

**SELECTBOARD MEETING
TUESDAY, JANUARY 2, 2018
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 *December 5, 2017 Regular Selectboard Minutes*
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
 - A. Requests for One Day Beer and Wine License:
5. Introduction New Employees; Employee Engagement Specialist Kristen Maher
6. NEW BUSINESS
 - A. Ledges RFP Consultant Contract Update
 - B. Special Town Meeting January 10, 2018 Update
7. RESIGNATIONS/APPOINTMENTS
8. OTHER BUSINESS
 - A. FY 2019 Budget Update
9. TOWN ADMINISTRATORS REPORT
10. CHAIRMAN'S REPORT
11. ADJOURN

**SELECTBOARD MEETING
DECEMBER 5, 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 7:00 p.m., noting that all members were present.

1. APPROVAL OF MINUTES

SB Member Forcier moved to approve the minutes of the October 24, 2017 regular Selectboard meeting. SB Member Brezinsky noted a few small changes pertaining to the Ledges Public Hearing. SB Clerk Miles seconded. The motion passed unanimously 5:0.

2. ANNOUNCEMENTS/OPEN FORUM

SB Member Forcier announced that Santa's Land at Buttery Brook Park will start on Thursday and run through Sunday this weekend and the next from 5:30pm – 7:30pm. This is a free event. The money they have raised in the past year has gone towards new fencing, companion swing, and benches.

SB Member Forcier also announced the Bike Walk Committee, on Sunday, December 10, will be holding a new sidewalk scenic trail program. It will start at Senior Center, go through Black Stevens Conservation area and then back to the Senior Center. There will be light refreshments and the start time is 12:45pm.

SB Vice Chair Hine mentioned that on, Sunday, December 17 at 11am, there will be a 5k Holiday Fun Run and 2-mile walk/run at the Ledges Golf Course. It's being organized by the Running Club of the South Hadley middle school. All proceeds will go to the food pantry. For more information, and to register, check out BIT.LY/southhadleyfunrun.

John Howard spoke at Open Forum to urge the Selectboard to, on all future building projects, consider super insulation and super energy efficient things. The more we plan for it, the better the chances of getting into Green Communities as we need to come up with a five-year plan to lower energy usage by 15%. Green Communities could help us fund various energy improvements down the road.

3. CONSENT AGENDA

Request for One Day Beer and Wine License: Tower Theaters, 19 College St, December 14, 2017, December 15, 2017, and December 16, 2017.

SB Member Forcier made a motion to approve the one-day beer and wine licenses for Tower Theaters. SC Clerk Miles seconded. The motion passed unanimously 5:0.

Town Administrator Sullivan encouraged any applicant for the One Day Beer and Wine licenses to use the online service going forward. Once an application is submitted, the applicant can send in the payment of \$30. After the application is approved by the Selectboard, the applicant will be able to print the license themselves. The liquor liability insurance can be attached to the application as well.

4. INTERVIEW

Application for Appointment to the Council on Aging – Michael R. Siddall, Esq.

Mr. Siddall was not present.

5. NEW BUSINESS

B. Tuesday, July 3, 2018 Fireworks (6:30 – 9:30) rain date Thursday, July 5, 2018.

SB Member Brezinsky moved to approve the dates. SB Vice Chair Hine seconded. The motion passed unanimously 5:0.

6. RESIGNATIONS/APPOINTMENTS

Acceptance of Resignation from Whiting Street Fund – Hazel Snopek

SB Member Forcier made a motion to accept the resignation. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

7. **FY 2018 TAX RATE HEARING, DISTRICT 1, DISTRICT 2, ASSESSORS**

Melissa Couture stated that it's that time of the year again, where the Selectboard determines whether or not to shift the tax rate, or grant any exemptions under classification.

There are three exemptions; 1) Residential, 2) Open Space and 3) Small Commercial

Fiscal year 2018 was an interim year adjustment for South Hadley; not a re-evaluation year. They look at all the sales from the prior year to see where the level of assessment is, and the sales are outpacing assess values. They utilized the calendar year 2016 sales for single family properties and determined those values need to be raised by about 5%. Aside from the single-family values going up by 5%, everything else stayed the same.

The proposed tax rate for FY18 is \$17.64 which is down from \$17.83 the previous year. District 1 is the same for the third year in a row at \$2.29. District 2 has come down from \$2.83 to \$2.78. Since valuation on single-family is going up, people will still see a tax increase.

There was a lot of growth this year, especially in condos. The excess levy capacity is \$8,739.23.

Ms. Couture pointed out that the average single-family value and single-family tax bill has gone up to \$247,600, which is up from \$235,200 the previous year. The increase for the town is \$174.04. The commercial industrial average tax bill is seeing a decrease in taxes.

Properties are selling for more than they're assessed for, so they had to bring that ratio back up to meet everything else and be within the 5 bases point. All other classes, aside from single-family, were at the same level as the prior year.

SB Vice Chair clarified that condo sales didn't reflect any increase. Ms. Couture stated they didn't and further explained that they're not doing it complex by complex and that they are always a year behind the market.

SB Member Brezinsky asked if that would be the same for businesses, why there was no increase in property valuation. Ms. Couture stated that they don't have a lot of sales. She also stated that commercial evaluation is done differently as they tend to look at income vs. market value. In looking at it from an income approach, it's been stagnant.

SB Member Brezinsky asked if "historically," from year-to-year, do they see a flip-flop of condos and home evaluations. Ms. Couture said that typically, in a re-evaluation year, they tend to have a similar change in those classes. They just didn't have sales that generated that information for them.

SB Member Forcier made the motion to move to adopt a factor of 1 for all classes of property in the town of South Hadley for fiscal 2018. He additionally moved to authorize Mike Sullivan, Town Administrator, to electronically sign on their behalf. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

8. **COMMUNITY DEVELOPMENT STRATEGY PUBLIC HEARING**

Jim Mazik spoke regarding the Community Development Fund Application. The application will be in March 2018 and will include a community development strategy that asks for goals and objectives and priorities. The Community Development Strategy for 2018 reflects Mr. Sullivan's input, as well as Richard Harris's. It's very general, but discusses transportation, economic development (focusing on the falls and other commercial/industrial areas), historical and cultural resources, housing rehab, historic preservation, land use, etc. It considers types of projects to be over the next five years as well. It's important to get the Community Development plan in place as other funding could be available down the road. Mr. Sullivan mentioned this is consistent with the community compact as well.

SB Vice Chair Hine asked if they have projects in mind to apply for. Mr. Mazik said there have been preliminary discussions including an RFQ for social service programs for consideration. Those programs could include Neighbors Helping Neighbors, housing rehab, South Hadley Housing Authority, and a possibility for some planning projects. Nothing is set in stone and the applications needs to be done first.

In reference to SB Member Brezinsky's concern about emphasizing only the falls, Mr. Mazik stated that the application is no longer limited to a target area (such as the falls), so the wording in the application can be changed to "town-wide."

SB Member Brezinsky asked that, under the "Open space and recreation" bullet of the application, they include the Ledges as well. He also asked for it to be added in under a "targeted property."

SB Member Brezinsky asked for clarification on the statement "to improve the balance between open space and development. Mr. Mazik stated that it means when there is development, they ensure there are provisions in place to maintain open space along with the developed area.

SB Member Brezinsky asked for examples for the “services and facilities” bullet. Mr. Mazik stated it goes back to the ADA plan and he can clarify that in the application.

SB Member Brezinsky asked if they are looking to develop a tourism program, or are they looking to market the area. Mr. Sullivan stated that “tourist” is a loose term, as some would consider those coming to use the beaches, etc. as visitors. This was suggested by Planning to increase the awareness of all the things The Falls has to offer. This is a long-term plan for up to 2023.

Russell Boudreau mentioned it’s a world class fishery in South Hadley with a huge strike bass run that could plan into the tourism element for The Falls.

John Camp asked if they are limited by the two items that were mentioned for BATTERY Brook Park. He stated that a bridge could use repairs, among other things. Mr. Mazik said they identified two items, but it is not limited to those two items. Mr. Sullivan said that anything that increased accessibility would qualify.

Linda Young mentioned that the master plan talked about signage so when people entered town they could know where things are located. Mr. Mazik stated that it would be implied under economic development, as it’s part of the whole package for developing tourism.

Mr. Mazik said he would make the recommended changes to the application and get it back to the Selectboard. He recommended the Selectboard address the revised application at their next meeting, and if not that one, then the January meeting.

9. NEW BUSINESS

A. Senior Center Update

Director Hennessey was not able to attend the meeting, so Mr. Sullivan spoke on her behalf. The plans that were shown were the proposed plans for the replacement of the Senior Center. The new Senior Center, with some modifications, would be roughly taking up the space where the current one is. Two different architects deemed the building to be in a difficult condition. The Senior Center is trying to expand their offerings and times.

The proposed Senior Center does not encroach on the fields surrounding it. The building would be one story, roughly 18,500 square feet. The present building is 16,800 square feet. The price limit for the proposed building is under \$9 million from existing revenue.

Mr. Sullivan stated they’ve offered the developers a Public/Private Partnership project at Woodlawn, but they haven’t heard anything back. If they did, they would need to go through an RFP process for that. They have also looked at other properties, but the site costs to get that land ready could be upwards of \$1 million dollars. For the proposed plan, demolition costs are calculated in already.

SB Member Brezinsky asked if there is a draft budget. Mr. Sullivan said the only thing that was suggested is it be capped at \$9 million dollars. This was a calculation made to see what they could build into their existing revenue over the next two years, including 2019. There is a cost analysis of each one of the rooms available, but Mr. Sullivan doesn’t have it.

SB Clerk Miles asked if there has been any discussion about a community center/senior center, since they’re considering offerings to other age groups. Mr. Sullivan stated that they’ve looked into places that have a combined center and it ends up being very expensive and very complex. If you have youth in the building, there are certain barriers and precautions that you must take that adds into the cost. Mr. Sullivan stated that Director Hennessey is considering moving some of the programming to nights and weekends as a way of including people in the 30+ age bracket. They see value in trying to introduce people to a senior center at an earlier age to help reduce the stigma. They understand there needs to be more communal use of the property.

SB Chair Etelman thinks there should be at least one or two rooms available to the public after hours. Mr. Sullivan said there has some talk to adding a sidewalk and keycard entrance to the exercise room and having the existing staff, so it can be open on nights and weekends. SB Chair Etelman stated that having it available, much like the library does, where if you’ve signed out the keycard, it doesn’t need to be during the hours of operation. Mr. Sullivan that it’s been a regular discussion as to how to get more public access on a regular basis.

Mr. Sullivan would like to put \$200,000 into a Senior Center stabilization fund that could be used for a new building or renovations. He thinks this is a respectable way to start to save money.

SB Vice Chair Hine asked what would be the result of this process and the timeframe for completion. Mr. Sullivan said the result would be to do a more comprehensive about the condition of the present building, the needs that were identified, what can be afforded and to try to do it within existing revenue. He believes the committee may be ready to come before the May annual town

meeting to ask for permission to bond with the purpose of building or renovating. He further believes they'd be ready to come before the board with their proposal and needs in January of 2018. If they decide to go with a bank qualified bond, he believes they would start no sooner than January 2019.

SB Member Forcier mentioned the open house was very well attended and he believes Director Hennessey is trying to be as transparent as possible as the process moves along.

Mr. Sullivan said he would send the Selectboard a packet of what was shown that evening.

Linda Young stated that she is not in favor of the proposed plan because, if she heard correctly, 60% of South Hadley's residents are senior citizens and the proposed building won't be big enough. She believes another stumbling block is that they will have to break up programs in the two plus years it will take to rebuild. She thinks, in doing classes at other places in town, it will tear apart the cohesiveness of the senior center. She further believes the rooms won't be big enough for certain groups, such as the quilters.

SB Chair Etelman stated there is a committee that has been soliciting comments and will continue to do so.

Mr. Sullivan clarified that the presentation of the proposed design, possibly at a January meeting, will be presented for the community to discuss.

Mr. Sullivan said that the state will not give money for the Senior Center project. Director Hennessey is hoping to raise another \$3 million with grants, donations, etc.

SB Member Brezinsky stated that this discussion brings up the point "do we design a building we think we can afford, or design a building we think we need. Or a combination of the two." He believes they should not unknowingly build something that is not satisfactory. He thinks the committee should not solely base the decision on what the Selectboard predetermined they can afford. There should be an evaluation of what the needs are.

Mr. Sullivan stated that there were some preliminary designs that created a 23,000-square foot building. The price for that were around \$16-\$17 million dollars. This wouldn't be something they would be able to do in the next few years with their existing revenue. Mr. Sullivan said they're trying to work within the parameters of what they can afford, new growth for the next few years, etc. They're trying to live within the means and directions. If you listen to just what a needs assessment might be, it will never be big enough.

10. OTHER BUSINESS

A. January 10 Special Town Meeting Draft Warrant

There are currently 18 articles. **See draft as presented.**

Article 5 also must have a ballot question component. If this is accepted, then the ballot question would go forth. SB Vice Chair Hine asked to clarify that process. Mr. Sullivan said that you first need a vote from Town Meeting. If it passes there, then you need a vote at the ballot box. It would need both a Town Meeting vote and ballot vote before it's banned.

SB Chair Etelman further clarified that this vote is a vote to allow the retail sale of marijuana in South Hadley. The state-wide vote was a vote to legalize it in the state. Mr. Sullivan said this is the required and prescribed way the Attorney General will allow a ban to go forward.

SB Vice Chair Hine said that the Selectboard hasn't taken a position on banning retail sales of marijuana. They just think it's worth putting it on the ballot for Town Meeting, and if it passes, on the general election ballot.

SB Clerk Miles stated that the moratorium is up on July 1. Her concern is, since it's been put in place, they haven't talked about it at all. She hopes, going forward, they can have more conversations about it. If there is a ban, there's no time limit on the ban.

SB Vice Chair Hine asked that Article 6 go before Article 4. Mr. Sullivan said he would make those changes.

B. Ledges RFP 2018 Rates

The RFP is out. They're awaiting the returns and they are hoping there is interest. The deadline is December 14, 2017. SB Member Brezinsky asked if there has been any response yet. Mr. Sullivan said eleven parties have taken it out, but none have been returned yet.

C. Ledges 2018 Rates

Andy Rogers gave an update on the late season. As of November 21, they were at \$11,000. At the same time the year before, they were at \$5,500 and the year prior to that was \$0. The figure is just golf carts, shop and beverages.

The holiday hours are posted for selling gift certificates. Once the rates are set, they'll send out some marketing emails.

SB Chair Etelman stated that many people stated they would be willing to pay more and she doesn't see that reflected in the proposed rates. Mr. Rogers said the annual passes went up \$100 across the board. They remain competitive with other courses, as he believes if you go up too much, people will look elsewhere to play. The annual pass membership is around 70+ so retaining these memberships are important in the instance that you have a bad weather year and loose on the daily passes.

The weekend fees were raised last year (from \$45 to \$50) so they didn't raise those again. They raised prices on the weekday senior rates (it went up \$2). The "juniors 12 and under" went to \$1. This is to try to encourage kids to come out and play with their parents/grandparents. These rates are still competitive with other courses.

They also went up with league players. They went up to \$29 with a cart. There were 3,200 league rounds last year. It will now be \$2 more for a league vs 9 holes, but this guarantees you a spot.

SB Member Brezinsky asked if they spoke with any of the league players about the raised rates. Mr. Rogers said he had spoken with them, including their largest league.

SB Member Brezinsky asked if discounts would apply to any of the categories that went up in rates. Mr. Rogers said people can use the online tee system. There are also several golf marketing books that will allow cheaper rate for playing at certain times.

Mr. Rogers mentioned that he also spoke with many of the seniors who play during the week. They were understanding of the rate raise.

SB Member Forcier made a motion to approve the rates recommended by the Golf Commission and the General Manager. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

SB Member Forcier brought up winter use of the golf course and the signage around the golf course. Mr. Rogers said they did change the signage to not be a list of "no's" but to instead tell people to use the place with respect, etc.

D. 2018 License Renewals

SB Member Forcier made a motion for the South Hadley Selectboard, acting as the local licensing authority, move to renew all licenses as present for 2018 subject to completion and submittal of all required documents to the Selectboard office receiving satisfactory and required inspections, payment of all outstanding local taxes, and or, any other required actions respective to town by-laws, or applicable Mass General law. The license will not be issued until all requirements are met. Furthermore, the Selectboard authorizes the use of their electronic signature for issuance, licenses. This renewal is subject to possible revocation if the license holder does not fully comply.

SB Member Brezinsky seconded. The motion was passed unanimously 5:0.

SB Member Forcier asked if the license application is available online. Mr. Sullivan said they're in ViewPermit system. This allows us, if a person comes in and their package isn't complete, to hold off on printing it until it's complete.

E. FY 2019 Budget Update

Mr. Sullivan said the process continues. He's had about 10 meetings so far, with more on the books for the upcoming weeks. He's waiting for the rates for the Hampshire County Health Insurance Trust. They're on schedule to have something before the board in early January.

SB Chair Etelman asked if they decided to move their January 2nd meeting to the 3rd. Mr. Sullivan said he recalled they were going to wait until after the December 19 meeting to make that call.

11. TOWN ADMINISTRATORS REPORT

Mr. Sullivan announced that Kristin Will has been hired as the Employee Engagement Specialist and will be taking over some of the duties from Jackie Iskander, as well as some social media duties among other things. She will begin on December 27.

12. **CHAIRMAN'S REPORT**

SB Chair Etelman thanked everyone who attended the Symposium of Understanding. They had about 25 people attend. She believes they made great progress. They're looking for some input on what the next steps could be and thinks they could handle a larger group next time. The goal is to have a document of understanding that is like the code of conduct at town hall. They would be happy to have input from people who haven't yet been a part of this conversation and hear what might entice them to join in next time. You can email SB Chair Etelman or Mike Sullivan directly.

Mr. Sullivan said that one of the next steps that has been asked of them is to meet facility at Mt. Holyoke, as they are working on similar issues.

SB Clerk Miles would like to see this in the elementary schools as well.

SB Chair Etelman said they will type up something for the Town Reminder.

13. **EXECUTIVE SESSION: UNDER MGL CHAPTER 39 S 23B FOR THE PURPOSE OF BARGAINING (AFSCME DPW)**

SB Member Brezinsky moved to adjourn to Executive Session. After a unanimous roll call vote, the meeting was adjourned to Executive Session.

RESPECTFULLY SUBMITTED,

COURTNEY HUMMEL
ADMINISTRATIVE ASSISTANT

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: 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 5: To see if the Town will 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 6; 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 7; To see if the Town will vote to amend the By-law Division I, Part II: General Legislation, Chapter 240 Wetlands as detailed in the report as detailed in the Conservation Commission's Report to Town Meeting or take any other action thereto herein. (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 for the following; 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 with the all other application fees for an Ice Cream Vendors Permit. 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 \$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 12; 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 13: To see if the Town will vote to transfer from Unreserved Free Cash the sum of \$750,000 to the following finds; \$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 14; 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 15; 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 16; To see if the Town will vote to appropriate from the Sewer Retained Earning the sum of \$750,000 to make replacements and improvements on Main Street, Highland Avenue, Judd Avenue or other public ways within the existing system to the sub-terrainian infrastructure, 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 17; 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**

Special Town Meeting

January 10, 2018 6:00 PM
South Hadley Town Hall Auditorium

The following was presented by the Town Administrator on
January 3, 2018 @ 6:00 PM in
the South Hadley Town Hall Selectboard Meeting Room
for the benefit of Town Meeting Members and the public

Article 1 Solar Zoning By-law

This Zoning By-law is being presented to define the process, means and parameters someone or entity must follow in order to establish a solar array or other related structures in town and is being presented by the South Hadley Planning Board.

The Planning Board and Planning Director has reached out to several interested parties, including South Hadley Electric Light Department.

They have held public hearings and have also received input from various citizens. As part of their diligence they have also considered successful practices of other communities.

This will assist South Hadley in becoming a “Green Community” qualifying the town for additional grant opportunities and help SHELD with some new renewable standards for MLPs.

The specific changes will be to section 255-10 and 255-19 of the South Hadley Zoning By-laws and inserting an additional section 255-48 all related to Solar Photovoltaic and contained the Planning Board’s Report to Town Meeting.

Article 2 Smart Growth Zoning Districts



This Zoning By-law is being presented the South Hadley Planning Board. Their recommendation is to make various changes 255-23. These changes will be part of the Planning Board's Report to Town Meeting.

This would allow coordinated zoning regulations if an additional 40R Zone is created in the Newton/Lyman area. This topic has been discussed over the last several months to entice investment in the properties in that area.

Article 3 Stormwater Management

This Zoning By-law is being presented the South Hadley Planning Board. Their recommendation is to make various changes 200-9. The amendment would require that all applications must conform to Planning Board Rules and Regulations related to the subject matter. These changes will be part of the Planning Board's Report to Town Meeting.

It also the Planning Board in appropriate instances to require or encourage digital formats, as opposed to a more traditional "paper copies".

Article 4 & 5 Marijuana Zoning

Articles 4 and 5 are related and then we will look at article 6 which is a second cousin, so to speak.

They are different in this regard, article 4 is in anticipation of a ban while article 5 is in anticipation of the ban vote failing. With #5 retail, cultivation, packaging and other MGL 94G definitions related to cannabis would be controlled under our zoning by-laws to the extent allowed.

The Attorney General and the Massachusetts Cannabis Control Commission (CCC) has demanded, if a community is considering any by-laws or ordinances they must be in place by April 1, 2018. Although we do have a General By-law moratorium in place until June 30, 2018, this would add protection from an application being submitted to the state prior and for the CCC restrictions to apply to the locale, as opposed to our own.

Much of the final law is still being vetted by the CCC, but this is a moving target which both the Selectboard and Planning Board are attempting to add as much protection and opportunity for choice locally as possible.

Article 6 Marijuana Ban

The articles simply seeks to ban the commercial cultivation, retail sales, packaging, research, processing, distribution and all other fashion of cannabis/marijuana commercialization in the Town of South Hadley as defined in MGL Chapter 94 G subsection 1(j) as a General By-law.

This outright ban will require a binding question to be placed on the April Annual Town Election Ballot.

The South Hadley Selectboard considered this strategy to be the best way to allow active participation in the decision for all voters in South Hadley and it is the prescribed process to put in place an outright ban for any city or town who voted in favor of legalizing recreational marijuana on a statewide ballot question (334 plurality in SH, 9224 voters, Nov. 8, 2016).

It is reversible in the future by a similar process, as laws and regulations promulgated by the state become more clear it may be re-visited. If this article fails the ballot question would be removed from the election.

Article 6 Marijuana Ban (continued)

Proposed Draft Language for Marijuana Ban

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, 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.

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.

Article 7 Wetlands By-law

Municipalities are encouraged by the state, applicants and others to seek ways to make the process more efficient, economical and consistent with state law.

What the Conservation Commission is proposing, attempts to align the local process with the Massachusetts Wetlands Protection Act. The Request for Determination (RFD) is meant to be a first tier process, essentially let an applicant know there is likely a problem with their plan which they should weigh prior to moving to the next tier.

It is less rigorous and would not require an abutter notice, but would still require advertisement in a paper of local circulation. It also requires a public meeting, as opposed to a public hearing. This lowers the cost in respect to advertising.

If a problem with the plan or the property is discovered during the RFD there would be a public hearing and an abutter notice in the second tier, known as a Notice of Intent. As the RFD is an initial part of the process, with ample opportunities at other permitting levels to address concerns if needed.

Article 8 Fingerprinting



Did anyone think this would be so hard?

I believe this is my third try to get this Ice Cream Vendor permit requirement right. I do apologize.

This will allow applicants to be fingerprinted by the South Hadley Police Department for the sole purpose of issuing a Ice Cream Vendor permit, which under Massachusetts General Law requires a full review of an applicants criminal record.

In the previous warrant (May 2017) I neglected to include reference to MGL Chapter 6 section 172B1/2, to specify the purpose for which the fingerprinting would be used and state the information from the CORI's would not be shared with parties who were not meant to have the info.

In this amendment to the by-law I have included the language requested by the Attorney General and have reduced the fine from \$500 to \$300 as the lower amount is the ceiling in Massachusetts for such a fine.

Article 9 Wage, Class, Merit

This article seeks to fund increases which were unknown at the time of preparation for the FY 2018 budget. We have settled a DPW collective bargaining agreement and a MOU with the Clerks, which will add to the FY 17 budget.

We also have had several position receive salary adjustments as we assign new responsibilities and/or shifted responsibilities from various positions. The goal is to reduce staff when feasible and incent employees who a performing well or take on additional tasks.

We also have adapted a \$15 per hour minimum policy for all full time municipal staff, this has affected about 4 employees for a total of less than \$6,000 annually (about \$1,500 each). We also are working to ensure there is equity in all compensation schedules.

Article 10 LWBN Trail

This article seeks to fund the Leaping Well Brook Nature Trail (former Toth Property). This project was developed in conjunction with the South Hadley Bike Walk Committee(BWC).

The Toth Property was purchased by the municipality (2007) with the intent of using it for a school. The property was deemed to be unsuitable for a school building construction due to wetland and endangered species which would have complicated design resulting in a higher cost.

More recently the structures remaining from the former farm (house, shed, hay barn) were deemed to be a danger by the FD#1. The buildings were not salvageable and were razed in 2016.

The property has limited access and frontage. It has not been declared surplus by the town, but there has been little to no “development” interest expressed in regards to the property. There has not been a “study” completed or requested by Town Meeting, the South Hadley Redevelopment Authority or the Selectboard at this time in respect to the development value.

Article 10 LWBN Trail (continued)

There were several public hearings held and abutters expressed concerns about habitat loss and the close proximity between their property and the proposed trails on this public land. BWC re-envisioned the trail eliminating trail access onto Newton Street, increasing the buffer between the abutters and the trail to over 200 feet and in some areas over 300 feet. It also defined the entrance and parking area working to keep it a safe distance from the school and the neighbors.

It was agreed by the attendees at the original meeting and approved by the Selectboard to ask Conservation Works (CW) to independently review the habitat concerns and attempt to develop a trail which was low impact on species and cost effective to build and maintain.

The impact to in this urbanized habitat was not significantly altered by a the proposed trail. CW also spoke to some advantages of the trail in addressing invasive species and appropriately monitoring the property for illegal dumping.

Article 10 LWBN Trail (continued)

Here and on the next page is a budget estimate prepared by CW:

Basic Trail Construction & Signage

Clearing of trail route 0.7 miles			1,000
Initial brush-hog mowing of trail route		1,000	
150 feet of bench cutting by hand		500	
Back-hoe grading of entrance, rear of school grounds	1,000		
110 feet of bog bridging for 4 wetland crossings		2,500	
Request for Determination application & processing	500		
Multiflora rose clearing near elementary school entrance	550		
Two 24" x 36" trail entrance signs including installation	550		
Paint blazing of the route		350	
Invasive plant control			3,500
Parking area development at eyebrow		7,500	
Plantings for screening near residential property		1,500	
Notice of Intent Process if required by ConCom		7,500	
Initial mowing of main fields to control invasives		3,000	
Total			\$30,950

Article 10 LWBN Trail (continued)

previous page \$30,950

Additional Items

Entrance kiosk & installation	2,500	
Professional kiosk sign development	800	
3 benches @ \$250 each		750
Total		\$4,050

Two Additional Years of Annual Maintenance & Technical Support

Field and trail mowing (fields 2/yr, trail 12/yr)	12,000	
Manual brush cutting		2,000
Permitting and technical assistance	6,000	
Contingency		5,000
Total		\$25,000

Grand Total \$60,000

Article 10 LWBN Trail (continued)

The preferred trail is outlined in blue and labeled as “B”.

There is additional information on the project on the BWC webpage of www.southhadley.org



--- Proposed Trail "B"
--- Route "A" No Longer Being Considered

Proposed Trail, Toth Property
Town of South Hadley
0 100 200 400 600 800 Feet
Conservation Works - November 2017

Ortho Photo from
Mass GIS 2014



Article 10 LWBN Trail (continued)

One of the key indicators of a successful project is the level of commitment from volunteers.

This project is exceptional in that regard and one of the reasons why I believe the Selectboard felt it was a worthy project to place before the TMMs.



Article 11 Vision Software

This request is supported by both the Board of Assessors and the Selectboard. The appropriation would be for \$27,250 to upgrade the software used in the Assessors Office.

This platform connects data for assessment purpose to our GIS, creates information for property cards and links to the state for reporting purposes.

The version we are presently using is severely if not dangerously outdated, last re-boot was about eight years ago. We have an opportunity presented to the Town to update in February or March which will give us the latest version at an attractive price.

Thank you to Assistant Assessor Melissa Couture and IT Coordinator James Doolittle for staying on top of this major IT need.

Article 12 River to Range (R2R)



Town Meetings Members may recall earlier votes taken on this phased project (R2R/Ferry Street) and how there were several grants we had applied for, but did not request the match. As they were very competitive grants and I was doubting whether we would actually receive the grants, I should not have been a believer.

First let me address the state Recreational Trails Grant “Phase II”, TM had previously approved the match of \$15,000. The grant was originally to be used to engineer and design of a bridge over Bachelor Brook. A study of the endangered species was required by the grantor and it was discovered there was a rare flora (cat tail) along the entire length of the brook. Building a bridge became either impossible or extremely expensive.

We then discussed with DCR the possibility of reframing this specific grant, they were amenable to allowing the grant to create a trail along the brook up to the edge of the town farm allowing hikers to connect to other trails. Because the use of funds TM approved was altered significantly I felt we could not use it as a match and the \$15K will be closed out to “free cash” for FY 18.

We are asking for a new appropriation for the Phase II to be applied to a match in the amount of \$20K which the Town will receive a grant for \$50,000 with this match.

Article 12 River to Range (continued)

The Recreational Trails Grant (RTG) for funding Phase II will be applied to this project. The overarching goal is to create a system of trails which will eventually connect to the Summit House on Mount Holyoke to the Ferry Street accessible loop.

We also have received a Federal Land Access Grant (FLAP) we had not previously sought a cash match from TM. The FLAP grant has been offered to South Hadley and would require a \$2,000 additional match to receive an additional \$40,596 award from FLAP. This grant would be applied to the R2R project as well. The RTG grant above is considered a match for this grant, so if we did not have match for R2R Phase II, this grant would go away as well.

Lastly the Land and Water Conservation Fund Grant requires a \$75,000 appropriation which once expended South Hadley will be reimbursed for \$37,500. In respect to this requirement the grant is somewhat similar to how school construction funding is traditionally handled by the MSBA. The reimbursed portion will return to the General Fund after it is received, it cannot be used for another phase or other project without TMM appropriating at a future meeting.

Article 12 River to Range (continued)

Going back to Phase I we received \$49,854 with a \$30k match from the Town of South Hadley and \$20,000 from MHC. We are also responsible for a \$14,309 “in-kind” match related to the DPW constructing the parking area on Ferry Street. There is no additional financial request for Phase I in this warrant article.

I realize this is somewhat dizzying, but this is how these grants work. So we are asking for \$97 to be appropriated as opposed to the \$125,000 stated in the article to be used to match grants. The motion will reflect the reduced request.

This is how the request breaks out; R2R Phase II, 20,000, FLAP Grant \$2,000 and LWCF \$75,000. If you were to include the Phase I total SoHa match (\$30) the taxpayers investment has attracted \$207,950 in grants and other commitments (MHC) to this project. This does not include the \$16K in “in-kind” commitments.

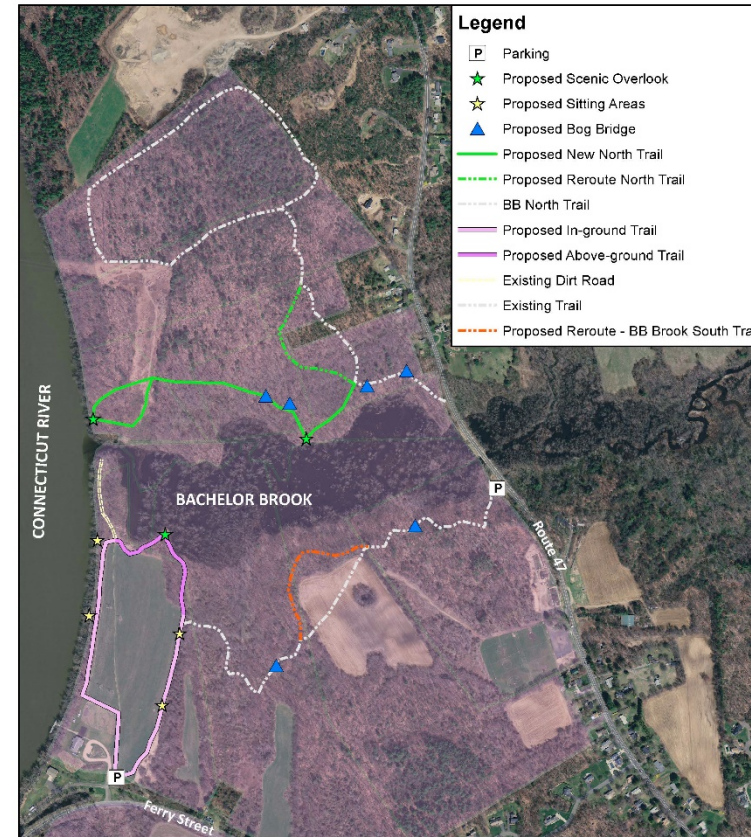
It is understandable why this moving target is confusing and I apologize if this makes it less clear, but truly hope is the explanation results in the opposite.

Article 12 River to Range (continued)

If you look at the bottom left corner of the map you can see the accessible loop trail which starts at the parking marked “P”.

The lot will accommodate 12 cars and will be constructed by the DPW as part of the “in-kind”.

It also outlines the “bog bridges” (blue triangles) and roughly where the new proposed trails will be developed allowing hikers vistas near the river as they head towards the range.



**Bachelor Brook Conservation Area
TRAILS
August 30, 2017**

0 500 1,000 2,000 Feet

Created by Anne Capra
Planning and Conservation Department, Town of South Hadley

Article 13 Master Plan

The South Hadley Master Plan (SHMP) is in need of being updated according to MPIC and supported by the Selectboard and Planning Board. This request for funding of \$95,000 also would seek to cover the cost of a required update of the Open Space and Recreation Plan.

It is hoped there will be a savings and added functionality to the Town, in coordinating these two endeavors. Much of the data collected for one would apply to the other and having that synergetic relationship between the two should strengthen both.

Much has changed over the years from the Master Plan beginnings, some of the data which contributed to the SHMP is antiquated in this hyper fast world of continual analysis.

Much has been accomplished and the credit for that should largely fall on the members of MPIC. They have kept the municipal government on track as best as can be expected of humans. They continue provided great insight and ideas to improve South Hadley . The funding will be managed in the Planning Department, but I believe the MPIC members should be tasked with guiding the process. They know the underlying document well and have been able to see the insides of the municipal closet.

Article 14 Fund Transfer

For FY 18 the Town of South Hadley had a very healthy Unreserved Free Cash certification in the amount of \$2.7 million. There were a number of contributing factors to that figure, money from public property auctions, higher than expected revenues, increased fees for permits, higher excise tax payments and others.

As a prudent measure this articles asks to have \$750,000 placed in various municipal “savings accounts”. These include OPEB, Capital Stabilization, and General Fund Stabilization. Please note these funds can only be used if there is a subsequent vote of TM (two thirds) to do so.

The Compensation Fund which was approved by Town Meeting previously can only be used when someone retires and leaves the employ of South Hadley. The compensation is set by contract, policy or law as to the compensation. This is a relatively new fund under state law and is meant to alleviate some of the issues caused in a budget for a departure.

I would suggest these all are savings accounts which can only strengthen the financial position of the town.

Article 15 Senior Center Fund

As we work our way through the process of building a new center this article asks TM to establish a fund specifically for the future of the senior center.

Like the previous article an expenditure out of this has to be approved by two thirds vote of TM at a future date.

There has been progress made in developing a conceptual plan and it is likely there will be a request before Annual Town Meeting in May to allow a borrowing strategy. I have been directed to keep the bonding within existing revenues as the hope is to avoid having to seek an over ride of 2 ½. As we get closer to a 75% design and the expected cost we should have better handle on how much and when we might be able to afford.

The goal of a new center will be to have more space, better designed space and to use the space in innovative ways to serve the public. The world for all age groups is changing and we will work to adapt. Director Hennessey has been working extremely hard to navigate the path to a new center.

Article 16 Town Hall Monitors

As part of our continuing efforts to update and modernize Town Hall. This request is to allow security cameras be installed at each entrance and going down the main hallways. This will allow us to better view space just outside and within Town Hall.

Having a camera system will not only improve safety for employees and visitors, it will act as a deterrent to some one seeking to cause harm.

The large monitors would be programed to announce meetings, flash directions to offices, detail activities with in the building and generally assist visitors. These monitors are becoming commonplace in buildings public and private.

The request is for \$35,000 to come from PEG Access Funds.

Article 17 Sewer Upgrades

This article asks to have money transferred from the Sewer Retained Earnings Fund in the amount of \$750,000. This transfer would allow main and line replacement on various streets, including but not limited to Highland, Judd and Main.

It would also address various system upgrades to pipes valves, mains, manholes and other systems related to the sewer system.

As part of this appropriation there will be improvements to systems at the WWTP Gravity Thickener Room and the Main Street Pump Station. Failure of these aging systems would be very unpleasant.

Article 17 Election Schedule

This is a companion article from the May (2017) ATM where it was decided to move the Annual Town Election from April to September. This article will have no effect on the April 2018 Town Election.

It calls on Town Meeting to authorize the Selectboard to seek permissive legislation from the Massachusetts Legislature (and all that entails) to allow the change of date. This vote is required to move forward on the issue.

If you have any further questions please send them to msullivan@southhadleyma.gov and I will do my best to find you an answer. You also can call 413 538 5017 ext 136, but that may be a longer and be more frustrating method. Happy New Year! See you on January 3 for the TA Presentation and a week later for the Special Town Meeting.