

**SELECTBOARD MEETING
TUESDAY, DECEMBER 19, 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.

1. CALL TO ORDER
2. APPROVAL OF MINUTES *November 7 & 21, 2017 Regular Selectboard Minutes*
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
 - A. Requests for One Day Beer and Wine License: Gaylord Library, 47 College St., January 5, 2018, February 2, 2018, March 2, 2018, April 6, 2018, May 4, 2018, and June 1, 2018
5. INTERVIEW
Nancy Apple, Sustainability and Energy Committee
6. NEW BUSINESS
 - A. License Renewals 2018
 - B. Sign for Library; "Parking for Library Use Only"
 - C. Drunken Rabbit Brewery Request to Extend Hours for December 31, 2017 until 1 AM
 - D. Tree City USA Application
7. RESIGNATIONS/APPOINTMENTS
8. OTHER BUSINESS
 - A. Ledges RFP Consultant
 - B. Approval of Community Development Strategy for 2018-2023 (PVPC)
 - C. Finalize January 10, 2018 Special Town Meeting Warrant
 - D. Authorize Ballot Questions (Ban on Marijuana, Size of BOH, BOH Elected or Appointed)
9. TOWN ADMINISTRATORS REPORT
10. CHAIRMAN'S REPORT
11. ADJOURN

**SELECTBOARD MEETING
NOVEMBER 7, 2017
SELECTBOARD MEETING ROOM – 7 P.M.
MINUTES
DRAFT**

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

SB Chair Etelman called the meeting to order at 6:59 p.m., noting that all members were present.

1. APPROVAL OF MINUTES

There were no minutes put forth for approval.

2. ANNOUNCEMENTS/OPEN FORUM

SB Member Forcier stated the Veterans Day Ceremony will take place on November 11, beginning at 10:25 AM with the middle school band performing. The ceremony will follow at 11:00 AM in front of town hall and will include the middle school students who went on the DC Trip.

SB Member Forcier mentioned that South Hadley's Veterans Service Agent has put in for retirement, which will happen on December 31. The South Hadley/Granby/Easthampton Veterans District Committee met to discuss a plan for a replacement agent. There will be a posting in the Springfield Republic and Gazette for anyone interested in this position. Human Resources of Easthampton will be coordinating the hiring. The district committee hopes they will have someone in place on, or around, the first of the year. The posting should be up during the week of November 13. SB Chair Etelman asked that the posting be brought to her attention. SB Member Brezinsky suggested posting it should be posted on the MMA website and Bruce agreed.

SB Member Brezinsky let everyone know that the advisory committee, put together to look at Moser School's building needs, met for the first time on November 6. SB Member Brezinsky, along with SB Clerk Miles, met with two members of the school committee, two members from Appropriations, one from Capital planning, the Superintendent and the facilities director. It was a one hour meeting. The timeframe for submitting a statement of interest is the same as last year. The time period opens, roughly, around the first of the year and goes till early April. If the town decides to submit a statement of interest, it would need to be voted on by the Selectboard and School Committee. There will be another advisory meeting later in the month, or December.

SB Chair Etelman reminded everyone of the next Symposium of Understanding. It will take place on Saturday, December 2nd. The details, including the time, are being worked out still. The Symposium of Understanding started a little more than a year ago. The purpose is to develop an understanding for those who live and work in South Hadley as to how to treat each other with respect, live peacefully as neighbors and care for each other. More details will be supplied soon.

Ken Kostek, Town Meeting Member from Precinct C, addressed the board regarding retail pot shops in South Hadley. He mentioned that article 10 was approved by the South Hadley Town Meeting in May 2017. It was a moratorium placed on retail pot shops in South Hadley. Mr. Kostek then read a portion of the Article. The article addressed allowing the town to put in place "appropriate zoning regulations, or other necessary conventions or protections for the safe and proper retail distribution of cannabis/marijuana...." He stated that, if you follow that article, pot shops will be free to operate in South Hadley after July 2018. He said in the May Town Meeting, he and others, spoke in opposition to the language and timing of that article. State law allows towns to ban pot shops completely, and many towns have done so. 1/3 of the towns who have voted to ban pot shops, voted for legalization of marijuana in the state-wide election by a wider margin than South Hadley had. He thinks South Hadley voters need to have a voice in the matter. In order for that to happen, the Town Meeting would need to first vote to place the question on the ballot. The article could be included in the next Special Town Meeting so the ballot question could be included in the spring election. Upon conclusion, SB Chair Etelman stated that during open forum, they are happy to take information in, but they don't necessarily respond. She said this will be a topic of conversation in coming days and will become a Selectboard topic at some point.

John Howard wanted to recommend putting solar panels on future buildings. It will make a big difference in the long-term costs and show students what's going on.

That concluded open forum.

3. INTERVIEWS/APPOINTMENTS

Raymond Carillon for the Recreation Commission. Mr. Carillon has been a resident of South Hadley since 1999. He has three children, all of whom are participants in the rec department. He has coached his children's teams, as well as other. He feels this has given him the greatest outreach within the town. He's interested in other things the recreation department can offer the youth such as the new art program. He's looking for additional ways to volunteer and give back to South Hadley.

It was then opened up for questions from board members. SB Vice Chair Hine asked him if he has any specific ideas for things to he wants to see change. Mr. Carillon's professional background is in engineering, so he'd like to see potential programs that bring technology to kids who aren't necessarily athletically gifted.

SB Brezinsky mentioned that he's happy to hear him bring up ideas that aren't just athletically oriented. He thinks Mr. Carillon's other ideas are also appropriate for adults.

SB Chair Miles said that Mr. Carillon is a fantastic coach. She noted that sometimes dealing with parents can be a little tricky, and in the commission, he might get people who have strong opinions. She asked him how confident he feels in his ability to take in that public commentary. He said that, with parents, straight forward, honest communication has always worked best. As well as working towards common ground/goals and defining what success looks like for different individuals. He has a lot of supervisory experience so he's dealt with a lot of different individuals across different walks of life. That has given him a good background on how to work/talk to people and work together.

SB Chair Etelman asked what the term of the appointment would be. Mr. Sullivan it's a three year term, but this would be for the remainder of Amy Foley's term.

SB Member Brezinsky made a motion to appoint Ray Carillon to complete the unexpired term. SB Chair Etelman seconded. The motion passed unanimously. 5:0.

4. CONSENT/AGENDA

Request for One day Beer and Wine License for Willets Hollowell MHC, Rachel Osborn for December 2, 2017. SB Member Forcier made a motion to approve the one-day beer and wine license for Willets Hollowell. SB Clerk Miles seconded it. The motion passed unanimously, 5:0.

Request for One day Beer and Wine License for Joe Kapinos, Halfway House, 322 Newton Street. SB Member Forcier made a motion to approve. SB Vice Chair Hine seconded the motion. SB Member Forcier then asked Mr. Kapinos if this is an event that has taken place before. Mr. Kapinos stated that it hasn't, largely due to the previous location of the football games. He said that they're trying to be proactive and want to be prepared to have the extra space since he believes there will be "bigger support" for the game. SB Member Forcier mentioned he'd like to get input from the Police Chief. Mr. Sullivan stated that he's already spoken with the Chief and it was agreed upon to have a police officer on duty. Also, the exit is going to include a simulated crosswalk to ensure the crowd is orderly, and to make sure people can cross safely. Mr. Kapinos said there is an officer assigned. The area will be fenced in and the hours for game day will be roughly 9am – 2pm. The motion passed unanimously, 5:0.

5. NEW BUSINESS

Zone Change Request for 629 Granby Road – Referral to Planning Board

Mr. Sullivan stated that this gets referred to the Planning Board. It's essentially the last property along Granby Road and 202 in South Hadley. They're looking to receive a zone change. The discussions and the public hearings will be held at the Planning Board. The Planning Director has reached out to the people in these parties since the people next to them had previously applied for a zone change so it makes since for the two of them to be coordinated.

SB Chair Etelman stated that she saw that the applicants would need to specify what zoning they were looking for and asked if that was resolved. Mr. Sullivan said it hasn't gotten resolved quite yet. He said they were asking for advice and the town does not give advice on zone changes. He said they should look to a professional or review the General Code. SB Chair Etelman asked if this was ready to be referred to the planning board, to which Mr. Sullivan said it was.

SB Member Forcier called for the motion. SB Member Brezinsky seconded it. It was passed unanimously, 5:0.

Holiday Stroll Request 2017

The South Hadley/Granby Chamber of Commerce is sponsoring the Holiday Stroll on December 1. They're requesting the College St bypass be closed off from 4pm – 9pm. They are further requesting that the portion of College Street, from the District 2 Fire Station to the Commons, be closed at 6pm in both directions to allow for Santa's arrival parade. SB Clerk Miles confirmed that their request is the same as years past. It was confirmed that it is. SB Member Brezinsky moved to approve the motion. SB Member Forcier seconded. It was passed unanimously, 5:0.

6. OTHER BUSINESS

A. Sign By-law Discussion –

SB Member Brezinsky requested this be on the agenda. He thinks it's time the community had a conversation about how signs are treated around town. There are by-laws in place, but they are continuously violated. SB Member Brezinsky stated that, more often than not, determinations are made about the "worthiness" of an activity or event that results in signs going up in a number of places they shouldn't. He stated that he's not opposed to having signs, but they run the risk of getting themselves into trouble by not having policies or by-laws in place that meet the needs of the community and that are fair and evenly administered. He stated that this affects a lot of people/businesses, so he'd to elicit conversation. He knows this would involve the Planning Board as well. Ultimately, his goal, if the Selectboard agrees, is to have something in place (after winter) for residents to weigh in on so they can have policies, procedures and by-laws that are appropriate and enforceable.

SB Chair Etelman stated that she's not sure she disagrees with the by-laws they currently have in place. She thinks that they might not be written in such a way that they can be enforceable, or they're not great at enforcing them. She thinks that part of it might be the availability of staff to go around and take signs down. She does agree that having a conversation would be beneficial. Mr. Sullivan said that the Planning Director is aware of the conversation. He said there is no sense of authorship, so if the Selectboard would like to come up with a draft to make the by-law more manageable, the Planning Board would weigh in.

Mr. Sullivan clarified that the town "reacts" to sign complaints, mostly. They don't go out looking for sign violations. When a complaint is received, someone is sent out to remove it. However, if a sign is on private property, the Town can't go on their property to remove it. Mr. Sullivan stated that they'd have to go to housing court if the person didn't want to comply. He made it clear that almost everyone in South Hadley does comply, however. He read an excerpt from 255-85 to point out that the language is what makes it complicated for both residents and enforcement. He said that people like clear and concise examples for what they can and can't have. Mr. Sullivan would hate to get to the point where the Selectboard has to approve every sign before it goes up. He thinks there has to be a middle ground that everyone can live within.

SB Chair Etelman asked if public signs vs. private signs are different. Mr. Sullivan confirmed they are both apart of the sign by-laws, but there are different rules for public vs. private.

Mr. Sullivan believes this is a robust discussion between the Selectboard and the Planning Board. If it's a by-law change, it will be brought to Town Meeting as well.

SB Clerk Miles asked what the scope of the complaints regarding signs are. Mr. Sullivan said that that week he had several calls about signs that were on the right-away. Mr. Sullivan confirmed that the calls about the signs are frequent. He mentioned that the School Board does approve signs on their fences, and that the Selectboard would have to consider whether they make those approval of signs. He also mentioned considering a permitting fee.

Mr. Sullivan said the Planning Board is working on some suggestions as well. He thinks the Selectboard could also make suggestions and filter them through him. He said having something concise can be a struggle.

SB Member Brezinsky confirmed that the portion Mr. Sullivan read is a by-law for businesses and that's not what SB Member Brezinsky is referring to. His concern is with the residential zoned properties. He believes that the by-laws under residential state that all of the lawn signs (on public or private property) are not allowed. He said he doesn't see anything in 255-85 that allows lawn signs that could advertise an upcoming race for charity. Mr. Sullivan stated that political signs are exempt. He brought up the point of "what's enforceable?" His example being, if someone puts a sign on their private property that is 10 feet in, the Town will give them a notice of sign violation. They must be given a reasonable amount of time to respond to the notice. After that amount of time, the Town must decide if they want to prosecute this and take them to court or to fine them. He stated that that is where it gets really complicated.

SB Chair Etelman stated that there are some signs out there that don't fall into any of the categories as spelled out in 255-85. The question is should these signs be allowed. These signs aren't addressed in the by-laws, so the by-laws need to be updated to include them.

SB Member Brezinsky said that the by-laws should be updated to reflect what the community is comfortable with and that the public should have opportunity to weigh in on it. He mentioned that there are signs around town advertising a business. The signs are in places that are not the location of the actual business. He thinks they should decide if signs advertising businesses should be allowed on residential property.

SB Vice Chair Hine doesn't agree that if the signs aren't being taken down, that it means the Town is complicit to the signs. The Town is getting calls frequently, but it's more of a resource issue. He thinks that they need to make the distinction between signs on public property vs. private. He wonders if there should be by-laws for signs on public property, since the Selectboard is

responsible for public property. He said that, to say the by-laws are unenforceable, doesn't mean they need to allow any signs. That would be a slippery slope, since what's a worthy cause to one person, might not be to another. He reiterated that they should look at it in two different ways; 1) Signs on public property and 2) define standards for private property.

Mr. Sullivan suggested that most of the enforcement happens on public property. He said that it gets to be time-consuming with both the DPW and Police Department taking signs down. As stated, the citizens are reasonably corporative when advised of the sign by-law.

SB Chair Etelman agreed with taking it in two pieces. She thinks that having an enforceable and realistic policy for public land should be easy, as the policy is they don't allow any signs. The policy that exists for business and private property is separate and will take a lot of input from the Planning Board as to what's legal and how it's written.

SB Clerk Miles thinks a lot of it will come to defining a sign. The Selectboard should be specific in the by-laws as to what a sign is.

SB Member Brezinsky mentioned that every community has some form of these types of rules so there are best practices they could look at to figure out what they want for their community. He disagrees that signs shouldn't be allowed on public property. He thinks it has to be defined exactly where that would be. In terms of defining a "worthy cause," he thinks it's worth checking other communities to see what they do.

Mr. Sullivan offered to make the request to General Code for other town by-laws. He said he'll get them in a concise grouping so Selectboard members can go through them. He stated they'll work with the Planning Board and Town Council to make sure they're staying away from legal issues. The Selectboard agreed to these next steps.

B. Golf RFP Process –

SB Chair Etelman stated that they gave the Town Administrator permission to sign the contract for IGM for one more year. They also gave direction to start moving forward with the RFP process to find a consultant to help them write the RFP. Mr. Sullivan clarified that the RFQ would give them a 3rd party that would be able to get a sense of what the community wants and reach out to different interested parties so they can create an RFP that they'd bring back for the Selectboard to approve. He thinks it's important that the interest gets filtered in the proper way. Mr. Sullivan said they'll keep any interest expressed on file and they'll be sent the RFP or RFQ once it's complete and approved. He suggested that a company would have to choose one or the other, as there was a concern about a company being the consultant to design the RFP and then another one of their divisions bid on the RFP. Any interested parties can send Mr. Sullivan their information and what they'd like to participate in. Then they'll be sent the approved RFP or RFQ once it's circulated.

SB Vice Chair Hine clarified that the first step would be putting together the qualifications which would solicit proposals from consultants. They would then take the lead for RFP. Mr. Sullivan stated that they have started the RFQ. He said that they'll want to have someone with experience in golf course, business and real estate. He also said they'd want the RFQ to name who are going to be the principal contacts and principal parties for the process. And a number of examples of where they've done similar work for similar communities. Mr. Sullivan said they've developed a list of what they'd like for qualifications and the Selectboard can add to it. SB Vice Chair asked if the Inspector General's office has guidelines as well. Mr. Sullivan said they contacted them and asked if they would give some guidance. He further stated they contacted the Procurement Division to see if someone could help and make sure they're not running afoul in the RFQ.

Mr. Sullivan confirmed that the draft RFQ should be available for the next Selectboard Meeting. Once approved, it will go out. The decision for who get hired is up to the Selectboard. They can authorize Mr. Sullivan to do the hiring, but it's up to them to sign the contract.

Regarding a timeline, Mr. Sullivan said that if the RFQ gets approved at the next Selectboard Meeting, they could have a list of candidates, which Mike can pre-qualify if they'd like. He thinks they may want to invite a few in to interview sometimes in December. They would then make a choice for January. Once that choice has been made, they would start the RFP process, which would take around 30-45 days. The RFP would be ready to go out for March and would be out for 90 days. The decision for who to award the contract to would be made right around July.

SB Member Brezinsky stated that he's most interested in getting the types of proposals they want to be looking for. He said he knows the RFP could be written in such a way that it could elicits a broad range of proposals or ideas, or more narrow options. More specifically, management contract vs. lease contract, and the decision about which way they're going to go. He'd like to understand when they make that decision. Mr. Sullivan believes these questions will answered by whoever is hired as a consultant. He's not sure if it's fair to try to determine if one is better than the other in the interview process, as the broader goal is to make the Ledges as productive and marketable as possible. He stated he wouldn't put it in the form that they want more of a rental agreement design vs. a profit sharing design, etc. He thinks they're better suited to leave this up to the consultant as you

might miss an opportunity. He thinks they should let the marketplace work for them, so when they do get to the final list, those questions can be asked.

SB Member Brezinsky stated his concern is that they don't end up having prospective contractors who are coming in and defining the rules. There are certain perimeters that they need to have happen for this to be successful. He doesn't want to make it so broad that they lose control of the ability to do that, nor make it so narrow that they eliminate companies that could be good for it.

SB Member Hine stated that he'd assume that the consultant would be meeting with the interest parties to talk about what's important. He'd like to know how they would address the issue of residents having access to the golf course, even if it's privately managed. He thinks they can demand of the consultant that they solicit from the various parties and the community what issues they see and what they'd like to see addressed. Mr. Sullivan said the process, and final decision, is largely the Selectboard's.

SB Member Brezinsky mentioned that the chair of the golf commission was in attendance and he asked what their role of the golf commissioner would be. SB Chair Etelman reiterated that the consultant would reach out to parties for their input and she believes they would be the first place they would start.

C. Special Town Meeting –

Mr. Sullivan had a conversation with the Planning Director. He's increasingly concerned that the DHDC hasn't returned the 40R review in time to have an additional public hearing. He suggested they would have that information by February. Mr. Sullivan has heard from many Town Meeting members would like to participate, but feel February is not a good month to have the meeting. Mr. Sullivan suggested January 10 for the Special Town Meeting, and there would be about 17 different articles.

SB Chair Etelman looked to Mr. Sullivan for a recommendation. Mr. Sullivan recommended they have the Special Town Meeting on January 10, and for the things that are not quite ready, let them wait till the Annual Town Meeting. The Town Administrator's review would be on January 3.

SB Member Brezinsky asked the reason for January 10 as opposed to January 17 or 24. Mr. Sullivan indicated there would be more Town Meeting Members available for January 10.

SB Member Brezinsky moved to schedule the Special Town Meeting for January 10 at 6pm. SB Clerk Miles seconded. The motion passed unanimously, 5:0.

7. TOWN ADMINISTRATORS REPORT

SB Chair Etelman welcomed Courtney Hummel as the new Administrative Assistant.

SB Vice Chair Hine moved to adjourn. SB Member Forcier seconded. The motion passed unanimously, 5:0, and the meeting was adjourned at 8:33pm.

RESPECTFULLY SUBMITTED,

COURTNEY HUMMEL
ADMINISTRATIVE ASSISTANT

**SELECTBOARD MEETING
NOVEMBER 21, 2017
SELECTBOARD MEETING ROOM – 7 P.M.
MINUTES**

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

SB Chair Etelman called the meeting to order at 7 p.m., noting that all members were present.

1. APPROVAL OF MINUTES

SB Member Forcier moved to approve the minutes for October 10, 2017 regular Selectboard meeting. It was seconded by SB Vice Chair Hine. The motion passed unanimously 5:0.

2. ANNOUNCEMENTS/OPEN FORUM

SB Member Forcier mentioned the South Hadley/Granby Chamber of Commerce Holiday Stroll taking place at the commons on December 1. The road will be closed from Fire District 2 Fire Station up to the common at 6pm for the band and Santa's arrival.

Santa's Land at BATTERY Brook Park will begin on Thursday, December 7 – Sunday, December 10 from 5:30pm – 7:30pm. It will also run from December 14 – December 17.

Russ Boudreau asked if the Selectboard would ask the Golf Commission to give regular financial reports during the next financial year. SB Chair Etelman stated that, during the season, they get monthly financial updates and those are part of the Selectboard Meetings on a monthly basis.

3. CONSENT/AGENDA

Request for One Day Beer and Wine Licenses – Willets-Hallowell MHC, Stimson Room Reception, Rachel Osborne, December 2, 2017

SB Member Brezinsky made a motion to approve the one-day beer and wine license for Willets Hallowell. SB Vice Chair Hine seconded it. The motion passed unanimously, 5:0.

4. INTERVIEW

Alex Krofta, Associate Member, Conservation Commission

Alex Krofta was called up and asked to introduce himself and his interest in the Conservation Commission. Mr. Krofta stated that he works for the Department of Fish and Game. He's been in the environmental field for over ten years. He's interested in learning more about the Wilderness Protection Act, and has previous experience in working with it. He has some management experience and would be interested in helping with managing the Town's Conservation lands.

SB Chair Etelman asked why he wants to be appointed an Associate Member, as he won't have voting privileges, as opposed to just going to the meetings. Mr. Krofta said he'd like to be more involved in the process, including site-walks and site visits.

Mr. Krofta also stated that he attended the Conway School and Ann Capra was one of his instructors. He's worked with her previous and would like to learn more from her.

SB Vice Chair Hine asked what his role when attending other Conservation meetings was. Mr. Krofta said he's worked with Conservation Commissions to get permits for wetlands he was working in.

SB Member Brezinsky clarified that he's applying to be an Associate Member because the rest of the board is full.

SB Member Brezinsky made a motion to appoint Alex Krofta until the term expires on June 30, 2018. SB Vice Chair Hines seconded it. The motion passed unanimously, 5:0.

5. NEW BUSINESS

Bike/Walk Committee Mosier/Leaping Brook Trail (Toth) Summary Update

SB Chair Etelman announced that this was a presentation from the Advisory Committee to the Selectboard, so they would not be deciding until December 4 when they vote as to whether to put this on the agenda for the Special Town Meeting on January 10.

Mariann Millard spoke for the Bike/Walk Committee. She said since they last heard from them, they have had three public meetings. They would like to ask the Selectboard for consideration of developing a trail on the property. The property is 21 acres, and from what they understand, has no viable commercial use. They looked at it from trying to have a return on its original investment. They are proposing a passive recreation walking trail that would eventually become part of a larger picture.

In meeting with the community, there were several major concerns that came up. They feel they have, with the help of Pete Westover, created a trail that addresses those concerns in an appropriate way. The concerns are;

1) How do you get onto the property? Mrs. Millard stated that there is already a crescent shaped parking lot that is in decent shape. They'd like to create a small amount of parking and create only one trail entrance and exit. They would then completely cut off the Newton Manor egress, as this location was a concern. This also keeps the entrance away from Mosier School.

2) The Trail is a .6-mile loop that was created in the center of the property to address the concerns neighbors had regarding an adequate buffer (at least 300 feet).

3) Another concern was the impact of the wildlife. Pete Westover, who is a biologist, said the wildlife has been urbanized already. The trail itself would be a mowed trail (mowed about twice a year) so it would be a natural trail. There are non-native, invasive plants on the property, so having a trail going through it will help cut them down so they don't take over the entire property. If you let non-native, invasive plants take over, it will cut down on native nutrition for the wildlife.

Mrs. Millard noted that what was presented that evening is not a final plan, but a concept. They are requesting from the Selectboard a \$65,000 warrant article. They are looking to take a portion of the \$98,000 left over from the original \$160,000 for the property clean up. With that \$65,000 they are looking to do trail construction including, amenities such as benches, kiosks, etc. The \$65,000 would also take care of at least two years' worth of maintenance.

This will also create a field laboratory for school students that can also connect with Mount Holyoke.

SB Vice Chair Hine asked her to talk more about the \$65,000 and how they came to that number. Mrs. Millard said that Pete Westover gave her and Mr. Sullivan a budget. It included his best guess as to what would be created. This included; trail construction, equipment for mowing, four bog bridges, kiosk at the parking area, signage, benches, and improvement to the surface area of the parking lot. She further stated that \$15,000 of that \$65,000 would be for a contingency fund.

SB Vice Chair Hine asked if the path could change more? Mrs. Millard stated there is likely one section that follows the fall line that might get changed into a switchback. Since they're trying to provide enough of a buffer, she said it's good to go with some tweaks. The Conservation Committee would look at it if it was officially going to go forward.

SB Member Brezinsky asked what the nature of the annual maintenance would be. She said it would be mowing and then turned it over to Mr. Sullivan for more details. Mr. Sullivan said the mowing for the trail would be done by the DPW, the cost would be nominal – less than \$100/month. The cost is in the twice annual mowing as they would need to bring in a larger brush hedge than the Town has. They also talked about investing some of that money in aggressively going after some of the invasive species, so they don't take over.

SB Member Brezinsky asked if there were any plans of planting. Mrs. Millard said they would consider planting shrubs if a neighbor's house was being shown, but that cost wouldn't be much. SB Member Brezinsky asked what the buffer was, and she reiterated it was a minimum of 300 feet.

SB Vice Chair Hine asked how the invasive species would be controlled. Mr. Sullivan said it would involve some hand pulling from volunteers. They would also work with Pete Westover to bring in people with special knowledge. Mr. Sullivan said this was all built into the \$65,000. It's the first three years that you have to establish the trail. The more that people walk it, the less invasive it becomes so the cost of maintenance will go down.

SB Vice Chair Hine asked for the \$65,000 to be broken down by line items. Mrs. Millard said they have a preliminary draft already and they can consult with Mr. Westover to fine tune it. SB Vice Chair Hine brought up trash receptacles. Mr. Sullivan said Mr. Westover's advice was not to have trash receptacles there. Instead they adhere to the "you take it in, you take it out" approach.

SB Chair Etelman again noted that they would be voting on the items they want to put on the Special Town Meeting Warrant at the December 4 meeting.

Mr. Sullivan said that if anyone wants to comment on this, they can send an email to selectboard@southhadleyma.gov. They will be posting these comments on the website.

Handicap Advisory Committee Request

Mr. Sullivan stated that about eight months ago, there was some discussion about creating a Handicap Advisory Board. He said that, if the Selectboard would like him to move in that direction, he can come back with some recommendations. One of the concepts was to have a committee comprised of the building commissioner, DPW commissioner, police department, fire department, and a few citizens. If a board was created, they already have had two, three inquires of interested citizens. Mr. Sullivan said he may not have this ready until the May Spring Town Meeting, but he can start working on it.

SB Vice Chair Hine clarified that there are currently people in municipal government who do have this as part of their responsibilities. They are paying attention to this issue already. He thinks it's important to identify what the charge of this committee would be. Mr. Sullivan agreed and said that they are already committed to making sidewalks accessible, as well as hearing suggestions to make Town Hall more accessible.

SB Chair Etelman said that the importance of this issue is why they would consider creating another committee when they're currently scaling back on committees.

Mr. Sullivan will come back to the Selectboard with some models for the committee.

Cannabis By-law/Moratorium/Ballot

SB Chair Etelman stated that the task for the evening is not for the Selectboard to make a decision on this, but to decide what they'd like to see being put on the Town Meeting Warrant or ballot.

Mr. Sullivan attended several meetings regarding cannabis and cannabis retail sales. He came away from these meetings noting that the Cannabis Control Commission is still working through a lot of issues. South Hadley has a moratorium until July. His recommendation, in the interest of safety, is to seek a ban. The way this happen is the Special Town Meeting on January 10 has to vote on the ban. Then it would go on the ballot in April. He further suggests they work with the Planning Board, and the General By-laws, to make sure they have other by-laws on the books in case the ban doesn't pass, if not in April, then for the May meeting. They would also want to put further controls in place since people will be buying it in other communities. They'll want to address how to recognize that, possibly including training for park and police staff. They'll need to craft a by-law at the next meeting that will have to reflect the ballot question. This would be the by-law that goes in front of Town Meeting on January 10.

SB Clerk Miles asked if Mr. Sullivan was suggesting that they word the by-law in support of a ban. He confirmed that he was. They can always revisit this in the future once the marketplace calms down. He believes if they don't put a ban in place now, he fears that they could find themselves with an unwanted result. Since the vote to legalize was so close, this will give residents another chance to vote on it.

SB Chair Etelman stated that the original vote was a state vote to legalize cannabis. This is a discussion about whether South Hadley wants to have marijuana sold in town. The Cannabis Control Board is still working on getting their rules together, so they now they decide what they want to do to protect South Hadley. Once you allow cannabis shops in South Hadley, you can't then say decide you don't want them. Once the Cannabis Control Board gets their stuff together, they can revisit this to say yes or no and put some clear guidelines behind it.

SB Vice Chair Hine agrees that it's a very different question as to legalize marijuana vs the establishment of commercialized businesses in town. He thinks people might vote differently, and it's a big decision, so he supports going to Town Meeting with this. SB Member Brezinsky concurred. SB Vice Chair Hine further agreed that it's important that the Planning Board have by-laws in place in case it doesn't get banned so they can regulate the sale and purchase of marijuana.

Mr. Sullivan stated they would need general by-laws surrounding consumption, much like you have with alcohol. Even if cannabis isn't sold in town, they still need by-laws regarding consumption.

Mr. Sullivan clarified that the vote would need to be taken in April. They would need to vote before the moratorium expires. Mr. Sullivan will begin crafting this.

Solicitation of Interest for Ledges RFP Oversight

Mr. Sullivan reminded everyone that this is just a solicitation of interest to seek a consultant. Some of the controls and expectation will require the consultant to work more closely with the board. He would like to get this solicitation out as soon as possible so the Selectboard can interview whomever they feel is most qualified. He thinks they might want to make one or two of the Selectboard members available to the consultant.

SB Member Forcier asked if there was a ballpark estimate of the cost of the consultant. Mr. Sullivan said that, since the work is already done, and the material is available, he doesn't think there is much value in going greater than \$18,000.

SB Member Brezinsky stated that the language should be changed to say, if they respond to the solicitation of interest, and are awarded the contract, they are precluded from the operation contract. He also noted that the solicitation doesn't mention a lease contract. Mr. Sullivan said if someone is going to respond then they should have a good explanation as to why having a lease is a good or bad idea. He thinks the key is having that included in the RFP.

SB Member Brezinsky made a motion to accept the solicitation of interest for Ledges RFP. SB Clerk Miles stated, as amended. SB Vice Chair Hine seconded. Motion was passed unanimously, 5:0.

MassWorks Grant Engineering Costs/Smart Growth Grant

This is a request for \$85,000 from the Smart Growth to do preliminary design work. They are not able to expend out of the \$1.25 million MassWorks Grant they received. Mr. Sullivan said the Selectboard has the power to spend money out of the account without the approval of Town Meeting. This is something they don't regularly do, but this was signed by Town Planner and DPWS Superintendent. They feel very strongly that they need to move forward with this project or they could be behind an entire construction season.

SB Vice Chair Hine asked what the balance of the Smart Growth Grant is. Mr. Sullivan said he thinks it's at around \$165,000. The remaining money doesn't need to be spent during the fiscal year.

SM Member Forcier moved to approve the request. SB Member Brezinsky seconded. The motion was passed unanimously, 5:0.

6. OTHER BUSINESS

FY 2018 Budget

Mr. Sullivan stated they announced their free cash and it's at \$2.72 million. He strongly suggests that in the Special Town Meeting they vote to put some of that different savings accounts. He thinks the upcoming budget will be a challenge, although not as challenging as last year. They did design plan changes at Hampshire County Health Insurance Trust. They're looking at about a 5%-5.5% increase there.

A lot of the free cash came from one-time windfalls. They cashed out some unused articles. They also had higher fees, including excise tax. They have been taking a much closer look at the revenue side.

SB Member Forcier asked if the budget process has begun and Mr. Sullivan said it has.

SB Member Brezinsky asked if there was any word from the schools yet. Mr. Sullivan stated no, but that Superintendent is working on his budget.

January Special Town Meeting

Mr. Sullivan stated that they're going to have about 24 articles, including some financial ones at the Town Meeting. The Planning Board is meeting on December 4 regarding their bylaws, so there will be a number of zoning by-laws at the meeting as well. The finger print by-law will be back again.

Special Town Meeting will be January 10 at 6pm. The review will be on January 3. Mr. Sullivan suggested having the regular Selectboard meeting on January 3, ahead of the review. SB Chair Etelman said they'll look to make that decision later.

SB Vice Chair Hine stated that they likely won't get done that night, so if it goes over, part two of the meeting will take place on January 17.

Symposium of Understanding

The next part of the symposium will be held on December 2. The Symposium is an attempt to have a community conversation about culture competence and respecting each other. It will be a moderated conversation taking place from 10am – 12pm in the Town Hall Auditorium. All members of the community are welcome.

Granby/South Hadley Building Commissioner

The memorandum has taken them awhile to get to.

Mr. Sullivan said that Marc Guillemette is doing a great job as the building commissioner. He's been well received.

This is an opportunity to do a regional corporation since Granby is without a building commissioner. The memorandum helps cover South Hadley's participation in helping them. The average hours of work per week has been around 3-5 hours, but it is an additional responsibility.

The town will \$9,500 which they'll pay in FY2018. \$6,500 will go to the building commissioner for taking on the additional responsibilities.

Mr. Sullivan also noted that Mr. Guillemette will be away on his honeymoon for 10 tens – returning on December 4. Chicopee has offered to cover the town of South Hadley. They will not be covering Granby during that time.

The MOU is retroactive as of 1/1/16. Their Town Administrator has signed off on it so, if the Selectboard approves, Mr. Sullivan will ask for the check from Granby.

SB Vice Chair Hine moved to accept the motion. SB Clerk Miles seconded. The motion passed unanimously, 5:0.

7. TOWN ADMINISTRATORS REPORT

SB Chair Etelman asked if there were any updates on the dangerous dog hearing. Mr. Sullivan said the judge asked for a second copy of the Selectboard meetings which were given.

Mr. Sullivan stated that the judge said he'd make his decision rather quickly. There were a couple of reports by citizens of the dog being walked or run. The Town did contact the attorney to tell him it's still under order. Mr. Sullivan said if it ended up being serious, we could take the dog. However, he'd prefer to let it play out in court.

SB Member Brezinsky moved to adjourn. SB Member Forcier seconded. The motion passed unanimously, 5:0. The meeting was adjourned at 8:11pm.

RESPECTFULLY SUBMITTED,

COURTNEY HUMMEL
ADMINISTRATIVE ASSISTANT



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

To the Licensing Authorities:

Date: 12/15/17

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

NAME: Gaylord Trustees

COMPANY/ORGANIZATION: Gaylord Memorial Library

ADDRESS: 47 College St, South Hadley, MA 01075

TELEPHONE: [REDACTED]

DATE APPLIED FOR: ~~12/15/17~~ 01/05/18, 02/02/18, 03/02/18, 05/04/18, 06/01/18

PREMISES TO BE LICENSED: Gaylord Memorial Library

HOURS OF OPERATION: 5:30 - 7:30

ALCOHOL WILL BE (CHECK ONE): SOLD GIVEN AWAY

TYPE OF EVENT: Wine Down

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: Barbara J. Erwin

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.



Courtney Hummel <chummel@southhadleyma.gov>

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

Courtney Hummel <cjhummel@gmail.com>

Wed, Nov 29, 2017 at 9:44 AM

To: chummel@southhadleyma.gov

----- Forwarded message -----

From: **Mike Sullivan** <msullivan@southhadleyma.gov>

Date: Wed, Nov 29, 2017 at 9:38 AM

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

To: Bob Berwick <bsberwick@gmail.com>

Thank you Bob, it is on the 12/19 agenda as requested.

Mike

Michael J. Sullivan

Town of South Hadley, Administrator

116 Main Street

South Hadley, Massachusetts 01075

413.538.5017 ext.136

msullivan@southhadleyma.gov

On Wed, Nov 29, 2017 at 7:19 AM, Bob Berwick <bsberwick@gmail.com> wrote:

----- Forwarded message -----

From: Nancy Apple <neapple@mtholyoke.edu>

Date: Wed, Nov 29, 2017 at 6:40 AM

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

To: Bob Berwick <bsberwick@gmail.com>

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Wed, Nov 29, 2017 at 6:38 AM

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

To: neapple@mtholyoke.edu

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

Before the Selectboard or other appointing authority makes appointments, they

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

You can also [print and mail a written copy \(PDF\)](#) to the Selectboard Office at [116 Main Street South Hadley MA 01075](#).

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

Choose From the Following Sustainability and Energy Commission

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

Field not completed.

Please give any details regarding your interest in this appointment? I am applying as a representative of Mount Holyoke College.

Please Provide the Following Information

Name Nancy E Apple

Email 

Address1 Mount Holyoke College

Address2 [50 College Street](#)

City South Hadley

State Massachusetts

Zip 01075

Primary Phone 

Alternate Phone *Field not completed.*

Cell Phone: 

General Questions

Are you a registered voter in the Town of South Hadley? No

Are you a Town Meeting Member? No

Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I am the Associate Director for Sustainability at the Mount Holyoke College Miller Worley Center for the Environment. In that position I coordinate campus sustainability planning and initiatives.
Please list any additional information you think may be helpful in reviewing your application.	<i>Field not completed.</i>
How did you learn of the vacancy you are applying for?	Other
If you indicated another resident or other above, please provide the resident's name or provide additional details.	Am currently representing the College at meetings in an unofficial capacity.
Upload a Letter of Interest	<i>Field not completed.</i>

--
 Nancy E. Apple
 Environmental Health & Safety, Director
 Miller Worley Center for the Environment, Associate Director for Sustainability
 Mount Holyoke College

--
 Bob Berwick
[22 East Red Bridge Lane](mailto:berwick@mount-holyoke.edu)
[South Hadley, MA 01075](mailto:berwick@mount-holyoke.edu)

***Only print this e-mail if necessary.**

TOWN OF SOUTH HADLEY
LICENSES FOR YEAR ENDING DECEMBER 31, 2018
DRAFT

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

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

Used Car Dealer's License – Class II - \$100.00

Lic. #	Void	Business Name	Contact	Address	Restrictions
		Dave's Auto Sales	David Bernier	510 New Ludlow Road	6 Vehicles
		Haydocy's Service	Karl J. Haydocy	Lamb & Gaylord Street	6 Vehicles
		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)**
		J.J. Auto Sales & Towing	John A. Gallivan	63 Bridge Street	6 Vehicles
		Ty's Body Shop	Tyler Saporito	3 Main St	No more than 6 repaired for sale vehicles will be stored or parked in front of this property at any one time
		Page's Automotive	Stephen Rehm	1 Conti Drive?	10 Vehicles
		Pleasant Street Auto Sales	William Johnson	650 New Ludlow Road	No display of vehicles
		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
		Riverside Motors	Steven J. Moran	500 New Ludlow Rd.??	20 Vehicles
		Western Mass. Auto Repair	Keri A. Delisle Douglas Delisle	57 School Street	No exterior storage/repair. No exterior display. On-line sales only.

- * 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
		John's Collision, Inc.	John Occhiuzzo	00 Main Street

Junk Dealer's License - \$10.00

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

Print this page

Tree City USA

2017 Application for Certification



The Tree City USA award is in recognition of work completed by the community during the 2017 calendar year.

As Mayor or Equivalent of the Community of South Hadley

I herewith make application for this community to be officially certified/recertified as a Tree City USA for 2017, having achieved the standards set forth by the Arbor Day Foundation as noted below.

Standard 1: A Tree Board or Department

Community has both a Tree Board and a Department Chair or City Manager/Official

Department Chair/City Manager

Chris Ryan Tree Warden 413-538-5033 cryan@southhadleyma.gov

Tree Board Chair

Theodore Boulais Tree Board Chairperson 413-532-4288 tedpegb@comcast.net

Standard 2: A Community Tree Ordinance

✓ Our community ordinance is on record

Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

Total Community Forestry Expenditures \$278524.96

Community Population 17300

Per Capita Spending \$16.10

Standard 4: An Arbor Day Observance and Proclamation

✓ Official Arbor Day proclamation is on record

~~Mayor or~~ Equivalent Signature *Sarah Etelman* Title *Select Board Chair* Date *12/19/17*

Application Certification
To Be Completed By The State Forester:

South Hadley

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2017 calendar year, having in my opinion met the four standards required for recognition.

State Forester Signature
Title
Date



Print this page

Town of South Hadley Community Development Strategy 2018

INTRODUCTION

This *Community Development Strategy (CDS)* summarizes the town of South Hadley's recent and ongoing community-based and strategic planning efforts and presents the town's community development goals and objectives and priority projects for the next three to five years.

The town's CDS relies heavily on public input for the identification and support of priority projects. The Strategy document was originally drafted in 2002. Over the years the CDS has evolved based on annual public review and discussion. This document was most recently reviewed at a public meeting on December 5, 2017.

GOALS AND OBJECTIVES (2018-2023)

Goal: Improve Circulation and Transportation

Objectives

- Consider methods to improve access to public transportation.
- Continue to repair and replace sidewalks as needed.
- Connections of streets, bike lands, and sidewalks among neighborhoods and other destinations.
- Define long-term vision for traffic mitigation that monitors traffic volume and land uses to avoid congestion
- Consider transportation connections between the Falls area and the Commons/College area.
Funding sources: MassHighway, Massworks, Chapter 90, PVTA.

Goal: Economic Development

Objectives

- Upgrade the visual image of the Falls Area with a focus on commercial/industrial.
- Expand access to improved employment opportunities for the residents of the Falls.
- Achieve 100% occupancy of the viable commercial/industrial space in the Falls area.
- Develop a tourism program/market in the Falls area with vacant, retail storefronts fully utilized.
Funding sources: MA DHCD ED, MA DHCD CDF, Private.

Historic and Cultural Resources

Objectives

- Provide incentive programs to help homeowners preserve historic properties.
- Continue to support town cultural and historic activities.
- Increase citizen interest in local cultural and historical significance of South Hadley.
- Consider creating 1 or 2 local historic districts based on the study by the PVPC.
Funding sources: MHC, MA DHCD CDF, Town.

Housing

Objectives

- Rehabilitate existing housing to preserve neighborhoods, historic structures and affordability.
- Develop homeownership programs, particularly for low/mod-income first-time buyers.

- Working with private developers through the 40R Zoning District to develop new housing for low/moderate income families.
- Revise local regulations to promote a diverse housing market.
- Establish incentives for developers to provide a range of housing choices.
- Provide assistance to the South Hadley Housing Authority to improve and expand its existing public housing.

Funding sources: MA DHCD CDF, Town, HAP/Wayfinders.

Land Use

Objectives

- Continue to modify, as necessary and appropriate, zoning and land development bylaws so as to preserve and protect the character of the town and still allow for constructive and productive growth consistent with the town's plans and policies.

Funding sources: Town.

Natural Resources

Objectives

- Develop design and performance standards for site planning and development, especially in those key areas of town.
- Promote design guidelines and regulations to maintain scenic qualities in the landscape.

Funding sources: Town.

Open Space and Recreation

Objectives

- Continue the development and enhancement of South Hadley's parks and recreation areas. Specifically, the redevelopment of Buttery Brook Park including fitness and hiking trails.
- Protect more land on the Holyoke Range and along the Connecticut River or its tributaries.
- Revise development regulations to improve the balance between open space & development.
- Promote preservation of the remaining farmland and continued farm operations.
- Continue to support and develop access to South Hadley's lakes, ponds, and streams.

Funding sources: Town, Private, State/Federal Recreation Grants, State Access Board.

Services and Facilities

Objectives

- Develop a Self-evaluation and Transition Plan to identify any barriers to services as well as public properties within the community. Continue to remove architectural barriers on public property.
- Continue to seek available funding to improve the infrastructure systems within the community (streets, sidewalks, water, sewer, etc.)
- Continue Infiltration and Inflow Mitigation Project.

Funding sources: Town, MA Office of Disability, Private, MA DEP, EPA Brownfields, MA DHCD CDF, MassHighway, Massworks, Chapter 90.

PRIORITIZATION OF PROJECTS (2018-2023)

We believe that based on the content of this comprehensive document, the following represent the areas of need and projects which are a priority of the Town of South Hadley.

1. Housing (Target date ongoing through 2023)
 - Continue with plans for building and site improvements on identified South Hadley Housing Authority buildings to improve overall conditions for residents.
 - Support, and seek funding as necessary, the provision of housing across a broad range of incomes, age groups and demographics including, but not limited to housing rehabilitation, and the construction or conversion of units as “affordable” for low and moderate income persons, including the disabled and veterans.
2. Economic Development (Target date ongoing through 2023)
 - Upgrade the visual image of the South Hadley Falls area with a focus on the commercial/industrial space.
 - Expand access to improved employment opportunities for the residents of South Hadley Falls.
 - Achieve 100% occupancy of the viable commercial/industrial space in South Hadley Falls.
 - Develop a tourism program and market in the South Hadley Falls area with vacant, retail storefronts fully utilized.
 - Encourage mixed use development and seek funds to identify, assess, and mitigate brownfields using a variety of funding (private, EPA/MA DEP, MassDevelopment, etc.).
3. Infrastructure and Building Improvements (Target date ongoing through 2023)
 - Continue Infiltration and Inflow Mitigation Project.
 - In support of public safety and environmental enhancement – rehabilitate and/or reconstruct streets and sidewalks, water lines and sewer lines, and stormwater drainage systems.
 - Identify barriers to services and properties. Seek funding to develop an ADA Self-evaluation & Transition Plan to identify barriers and subsequently to implement necessary modifications.
4. Social and Community Services (Target date ongoing through 2023)
 - Continue to address the needs of the South Hadley Senior Center, including assessing the long-term viability of sustaining the existing building.
 - Seek additional forms of assistance to aid the needier residents of South Hadley with programs & strategies designed to meet the particular needs of seniors, disadvantaged youth, LMI families and other individuals and populations with special needs. This includes such programs as housing assistance, food assistance, adult literacy, job training, various elder services, child care, and economic development related and self-sufficiency programs.
5. Recreational Opportunities and Open Space (Target date ongoing through 2023)
 - Continue with modifications and updates to parks and recreation areas. Specifically, the ongoing redevelopment of Buttery Brook Park including fitness and hiking trails.
 - Continue protection of existing water resources including wetlands, aquifers and their recharge areas, streams, ponds and floodplains.
 - Provide increased passive recreation and conservation activities in the Mount Holyoke Range area and along the Connecticut River.

COMMONWEALTH OF MASSACHUSETTS
SOUTH HADLEY, MASSACHUSETTS

WARRANT
Hampshire, ss.

TO: Either of the Constables of the Town of South Hadley

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of South Hadley that the SPECIAL TOWN MEETING will be held in the TOWN HALL AUDITORIUM on Wednesday January 10, 2018 at 6:00 PM or as soon thereafter as the subject matter of this warrant can then and there be reached, and the Town Clerk is required to notify and warn the Town Meeting Members then and there to meet and act on the following Articles:

ARTICLE 1 To see if the Town will vote to amend Chapter 255 (Zoning) of the Town's Code in regard to Solar by amending: Section 255-10, Terms Defined, to insert various new terms and their definitions and to reorder the various terms alphabetically; in Section 255-19 Use Regulations Schedule by inserting new uses related to Solar Photovoltaic Installations, and in Article VII, Supplemental District Regulations, by inserting a new Section 255-48 Solar Photovoltaic Installations as detailed in the Planning Board's Report to Town Meeting or take any other action thereto. (Planning Board)

ARTICLE 2. To see if the Town will vote to amend Chapter 255 (Zoning) of the Town's Code in regard to Smart Growth Zoning Districts by reorganizing the existing provisions of Section 255-23 to create a subpart that includes all of the generally applicable provisions for Smart Growth Zoning Districts and separate subparts for the provisions applicable only to particular Smart Growth Zoning District(s) as detailed in the Planning Board's Report to Town Meeting or take any other action thereto. (Planning Board)

ARTICLE 3. To see if the Town will vote to amend Chapter 200 (Stormwater Management) of the Town's Code in regards to application requirements by amending subpart 200-9 to delete paragraphs A and B in their entirety and replace with new text to provide that the Planning Board shall adopt Rules & Regulations governing the application requirements and that all applications must conform to the Planning Board's Rules & Regulations unless a waiver is granted by the Planning Board as detailed in the Planning Board's Report to Town Meeting or take any other action thereto. (Planning Board)

ARTICLE 4; To see if the Town will vote to amend Chapter 255 (Zoning) of the Town's Code in regard to Recreational Marijuana by amending: in Section 255-19 Use Regulations Schedule by inserting new uses related to Recreational Marijuana (Craft marijuana cultivator cooperative, Marijuana cultivator, Marijuana product manufacturer, Marijuana testing facility, Marijuana

retailer) as they are defined in Chapter 94G, MGL and noting that all such uses are prohibited in all zoning districts as detailed in the Planning Board's Report to Town Meeting or take any other action thereto. (Planning Board)

ARTICLE 5: To see if the Town will vote to amend Chapter 255 (Zoning) of the Town's Code in regard to Recreational Marijuana by amending: Section 255-10, Terms Defined, to insert various new terms and their definitions and to reorder the various terms alphabetically; in Section 255-19 Use Regulations Schedule by inserting new uses related to Recreational Marijuana, and in Article VII, Supplemental District Regulations, by inserting a new Section 255-49 Recreational Marijuana Establishments as detailed in the Planning Board's Report to Town Meeting or take any other action thereto. (Planning Board)

ARTICLE 6: To see if the Town will vote to amend the South Hadley General By-laws consistent with MGL c. 94G, subsection 3(a)(2), banning all types of marijuana establishments as defined in MGL c. 94G subsection 1(j) including commercial cultivation, retail sales, testing, manufacturing, packaging, distribution or any other type of licensed cannabis/marijuana related businesses shall be prohibited in the Town of South Hadley or take any other action thereto.

ARTICLE 7; To see if the Town will vote to amend the Bylaw Division I, Part II: General Legislation, Chapter 240 Wetlands, specifically Sections 240-1, 240-5, 240-6, 240-7, and 240-9 as detailed in the Conservation Commission's Report to Town Meeting, or take any other action thereto. (Conservation Commission)

ARTICLE 8; To see if the Town will vote to add the following language in sub-section 153-1 of the Town of South Hadley By-laws after "...within the Town of South Hadley." add "Allow the South Hadley Police Department under the direction of the Police Chief to fingerprint all applicants for an Ice Cream Vendors Permit as part of the application process in accordance with MGL Chapter 6 section 172B1/2; to authorize the use of Federal Bureau of Investigation (FBI) records data base and to conduct a state and national criminal history records check, information obtained from said FBI criminal history check may not be disseminated to unauthorized entities. All applicants must be fingerprinted specifically as part of an application for an Ice Cream Vendors Permit, there will be a \$50 in respect to the fingerprint process application in addition the any other application fees for an Ice Cream Vendors Permit from the Board of Health. No background check will commence until all application fees are received by the Town of South Hadley." Furthermore in sub section 153-3B strike "\$500" and insert "\$300", or take any other action thereto.

ARTICLE 9; To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$43,000 to 11361 510001 Wage, Classification and Merit Plan line item or take any other action thereto.

ARTICLE 10; To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$65,000 to establish and develop the Leaping Well Brook Nature Trail (former Toth property), or take any other action thereto.

ARTICLE 11; To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$27,250 to upgrade, convert documents and secure licensure for the Vision assessing software, or take any other action thereto.

ARTICLE 12; To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$125,000 to service required match for various grants, the Land and Water Conservation Fund Grant, the Federal Land Access Program Grant and the Recreational Trails Program Grant, all part of the River to Range Phase II, or take any other action thereto.

ARTICLE 13; To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$95,000 to Planning Board 11752 52239 Other Services for the purpose of updating the Open Space and Recreation Plan and the South Hadley Master Plan in a coordinated manner, or take any other action thereto.

ARTICLE 14: To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$750,000 to the following funds; \$100,000 to the Compensation Fund, \$300,000 to the OPEB Trust Fund, \$150,000 to the General Stabilization Fund, \$200,000 to the Capital Stabilization or take any other action thereto.

ARTICLE 15; To see if the Town will vote to establish under Massachusetts General law Chapter 40 section 5B a "Senior Center Stabilization Fund" for the purpose of improving or replacing the South Hadley Senior Center presently located at 45 Dayton Street and furthermore transfer from Unreserved Free Cash the sum of \$200,000 to the Senior Center Stabilization Fund, or take any other action thereto.

ARTICLE 16; To see if the Town will vote to transfer from the PEG Access Technology Fund the sum of \$35,000 to install messaging boards in Town Hall and CCTV at doorways and in main hallways or take any other action thereto.

ARTICLE 17; To see if the Town will vote to appropriate from the Sewer Retained Earning the sum of \$750,000 to make replace and improve the sub-terrainian infrastructure on Main Street, Highland Avenue, Judd Avenue or other public ways within the existing system to, including but not limited, pipes, manholes, mains or other systems and replace valves and other related systems or equipment, in the WWTP Gravity Thickener Room and at the Main Street Pump Station, or take any other action thereto.

ARTICLE 18; To see if the Town will vote to authorize the Selectboard to seek legislation from the Massachusetts General Court to allow Town elections be moved from April to September as previously agreed by Town Meeting, or take any other action thereto.

Given under our hands this 19th day of December 2017:

Sarah Etelman Chair

John Hine Vice-Chair

Andrea Miles, Clerk

Ira Brezinsky

Bruce C. Forcier

**SELECTBOARD
TOWN OF SOUTH HADLEY**

Ballot Question #1

This question is a non-binding question should Town Meeting authorize the Selectboard to seek legislative action in order to allow a change in the Town of South Hadley by-laws pertaining to Board of Health section 18-5 subsection (5) from “elected” to “appointed by the Selectboard”.

Summary; A “yes” vote would indicate you would favor having members of the Board of Health be appointed by the Selectboard. A “no” vote would indicate you would favor having the Board of Health remain as an elected board

Ballot Question #2

This question is a non-binding question should Town Meeting authorize the Selectboard to seek legislative action in order to allow a change in the Town of South Hadley By-laws section 18-5 subsection (5) from “Three members of the Board of Health” to “four members with the Board of Health with the Health Director serving as a fifth voting member”.

Summary; A “yes” vote would indicate you would favor changing the current three member board to a four member board and in addition have the incumbent Health Director would act a fifth member with full voting and participation rights. A “no” vote would indicate you favor having the Board of Health remain as a three member board.

Ballot Question #3

Shall the town vote to approve the action of the representative town meeting whereby it was voted to amend the South Hadley General By-laws consistent with MGL c. 94G, subsection 3(a)(2), banning all types of marijuana establishments as defined in MGL c. 94G subsection 1(j) including commercial cultivation, retails sales, testing, manufacturing, packaging, distribution or any other type of licensed cannabis/marijuana related businesses shall be prohibited in the Town of South Hadley.

Summary; A “yes” vote would indicate you favor banning (not allowing) the retail sale, cultivation, testing, manufacturing, packaging distribution or any other commercial activity related to marijuana/cannabis products as described or allowed in Massachusetts General Law or Town of South Hadley by-laws. A “no” vote would indicate you favor allowing (not banning) the sale, testing, manufacturing, commercial cultivation, packaging, distribution or other type of licensed cannabis/marijuana related businesses except as described or allowed by Massachusetts General Law or Town of South Hadley by-laws.

DRAFT

Sarah Etelman, Chair
John Hine, Vice-Chair
Andrea Miles, Clerk
Ira Brezinsky
Bruce Forcier

Michael J. Sullivan
Town Administrator

December 14, 2017

Honorable Selectboard Member:

Please accept this report as an abridged accounting of activities I and the hardworking town employees have been addressing at South Hadley Town Hall and beyond. There is a happening, I hope this report will frame some of the more evident tasks at hand.

As always, thank you for you're the support, direction and leadership you provide!

FY 2019 Budget; the FY 19 Budget will be increasing, I realize that will not shock the masses and I suspect most will understand. I am able at this point to identify some of the drivers which will be a major part of the increases on the municipal side. Health Insurance will likely add somewhere around \$250K (rates should be available from HCHIT next week), short term borrowing will be up \$150K as agreed relative to the "rolling debt", retirement contributions will be up \$90K and compensation for non-school employees will increase (early estimate is less than \$40K) due to collective bargaining agreements and other wage and job shifting. Increases in compensation may be mollified by some position reductions when all is said and done, but I am still working through some of those decisions and details.

Presently I am averaging about nine budget meetings a week and we have over one hundred staff hours invested in the process, so far. I have four departments left to complete or meet with, none of these are major departments from a budget perspective. The cooperation from department managers has been outstanding.

We have made some adjustments in the Ledges budget to reflect some of the late season savings we experienced and if the weather cooperates in the spring we may actually show a modest fiscal surplus in FY 2018. We will be adjusting the budget to reflect a "half season", but I wanted to build it out first for full season for comparative reasons. The adjustment will be made prior to final submittal. The schools are working on their budget and I hope to have that for late January.

River Roll and Stroll II; Mariann Millard gathered representatives from both Holyoke and South Hadley in N'hampton late last Friday afternoon to start the planning for 2018

116 MAIN STREET, SUITE 109, SOUTH HADLEY, MASSACHUSETTS 01075-2896

River, Roll and Stroll at the MassDOT facility. I was really interesting to hear MassDOT official speak about how they are using the SoHa/Holyoke bridge festival as a template for three other similar events across the Commonwealth. This is a significant turnaround for last year's luke warm response from MassDOT to the original idea. This is really a tribute to the tenacity of Marian Millard who has announced she will not be a "co-chair" for this event, her skills will be missed.

Western Mass Economic Development Plan; at the most recent Western Mass Economic Development Planning Committee meeting (12/14). Chicopee presented on what projects are driving the excitement in our neighboring community. Lee Pouliot Chicopee's Planner did an excellent job conveying to the group the various projects.

Ames' Privilege, the Lyman Mills housing initiatives, the new Mercedes Benz dealership, expansion at Tsubaki and other manufacturer's all demonstrate real promise for all communities in the valley. Congratulations Chicopee!

Lee also touched on and there was spirited discussion following about the importance of "events" in respect to revitalization. I know each of you understand and have witnessed the importance of "getting people to place". It is fundamental to rediscovery of "place" which often leads to reinvestment. This is why River, Roll and Stroll, Falls Fest, Canal Potpourri or other activities which draws more than the usual suspects to our place is vital in regards to creating a buzz with the intent to entice investment.

The group is planning the annual development conference for June 12 at the Mass Mutual Center. Governor Baker will be the keynote speaker and it always is a good time event to see what is going on around us.

Trash Fee Abatement Policy; recently DPW Superintendent Jim Reidy, Assistant Superintendent Viv Price and I (Health Director could not make it) met to discuss update to the trash fee abatement policy.

Presently to seek an abatement a property owner is granted an abatement if they have a dumpster on property and present to the DPW a copy of their contract with the trash hauler/dumpster company, a letter attesting to the fact they properly dispose of all trash in said receptacle and do not illegal discard any trash in South Hadley.

We have added that the dumpster must be permitted by the Health Department as is required. It seems some of the property owners have not gotten the proper permit from the BOH. It would seem unwise to grant an abatement to a property which is violating a town regulation, so this would seem to be reasonable change.

We also have number of people who take their trash out of town, we will "grandfather" any property owner who is presently on the list of prior individuals or companies who

have received this abatement if they continue to submit a letter attesting to how they dispose of their trash, that they do not violate any littering or illegal dumping regulations and supply a letter from the property owner where they drop their trash.

The new policy will not allow any new applicants to seek this type of abatement as of January 1, 2018. This allowance is hard to track and impossible to verify. The total abatement policy reduces revenues by approximately \$10,000 annually according to the DPW Superintendent.

UI Hearing; the Human Resource Director Jennifer Wolowicz and I will be attending a Unemployment Insurance hearing in Springfield on Monday in respect to a Ledges former employee who is alleging she was fired without cause. We obviously see it very differently without revealing details of the case.

It is important that you and the taxpayers of South Hadley realize these are very difficult case to prevail and we take them very seriously. UI claims are very expensive, as unfortunately the hearings are slanted heavily towards the former employees. While no one wants to see people without any means of support, especially at this time of the year, it is our duty to protect the taxpayer against frivolous claims. I wish I was confident we will see a fair remedy, I can say we will do our best.

Veteran Service District Agreement; the interview committee from the "District" (South Hadley, Easthampton, Granby) which included SH Selectboard Member Bruce Forcier has given a conditional offer of employment to South Hadley resident Heidi Coleman to fill the VSO vacancy.

As you were informed Granby will not be part of the "district" after July 1, 2018. They have seemingly sound reasoning and an opportunity to meet the need through a new strategy. While I wish them luck, I would strongly recommend we continue to be part of the regional agreement with Easthampton and/or another town if the opportunity presents itself. I have reached out to Easthampton strongly suggesting jointly craft separate and distinct of the district agreement a memorandum of understanding between the two communities which clearly outlines each town responsibilities and each town's responsibilities.

Everything from office space and technology to benefits should be more concise than they presently are articulated. It is important for me, if not the Town of South Hadley to be able to look at a document which conveys what we are in for and what we are getting out of the relationship. In the end it is still a great model and worth pursuing.

River to Range Phase I Construction, I know you have heard threats before about this project actually getting underway, but barring a Nor'easter December 20 Western Mass Construction will begin the creating this accessible trail at the bottom of Ferry Street.

There will be an opening ceremony to thank all the state and local partners sometime in the spring, but if all goes well this trail may be open to the public in late January.

Congratulations to the Selectboard, Town Meeting Members, Bike/Walk Committee, Representative Scibak, Senator Rosenberg, Governor Baker, Commissioner Roy and Amanda Lewis from DCR, Anne Capra, Janice Stone, Richard Harris, PVPC without each and every one of you this would not have happenedbut is about to.

Water Quality Public Building; recently I was asked to meet with a well-informed group of concerned citizens about water quality in public buildings. Before I go any further let state this group and I would agree feel strongly South Hadley residents are lucky to have originations sources of high quality provided by Water Districts 1 and 2. This is about the delivery system inside public building, how they are used and how they are monitored.

The schools and public buildings have done annual monitoring and at the present monitoring levels suggested by the state the South Hadley Public Schools and other public buildings have found themselves with in acceptable levels in most reports. In the few occasions where levels were above, action was taken and/or anomalies were corrected. Neither this group of concerned citizens, the schools or I am trying to raise the level of alarm, we will be working together to appropriately raise the level of awareness about the importance of proper testing and attentiveness to water and air quality in public buildings.

There are two bills before the Massachusetts General Court present (Senate Bill 456 and House 2915) which suggests the need to improve monitoring of water quality across the Commonwealth. We will use these as guidelines as we craft our by-laws.

The School Superintendent and I have agreed to work with this group of concerned citizens and other interested parties to craft a by-law, hopefully for the Annual Town Meeting (May) and create a funding source to have all public buildings properly monitored on an annual basis for water and air quality. It is important to residents, student, employees and visitors that they can be confident in both our buildings and bubblers.

Thank you to these citizens for bring it to the forefront, thank you to the Superintendent for his cooperation and as always thank you to the Selectboard for always being thoughtful when considering these important communal health issues.

Ledges Solicitation for Interest; while the solicitation was circulated widely throughout the industry we only received one submittal as of the December 14 deadline. The good news it is below \$20K and the firm is seemingly very well qualified and extremely interested in being our partner in the RFP process.

Colliers International has an abundance of experience in golf course management and as we start to review their testimonials from previous clients I am confident we will learn more about their operation. I am hoping a decision is made quickly and we continue to move this process. I will await instruction from the SB at our next meeting.

In advance of the question "Why not more interest?" It is likely a number of factors, timing, if a group has a number of projects on their plate they may look past something of this nature, also this is somewhat of a specialized field, all of the players received the solicitation, it could have been we had no interest, but we had a plan for that as well. But we have one qualified candidate who is under the cost limitation ...it could have been worse.

I wish you all a happy and healthy holiday season and thank you allowing me to work in such a wonderful town, I am truly blessed.

Respectfully submitted;
Michael J. Sullivan
Town Administrator, South Hadley