

**SELECTBOARD MEETING
TUESDAY, FEBRUARY 5, 2019
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: Draft minutes of the Jan. 22, 2019 meeting.
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
 - A. Request for a One-Day Beer and Wine License on Feb. 9 at All Saints Church
 - B. Request for a Multi-Date Beer and Wine License for Feb. 14 - 16 for Tower Theaters
5. TRI-ANNUAL INTERVIEWS
 - A. James Canning: Tree Comm
 - B. Genevieve VandeMerghel: Tree Comm
 - C. Simon Elliot: ZBA
 - D. Michelle Cruz: ZBA
 - E. Matt Muldoon: Rec Comm
 - F. Ben Sabbs: Rec Comm
 - G. Mark Zraunig: Rec Commission
 - H. Judy Gooch: MPUAC, OSAC
 - I. Linda Young: MPUAC, OSAC
 - J. Michelle Wolfe: MPUAC, OSAC
 - K. Lucia Foley: MPUAC, OSAC
 - L. Martha Terry: MPUAC
 - M. Nate Therien: MPUAC
 - N. Helen Fantini: MPUAC
 - O. Marie Rohan: OSAC
 - P. Peter Blain: OSAC
6. NEW BUSINESS
 - A. Senior Center Architect Recommendation (OPM)
 - B. Change of Manager – Ledges Golf Course
 - C. South Hadley Motors – 510 New Ludlow Rd
7. RESIGNATIONS/APPOINTMENTS
 - A. Resignation from Kelly Woods from the Tree Committee
8. OTHER BUSINESS
 - A. Seasonal Population ABCC
 - B. Budget Update FY 2020
9. TOWN ADMINISTRATORS REPORT
10. CHAIRMAN’S REPORT
11. ADJOURN

**SELECTBOARD MEETING
TUESDAY, JAN. 22, 2019
MINUTES
SELECTBOARD MEETING ROOM – 7 P.M.**

Present were Vice Chair Andrea Miles, Clerk Jeff Cyr, member Sarah Etelman, member Bruce Forcier, and Town Administrator Michael J. Sullivan. Chair Ira Brezinsky was absent.

CALL TO ORDER

Miles called the meeting to order at 7 p.m.

APPROVAL OF MINUTES

Forcier motioned to approve the draft minutes of the Dec. 4, 2018 and Jan. 8, 2019 meeting. Cyr seconded. All in favor.

ANNOUNCEMENTS

Forcier thanked the community on behalf of Bag The Community for their donations of time, resources and non-perishables.

Sullivan reminded residents town hall will be closed at noon on Friday, Jan. 25 for town staff to attend a professional development day. The topic is ethics training with the state ethics commissioners.

SPECIAL MUNICIPAL EMPLOYEE FOR BOARD OF ASSESSORS

Sullivan said one member of the Board of Assessors is a lawyer by trade and would like to appear before boards other than the assessors as allowed by law. The Selectboard may accept the Board of Assessors as municipal employees, under Section 17 of MGL. The entire board must have the designation opposed to just the individual member. The designation lasts for one year. Etelman moved to designate the Board of Assessors as Special Municipal Employees in accordance with MGL c. 268A. Cyr seconded. All in favor.

VETERAN DISTRICT SERVICE BOARD

Forcier said Brian Willette has expressed an interest in being on the district board. Sullivan said Willette would also need appointment from the mayor of Easthampton. Forcier motioned to recommend Brian Willette be the third member of the South Hadley /Easthampton Veterans District Board. Etelman seconded. All in favor.

TOWN COUNSEL REQUEST FOR QUALIFICATION

Sullivan said when the Selectboard appointed Brian O'Toole, an associate of Edward Ryan, as temporary town counsel, members stated they would revisit the appointment in January. O'Toole is doing an excellent job, said Sullivan. Because the Selectboard stated they would revisit the appointment, Sullivan asked if the Selectboard was interested in having Sullivan draft a request for qualifications, and if the board is changing its process in looking for town counsel. Members indicated Sullivan should move forward with drafting language for an RFQ.

COMMUNITY DEVELOPMENT FUND PUBLIC HEARING – 7:10 P.M.

A public hearing was opened at 7:10 p.m. for the discussion of community development funding. Pioneer Valley Planning Commission Deputy Director Jim Mazik discussed Community Development Block Grant funds and the town's ability to apply to the Massachusetts Department of Housing and Community Development for up to \$800,000 in funds. He suggested focusing on and putting the two strongest components forward – bathroom modifications for up to four units at Lathrop Village and town-wide housing rehabilitation. There are 40 people on the waiting list for housing rehabilitation in South Hadley. Mazik said it's a moderate-income program which assists many single families, young couples with children, and the elderly. Projects include new roofs and weatherization.

Mazik said the town can only receive \$1.35 million throughout the course of two years. The objective for this year is to go for a smaller application and focus on housing to exceed no more than \$550,000, saving the \$800,000 balance for the following year for larger projects. Mazik said this maximizes the funding over the two-year period. The town would know if it received the funding in the summer. If funding is received, work would start in the fall.

The town does not yet have an ADA plan in place, but it will be completed by the end of this calendar year. Mazik said when it does, the town can apply for construction money up to \$100,000 without plans and specs. For example, curb ramps, door hardware, and elevator upgrade design work.

Miles closed the public hearing at 7:17 p.m. Etelman moved to authorize submission of the proposed FY 2019 South Hadley Community Development Fund grant application to the Massachusetts Department of Housing and Community Development in an amount not to exceed \$550,000 as detailed in the public hearing and to include funding for a Housing Rehabilitation Program and funding for the South Hadley Housing Authority for the renovation of existing bathrooms in four units at Lathrop Village. Forcier seconded. All in favor.

Etelman moved to authorize execution and submission of all required forms, documents, letters, and authorizations pertaining to the proposed FY 2019 South Hadley Community Development Fund grant application. Cyr seconded. All in favor.

ACCEPTANCE OF CHATER 21 & 22 FOR HEALTH INSURANCE

Joe Shea of the Hampshire County Group Insurance Trust described changes to the trust's health insurance, including the introduction of copays for the first time and small deductibles on pharmaceuticals. These are the first changes proposed in nearly 20 years. He said the trust has been informed by a number of attorneys that accepting chapters 21 and 22 is the way to go for municipalities to make changes to health benefits. The trust can make the changes but municipalities within have to determine how they're going to implement the changes. Each community would have to create a public employee committee charged with deciding how any savings would be shared.

Representatives from local unions spoke out against acceptance of chapters 21 and 22, including Scott Beaulieu of the South Hadley Education Association, Daniel Kelleher of the custodians AFSCME, Ray Hebert of the South Hadley Police Union, and Peter Jesionowski of the South Hadley Electric Light Department IBEW.

Sullivan said the public employee committee exists and has to have a representative from every union in town. Chapters 21 and 22 were installed by the legislature. If the Selectboard accepts chapters 21 and 22, they would be accepting a law and not passing a law. He said no one wants to see these changes but the future is dim if the town doesn't make the changes – funding for the schools, police and DPW would need to be shifted away.

Cyr said he is a public employee like the rest of the crowd in the room, and the changes proposed will affect his family directly more than most. But he is willing to pay, and accept chapters 21 and 22, in order to see no increase next year.

Etelman moved to accept Massachusetts General Law Chapter 32b Sections 21 and 22 for the purposes of considering and/or negotiating changes to health insurance benefits and/or copays and deductibles offered to all collective bargaining units and retirees by the Town of South Hadley. Cyr seconded. All in favor.

MMA RECAP

Sullivan said he hoped the Massachusetts Municipal Association Conference was beneficial for all Selectboard members. Members attended various workshops during the weekend conference, including seminars on changes to ClearGov, recycling, updates to the voting law and open meeting, age friendly communities and procurement, among others.

TA REPORT

Etelman said she was surprised and happy to see that Senator Jo Comerford was taking the town up on using office space offered to her.

For the full report, see the Jan. 22, 2019 Selectboard packet.

ADJOURN

Forcier motioned to adjourn. Etelman seconded. All in favor. The meeting adjourned at 8:22 p.m.



The Commonwealth of Massachusetts Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY BEER AND WINE LICENSE

Application #

TGL-19-3

Date Submitted

1/14/2019

Applicant Name: **All Saints' Church**

Company:

Applicant Address: **5-7 Woodbridge St. South Hadley MA 01075**

Applicant Phone: **532-8917**

Applicant Email: **allsaintschurchoffice@gmail.com**

Date Applied For: **02/09/2019**

Hours of Operation: **6:30 pm - 10:00 pm.**

Address of Location: **5-7 WOODBRIDGE ST, Souh Hadley, MA 01075**

Description of Location: **Kidder Hall - All Saints' Church**

Type of Event: **Annual Trivia Night**

RESTRICTIONS:

- If the event is to be held indoors in a building or structure that is not annually certified as a place of assembly, an inspection may be required by the Town Building Inspector and appropriate District Fire Inspector. The applicant is responsible to schedule the inspections, if necessary.
- Per MGL Chapter 138, Section 12 and 13, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

OTHER RESTRICTIONS:

LIABILITY DISCLAIMER:

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Selectboard, as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage should result from the exercise of the license.

LIQUOR LIABILITY INSURANCE REQUIREMENT

For any event held on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted with this application.

Payment Date	Amount Paid	Payment Type	Payment Number
1/18/2019	\$30.00	Check	7550



The Commonwealth of Massachusetts

Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY BEER AND WINE - MULTI DATE LICENSE

Application #

TGL-19-6

Date Submitted

1/22/2019

Applicant Name: **South Hadley's Tower Theaters**

Company:

Applicant Address: **19 College Street South Hadley MA 01075**

Applicant Phone: **4135333456** Applicant Email: **badam@towertheaters.com**

Dates Applied For: **2/14/19, 2/15/19, 2/16/19**

Hours of Operation: **3:00 PM - 11:00 PM**

Address of Location: **19 COLLEGE ST, Souh Hadley, MA 01075**

Location Description: **Movie Theater**

Type of Event: **Movie Opening**

RESTRICTIONS:

- If the event is to be held indoors in a building or structure that is not annually certified as a place of assembly, an inspection may be required by the Town Building Inspector and appropriate District Fire Inspector. The applicant is responsible to schedule the inspections, if necessary.
- Per MGL Chapter 138, Section 12 and 13, alcohol cannot be sold between the hours of 2 a.m. and 8 a.m. Monday-Saturday or between the hours of 1 a.m. and 12 noon on Sunday.

OTHER RESTRICTIONS:

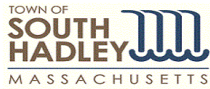
LIABILITY DISCLAIMER:

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of South Hadley, and the Selectboard, as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage should result from the exercise of the license.

LIQUOR LIABILITY INSURANCE REQUIREMENT

For any event held on town-owned property, liquor liability insurance naming the Town of South Hadley as an additional insured must be obtained prior to the event with a minimum per occurrence amount of \$250,000. A certificate of insurance showing liquor liability insurance coverage must be submitted with this application.

Payment Date	Amount Paid	Payment Type	Payment Number
1/22/2019	\$90.00	Paypal	Paypal



Kristin Maher <kmaher@southhadleyma.gov>

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

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

Tue, Oct 2, 2018 at 12:35 PM

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

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 Tree Committee

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 a member of the Conservation Commission and have been so for a number of years. As my knowledge of the South Hadley natural environment has grown, I find trees and how they are planted and maintained is directly related to the protection of wetlands and to the Connecticut River. During the past year the Conservation Commission and the Tree Committee have collaborated on planning the Arbor Day event that is aimed at stimulating interest in the Towns natural resources among youth, teachers, and others. My membership on the Tree Committee would broaden collaboration between the two groups and generate sharing knowledge and promote cross discipline creativity.

Please Provide the Following Information

Name	James Canning
Email	Address1
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	
Alternate Phone	Field not completed.

Cell Phone: *Field not completed.*

General Questions

Are you a registered voter in the Town of South Hadley? Yes

Are you a Town Meeting Member? *Field not completed.*

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. Conservation Commission. I am currently a Commissioner and am Vice Chair. My term will expire in 2021. I have been on the Commission since 2003.

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.) I am professor Emeritus at Springfield College from which I retired in August. I taught ecological systems and group psychology, fields which inform environmental practices in South Hadley. I am experienced in research related to public health and public policy..

Please list any additional information you think may be helpful in reviewing your application. *Field not completed.*

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. I have been asked by members of the Tree Committee to request membership. The Chair and members support this application.

Upload a Letter of Interest *Field not completed.*

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

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

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

Tue, Jan 22, 2019 at 6:41 PM

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

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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Choose From the Following Tree Committee

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 not sure what the tree committee does and would like more information. I was saddened at the removal of the Post Office tree several years ago and wondered why that was decided. I have been reading about the importance of native trees in supporting the insect biomass necessary to feed birds and other wildlife so have become a proponent of planting native trees wherever possible. When I saw this committee was looking for members, I wondered if this was an opportunity to

steer new planting decisions in that native direction in our town.
I am happy to live in a part of the country so full of beautiful
trees.

Please Provide the Following Information

Name	Genevieve Van de Merghel
Email	██████████
Address1	3 ASHFIELD LN
Address2	<i>Field not completed.</i>
City	SOUTH HADLEY
State	MA
Zip	01075
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	██████████

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I've spent many years volunteering at animal shelters. I work as a court reporter.
Please list any additional information you think may be	<i>Field not completed.</i>

helpful in reviewing your application.

How did you learn of the vacancy you are applying for?

Town Website

If you indicated another resident or other above, please provide the resident's name or provide additional details.

Field not completed.

Upload a Letter of Interest

Field not completed.

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

Simon D. Elliott
40 Carew St., Apt. 3
South Hadley, MA 01075

September 19, 2018

To whom it may concern,

I am writing this letter to express my interest in becoming a member of the Town of South Hadley Zoning Board of Appeals. I believe that my experience with housing regulatory issues and land use, both in the public and non-profit sectors, as well as my educational background and passion for all aspects of housing, would make me a strong asset to the Board.

From January 2017 to June 2018, I worked for the City of Worcester Human Rights Commission on housing, fair housing, and homelessness issues in Worcester. As staff, I worked in various capacities related to housing and homelessness in Worcester. As staff for the Office, I advocated for low- and moderate-income tenants who were experiencing housing instability—evictions, conditions issues, and homelessness. For the duration of the City Manager’s Task Force for Sustaining Housing First Solutions, I served as staff for the Affordable Housing Committee, and had the opportunity to learn about the regulatory guidelines that must be considered with the preservation, conversion, and production of affordable housing stock in the Commonwealth, such as Chapter 40B. During my tenure with the City of Worcester, I also served as the staff liaison to the Commission, preparing agendas, documents for review, and proposals. I also assisted in ensuring the Commission was following Open Meeting Laws by preparing detailed meeting minutes, and encouraging discussion with members of the community at our meetings.

In June 2018 I joined the staff at the Massachusetts Fair Housing Center. In this role, I am tasked with promoting our organization’s mission of combating illegal housing discrimination and promoting equal access to housing throughout the five counties of central and western Massachusetts. I work to ensure that private landlords are in compliance with state and federal fair housing laws, and am continuously working to build my understanding of fair housing issues as they apply to municipalities, housing authorities, and private housing providers.

I graduated from Clark University in 2017 with a Bachelor’s in Political Science and Spanish, and in 2018 with a Master’s in Public Administration with a concentration in public sector leadership.

I believe that my experience, educational background, and my demonstrated passion for housing and land use issues would make me an asset to the Zoning Board of Appeals.

Thank you for considering my application. I look forward to speaking with you further about this opportunity soon.

Kindly,

Simon D. Elliott



Kristin Maher <kmaher@southhadleyma.gov>

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

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

Wed, Sep 19, 2018 at 3:25 PM

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

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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Choose From the Following Board of Appeals

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

Field not completed.

Please give any details regarding your interest in this appointment?

Over the past two years, I have had the opportunity to work in varying capacities related to affordable housing, fair housing, and land use, both in the public and non-profit sectors. I am interested in becoming a member of the Zoning Board of Appeals to be able to apply my knowledge and passion for all things housing to our great town of South Hadley.

Please Provide the Following Information

Name Simon D. Elliott

Email

Address1

Address2 *Field not completed.*

City South Hadley

State MA

Zip 01075

Primary Phone

Alternate Phone *Field not completed.*

Cell Phone: *Field not completed.*

General Questions

Are you a registered voter in No

the Town of South Hadley?

Are you a Town Meeting Member? No

Is any of your immediate family employed by the Town of South Hadley? No

Do you now or have you previously served in Town government? No

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)

From January 2017 to June 2018, I worked for the City of Worcester Human Rights Commission on housing, fair housing, and homelessness issues in Worcester. As staff, I worked in various capacities related to housing and homelessness in Worcester. As staff for the Office, I advocated for low- and moderate-income tenants who were experiencing housing instability—evictions, conditions issues, and homelessness. For the duration of the City Manager’s Task Force for Sustaining Housing First Solutions, I served as staff for the Affordable Housing Committee, and had the opportunity to learn about the regulatory guidelines that must be considered with the preservation, conversion, and production of affordable housing stock in the Commonwealth, such as Chapter 40B. During my tenure with the City of Worcester, I also served as the staff liaison to the Commission, preparing agendas, documents for review, and proposals. I also assisted in ensuring the Commission was following Open Meeting Laws by preparing detailed meeting minutes, and encouraging discussion with members of the community at our meetings. In June 2018 I joined the staff at the Massachusetts Fair Housing Center. In this role, I am tasked with promoting our organization’s mission of combating illegal housing discrimination and promoting equal access to housing throughout the five counties of central and western Massachusetts. I work to ensure that private landlords are in compliance with state and federal fair housing laws, and am continuously working to build my understanding of fair housing issues as they apply to municipalities, housing authorities, and private housing providers.

Please list any additional information you think may be helpful in reviewing your application.

I graduated from Clark University in 2017 with a Bachelor’s in Political Science and Spanish, and in 2018 with a Master’s in Public Administration with a concentration in public sector leadership.

How did you learn of the vacancy you are applying for?

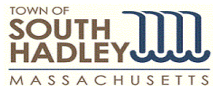
Town Website

If you indicated another resident or other above, please provide the resident's name or provide additional details.

Field not completed.

Upload a Letter of Interest [Simon D Elliott \(ZBA\).docx](#)

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Thu, Jan 10, 2019 at 4:48 PM

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.

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Choose From the Following Bylaw Review Committee, Zoning Board of Appeals

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.
1-Zoning Appeals Committee 2-By Law Committee

Please give any details regarding your interest in this appointment? I am interested in the above Committees because I would like to be more active in my town and I believe my legal background would be an asset to the Committee.

Please Provide the Following Information

Name Michelle Cruz

Email [Redacted]

Address1 47 Bardwell Street

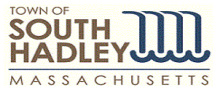
Address2 Field not completed.

City	S. Hadley
State	MA
Zip	01085
Primary Phone	[REDACTED]
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?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have over 18 years legal experience as a lawyer. I have also participated in various Committees when I worked in CT and have worked on various legislation.
Please list any additional information you think may be helpful in reviewing your application.	I am both a parent and care from my elderly parents. I feel I represent many of those who reside in our town.
How did you learn of the vacancy you are applying for?	Email from Town of South Hadley
If you indicated another resident or other above, please provide the resident's name or provide additional details.	<i>Field not completed.</i>
Upload a Letter of Interest	<i>Field not completed.</i>

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Wed, Nov 7, 2018 at 2:49 PM

Application for Appointment to Board, Commission, or Committee

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Choose From the Following Recreation Commission

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

Please give any details regarding your interest in this appointment? I (Matthew Muldoon) would be honored to be appointed to the Park and Recreation commission. I have been a town resident for most of my life and have a strong passion for the growth of South Hadley! I feel I would work excellent with all the board members and also have strong community ties from being involved in playing numerous sports growing up along with coaching numerous sports now. I would take this appointment very serious and would love the opportunity to prove this to everyone in the Town of South Hadley. Thank you for your time in this matter.

Please Provide the Following Information

Name	Matthew Muldoon
Email	[REDACTED]
Address1	7 Skinner Lane
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	[REDACTED]
Cell Phone:	Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	In the past I was an asst. coach for 4 years for the South Hadley High school football team, I currently serve on the board of directors at St Pats, I have coached St Pats basketball along with currently coaching for Second Baptist basketball, I have also helped coach Park and Rec soccer with Coach Carrillon among other asst roles with other sports. needless to say I have a lot of passion for the kids and sports in this town.
Please list any additional information you think may be helpful in reviewing your application.	My love and passion for the Town of South Hadley is something i carry with pride and would love the opportunity to be appointed to this Commision and be a loyal member to the rest of the team>
How did you learn of the vacancy you are applying for?	Other
If you indicated another resident or other above,	Field not completed.

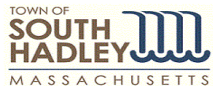
1/9/2019

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

please provide the resident's
name or provide additional
details.

Upload a Letter of Interest *Field not completed.*

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Thu, Jan 10, 2019 at 7:24 PM

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.

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 Recreation Commission

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee you wish to apply for. Field not completed.


Please give any details regarding your interest in this appointment? I am very involved with a variety of athletics in town. I would like an opportunity to also be involved with other recreation activities. I have 2 years of experience as an assistant director for a parks and recreation department and think I would be able to be an asset for the community.

Please Provide the Following Information

Name Benjamin Sabbs

Email [Redacted]

Address1 18 central ave

Address2	<i>Field not completed.</i>
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?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	11 years of coaching at south Hadley high school Football, baseball, track & field 2 years as an assistant parks and recreation director for the town of Wilbraham. 5 years running the recreation department summer baseball camp
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?	Another Resident
If you indicated another resident or other above, please provide the resident's name or provide additional details.	Anne Blaney Perez
Upload a Letter of Interest	<i>Field not completed.</i>

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

January 15, 2019

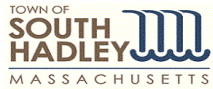
Town of South Hadley
Selectboard Members
116 Main Street
South Hadley, MA 01075

Dear Selectboard Members,

I would like to formally apply for the open Recreation commission member position. I have spent the better part of six years on our towns fields and in our towns gyms coaching my kids and their classmates. I feel I have a good handle on what parents expectations are on youth sports and can have a positive impact on what is already a great youth and adult recreation department. Thank you for your consideration.

Sincerely,

Mark Zraunig



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Tue, Jan 15, 2019 at 6:01 PM

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.

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 Recreation Commission

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

Please give any details regarding your interest in this appointment? I have lived in town for about 12 years and have been coaching a youth sport for my two children every season for the past six years. I have previously served on the golf commission and am currently a town meeting member. While I believe the recreation department does a great job, I feel as if I can provide some insight into ways we can improve our youth and adult programs. Please consider me for the open commission member position. Thank you. Mark Zraunig

Please Provide the Following Information

Name Mark Zraunig

Email	[REDACTED]
Address1	66 San Souci Drive
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
Is any of your immediate family employed by the Town of South Hadley?	Yes
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.	South Hadley Golf Commission
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have spent the last six years coaching multiple sports per season for my two children. I also believe I have a great feel for what parents expectations are for youth sports.
Please list any additional information you think may be helpful in reviewing your application.	I
How did you learn of the vacancy you are applying for?	Town Website
If you indicated another	Field not completed.

1/16/2019

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

resident or other above,
please provide the resident's
name or provide additional
details.

Upload a Letter of Interest *Field not completed.*

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

JEFF SQUIRE, Chair
MARK CAVANAUGH, Vice-Chair
MELISSA O'BRIEN, Clerk
BRAD HUTCHISON
DIANE SUPCZAK-MULVANEY
LARRY BUTLER

RICHARD HARRIS, Director of Planning & Conservation

January 30, 2019

TO: Mike Sullivan, Town Administrator

FROM: Richard Harris, AICP *Richard L. Harris*
Director, Planning & Conservation

SUBJECT: Appointments to the Master Plan Update Advisory Committee and the Open Space & Recreation Plan Update Advisory Committee

I understand the Selectboard is scheduled to appoint members to these two vital committees on February 5, 2019. It is vital that these committees be appointed so they can begin their tasks of advising the consultants on the planning project – especially the Open Space & Recreation Plan Update a draft of which needs to be completed within the next several months. As the attached “overviews” of the two committees indicate, the Open Space & Recreation Advisory Committee is intended to have at its core representatives of several boards/departments that are closely involved with open space and recreation issues – particularly given the aging population:

- Bike/Walk Committee
- Conservation Commission
- Council on Aging
- Recreation Commission
- Planning Board or Master Plan Implementation Committee

Accordingly, I have contacted the chairs or directors of each of these entities to request that they forward recommendations for their representatives and have their representatives submit their own nomination through the online portal. It is hoped that the representatives of these 5 entities will serve as the core for the OSRP Update Advisory Committee.

Additionally, as the attached “overview” of the Master Plan Update Advisory Committee suggests, we envision some overlap between the two committees by inclusion of 1 or 2 of the OSRP committee members being appointed also to the Master Plan Update Advisory Committee.

In terms of ex-officio members of the Advisory Committees, I believe the Chairs of the Planning Board and the Master Plan Implementation Committee should serve in this capacity and don't see a need for any other ex-officio members. Conservation Administrator/Planner Anne Capra and myself will serve as staff to both committees in support of the consultant team.

South Hadley Open Space & Recreation Plan Update Advisory Committee

Overview

Purpose/Responsibility: Updating the Open Space & Recreation Plan requires input from residents with a committee focused on the Open Space & Recreation Plan Update to help guide the planning process. The South Hadley Open Space & Recreation Plan Update Advisory Committee has the responsibility of providing and coordinating community input as well as guiding the development of the plan's recommendations. To that end, the Committee will:

- Meet on a regular basis to discuss the Plan and the planning process;
- Working through the Planning & Conservation Department staff, assist in the coordination and dissemination of relevant information via a variety of forums;
- Function as the central element of the Community Engagement process including encouraging community participation and assisting in analyzing the input;
- Coordinate project activities and schedule with the Planning & Conservation Department staff and consulting team;
- Review and comment on drafts of each plan element;
- Provide guidance to consulting team on key policy issues that arise through the planning process; and
- Make recommendations as needed to the Planning Board relating to the update's policy recommendations and implementation program.

Timeframe: The Open Space & Recreation Plan has a short-term deadline in that it must be completed – with State approval as the final step – no later than June 30, 2019 for the Town to maintain eligibility for several critical grant programs. We anticipate the complete draft of the plan will be ready for submittal to the State by mid-April 2019.

Meetings: Community Engagement is central to this process and the Committee is essential to achieve successful Community Engagement through a variety of meetings.

- The Committee is anticipated to meet approximately 5 times.
- One or more Community Engagement meetings focused on this Plan will also be held and the Committee members are anticipated to participate in those meetings as well.
- While the Committee meetings are anticipated to be held at Town Hall, the Community Engagement meeting(s) may be held elsewhere in the community.

Committee Composition:

- The Committee should not exceed 9 persons (5-7 persons would be preferred)
- The Committee should be representative of the community and reflect the issues which the Plan Update is anticipated to address including the variety of recreation needs, role of open space and conservation in our community, an aging

population, etc. As such, the Committee would benefit from having representatives of the varying demographics and diversity of interests in the Town. Given the requirements of the State's planning process and the anticipated Plan issues, at a minimum, representatives of the following should be included on this committee:

- Bike/Walk Committee
- Conservation Commission
- Council on Aging
- Recreation Commission
- Planning Board or Master Plan Implementation Committee

Committee Coordination: The Committee activities are to be coordinated through the Planning & Conservation Department staff – Director Richard Harris and Conservation Administrator/Assistant Planner Anne Capra.

South Hadley Master Plan Update Advisory Committee

Overview

Purpose/Responsibility: Updating the Master Plan requires input from residents with a committee focused on the Master Plan Update to help guide the planning process. The South Hadley Master Plan Update Advisory Committee has the responsibility of providing and coordinating community input as well as guiding the development of the plan's recommendations. Fundamentally, it is the mission of the Committee to promote interest in, and understanding of the Master Plan. To that end, the Committee will:

- Meet on a regular basis to discuss the Plan and the planning process;
- Working through the Planning & Conservation Department staff, assist in the coordination and dissemination of relevant information via a variety of forums;
- Function as the central element of the Community Engagement process including encouraging community participation and assisting in analyzing the input;
- Facilitate collecting information and input from Town officials and department heads-as requested;
- Coordinate project activities and schedule with the Planning & Conservation Department staff and consulting team;
- Review and comment on drafts of each plan element;
- Provide guidance to consulting team on key policy issues that arise through the planning process; and
- Make recommendations as needed to the Planning Board relating to the update's policy recommendations and implementation program.

Timeframe: The Master Plan Update process is anticipated to take approximately 16 to 20 months with completion of all of the tasks by mid-2020.

Meetings: Community Engagement is central to this process and the Committee is essential to achieve successful Community Engagement through a variety of meetings.

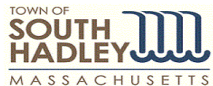
- The Committee is anticipated to meet every 4-8 weeks depending on the need.
- A series of Community Engagement meetings will also be held and the Committee members are anticipated to participate in those meetings as well.
- While the Committee meetings are anticipated to be held at Town Hall, the Community Engagement meetings may be held in a variety of locations.

Committee Composition:

- The Committee should not exceed 9 persons
- The Committee should be representative of the community and reflect the issues which the Plan Update is anticipated to address including housing, land use and development conflicts and needs, an aging population, etc. As such, the Committee would benefit from having representatives of the varying

- demographics of the Town, builders/developers, conservationists, homeowners and tenants.
- To ensure coordination with the Open Space & Recreation Plan Update, 1 or 2 members of the Open Space & Recreation Plan Advisory Committee should also serve on the Master Plan Update Advisory Committee.

Committee Coordination: The Committee activities are to be coordinated through the Director of Planning & Conservation.



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Thu, Jan 3, 2019 at 2:37 PM

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.

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 Master Plan Update Advisory Committee

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 have been a member of the Master Plan Implementation Committee since 2011 and Chair since 2013.

Please Provide the Following Information

Name judy Gooch Dobosh

Email [Redacted]

Address1 26 Jewett Ln

Address2 Field not completed.

City	South Hadley
State	MA
Zip	01075-1361
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?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	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.	Member of the Master Plan Implementation Committee (MPIC) since 2011, Chair since 2013. Member of the fundraising committee for the new Senior Center (August 2018-present.)
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I worked for many years as an employee and then consultant to nonprofit organizations in fundraising, marketing, and management (1973-2010.) I developed and ran training programs in grant seeking, fundraising and strategic planning. Since joining MPIC, I have helped to oversee implementation of the Town Master Plan, meeting regularly with boards and committees, identifying barriers to progress, suggesting solutions, and building relationships between Mt Holyoke College resources and various town entities. With MPIC members, I prepare and present our Annual Report to Town Meeting.
Please list any additional information you think may be helpful in reviewing your application.	As a member of MPIC I am very familiar with the Master Plan and the ways in which it has enhanced the quality of life in town. During regular meetings with boards and committees to monitor progress we have learned about what is working well and why some tasks haven't been completed. We are aware of concerns expressed in regard to the process of developing this (and other) plans. MPIC is committed to an open process for the Master Plan update. I have had a great deal of experience

facilitating group discussions and would be happy to use those skills in gathering information from a variety of interested individuals and organizations.

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. MPIC began suggesting an update of the Master Plan three years ago.

Upload a Letter of Interest *Field not completed.*

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Thu, Jan 3, 2019 at 10:30 AM

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.

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 Open Space & Recreation Plan Update Advisory Committee

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee you wish to apply for. Field not completed.

Please give any details regarding your interest in this appointment? Field not completed.

Please Provide the Following Information

Name Judy Gooch Dobosh

Email [Redacted]

Address1 26 Jewett Ln

Address2 Field not completed.

City	South Hadley
State	MA
Zip	01075-1361
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?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	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.	Member of the Master Plan Implementation Committee (MPIC) since 2011, Chair since 2013. Member of the fundraising committee for the new Senior Center (August 2018-present.)
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I worked for many years as an employee and then consultant to nonprofit organizations in fundraising, marketing, and management (1973-2010.) I developed and ran training programs in grant seeking, fundraising and strategic planning. Since joining MPIC, I have helped to oversee implementation of the Town Master Plan, meeting regularly with boards and committees, identifying barriers to progress, suggesting solutions, building relationships between Mt Holyoke College resources and various town entities. With MPIC members, I prepare and present our Annual Report to Town Meeting.
Please list any additional information you think may be helpful in reviewing your application.	Because of the overlap between the Master Plan and the Open Space and Recreation Plan, it makes sense to ensure strong connections between the two updates, and I am in a position to facilitate this. MPIC is committed to an open update process for both the Open Space and Recreation Plan and the Master Plan. I have had a great deal of experience facilitating group discussions and would be happy to use those skills in gathering information from a variety of interested individuals and organizations.

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. MPIC regularly meets with the Town Planner and the Planning
Board as part of our oversight activities. The need for an
update to the Open Space and Recreation Plan, which contains
much information relevant to the Master Plan itself, was
discussed at various meetings beginning a couple of years ago.
I also participated in drafting the RFP for a consultant to help
with the update processes, and an advisory committee was
suggested in the RFP.

Upload a Letter of Interest *Field not completed.*

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Wed, Jan 9, 2019 at 10:36 AM

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.

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 Master Plan Update Advisory Committee, Open Space & Recreation Plan Update Advisory Committee

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 served as Chair of the Master Plan Committee and followed that by serving on the Implementation Committee. The Implementation Committee has done a good job of keeping the Master Plan fresh in people's minds, including mine. I continue to attend and follow Planning Board and Selectboard meetings to keep abreast of what is being considered for South Hadley.

Please Provide the Following Information

Name Linda Young

Email [Redacted]

Address1	15 Westbrook Road
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	██████
Alternate Phone	Field not completed.
Cell Phone:	Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
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.	currently: Town Meeting Council on Aging Senior Center Building Committee Tree Committee previously: Bike/Walk Committee Charter Committee 250th Committee GRO South Hadley Master Plan Master Plan Implementation Committee Selectboard
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Converse with a lot of different people of all ages and learn much from them. Our newer residents have much to add to our plans and goals for So. Hadley as do our older residents.
Please list any additional information you think may be helpful in reviewing your application.	My involvement with KYT over many years has brought me in contact with many people.
How did you learn of the vacancy you are applying for?	Town Website
If you indicated another resident or other above, please provide the resident's	Field not completed.

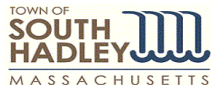
1/9/2019

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

name or provide additional
details.

Upload a Letter of Interest *Field not completed.*

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Sun, Dec 30, 2018 at 9:01 PM

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.

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 Master Plan Update Advisory Committee, Open Space & Recreation Plan Update Advisory Committee

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. Open Space & Recreation Plan Update Advisory Committee Master Plan Update Advisory Committee

Please give any details regarding your interest in this appointment? I have been a member of the Master Plan Implementation Committee (MPIC) since December 2013 and would like to be involved in the the update process for both the OSRP and Master Plan if possible. Currently my involvement on MPIC has been engagement with multiple boards/committees, including Recreation, Schools, Open Space (currently inactive) and Capital Planning. I have always been interested in participating and volunteering when available in my community. I have a daughter who has been active in many of the Recreational activities in town, not only through the Recreation Department, but also through scouting (hiking and camping). My background prior to my MPIC involvement was as a park commissioner in

the City of Newburyport for over 2-1/2 years until I relocated to South Hadley. I was involved in grant writing for CPA funds and managed many activities, including a series of summer concerts at Moseley Woods Park. My first choice due to my experience and interest is on the OSRP Advisory Committee, however I would definitely be interested in the Master Plan Update Committee as well.

Please Provide the Following Information

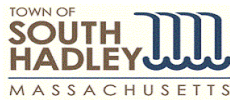
Name	Michelle Wolfe
Email	[REDACTED]
Address1	63 San Souci Drive
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	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.	Master Plan Implementation Committee (MPIC), Town of South Hadley, MA December 2013 until present Moseley Woods Park Commission (and Friends of Moseley Woods), City of Newburyport January 2008 to April 2010
What skills and experience do you have? (Knowledge,	My role in MPIC is mainly technological, in that I manage the web site updates (minutes, agendas, annual report links). I also actively engage with the committees/entities to which I am

other volunteer experience, employment experience, etc.)	assigned, including Capital Planning, Recreation, DPW, Schools and Tree. My full time work is as a digital marketing project manager for a large financial company. In prior commission for the City of Newburyport, I utilized my marketing background to publicize the park, coordinate events and write grant proposals, mainly for CPA funding. Since our group was also part of 501c3, I also coordinated fundraising activities to help cover park's caretaker costs.
Please list any additional information you think may be helpful in reviewing your application.	I work full time but my job is very flexible in terms of meeting times. I am interested in being part of both Advisory committees since I have been involved for many years on the Master Plan Implementation Committee and engaged with the Recreation commission. I was part of the Town Administrator's initial meeting on Recreation forum, to look at consolidating all the activities and recreational offerings in town. And I believe that I can bring not only ideas to the table, but also help where needed in terms of social/digital marketing.
How did you learn of the vacancy you are applying for?	Another Resident, Other
If you indicated another resident or other above, please provide the resident's name or provide additional details.	The postings were emailed to me and I also saw that they were posted on FaceBook in the Granby/South Hadley page.
Upload a Letter of Interest	<i>Field not completed.</i>

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



Kristin Maher <kmaher@southhadleyma.gov>

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

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

Wed, Jan 16, 2019 at 10:41 PM

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

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	Master Plan Update Advisory Committee, Open Space & Recreation Plan Update Advisory Committee
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.	1) Open Space and Recreation Plan Update Advisory Committee, as primary representative of the Bike/Walk Committee (BWC); 2) Master Plan Update Advisory Committee, representing the Open Space and Recreation Plan Committee
Please give any details regarding your interest in this appointment?	Since moving to S. Hadley in 2006, I've served on a number of committees, including: Bike/Walk Committee (BWC), 2012-present; S. Hadley Comprehensive Plan Advisory Committee, 2007-2009; BATTERY Brook Park Building Committee, 2013-2014; S. Hadley AIA SDAT Steering Committee and Rise of the Falls Implementation Committee, 2011-2015; S. Hadley Cultural Council (Chair), 2010-2016.

Please Provide the Following Information

Name	Lucia Foley
Email	[REDACTED]
Address1	60 Shadowbrook Est
Address2	Field not completed.
City	South Hadley
State	MA
Zip	01075

Primary Phone	[REDACTED]
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	[REDACTED]
General Questions	
Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Retired in 2016 as Director of Publications for the Collaborative for Educational Services, a nonprofit educational service agency in Northampton. As a graphic designer, my work as a communications professional has included a wide range of print projects, as well as content development/writing, and website planning. I've provided design assistance for a number of local projects, including the Rise of the Falls Walking the Falls walking tour map, and signage at Buttery Brook Park. I have managed the Bike/Walk Committee section of the town website for several years.
Please list any additional information you think may be helpful in reviewing your application.	I am applying on behalf of the Bike Walk Committee as the BWC representative outlined in the Committee Composition.
How did you learn of the vacancy you are applying for?	Town Website, Email from Town of South Hadley, Other
If you indicated another resident or other above, please provide the resident's name or provide additional details.	Bike/Walk Committee
Upload a Letter of Interest	<i>Field not completed.</i>

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



January 19, 2019

RE: Lucia Foley, BWC Rep for Open Space/Recreation Plan Update Committee

Dear Select Board,

The South Hadley Bike-Walk Committee (BWC) enthusiastically endorses having one of its members, Lucia Foley, represent the BWC as a member of the Open Space/Recreation Plan Update Committee (OSRPUC).

Ms. Foley, as a founding member of the Bike-Walk Group and later as a Town-appointed Bike-Walk Committee member, has the requisite skills, knowledge and talents to be a creative and productive member of the OSRPUC. She has been instrumental in helping BWC achieve its ongoing mission and has proven herself extremely capable of working with various individuals and groups in reaching stated goals.

BWC looks forward to being represented on the Open Space/Recreation Plan Update Committee by Ms. Foley.

Best Regards,

Mariann Millard
Chair
South Hadley Bike-Walk Committee

January 13, 2019

Selectboard of South Hadley
116 Main Street
Town Hall
South Hadley, MA 01075

Dear Honorable Selectboard Members:

I am writing to express my interest in serving on the Master Plan Update Advisory Committee.

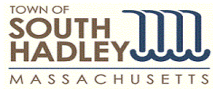
I have lived in town for 42 years and have been deeply involved in many aspects of the community and of town government. My professional work experience and a variety of volunteer activities and positions have provided me with a broad understanding of the town, its citizens, and strengths and challenges. Specific to planning, I am very knowledgeable in planning, zoning, and managing opportunities for both residential and commercial growth and the preservation of open space.

I work very well on committees. I listen, participate, do research, and aim to explore options to reach a consensus. I believe I am open minded and willing to entertain novel and different ideas.

I welcome the opportunity to serve on this new committee.

Yours truly,

Martha R. Terry



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Sun, Jan 13, 2019 at 3:53 PM

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.

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 Master Plan Update Advisory Committee

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 have lived in South Hadley for 42 years and cherish its classic, small town New England character. I am committed to preserving these attributes and preparing the community for change and future growth. Challenges that South Hadley faces include changing demographics, the need for commercial growth, and a variety of housing options. These all require citizen involvement, creative solutions, and integrated, careful planning. I believe the Master Plan should provide the framework for all of this. I served on the Master Plan Advisory Committee from 2007 to 2010. I am proud of the resulting product and realize that now is the appropriate time to update this Plan. I would very much like to be a part of this process.

Please Provide the Following Information

Name	Martha Terry
Email	[REDACTED]
Address1	25 Brainerd Street
Address2	Field not completed.
City	SOUTH HADLEY
State	MA
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	Field not completed.

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
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.	Master Plan Advisory Committee, 2007-2010 Zoning Board of Appeals, 2005 to present, currently Chair Town Meeting Member 2011 to present Task Force Member to Study Conversion of Single Family Homes 2017 Superintendent Search Committee 2004 Cultural Council Member 2012-2017 Elementary School Building Study Committee 2006-2007 South Hadley Conservation Commission 1982 -1987 Recreation Commission Volunteer Coach 1990-1991 Citizens' Advisory to the School Committee, 1982-1985
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Elementary and Special Education Teacher Know Your Town Member, 1980 to present, former President, current Treasurer, Program Committee, Chair of Candidates' Nights and Ballot Question Forums Regular attendance at Planning Board Meetings Girl Scouts of South Hadley Troop Leader, Consultant and Trainer, Co- Manger of all town troops Junior League of Holyoke South Hadley Child Care Association, Board of

Directors Plains School Parent Teacher Association
 Fundraising, Classroom Volunteer, Library Volunteer, Mosier
 School Parent Teacher Association Co-President, Fundraising
 Chair, Classroom Volunteer, Library Volunteer Smith College
 Alumnae Association Class Fund Agent, Hampshire County
 Smith Club, Capital Development Campaign, Smith Student Aid
 Society, Admissions Office volunteer interviewer Pioneer Valley
 Ballet (Northampton) President Parent/Volunteer Guild,
 Assistant Costume Mistress Mount Holyoke College, Summer
 Theatre Volunteer, Host of International Students

Please list any additional
 information you think may be
 helpful in reviewing your
 application.

South Hadley Citizen of the Year 2016 Unsung Heroines,
 Massachusetts Commission on the Status of Women for
 Contributions to the Community, selected by the Massachusetts
 State Legislature 2016 Commendation of the Month by the
 South Hadley School Committee for work on the Citizens'
 Advisory Committee

How did you learn of the
 vacancy you are applying
 for?

Email from Town of South Hadley

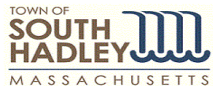
If you indicated another
 resident or other above,
 please provide the resident's
 name or provide additional
 details.

Field not completed.

Upload a Letter of Interest

[letter of interest for Master Plan Update Advisory
 Committee.docx](#)

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



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Sun, Jan 13, 2019 at 3:05 PM

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.

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 Master Plan Update Advisory Committee

List your board or committee choices here in the order of preference. If you selected "Other" above, please indicate which board or committee you wish to apply for. Field not completed.

Please give any details regarding your interest in this appointment? I served on the advisory board for the current Master Plan. And I have been serving on MPIC for the last 1.5 years. I believe this combined experience has given me a good sense of ways community consultation can be improved during the update process and of issues that are in the minds of the various boards and committees MPIC monitors.

Please Provide the Following Information

Name Nate Therien

Email [Redacted]

Address1 25 Jewett Lane

Address2	<i>Field not completed.</i>
City	South Hadley
State	MA
Zip	01075
Primary Phone	██████████
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	██████████

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
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.	MPIC
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Five College Director for Academic Programs (22 years): budget management, project development & management, group facilitation, grant development & management.
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?	Town Website
If you indicated another resident or other above, please provide the resident's	<i>Field not completed.</i>

January 29, 2019

RE: Master Plan Update Committee

To the Members of the South Hadley Selectboard:

I am a licensed architect in the State of Massachusetts focusing primarily on public buildings. Since moving to South Hadley in 2007, I have served on several boards and committees related to development and revitalization. As a member of the Planning Board for over 7 years, one of the most meaningful aspects was working with the Master Plan Advisory Committee and VHB on the creation of the 2007 Master Plan. The plan is one that has been actively used; not one that has gathered dust on a shelf. I am very encouraged by South Hadley's commitment to the 2007 Plan and would like to serve on the Master Plan Update Committee to help ensure the update is as meaningful and useable as the original and reflects the community's current strengths and areas for improvement.

In addition to serving on Planning Board, I have also been part of the following town committees:

- Chair, SDAT Rise of the Falls Steering Committee
- Rise of the Falls Facilitation Group
- Chair, 1 to 2 Family Conversions Advisory Group
- South Hadley Redevelopment Authority Advisory Committee
- Town Meeting member, Precinct E

I hope that you will consider naming me as a member of this important committee.

Thank you for your consideration,

Helen J. Fantini

17 Stanton Ave
South Hadley, MA 01075

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

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

Tue, Jan 29, 2019 at 9:34 PM

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

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 Master Plan Update Advisory Committee

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? As a member of the Planning Board when the 2007 Master Plan was created, I am very interested in seeing what has been implemented and what has changed in Town that will affect a Plan update.

Please Provide the Following Information

Name Helen J Fantini

Email	[REDACTED]
Address1	17 Stanton Ave
Address2	Field not completed.
City	South Hadley
State	Massachusetts
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	Field not completed.
General Questions	
Are you a registered voter in the Town of South Hadley?	Yes
Are you a Town Meeting Member?	Yes
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.	Planning Board (7 years) Rise of the Falls Facilitation Group SDAT Steering Committee 1 to 2 Family Conversions Advisory Group South Hadley Redevelopment Authority Advisory Committee
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	20+ years as licensed architect
Please list any additional information you think may be helpful in reviewing your application.	Field not completed.

How did you learn of the
vacancy you are applying
for? Newspaper, Other

If you indicated another
resident or other above,
please provide the resident's
name or provide additional
details. Facebook

Upload a Letter of Interest [2019.01.29_master plan update committee.docx](#)

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

Directors Plains School Parent Teacher Association
 Fundraising, Classroom Volunteer, Library Volunteer, Mosier
 School Parent Teacher Association Co-President, Fundraising
 Chair, Classroom Volunteer, Library Volunteer Smith College
 Alumnae Association Class Fund Agent, Hampshire County
 Smith Club, Capital Development Campaign, Smith Student Aid
 Society, Admissions Office volunteer interviewer Pioneer Valley
 Ballet (Northampton) President Parent/Volunteer Guild,
 Assistant Costume Mistress Mount Holyoke College, Summer
 Theatre Volunteer, Host of International Students

Please list any additional
 information you think may be
 helpful in reviewing your
 application.

South Hadley Citizen of the Year 2016 Unsung Heroines,
 Massachusetts Commission on the Status of Women for
 Contributions to the Community, selected by the Massachusetts
 State Legislature 2016 Commendation of the Month by the
 South Hadley School Committee for work on the Citizens'
 Advisory Committee

How did you learn of the
 vacancy you are applying
 for?

Email from Town of South Hadley

If you indicated another
 resident or other above,
 please provide the resident's
 name or provide additional
 details.

Field not completed.

Upload a Letter of Interest

[letter of interest for Master Plan Update Advisory
 Committee.docx](#)

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

MARIE ROHAN



**16 S. Sycamore Knolls
South Hadley, MA
0107**

December 28, 2018

Jeffrey Squire- Chair: Selectboard
Town of South Hadley
116 Main Street
South Hadley, MA 01075

I am interested in being considered for one of the spots on the Open Space/
Recreation Plsn Update Advisory Committee.

Sincerely yours,

Marie Rohan



Kristin Maher <kmaher@southhadleyma.gov>

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

noreply@civicplus.com <noreply@civicplus.com>
To: chamlin@southhadleyma.gov, kmaher@southhadleyma.gov, sgmeiner@southhadleyma.gov

Fri, Dec 28, 2018 at 7:21 PM

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.

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 Open Space & Recreation Plan Update Advisory Committee

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 the President of Gro-South Hadley the community garden and a member of Know Your Town. In the past two years , I did programs on Chapter 6. I love to walk in town. I am a retired registered nurse and understand the importance of recreation for people of all ages. I believe the whole town needs to have a voice in the review and implementation of this plan and would work with other committee members toward that goal.I

Please Provide the Following Information

Name Marie Rohan

Email [Redacted]

Address1 [16s.sycamore knolls](#)

Address2 *Field not completed.*

City south hadley,

State MA

Zip 01075

Primary Phone XXXXXXXXXX

Alternate Phone *Field not completed.*

Cell Phone: *Field not completed.*

General Questions

Are you a registered voter in the Town of South Hadley? Yes

Are you a Town Meeting Member? Yes

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 representing Precinct D. Term expires in 2020. Gro-South Hadley president since 2016 Bag the Community Board-sharing responsibility for publicity 2014-2017 Know Your Town-since 2014 Medicare for All-2016-current-south Hadley/Granby Hub-table top presentations

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.) Chapter 0480-National Association of Active and Retired Federal Employees- Program Chair 2016-present Pioneer Valley Friends of Alzhiemers Disease Annual Gala-Organizing committee 2014-present Gaylord Memorial Seed Library curator 2015-present Children's garden club at the Gaylord-2018 Retired from Nursing Administrative Position at VA Medical Center in Leeds, MA. Collaborated with a variety of departments on creating, implementating, and evaluating programs for veterans of all ages and their families served as women veteran's program manager focusing on welcoming women to the medical center so they could know about and receive the services they are entitled to.

Please list any additional information you think may be *Field not completed.*

helpful in reviewing your application.

How did you learn of the vacancy you are applying for?

Email from Town of South Hadley

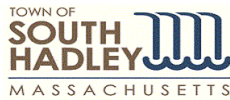
If you indicated another resident or other above, please provide the resident's name or provide additional details.

Field not completed.

Upload a Letter of Interest

[letter of interest.pdf](#)

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



Kristin Maher <kmaher@southhadleyma.gov>

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

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

Mon, Jan 14, 2019 at 8:12 PM

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

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Choose From the Following Open Space & Recreation Plan Update Advisory Committee

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

Field not completed.

Please give any details regarding your interest in this appointment? I believe open space and recreation are at the heart of community life and I am interested in porting this process.

Please Provide the Following Information

Name	Peter Blain
Email	[REDACTED]
Address1	70 College View Heights
Address2	<i>Field not completed.</i>
City	South Hadley
State	MA
Zip	01075
Primary Phone	[REDACTED]
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?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have served on numerous organizational boards and planning committee. I have also been involved in youth sports for many years and am active in adult recreation activities.
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.	At Planning Board meeting
Upload a Letter of Interest	<i>Field not completed.</i>

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



January 31, 2019

South Hadley, MA Select Board

Dear Members of the Select Board,

On behalf of the South Hadley Senior Center Building Committee and the South Hadley Select Board, we have reviewed the five designer applications submitted in response to the Designer RFQ for the South Hadley Senior Center project.

The table below provides a tabulated list of the review rankings:

Firm	Ave. Overall Score
Catlin + Petrovick	42
edm	47
Allen Lieb	33
Steffian Bradley	42
Caolo & Bieniek	43

Based off of the application rankings Colliers favors edm over the other four applicants. Attached as Exhibit A to this letter is the review scorecard that goes into greater detail of the review criteria and the scoring.

Attached as Exhibit B to this letter is the Letter of Intent and the associated project control budget that has been provided to edm. In response to the Letter of Intent edm has indicated they're approval of the 10% of the \$8,449,900 construction and furnishings estimate for their total designer fee and for the dates provided in the project schedule. The 10% amount is what has been budgeted for the designer fee.

Colliers anticipates receiving a formal proposal from edm by mid-day Friday February 1st, 2019. At that point Colliers and edm will finalize any required conversation on contract terms, not the amount, with the intent to have an Owner-Designer contract ready for Owner signature for the March 5th, 2019 Select Board meeting.

With this, Colliers recommends the South Hadley Select Board vote to approve the rankings of the qualification packages submitted and the letter of intent to move forward with edm and the indicated contract amount.

If you have any questions, please feel free to contact me at (413) 592 0030 X143.

Respectfully Submitted,



A handwritten signature in black ink that reads "Phil Palumbo".

Phil Palumbo | MCPPO
Project Manager | Project Management
Project Management | Northeast
Main +1 413 592 0030 X143 | Mobile +1 774 535 3266
Phil.Palumbo@colliers.com

Colliers International
67 Hunt St. | Suite 119
Agawam, MA 01001 | United States
new site: www.colliers.com/projectmanagement

Attachments:

Exhibit A – South Hadley Senior Center – Architect Qualifications Scorecard
Exhibit B – Letter of Intent with Project Control Budget

cc: Mike Sullivan, Town Administrator
Jennifer Wolowicz, Assistant Town Administrator
Leslie Hennessey, Director of South Hadley Council on Aging
Diane Mulvaney, South Hadley Senior Center Building Committee Chair
Ken Guyette, Colliers Director of Project Management
Adam Dalessio, Colliers Assistant Project Manager

EXHIBIT A

Town of South Hadley

South Hadley Senior Center

Architect Qualifications Scorecard

Rank each firm on a scale of 1-5 with 5 being the highest grade on the firms approach of each criteria. Definitions: Negative= 1, Adequate= 2, Good= 3, Very Good=4, Preferred= 5. An average score below 2.5 will be considered a negative reference	Catlin + Petrovick	edm	Allen Lieb	Steffian Bradley	Caolo & Bieniek
Compliance with the submission requirements.	5	5	5	5	5
Overall quality of proposal and project approach.	5	5	1	5	5
Experience of firm and assigned personnel in design of projects of similar type, size and complexity to this project.	5	5	2	3	5
Ability to begin immediately after Notice to Proceed and complete work within the given time frame as outlined in the attached schedule.	5	5	5	5	5
Success of completed projects, including adherence to schedule and budget.	4	4	4	4	4
Satisfaction of former or present clients.	3	5	4	4	4
Creativity, appeal and timelessness of designs of past projects.	5	5	3	4	4
Experience and reputations of proposed consultants and assigned individuals.	3	4	4	4	4
Financial stability of the firm.	4	4	4	4	4
Ideas put forth that demonstrate sensitivity and knowledge of the site and building design issues of this project.	3	5	1	4	3

Totals	42	47	33	42	43
Average	4.11	4.67	3.11	4.11	4.22





EXHIBIT B

January 31, 2019

Tim S. Eagles, AIA, LEED AP, MCPPO
edm
100 West Street, Suite 210
Pittsfield, MA 01201

**Subject: Town of South Hadley – “Designer Services, Senior Center”
Letter of Intent**

Dear Mr. Eagles:

Again, congratulations to you and the rest of the edm team on being the top ranked firm in the review of the designer qualification packages submitted in response to the Designer Services RFQ issued for the South Hadley Senior Center project.

As has been discussed between the two of us, the anticipated proposal amount is to be 10% of the project control budget attached to this letter as Exhibit A.

Also as discussed, the intent is to get approval from the South Hadley Select Board at their Tuesday February 5th, 2019 meeting to proceed with completing the contract between edm and South Hadley at the 10% of the project control budget.

With the above understandings, please accept this Letter of Intent as approval for edm to proceed with the work. As you know, a designer kick-off meeting is scheduled for Wednesday February 6th, 2019 at 5pm at 45 Dayton St., South Hadley.

We again thank you for your submission and look forward to working with edm on this exciting project.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Phil Palumbo".

Phil Palumbo | MCPPO
Project Manager | Project Management
Project Management | Northeast
Main +1 413 592 0030 X143 | Mobile +1 774 535 3266
Phil.Palumbo@colliers.com

Colliers International
67 Hunt St. | Suite 119
Agawam, MA 01001 | United States
new site: www.colliers.com/projectmanagement

Attachments: Exhibit A – Project Control Budget

**Town of South Hadley
New Senior Center**

Project Control Budget
28JAN19

	Design Budget
	1/28/2019
New Building Construction GSF	16,150
Renovations GSF	-
<i>Total Building Construction GSF</i>	16,150
New Building Construction \$/GSF	\$ 375.00
Renovations \$/GSF	\$ -
<i>Total Building Construction \$/GSF</i>	\$ 375.00
<i>Total Construction \$/GSF</i>	\$ 507.73
<hr/>	
I. Building Construction (to 5' beyond perimeter)	
A. New Building Construction	6,056.3
B. Existing Building Renovations	
Total Building Construction	6,056.3
<hr/>	
II. Related Construction	
A. Sitework (beyond 5' of building)	
1 Site Prep.	250.0
2 Drives, Paths & Plazas	150.0
3 Parking	176.0
4 Site Improvements	74.0
5 Landscape & Planting	46.0
6 Building Demolition	190.0
7 Athletic Fields	NIC
8 Wetlands Mitigation	NIC
B. Site Utility Systems (beyond 5' of building)	
1 Water & Fire Protection	22.0
2 Sanitary Sewer	5.0
3 Storm Sewer	400.0
4 Electric	14.0
5 Data & Communications	5.0
6 Site Lighting	75.0
7 Gas	18.0
8 Steam	NIC
9 Chilled Water	NIC
C Hazardous Materials	100.0
Total Related Construction	1,525.0
III. Escalation (Construction Start Early 2020)	618.6
Total Construction	8,199.9
<hr/>	
IV. FF&E	
A. Loose Furnishings	250.0
B. Program Related Equipment	Incl Above
C. Data/Telecomm Equipment	Incl Above
D. Audio/Visual Equipment	Incl Above
E. Security Equipment	Incl Above
F. Specialty Signage	Incl Above
Total FF & E	250.0
Total Construction & FF&E	8,449.9
<hr/>	
V. Fees and Expenses	by Owner
<hr/>	
VI. Contingency	by Owner
A. Construction	by Owner
B. Owner's Project	by Owner
Total Contingency	-
Total Project	8,449.9

\$ below in thousands

Note: * designated items are within the design responsibilities of the Architect's Basic Services. This exhibit lists items within the scope of the design commission, budget line amounts designated by * may change; however, the aggregate total of all asterisks remain the contractual obligation as the design budget of the Architect.



January 31, 2019

architecture
engineering
management

Phil Palumbo
Colliers International
67 Hunt Street, Suite 119
Agawam, MA 01001

Re: Town of South Hadley – Senior Center
tsh-4811

Dear Mr. Palumbo:

We are pleased to propose our services for the design of the new Senior Center for the Town of South Hadley.

Scope of Project

The scope of the project consists of the design of a new Senior Center on the site of the current Senior Center. The size of the building is anticipated to be 16,150 SF. The actual size will be based on a budget of \$8,449,900 (building, site and FF&E) as listed in the Project Control Budget of January 28, 2019.

Scope of Services

The services provided by **edm** and our consultants will be as described in the Town of Hadley Contract for Designer Services and B201 included in the RFP. They will include:

Basic Services (Schematic Design, Design Development, Construction Documents, Bidding and Construction Phase Services and the Additional Services outlined in Article 3 of the B201).

Service Providers

Services provided will be the following:

edm	Architecture, Interior Design including Furniture, Structural Engineering, Mechanical Engineering, Electrical Engineering,
Lifespan Design Studio (LDS)	Senior Center Programming and Design
Milone & McBroom	Civil Engineering, Landscape Architecture
Fernandez & Associates	Fire Protection Engineering
Guillen Technology Consultants	Low-voltage Consultant
PM&C	Cost Consultant

Assumptions

The following assumptions have been made in preparation of this proposal:

1. Lifespan Design Studio will make 3 visits to South Hadley during the project as follows:

Schematic Design	2 visits
Design Development	1 visit

Trips not utilized will be credited at \$2,000/trip. The associated reimbursables for each trip would also not be incurred.

pittsfield, ma
unionville, ct
troy, ny

888.336.6500

www.edm-ae.com

2. **Low-voltage System Design** includes: Technology Infrastructure (Data/Voice Cabling), Security Systems (Video Surveillance, Intrusion Alarm, Door Access Control and Door Audio/Video Intercom), Communication Systems (Local Sound Systems, Public Address System, Clock System, Hearing Inductive Audio Loop), Audio/Visual Infrastructure (A/V pathways).
3. **FF&E Technology** – We will assist the Town in developing purchasing documents (RFQ) for technology systems that may include; Electronic Technology Equipment for Systems: Data, Voice, Video, Audio/Video Head-ends with Field Devices, Telephone System with Handsets, Data Network, WAP's, Printers, Copiers, Workstations, Laptops, LCD Displays with Mounts, Digital Signage with Mounts, Head-end/Player for Digital Signage, Interactive White Boards, LCD Projectors, Screens for Projectors.

The fee proposed is based on a \$100,000 technology equipment budget. The fee may need to be adjusted based on the actual amount of equipment required.
4. **FF&E Furniture** - The fee proposed is based on a \$150,000 furniture budget. The fee may need to be adjusted based on the actual amount of equipment required.
5. An existing conditions (topographic, boundary, utilities, delineated wetlands) site survey is being provided by the Town of South Hadley. The survey will be provided in both electronic form in AutoCAD and a signed and sealed hard copy. The survey will be completed in a timely manner so as not to impact the design schedule.
6. The costs of any permit fees are not included in our base fee.
7. **Geotechnical Services** – By Owner.
8. Foundation design will consist of spread footings and foundations. If a nontraditional structural design such as piles is required based on the site soils, additional fee would be required.
9. **Green Certification** – While the building will be designed to be an energy-efficient, environmentally friendly structure, no certification process such as LEED has been included in this proposal.
10. On-site Project Representation as listed in 3.1.1.13 is typical CA representation, not full time on-site representation.
11. **Renderings** – 2 exterior and 2 interior three-dimensional drawings of the selected design will be created at the end of the Schematic Design Phase.
12. A traffic study is included in the proposed fee.
13. **Site Permitting** is included in the proposed fee including 2 rounds of formal meetings with the Planning Board.

Exclusions

The following services have not been included in this proposal:

1. Hazardous materials identification or removal documentation.
2. Design/documentation of complex lighting control systems such as a networked lighting control system throughout the building. As part of the base fee we have assumed there will be occupancy sensors, switches, dimmers, etc. but no complex lighting control systems.
3. Pursuit of utility company rebates and submittal of application paperwork. We will provide the technical information for these submissions.
4. **Additional Technology Systems:**

- Visitor Management Systems
- Local Community TV Broadcast Systems
- TV Studio and Control Room
- Portable Audio-Video Equipment
- An Emergency Communications System for Police and Fire Department radio communications.
- Out-Side Plant (OSP)- Exterior technology beyond 5-feet of the building wall/envelop

Review of Contract

We have the following comments on the proposed contract:

Exhibit C

Why have these sections been deleted? Sections 2.2.6, 2.2.7, 2.3.2, 2.3.3, 2.4.4, 2.4.5, 3.2.4, 3.2.5, 4.5, 5.5, 6.6, and subsections of 3.2.1 and 3.2.2

Sections 2.6.1.1, 4.9, and 7 – We reserve the right to make changes to the contract after reviewing any modifications to the standard AIA Document A201-2017, the General Conditions, which has not been provided.

Article 7 states that AIA B102-2017, Article 9 is attached. We do not believe it is attached and reserve the right to make changes to the contract after reviewing it.

Exhibit D

3.2 **edm** will not be responsible for verifying the accuracy of Owner supplied information such as the survey, geo tech information, etc...

Article 11 We would like to revise this Article to allow **edm** termination rights as well. We suggest using the wording from AIA B101 below.

ARTICLE 9 TERMINATION OR SUSPENSION

9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect.

9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

Article 14 Our deductible is \$35,000.

Add to the following italicized wording to clause 14.2 "...remain in force for a period of six (6) years after completion *subject to the availability of the coverage at commercially affordable rates.*"

17.2 There are references to obligations for damages beyond those that are proximately caused by the design professional's negligence in the rendering of professional services. Use of phrases such as:

- "from and against,"
- "any and all claims...losses, and expenses, including attorney's fees,"
- "arising out of,"
- "performance,"
- "related to," and
- "in whole or in part"

may impose a contractual obligation on **edm** that is not insurable. Any contractual assumptions of liability that would not exist in the absence of the contract are not covered by our professional liability insurance policy. We would like to negotiate these words into a an insurable form.

We would like to add a limitation of liability clause to the contract. We would suggest wording used in the AIA B103-2017 as follows:

8.1.3 The Architect shall indemnify and hold the Owner and the Owner's officers and employees harmless from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts or omissions of the Architect, its employees and its consultants in the performance of professional services under this Agreement. The Architect's obligation to indemnify and hold the Owner and the Owner's officers and employees harmless does not include a duty to defend. The Architect's duty to indemnify the Owner under this Section 8.1.3 shall be limited to the available proceeds of the insurance coverage required by this Agreement.

Fees

We propose to provide the above Scope of Services for the following fees plus reimbursable expenses.

<u>Phase</u>		
Schematic Design	fixed fee	\$156,000
Design Development	fixed fee	195,000
Construction Documents	fixed fee	234,000
Bidding	fixed fee	39,000
Construction Administration	fixed fee	140,400
Closeout	fixed fee	<u>15,600</u>
Total		\$780,000
Reimbursable Expenses		
Base Budget		*\$15,000
Lifespan Design Studio Travel & Subsistence		* <u>\$6,000</u>
Budget		*\$21,000

Reimbursable Expenses involve expenses incurred by **edm** and our consultants in the direct interest of the project for transportation, postage, overnight courier, "out-of- house" reproductions and other miscellaneous expenses. Consultant expenses will be marked up 10%.

All items indicated with an asterisk (*) are budget items. Services and/or products will be provided on an as needed basis and may exceed or be less than this amount, which would adjust the fee.

Schedule

In general, we agree with the schedule included in the RFP for initiating Programming February 6, 2019 and completing Construction Documents around September 20, 2019. We will need to set up regular standing meetings and schedule the LDS visits as soon as possible.

We look forward to teaming with you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

edm



Tim S. Eagles, AIA, LEED AP
Principal



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

AMENDMENT-Change of Manager

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL

EPAY CONFIRMATION NUMBER

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

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input checked="" type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other <input type="text"/> | | <input type="checkbox"/> Change of DBA |

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

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

RECEIVED
 TOWN OF SOUTH HADLEY
 SELECTBOARD
 10:45AM
 JAN 14 2019

_____ Meeting _____ Action
 _____ Agenda _____ Ex Session
 _____ Now _____ Old
 _____ OK to Pay
 _____ Send/Copy to: _____

JEFF SQUIRE, Chair
MARK CAVANAUGH, Vice-Chair
MELISSA O'BRIEN, Clerk
BRAD HUTCHISON
DIANE SUPCZAK-MULVANEY
LARRY BUTLER

2019 JAN 29 PM 2:24

RICHARD HARRIS, Director of Planning & Conservation

**NOTICE
CERTIFICATE OF PLANNING BOARD DECISION
APPROVING SPECIAL PERMIT APPLICATION
SUBMITTED BY: South Hadley Motors, LLC**

APPLICANT: South Hadley Motors, LLC.
510 New Ludlow Road
South Hadley, MA 01075

DEVELOPMENT NAME: South Hadley Motors Used Car Sales

LOCATION: 510 New Ludlow Road
South Hadley, MA 01075
Assessor's Map #8-Parcel #74

PUBLIC HEARING: A public hearing was opened on January 14, 2019 and concluded on January 14, 2019 in accordance with the South Hadley Zoning By-Law and the Massachusetts General Laws.

This Certificate is filed in accordance with the provisions of Chapter 40A, Section 9 of the Massachusetts General Laws and Section 9 of the South Hadley Zoning Bylaw to show that the Planning Board at its regular meeting on January 14, 2019 by a vote of **Five (5)** out of **Five (5)** members present APPROVED the above-referenced Special Permit subject to the following conditions based on the findings specified herein.

Project Proposal Description:

The applicant proposed to operate a used car sales business (displaying up to 20 vehicles).

Project Reviews – Departments/Agencies

The application and related materials were distributed to various municipal departments and agencies. Comments/responses were received from various departments with the following departments/officials responded by indicating their approval without comments:

- Building Commissioner
- Collector/Treasurer
- Fire District #1 – Fire Department
- Police Chief
- SHELDT
- DPW Superintendent
- Fire District #1 – Water Superintendent

The Director of Public Health commented with the following questions:

- Was this an existing vehicle lot?
- Is there a limit on the number of cars?
- Does this also include repair of cars?

The Conservation Administrator/Planner indicated that they approved the request with the following comment:

- Existing paved/degraded area; outside WPA Resource Areas or Buffer Zone.

Public Comments

The Planning Board held a public hearing on January 14, 2019 and concluded the hearing on the same night – January 14, 2019. Questions were asked as to the hours of operation, number of vehicles to be on display, the precise location of the area to be used, installation of lighting, and whether auto repair would be undertaken at this site. The applicant indicated the following:

- They would not generally be selling cars on the site but the hours of operation would be 8:30 a.m. to 4:30 p.m.
- They were agreeable to limiting the number of vehicles to 20 which was the prior operator’s limit.
- No new lighting is to be installed.
- Vehicle repairs will not be undertaken at this site.

The Planning Board considered all of the comments made during the public meeting and public hearing.

Findings – Special Permit

As required by Section 255-129 of the South Hadley Zoning Bylaw, the Planning Board concluded that the application conformed to the first twelve (the “Mandatory”) standards as follows:

A. Mandatory Standards

Standard 1 - Comply with all applicable land use district, overlay district, and other specific requirements of this and other bylaws and regulations, and be consistent with the purpose and intent of this bylaw and of the land use district in which it is located;

The Zoning Bylaw provides that the purpose of the zoning districts applicable to this property is to provide for business uses. The proposed use is a continuation of the business use which has been previously conducted at the site. The proposed use will comply with the Zoning Bylaw requirements a. Therefore, the Board found that the proposal as revised meets Special Permit Standard 1.

Standard 2 - Be suitable to the surrounding neighborhood and the “Land Use Area” in which it is located. Land Use Areas are identified and described in the section of South Hadley’s Master Plan entitled “Land Use Area Vision Statements” (pages 1-10 through 1-19). In making this determination the Planning Board shall take into consideration any guidance provided by the Land Use Goals

articulated in South Hadley's Master Plan, goals articulated in South Hadley's Open Space and Recreation Plan, and input from relevant Boards, town officials, and the public.

This standard is specific to the "Land Use Area" defined in the Master Plan. While there is not a "Land Use Area Vision" statement regarding New Ludlow Road, the area is predominately industrial with some commercial uses therein. The proposed site was previously used as a used car sales lot. Therefore, the Board found that the proposal meets Special Permit Standard 2.

Standard 3 - Be compatible with existing uses and uses allowed by-right in the neighborhood, Land Use Area, and zoning district.

Nearby properties are used primarily for industrial purposes with some commercial businesses, a church and residential uses. The abutting uses included several light industrial businesses and an adult entertainment business. The site was most recently used as a used car business. Therefore, the Board found that the proposal meets Special Permit Standard 3.

Standard 4 - Be compatible with the existing character of the neighborhood and Land Use Area, and/or zoning district. "Character" shall be understood to include prevalent patterns of: site design; setbacks from property lines; amount and location of parking; amount, type, location and quality of open spaces and landscaped areas; amount, type, and location of impervious surfaces; distances and relationships between buildings; density of building(s) relative to land area; building massing; architectural style and detailing; materials; buffering from adjacent uses; traffic volume and timing; noise; odors; and light.

As noted previously, this area is a predominately industrial/commercial area. The proposal does not involve any construction but use of the existing paved area for operation of a used car display lot as it was previously used. Therefore, the Board found that the proposal meets Special Permit Standard 4.

Standard 5 - Be suitable for the property on which it is proposed, considering the property's scenic, cultural and historic significance, and its ability to be buffered or screened from neighboring properties and public roads.

The site, as it exists, does not have any "historical or cultural significance". The proposed use is in keeping with its prior usage, character of the area and the Zoning Bylaw. Conditions to the Board's approval will ensure that the property is maintained in an orderly manner. Therefore, the Board found that the proposal meets Special Permit Standard 5.

Standard 6 - Provide safe access for fire, police, and other emergency vehicles.

There were no public safety concerns voiced by the departments or in the public hearing. The applicant does not intend to alter the use of the property. Therefore, the Board found that the proposal meets Special Permit Standard 6.

Standard 7 - Provide adequate water, drainage and waste disposal systems without causing significant harm to any natural water system or overloading any public water, drainage, or sewer system, or any other municipal facility.

The applicant is not proposing to make any changes to the site. Therefore, the Board found that the proposal meets Special Permit Standard 7 to the extent that it might be applicable.

Standard 8 - Not cause significant traffic congestion, impair pedestrian or bicycle safety, or overload existing roads, sidewalks and trails, considering their current width, surfacing, and condition, and any improvements proposed to be made to them by the applicant.

The applicant is not proposing to make any changes to the site. Proposed further use of this site in the manner which it has been previously used can reasonably be anticipated to generate no more additional traffic than currently exists unless the business is more successful. Thus, the proposal is unlikely to cause any traffic congestion, impair pedestrian or bicycle traffic, or overload any of the existing transportation network and may improve the existing conditions. Therefore, the Board found that the proposal meets Special Permit Standard 8.

Standard 9 - Not result in excessive air, water, noise, or light pollution, or create any other public or private nuisance;

Given the applicant does not propose to alter the site in any way, the Board found no reason to believe that it would result in any nuisance. In fact, during the hearing it was noted that one of the adjoining uses is an adult entertainment establishment which has relatively extensive outside lighting that stays on at least much of the night – beyond the hours proposed for this business. Therefore, the Board found that the proposal meets Special Permit Standard 9.

Standard 10 - Not degrade the scenic, rural, or historic character of the town with structures or other lot features which are deemed visually objectionable in light of prevailing community as reflected in the goals articulated in South Hadley's Master Plan;

The proposal does not involve any new construction. Therefore, the Board found that the proposal meets Special Permit Standard 10.

Standard 11 - Be consistent with the South Hadley Master Plan, provided that the Comprehensive Plan provides legally sufficient guidance and that the applicable provision of the Master Plan is not inconsistent with any specific provision of this Bylaw;

The applicant proposes to use the property as it was previously used. Therefore, the Board found that the proposal meets Special Permit Standard 11.

Standard 12 - Comply with applicable criteria for site plans under Section 12E.

Given the applicant's intent to use the site as it exists without any new construction, the site plan criteria do not generally apply. Therefore, the Board found that the proposal meets Special Permit Standard 12.

Conditions of Approval

In its vote to APPROVE the Special Permit for the above-referenced project, the Planning Board attached the following conditions:

1. Area Included in Plans. The subject Used Car Sales site includes approximately 0.25 acres depicted and described on the Plans submitted with the application and as subsequently revised. The property is generally described as approximately 8% of the property identified on Assessor's Map #8 as Parcel #74.

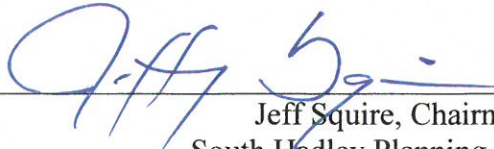
2. Limits on Usage. This Special Permit is to allow usage of the site for display/sale of used automobiles. There shall be further limitations on this usage as follows:
 - a. *Number of Vehicles to Display.* Consistent with the prior use of the subject property, and as concurred with by the applicant, no more than twenty (20) vehicles may be on display or “for sale” on this property at any one time.
 - b. *Hours of Operation.* The selling of the used cars will be limited to 8 AM to 5 PM.
 - c. *Condition of Vehicles.* Any vehicle kept on the property must be in operable condition and properly registered.
 - d. *Parking of Vehicles.* All vehicles shall be parked within the delineated spaces in accordance with the approved parking plan.
 - e. *Repairing of Vehicles.* No repairs of vehicles shall be undertaken on the project site.
3. Departmental Comments. All comments received from the various departments by the Planning Board as noted elsewhere in this Decision are incorporated into and made a part of this decision.
4. Minutes. Minutes of the January 14, 2019 public hearing and relevant portion of the January 14, 2019 meeting regarding this project are also incorporated into and made part of this Decision.
5. Application Materials and Revisions Incorporated. Application Materials and Revisions Incorporated. All application materials (including subsequent revisions thereto) submitted to, and received by the Planning Board as part of the applicant’s “Special Permit Application” dated November 26, 2018 and other materials submitted with the application as well as those referenced herein are hereby incorporated into and made part of this Decision.
6. Decision Appeal Period. This Special Permit shall not take effect until:
 - a. a copy of the decision bearing certification of the Town Clerk that twenty (20) days have elapsed is recorded in the Hampshire County Registry of Deeds within twenty (20) days following this certification of the Town Clerk.
7. Proof of Filing. Proof of this filing (Condition #6) must be submitted (1) to the Building Commissioner and (2) to the Planning Board.

This decision shall constitute an approved Special Permit for the above-described project with conditions set forth above. Copies of this decision have been filed with the Town Clerk, Building Commissioner, and Board of Selectmen. Appeals, if any, shall be made pursuant to Massachusetts General Law, Chapter 40A, Section 17, and shall be filed within twenty (20) days after the date of filing of this NOTICE in the office of the Town Clerk.

The Special Permit shall expire if the work or change involved is not commenced within one (1) year of its taking effect, and if the work or change is not substantially completed within two (2) years. The Planning Board acting as the Special Permit Granting Authority may grant an extension of time for good cause.

Failure of the applicant to adhere to the provision of this Special Permit shall constitute a violation of the Zoning By-Law, and is punishable by a fine of up to \$200.00 for each violation. Each day that such violation continues shall constitute a separate offense.

ATTESTED AND AFFIRMED

S/ 
Jeff Squire, Chairman
South Hadley Planning Board

January 22, 2019
Date



Cc: Town Clerk (Date Filed: 1/29/19)
Selectboard
Building Commissioner
South Hadley Motors, LLC

THE COMMONWEALTH OF MASSACHUSETTS

OF

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE
OR ASSEMBLE SECOND HAND MOTOR VEHICLES
OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a
class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with
the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? ... SOUTH HADLEY MOTORS
DBA PAYLESS AUTO SALE

Business address of concern. No. ... 510 NEW LUDLOW RDSt.,
... SOUTH HADLEY MA 01075City — Town.

2. Is the above concern an individual, co-partnership, an association or a corporation?
..... LLC

3. If an individual, state full name and residential address.
NUDRAT M. NUSRAT 190 BEEKMAN DRIVE
ALTAHAM MA 01001

4. If a co-partnership, state full names and residential addresses of the persons composing it.
.....
.....
.....

5. If an association or a corporation, state full names and residential addresses of the principal officers.
President
Secretary
Treasurer

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles?
If so, is your principal business the sale of new motor vehicles? NO
Is your principal business the buying and selling of second hand motor vehicles? YES
Is your principal business that of a motor vehicle junk dealer?

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

BUY & SELL USED CARS

8. Are you a recognized agent of a motor vehicle manufacturer? NO
(Yes or No)

If so, state name of manufacturer

9. Have you a signed contract as required by Section 58, Class 1? (Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? (Yes or No)

If so, in what city — town

Did you receive a license? NO For what year?
(Yes or No)

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? (Yes or No)

Sign your name in full. *[Signature]*
(Duly authorized to represent the concern herein mentioned)

Residence

IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

Application after investigation
(Approved or Disapproved)

License No. granted 19.... Fee \$.....

Signed.....
.....
.....
.....
.....
.....

CHAPTER 140 OF THE GENERAL LAWS, TER. ED., WITH AMENDMENTS THERETO (EXTRACT)

SECTION 57. No person, except one whose principal business is the manufacture and sale of new motor vehicles but who incidentally acquires and sells second hand vehicles, or a person whose principal business is financing the purchase of or insuring motor vehicles but who incidentally acquires and sells second hand vehicles, shall engage in the business of buying, selling, exchanging or assembling second hand motor vehicles or parts thereof without securing a license as provided in section fifty-nine. This section shall apply to any person engaged in the business of conducting auctions for the sale of motor vehicles.

SECTION 58. Licenses granted under the following section shall be classified as follows:

Class 1. Any person who is a recognized agent of a motor vehicle manufacturer or a seller of motor vehicles made by such manufacturer whose authority to sell the same is created by a written contract with such manufacturer or with some person authorized in writing by such manufacturer to enter into such contract, and whose principal business is the sale of new motor vehicles, the purchase and sale of second hand motor vehicles being incidental or secondary thereto, may be granted an agent's or a seller's license; provided, that with respect to second hand motor vehicles purchased for the purpose of sale or exchange and not taken in trade for new motor vehicles, such dealer shall be subject to all provisions of this chapter and of rules and regulations made in accordance therewith applicable to holders of licenses of class 2.

Class 2. Any person whose principal business is the buying or selling of second hand motor vehicles may be granted a used car dealer's license.

Class 3. Any person whose principal business is the buying of second hand motor vehicles for the purpose of remodeling, taking apart or rebuilding the same, or the buying or selling of parts of second hand motor vehicles or tires, or the assembling of second hand motor vehicle parts, may be granted a motor vehicle junk license.

SECTION 59. The police commissioner in Boston and the licensing authorities in other cities and towns may grant licenses under this section which shall expire on January first following the date of issue unless sooner revoked. The fees for the licenses shall be fixed by the licensing board or officer, but in no case shall exceed \$100 dollars. Application for license shall be made in such form as shall be approved by the registrar of motor vehicles, in sections fifty-nine to sixty-six, inclusive, called the registrar, and if the applicant has not held a license in the year prior to such application, such application shall be made in duplicate, which duplicate shall be filed with the registrar. No such license shall be granted unless the licensing board or officer is satisfied from an investigation of the facts stated in the application and any other information which they may require of the applicant, that he is a proper person to engage in the business specified in section fifty-eight in the classifications for which he has applied, that said business is or will be his principal business, and that he has available a place of business suitable for the purpose. The license shall specify all the premises to be occupied by the licensee for the purpose of carrying on the licensed business. Permits for a change of situation of the licensed premises or for addition thereto may be granted at any time by the licensing board or officer in writing, a copy of which shall be attached to the license. Cities and towns by ordinance or by-law may regulate the situation of the premises of licensees within class 3 as defined in section fifty-eight, and all licenses and permits issued hereunder to persons within said class 3 shall be subject to the provisions of ordinances and by-laws which are hereby authorized to be made. No license or permit shall be issued hereunder to a person within said class 3 until after a hearing, of which seven days' notice shall have been given to the owners of property abutting on the premises where such license or permit is proposed to be exercised. All licenses granted under this section shall be revoked by the licensing board or officer if it appears, after hearing, that the licensee is not complying with sections fifty-seven to sixty-nine, inclusive, or the rules and regulations made thereunder; and no new license shall be granted to such person thereafter, nor to any person for use on the same premises, without the approval of the registrar. The hearing may be dispensed with if the registrar notifies the licensing board or officer that a licensee is not so complying. Any person aggrieved by any action of the licensing board or officer refusing to grant, or revoking a license for any cause may, within ten days after such action, appeal therefrom to any justice of the superior court in the county in which the premises sought to be occupied under the license or permit applied for are located. The justice shall, after such notice to the parties as he deems reasonable, give a summary hearing on such appeal, and shall have jurisdiction in equity to review all questions of fact or law and may affirm or reverse the decision of the board or officer and may make any appropriate decree. The decision of the justice shall be final.

Tree Committee Resignation

K Woods [REDACTED] >

Wed, Jan 30, 2019 at 7:35 PM

To: Carlene Hamlin <chamlin@southhadleyma.gov>, kmaher@southhadleyma.gov

Cc: Ted [REDACTED]

January 30, 2019

Selectboard Office
Town of South Hadley
South Hadley, MA

In order that other qualified candidates may participate, I am writing to formally resign my volunteer position with the South Hadley Tree Committee effective January 31, 2019.

Thank you for the opportunity to serve.

Cordially,
Kelly Woods

[REDACTED]

Ira Brezinsky, Chair
Andrea Miles, Vice-Chair
Jeff Cyr, Clerk
Sarah Etelman
Bruce Forcier

Michael J. Sullivan
Town Administrator

SEASONAL POPULATION 2019

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

According to 2010 census data, South Hadley’s population is 17,514. Please note that in 2018, the Selectboard estimated an increased seasonal population of 17,524 as of July 10, 2018.

A copy of such estimate, signed by a majority of the board, must be forwarded to the Alcoholic Beverages Control Commission. If Selectboard members are willing to make such a certification, the recommended motion is as follows: **motion to certify that South Hadley has an increased seasonal population as of July 1st 2019 of 17,524.**