

**SELECTBOARD MEETING
TUESDAY, MARCH 6, 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. These meetings may be audio and/or visually recorded

1. CALL TO ORDER
2. APPROVAL OF MINUTES *Feb. 6, 2018 regular Selectboard minutes*
Feb. 20, 2018 regular Selectboard minutes
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
 - A. Amend FestForward One Day License (scheduled for March 22, 2018, amend to April 7, 2018)
5. Appointment/Resignations
 - a) Reappointment Town Accountant William Sutton to January 1, 2023 (5 year term)
 - b) Vote term for South Hadley Housing Authority Member Christine Blaney to April 11, 2012
6. 7:15 P.M.- Local Licensing Authority Hearing – Polish American Club; application for multiple amendments
7. Presentation on Opioid Litigation “MOLA” (Atty. Merrigan)
8. Senior Center Project Presentation (Leslie Hennessey, Tim Eagles)
9. Interview for Appointment to Council on Aging, Carol Constant
10. TOWN ADMINISTRATORS REPORT
11. CHAIRMAN’S REPORT
12. ADJOURN

**SELECTBOARD MEETING
FEBRUARY 6, 2018
DRAFT
SELECTBOARD MEETING ROOM – 7 P.M.
MINUTES**

Present were Members: Chair Sarah Etelman, Vice Chair John R. Hine, Clerk Andrea Miles, Ira J. Brezinsky and Bruce C. Forcier; 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 January 16, 2018 regular Selectboard meetings. SB Member Brezinsky seconded. The motion passed unanimously; 5:0.

2. ANNOUNCEMENTS/OPEN FORUM

A. Announcements

SB Member Forcier mentioned the **Dog Park for South Hadley** meeting will take place on Wednesday, March 7th at 4pm in the Selectboard Meeting Room. As far as funding for the dog park goes, they are hoping 90% raised will come from a grant from the Stanton Foundation. The other 10% would come from fundraising. They're hoping to get individuals to come to the meeting and take ownership of the project. The meeting on March 7 is an informational meeting.

SB Member Brezinsky gave an update on the committee put together to take a look at Mosier school. They did a walkthrough of the building. There was a follow up meeting to discuss the walkthrough and next steps. There wasn't a formal vote taken, but there was a unanimous consensus that they should recommend going forward with a Statement of Interest. They would apply for that in early April and it would require a vote of both the School Committee and Selectboard.

SB Brezinsky stated that, after several meetings and the walkthrough, it was felt by everyone that there is work that needs to be done at the school. There was a unanimous opinion that the building itself is in good structural shape. The Statement of Interest is still to be determined. SB Brezinsky feels that, in this early stage of figuring it out, that renovation be the preferable route.

The Statement of Interest would put them in the queue with the state, who would then decide if the building needs work or a new building is appropriate.

The next steps, if/after approval by the state, would be for a feasible committee and study. Submitting the Statement of Interest would not require them to move forward with anything. It would just put them in line for consideration.

SB Clerk Miles clarified that the MSBA has two programs; 1) Accelerated Repair and 2) Core Program. Within the Core Program they allow for a new building, or additions or renovations. The Core has more wiggle room than "just new building or not new building." Therefore, the feasibility study would be important. SB Member Brezinsky said going down that road doesn't preclude them from also looking at the Accelerated Repair program. However, if they decide to do something within the Accelerated Repairs that would eliminate them from being eligible for the Core Program for a minimum of 20 years. Under the Accelerated Repairs program, you can only do one project at a time.

There is another meeting scheduled for March 5. The Superintendent is drafting a cover letter to go along with the Statement of Interest. The deadline for Selectboard to vote would be by April, so they would need to take the vote during their second meeting in March.

SB Member Brezinsky also mentioned MASH has a Jazz festival happening on Wednesday, February 7 - Sunday, February 11.

B. Open Forum

John Howard – Mr. Howard brought up the changes in the Solar Renewal Energy Credit Program. It's a program where people who make electricity sell it on auction for people who need to buy electricity. They're changing this program in a month or two for people who live in a Municipal power town. The picture of solar in municipalities is changing in a big way.

3. CDBG HEARING

Jim Mazik asked that the Public Hearing notice be read aloud, to which SB Member Brezinsky obliged.

The application is due on March 2, 2018. South Hadley can now apply for the grant every year. There is a maximum amount of money the town can receive each year, and the most South Hadley can receive over two years is \$1.35 million. There is no target area anymore, it's town-wide now. Also, matching funds are no longer required. There are no bonus points given at all anymore. It is based upon the merits of the projects that are being proposed.

Mr. Mazik stated that the program income is being cracked down on. They must spend program income first, or Mr. Mazik needs to explain how it will be used in conjunction with this grant. Mr. Sullivan said they have very little program income; around \$11,000 so this shouldn't be an issue.

Mr. Mazik said this year's application addresses five projects. **See application as presented.**

SB Vice Chair Hine asked if the AIP grant was a separate source of funding. Mr. Mazik said no, it's the same program.

SB Member Brezinsky asked about the self-evaluation portion and if they do it, is South Hadley then required to do the work that is the result of the evaluation. Mr. Mazik said it is required to have the plan in place and to work towards making those improvements. There are programmatic things the town can do, not necessarily structural. The ADA is not putting a deadline on fixing issues. They just want to know that the town recognizes their issues and they are making efforts towards fixing it at some point.

SB Member Brezinsky asked if South Hadley has a handicap committee formed. Mr. Sullivan said they have talked about how they might have a Handicap Advisory Board but considered this the next step. Right now, Jim Reidy serves as the compliance officer.

Mr. Sullivan said that the great thing about the plan is that they'll know the most significant things to work on. He said there have been some modest attempts made, but this plan will force them to look at other things.

SB Member Brezinsky asked if the Advisory board would be a part of this process. Mr. Sullivan said it would be external of this process. It would be an expert consultant that comes in so there isn't really a place for input from a committee. If we can get the grant, Mr. Sullivan thinks it would help expediate this whole process.

SB Clerk Miles asked about the Neighbors Helping Neighbors backpack program and if there is an estimation of the number of families/children they can help. Mr. Mazik said there is an estimation. SB Clerk Miles asked if it's tied into people who get free and reduced lunches. The representative from Neighbors Helping Neighbors said that it's a combination. 25% of their clients they currently serve are kids.

SB Vice Chair Hine moved to authorize to submit the proposed FY2018 South Hadley Community Development Fund grant application to the Massachusetts Department of Housing and Community Development in an amount not to exceed \$782,500 as detailed in the public hearing and to include funding for a Housing Rehabilitation Program, a Targeted Housing (Aging in Place) Program, an Accessibility Planning Project (Self-evaluation and Transition Plan), funding for the South Hadley Housing Authority for the renovation of existing bathrooms in 4 units at Lathrop Village, and assistance to Neighbors Helping Neighbors, Inc. for the operation of its food pantry. SB Member Forcier seconded.

SB Chair Etelman officially closed the public hearing.

Prior to the vote, SB Member Brezinsky asked what the total amount they received last year was and what is left of it. Mr. Sullivan said he thinks roughly \$720,000 and around \$24,000 returned. This also included Granby, which had roughly five projects.

Motion passed unanimously; 5:0.

SB Vice Chair Hine made a motion for authorization for execution and submission of all required forms, documents, letters, and authorizations pertaining to the proposed FY 2018 South Hadley Community Development Fund grant application. SB Clerk Miles seconded. Motion passed unanimously; 5:0.

4. CONSENT AGENDA

Request for One Day Beer and Wine License: Dockside Inc, 1 Alvord St. Luke Brunell, March 11, 2018

Request for One Day Beer and Wine License: Music and Arts South Hadley, Inc, Festforward, 202 Lathrop Street, Jon Camp, March 24, 2018

SB Member Brezinsky asked that they be considered separately.

SB Member Forcier made a motion to approve the consent agenda for item A – Dockside. SB Vice Chair Hine seconded. The motion passed unanimously; 5:0.

SB Member Forcier moved to approve the consent agenda for item B – Music and Arts South Hadley. SB Member Brezinsky abstained. Motion passed.

5. NEW BUSINESS

A. Canal Park Update on rededication (Mitch Resnick)

The co-chairs of the Canal Park Committee want to plan a dedication ceremony. They would like to officially name the overlook part of the park in honor of Ted Belski. The name they voted on would be “The Hadley Falls Canal Park in South Hadley Falls Mass, The Ted Belski Overlook.” They rationalization for keeping the first half of the name is because it’s historically accurate. They also want to identify this park as a different Canal park from the ones owned and managed by HG&E.

One of the co-chairs brought up that if you google ‘Hadley Falls Canal Park’ you get the parks by the damn, which is incorrect. SB Member Brezinsky said that is fixable by submitting the change to Google.

SB Chair Etelman asked if there has been conversation about making it South Hadley Falls vs. Hadley Falls. They stated they’re sticking with Hadley Falls because it’s historic and that’s the name that is out there and it would be hard to retract it. He thinks that it’s the legacy of the people who created the park to keep the name as they named it.

SB Chair Etelman read the motion to change the name. SB Member Brezinsky moved to accept. SB Member Forcier seconded. The co-chairs said they would do a rededication sometime in May.

The motion passed unanimously, 5:0.

B. Drunken Rabbit Closing Revised Schedule

The Drunken Rabbit submitted seven dates in which they are requesting to stay open till 1am instead of 9pm.

Chief Parentela doesn’t have any concerns surrounding their revised schedule. SB Member Forcier made the motion to approve the later closing. SB Member Brezinsky seconded. Motion passed unanimously; 5:0.

C. Registrar of Voters Appointment Process –

Town Clerk Carlene Hamlin was called up. SB Chair Etelman stated that she had some questions. She said the board is aware that there is an opening and applicant for the Registrar of Voters. The Selectboard wants to make sure they are following the process in the best, and most legal and efficient way possible.

She asked Clerk Hamlin what the role of the Registrar of Voters is. Clerk Hamlin first introduced the Chairperson, Shelley Gingras, Clerk Amy Foley, and applicant Nicole Casolari. Clerk Hamlin stated the role of the Registrars is complex. They can weigh in on a recall election. They certify and know how to register voters They help oversee the processes on election night. They could oversee an election. They certify nomination papers and petitions, etc.

SB Chair Etelman asked what Clerk Hamlin’s role is leading up to, and after, an election. Clerk Hamlin said she creates an election calendar, announces all the elected positions, hands out nominations papers, certifies nomination papers. She also prepares the election ballot, tests the machines and ballots, counts ballots. The absentee ballots get put together and sent out. She also puts together staffing, an election team along with a formal training. The election is run, tallied and certified and all the findings are reported to the state.

SB Chair Etelman asked if there are trainings before the election, or once the appointment is made. Clerk Hamlin said there is constant training since election laws are always revised. Clerk Hamlin provides the training.

SB Chair Etelman asked how often the board meets. Clerk Hamlin said it depends, but with elections coming up, they’ll meet quite often. She stated that they met two or three times last year since there was one election.

SB Chair Etelman asked what the process is for soliciting and appointing new members to the board. Clerk Hamlin said they can look at the historical nature of how the Selectboard appoints. She stated that she uses past practice from her predecessor and appoints a new registrar with all the other appointments. She said this practice is under the General Bylaws. Clerk Hamlin believes that Mass General Law calls for “lists of Republican or Democrats parties probably in January or February.”

This gives cities who have vacancies time to prepare the Board of Registrars. In her opinion, this process has always worked well.

SB Vice Chair Hine asked Clerk Hamlin if she is saying, as a town, they are not required to socialite recommended candidates. Clerk Hamlin said she wouldn't say they are not required, it's been past practice.

He asked if it is written in Mass General Law that towns need to solicit from local committees a list of candidates. Clerk Hamlin reiterated that she uses past practices and the bylaw. She said that if the Selectboard should choose to change that, then they could make the policy change and update the code. She said the law is "pretty silent" when it comes to it.

SB Vice Chair Hine asked again what Mass General Law is in terms of soliciting party committees for recommended candidates. Clerk Hamlin said she doesn't have the law in front of her. She can just tell him the past practices are, and what is currently done. She stated that in July (or June), when the appointments come up, the Selectboard chose to advertise for a vacancy for the Board of Registrars. She said it's always been advertised. SB Vice Chair Hine stated he's just interested in following Mass General Law. She said that there is nothing in the bylaws that state that that is the way the Selectboard wants to operate.

SB Chair Etelman asked if they don't have a bylaw, does Mass General Law supersede. Mr. Sullivan said that Mass General law usually stands above bylaws, but they would have to ask Town Council.

SB Clerk Miles asked if South Hadley bylaws would have to be approved. She asked for clarification of South Hadley bylaw vs. Mass General law. Clerk Hamlin explained that the Selectboard calls for a list, a letter is drafted and sent out letting people know what vacancies are open. Those applicants are then interviewed by the Selectboard, who then decide if they are appointed. She said that the Board of Registrars has always fallen in that category.

SB Chair Etelman asked when each of the current Registrar members were appointed. Clerk Hamlin said she believes Ms. Gingras will be up for reappointment this and Ms. Foley next year. The length of term is three years.

SB Chair Etelman asked how the current members were recruited. Clerk Hamlin said they applied online. SB Etelman asked if there were postings made for those positions and Clerk Hamlin stated that was done by the Selectboard. The makeup of the board is currently one Republican and one Democrat.

SB Chair Etelman asked if the Democratic or Republican Committees have ever been solicited for members. Clerk Hamlin said she's not sure.

SB Chair Etelman asked which term this year is up. The Republican appointment will be up this year.

SB Chair Etelman asked if she knows what attempts have been made to get qualified candidates. Clerk Hamlin said she has very qualified candidate already. SB Chair Etelman asked again what attempt have been made to get a list. Clerk Hamlin said she doesn't need to have a list as she has very qualified candidates "right here."

SB Chair Etelman asked about the other applicant who withdrew her application. Clerk Hamlin said the applicant called her personally. The applicant withdrew her application after finding out from Clerk Hamlin that Nicole Casolari was the other applicant. Clerk Hamlin stated the applicant wanted to see Nicole on the board.

SB Chair Etelman said that the process is to advertise a position for 30 days in order to get more candidates. She said that she is concerned with how this process is happening. SB Chair Etelman said that the Selectboard members started getting calls from the Board of Registrars asking them to appoint someone they were not ready to appoint. Her concern is that they have a process that they are supposed to be following and it doesn't appear that the process is being followed. They want to make sure that they are following Mass General Law going forward.

Clerk Hamlin said that the appointment was originally advertised by the Selectboard in March. She said they had two candidates apply for it. One was an unrolled and received a letter from the Selectboard telling them they were not being considered. The other candidate was Ms. Casolari. Clerk Hamlin said that the Selectboard chose not to fill the vacancy in September despite having a candidate.

SB Chair Etelman said her interpretation is that the party of the Town Clerk doesn't count. Clerk Hamlin said they'll have to agree to disagree on that interpretation.

SB Vice Chair Hine said he can't see proceeding until they know what the process is for appointing according to Mass General Law.

Clerk Hamlin said that the Selectboard has been given a letter by The Board of Registrar “underneath Mass General Law, Chapter 50, section 20” which talks about filling a vacancy.

SB Member Brezinsky asked if someone can explain why an appointment was not made in June. Mr. Sullivan said his recollection is that in September, Chapter 51, section 19 was referred to. That expressly states that members of the Board of Registrars would be called for in February and March. SB Member Brezinsky asked again why no appointment was made in June. SB Chair Etelman doesn’t recall a conversation in June but does recall having a discussion in September.

SB Vice Chair Hine noted that they should be following the standard procedures for filling this vacancy if it’s aligned with Registrars of Voters should be appointed. Mr. Sullivan stated that the Registrar of Voters does have the right to call for a temporary appointment. The Selectboard doesn’t have to act on that, but the board does have that right. He explained again that, as expressed in the law, the timeframe for appointing someone in in February/March. The question came up in September and it was decided that since there are no elections pending until April, they wanted to get back on track, so they moved the appointment. He further stated that the Clerk should be unenrolled, or their party doesn’t count according to the law. In that case, the majority party should hold two spots. So, there should be two Democrats and one Republican. He said, if the Selectboard would like him to do so, he’ll confirm with the Secretary of State to make sure they’re doing this properly.

SB Chair Etelman reiterated that the Selectboard wants to follow the process correctly and do this right going forward. SB Clerk Miles agreed and wants to make this all clear in the bylaws.

Mr. Sullivan said that you can solicit applicants in January and set up interviews in February/March. He said this doesn’t take away from the fact that you can appoint a temporary to fill the rest of the term.

SB Chair Hine said they should make this a standard appointment, not a temporary one since they are within the timeframe for appointing someone. He believes the question they have right now is the party makeup of the board and if the party affiliation of the Town Clerk plays into it. The answer will dictate who they can appoint to the board.

Ms. Casolari asked why the posting on Facebook said a Republican was needed if they weren’t sure. SB Chair Etelman said she does not have an answer. They are trying to figure out the process to make sure they are doing it properly and do it properly going forward

In response to Ms. Foley’s comment of why they are bringing this up all of the sudden, Mr. Sullivan reiterated that the town is trying to do things correctly. Sometimes things change, and they start to learn things, so you can’t blindly turn an eye.

Clerk Hamlin said she doesn’t think there is any disagreement that they could change things going forward in how they make appoints.

Mr. Sullivan said that the intent is to advertise for 30 days and to then come before the Selectboard at the February 20 meeting, or the first meeting in March. He mentioned that another caveat in the law that allows the Board of Registrars to assign an assistant registrar to help with the workload in the meantime.

As stated previously, the party affiliation of the next appointee is still to be determined.

The Board of Registrar asked the Selectboard to vote for a temporary appointment of Ms. Casolari.

SB Member Brezinsky moved to appoint Nicole Casolari as a temporary appointment to the Board of Registrars. SB Member Forcier seconded. The vote passed 3-2.

6. RESIGNATIONS/APPOINTMENTS

Acceptance of Resignation from Council on Aging – Shelia Adams

SB Member Forcier moved to accept the resignation of Shelia Adams. SB Chair Etelman stated that she was curious how the change of Ms. Adams position on the Council on Aging was made, as it is her understanding that the Selectboard is the appointing authority.

SB Member Brezinsky moved to table the resignation until they find out more information.

Acceptance of Resignation from School Committee – Carly Kite Lapinski

SB Member Forcier made the motion to accept Ms. Lapinski’s resignation. SB Member Brezinsky seconded. Motion passed unanimously; 5:0.

There will not be an appointment made to fill Ms. Lapinski's position.

7. OTHER BUSINESS

A. Colliers Introduction/Agreement

Allen DePuy, from Colliers, attended the meeting. He drove out to the golf course that day and thinks it's beautiful. He said there is a draft RFP prepared.

Mr. Sullivan said they added in the scope of services. They discussed the difference between contracting and leasing and licensing. They felt that the RFP should be broad so anyone participating can offer some creative ways on leasing, licensing or contract. This will give a wide array of options.

SB Member Brezinsky thinks it would be helpful to refer to it as Management Contract vs. Lease Contract.

SB Member Brezinsky asked for further clarification on licensing. Mr. DePuy said licensing agreement is a bit of hybrid -- you have control of the property, and they're paying you a percentage fee. It's not unlike a lease, but you still retain control and have more flexibility of the property. SB Member Brezinsky asked him to describe the cash flow for a licensing arrangement. Mr. DePuy said that the way this RFP needs to be crafted is to allow the greatest amount of flexibility to the applicant. A licensing agreement would be a predetermined percentage of gross revenues.

SB Vice Chair Hine brought up that they are restricted by state rules and regulations as it's public property that was purchased with a state grant. Mr. DePuy said that one of the things they will state in the RFP is all proposers will submit, and have taken notice to submit, in accordance with Mass General Law.

SB Member Brezinsky asked about the timeline for seeing the RFP. Mr. DePuy said he'll be sharing the draft with Mr. Sullivan this week.

SB Member Brezinsky asked if the goal is to have the draft approved at the 2.20 Selectboard Meeting. Mr. DePuy is confident that can happen. Mr. Sullivan said they have been working on this RFP for 3-4 weeks so it's not a hastily slapped together RFP.

Mr. Sullivan said he can send the RFP to the Selectboard as soon as it's available, but it will also be in the packet next week.

B. FY 2018 Snow and Ice Deficit

SB Member Forcier made the motion to accept FY 2018 Snow and Ice Deficit for purposes of exceeding expenditures related to snow/ice removal and other "Snow and Ice" related expenses for the Town of South Hadley. SB Member Brezinsky seconded. Motion passed unanimously; 5:0.

C. FY 2019 Budget Draft Update

Mr. Sullivan stated that it's a working draft. He pointed out that there are some changes in the debt. Some of that is due to reissuing the South Hadley High School debt and Ledges debt. Taxpayers will see some modest relief, but taxes will likely go up 2.5%. However, the good news is it's not piled on top.

They are looking to revise the estimates for revenues as they have significantly outpaced their revenues. They will approximately increase revenues by \$120,000.

The General Fund is up .89%. This is a very slim increase.

The School District will be up 1.61%.

Selectboard is down by 2.4%. Mr. Sullivan is proposing not to fund Hampshire Council of Government. He stated that most of the benefits they can get elsewhere.

Collector/Treasurer is down 13.4%. They are still in a monitoring phase for this. There is one less person in that department than there was in the previous budget. The plan is to promote Jackie Iskander to the position of Treasurer/Collector in March. She is currently serving as Assistant Treasurer/Collector.

Personal Services in the Clerk's office is up by 1.3%. The election budget is up 15%. This is to account for the fact that there will be three elections in the next cycle.

Legal fees have gone down by 6%.

IT is up 6.19%. This increase is due to the telephonic platforms being added to this budget. Personal services are up 3.9%, as the IT Coordinator is receiving a raise.

Planning/Conservation was reduced by 6.6% by combining these departments.

Police is up by one of the largest increases of \$56,297. Mr. Sullivan stated that some of this is coming from dedicating overtime to training. \$30,000 of it went to training. The remaining went to salary increases.

SB Member Brezinsky asked if this reflects a full complement of staff. Mr. Sullivan said that depends on what you determine to be full complement of staff. They've had 27 offices since Mr. Sullivan got to South Hadley, but he said they have had as many as 29. He stated that there might be some retirements coming soon, so they may call for three new officers instead of just the one that will be needed.

Inspectional services have exploded their other expenses by 126% (\$6,450). There are books that need to be purchased for the new code that are expensive. There is also a need for some new equipment. Mr. Sullivan said this is a department that has been bringing in more and more revenues every year.

Street lights are down 2.4%

Health department is up 3.5%. This is largely due to the mosquito control collation that they entered into.

Council on Aging is at a 4.1% increase. Most of this will come from the expanded services they'll have at night and on weekends.

Library is up .31%. This is an increase of staff and buying some additional books.

SB Member Brezinsky asked if it would be possible to get a report or have the Library Director come in and talk about how the integration is going. Mr. Sullivan said he can get a report from the Library Director.

Wage and Class is down \$31,000. Mr. Sullivan said they return more from other budgets than is added to the Wage and Class.

The Town Operating budget is up .83%

SB Member Forcier asked how the snow and ice is comparing to years past. Mr. Sullivan said there was \$62,000 in bills over what was appropriated. He thinks they'll over spend that budget by \$120k-\$130k.

Health insurance is up 6.4%

For the Senior Center Stabilization Fund, Mr. Sullivan wants to make sure that the money is part of the taxation revenue. If they can build that over the next two cycles, he feels confident that with that stabilization fund and the gap they built in the budget, they should be able to cover the borrowing cost within their revenues. He thinks this will be successful.

Fixed, unclassified is up 5.69%

Landfill is down .29%

Waster water treatment is up a little. It's all in personal services as they continue to need higher and higher licensures.

Ledges has cut 12% and they might cut more out of this. This is the final year they must get through.

School budget is up 1.61%

Total funds the budget will be down is .56%. That's \$259,856 less from previous year.

SB Member Brezinsky asked about contract services with IT. Mr. Sullivan said that they have engaged Concept Telcom. They'll be used for installation and training. Kristen Maher has taken on some of the website update responsibilities and

some of the training to help alleviate some of the IT Coordinator's job duties. Mr. Sullivan said that the schools have helped when needed as well.

SB Member Brezinsky said the bottom line is great news.

SB Member Brezinsky asked if what they had was to be the final, would they not be spending up to their levy limit for FY19. Mr. Sullivan said that at .89% you wouldn't be at your levy limit, but if you included shared costs, you would be right at your levy. Mr. Sullivan thinks that they are at their levy limit with this budget. SB Member Brezinsky asked if they are not at their levy limit, would they put more funds into the reserved accounts. Mr. Sullivan stated that he'd prefer, and suggest, that they put more money into the reserve accounts.

D. Seasonal Population ABCC

SB Member Forcier move to certify that South Hadley has an increased seasonal population as of July 1st, 2018 of 17,524. SB Clerk Miles seconded. Motion passed unanimously; 5:0.

E. Annual Trash Fee Warrant.

This request is from the acting Treasurer/Collect to approve the annual Trash Fee Warrant, so bills can be sent out. It's no different from previous years, and there is no increase.

SB Chair Etelman moved to accept the Annual Trash Fee Warrant for the billing date of January 30, 2018 in the amount of \$417,495. SB Member Forcier seconded. Motion passed unanimously; 5:0.

8. TOWN ADMINISTRATORS REPORT

Courtney Hummel, Administrative Assistant, announced that she has tenured her resignation.

SB Member Forcier moved to adjourn. SB Clerk Miles seconded. The motion passed unanimously. The meeting was adjourned at 9:53pm

RESPECTFULLY SUBMITTED,

COURTNEY HUMMEL
ADMINISTRATIVE ASSISTANT

List of positions available for April 10, 2018 Election

MODERATOR - VOTE FOR ONE - THREE YEAR TERM

SELECTBOARD - VOTE FOR TWO - THREE YEAR TERM

SCHOOL COMMITTEE - VOTE FOR TWO - THREE YEAR TERM

SCHOOL COMMITTEE - VOTE FOR ONE - TWO YEAR TERM

BOARD OF HEALTH - VOTE FOR ONE - THREE YEAR TERM

MUNICIPAL LIGHT BOARD - VOTE FOR TWO - THREE YEAR TERM

BOARD OF ASSESSORS - VOTE FOR ONE - THREE YEAR TERM

BOARD OF ASSESSORS - VOTE FOR ONE - ONE YEAR TERM

COUNCILOR - HAMPSHIRE COUNCIL OF GOVERNMENTS - VOTE FOR TWO - TWO YEAR TERM

HOUSING AUTHORITY - VOTE FOR ONE - THREE YEAR TERM

HOUSING AUTHORITY - VOTE FOR ONE - TWO YEAR TERM

TRUSTEE FREE PUBLIC LIBRARY - VOTE FOR THREE - THREE YEAR TERM

PLANNING BOARD - VOTE FOR ONE - THREE YEAR TERM

TOWN MEETING PRECINCT A - VOTE FOR EIGHT - THREE YEAR TERM

TOWN MEETING PRECINCT B - VOTE FOR EIGHT - THREE YEAR TERM

TOWN MEETING PRECINCT C - VOTE FOR EIGHT - THREE YEAR TERM

TOWN MEETING PRECINCT D - VOTE FOR EIGHT - THREE YEAR TERM

TOWN MEETING PRECINCT E - VOTE FOR EIGHT - THREE YEAR TERM

**SELECTBOARD MEETING
FEBRUARY 20, 2018
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

No minutes for approval

2. ANNOUNCEMENTS/OPEN FORUM

SB Forcier mentioned that Sunday, at the Ledges, the Bike/walk committee will be holding a trek/hike. Meet at 12:45pm in the Ledges parking lot.

Those interested in a dog park, there will be a meeting on March 7 at 4pm in SB meeting room

Miles made a statement regarding the events in Florida

OPEN FORUM

No one

Consent Agenda – Willets Howell

BF made the motion to approve. IB seconded. Motion passed

Resignation

Shelia Adams – COA – asked that they accept her resignation. IB made the motion. BF seconded. Motion passed unanimously.

Joint Meeting with Housing Authority board

Christine Blaney –

South Hadley resident

She likes to do things in the community. She's been on other boards, including her kids preschool and PTA Pres.

She runs a family business

She's currently on her parish council board

Housing Authority doesn't have any questions.

One of the housing authority asked how she would see herself on the board. She thinks she'd bring a new different perspective. Seeing it from the other side might be of help

SB Etelman asked if she has been to any of the HAB meetings. She said no, but that she has been onto the properties and Heidi filled her in.

IB nominated Christine. AM seconded. IB moved to close nominations. Nomination passed unanimously.

NEW BUSINESS

A. Opioid Mass Tort Litigation

Mr. Sullivan received a call from Attorney Marigan asking if the SB would like to join this mass litigation. It's being brought to drug manufactures. There is no cost to the town. It's in conjunction with 3 different law firms. The hope is that the town's will be able to recoup some of their costs in regard to fighting the opioid crisis.

SE asked if Mr. Sullivan is aware of any reason why they shouldn't sign on. He said not at the onset. We're not putting up any money, it's not any litigation. Any settlement they receive will be attributable to the costs of fighting the crisis.

BF said that as a pharmacist it's been a huge pendulum. There has been some training, so they would have to quantify that. As any money received, it might be good to use it for treatments or recovery efforts.

JH asked if the community needs to provide any literature of opioid use or if they're just going after the manufacturers. Mr. Sullivan said that if they did join, they'd have to show the costs. There must be an accounting for the community effects. Mr. Sullivan said you could put into your tort litigation costs you estimate for treatment or recovery.

JH thinks it would be a worthwhile endeavor to have the conversation addressing how opioid addiction effects our community.

AM asked about the legal expenses and if our cost to that would just come out of our settlement. Mr. Sullivan said yes, 25% would come off that settlement.

IB stated that it's always much easier when you don't have to pay anything up front. He thinks they should get some specific legal advice as he's not aware of other efforts that are underway. His only caution is that, unless there is an eagerness to sign up now, they should do some due diligence to get professional advice before they sign.

MS said he wasn't pressed with any timeline, so he doesn't think this would be an issue. MS said that the attorney general is doing their own research. He had a short conversation with Town Council and he didn't raise any concerns. MS said he can do additional review and bring it to Town Council in a more profound way.

IB said it should be viewed the way any perspective litigation should be viewed.

IB asked if any of the other communities that are perusing this, if the law firm has come to speak to them. MS said they would come speak if they wanted them to.

SE is fine with it as is. JH said he sees no reason to make a decision tonight as the community hasn't even really heard of it. He thinks it'd be appropriate to let it get out into the community and to hear back from them. So he'd like to put it on the agenda for the next meeting.

Jeff Ceer spoke up and asked if the Fire Dept. assists the cause or are a part of the overall plan. MS said they could be, it wouldn't be a problem. MS said he'll send the information to each of the chairs of the Prudential committees.

MS will ask Attorney Marigan if he'd like to come in to the next meeting to give an overview

B. FY 19 Budget Update

Other than the snow and ice, everything else is close to, or at, 50%.

MS said he had a meeting with the Appropriations committee last week. He said it went fairly well and they seemed to be encouraged by the 8% growth in the budget. MS said they'll hopefully make some adjustments on the Ledges. They cut some of the food and beverage for Valley View by about \$60k. They made these cuts by taking a closer look – they won't be servicing April, May and June. There also won't be a food and beverage manager, per say. It'll be managed in a different way. Someone will manage the kitchen, and someone will manage the floor.

IB confirmed that they are just budgeting through the end of the calendar year. MS said no, that the staff intensive period for staff is July, August, Sept – it's more staff and more hours.

IB confirmed that the budget for Ledges doesn't include April, stating that we'll be successful in moving the operation to a 3rd party. He asked if it's the same for the golf operations as well. MS said that budget was cut by about 40%, anticipating a Jan 1 turnover.

BF asked about recreation exceeding 50%. MS said that had to do with a concert amount. They don't expect to have this again this year. He said this is another one that is spent early – it's a timing issue.

OTHER BUSINESS

A. Selectboard Rules and Policies

SE said that they wanted to make sure they were taking a look at it, and with the board's permission, the Chair and Vice Chair will take a look at this with the TA. If anyone has any input or suggestions, they should let them know. SE said

they'll take a look at this again with the board in a couple of weeks. MS suggested they take it sections and show it to the board as they go along.

B. Ledges RFP

MS said they all got a copy of the draft RFP. Mr. Sullivan has forwarded Colliers the remarks he's gotten from SB members. Right now, the issue is surrounding lease arrangements, the length of term. They want to make sure they work out all the legal issues. MS said it looks like they should have the answers, and the research done, by mid-next week. He doesn't think this will effect the timeline dramatically. He said they'll have an open house for anyone who wants to come look at the course, so they want to get the RFP out before that. MS said IB gave a number of changes that he sent to Allen DePuy. He thinks 1.2 million of revenue in NE will be very attractive to contractors.

JH asked about what is allowable and if that has a bottom line in what Colliers gets – are they asking for more money? MS said no.

BF said that at the recent golf commission meeting there were a number of concerns. MS mentioned about subcontracting the food. MS said that along as it's amendable, it would be allowed as an addendum.

BF said that this seems to be less descriptive in the RFP, but MS said that you'd get into the finite detail with all of that in the contract.

BF said that in the RFP the SB would still have the final say in the rate. MS said as he understands it, it's by law, that the SB would have to set the rates.

IB asked if any differences from one proposer to the next would come out within their proposals. MS said that you could expect their proposal to be specific. Out of that, the interview is the next phase and then the final contract. There will be things in the proposal that the SB will want to have clarified. If there are competing proposers, you might want to ask the questions prior to the public interview.

IB asked about the process once the proposals are in – he asked if there would be a committee put together to review the proposals. MS said that in the Colliers contract, they'll put together a report and recommend however many they see fit. Then the SB would discuss this report to Colliers and then have interviews with the proposers. IB said that doesn't preclude other stakeholders to review them. MS said you could do that if they think that would add to the process. He said that the more those proposals get out there, the more revealing of information could happen. He said the can do it, but he would recommend listening to Town Council.

IB said his only point is that when it comes time to open the sealed bids, review and rate them, it's a very big deal and he's raising the question of seeing if there should be a couple of other individuals involved in that process.

MS recommends keeping the whole process close to center. He recommends letting Colliers make their recommendations. He feels they'd be diluting their expertise by bringing in others.

IB said that he's talking about the process of rating the proposals. MS said the rating system is baked into the RFP and it's Colliers responsibility to make the recommendation. Ultimately, it's the SB responsibility to make the final decision.

Town Administrator report

Valley Bike Share ; e-bike share kiosks

There is a man who is developing the pad for town commons and PD. Once they have the plans, the SB will have to vote on both of those.

AM asked about the solid waste RFP – are we exploring contractors who offer single stream. MS said almost all of them offer single stream. MS said that once the RFP goes out, they can no longer met with potential vendors until they have proposals back. MS said they never had a lot of issues with Republic, but that stretch from Thanksgiving on forced SH to look at it further.

IB asked how many of the issues with Republic had to do with weather issues. MS said about 60%. They had management issues that exasperated the situation. They would also cancel on us the day of which was a big issue.

SE announced it was Courtney Hummel's last day

SE also announced, from the Bike Walk Committee, that if you are using the Ledges please respect the property. Clean up after you dogs and pick up your trash.

BF moved to adjourn. IB seconded.

RESPECTFULLY SUBMITTED,

COURTNEY HUMMEL
ADMINISTRATIVE ASSISTANT

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

Michael J. Sullivan
Town Administrator

February 23, 2018

William C Sutton
wsutton@southhadleyma.gov

Please note you have been re-appointed to the position of South Hadley Town Accountant for a term of three years. Thank you for your continued service to the Town of South Hadley. In accordance with [Acts of 2012, Ch. 458, approved 1-10-2013] and Article IV of the Town By-laws. This appointment is a five year term through January 1, 2022 or until any other action is taken.

Respectfully,


Michael J. Sullivan
Town Administrator, South Hadley

Chair Sarah Etelman

(Vote taken March 6, 2018)

Copy: Town Accountant
Town Clerk



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER 543

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) AL-17-42

LICENSEE NAME Polish American Citizens Club, Inc. of South Hadley

ADDRESS 515 Granby Road

CITY/TOWN South Hadley STATE Ma ZIP CODE 01075

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises
- Cordials/Liqueurs Permit
- New Officer/Director
- Transfer of License
- Change Corporate Name
- Issuance of Stock
- New Stockholder
- Transfer of Stock
- Change of License Type
- Management/Operating Agreement
- Pledge of Stock
- Wine & Malt to All Alcohol
- Change of Location
- More than (3) \$15
- Pledge of License
- 6-Day to 7-Day License
- Change of Manager
- New License
- Seasonal to Annual
- Other Logan Airport License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
239 CAUSEWAY STREET
BOSTON, MA 02241-3396

ADDITIONAL SPACE

The following space is for any additional information you wish to supply or to clarify an answer you supplied in the application.

If referencing the application, please be sure to include the number of the question to which you are referring.

As the new owner of record of 515 Granby Rd. South Hadley, I am looking have:

- 1.) The Liquor License changed from a club license to a traditional, restaurant/banquet hall liquor license.
- 2.) Change the name on the license from Polish American Citizens Club of South Hadley to Remi's BAR & Banquet.
- 3.) Change the Manager from Donna Koske to Brett Remillard.

APPLICANT'S STATEMENT

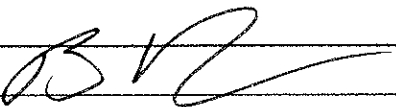
I, **Brett Remillard** the: sole proprietor; partner; corporate principal; LLC/LLP member
Authorized Signatory

of **Remi's BAR & Banquet, LLC.**, hereby submit this application for **Transfer From Club License to Traditional Liquor License**
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

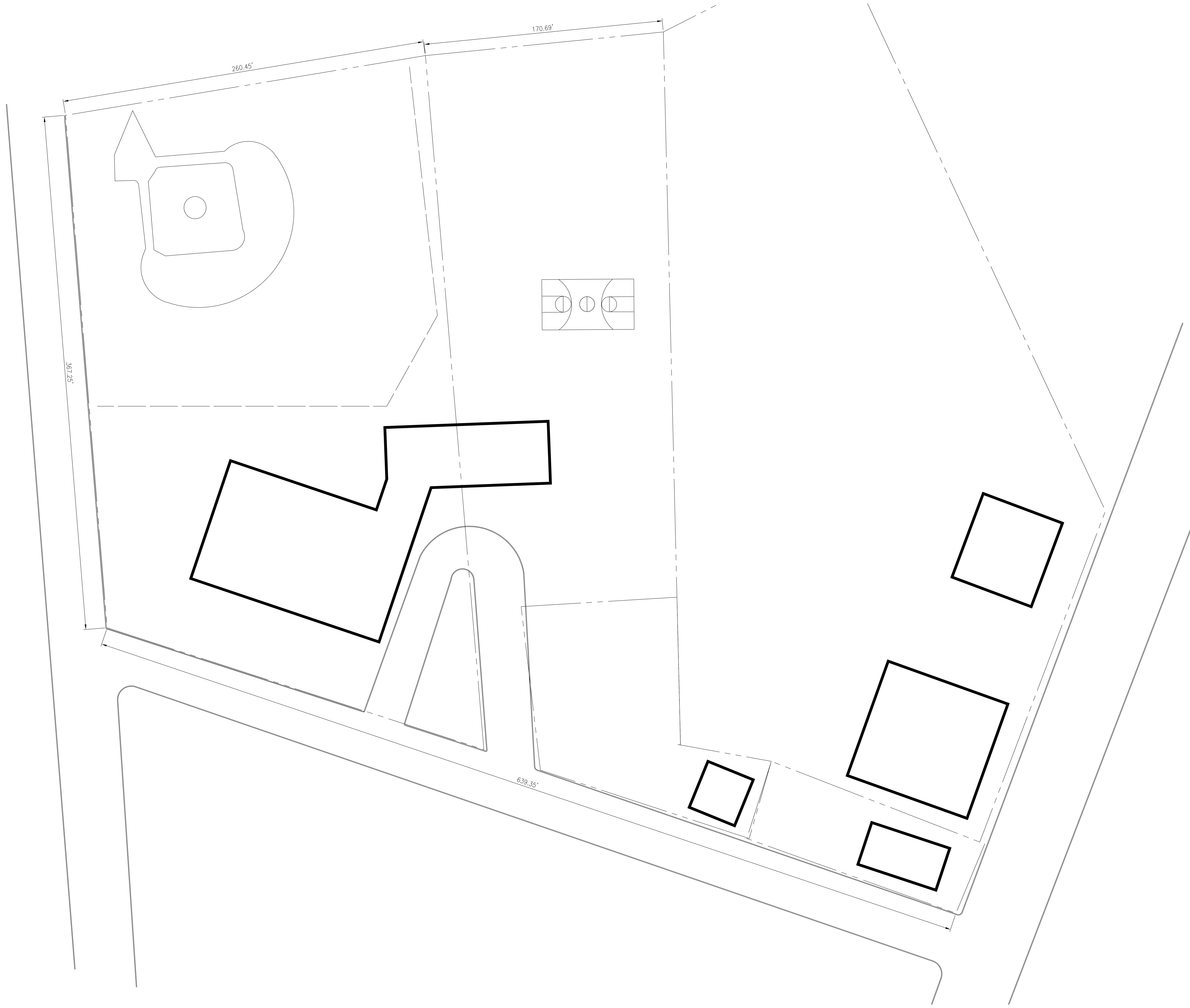
I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: 

Date: February 12, 2018

Title: Owner / Manager



Parking Summary Chart

Description	Size		Spaces	
	Required	Provided	Required	Provided
STANDARD SPACES	N.S.	9 x 18	N.S.	111
STANDARD ACCESSIBLE SPACES *	8 x 18	9 x 18	4	4
VAN ACCESSIBLE SPACES	8 x 18	9 x 18	1	1
TOTAL SPACES			N.S.	116

* ADA/STATE/LOCAL REQUIREMENTS
N.S. = NOT SPECIFIED

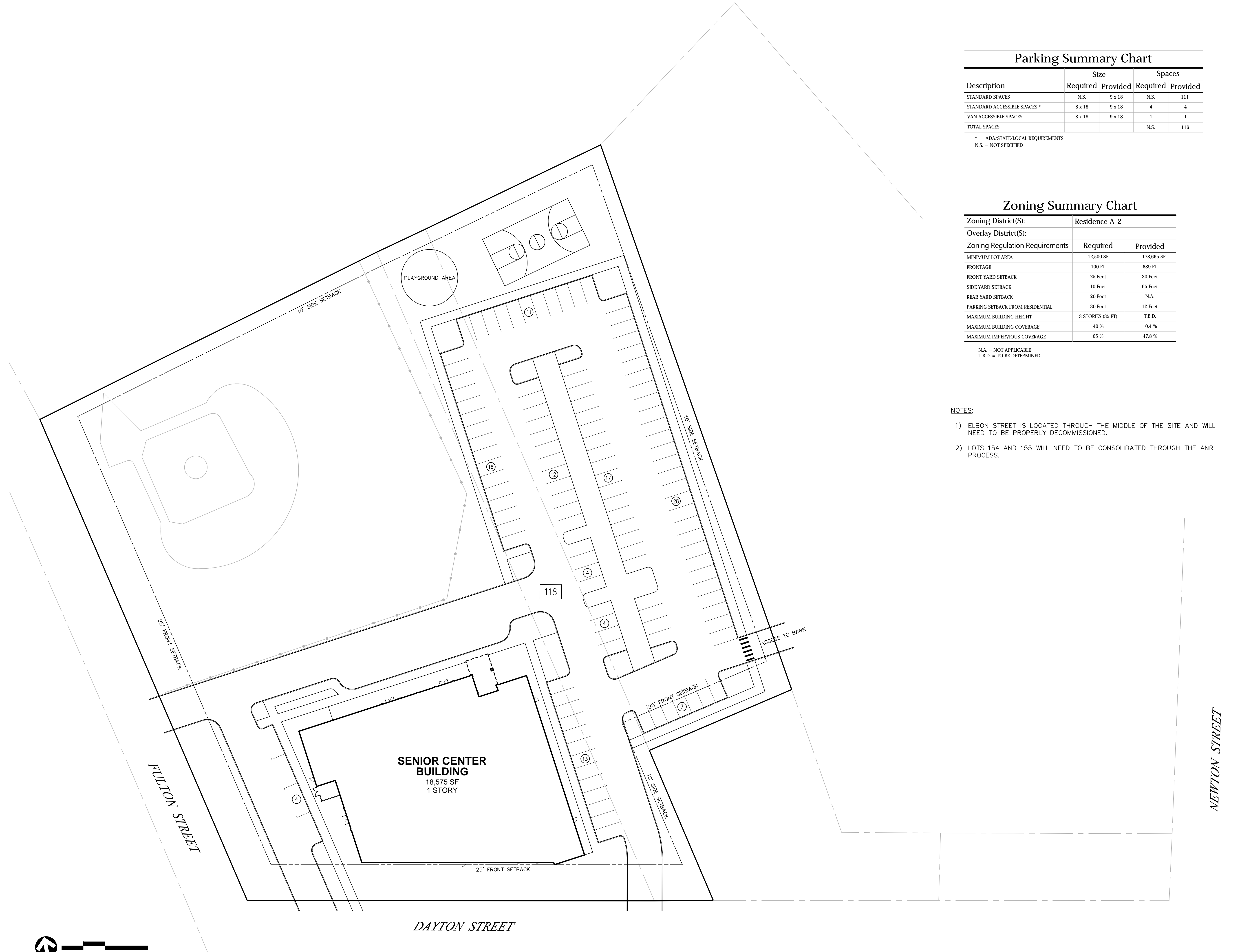
Zoning Summary Chart

Zoning District(S):	Residence A-2	
Overlay District(S):		
Zoning Regulation Requirements	Required	Provided
MINIMUM LOT AREA	12,500 SF	178,665 SF
FRONTAGE	100 FT	689 FT
FRONT YARD SETBACK	25 Feet	30 Feet
SIDE YARD SETBACK	10 Feet	65 Feet
REAR YARD SETBACK	20 Feet	N.A.
PARKING SETBACK FROM RESIDENTIAL	30 Feet	12 Feet
MAXIMUM BUILDING HEIGHT	3 STORIES (35 FT)	T.B.D.
MAXIMUM BUILDING COVERAGE	40 %	10.4 %
MAXIMUM IMPERVIOUS COVERAGE	65 %	47.8 %

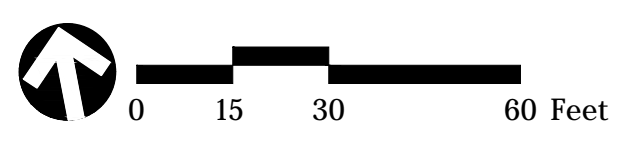
N.A. = NOT APPLICABLE
T.B.D. = TO BE DETERMINED

NOTES:

- 1) ELBON STREET IS LOCATED THROUGH THE MIDDLE OF THE SITE AND WILL NEED TO BE PROPERLY DECOMMISSIONED.
- 2) LOTS 154 AND 155 WILL NEED TO BE CONSOLIDATED THROUGH THE ANR PROCESS.



Saved Thursday, August 24, 2017 9:33:38 AM. FEURMAN Plotted Wednesday, September 6, 2017 11:35:01 AM Furman, John

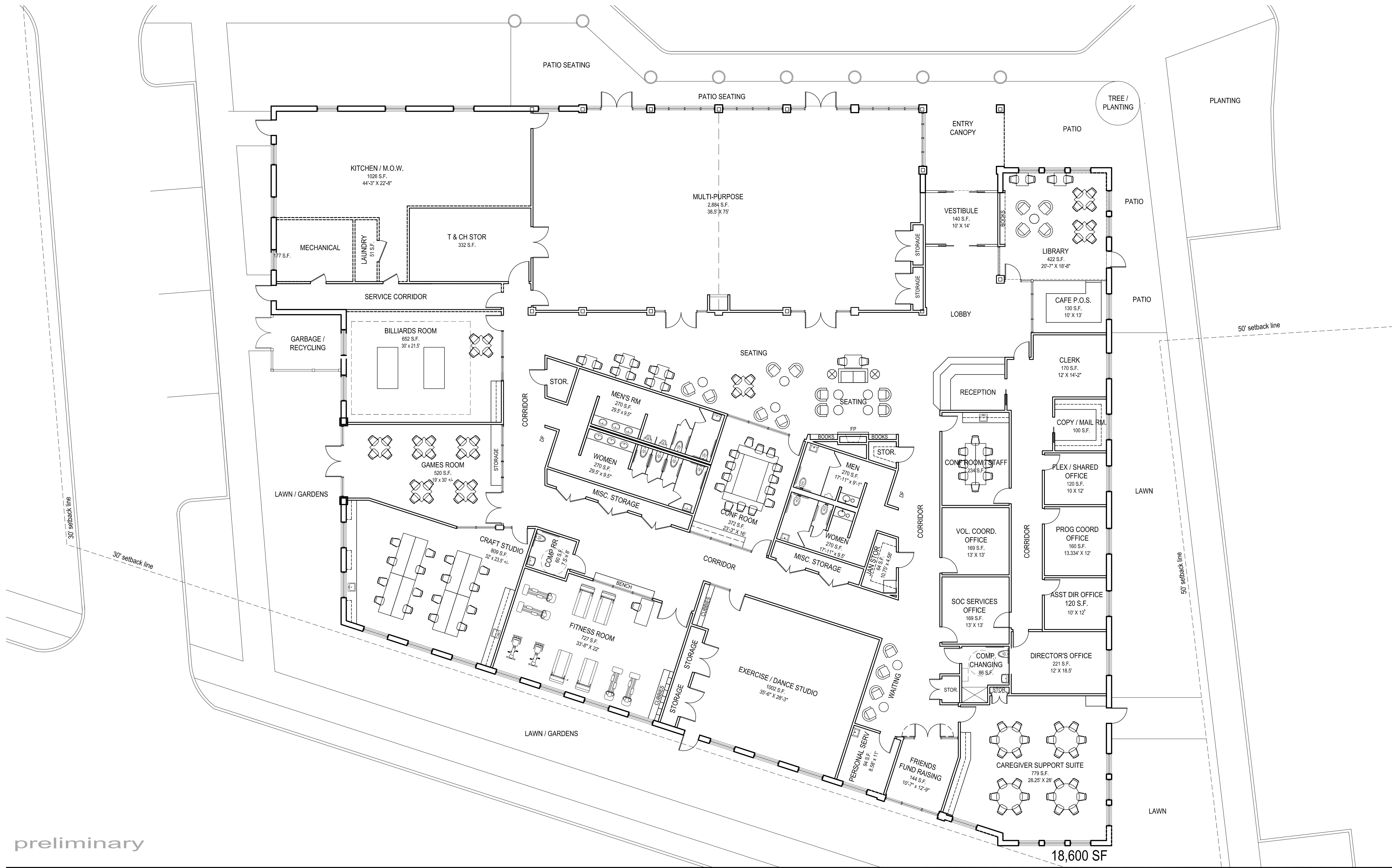


South Hadley Senior Center
45 Dayton Street
South Hadley, Massachusetts

No.	Revision	Date	Appr'd.

Designed by _____ Checked by _____
Issued for _____ Date August 24, 2017

Not Approved for Construction
Drawing Title
Concept Plan 1
Drawing Number



preliminary

18,600 SF

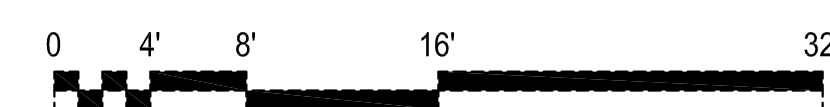


town of south hadley
south hadley, massachusetts

south hadley senior center study

concept floor plan

tsh-4247
9/11/17



A-101



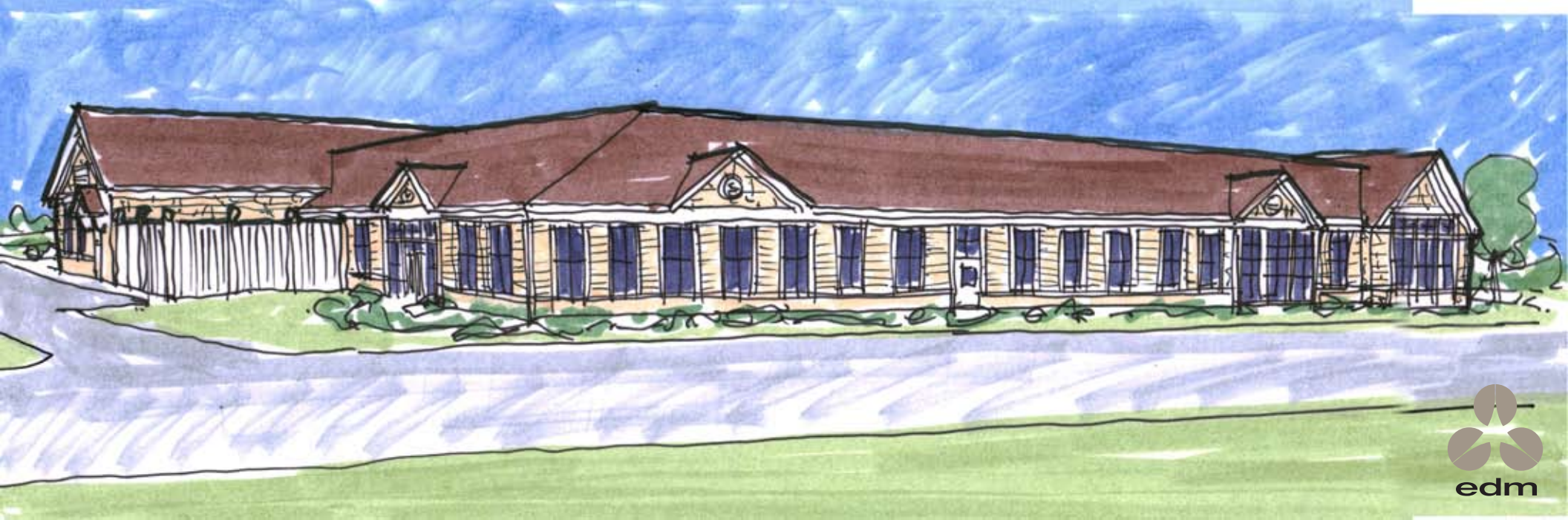
Scheme A





Scheme A





South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

SUMMARY		18,570 GSF	
EXISTING CONDITIONS / SITE CONSTRUCTION	\$13.84 /GSF	\$3,177,000	\$257,000
CONCRETE	\$9.59 /GSF		\$178,000
MASONRY	\$0.54 /GSF		\$10,000
METALS	\$5.00 /GSF		\$93,000
WOOD, PLASTICS & COMPOSITES	\$38.93 /GSF		\$723,000
THERMAL & MOISTURE PROTECTION	\$38.66 /GSF		\$718,000
DOORS & WINDOWS	\$19.76 /GSF		\$367,000
FINISHES based on similar Sr. Center Project	\$33.80 /GSF		\$628,000
SPECIALTIES	\$4.31 /GSF		\$80,000
EQUIPMENT - Kitchen Allowance based on similar Sr. Center Project	\$5.65 /GSF		\$105,000
FURNISHINGS	\$0.97 /GSF		\$18,000
SPECIAL CONSTRUCTION	\$0.00 /GSF		NO WORK
VERTICAL TRANSPORTATION	\$0.00 /GSF		NO WORK
FIRE SUPPRESSION based on similar Sr. Center Project	\$7.00 /GSF	\$1,977,000	\$130,000
PLUMBING	\$11.09 /GSF		\$206,000
HVAC based on similar Sr. Center Project	\$39.36 /GSF		\$731,000
ELECTRICAL based on similar Sr. Center Project	\$49.00 /GSF		\$910,000
EARTHWORK	\$3.39 /GSF	\$1,003,000	\$63,000
EXTERIOR IMPROVEMENTS	\$21.65 /GSF		\$402,000
UTILITIES	\$28.97 /GSF		\$538,000
SUBTOTAL, Rounded		\$331.56 /GSF	\$6,157,000
GENERAL CONDITIONS AND GENERAL CONTRACTOR'S OH & P			12% \$739,000
SUBTOTAL			\$6,896,000
DESIGN CONTINGENCY			20% \$1,379,000
SUBTOTAL			\$8,275,000
CONSTRUCTION/OWNER CONTINGENCY			Not Included
SUBTOTAL - TODAY'S DOLLARS			\$8,275,000
ESCALATION TO MIDPOINT OF CONSTRUCTION		Roughly 1 year at 3%	3% \$248,000
			\$8,523,000
		\$457.73 /GSF	SAY \$8,500,000

PROBABLE CONSTRUCTION COST RANGE BETWEEN

\$8,080,000 AND \$8,930,000
\$435.11 \$480.88
\$/GSF \$/GSF

Basketball Court	Add	\$50,000
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Playground	Add	\$50,000
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New Construction

Ground Floor 18,570 GSF

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 2 - EXISTING CONDITIONS		Revised to Reflect South Hadley			\$257,000
02 41 13 - SELECTIVE SITE DEMOLITION					
Miscellaneous Site Demolition & Removals	1	ls		\$75,000	
- Construction Fence	1	ls		Included Above	
- Backstop	1	ls		Included Above	
- Basketball Hoop	1	ls		Included Above	
- Remove Utility Poles	1	ls		Included Above	
- Saw Cut Paving	1	ls		Included Above	
- Remove Bituminous Paving [say 15% of Site Area]	1	ls		Included Above	
- Remove Trees	1	ls		Included Above	
- Removals for Utility Work	1	ls		Included Above	
De Commissioning	1	ls		\$15,000	
				<u>\$90,000</u>	\$90,000
02 41 16 - BUILDING DEMOLITION					
Demo One Story Brick Building [old school]	1	ls		\$100,000	
				<u>\$100,000</u>	\$100,000
31 20 00- EARTH MOVING					
Footing Excavation					
- Excavation	610	cy	\$16	\$9,760	
- Backfill	520	cy	\$10	\$5,200	
- Haul Away Excess Material	90	cy	\$14	\$1,260	
Rock Excavation / Underground Obstructions				Not Included	
Underslab Utility Excavation & Backfill	1	ls	\$5,000	\$5,000	
Stone Under SOG	692	cy	\$50	\$34,600	
Spread & Grade Topsoils	37,350	sf	\$0.30	\$11,205	
Haul Away Excess Topsoil	0	cy	\$14	\$0	
				<u>\$67,025</u>	\$67,025
				\$257,025	\$257,025
DIVISION 3 - CONCRETE		Revised to Reflect South Hadley			\$178,000
Area Generated Items		\$6.08	\$/GSF		
03 21 00 - REINFORCING STEEL					
WWF	10,925	sf	\$0.90	\$9,833	
03 30 00 - CAST-IN-PLACE CONCRETE					
Column Footings	5	cy	\$450	\$2,250	
SOG 5"th	148	cy	\$212	\$31,376	
Vapor Barrier	1	ls	\$10,000	\$10,000	
Set Anchor Bolts	292	ea	\$14	\$3,942	
Set & Grout Baseplates @ Columns	8	loc	\$41	\$324	
				<u>\$57,725</u>	\$57,725
Perimeter Generated Items		\$109.25	\$/LF		
03 21 00 - REINFORCING STEEL					
Reinforcing - Material	7	ton	\$990	\$6,930	
Reinforcing - Labor	7	ton	\$720	\$5,040	
Accessories	1	ls	\$900	\$900	
03 30 00 - CAST-IN-PLACE CONCRETE					
Continuous Footings	29	cy	\$383	\$11,107	
Foundation Walls	50	cy	\$495	\$24,750	
				<u>\$48,727</u>	\$48,727
				\$106,452	\$106,452
Modified to Reflect South Hadley					
Area Generated Items	18,570	sf	\$6.08	\$112,836	
Perimeter Generated Items	600	lf	\$109.25	\$65,552	
				<u>\$178,388</u>	
			Say	\$178,000	
DIVISION 4 - MASONRY		Assume that this feature or similar will occur at South Hadley			\$10,000
04 70 00 - MANUFACTURED MASONRY					
Thin Set Stone @ Exterior Wall	300	sf	\$32.40	\$9,720	
				<u>\$9,720</u>	\$9,720
				\$9,720	\$9,720

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 5 - METALS		Use this as the basis of \$/GSF estimate at South Hadley			\$93,000
05 12 00 - STRUCTURAL STEEL					
Structural Steel	11.00	ton	\$3,600	\$39,600	
				\$39,600	\$39,600
05 50 00 - METAL FABRICATIONS					
Removable Rails @ Platform	22	lf	\$67.50	Not in Contract	
Rails @ Ramp & Steps	38	lf	\$67.50	Not in Contract	
Miscellaneous Metals	9,500	sf	\$0.75	\$7,125	
				\$7,125	\$7,125
Similar Sr. Center Project, \$/SF Rounded Up	9,500	sf	\$5.00	\$46,725	\$46,725
South Hadley	18,570	sf	\$5.00	\$92,850	
			Say	\$93,000	

DIVISION 6 - WOOD, PLASTICS & COMPOSITES		Revised to Reflect South Hadley			\$723,000
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06 10 00 - ROUGH CARPENTRY					
Exterior Wall Framing System	8,850	sf	\$14.90	\$131,865	
- 2 x 6 Wood Studs @ 16"oc				Included Above	
- 5/8" Exterior Grade Plywood				Included Above	
- Air Barrier [Tyvek]				Included Above	
- R21 Batt Insulation				Included Above	
- 1" Rigid Polyisocyanurate				Included Above	
- 5/8" GWB				Included Above	
Roof Framing	23,404	sf	\$17.10	\$400,208	
- Roof Trusses @ 24" OC				Included Above	
- 5/8" Exterior Grade Plywood Roof Sheathing				Included Above	
- Structural Insulated Roof Panels				Included Above	
- Miscellaneous Wood Framing [low roof]				Included Above	
Xc Framing @ Dormers/Overhangs	7	ea	\$1,350	\$9,450	
Cupolas Complete	0	ea	\$5,850	\$0	
Canopy Framing	230	sf	\$16.20	\$3,726	
- Posts				Included Above	
- Trusses / Framing				Included Above	
- Sheathing				Included Above	
Rough Blocking	18,570	sf	\$0.90	\$16,713	
Install Doors / Frames & Hardware	1	ls	\$30,000	\$30,000	
				\$591,962	\$591,962
06 20 00 - FINISH CARPENTRY					
Multi-purpose					
- Allowance for Built-Ins	1	ls	\$5,000	\$5,000	
Reception					
- Reception Desk	1	ALLOWANCE	\$16,500	\$16,500	
Copy Room					
- Counter	26	lf	\$99.00	\$2,574	
- Base Cabinets	26	lf	\$270	\$7,020	
- Wall Cabinets	28	lf	\$113	\$3,164	
Seating Area and Library					
- Built-In Cabinets [lower]	20	lf	\$270	\$5,400	
- Built-In Shelving Above Cabinetry	20	lf	\$158	\$3,160	
- Custom Fireplace Housing [6'-0"w]	1	ls	\$1,800	\$1,800	
- Café	10	lf	\$750	\$7,500	
- Café	20	lf	\$450	\$9,000	
Corridor					
- Built In Benches	12	lf	\$135	\$1,620	
Arts & Crafts					
- Counter	40	lf	\$99.00	\$3,960	
- Base Cabinets	40	lf	\$270	\$10,800	
- Wall Cabinets	20	lf	\$113	\$2,260	
- Walker Display Picture Hanging System	18	lf	\$18	\$324	
Games Room					
- Built-In Cabinets 8'-0" High	12	lf	\$405	\$4,860	
Billiards Room					
- Counter	8	lf	\$99.00	\$792	
- Base Cabinets	8	lf	\$270	\$2,160	
- Wall Cabinets	8	lf	\$113	\$904	

South Hadley Senior Center
 Middle Street
 South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 6 - WOOD, PLASTICS & COMPOSITES continued

06 20 00 - FINISH CARPENTRY continued:

Fitness Room

- Built-In Bench + Cubbies 10 lf \$450 \$4,500

Storage/Jan. Storage/Misc. Storage

- Wall Hung Shelving 50 lf \$18 \$900

Exercise / Dance Studio

- Built-In Bench + Cubbies 9 lf \$450 \$4,050

Bathrooms

- Vanities 23 lf \$135 \$3,105

Conference Rooms

- Counter 20 lf \$99.00 \$1,980

- Base Cabinets 20 lf \$270 \$5,400

- Wall Cabinets 20 lf \$113 \$2,260

Caregiver

- Counter 20 lf \$99.00 \$1,980

- Base Cabinets 20 lf \$270 \$5,400

- Wall Cabinets 16 lf \$113 \$1,808

Miscellaneous

- Walker Display Picture Hanging System 30 lf \$20 \$600

\$120,781 **\$120,781**

General

- Chair Rails 300 lf \$5.40 \$1,620

- Window Trim [Casing/Apron & Stool] 1,000 lf \$5.40 \$5,400

- Corridor Handrails 100 lf \$9.00 \$900

- Miscellaneous Trim 1 ls \$2,250 \$2,250

\$10,170 **\$10,170**

\$722,913 \$722,913

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 7 - THERMAL & MOISTURE PROTECTION		Revised to Reflect South Hadley			\$718,000
07 10 00 - DAMPROOFING & WATERPROOFING					
Dampproofing @ Foundation Wall	3,600	sf	\$1.40	\$5,040	
				\$5,040	\$5,040
07 21 00 - THERMAL INSULATION					
2" Rigid Insulation					
- Under Slab	18,570	sf	\$1.80	\$33,426	
- Foundation Wall	2,400	sf	\$1.80	\$4,320	
1" Rigid Insulation @ Slab Perimeter	600	lf	\$1.40	\$840	
Roof Insulation					
- R-40 Spray Foam w/ Fireproof Paint				Not in Contract	
				\$38,586	\$38,586
07 26 00 - VAPOR RETARDERS					
Underslab Vapor Barrier	21,356	sf	\$0.23	\$4,912	
				\$4,912	\$4,912
07 46 00 - SIDING					
Clapboard Siding	6,510				
Hardi-panel Siding & Trim	3,515	sf	\$8.10	\$28,475	
Vinyl Shingles	2,344	sf	\$9.00	\$21,092	
	651	sf	\$7.20	\$4,687	
<i>Exterior Trim</i>					
- Fascias	600	lf	\$12.60	\$7,560	
- Soffits	710	lf	\$10.80	\$7,668	
- Windows	1,000	lf	\$7.70	\$7,700	
- Other Trim [Base / Corners etc]	1,500	lf	\$15.00	\$22,500	
- Trim @ Canopy	120	lf	\$9.00	\$1,080	
- Miscellaneous Trim	1	ls	\$2,500	\$2,500	
				\$103,262	\$103,262
07 61 13 - STANDING SEAM METAL ROOFING					
Flat Roofing	9,530	sf	\$22	209660	
Standing Seam Roof including Overhangs					
- Building	13,644	sf	\$22	\$300,168	
- Entry Canopy	230	sf	\$22	\$5,060	
Snow Guards	250	lf	\$36	\$9,000	
				\$523,888	\$523,888
07 60 00 - FLASHING & SHEET METAL					
Ice & Water Shield	6,300	sf	\$2.90	\$18,270	
Miscellaneous Flashings	1	ls	\$5,000	\$5,000	
				\$23,270	\$23,270
07 71 00 - ROOF SPECIALTIES					
Gutters	500	lf	\$10.80	\$5,400	
Downspouts	176	lf	\$9.00	\$1,584	
Snow Guards [50% of Perimeter]	300	lf	\$8.00	\$2,400	
				\$9,384	\$9,384
07 92 00 - JOINT SEALANTS					
Caulking / Sealants	18,570	sf	\$0.50	\$9,285	
				\$9,285	\$9,285
				\$717,627	\$717,627

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 8 - OPENINGS		Revised to Reflect South Hadley			\$367,000
08 11 00 - METAL DOORS & FRAMES					
HM Frames - Exterior					
- 3'-0" x 7'-0"	4	ea	\$158	\$632	
HM Frames - Interior					
- 6'-0" x 7'-0"	15	ea	\$315	\$4,725	
- 3'-0" x 7'-0"	31	ea	\$158	\$4,898	
HM Doors - Exterior					
- 3'-0" x 7'-0"	4	lvs	\$450	\$1,800	
HM Doors - Interior					
- 3'-0" x 7'-0", and other sizes	7	lvs	\$360	\$2,520	
BORROWED LITES					
Borrowed Lites incl. Glazing	1,170	ls	\$50	\$58,500	
				\$73,075	\$73,075
08 14 00 - WOOD DOORS					
Wood Doors					
- 3'-0" x 7'-0", and other sizes	54	lvs	\$360	\$19,440	
				\$19,440	\$19,440
08 13 00 - ACCESS DOORS & PANELS					
Access Doors					
	1	ls		Incl. with Mechanical	
				\$0.00	\$0
08 41 00 - ENTRANCES & STOREFRONTS					
Entry / Vestibule					
- Exterior	280	sf	\$76	\$21,280	
- Interior	224	sf	\$76	\$17,024	
- Sliding Doors	2	pr	\$14,000	\$28,000	
Multi-purpose Room					
- Aluminum Doors	2	pr	\$2,520	\$5,040	
Billiards Room					
- Aluminum Doors	1	pr	\$2,520	\$2,520	
				\$73,864	\$73,864
08 54 13 - FIBERGLASS WINDOWS					
Wood/Fiberglass Windows w/Screens, Large					
	2,340	sf	\$65.00	\$152,100	
				\$152,100	\$152,100
08 70 00 - HARDWARE					
HD Hardware					
	65	lvs	\$675	\$43,875	
				\$43,875	\$43,875
08 80 00 - GLAZING					
Glazing Of HM Frames					
Mirrors @ Exercise / Dance Studio	259	sf	\$16.20	\$4,196	
				\$4,196	\$4,196
08 91 00 - LOUVERS					
Wall Vents to Match Siding					
	2	ea	\$180	\$360	
				\$360	\$360
				\$366,910	\$366,910

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 9 - FINISHES		Use this as the basis of \$/GSF estimate at South Hadley			\$628,000
09 21 16 - GYPSUM BOARD ASSEMBLIES					
3 5/8" MS 5/8" GWB 1/1 + Sound Insulation	625	lf	\$108	\$67,500	
Plumbing Wall	37	lf	\$162	\$5,994	
GWB Above Glazed Walls	50	lf	\$9.90	\$495	
				<u>\$73,989</u>	\$73,989
09 50 00 - CEILINGS					
GWB Ceilings	9,500	sf	\$4.50	\$42,750	
Type -1 Armstrong Woodworks Acoustical Ceiling Panels	2,300	sf	\$15.00	\$34,500	
Type -2 Suspended Acoustic Ceiling 2' x 2'	4,430	sf	\$3.60	\$15,948	
Type -2a Suspended Acoustic Ceiling 2'x2'	600	sf	\$4.00	\$2,400	
Type 3 - Suspended Acoustic Ceiling 2' x 2' Clean Room Rated	470	sf	\$6.30	\$2,961	
Type 4 - GWB Ceiling	1,700	sf		Included Above	
Fascias / Soffits / Troughs / Bulkheads	1	Allowance	\$25,000	\$25,000	
				<u>\$123,559</u>	\$123,559
09 60 00 - FLOORING					
	9,500	sf			
Carpet - Offices/Conference/Lounges & Corridor	3,130	sf	\$5.00	\$15,650	
Porcelain Tile - Bathrooms	650	sf	\$10.80	\$7,020	
VCT - Classroom / Nurses Office	1,990	sf	\$3.20	\$6,368	
Luxury Vinyl Tile - Dining / Assembly	1,250	sf	\$5.50	\$6,875	
Sports Floor - Exercise / Dance	1,220	sf	\$10.00	\$12,200	
Rubber Floor - Fitness Room				Not in Contract	
Quarry Tile - Kitchen	630	sf	\$9.00	\$5,670	
Sealed Concrete - Mechanical	500	sf	\$1.80	\$900	
Walk Off Mat Carpet - Entry	130	sf	\$22.50	\$2,925	
BASE					
Johnsonite Millwork Reveal	1,290	lf	\$3.60	\$4,644	
Rubber	180	lf	\$1.80	\$324	
Porcelain Tile	140	lf	\$10.80	\$1,512	
Quarry Tile	160	lf	\$9.00	\$1,440	
				<u>\$65,528</u>	\$65,528
09 70 00 - WALL COVERINGS					
FRP - Kitchen Walls	1,320	sf	\$5.40	\$7,128	
Porcelain Tile - Bathrooms	970	sf	\$10.80	\$10,476	
Paint	15,500	sf	\$1.40	\$21,700	
Paint HM Frames	1	ls	\$2,250	\$2,250	
Paint HM Doors	11	ea	\$135	\$1,485	
Paint Wood Trim					
- Interior	1	ls	\$10,000	\$10,000	
- Exterior [Touch Up]	1	ls	\$5,000	\$5,000	
				<u>\$58,039</u>	\$58,039
Similar Sr. Senior Center Project	9,500	sf	\$33.80	\$321,115	\$321,115
South Hadley	18,570	sf	\$33.80	\$627,695	
			Say	\$628,000	

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 10 - SPECIALTIES		This system revised to Reflect South Hadley			\$80,000
10 0 00 - SPECIALTIES					
White Boards 48" x 96"	8	ea	\$315	\$2,520	
Bulletin Boards [Powdered coat Framed Cork]					
- 48"x 96"	8	ea	\$234	\$1,872	
- 48"x 72"	4	ea	\$198	\$792	
Fire Extinguishers - Wall Hung	1	ea	\$180	\$180	
Fire Extinguisher & Cabinet	4	ea	\$360	\$1,440	
Ballet Barre [assume oak]	30	lf	\$36.00	\$1,080	
Interior Signage	1	ls	\$3,600	\$3,600	
Exterior Signage					
- Lighted Monument Sign				See Site Improvements	
- Building Signage	1	ls	\$2,500	\$2,500	
Movable Partition	616	sf	\$65	\$40,040	
Fireplace [Regency Horizon HZ965E]	1	ea	\$4,050	\$4,050	
				<u>\$58,074</u>	\$58,074
10 21 13 - TOILET COMPARTMENTS					
HC Toilet Partitions	4	ea	\$1,440	\$5,760	
Toilet Partitions	5	ea	\$1,080	\$5,400	
Urinal Screens	1	ea	\$540	\$540	
				<u>\$11,700</u>	\$11,700
10 28 13 - TOILET ACCESSORIES					
Toilet Tissue Dispensers	11	ea	\$67.50	\$743	
Toilet Seat Cover Dispenser	11	ea	\$67.50	\$743	
Grab Bars	6	sets	\$270	\$1,620	
Sanitary Napkin Dispensers / Disposal	1	ea	\$450	\$450	
Soap Dispensers	10	ea	\$90.00	\$900	
Paper Towel Dispenser / Disposal	0	ea	\$270	\$0	
Mirrors @ Vanities / Sinks	116	sf	\$13.50	\$1,566	
Shower Rod and Curtain	1	ea	\$90.00	\$90	
Electric Hand Dryer	4	ea	\$1,000	\$4,000	
Jan Mop & Broom Holder / Shelf	1	ea	\$225	\$225	
				<u>\$10,336</u>	\$10,336
				\$80,110	\$80,110

DIVISION 11 - EQUIPMENT		This system assumed to be similar to Hadley			\$105,000
Projection Screen - Ceiling Mtd					
Projection Screen - Ceiling Mtd	1	ea	\$7,200	\$7,200	
				<u>\$7,200</u>	\$7,200
11 40 00 - FOOD SERVICE EQUIPMENT					
Food Service Equipment	1	Allowance	\$97,535	\$97,535	
Final Connections				Incl. with Trades	
				<u>\$97,535</u>	\$97,535
				\$104,735	\$104,735

DIVISION 12 - FURNISHINGS		This system revised to Reflect South Hadley			\$18,000
12 20 00 - WINDOW TREATMENTS					
Power Operated Dual Roller Shades @ Multi-purpose	590	sf	\$13.50	\$7,965	
Manual Dual Roller Shades @ Exercise / Dance	113	sf	\$10.80	\$1,215	
Manual Single Roller Shades	1,638	sf	\$5.40	\$8,843	
				<u>\$18,023</u>	\$18,023
				\$18,023	\$18,023

DIVISION 13 - SPECIAL CONSTRUCTION

NO WORK THIS SECTION

South Hadley Senior Center
 Middle Street
 South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 14 - VERTICAL TRANSPORTATION

NO WORK THIS SECTION

DIVISION 21 - FIRE SUPPRESSION

Use this as the basis of \$/GSF estimate at South Hadley

\$130,000

Fire Protection General Requirements

Hydraulic Calculations	1	ls	\$1,116	\$1,116	
Testing & Inspection	1	ls	\$1,674	\$1,674	
Drain & Fill System	2	ls	\$884	\$1,768	
Seismic Bracing	1	ls	\$2,325	\$2,325	
Permits & Fees	1	ls	\$1,116	\$1,116	
				<u>\$7,999</u>	\$7,999

Fire Protection Sprinkler System

Sprinkler Head (Pendant / Recessed) includes Attic Coverage	134	ea	\$72.50	\$9,705	
Exterior Coverage	1	ls	\$3,000	\$3,000	
6" Sprinkler Service Main Pipe (Sched 10 Black Steel)	30	lf	\$67.00	\$2,010	
4" Sprinkler Main Pipe (Sched 40 Black Steel)	130	lf	\$45.10	\$5,863	
2" Sprinkler Branch Pipe (Sched 40 Black Steel)	360	lf	\$24.90	\$8,964	
1" Sprinkler Branch Pipe (Sched 40 Black Steel)	956	lf	\$13.70	\$13,097	
6" Double Check Backflow Preventer	1	ea	\$7,301	\$7,301	
4" Alarm Valve	1	ea	\$1,349	\$1,349	
Tamper	2	ea	\$791	\$1,582	
Flow Switch	2	ea	\$442	\$884	
Inspector Test & Drain Valve	1	ea	\$349	\$349	
3"x3"x6" Fire department connection	1	ea	\$911	\$911	
Sprinkler Alarm Gong	1	ea	\$265	\$265	
Misc. Valves, Tags & Fittings	1	ls	\$2,500	\$2,500	
				<u>\$57,780</u>	\$57,780
				<u>\$65,779</u>	\$65,779

Similar Sr. Senior Center Project	9,500 sf	\$7.00		
South Hadley	18,570 sf	\$7.00	\$129,990	
		Say	\$130,000	

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 22 - PLUMBING		Use this as the basis of \$/Fixture at South Hadley			\$206,000
Plumbing General Requirements					
Testing & Disinfection	1	ls	\$2,604	\$2,604	
Equipment Start up And Inspection	1	ls	\$3,348	\$3,348	
Permits & Fees	1	ls	\$4,185	\$4,185	
				<u>\$10,137</u>	\$10,137
Domestic Water Piping					
2-1/2" Type "L" Cu. Pipe (Main Service)	30	lf	\$31.90	\$957	
2" Type "L" Cu. Pipe	120	lf	\$29.30	\$3,516	
1-1/2" Type "L" Cu. Pipe	160	lf	\$29.30	\$4,688	
3/4" Type "L" Cu. Pipe	760	lf	\$10.00	\$7,600	
1/2" Type "L" Cu. Pipe	870	lf	\$9.10	\$7,917	
Pipe Insulation (1/2" to 1-1/2")	1,790	lf	\$6.70	\$11,993	
Pipe Insulation (2" to 4")	150	lf	\$11.20	\$1,680	
Misc. Valves, Tags & Fittings	1	ls	\$1,395	\$1,395	
				<u>\$39,746</u>	\$39,746
Sanitary Waste & Vent Piping (Under Ground)					
4" Sanitary Waste & Vent Pipe	120	lf	\$30.20	\$3,624	
2" Sanitary Waste & Vent Pipe	200	lf	\$16.60	\$3,320	
1-1/2" Sanitary Waste & Vent Pipe	120	lf	\$15.60	\$1,872	
				<u>\$8,816</u>	\$8,816
Sanitary Waste & Vent Piping (Above Ground)					
4" Sanitary Waste & Vent Pipe	200	lf	\$30.20	\$6,040	
2" Sanitary Waste & Vent Pipe	80	lf	\$16.30	\$1,304	
1-1/2" Sanitary Waste & Vent Pipe	340	lf	\$15.60	\$5,304	
				<u>\$12,648</u>	\$12,648
Gas Piping					
1000 Gallon Propane Tank	1	ls	\$5,500	\$5,500	
2" Gas pipe (Black steel schedule 40)	120	lf	\$30.60	\$3,672	
1" Gas pipe (Black steel schedule 40)	320	lf	\$19.80	\$6,336	
Valves, Tags & Fittings	1	ls	\$1,116	\$1,116	
				<u>\$16,624</u>	\$16,624
Plumbing Equipment					
Gas Fired Indirect Water Heater (40 Gallon)	1	ea	\$7,910	\$7,910	
Propane Direct Fired Water Heater	1	ea	\$7,000	\$7,000	
Point-of-Use water Heater	4	ea	\$628	\$2,512	
Hose Bibb	5	ea	\$158	\$790	
Wall Hydrant	4	ea	\$214	\$856	
Clay Trap	-	ea	\$2,604	\$0	
Grease Trap (50 GPM)	1	ea	\$7,254	\$7,254	
4" Floor Drain	6	ea	\$442	\$2,652	
Trap Primer	6	ea	\$209	\$1,254	
Floor / Wall Clean Out	8	ea	\$172	\$1,376	
2-1/2" RPZ Backflow Preventer	1	ea	\$2,976	\$2,976	
				<u>\$34,580</u>	\$34,580
Plumbing Fixtures					
Water Closet	10	ea	\$1,562	\$15,620	
Urinal	2	ea	\$1,711	\$3,422	
Lavatory	8	ea	\$1,414	\$11,312	
Hand Sink	3	ea	\$1,265	\$3,795	
Mop Receptor	1	ea	\$1,451	\$1,451	
Shower	1	ea	\$4,166	\$4,166	
Drinking Fountain w/ Bottle Filler	1	ea	\$4,315	\$4,315	
Bottle Filler	1	ea	\$670	\$670	
Washing Machine Valve Box	1	ea	\$484	\$484	
Kitchen Fixtures					
3 - Compartment Sink (Furnished By Kitchen Vendor)	1	ea	\$595	\$595	
Hand Sink (Furnished By Kitchen Vendor)	2	ea	\$446	\$892	
Pre Rinse Sprayer (Furnished By Kitchen Vendor)	1	ea	\$335	\$335	
Prep Counter Sink (Furnished By Kitchen Vendor)	1	ea	\$521	\$521	
				<u>\$47,578</u>	\$47,578
Similar Sr. Senior Center Project	33	Fixtures	\$5,155	\$170,129	\$170,129
South Hadley	40	Fixtures	\$5,155	\$206,217	
		Say		\$206,000	

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 23 - HVAC		Use this as the basis of \$/GSF estimate at South Hadley			\$731,000
HVAC General Requirements					
Rigging	1	ls	\$4,650	\$4,650	
Permits & Fees	1	ls	\$5,000	\$5,000	
Equipment Start up And Inspection	1	ls	\$5,580	\$5,580	
				<u>\$15,230</u>	\$15,230
Testing & Balancing					
T&B Subcontractor	9,500	ls	\$0.70	\$6,650	
				<u>\$6,650</u>	\$6,650
Insulation					
Duct Insulation	4,180	sf	\$3.60	\$15,048	
Pipe Insulation (2" and Smaller)	860	lf	\$6.00	\$5,160	
				<u>\$20,208</u>	\$20,208
Automatic Temperature Controls					
Building DDC Controls	9,500	sf	\$4.20	\$39,900	
				<u>\$39,900</u>	\$39,900
Hydronic Pumps					
Hot Water Supply Pump - 1/2 HP	1	ea	\$2,600	\$2,600	
Hot Water Supply Pump - 1/2 HP	1	ea	\$2,600	\$2,600	
Main Hot Water Pump	2	ea	\$4,185	\$8,370	
Air Separator	1	ea	\$884	\$884	
Expansion Tank	1	ea	\$1,163	\$1,163	
VFD's	2	ea	\$4,185	\$8,370	
				<u>\$23,987</u>	\$23,987
Hydronic Piping (Includes Hangers & Supports)					
2" Type "L" Cu. Pipe (HWS&R)	540	lf	\$29.30	\$15,822	
1-1/2" Type "L" Cu. Pipe (HWS&R)	80	lf	\$15.30	\$1,224	
1" Type "L" Cu. Pipe (HWS&R)	240	lf	\$11.90	\$2,856	
Misc. Valves, Tags & Fittings	1	ls	\$2,325	\$2,325	
				<u>\$22,227</u>	\$22,227
Refrigeration Pipe					
Refrigeration Piping	400	lf	\$26.50	\$10,600	
Pipe Insulation	400	lf	\$6.30	\$2,520	
Misc. Valves, Tags & Fittings	1	ls	\$2,790	\$2,790	
				<u>\$15,910</u>	\$15,910
HVAC Air Distribution					
Galvanized Ductwork	5,225	lbs	\$9.80	\$51,205	
4" Flue Pipe (Fireplace)	30	lf	\$209	\$6,270	
8" Kitchen Hood Grease Duct (Welded Black Steel) w/ Fire Wrap	60	lf	\$321	\$19,260	
4" PVC Combustion Air Intake	20	lf	\$15.10	\$302	
4" PVC Combustion Air Exhaust	20	lf	\$15.10	\$302	
				<u>\$77,339</u>	\$77,339
HVAC Duct Accessories					
RGD's	54	ea	\$172	\$9,288	
Motorized Damper	1	ea	\$1,116	\$1,116	
Intake Air Louver	1	ea	\$744	\$744	
Volume Damper	16	ea	\$256	\$4,096	
Misc. Duct Accessories	1	ls	\$2,325	\$2,325	
				<u>\$17,569</u>	\$17,569
Central Heating Equipment					
Propane Fired High Efficiency Condensing Style Boiler (399 MBH)	2	ea	\$8,835	\$17,670	
				<u>\$17,670</u>	\$17,670
Central HVAC Equipment					
Packaged DX / HW Coil Air Handler Unit (3,500 Cfm)	1	ea	\$19,530	\$19,530	
Packaged DX / HW Coil Air Handler Unit (7,700 Cfm)	1	ea	\$42,970	\$42,970	
Indirect Gas Fired Make-up Air Unit (Not Yet Sized)	0	ls/allow	\$23,250	\$0	
Roof Curb	1	ea	\$4,185	\$4,185	
				<u>\$66,685</u>	\$66,685

South Hadley Senior Center
 Middle Street
 South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 23 - HVAC [continued]

Exhaust Fans

Kitchen Exhaust Hood (Type 1)	1	ea	W/ Food Service Pricing		
Down Blast Exhaust Fan (140 Cfm)	1	ea	\$488	\$488	
Up Blast Kitchen Exhaust Fan	1	ea	\$6,045	\$6,045	
Mechanical / Electrical Room Exhaust Fan (240 Cfm)	1	ea	\$614	\$614	
Down Blast Exhaust Fan (820 Cfm)	1	ea	\$2,097	\$2,097	
				<u>\$9,244</u>	\$9,244

Terminal Equipment

Exterior Pad Mounted Condensing Unit (8.75 Ton)	1	ea	\$9,770	\$9,770	
Exterior Pad Mounted Condensing Unit (19.25 Ton)	1	ea	\$21,480	\$21,480	
VAV w/ Hot Water Coil	8	ea	\$925	\$7,400	
Hot Water Unit Heater	3	ea	\$814	\$2,442	
				<u>\$41,092</u>	\$41,092

Similar Sr. Senior Center Project	9,500	sf	\$39.34	\$373,711	\$373,711
South Hadley	18,570	sf	\$39.34	\$730,507	
			Say	\$731,000	

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 26 - ELECTRICAL	Use this as the basis of \$/GSF estimate at South Hadley				\$910,000
Secondary Electrical Service					
600A Secondary Feeder (PVC)	50	lf	\$135	\$6,750	
Excavation / Backfill	50	lf	\$23.30	\$1,165	
50 KW 120/208V Propane Generator	1	ea	\$29,760	\$29,760	
200A Emergency Power Ductbank (Includes E&B)	75	lf/allow	\$116	\$8,700	
Generator Control wiring	75	lf	\$23.30	\$1,748	
				\$48,123	\$48,123
Electrical Service / Distribution					
600A 120/208V Distribution Panel	1	ea	\$8,835	\$8,835	
225A 120/208V Panelboard	4	ea	\$2,651	\$10,604	
				\$19,439	\$19,439
Electrical Service / Distribution (Feeders)					
600A Feeder (PVC)				Incl. with Site Utilities	
225A Feeder (EMT)	200	lf	\$50.20	\$10,040	
				\$10,040	\$10,040
Emergency Electrical Service / Distribution					
200A 120/208V Emergency Distribution Panel	1	ea	\$2,232	\$2,232	
200A Automatic Transfer Switch	1	ea	\$6,324	\$6,324	
				\$8,556	\$8,556
Grounding / Lightning Protection					
Building / Service / Distribution Grounding	9,500	sf	\$0.20	\$1,900	
Lightning Protection System				Excluded	
				\$1,900	\$1,900
Mechanical Equipment Connections / Branch					
Gas Fired Indirect Water Heater (40 Gallon) Feed and Connection	2	ea	\$930	\$1,860	
Point-of-Use water Heater Feed and Connection	5	ea	\$791	\$3,955	
Hot Water Pump - Primary Feed and Connection	1	ea	\$907	\$907	
Hot Water Pump - Secondary Feed and Connection	1	ea	\$907	\$907	
Main Hot Water Pump Feed and Connection	2	ea	\$907	\$1,814	
VFD's Feed and Connection	4	ea	\$930	\$3,720	
Packaged DX / HW Coil Air Handler Unit (7,500 Cfm) Feed and Connection	1	ea	\$1,674	\$1,674	
Packaged DX / HW Coil Air Handler Unit (8,500 Cfm) Feed and Connection	1	ea	\$1,674	\$1,674	
Indirect Gas Fired Make-up Air Unit (Not Yet Sized) Feed and Connection	1	ea	\$1,395	\$1,395	
Kitchen Exhaust Hood (Type 1) Feed and Connection	1	ea	\$1,116	\$1,116	
Dishwasher Exhaust Fan Feed and Connection	1	ea	\$1,116	\$1,116	
Down Blast Exhaust Fan (70 Cfm) Feed and Connection	1	ea	\$419	\$419	
Mechanical / Electrical Room Exhaust Fan (300 Cfm) Feed and Connection	1	ea	\$767	\$767	
Down Blast Exhaust Fan (400 Cfm) Feed and Connection	1	ea	\$1,023	\$1,023	
Exterior Pad Mounted Condensing Unit (18.75 Ton) Feed and Connection	1	ea	\$1,860	\$1,860	
Exterior Pad Mounted Condensing Unit (21.25 Ton) Feed and Connection	1	ea	\$1,860	\$1,860	
Hot Water Unit Heater Feed and Connection	1	ea	\$814	\$814	
Under Counter Ware Washer Feed and Connection	1	ea	\$791	\$791	
Exhaust Hood Feed and Connection	1	ea	\$1,116	\$1,116	
Convection Oven Feed and Connection	1	ea	\$395	\$395	
Six Burner Range Feed and Connection	1	ea	\$419	\$419	
Misc. Other Kitchen Equipment Connections	1	ls	\$2,325	\$2,325	
				\$31,927	\$31,927
Lighting Controls					
Lighting Controls (Switches, Timers, Occupancy Sensors)	9,500	sf	\$1.40	\$13,300	
				\$13,300	\$13,300
Lighting / Branch					
Lighting Fixtures (Furnish and Install)	9,500	sf	\$7.40	\$70,300	
				\$70,300	\$70,300
Branch Power					
Branch Power Devices and Wiring	9,500	sf	\$4.00	\$38,000	
				\$38,000	\$38,000

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

16000 Electrical Work - continued:

Fire Alarm System

Fire Alarm Control Panel	1	ea	\$6,324	\$6,324	
Audio Visual Device	14	ea	\$163	\$2,282	
Strobe Only Device	8	ea	\$126	\$1,008	
Pull Station	7	ea	\$135	\$945	
Smoke Detector	9	ea	\$172	\$1,548	
Duct Smoke Detector	4	ea	\$349	\$1,396	
Control Module	4	ea	\$326	\$1,304	
Remote Test Station	4	ea	\$135	\$540	
Monitor Module	2	ea	\$605	\$1,210	
Fire Suppression System Connection	1	ls	\$605	\$605	
Fire Alarm Branch Wiring (EMT)	2,860	lf	\$3.40	\$9,724	
Fire Alarm System Start up & Testing	1	ls	\$2,604	\$2,604	
				<u>\$29,490</u>	\$29,490

Security / CCTV System

Video Surveillance System 12 TB NVR Server	1	ea	\$3,255	\$3,255	
Ip Based Domed Camera	10	ea	\$2,604	\$26,040	
Intrusion Detection System Control Panel	1	ls	\$5,580	\$5,580	
Security Cabling (CAT 6)	1,500	lf	\$1.50	\$2,250	
Panic Buttons	5	ea	\$116	\$580	
LV Cabling	480	lf	\$1.30	\$624	
System Final Testing and Certification	1	ls	\$2,976	\$2,976	
				<u>\$41,305</u>	\$41,305

Call For Help System

Main Control Panel	1	ea	\$1,674	\$1,674	
Call Display Panel	1	ea	\$744	\$744	
Pushbutton / Pull Cords	12	ea	\$135	\$1,620	
LV Cabling	1,050	lf	\$1.60	\$1,680	
				<u>\$5,718</u>	\$5,718

Telecommunications

<i>Head End Equipment - Per ART Engineering</i>	1	Allowance	\$50,000	\$50,000	
Telecommunications Infrastructure	9,500	sf	\$0.70	\$6,650	
Telecommunications Devices and Wiring	9,500	ea	\$3.30	\$31,350	
Call For Assistance Pull Cord	4	ea	\$126	\$504	
Call For Assistance Strobe	4	ea	\$149	\$596	
Call For Assistance Transformer	4	ea	\$60	\$240	
LV Cabling	200	lf	\$1.30	\$260	
Hearing Loop System (Dining Room, Exercise Studio & Bathroom)	3	allow	\$7,440	\$22,320	
Master Clock System w/ Antenna	1	ls	\$2,325	\$2,325	
Wireless Clock	10	ea	\$228	\$2,280	
				<u>\$116,525</u>	\$116,525

Audio Visual System

Video Projector	1	ls	\$3,255	\$3,255	
Wireless Microphone	2	ls	\$605	\$1,210	
Assistive Listening System	1	ls	\$4,185	\$4,185	
70" LED TV	1	ls	\$3,906	\$3,906	
55" LED TV	1	ls	\$3,534	\$3,534	
Sound System	1	ls	\$1,674	\$1,674	
Speakers	8	ls	\$512	\$4,096	
LV Cabling	900	lf	\$1.60	\$1,440	
				<u>\$23,300</u>	\$23,300

Miscellaneous

Temporary Power & Lighting	9,500	sf	\$0.50	\$4,750	
Fees & Permits	1	ls	\$2,790	\$2,790	
				<u>\$7,540</u>	\$7,540

Similar Sr. Senior Center Project	9,500	sf	\$49.00	\$465,463	\$465,463
South Hadley	18,570	sf	\$49.00	\$909,857	
			Say	\$910,000	

South Hadley Senior Center
 Middle Street
 South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 31 - EARTHWORK		Revised to Reflect South Hadley			\$63,000
31 10 00 - SITE CLEARING					
Clearing & Grubbing				See Div. 2	
Strip Topsoil	123,100	sf		Incl. with Grading	
Rough Grading	123,100	sf	\$0.30	\$36,930	
Haul Unusable Materials off site [assume +/-6" x 50% of Site]	1,140	cy	\$14	\$15,960	
				<u>\$52,890</u>	\$52,890
31 20 00- EARTH MOVING					
<i>Footing Excavation</i>					
- Excavation	610	cy	\$16	See Div. 2	
- Backfill	520	cy	\$10	See Div. 2	
- Haul Away Excess Material	90	cy	\$14	See Div. 2	
Rock Excavation / Underground Obstructions				Not Included	
Underslab Utility Excavation & Backfill	1	ls	\$5,000	See Div. 2	
Stone Under SOG	692	cy	\$50	See Div. 2	
Spread & Grade Topsoils	37,350	sf	\$0.30	See Div. 2	
Haul Away Excess Topsoil	0	cy	\$14	See Div. 2	
				<u>\$0</u>	\$0
31 25 00 - EROSION & SEDIMENTATION CONTROLS					
Erosion Control	1	ls	\$10,000	\$10,000	
- Silt Fence				Included Above	
- Haybales				Included Above	
- Maintenance of Erosion Control Measures				Included Above	
				<u>\$10,000</u>	\$10,000
				<u>\$62,890</u>	\$62,890

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

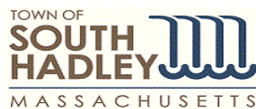
DIVISION 31 - EXTERIOR IMPROVEMENTS		Revised to Reflect South Hadley		\$402,000	
Site Areas					
Building	18,700	sf			
Patios	0	sf			
Concrete Sidewalks / Entry	12,200	sf	ok		
Bituminous Concrete	51,100	sf	ok		
Ballfield [no work]	55,500	sf			
Basketball Court	2,400	sf			
Playground	1,200	sf			
Dumpster Pad	150	sf			
Landscape	37,350	sf			
	<u>178,600</u>	sf			
32 12 - 00 - FLEXIBLE PAVING					
Fill Under Parking	2,082	cy	\$30	\$62,460	
Asphalt Paving	5,678	sy	\$20	\$113,560	
Playground Surface	1,200	sf	\$8	By Others	
				<u>\$176,020</u>	\$176,020
32 13 00 - RIGID PAVING					
Concrete Sidewalks & Entry	12,200	sf	\$8	\$97,600	
XC Main Entry Paving	400	sf	\$17	\$6,800	
Dumpster Pad	150	sf	\$10	\$1,500	
Transformer Pad				Incl. with Electrical	
Basketball Court Surface	2,400	sf	\$8	By Others	
				<u>\$105,900</u>	\$105,900
32 16 13 - CURBS & GUTTERS					
Precast Curbs @ New Driveway	2,700	lf	\$20	\$54,000	
				<u>\$54,000</u>	\$54,000
32 17 00 - PAVING SPECIALTIES					
Pavement Markings	1	ls	\$7,500	\$7,500	
				<u>\$7,500</u>	\$7,500
32 30 00 - SITE IMPROVEMENTS					
Miscellaneous Site Improvements	1	ls	\$10,000.00	\$10,000	
- Signage				included	
- Bollards				included	
				<u>\$10,000</u>	\$10,000
32 31 00 - FENCES & GATES					
Dumpster Enclosure	25	lf	\$16.70	\$418	
- Gate [assume 12'-0"]	1	pr	\$1,116	\$1,116	
- Bollards	2	ea	\$326	\$652	
Wood Guardrails	0	lf	\$30	\$0	
				<u>\$2,186</u>	\$2,186
32 90 00 - PLANTING					
Loam & Seed	37,350	sf	\$0.70	\$26,145	
Plantings	Allowance			\$20,000	
				<u>\$46,145</u>	\$46,145
				<u>\$401,751</u>	\$401,751

South Hadley Senior Center
Middle Street
South Hadley MA

6-Sep-17

edm - Conceptual Design Estimate

DIVISION 33 - UTILITIES	Revised to Reflect South Hadley				\$538,000
31 10 00 - WATER UTILITIES [ALLOWANCE 100 LF]	100	lf	\$	220.87	
Excavation / Backfill					
- Excavate Trench	90	cy	\$18.60	\$1,674	
- Pipe Bed	11	cy	\$14	\$154	
- Backfill	78	cy	\$9.30	\$725	
- Haul Away Excess Material	11	cy	\$14	\$154	
Piping [6" DI Pipe w/Fittings]	100	lf	\$55.80	\$5,580	
Fire Hydrant	1	ea	\$1,500	\$1,500	
Curb Box & Valve	2	ea	\$650	\$1,300	
Connect To Existing Services [hot tap]	2	ea	\$1,500	\$3,000	
Disinfection	1	ls	\$500	\$500	
Reinstatement @ Russell Rd	ALLOWANCE			\$7,500	
				\$22,087	\$22,087
33 30 00 - SANITARY SEWAGE UTILITIES [ALLOWANCE 45LF]	45	lf	\$100.96		
Excavation / Backfill					
- Excavate Trench	40	cy	\$18.60	\$744	
- Pipe Bed	7	cy	\$46.50	\$326	
- Select Fill				Not in Contract	
- Backfill	33	cy	\$9.30	\$307	
- Haul Away Excess Material	7	cy	\$14	\$98	
PC Concrete Structures					
- Excavate For Manholes				Not in Contract	
- PC Concrete Manholes & Covers				Not in Contract	
Piping [6"PVC]	45	lf	\$37.20	\$1,674	
Connect To Existing Manholes	1	ea	\$1,395	\$1,395	
				\$4,543	\$4,543
33 40 00 - STORM DRAINAGE UTILITIES					
Storm System	1	Allowance	\$400,000	\$400,000	
				\$400,000	\$400,000
33 51 00 - NATURAL-GAS DISTRIBUTION [ALLOWANCE 75 LF]					
Piping	75	lf	\$41.90	\$3,143	
Excavation / Backfill	75	lf	\$26	\$1,950	
Piping	185	lf	\$41.90	\$7,752	
Excavation / Backfill	185	lf	\$26	\$4,810	
				\$17,654	\$17,654
33 70 00 - ELECTRICAL UTILITIES					
Site Lighting					
Site Lighting - ALLOWANCE	1	allow	\$75,000	\$75,000	
				\$75,000	\$75,000
Primary Electrical Service [ALLOWANCE 100 LF]	100	lf			
New Utility Pole and Guy Wires	1	ls	\$3,000	\$3,000	
Overhead Utility Wires (F&I By Utility Co.)				By Utility Co.	
Primary Ductbank (Includes E&B / Concrete)	100	lf	\$83.70	\$8,370	
Utility Co. Transformer	1	ea		By Utility Co.	
Transformer Concrete Pad	1	ea	\$2,325	\$2,325	
				\$13,695	\$13,695
Site Communications					
New Incoming Communications Ductbank (2 - 4" PVC)	100	lf	\$29.80	\$2,980	
Excavation / Backfill	100	lf	\$23.30	\$2,330	
				\$5,310	\$5,310
				\$538,290	\$538,290



Courtney Hummel <chummel@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>

Mon, Feb 19, 2018 at 2:34 PM

To: chummel@southhadleyma.gov, chamlin@southhadleyma.gov, kmaher@southhadleyma.gov

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 Council on Aging

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.

Please give any details regarding your interest in this appointment? I am interested in supporting the Senior Center and the Senior Center Building Project.

Please Provide the Following Information

Name Carol Constant

Email

Address1

Address2 Field not completed.

City	South Hadley
State	MA
Zip	01075
Primary Phone	
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	<i>Field not completed.</i>

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	<i>Field not completed.</i>
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?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	Town Meeting member 1999 to present, South Hadley Cultural Council, 2005-2006?, Town Meeting Review Committee 2009-2010?, South Hadley Youth Commission Study Committee, 2013?, South Hadley Youth Commission, 2014-2015?,
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I currently work as Director of Community Engagement at The Loomis Communities. In that role I am responsible for community engagement and the overall philanthropy program. I previously worked as Museum Director at Wistariahurst in Holyoke and as Annual and Special Gifts Officer at MHC. I have experience in building coalitions for a common goal. I helped organize a group of cultural organizations called Passport Holyoke. I helped the South Hadley Music Parents organize as a 501c3 non-profit organization. I am past president of Women in Philanthropy of Western Massachusetts. I helped organize the South Hadley Youth Commission. I am co-founder and board member of Music and Arts South Hadley. I recently joined the South Hadley and Granby Chamber of Commerce Board. I am involved in Dementia Friendly Communities programing in Western Massachusetts.
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.

Leslie Hennessey

Upload a Letter of Interest

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

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

Michael J. Sullivan
Town Administrator

March 1, 2018

Honorable Selectboard;

Please accept this report as an abridged accounting of projects and activities we are undertaking here in Town Hall on behalf of you and the citizens of South Hadley. It seems to be getting busier in each office every day, even with inclement weather conditions.

Changing Faces; As you are aware we recently have seen Courtney Hummel leave her position as Administrative Assistant to Administration, first I believe we should make a title change to Executive Assistant to Administration, I also was incredibly impressed with Ms. Hummel's acclimatization in respect to the duties and responsibilities. She quickly established herself as a key part of the organization, only to be stolen away by the private sector. I wish Courtney every success in her career.

This has caused me to ask Kristin Maher to move into the Exec Assistant position where I am sure she will take the job to even another level. Unfortunately, Jackie Iskander (assistant Treasurer/Collector, soon to have been Treasurer/Collector) has announced she also is headed to the dreaded private sector for a position she feels better suits her needs and skills. I cannot thank Jackie enough for the dedication and drive she has brought in her nearly two and a half years in South Hadley Town Hall. Amazing is the only word I can use to describe her acumen and performance.

I wish it stopped there ...we also had one employee leave the DPW a recent hire Patrick Harris (we never even got a chance to introduce him to the SB). We have found a great replacement at the Recycling Center internally, but that will cause us to have to back fill. This also places a strain on existing employees who are tasked with additional responsibilities, but we also continue to look for efficiencies to off set.

The municipal setting is not an easy environment to work in, lots of demands with few platitudes. It also is a sign of a robust economy, talented young employees are getting offers elsewhere with "career" positions. SoHa is not the only community to be best by this drain unfortunately. We will continue to look for opportunities to attract the highest quality employees to deliver services as best as possible.

Cable Sub Committee; Selectboard Member John Hine, Studio Director Bob Smith, IT Coordinator James Doolittle and I met on February 27 to discuss some of the concepts and ideas for the next Comcast contract.

As you are aware there are key areas which are not part of cable contract negotiations according to FCC rules. Programming, rate setting, product selection, internet, phone are chief among those areas. The primary areas of discussion are length of contract, origination grant and percentage surcharge.

There was an ensuing discussion about high speed internet, streaming programs, SHELDT efforts, the much anticipated new phone system and the future of the world, or at least the tech part of it. This discussion was actually very helpful for this process in making sure we have a primary grasp on the changing landscape. Having individuals who know our internal needs, our deficits and concern, participate in a robust conversation is very constructive to seeing the bigger picture.

The process remains on schedule with a goal of having a final recommendation by October or December 2018 (contract ends December 2019). The Selectboard will, of course, see the final recommendation and will be called upon to sign the final draft as soon as it is completed.

PVTA Hearing at MHC; I attended the recent hearing regarding the service reductions to express the Selectboard and administration's concern about back to back years of South Hadley getting less transit service. Kevin McCaffrey Assistant to the MHC President had asked if I would attend this MHC Student Government Association sponsored hearing.

PVTA Executive Director Sandra Sheehan was in attendance, representatives from PVPC, Berkshire Hills Academy students, South Hadley residents and MHC students. I would estimate there was about 60 attendees. The MHCSGA has created a petition which has garnered nearly 3,000 signatures in a few weeks on to protest the reductions.

It was impressive to hear the students not only advocating for themselves, but for riders who are impacted beyond convenience, for those riders who cannot make it to their jobs, for MHC employees who count on PVTA service, the selflessness was palpable.

One point I felt need to be made was the lion's share of state aid to transit systems is earmarked to MBTA who has the most affluent ridership. PVTA is the second highest system ridership next to the MBTA, but has the poorest ridership as well. It is as, if not more important for us to focus on getting the minimum wage rider to their job as it is for us to get someone to their \$200K job in the Financial District. Transit funding should be shared in a socially responsible way, not just sheer number passengers, it is who they are that should count.

The attendees appreciated having the South Hadley SB as part of their advocacy for more funding and less if any route reductions. We should be growing not shrinking our transit offerings in the Pioneer Valley or whatever they call it now.

Tax Time; I have discussed this before, but as an annual reminder I believe it is helpful bring it to your attention. There is always a number of people who call the T/C Office in search of what they paid for excise or sometimes real estate tax in the previous calendar year in the next few weeks. It is somewhat surprising where they call from and what is their service expectation.

We have provided a link on the Collector/Treasurer page (<http://southhadleyma.gov/FormCenter/Collector-Treasurer-14/Tax-Statement-Request-Form-63>) to request local tax information for tax preparation. Once a request is filed we reply with accurate information as soon as possible.

The challenge is when people call expecting instant response over the phone or in person we too often give information which later is deemed to be inaccurate. It also significantly impacts work flow in the office, potentially causing mistakes elsewhere.

As is normally the vast majority of callers understand and are extremely cooperative, but they also are not the ones we (or you) hear complain about our slow service responding to their poor recordkeeping. We will continue to work on the balance.

District Elections; Recently I, along with Town Clerk Carlene Hamlin attended a meeting with District 1 and 2 (Mike Wozniak and Monica Walton D1 and Rick Constant and Barbara Miller D2) and Atty. Mark Beauregard in Town Hall about coordinating the District annual elections with the annual Town elections.

There was what I believe a great first step suggested by Atty. Beauregard to move the April 2019 District Elections into the high school on the same day and have each District run their own elections simultaneously in to be determined separate areas.

While the goal is to increase voter turnout and add convenience to the process for all. It also gives the Districts an opportunity to consider additional steps to have a unified election. There are procedural and regulatory obstacles to say the least, but this is a good first step to simply coming together. Congratulations to all for your willingness to cooperate.

Capital Planning/Appropriations Senior Center Meeting; Thank you to Tim Eagles and Leslie Hennessey for communicating all that has been done in respect to the Senior Center Conceptual Plan. It was evident by this evening's presentation although this

process is two years in the making there has been a great deal of thought and consideration put in to the conceptual plan.

You may recall in May 2016 the SB placed on the Town Meeting warrant an article for \$40K to evaluate a number of public buildings and to create a conceptual plan for Senior Center. The concept now resides on the COA web page and will be reviewed at the upcoming SB Meeting. It was great to hear recently about Senator Rosenberg getting a \$1 million dollar jacket appropriation on the senate version of the state FY 19 budget. While it is not money we should consider spending soon, it would be helpful if it stays in place.

There seemed to be some general support of the concept and the various funding strategies. No one in the room thought the plan was nearly refined to the point it needs to be, but we will stay at it. Thank you also Appropriations and Capital Planning

Final notes; I recently had the pleasure to meet with the new Loomis Communities (LC) Director Maureen O'Toole and discuss her vision for the property and future relationships with the town. She was with Carol Constant one of South Hadley's great promoters and Community Engagement Specialist for Loomis. The LC will be conducting a major self-evaluation in the coming months and the Director sounded very much committed to continued investment and expansion.

I also had an opportunity to tour and taste the new dining common at MHC (they dragged me out) recently with several new faculty and staff, Kevin McCaffrey and Nancy Apple (South Hadley SEC). The food was great and the facility was off the hook (do people still say that). There will be an official grand opening in September that MHC is hoping the SB will be able to attend and taste the delights ...can I come with you?

We did get to talk about VBS and the River to Range Trail. Again I apologize for not getting an update to you sooner on some of the staffing issues. Thanks for your guidance and support!

Respectfully submitted;

Michael J. Sullivan
Town Administrator, South Hadley