

**SELECTBOARD MEETING  
TUESDAY, FEBRUARY 19, 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 meeting minutes of Feb. 5, 2019
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
  - A. One-Day All Alcohol License for the Leprechaun Plunge on March 10
  - B. One-Day Beer & Wine License for Friends of Gaylord Library on March 1
5. NEW BUSINESS
  - A. 2019 Annual Town Meeting Schedule
  - B. Mosier School Statement of Interest
  - C. Petition for Warrant Article (increase BOH)
6. RESIGNATIONS/APPOINTMENTS
  - A. Resignation of Bob Berwick from the Sustainability and Energy Commission
7. OTHER BUSINESS
  - A. FY 2020 Budget
8. TOWN ADMINISTRATORS REPORT
9. CHAIRMAN'S REPORT
10. Executive Session; Union Negotiations (Police), Legal Issues (Settlement, Pending)
11. ADJOURN

**SELECTBOARD MEETING  
TUESDAY, FEB. 5, 2019  
DRAFT MEETING MINUTES  
SELECTBOARD MEETING ROOM – 7 P.M.**

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

**CALL TO ORDER**

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

**ANNOUNCEMENTS**

Forcier noted the Friends of The South Hadley Dog Park website is live, and on Thursday Know Your Town is hosting a presentation on the park.

**CONSENT AGENDA**

Forcier motioned to approve the consent agenda. Miles seconded. All in favor.

**RESIGNATION**

Forcier motioned to suspend the necessary rules and accept the resignation of Kelly Woods from the Tree Committee. Miles seconded. All in favor.

**TRI-ANNUAL BOARD/COMMITTEE INTERVIEWS**

The Selectboard agreed to expand both the Master Plan Update Advisory Committee and the Open Space and Recreation Plan Update Advisory Committee to nine members each, including two ex-officio members within those totals.

The Selectboard interviewed James Canning and Genevieve VandeMerghel for two open positions on the tree committee; Simon Elliot for an open position on the Zoning Board of Appeals; Ben Sabbs and Mark Zrauning for two open positions on the recreation commission; Judy Gooch, Linda Young, Michelle Wolfe, Lucia Foley, Martha Terry, Nate Therien and Helen Fantini for open positions on the Master Plan Update Advisory Committee; and Judy Gooch, Linda Young, Michelle Wolfe, Lucia Foley, Marie Rohan and Peter Blaine for open positions on the Open Space and Recreation Plan Update Committee.

Forcier nominated the slate of candidates to their respective committees. Etelman seconded. All in favor. Canning and VandeMerghel were appointed to two-year terms ending in 2020 on the Tree Committee; Elliot to a three-year term ending in 2021 as an associate member to the Zoning Board of Appeals; Sabbs to a three-year term ending in 2021 and Zrauning to a one-year term ending in 2019 on the Recreation Commission; Gooch, Young, Wolfe, Foley, Terry, Therien and Fantini to the Master Plan Update Advisory Committee; and Gooch, Young, Wolfe, Foley, Rohan and Blain to the Open Space and Recreation Plan Update Committee.

**SENIOR CENTER ARCHITECT RECOMMENDATION**

Colliers received five designer applications for the senior center project. Of the five, Colliers recommended the firm edm to be the design professional. Etelman moved to accept the recommendation from Colliers for edm as the contractor. Miles seconded. All in favor.

### **LEDGES CHANGE OF MANAGER**

Forcier motioned to approve the change of manager at the Ledges Golf Course to be Mike Fontaine. Cyr seconded. All in favor.

### **SOUTH HADLEY MOTORS**

Etelman moved to approve the application for South Hadley Motors d/b/a Payless Auto Sales. Forcier seconded. All in favor.

### **SEASONAL POPULATION**

Forcier motioned to certify South Hadley has an increased population as of July 1, 2019 of 17,524. Etelman seconded. All in favor.

### **BUDGET UPDATE**

Sullivan said there isn't anything extraordinary to where we're at in FY19. He said FY20 is still very much in draft form. He said the Hampshire County Health Insurance Trust Advisory Committee voted to accept the design plan changes, and there was little objection from other communities. These changes will result in a zero percent increase in premiums for the next year.

Sullivan will recommend a \$400,000 – \$450,000 increase in the school department budget. Originally the superintendent outlined a need for a \$1.2 million increase. Sullivan's recommendation will be far beyond, from a percentage perspective, what any other department is getting.

Sullivan will present the Selectboard in March with a proposal to adjust rates and charges for fees and permits in 2020. He said they are modest and an attempt to make sure South Hadley is reviewing their fees and keeping in line with what other municipalities are charging.

### **TOWN COUNSEL REQUEST FOR RESPONSE**

Sullivan said he finished the request for responses for town counsel and would like the Selectboard to weigh in. He will send a draft to members the following day. Individuals will have the month of February to respond.

### **TA REPORT**

Etelman highlighted a section of Sullivan's report about timing for town meeting petitions. She read, "In respect to initiative petitions presented by citizens for the ATM it must be received by the Town Clerk and with the ten signatures required of voters no later than close of business March 8th, if the Selectboard calls the likely STM such a petition would have to be submitted to the Town Clerk with 100 signatures no later close of business on business April 10. The petitioners would be accepting the responsibility of getting the language into acceptable legal form. The Selectboard does have the right to place an article in the form of a question before the Town Meeting at its discretion, in many cases these are not binding, but more survey in nature."

Resident Linda Young asked if there was an article on the town meeting agenda about the Board of Health changing from three members to five. Sullivan said no, that the health director has not heard anything. He also brought the issue up at the recent Bylaw Review Committee meeting. Sullivan said there is still plenty of time to get such a petition together.

For the full town administrator's report, see the Feb. 5 Selectboard meeting packet.

#### **CHAIRMAN'S REPORT**

Brezinsky said he will be on vacation during the week of Feb. 19 when the Selectboard next meets. He asked if members would be able to meet the following week instead, on Feb. 26. Etelman said no. Members decided to keep the original Feb. 19 meeting.

#### **ADJOURN**

Forcier motioned to adjourn. Cyr seconded. All in favor. The meeting adjourned at 8:56 p.m.

**RESPECTFULLY SUBMITTED**  
**Kristin Maher**  
**Executive Assistant to Administration**



# The Commonwealth of Massachusetts

## Town of South Hadley



Selectboard  
116 Main Street, Room 109

### APPLICATION FOR 1 DAY ALL ALCOHOL LICENSE

Application #

**TGL-19-8**

Date Submitted

**1/31/2019**

Applicant Name:

**Patrick Goff**

Company:

Applicant Address:

**104 lyman street South Hadley MA 01075**

Applicant Phone:

██████████

Applicant Email:

████████████████████

Date Applied For:

**03/10/2019**

Hours of Operation:

**10:30-6**

Address of Location:

**1 ALVORD ST, Souh Hadley, MA 01075**

Description of Location:

**Outdoors beer garden, located in our parking lot / boat yard**

Type of Event:

**leprechaun Plunge, outdoor concessions**

**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
1/31/2019	\$50.00	Credit Card	XXXX-XXXX-XXXX- ██████



# The Commonwealth of Massachusetts Town of South Hadley



Selectboard  
116 Main Street, Room 109

## APPLICATION FOR 1 DAY BEER AND WINE LICENSE

Application #

**TGL-19-9**

Date Submitted

**2/4/2019**

Applicant Name: **Friends of the Gaylord Library**

Company:

Applicant Address: **47 College Street South Hadley Massachusetts 01075**

Applicant Phone: **4135385047**

Applicant Email: **[REDACTED]**

Date Applied For: **March 1, 2019**

Hours of Operation: **5:00 PM to 7:30 PM**

Address of Location: **47 COLLEGE ST, Souh Hadley, MA 01075**

Description of Location: **First Floor of the Gaylord Library**

Type of Event: **Monthly Wine Down Fundraiser**

### 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:

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Payment Date	Amount Paid	Payment Type	Payment Number
2/4/2019	\$30.00	Cash	

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

Michael J. Sullivan  
Town Administrator

## **ANNUAL/SPECIAL TOWN MEETING TIMELINE**

**March 8** – Deadline for citizen petitions for ATM \*  
*(10 signatures of registered voters required)*

**April 2** - Deadline for letting Town Administrator know  
if a department / board is considering an article.

**April 10** – Deadline for citizen petitions for STM \*  
*(100 signatures of registered voters required)*

**April 16** – Close warrant

**April 30 or May 1** – TA Public Review at 6 p.m. in the  
Town Hall Auditorium

**May 8** – Annual/Special Town Meeting at 6 p.m. in  
the Town Hall Auditorium

\*Must be submitted to Town Clerk's Office for  
certification of registered voters

To: Selectboard

We ask that you put this request on the warrant for the May, 2019 Town Meeting on **10 FEB 2019 11:37 AM**

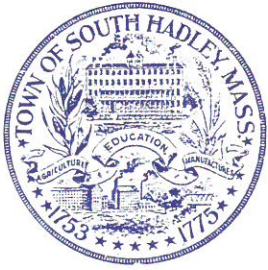
Thank you!

CHANGE IN ELECTED BOARD OF HEALTH MEMBERSHIP FOR SPRING TOWN MEETING, 2019

To see if the Town will vote to allow a change of the Board of Health from the present three member elected board to become a five member elected board with three year staggered terms.

\*\*\*\*\*

NAME	ADDRESS	Precinct
1. <input checked="" type="checkbox"/> Susan L. Martinelli	8 Westbrook Road South Hadley, MA 01075	E
2. <input checked="" type="checkbox"/> Linda L. Young	15 Westbrook Rd	E
3. <input checked="" type="checkbox"/> David C. Morrell	135 WOODBRIDGE ST	D
4. <input checked="" type="checkbox"/> Bob J. Burns	56 WOODBRIDGE ST	D
5. <input checked="" type="checkbox"/> RICHARD D. MANUEL	44 WOODBRIDGE TER.	
6. <input checked="" type="checkbox"/> MARK AIKEN	9 cypress DR.	E.
7. <input checked="" type="checkbox"/> Joanne Corbin Bryan	6 Sunset Ave	
8. <input checked="" type="checkbox"/> Douglas R Young	15 Westbrook Rd	E
9. <input checked="" type="checkbox"/> Matthew R Terry	25 Bidwell St	B
10. <input checked="" type="checkbox"/> Susan Kelsey	22 East Red Bridge Ln.	E.
11. <input checked="" type="checkbox"/> Rachel L. Jolley	18 Worthington Drive	B.
12. <input checked="" type="checkbox"/> PJ Boyer	22 EAST RED BRIDGE LN	E
13. <input checked="" type="checkbox"/> Barbara Merchant	80 Canal St.	A
14. <input checked="" type="checkbox"/> Robin Graves	64 Charon Terr	E
15. <input checked="" type="checkbox"/> Jeff Fry	25 PARKVIEW DR.	D
16. <input checked="" type="checkbox"/> JIM CANNING	106 LYMAN ST.	C



SOUTH HADLEY PUBLIC SCHOOLS  
OFFICE OF THE SUPERINTENDENT  
Town Hall—116 Main Street  
South Hadley, MA 01075-2898  
(413) 538-5060  
(413) 532-6284 FAX  
nyoung@shschools.com

Nicholas D. Young, Ph.D., Ed.D., MBA  
Superintendent of Schools

February 6, 2019

South Hadley Selectboard  
116 Main Street  
South Hadley, MA 01075

Dear Members of the Selectboard:

As the Town boards are aware, the Massachusetts School Building Authority did not select the 2018 Statement of Interest that was submitted for consideration of a renovation/building project for Mosier Elementary School. The process would require us to resubmit a Statement of Interest in order to be considered in the next cycle.

At its regular meeting on February 4, 2019, the School Committee voted to submit a 2019 Statement of Interest for Mosier School. As the next step, we respectfully request that the Selectboard vote by late March to advance a Statement of Interest to the Massachusetts School Building Authority during the current open window that closes in early April 2019. A copy of the Required Form of Vote to Submit a Statement of Interest is attached.

Thank you for your ongoing support of the South Hadley Public Schools.

Sincerely,

Nicholas D. Young, Ph.D., Ed.D., MBA  
Superintendent of Schools

pc: School Committee  
Appropriations Committee  
Capital Planning Committee  
Mike Sullivan, Town Administrator

Attachment

**SOUTH HADLEY SELECTBOARD**  
**February 19, 2019**

**REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST**

Resolved: Having convened in an open meeting on February 19, 2019, prior to the SOI submission closing date, the Selectboard of South Hadley, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated on or before April 12, 2019 for the Mosier Elementary School located at 101 Mosier Street, South Hadley, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future;

**Priorities: 5. Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase conservation and decrease energy related costs in a school facility. A new fire suppression system is also deemed a safety priority;**

**HVAC: Replace current hot water boiler installed in approximately 2000; replace heating boiler installed in 2004;**

**Electrical: Upgrade electrical service throughout the building to accommodate the use of computers and new equipment. The main electrical panel is a Federal Register panel, which is no longer on the market;**

**Windows: Replace (110) windows/frames throughout the building. The metal-framed windows are more that forty years old and are inefficient;**

**Portables: Replace portable classrooms with permanent classroom space;**

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the South Hadley School District to filing an application for funding with the Massachusetts School Building Authority.

On Mon, Feb 4, 2019 at 2:20 PM Bob Berwick wrote:

It has become apparent to me that I don't have the time necessary to do the job needed as a member of the Sustainability and Energy Commission. With regret, therefore, I must resign my seat. The work of the Commission is too important to me to do less than the job it requires. A different member needs to be appointed to access the Commission page to post agendas and minutes. I've enjoyed working with and getting to know the excellent people on the Commission. If I can help in any way, please let me know.

Bob Berwick

--

Bob Berwick

[22 East Red Bridge Lane](#)  
[South Hadley, MA 01075](#)

**TOWN OF SOUTH HADLEY**  
**Fiscal Year 2020**  
**DRAFT ESTIMATED SOURCES AND USES**  
Based on Joint Recommended Operating Budgets and Governor's State Aid  
February 14, 2019

**AMOUNT TO BE RAISED:**

Appropriations	
-----	
School Department	21,526,460
General Government	2,202,330
Public Safety	2,990,979
Injured on Duty	70,000
Reserve Fund	18,000
DPW	3,832,266
Snow & Ice	100,013
Council on Aging	431,303
Veterans Benefits	338,500
Libraries	749,218
Town Audit	32,000
GASB 45 - Actuary	4,000
Unclassified Accounts	8,754,238
Workers' Compensation	250,000
Health	231,547
Debt & Interest	2,016,728
Debt & Interest (Debt Exclusion)	1,215,655
Connecticut River Markers	3,500
Canal Park	3,500
Ledges Golf Course Enterprise	1,203,928
Cable Studio	115,274
Conservation Land Fund	5,000
Wage & Classification Plan	68,000
OPEB Trust Fund	150,000
Stabilization Fund	-
Capital Stabilization Fund	-
<b>Senior Center Stabilization</b>	<b>200,000</b>
<b>Mosier School Stabilization</b>	<b>-</b>
<b>Compensation Fund</b>	<b>-</b>
<b>Total Appropriations</b>	<b>46,512,439</b>

Other Amounts to be Raised	
PVPC/VETS	41,477
Overlay Reserve	200,000
Cherry Sheet Charges	269,854
Cherry Sheet Offsets	1,099,885
School Choice/Charter Tuition	2,169,468
<b>Total</b>	<b>50,293,123</b>

**ESTIMATED RECEIPTS:**

Revenues:	
-----	
Local Estimated Receipts	2,535,223
Cherry Sheet	12,536,611
Debt Exclusion Reimbursement	-
Enterprise Funds	4,575,958
Available Funds	587,479
Electric Light Department Reimb	753,000
Electric Light Department PILOT	175,000
<b>Total</b>	<b>21,163,271</b>
Total to be Raised	50,293,123
Total Estimated Receipts	21,163,271
Tax Levy Required	29,129,852
Actual Tax Levy Limit	<b>27,956,092</b>
Debt Exclusion to be Raised	1,215,655
<b>Balance</b>	<b>\$ 41,895</b>

Amount of Available Funds Proposed to be Voted	
Conservation Wetlands	2,000
Boat Excise	3,500
Dog Refund	15,000
Aid To Libraries	12,000
Cable Studio Fund	179,791
Redevelopment Authority	40,930
Free Cash	334,258
<b>Total</b>	<b>587,479</b>

Est. Enterprise Funds/ Receipts to be Voted	
WWTP	1,363,682
WWTP Debt & Interest	423,087
Landfill	1,019,862
Landfill Debt & Interest	0
Reimbursement to General Fund	523,994
Ledges Golf Course Enterprise	869,670
Ledges Golf Course Debt & Interest	375,663
Ledges Golf Retained Earnings	0
(assumes a budgeted free cash deficit of \$334,258 for FY20 not including indirect costs in General Fund)	
<b>Total</b>	<b>4,575,958</b>

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

Michael J. Sullivan  
Town Administrator

Feb. 15, 2019

Honorable Selectboard:

This report is an abridged accounting of the activities in town hall over the past two weeks. Thank you for your support!

**Cable Television;** I recently had a citizen request to re-state the fundamentals surrounding the municipal agreement for cable television. I realize, and as you know, have explained this subject thoroughly at several meeting in the spring, summer and fall in reference to the Comcast agreement renewal.

Here are some of the common misunderstandings: the municipality cannot, under Federal Communication Commission (FCC) rules negotiate rates, programming or anything related to internet or phone services.

The Town of South Hadley must afford any other interested cable company the same contract, as long as they build out the entire community and offer cable television to all residents. Comcast is required to assess and collect a surcharge of 2% on customers' bills which is paid to South Hadley quarterly. Those funds supports the public Channel 15 and other related media activities for the community and as budgeted annually.

There is some conversation in the U.S. Congress to change the surcharge process and no longer allow communities to collect a fee to support public access. Municipalities may actually be charged for use of the now public channel. However, that may be some time away.

The good news is SHELD is aggressively getting into the high-speed business and many people are leaving traditional television in favor of platforms like Hulu and YouTube. Please see the SHELD website for more details.

**Bylaw Review Committee;** I had the opportunity to meet with Bylaw Review Committee Chair Charles Miles recently to discuss the changes he and his committee may be considering as recommended bylaw changes to the Selectboard. This was a follow-up to the committee's recent meeting.

The "sign bylaw" has long been something I have cited as difficult to enforce, perhaps inconsistent with state and federal laws, and generally a strain of relations between the citizens and the municipality.

The bylaw chair has compiled a collection of sign bylaws from various communities across the Commonwealth. At this juncture, reading the bylaw for other towns or the ordinances for a city only tells you a small part of the story. It does not tell you if they have survived a legal challenge, if citizens feel good about the sign regulation, or if the bylaw resulted in the intended result from a community perspective.

As the chair is aware, once you get into this issue it starts to be more complex than expected. If "nuance" was a liquid you might drown before finding shore or a solution. With constitutional rights, freedom of speech including freedom of expression of belief systems, political views or statements of opinion, the challenge grows. It is understood these rights have limits. I know you cannot yell "fire" in a crowded theater. The trick is to get something which can hold up in court by not infringing on citizens' rights if you need to enforce.

Presently, the widely held belief floated by many municipalities is you can limit the number and size of signs, you can regulate signs on town property, you can regulate distractions (lights, movement) to a degree, and you regulate anything which may be a threat to public safety. In keeping with that theme, many towns have taken the approach to state plainly what is not allowed, as opposed trying to describe what is prohibited in legalese.

Some town bylaws are a page or four or five paragraphs - others nineteen or two dozen pages. To allow effective enforcement I believe it needs to be simple and to the point. We did discuss that political signs are almost completely exempt (they can't pose a safety concern ... the candidate can, the sign cannot ☺). We also talked about how some communities are charging fees (not for political signs) which is an interesting approach.

Thank you to the bylaw committee and particularly Charles Miles for taking this on. It will take some time and effort and then we can define the terms for a "sign." Great fun!

**South Hadley Family Center;** Recently I met with Molly Lepage from the South Hadley Family Center. Unfortunately, the center has lost some of its funding to provide needed services to families in SoHa. Like so many they have been forced to take valuable time away from the work they do and allocate it to fundraising.

They will be seeking permission from the Selectboard to have a "Race/Walk" in April on a Sunday starting just across from the town common. I reviewed with them the protocol and went over the costs associated with police for such an event. They are working

with an experienced race designer and should have something before the Selectboard for March 5.

This should be great event and I guess the Selectboard would be supportive if the costs are reasonably covered and the event can be made safe. I will let you know as soon as I have the formal request.

**Hallway Flooring Project;** Throughout the upcoming long weekend there will be a contractor in town hall finishing the installation of the flooring. We are still getting to know the surface. When the new surface is wet it does have less friction than carpet, but certainly cleans up much easier.

Once this part of the project is completed we will start on the walls and other repairs. The ATA and I did meet with Sarah Miele, current art show artist and South Hadley resident about the possibility of doing some murals which reflect South Hadley and its culture/history. She is working up some ideas and cost estimates to be considered.

**Snow storm;** With the exception of a police car having a minor run in with a deer, the most recent storm seemed to be of minor consequence. The deer scampered off into the woods seemingly unharmed and the vehicle sustained minor damages.

As of this writing, trash pickup is on schedule and we only had few calls about streets being missed by plows or in need of sanding. I assume there were more lodged with Kellie at the DPW, but all in all it seemed to go well. Thank you to the DPW!

**Dog Park;** The dog park design award was made Berkshire Design. There were three firms bidding. One was disqualified. Even though the architect was accomplished he did not have the dog park design experience required by both the RFP and the Stanton Foundation.

The ATA and I met with Berkshire Design today to start developing the timeline. We discussed the timeline for final design (60 to 75 days), construction RFP (30 to 45 days) and contractor agreement (15 days)/construction (30 days), which puts us in the September or early October range to cut a ribbon. Of course, we need to get a construction grant from Stanton (highly likely).

The "Friends" are working on policies and we should be ready to start drafting an agreement once the final design is completed and the grant is received. I hope the "fundraising" is progressing as this is crucial to maintain and sustain this effort. This project may get "Best in Show" for 2019.

**ADA Assessment Kick-off;** On Wednesday, Feb. 20 we have invited a whole host of participants from various departments in an attempt to gather as much information

right from the beginning. This assessment will include sidewalks, parks, buildings including schools, and system accessibility as means for us to have an appropriate inventory as well as an understanding of what is needed to be a more accessible community.

The police, schools, DPW, WWTP, Town Hall, IT, Library COA, Health Department, and Town Clerk all will likely be called upon to provide input and/or information in to this assessment. All have been invited. The central purpose of this exercise is to better understand our deficiencies in serving those citizens with disabilities.



*"I feel a genuine sense of relief when meetings like that are over."*

**MEI Energy Tracking;** How many Town Administrators does it take to change a light bulb? Well, as it turns out, with the new energy efficient fluorescent bulbs, it takes one ...to call the property manager. These high efficiency bulbs do not screw in or out. They

have a release button which is on the side of the base. Who knew? Besides Siemens. They also are not readily available or cheap compared to traditional bulbs. Yes, there might be an OSHA violation here. →

Segue: We continue to work on getting the right numbers into our Massachusetts Energy Insight tracking system. I cannot thank Kristin Maher and Beth Greenblatt for their diligence. We have identified about a half dozen input errors and have another substantial group of about a dozen to review with SHELD, the schools and Ledges.

We also have some grant hours owed to us by PVPC for this project, but we are hesitant to use this before we are certain about the anomalies. I spent about an hour and half reviewing some of the team's findings and I can say it is

dizzying trying to bring all the energy use together... if you have never tried it before you would say, "It cannot be that hard," and from historic efforts I would agree...unless of course you want to get the data right. Which is now our singular goal in this effort!

As always, thank you for your attention and support!

Respectfully submitted,

Michael J. Sullivan  
Town of South Hadley, Administrator

