section, the local licensing authorities of any city or town, except the city of Boston, which has voted to grant licenses for the sale of all alcoholic beverages as provided in the first question appearing in section eleven, may grant not more than one license for the sale of wines or malt beverages only, or both under section twelve, for each population unit of five thousand or fraction thereof; provided, that in any such city or town, said authorities may grant at least five additional licenses for the sale of such beverages, irrespective of its population; and the local licensing authorities may also grant not more than one license for the sale of wines or malt

beverages only or both under the provisions of section fifteen for each population unit of five thousand or fraction thereof; provided, that in any such city or town said authorities may grant at least five additional licenses for the sale of such beverages, irrespective of its population; and provided, further, that the establishment of this limitation shall not be construed to prevent the renewal of any license granted prior to June fifteenth, nineteen hundred and thirty-seven.

The local licensing authorities of any city or town, except the city of Boston, which has voted to grant licenses for the sale of wines and malt beverages, as provided in the second question appearing in section eleven, and which has also voted to grant licenses for the sale of all alcoholic beverages in packages, as provided in the third question appearing in the said section, may grant additional licenses under section fifteen for the sale of wines or malt beverages only, or both, equal to the number of licenses under the said section otherwise authorized to be granted in any such city or town by the provisions of this section.

The local licensing authorities of any city or town, except the city of Boston, may make an estimate prior to March the first in any year of any temporary increased resident population in such city or town as of July the tenth following, and one additional license under section fifteen, to be effective from April 1 to November 30 or from April 1 to the following January 15 at the discretion of the local licensing authority, may be granted by said authorities for each unit of five thousand or additional fraction thereof of such population as so estimated, and the local licensing authorities of any city or town in Berkshire county, in which the city council, in accordance with the provisions of its charter, or the town, at an annual or special town meeting, votes to authorize such authority to grant winter seasonal licenses, or of any town in Franklin county, may make an estimate not later than October the fifteenth in any year of any temporary increased resident population in such city or town as of February the tenth following, and one additional license under section fifteen, to be effective from December the first to April the first of the year following, may be granted by said authorities for each unit of five thousand or additional fraction thereof of such population as so estimated; provided, that not more than one additional license shall be granted under this paragraph to the same person or for the same premises in any one year; and provided, further, that the local licensing authorities of any city or town, except the city of Boston, may grant, in addition to and irrespective of any limitation of the number of licenses contained in this section, seasonal licenses under section twelve, to be effective from April first to January fifteenth of the following year, or any portion thereof, and in any city or town in Berkshire county in which the granting of winter seasonal licenses is authorized as above provided, and in any town in Franklin county seasonal licenses under section twelve, to be effective from December the first to April the first, to the amount or number that such authorities deem to be in the public interest. Every estimate hereunder of temporary resident population shall be made and voted upon by the local licensing authorities at a meeting of said authorities called for the purpose after due notice to each of the members thereof of the time, place and purpose of said meeting and after investigation and ascertainment by them of all the facts and after co-operative discussion and deliberation. A copy of such an estimate, signed by a majority of the members of said authorities, stating under the penalties of perjury that all the foregoing requirements have been complied with and that the estimate is true to the best of their knowledge and belief, shall be forwarded forthwith to the commission. Upon the petition of twenty-five persons who are taxpayers of the city or town in which a seasonal license has been so granted, or who are registered voters in the voting precinct or district wherein the licensed premises are

situated, filed within five days after the granting of such license, the commission shall, and upon its own initiative at any time may, after a hearing, examine and review any estimate made or action taken by the local licensing authorities in granting the same, and after such examination or review, may rescind, revoke, cancel, modify or suspend any such estimate or action. Nothing in this paragraph shall be deemed to authorize or permit the commission to deny a renewal of, or to rescind, revoke or cancel, because of a decrease in population, any seasonal license outstanding and in full force on April thirtieth, nineteen hundred and fifty.

The licensing board for the city of Boston may grant six hundred and ninety-two licenses for the sale of all alcoholic beverages under section twelve; provided, that no further original licenses under said section shall be granted until the number of licenses outstanding thereunder shall have been reduced to less than six hundred and fifty by cancellation or revocation or the failure of holders of such licenses to apply for renewals and thereafter licenses thereunder may be granted only up to a total not exceeding six hundred and fifty. Said board may grant two hundred and fifty licenses for the sale of all alcoholic beverages under section fifteen. The number of licenses for the sale of wines and malt beverages only, or both, in the said city shall not exceed three hundred and twenty. The transfer of existing licenses shall be subject to a public hearing in the neighborhood in which the license is to be relocated, properly advertised and at an appropriate time to afford that neighborhood an opportunity to be present.

The licensing board for the city of Boston may grant up to 25 additional licenses for the sale of all alcoholic beverages to be drunk on the premises and up to 30 additional licenses for the sale of wines and malt beverages to drunk on the premises. Notwithstanding the first sentence, 5 of the additional all alcoholic beverages licenses shall be granted only to innholders duly licensed under chapter 140 to conduct a hotel and 10 of the additional all alcoholic beverages licenses shall be granted, to existing holders of licenses for the sale of wines and malt beverages under section 12 provided that those licensees return to the licensing board, the licenses that they currently hold. The remaining licenses for the sale of all alcoholic beverages to be drunk on the premises and the 30 additional licenses for the sale of wines and malt beverages to be drunk on the premises shall be granted in the areas designated by the Boston Redevelopment Authority as main street districts, urban renewal areas, empowerment zones or municipal harbor plan areas. Once issued to a licensee in a Boston Redevelopment Authority designated area, the licensing board shall not approve the transfer of that license to a location outside of the designated area. A license granted pursuant to this paragraph shall be nontransferable to any other person, corporation or organization and shall be clearly marked nontransferable on the face of the license. A license issued under this paragraph, if revoked or no longer in use, shall be returned physically, with all of the legal rights and privileges thereto, to the licensing board which may grant any such returned license to a new applicant consistent with the criteria set forth in this paragraph. No license shall be re-issued to the same location within 6 months from the date the prior license terminated unless the applicant files a letter in writing from the department of revenue with the local licensing authority indicating the prior licensee's good standing with the department.

Notwithstanding the provisions hereof, no quota established hereunder for any city or town shall be decreased because of any loss in population.

Unless expressly authorized by this chapter, local licensing authorities shall not grant licenses to any person, firm or corporation under more than one section of this chapter.

The population of any city or town for the purposes of this section shall be that enumerated in the most recent federal census.

In determining the population of any city or town for the purposes of this section the state secretary shall, if the last preceding census is the national census, by a writing filed by him in his office, make such adjustments in such census as will reflect the criteria used in making the last preceding state census.

Notwithstanding the provisions of this section, the number of licenses which a city or town was authorized to grant in nineteen hundred and thirty-three under this section shall not be decreased because of any loss in population, but only because of cancellation, revocation or failure to renew existing licenses, and no further original licenses shall be granted in a city or town where the population has decreased since nineteen hundred and thirty-three until the number of licenses outstanding shall have been reduced for the aforementioned reasons to a number which is less than that which may be granted based on such reduced population and thereafter the number of licenses in force and effect at any one time during the license year shall be based on such reduced population as provided in this section.



February 16, 2017

Honorable Selectboard;

Please accept this as an abridged accounting of recent activities of the Town Administrator on your behalf and related to various projects and initiatives.

MIIA Sewer Risk Abatement, Over the past year our deductible claims associated with sewer related back-ups has ballooned to over \$25,000 for FY17. Although our overall Property and Casualty costs is still low by comparison this is a concern. The growing number of successful claims has caused us to ask questions about how we might shed risk and or ancillary costs to our provider. We want to make sure if we are responsible to pay a claim we do so, but also need to make sure we are putting in place “best practice” to lower our deductibles and save residents the aggravation of having a sewer back-up.

Recently MIIA generously offered to have their Risk Control Manager Robert Marinelli meet with DPW Superintendent Jim Reidy, Administrative Assistant Laura Krutzler and myself to discuss how claims are processed, what are the key criteria for determining who is responsible, how do we protect the Town of South Hadley against unwarranted claims and what additional steps should we take to avert back-ups generally.

Mr. Marinelli suggested we are already taking commendable steps to protect the Town Of South Hadley. The DPW Superintendent does address “root” issues in sections of the system his department has identified as highly likely to be impacted by tree or other root systems. We keep logs of grease trap, manhole and pump station inspections. This is a critical step to protect the municipality in an event of a significant failure in order not to be deemed to be negligent and lose claim limit protections under Mass General Law.

Some of the areas we would like to step up our game includes video documentation of the sewer’s sub-terrainian infrastructure. Robert suggested we apply in the next MIIA grant round for a mobile unit which can be deployed in the sewers to examine blockages or otherwise assess condition. He stated that other communities have gotten such equipment for this purpose and has become a successful tool for those towns. The grant in most cases would cover the full cost of the equipment, the next round will start in July. Mr. Marinelli is on the grant committee.

Hampshire County Health Insurance Trust, I attended the February 15th meeting of the HCHIT in Northampton. Topics of discussion included adjusting the benefit plan in an attempt to control the growing costs associated with the plans rising costs. The present plan is considered by many to be lavish, with few deductibles and very low co-pays. The change would be to increase prescription co-pays and introduce some new deductibles common to other plans.

This will be a difficult if not impossible “sell” to many of the unions and employee groups which under the law would weigh in on the changes. HCHIT may choose to make the changes and therefore communities where their IAC does not accept the adjustments to the plan would have seek getting their insurance from another group or carrier.

Another interesting “surprise” topic was from the Hampshire Council of Governments which is ostensibly the oversight entity in respect to HCHIT. They had sent a message they would like to become more involved in the rating setting, something I am told has never been the case in the past. The HCHIT has always set rates through their Executive Committee and the Insurance Advisory Board. I expressed that any change to this process which would give HCOG more influence or control of the \$26 million dollars in holdings managed by HCHIT would be seen by South Hadley as a breach of practice and may cause us to seek guidance from the State Inspector General.

Remember about \$2.6 million of the trusts \$26 million came from South Hadley employees and tax payers. Given the recent track record of the HCOG, this should be seen as a “red flag” in regards to the future stability of the fund. The fund already pays a premium to HCOG which confounds many HCHIT Executive Committee members, including this one.



Snow Storm(s), So winter was going along nicely until the SB voted we accepted the annual snow and ice spending plan. It is either irony or a coincidence, either way we could have done without the results. There were some inquiries about the early call of Town Hall closing, but not nearly as many as the late closing in regards to schools. It suggests you cannot please everyone, but we will continue to try.

As far as the Town Hall closing, you may recall we had received fair criticism from a number of people in regards to a small storm in late January. Citizens made it clear they want decisions made early based on the most accurate available information. The next two storms were much more significant and stressful for all parties and in both cases were declared “State of Emergency” storms by the Governor. In the declaration he implored citizens to err on the side of caution and stay off the streets. Thus allowing the plows and other equipment to do what they needed to do to open up roadways.

On Saturday February 11th I came to the office to decide the best course of action, put calls into the DPW Superintendent, checked with our trash hauler, spoke with the SB Vice Chair and ultimately made the decision to put a closure in place and post the weather related bans. We had been experiencing some “issues” with the Civic Ready platform and I did not want revisit those problems, or at least all of them. You may recall some subscribers got multiple messages and some did not get any. I successfully got the information on Saturday and everybody seems to have heard Town Hall was closed, including

those who had no intention of going to Town Hall and some who also missed there was a parking ban. I would like to thank IT Coordinator James Doolittle for his diligence in working with the vendor to get the Civic Ready system up and running.

Thankfully most citizens were appreciative of a decision being made in advance so they could plan and understand if we were open it was likely to be dependent on a skeleton staff who may have not been able to serve the needs of visitors, only adding to the frustration. I would point out two issues, there was not less work when everyone returned on Tuesday and while I was here during office hours on Monday I received about eighteen calls (as all calls drop down to my phone) about a dozen were from Core-logic a (business which tracks tax payments for banks nationally), a couple calls trying to sell software, a few looking for the Veterans Office, one request for a birth certificate and two asking if Zumba was cancelled. Each caller was polite and did not express any concern about Town Hall being closed.

GML Discussion, On Thursday I met with representatives from Gaylord Memorial Library (Barbara Erwin, Win Lavallee, Peter Millard), the South Hadley Public Library (Joe Rodio, David Morrell) and Selectboard Member Frank DeToma in Town Hall to clarify the MOU. Thank you Frank for your assistance in this matter.

The time and care that Win and Barbara are taking to dispel as many concerns to allow this MOU to take hold at the GML Trustee and staff level is admirable. Unfortunately there are late comers, pot stirrers and uninformed critics who want to wordsmith and obfuscate the intent of the MOU to the peril of the agreement. It is unfortunate as this causes precious time being spent on covering trampled paths of information, time which could be better allocated to other important projects.

We went over some basic issues (again), Gaylord Memorial Library Trustees will be responsible for the upkeep of the building, grooming of the property, which it was determined by Town Counsel at the recent Special Town Meeting was GML's property, the present janitor would be paid by GML, as an employee of the municipality he cannot be paid by two budgets under MGL and Town policy, the collections (papers, artwork or other valuables) will not be moved from GML unless specifically authorized by the GML Trustees, if "temp" services were used at GML there would be no involvement of GML Trustees in the process. The municipality would be responsible for the procurement of a temp service. There is no intent of using a temp service, we have not used at the public library, we would have to discuss any such use with the AFSCME and such a service would be consistent with staffing, therefore in the hands of the SH Public Library Director.

There were a few more questions respectfully brought by the GML President, all of which were satisfactorily answered, again, I believe. I explained that I would recommend that the budget for GML be presented in a separate warrant article. As you know in the past when we have funded new issues (RDA, OPEB) the first year they were presented separate. Given the keen interest by a number of parties and the anticipated discussion having it separate will allow the level of debate and scrutiny which comes with transparency.

Budget FY 2018, The FY 2018 expense side of the "draft" budget will be presented at the upcoming meeting. There will be a summary sent with the packet and I will work from an expanded "draft" document at the meeting. I should mention this is a "draft" budget. I have made some reductions and have considered some increases which are needed and appropriate. The PD budget is up as it reflects

some of the changes to the contract settled after the FY 17 budget was completed, I have also increased “training” for the department.

Health insurance costs have jumped significantly, we also will see an increase in Veteran Benefits which is refunded by the state at 75% (usually), but still shows as a sizable increase in the budget. We also saw increases in IT as we add platforms and services, increase in legal fees to facilitate Cable TV Contract negotiations and there has been some discrepancies found by our talented Town Accountant related to debt which will be worked out by Tuesday hopefully, but it is likely to increase.

This is the “moving target” period of the budget, particularly since we are a week or more from having all the revenue projections finalized. I would like to thank all the department managers who have been extremely cooperative and especially Bill “I mean William” Sutton and the staff of the Accounting Department for their diligence!

Mosier Statement of Interest, I am sure the Selectboard has been getting input from citizens in regards to the discussion about the Mosier School study at the last meeting. I was aware of one email, but you may have received others, along with comments you are likely gathering as community leaders. I know as a board you would like as much input as possible, so if TMM or others read this report I would ask you to consider making your opinion known to the SB.

Simply reply to the email you receive with the SB packet and this report or send it directly to the SB in any form you would like. If you would like to see the video and hear the discussion it is on the website. I encourage you to make your comments, concerns or praise heard on this important issue.

BWC Meeting, On Wednesday evening I was able to attend the BWC meeting. They are rightfully determined to keep the PVPC Bike/Ped Study from gathering any dust. I expressed to the group how thankful the SB is to receive their views and thankful for their important advocacy. It has to be said the SB with the BWC assistance has gotten many projects related to the BWC efforts rolling (too easy). They would like to get more and I applaud them for their zeal. However, I do have to temper their enthusiasm to some degree ...or try.

They will be looking at a plan to create a loop trail at the Toth property. Their ideas sound very promising and I look forward to their plan coming together. I also suggested (as was suggested to me by some of you) that you hope they come to SB Meetings, similar to MPIC, to assist us in recognizing our success and identifying new opportunities. There will never be dust on this report!

Reminder please clear your sidewalks, do not push snow into the road and chant sunshine, sunshine, sunshine, continuously. There is no fine for the last one ...yet.

Respectfully submitted,

Michael J. Sullivan

Town Administrator, South Hadley