

**SELECTBOARD MEETING  
TUESDAY, JUNE 4, 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 May 21
3. ANNOUNCEMENTS/OPEN FORUM
4. CONSENT AGENDA
  - A. Request for a One-Day Beer and Wine License for Knights of Columbus Aug. 11
5. TRI-ANNUAL INTERVIEWS
  - A. Alexis Allen – Cultural, MPIC
  - B. Melissa Tapp – COA, MPIC, Rec
  - C. Michael Chunya – Historical, Historic District Study Com
  - D. Jennifer Deforge – COA, MPIC
  - E. Ryan Moore – Recreation Commission
  - F. Donald Whelihan – Historical Commission
6. NEW BUSINESS
  - A. Newton/Lyman Mass Works Application (Vote)
  - B. Borrowing \$1,490,000 (Capital Bond) (Vote)
  - C. DPW and Building Department rate changes
7. RESIGNATIONS/APPOINTMENTS
8. OTHER BUSINESS
  - A. Dog Park Review of Project
  - B. July Meeting (9 instead of 16)
9. TOWN ADMINISTRATORS REPORT
10. CHAIRMAN'S REPORT
11. Executive Session: For the purpose of negotiations with DPW AFSCME, Police
12. ADJOURN

**SELECTBOARD MEETING  
TUESDAY, MAY 21, 2019  
MEETING MINUTES  
SELECTBOARD MEETING ROOM – 7 P.M.**

*Present were Chair Andrea Miles, Vice Chair Jeff Cyr, Clerk Christopher Geraghty, 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.

**APPROVAL OF MINUTES**

Forcier motioned to approve the minutes of May 7, 2019. Cyr seconded. Etelman noted a date for the Selectboard's July meeting needed to be changed in the minutes to July 16. All in favor.

**OPEN FORUM**

Linda Young invited anyone interested in helping the tree committee plant trees along sidewalks and roads to meet the committee on Saturday at 8 a.m. by the high school barn.

**CONSENT AGENDA**

Forcier motioned to approve the consent agenda which consisted of a request for a Multi-Date Beer & Wine License from the Trustees of Mount Holyoke College for 15 dates. Etelman seconded. All in favor.

**TRI-ANNUAL INTERVIEWS**

The Selectboard interviewed Allyson Garcia for positions on the Council on Aging and MPIC, Garth Schwellenbach and Tom Dennis for an associate position on the Conservation Commission, and Karen Buscemi for a position on the Council on Aging. The Selectboard will make appointments June 21.

**BRIAN WILLETTE**

Brian Willette offered an update on the 2019 Memorial Day ceremony. A consensus among town veteran groups was that a festive parade is not well suited for the somber day of reflection that is Memorial Day, but rather for Flag Day. Starting this year and moving forward, there will not be a Memorial Day parade. A ceremony will take place at South Hadley High School with music and a video tribute.

Starting in 2020, efforts will be made to host a parade for Flag Day. This year, a flag retirement ceremony will take place June 15 at BATTERY BROOK PARK at 1 p.m. Residents who would like to properly retire a flag can bring it to this event.

**RESIGNATIONS**

Forcier accepted with appreciation the resignation of Charles Miles from MPIC. Etelman seconded. All in favor.

## **RATE CHANGES**

To keep up with capital demands and projects, the DPW suggested raising the flat sewer fee from \$265 to \$280 per edu. Forcier voted to increase the sewer fee to \$280 per edu. Cyr seconded. All in favor. This will go into effect July 1, 2019. Cyr said South Hadley is fortunate to have a flat rate based on water use. Etelman said it would be helpful if the Selectboard could discuss rates more frequently so the town is not raising everything all at once.

The DPW also proposed raising the annual flat rate trash fee by \$10 from \$65 to \$75, but leaving the green bag cost the same. Forcier motioned to increase the flat rate from \$65 to \$75 per household. Cyr seconded. All in favor.

Members discussed raising the green bag fee. Etelman said there is an inequality that happens – residents who are recycling everything are charged the same flat rate as a person not recycling and throwing away multiple bags a week. She said there is no incentive for people to continue to recycle and some kind of an increase on bag fees would help. Streamlining the process for obtaining a recycling center sticker should be looked at, too, she said.

Miles agreed and said mechanisms should be put in place to encourage people to think about the waste they're generating.

Geraghty said before the green bag program was implemented the town was disposing of more than 7,000 tons of trash. Since the implementation, the town is averaging 3,000 tons, which Geraghty said is pretty impressive.

Cyr said getting rid of recycling is going to be more costly for municipalities in the future, so maybe a bag fee increase will keep recycling moving. He said moving forward the town should inform the public of what's on the horizon so residents can prepare themselves for decisions coming down the road.

Sullivan offered the idea of appointing a sub-committee of Selectboard members, himself, the DPW supervisor, and members of the Board of Health and Conservation Commission to research ways other communities are handling recycling.

Forcier motioned to increase the trench fee for trenches greater than 500 feet from \$61 to \$100. Cyr seconded. All in favor.

The Selectboard will take up other DPW and building department fees at its June 4 meeting.

## **PBE POLICY**

Etelman and Forcier will lead the charge to update the PBE matrix for FY20.

## **CARRY IN POLICY**

After receiving a draft update to its Carry-In BYOB Alcohol Policy, the Selectboard decided to allow all alcohol and not only beer and wine. Etelman motioned to accept the updated Carry-In

policy with the suggested edit to the first restriction regarding alcohol type. Cyr seconded. All in favor.

**TOWN ADMINISTRATOR’S REPORT**

Miles said Town Meeting was successful and thanked Sullivan for all his preparation. Etelman said she was dismayed and frustrated to read a permanent bench dedicated to Lin Pickle and benches at Bachelor Brook were vandalized.

For the full Town Administrator’s Report, see the May 21, 2019 SB packet.

**CHAIRWOMAN’S REPORT**

Miles said she will not be at the June 4 Selectboard meeting and Cyr will lead in her stead. Miles will watch the scheduled tri-annual interviews at a later date in order to participate in appointing candidates on June 18.

**ADJOURN**

Forcier motioned to adjourn. Cyr seconded. All in favor. The meeting adjourned at 8:47 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 BEER AND WINE LICENSE

Application #

**TGL-19-56**

Date Submitted

**5/29/2019**

Applicant Name: **Knights of Columbus #4044**

Company:

Applicant Address: **1599 Memorial Drive Chicopee MA 01020**

Applicant Phone:

Applicant Email:

Date Applied For: **08/11/2019**

Hours of Operation: **8:00 am - 5:00 pm**

Address of Location: **123 WILLIMANSETT ST, South Hadley, MA 01075**

Description of Location: **Buttery Brook Park pavilion**

Type of Event: **Council Picnic**

#### 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 |
|--------------|-------------|--------------|----------------|
| 5/29/2019    | \$30.00     | Check        |                |

## 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

Mon, Apr 29, 2019 at 3:07 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      Cultural Council, Master Plan Implementation 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.

Master Plan Implementation Committee Cultural Council

Please give any details regarding your interest in this appointment?

I'm interested in the MPIC as I am interested in supporting the ongoing work to implement the vision and values outlined in the Master Plan with the intention of shaping the best possible future for South Hadley. I'm interested in the Cultural Council as I would love to support the ongoing work of the council through the grant-sponsored events. I know how beneficial this is to the community based on my experience as a former PAC member of the South Hadley Family Center where the grant helped us fund the summer concert series.

#### Please Provide the Following Information

|                 |                      |
|-----------------|----------------------|
| Name            | Alexis Allen         |
| Email           | [REDACTED]           |
| Address1        | 2 Pheasant Lane      |
| 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?  | 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.)        | Former PAC member of the South Hadley Family Center. Project management experience. |
| Please list any additional information you think may be helpful in reviewing your application.                      | I've lived in South Hadley since 2011.  |
| 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. | facebook  |
| Upload a Letter of Interest   | <i>Field not completed.</i>   |

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

Wed, May 15, 2019 at 5:35 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 Council on Aging, Master Plan Implementation Committee, 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.  
Council on Aging Recreation Commission Master Plan Implementation Committee

Please give any details regarding your interest in this appointment?  
I am an occupational therapist and South Hadley town member. I am passionate surrounding issues and advocacy with the aging processes. I have quite a bit of knowledge and have sat on a state board for my profession.

**Please Provide the Following Information**

Name Melissa Tapp  
Email [REDACTED]  
Address1 16 Grant St  
Address2 2nd Floor  
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 No

Member?

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Is any of your immediate family employed by the Town of South Hadley?

No

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Do you now or have you previously served in Town government?

No

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

I have volunteered on the Ma state board for occupational therapists and have volunteered as a public speaker at several state and national conference. I currently work as an occupational therapist and director of rehabilitation. I am a town resident and will be purchasing a home on Brainard Street in the near future with my husband, who grew up here and my 3 year old son.

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

I am motivated, a quick learner, open-minded and passionate about what I do and support.

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

Channel 15

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

*Field not completed.*

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Upload a Letter of Interest

*Field not completed.*

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

Michael Chunyk  
3 Brock Way  
South Hadley, MA 01075

May 10, 2019

To Whom it May Concern:

This letter serves to express my interest in serving on the Historical Commission and the Historical District Study Committee for the Town of South Hadley.

A lifelong resident of the town, I have always been fascinated with, and take pride in the long history of South Hadley. I also think a strong Historical Committee is crucial to continue preserving and protecting said history for generations to come.

With a background in nonprofit management, I am familiar with fundraising, marketing, and public relations as well as serving on boards and committees.

I look forward to hearing from you. Please contact me if any other information is needed.

Thank you,

A handwritten signature in black ink, appearing to read 'M Chunyk', with a long horizontal flourish extending to the right.

Michael Chunyk

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

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

Fri, May 10, 2019 at 11:09 AM

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      Historical Commission, Historic District Study 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 life-long SH resident and very interested in SH history, especially from a preservation perspective.

#### Please Provide the Following Information

Name      Michael Chnyk

Email      [REDACTED]

Address1      [3 Brock Way](#)

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?      No

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|   |  |
|---|--|
| 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.)        | Former nonprofit director, skilled at fundraising, marketing, public relations, etc. |
| 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, Other  |
| If you indicated another resident or other above, please provide the resident's name or provide additional details. | Keith Paul   |
| Upload a Letter of Interest   | <a href="#">Chunyk Historical Commission LOI.pdf</a>                                 |

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

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

Thu, Apr 25, 2019 at 8:50 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 Sustainability and Energy Commission

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

*Field not completed.*

Please give any details regarding your interest in this appointment?

My business and educational background is in Sustainability and the residential building industry. Energy consumption is always a concern when I design and build homes for my clients. I have a very strong knowledge in high energy efficient building practices.

#### Please Provide the Following Information

Name Jennifer DeForge

Email

Address1 23 Spring Street

Address2 *Field not completed.*

City South Hadley

State MA

Zip 01075

Primary Phone

Alternate Phone *Field not completed.*

Cell Phone: Same as above

#### General Questions

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

Are you a Town Meeting No

Member?

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Is any of your immediate family employed by the Town of South Hadley?

No

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Do you now or have you previously served in Town government?

No

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

I have a Masters degree in Sustainable Design, an undergraduate degree in sustainable architecture and teach at Springfield Technical community college as a Professor in the Architectural and Building Technology program focused on sustainable building practices. I am also a business owner in town with my husband designing, building high energy efficient homes, while my husband takes care of the electrical division within the company.

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

I am very passionate about living sustainably beside teaching it, my education never ends in this field, nor do I want it to.!

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

Other

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

*Field not completed.*

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Upload a Letter of Interest

*Field not completed.*

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

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

Mon, Apr 29, 2019 at 5:01 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    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?    *Field not completed.*

#### Please Provide the Following Information

Name    Ryan Moore

Email    [REDACTED]

Address1    188 Morgan St

Address2    *Field not completed.*

City    South Hadley

State    MA

Zip    01065

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?    No

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|   |                             |
|---|-----------------------------|
| 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>Field not completed.</i> |
| 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. | Facebook                    |
| Upload a Letter of Interest   | <i>Field not completed.</i> |

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

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

Thu, Apr 25, 2019 at 7:12 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      Historical 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 grow up in town here and would consider this post to be an honor

#### Please Provide the Following Information

Name      Donald

Email      [REDACTED]

Address1      32 lawn st

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?      No

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|   |   |
|---|---|
| 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 work for a local HVAC company (oil,gas,propane) |
| 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. | Facebook  |
| Upload a Letter of Interest   | <i>Field not completed.</i>                       |

[Quoted text hidden]

Andrea Miles, Chair  
Jeff Cyr, Vice-Chair  
Christopher Geraghty, Clerk  
Sarah Etelman  
Bruce Forcier

Michael J. Sullivan  
Town Administrator

May 30, 2019

To; South Hadley Selectboard

From; Town Administrator  
Michael J. Sullivan

Regarding; Mass Works Grant Application 2019

On the June 4, 2019 Selectboard Agenda you will find reference to "Newton/Lyman Mass Works Grant Application". There also is an agreement for updating the technical requirements (Fuss and O'Neill) as part of the process in the packet.

The grant application is similar to the one submitted last year. The application calls for upgrades effecting Lyman, Newton, Fulton and Dayton Streets. This includes surface, subsurface and traffic infrastructure. Last year's application was not funded (\$2.8 million). We are hopeful with the amount of private and public investment contemplated for this area South Hadley's grant application will rise to the top for consideration by the Commonwealth.

The Town of South Hadley recently received a \$350,000 Smart Growth Grant which at the discretion of the Selectboard is to be used for capital infrastructure improvements, including design and engineering. The Planning Director and I are requesting the Selectboard allows us by vote to use up to \$4,500 for cost related to the technical requirement updates.

It should be noted the application does commit \$250,000 of the Smart Growth Grant to be used as required in association with a Mass Works grant in the future. If the Mass Works Grant is awarded by the state I will seek an additional vote at a future meeting from the Selectboard to allow that \$250,000 to be utilized as required for the project.



FUSS & O'NEILL

May 24, 2019

Mr. Richard Harris, AICP  
Town Planner  
Town Hall  
116 Main Street, Room 204  
South Hadley, MA 01075

**RE: Proposal for Professional Planning & Engineering Services for  
Newton/Lyman Street Area Composite Map – South Hadley**  
Fuss & O'Neill, Inc. Project No. 20150214.A81

Dear Mr. Harris:

Fuss & O'Neill is pleased to provide you with our professional transportation engineering and planning services for grant application efforts associated with Lyman and Newton Streets infrastructure improvements. This letter summarizes our proposed scope of services, provides an estimate of our fee for services, and includes the general conditions related to providing our services to you.

## Project Understanding

Per request via phone on May 23, 2019, we will assist the town of South Hadley in developing a graphical figure that will better represent the scale of public and private developments that will be supported if the town is to receive a MassWorks grant award from the state for infrastructure and complete streets improvements to Newton/Lyman area. We will use the previously prepared roadway improvement graphic and layer on the proposed developments consisting of the senior center, Wayfinders project, Rocky's project, bank project, and others. The end resultant will be a "master plan" showing all proposed development projects on one document.

It is understood that the next round of MassWorks grant applications is due August 9, 2019 for which the town would like to receive this composite map to include with materials by July 29.

## Scope of Services

The scope of work shall consist of the following:

1550 Main Street  
Suite 400  
Springfield, MA  
01103  
t 413.452.0445  
800.286.2469  
f 413.846.0497

[www.fando.com](http://www.fando.com)

California

Connecticut

Maine

Massachusetts

New Hampshire

Rhode Island

Vermont

\\private\DFS\ProjectData\P2015\0214\A81\Proposal\20150214A81\_NewtonLyman\_Composite Map\_5-23-2019.docx ©2019 Fuss & O'Neill Inc.  
Contract (MA))

Mr. Richard Harris

May 24, 2019

Page 2 of 4

## **Task 100: Prepare Composite Map**

### **Coordinate with proposed private developers**

Obtain a contact list from South Hadley Planning of all of the current and active proposed developments so we can contact them to obtain any preliminary plans they may have for which are available for public use. We will reach out as necessary to gather these planning documents and summarize what information is not available for which we will need to conceptualize internally for the composite map.

### **Prepare Composite Map**

Overlay proposed development plans on existing Newton/Lyman roadway plan. Includes rendering these plans to create a consistent graphic palate.

For any projects for which we are unable to obtain plans for, we will conceptualize these developments for purposes of siting them in the correct geographic location and render the intended development as is publicly understood by the Town of South Hadley.

### **Concept Revisions**

Once the Town has reviewed the compiled map, we will make any final adjustments based on input received. The result will be a “master plan” for the Newton/Lyman area showing the proposed developments in relation to the proposed infrastructure roadway work.

Deliverable: Updated color roll plan of the compiled master plan of Newton Lyman Area. One hardcopy shall be delivered to South Hadley Planning Department. Electronic PDF version will be available for re-use in MassWorks application.

## **Task 200: Update Cost Estimate**

### **Review and update construction cost estimate**

We will review the opinion of probable construction cost that we developed last year and advise if any changes are warranted based on project changes including private developments that may have affected the proposed scope of roadway work. This includes reviewing average bid prices and inflation costs. We will issue an updated cost estimate as part of this task to include with MassWorks application.

Deliverable: Updated cost estimate in electronic PDF format.

Mr. Richard Harris  
 May 24, 2019  
 Page 3 of 4

### Assumptions for Design Services

1. This scope of work is limited to providing conceptual planning services to prepare graphical documents for the MassWorks grant application.
2. For developments that we are unable to obtain preliminary plans/renderings of, we will only show examples of what could be developed, and may not be an actual representation of what the developer has plans for or decide to build.
3. Cost estimation services provided will be based on concept plans and not engineering design plans.

### Fee for Services

Our policy is to invoice on a monthly basis using a percent complete for each of the project tasks shown below. We will provide these professional engineering services on a lump sum basis as shown in the fee table below:

#### Composite Map Development

| Task No.                         | Contract Fee      |
|----------------------------------|-------------------|
| Task 100 – Prepare Composite Map | \$3,590.00        |
| Task 200 – Update Cost Estimate  | \$800.00          |
| <b>Contract Fee:</b>             | <b>\$4,390.00</b> |

### Schedule

Upon authorization of this contract, we are able to commence work immediately after receiving the field base map and expect the design tasks schedule as follows:

- Composite Map – *4 weeks*
- Estimating – *1 to 2 weeks*

We are able to commit to providing you the documents described in our scope by July 29, 2019 under the assumption that background plans from private developments are received in whole by July 2, 2019.

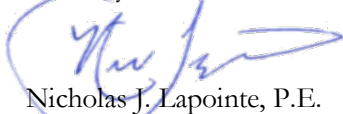
Mr. Richard Harris  
May 24, 2019  
Page 4 of 4

## General Terms and Conditions

We would be happy to provide the above services to the Town under the applicable terms and conditions of the on-call contract dated April 28, 2015 between the Town of South Hadley and Fuss & O'Neill. The contract fees in this proposal are in effect until December 31, 2019, any delays caused by others may result in a fee adjustment. Additional work, if required, due to changes in the project size or scope of work as understood at this time or for other reasons such as requirements imposed by the Town would be considered extra work. Additional work would be billed on an hourly rate basis and is not included in the cost estimate stated above. Our current hourly billing rates by professional employee category are contained in *Attachment 1*.


Receipt of a signed copy of this agreement will serve to authorize the work outlined in the Scope of Services. Project work shall not commence until an additional written notice to proceed from the Town of South Hadley official is received. Thank you for requesting design services from Fuss & O'Neill.

Sincerely,



Nicholas J. Lapointe, P.E.  
Project Manager

Reviewed by:



Eric M. Bernardin, P.E., LEED-AP  
Vice President

Attachments: 1 – Billing Rates

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**AUTHORIZATION TO PROCEED**  
**Agreement for Professional Planning & Engineering Services for**  
**Newton/Lyman Street Area Improvements – Composite Map, South Hadley, MA**  
F&O Opportunity No. 20150214.A81

I hereby authorize Fuss & O'Neill to proceed with the above-referenced project in accordance with the General Terms and Conditions dated April 28, 2015 and proposal dated May 24, 2019

|              |       |
|--------------|-------|
| _____        | _____ |
| Printed Name | Date  |
| _____        | _____ |
| Signature    | Title |

## 2019 BILLING RATES

| <u><b>BILLING CATEGORY</b></u>          | <u><b>HOURLY RATE</b></u> |
|---|---------------------------|
| Researcher, Clerical                    | \$ 71                     |
| Project Accountant                      | \$ 82                     |
| CADD, Survey, Technician I              | \$ 82                     |
| CADD, Survey, Technician II             | \$ 88                     |
| CADD, Survey, Technician III            | \$ 98                     |
| Engineer, Scientist, Analyst I          | \$102                     |
| Engineer, Scientist, Analyst II         | \$111                     |
| Engineer, Scientist, Analyst III        | \$130                     |
| Senior Engineer, Scientist, Analyst I   | \$148                     |
| Senior Engineer, Scientist, Analyst II  | \$166                     |
| Senior Engineer, Scientist, Analyst III | \$190                     |
| Associate                               | \$206                     |
| Officer                                 | \$215                     |
| Senior Officer                          | \$225                     |

### DIRECT CHARGE SCHEDULE

|   |                           |
|---|---------------------------|
| Subcontractors/Subconsultants                   | Cost plus 15%             |
| F&O Staff Mileage                               | At Prevailing IRS Rate    |
| F&O Field Vehicles                              | \$100/day plus \$.35/mile |
| F&O Hybrid Vehicles                             | At Prevailing IRS Rate    |
| Printing/Reprographics                          |                           |
| Black & White Copy/Print                        | \$0.065/page              |
| Color Copy/Print                                | \$0.40/page               |
| Electrostatic Copy/Print                        | \$0.25/Sq.Ft.             |
| Inkjet Plotter Monochrome                       | \$0.25/Sq.Ft.             |
| Color Plotting                                  | \$1.00/Sq.Ft.             |
| Inkjet Mylar                                    | \$2.50/Sq.Ft.             |
| Binding Materials                               | At Cost                   |
| Payment Processing (e.g., debit or credit card) | At Cost (minimum 3%)      |

## 2019 BILLING RATES

| FIELD EQUIPMENT SCHEDULE                         | PER DAY (unless noted)                           |
|--|--|
| Air Sampling Pumps                               | \$15   |
| All Terrain Vehicle                              | \$100  |
| Bladder Pumps                                    | \$25   |
| Boat   | \$50   |
| Combustible Gas Indicator (CGI)                  | \$20   |
| Concrete Coring Machine                          | \$250  |
| Cone Penetrometer                                | \$25   |
| Dissolved Oxygen/Temp/pH Meter (YSI-30)          | \$15   |
| Generators                                       | \$50   |
| Hammer Drill                                     | \$50   |
| Hand Auger                                       | \$25   |
| Hydrogen Sulfide Sensor & Data Logger            | \$206 per week                                   |
| Interface Probe                                  | \$25   |
| Infiltrometer                                    | \$25   |
| Low Flow Controller                              | \$50   |
| Metal Detector                                   | \$25   |
| Multimeters (YSI-600)                            | \$85   |
| Confined Space Meter (Multi-Gas Meter)           | \$30   |
| Peristaltic Pumps                                | \$20   |
| Petro Flag Sample                                | \$25   |
| Photoionization Detector (OVM/PID)               | \$75   |
| Soil Gas Sampling Equipment                      | \$100  |
| Soil/Sediment VOC Supplies (Terra Core)          | \$2 per sample                                   |
| Soil/Sediment SPLP/TCLP Supplies (Encore)        | \$ 10 per sample                                 |
| Soil Vapor Extraction (SVE) Pilot Test Equipment | \$260  |
| Survey Levels                                    | \$30   |
| Survey GPS Submeter Receiver                     | \$50   |
| Survey GPS VRS Subcentimeter                     | \$100  |
| Survey Robotic Total Station                     | \$100  |
| Total Organic Vapor Analyzer                     | \$65   |
| Tracer Dye Flow Dilution Equipment               | \$1,600 a day                                    |
| Transit Time Flowmeter                           | \$130 per day, \$520 per week, \$1,706 per month |
| Turbidity Meters                                 | \$15   |
| Water Level Indicator                            | \$15   |

New Business

B) Borrowing \$1,490,000 (Capital Bond) (Vote)

Motion:

I motion to authorize the treasurer to borrow \$1.49 million in short term notes for the purpose as described for capital needs at the May 8, 2019 Annual Town Meeting.

## 2019 Rate Changes DPW

### Road Opening Permit

Trench Fee for trenches greater than 500 feet from \$61.00 to \$100.00

### Transfer Station

Construction & Demolition (C&D) Contractor Bags from \$4.00 per bag to \$6.00 per bag

C&D Pickup 6' Bed (1.5 cubic yards) from \$28.00 to \$40.00

C&D Pickup 8' Bed (water level - 2.2 cubic yards) from \$40.00 to \$55.00

C&D Pickup 8' (one ton water level - 2.8 cubic yards) from \$53.00 to \$70.00

TVs under 19" from \$5.00 to \$10.00

TVs from 19"-27" from \$10.00 to \$15.00

TVs larger than 27" or with console from \$20.00 to \$30.00

Computer Monitors from \$10.00 to \$15.00

| <b>RESIDENTIAL: 1- or 2-Family Dwellings and Townhouses</b>   |                            |             |
|---|----------------------------|-------------|
| <b>Project – Type of Work</b>   | <b>Fee</b>                 | <b>Min.</b> |
| <b>New Construction – Principal Buildings</b>   | \$7.50 per \$1,000 of cost | \$750       |
| <b>Detached Accessory Structures over 200 square feet:</b><br>Garages, carports, storage sheds, pavilions, gazebos, pergolas, membrane structures, etc.   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Additions:</b> Any addition to an existing dwelling including 2 <sup>nd</sup> and 3 <sup>rd</sup> stories, attached garages, carports, and patio covers, sunrooms, etc.  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Repairs, Renovations, Alterations:</b> New window, skylight, and door openings, structural changes of any kind, changes to floorplan configuration, converting attached garages, attics, or basement areas to habitable space, kitchen and bathroom remodeling, etc. | \$7.50 per \$1,000 of cost | \$75        |
| <b>Deck or Porch (not including sunrooms or "3-season" rooms)</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Re-roofing, Re-siding, Re-decking</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Replacement Windows &amp; Doors</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Swimming Pools – Above Ground</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Swimming Pools – In Ground</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Solar Systems – Roof or Ground</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Solid Fuel Burning Stoves and Appliances</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Manufactured Chimneys and Vents</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Masonry Fireplaces and Chimneys</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Chimney Liners</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Sheet Metal/Mechanical</b>   | \$7.50 per \$1,000 of cost | \$75        |
| <b>Insulation and Weatherization</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Fences Over 7' High</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Foundation Only</b>  | \$7.50 per \$1,000 of cost | \$75        |
| <b>Demolition</b>   | \$7.50 per \$1,000 of cost | \$75        |

| <b>COMMERCIAL RESIDENTIAL: Multi-Family, Apartments, and Condominiums</b>   |                         |             |
|---|-------------------------|-------------|
| <b>Project – Type of Work</b>   | <b>Fee</b>              | <b>Min.</b> |
| <b>New Construction – Principal Buildings</b>   | \$9 per \$1,000 of cost | \$2500      |
| <b>Detached Accessory Structures over 200 square feet:</b><br>Garages, carports, storage sheds, pavilions, gazebos, pergolas, membrane structures, etc.   | \$9 per \$1,000 of cost | \$90        |
| <b>Additions:</b> Any addition to an existing dwelling including 2 <sup>nd</sup> and 3 <sup>rd</sup> stories, attached garages, carports, and patio covers, sunrooms, etc.  | \$9 per \$1,000 of cost | \$90        |
| <b>Repairs, Renovations, Alterations:</b> New window, skylight, and door openings, structural changes of any kind, changes to floorplan configuration, converting attached garages, attics, or basement areas to habitable space, kitchen and bathroom remodeling, etc. | \$9 per \$1,000 of cost | \$90        |
| <b>Deck or Porch</b> (not including sunrooms or "3-season" rooms)   | \$9 per \$1,000 of cost | \$90        |
| <b>Re-roofing, Re-siding, Re-decking</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Replacement Windows &amp; Doors</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Swimming Pools – Above Ground</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Swimming Pools – In Ground</b>   | \$9 per \$1,000 of cost | \$90        |
| <b>Solar Systems – Roof or Ground</b>   | \$9 per \$1,000 of cost | \$90        |
| <b>Solid Fuel Burning Stoves and Appliances</b>   | \$9 per \$1,000 of cost | \$90        |
| <b>Manufactured Chimneys and Vents</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Masonry Fireplaces and Chimneys</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Chimney Liners</b>   | \$9 per \$1,000 of cost | \$90        |
| <b>Sheet Metal/Mechanical</b>   | \$9 per \$1,000 of cost | \$90        |
| <b>Insulation and Weatherization</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Fences Over 7' High</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Foundation Only</b>  | \$9 per \$1,000 of cost | \$90        |
| <b>Demolition</b>   | \$9 per \$1,000 of cost | \$90        |

| <b>COMMERCIAL: All Use Classifications Other Than Residential</b>   |                          |             |
|---|--------------------------|-------------|
| <b>Project – Type of Work</b>   | <b>Fee</b>               | <b>Min.</b> |
| <b>New Construction – Principal Buildings</b>   | \$10 per \$1,000 of cost | \$2500      |
| <b>Detached Accessory Structures over 200 square feet:</b><br>Garages, carports, storage sheds, pavilions, gazebos, pergolas, membrane structures, etc.   | \$10 per \$1,000 of cost | \$100       |
| <b>Additions:</b> (to principal or accessory structures)  | \$10 per \$1,000 of cost | \$100       |
| <b>Repairs, Renovations, Alterations:</b> (to principal or accessory structures) New window, skylight, and door openings, structural changes of any kind, changes to floorplan configuration, build-outs, repairs or alterations to any means of egress | \$10 per \$1,000 of cost | \$100       |
| <b>Deck or Porch</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Re-roofing; Re-siding; Replacement Windows &amp; Doors</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Swimming Pools; Pool Houses; Pool Decks</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Solar systems</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Fire Alarm</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Sprinkler Systems</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Mechanical</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Sheet Metal &amp; Ductwork</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Insulation and Weatherization</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Conveyance Systems</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Foundation Only</b>  | \$10 per \$1,000 of cost | \$100       |
| <b>Demolition</b>   | \$10 per \$1,000 of cost | \$100       |
| <b>Signs</b>  | \$10 per \$1,000 of cost | \$100       |

| <b>MISC. PERMITS, CERTIFICATES, INSPECTIONS, and FEES</b>   |  |       |
|---|--|-------|
| <b>Certificate of Occupancy Inspection – New Business</b>   | \$75   | \$75  |
| <b>Certificate of Occupancy Inspection – Change of Use</b>  | \$75   | \$75  |
| <b>Certificate of Inspection – Periodic Schedule 110</b>  | \$75 per building  | \$75  |
| <b>Commercial Pool Inspections: Annual</b>  | \$75   | \$75  |
| <b>Vacant Property registration: Annual</b>   | \$100 - \$300  | \$100 |
| <b>Tents and Temporary Structures:</b> Inspections required every 30 days or portion thereof for duration of use. Maximum allowed use: 180 days | \$75: includes initial inspection. \$50 per subsequent inspection. | \$75  |
| <b>Re-inspections:</b> Re-inspection of previously inspected work for which violations noted on prior inspections have not been corrected.      | \$50   | \$50  |
| <b>Work Begun Without Permit</b>  | Double fee   | \$150 |

# Current/proposed wiring permit fees

| Permit type:  | Existing fees: | Proposed: |
|---|----------------|-----------|
| <b>Residential</b>  |                |           |
| Addition & remodel with service change                          | 135            | 165       |
| Addition and remodel without service change                     | 90             | 110       |
| New home or condo   | 135            | 165       |
| Multifamily 1st unit  | 100            | 125       |
| Each additional unit  | 100            | 125       |
| Service upgrade or generator                                    | 45             | 55        |
| Temporary service   | 45             | 55        |
| Above ground pool / Hot tub                                     | 50             | 60        |
| Inground pool   | 75             | 100       |
| Solar installation  | 80             | 125       |
| Alarm system (Smoke, burgular, co )                             | 45             | 55        |
| Appliance outlet (AC, dryer, range, furnace, water heater, etc) | 45             | 55        |
| Low voltage system phone,data, speakers, etc                    | 45             | 55        |
| <b>Commercial</b>   |                |           |
| Up to \$12,500  | 180            | 200       |
| Add \$20 for each additional \$2500 over \$12500                | 20             | 25        |
| Low voltage systems ( Telephone, data, temp. control, alarm)    | 90             | 100       |
| <b>Re-inspection fee</b>  | 45             | 55        |

**Town of South Hadley**  
**Electrical Permit Fees**  
Effective July 1, 2013

**Residential Fees:**

|   |           |
|---|-----------|
| Additions & Remodels with Service Change                                    | \$ 135.00 |
| Addition & Remodel without Service Change                                   | \$ 90.00  |
| New Home or Condominium   | \$ 135.00 |
| Multi-family 1 <sup>st</sup> Unit   | \$ 100.00 |
| Each additional Unit  | \$ 100.00 |
| Service Change / Generator  | \$ 45.00  |
| Temporary Service   | \$ 45.00  |
| Above Ground Swimming Pool / Hot Tub  | \$ 50.00  |
| In-ground Swimming Pool   | \$ 75.00  |
| Solar Panels  | \$ 80.00  |
| Alarm Systems (smoke, burglar, co det.)                                     | \$ 45.00  |
| Appliance Outlet (AC, dryer, range, oil burner,<br>hot water heaters, etc.) | \$ 45.00  |
| Low Voltage System (telephone, data, speakers etc.)                         | \$ 45.00  |

**Commercial Fees:**

|   |          |
|---|----------|
| Up to \$12,500.00   | \$180.00 |
| Estimated cost of electrical contract ADD \$20.00<br>For each \$2,500.00 over \$12,500.00                     | \$ 20.00 |
| Low Voltage Systems (Telephone, data, temp control, alarm)  | \$ 90.00 |
| <b>Re-inspection fee for work not complete, violations not fixed<br/>or repaired or access not available.</b> | \$ 45.00 |

**WORK STARTED WITHOUT A PERMIT ....DOUBLE FEE**

FEE SCHEDULE FOR WIRING PERMITS

Effective as of 7/25/18

**Residential Work**

New Single Dwelling (includes temporary service).....\$250.00

Renovations:

Major (more than 1 room).....\$150.00

Minor (2 inspections).....\$100.00

Multi-family Dwelling (per unit).....\$150.00

Services:

Up to and including 400 AMPS .....\$ 75.00

Over 400 AMPS .....\$200.00

Panel replacement (1 inspection)..... \$ 55.00

Meter Restoration .....\$ 55.00

Major Appliance (new or replacement) .....\$ 55.00

For each of the following appliances;

Range, built-in oven, counter tops, electric dryers, water heaters, disposal, dishwasher, oil burner, gas burner, air conditioner, heat pumps, mini splits, island light, generators, transfer switches, etc.

Residential Fire & Security: 2 inspections required @ \$55. Ea.....\$110.00

Garages .....\$ 75.00

Branch Circuit Extensions, lights or receptacles or other devices.....\$ 55.00

Solar installations (residential).....\$150.00

Under No Circumstances shall any inspections be less than \$55.

**Commercial Work (Commercial, industrial, mercantile, and multi-family)**

A. Based on value of work: \$75 for first \$1000 value, \$5 per thousand thereafter. (minimum fee: \$150.00)

B. Commercial Fire & Security.....same as A

C. Solar installation (commercial).....same as A

D. Signs and Marquees .....\$ 150.00

E. Carnivals, Concessions, Circuses, and Fairs

|                          |          |
|--------------------------|----------|
| 1-20 activities .....    | \$200.00 |
| Over 20 activities ..... | \$400.00 |

**Repair and Maintenance**

For industrial concerns and schools employing a licensed electrician for maintenance work only on their premises, the annual permit fee shall be set between \$500 and \$700 at the discretion of the Wiring Inspector.

**Miscellaneous Work**

A. Swimming Pools:

|                       |          |
|-----------------------|----------|
| Storable pools .....  | \$ 55.00 |
| Permanent pools ..... | \$100.00 |

B. Smoke/CO detectors—per structure .....\$ 55.00

**Fees for re-inspection**

The fee for a re-inspection of defective work, or if the site is inaccessible for scheduled inspection, shall be \$55.

**ALL PERMIT FEES ARE NON-REFUNDABLE**

**FEES FOR PERMIT APPLICATIONS MAY BE PAID ONLINE OR BY CHECK. IF PAYING BY CHECK, PLEASE MAKE PAYABLE TO THE FRCOG AND INCLUDE SITE ADDRESS IN THE MEMO OF THE CHECK.**



**City of Northampton**  
 Massachusetts  
 DEPARTMENT OF BUILDING INSPECTIONS  
 212 Main Street • Municipal Building  
 Northampton, MA 01060



INSPECTOR OF WIRES  
 ROGER MALO [rmalo@northamptonma.gov](mailto:rmalo@northamptonma.gov)  
 Fax: 413-587-1272  
 Phone: 413-587-1244

**ELECTRICAL PERMIT FEES**

Section 174.5 – **Electrical Permit Fees Are Non-Refundable**

Effective Fee Date: January 7, 2015

**COMMERCIAL WORK**

|  |  |
|--|--|
| New Building & Renovations (fee for service is separate)   | .09 per sq ft minimum 75.00                            |
| Service & One Meter – Up To 200 Amps   | 60.00  |
| Over 200 Amps (per 100 Amps or portion thereof)  | 35.00  |
| Additional Meter (per meter)   | 10.00  |
| Illuminated Sign   | 25.00  |
| Major Appliances (including but not limited to: ranges, dryers, water heaters, disposals,<br>air conditioners, furnaces, boilers in the same unit) |  |
| First Appliance (per dwelling unit)  | 35.00  |
| Additional Appliances in the Same Dwelling Unit (per appliance)  | 15.00  |
| Gas Pumps & Dispensers – First Unit  | 25.00  |
| Additional Unit (per unit)   | 10.00  |
| Low Voltage - Smoke detectors, security, data & communications, alarm, speakers  | (up to 5,000 sq ft) 50.00                              |
|  | (greater than 5,000 sq ft) .04 per sq ft minimum 50.00 |
| Solar  | 60.00 plus .09 Sq Ft                                   |
| Lighting Retrofit  | 75.00 plus 1.00 per fixture                            |
| Generator  | 60.00  |

**MISCELLANEOUS FEES**

|  |                    |        |
|--|--------------------|--------|
| Carnivals, Concessions, Circuses & Fairs | 1-20 Activities    | 110.00 |
|  | over 20 Activities | 350.00 |
| Car Charging Station (per inspection)    |                    | 75.00  |

**ANNUAL FEES FOR ON-SITE INDUSTRIAL REPAIR & MAINTENANCE**

|  |        |
|--|--------|
| On Site Commercial Repairs and Maintenance per Electrician | 250.00 |
|--|--------|

**REINSPECTION FEES**

|   |       |
|---|-------|
| Fees charged for incomplete work, or when access cannot be obtained by the inspector at the appointed time. | 50.00 |
|---|-------|

**PROJECTS REQUIRING ADDITIONAL INSPECTIONS AS FOLLOWS**

|            |       |
|------------|-------|
| Commercial | 50.00 |
|------------|-------|

**THE FEE FOR ALL PERMITS NOT OTHERWISE SPECIFIED IN THE ORDINANCE**

|            |       |
|------------|-------|
| Commercial | 80.00 |
|------------|-------|

Buildings owned by the City of Northampton must take permits, but are exempt from fees 00.00  
 The Electrical Inspector shall determine electrical fees not specifically listed.



# City of Northampton

Massachusetts

DEPARTMENT OF BUILDING INSPECTIONS  
212 Main Street • Municipal Building  
Northampton, MA 01060



INSPECTOR OF WIRES  
ROGER MALO [rmalo@northamptonma.gov](mailto:rmalo@northamptonma.gov)  
Fax: 413-587-1272  
Phone: 413-587-1244

## ELECTRICAL PERMIT FEES

Effective Fee Date: January 7, 2015

Section 174.5 – Electrical Permit Fees Are Non-Refundable

### RESIDENTIAL WORK

|  |        |
|--|--------|
| New Single Family Dwelling (Inc. temp/perm service) Less than 2400 sq ft.....  | 200.00 |
| New Single Family Dwelling (Including temp/perm service) More than 2400 sq ft.....   | 250.00 |
| Multi Family Dwelling.....   | 75.00  |
| Service & One Meter – UP TO 200 Amps.....  | 60.00  |
| Over 200 Amps/per 100 Amps.....  | 35.00  |
| Each Additional Meter.....   | 10.00  |
| Minor Renovations (one room).....  | 65.00  |
| Major Renovations (more than one room).....  | 125.00 |
| Garages & Accessory Buildings.....   | 90.00  |
| Major Appliances (including but not limited to: ranges, dryers, water heaters, disposals,<br>air conditioners, furnaces, boilers in the same unit) |        |
| First Appliance.....   | 35.00  |
| Additional Appliances in the Same Dwelling Unit (per appliance).....   | 15.00  |
| In-ground Swimming Pool.....   | 65.00  |
| Above Ground Swimming Pool.....  | 55.00  |
| Hot Tub or Sauna.....  | 65.00  |
| Low Voltage- Smoke detectors, security, data & communications, alarm, speakers (per dwelling unit).....  | 30.00  |
| Solar.....   | 60.00  |
| Generator.....   | 60.00  |
| Car Charging Station (per inspection).....   | 75.00  |

**REINSPECTION FEES** .....50.00

Fees charged for incomplete work, or when access cannot be obtained.

### PROJECTS REQUIRING ADDITIONAL INSPECTIONS AS FOLLOWS

Residential.....25.00

### THE FEE FOR ALL PERMITS NOT OTHERWISE SPECIFIED IN THE ORDINANCE

Residential.....55.00

Work on buildings owned by the City of Northampton require permits, but are exempt from fees.....00.00

The Electrical Inspector shall determine electrical fees not specifically listed.



# DEPARTMENT OF BUILDING INSPECTIONS

TOWN HALL  
100 MIDDLE STREET  
HADLEY, MA 01035

(413) 586 7274 • FAX (413) 586-5661

## Electrical Application/Permit Fee Schedule

## Amount

### Residential

|  |           |
|--|-----------|
| New Single Family Dwelling (does not include service)          | \$ 150.00 |
| Each Additional unit in the same building*                     | \$ 90.00  |
| Additions, Alterations**, Accessory Structures (per structure) | \$ 120.00 |

|  |          |
|--|----------|
| <b>Appliances:</b> per unit  | \$ 30.00 |
| Each additional Appliance in same unit, inspected at the same time | \$ 10.00 |

|   |          |
|---|----------|
| <b>Limited Energy Alarm &amp; Communications System</b> | \$ 50.00 |
|---|----------|

|   |          |
|---|----------|
| <b>Service &amp; One Meter up to 200 amps</b> | \$ 35.00 |
| A. - over 200 amps, each 100 amps             | \$ 10.00 |
| B. - each additional meter                    | \$ 10.00 |

|  |                                       |
|--|---------------------------------------|
| <b>Solar Panel Installation</b> – Please round off the KWs-Ex:8.6kw is 9kw | \$ 75.00 Up to 5 KW                   |
|  | \$ 10.00 for each KW after first 5 KW |

|                                  |          |
|----------------------------------|----------|
| <b>Swimming Pools:</b> In-ground | \$ 90.00 |
| Above ground                     | \$ 60.00 |

### Commercial, Educational, Dormitory, Agricultural, & Industrial

|  |          |
|--|----------|
| New Buildings up to 1,000 sq. ft (gross floor area)                              | \$150.00 |
| Each additional 1,000 sq. ft. (gross floor area) or major fraction therefore add | \$100.00 |
| Additions & Alterations up to 1,000 sq ft (gross floor area)                     | \$150.00 |
| Each Additional 1,000 sq ft (gross floor area) or major fraction therefore add   | \$100.00 |

|  |          |
|--|----------|
| <b>Appliances:</b> per unit                        | \$ 30.00 |
| Each additional unit if inspected at the same time | \$ 10.00 |

|  |          |
|--|----------|
| <b>Gas pumps &amp; Dispensers,</b> first unit      | \$ 50.00 |
| Each additional unit if inspected at the same time | \$ 10.00 |

|   |                    |
|---|--------------------|
| <b>Limited Energy Alarm &amp; Communication Systems</b> – | \$ 75.00           |
| Above 1st floor - each floor                              | \$ 75.00 per floor |

|   |          |
|---|----------|
| <b>Outdoor Lighting &amp; Illuminated Signs</b> | \$ 60.00 |
|---|----------|

|                                 |          |
|---------------------------------|----------|
| <b>Solar Panel Installation</b> | \$150.00 |
|---------------------------------|----------|

plus \$ 3.00/\$1000 Construction Cost

|   |          |
|---|----------|
| <b>Temporary Wiring ***</b>                                     |          |
| Temporary Service   | \$ 30.00 |
| With assured equipment grounding conductor program where in use | \$100.00 |

|   |          |
|---|----------|
| <b>Over 1,000 Volts ****</b>              |          |
| Each circuit (1 or 3 phase) – termination | \$100.00 |

Fee for not having a permit, double after the fact  
Re-inspection Fee: \$25.00  
Returned Checks: \$25.00 additional charge

**For Inspection: Willy Danylieko: 413-695-5437 or 413-587-0525 (Emergency)**

\* Per unit or groups of substantially identical units completed at the same time in one building.  
\*\* If over 75% of building alterations is involved, the rate for new construction shall apply for each occupancy.  
\*\*\* Temporary Service shall require a separate permit; other temporary wiring shall require a separate permit only if no other electrical permit applies to the location and the related activity.  
\*\*\*\* This schedule applies in addition to any other applicable schedule.



## CITY OF EASTHAMPTON Electrical Permit Fee Schedule

Ronald F. Bednarz, Electrical Inspector  
413-529-1404/413-529-1433

### RESIDENTIAL

|   |                   |
|---|-------------------|
| Single Family Dwelling.....   | \$ 175.00         |
| Multi-Family Dwelling.<br>Per Unit or Apartment.....                                      | \$ 150.00         |
| Renovations.....  | \$ 100.00         |
| Appliance wiring, Washer, Dryer, Water Heater,<br>Oil Burners or Gas Heating Systems..... | \$ 40.00          |
| Service Change.....   | \$ 60.00          |
| -Over 200 amps.....   | \$ + 5.00/100amps |
| -Each additional meter. ....  | \$ 5.00           |
| Swimming Pools, above ground.....   | \$ 50.00          |
| Inground.....   | \$100.00          |
| Fee for work not specified.....   | \$ 40.00          |
| Installation of Solar Panels .....  | \$ 100.00         |

### COMMERCIAL

|   |                 |
|---|-----------------|
| Service Change                            |                 |
| 100 to 200 amps.....                      | \$ 85.00        |
| 200 to 2000 amps.....                     | \$ 100.00       |
| over 2000 amps.....                       | \$ 150.00       |
| Renovations.....                          | \$ 150.00       |
| New Construction:                         |                 |
| 400 square feet and under.....            | \$ 150.00*      |
| 401 square feet to 1,800 square feet..... | \$ 175.00*      |
| Over 1,800 square feet.....               | \$ .10/sq. ft.* |
| *PLUS SERVICE                             |                 |
| Installation of Solar Panels .....        | \$ 100.00       |

### ALARM SYSTEMS-Fire and security

|                             |                   |
|-----------------------------|-------------------|
| Residential.....            | \$ 50.00          |
| Commercial.....             | \$ 75.00          |
| Residential Apartments..... | \$ 25.00/per unit |

### FEEES FOR REINSPECTION:

The fee for reinspection shall be \$45.00 for each inspection

### FEEES FOR REPAIR MAINTENANCE:

For industrial maintenance work on their premises, employing all licensed electricians or hiring electrical contractors, the annual fee shall be \$140.00

\*\* LICENSED ELECTRICIANS MUST CALL FOR ALL INSPECTIONS \*\* Revised 12/2015



## City of Westfield, Massachusetts

Building Department

59 Court Street

Westfield, Massachusetts 01085

Tel: (413) 572-6251

Fax: (413) 572-6389

### **SCHEDULE OF ELECTRICAL FEES**

EFFECTIVE JANUARY 1, 2018

#### **RESIDENTIAL**

##### NEW CONSTRUCTION

|                     |                                    |
|---------------------|------------------------------------|
| Single Family ..... | \$150 (includes three inspections) |
| Two Family .....    | \$200 (includes three inspections) |

ADDITIONS and ALTERATIONS ..... \$ 50 per inspection/unit

SERVICE CHANGE ..... \$50 per inspection/unit  
(upgrades, replacements and replacement equipment)

##### SWIMMING POOLS

|                    |       |
|--------------------|-------|
| Above Ground ..... | \$50  |
| In-Ground .....    | \$100 |

SECURITY SYSTEMS ..... \$50 per inspection

SOLAR ..... \$100 (includes two inspections)

Any inspection not specified ..... \$50 per inspection

Re- Inspection Fee ..... \$25

#### **COMMERCIAL**

NEW CONSTRUCTION ..... \$120 + \$0.06 sq. ft

ADDITIONS and ALTERATIONS ..... \$75 per inspection

SERVICE CHANGE ..... \$120

##### MAJOR EQUIPMENT

|                                 |       |
|---------------------------------|-------|
| 1.5 Motors, Machines, A/C ..... | \$75  |
| Over 5 .....                    | \$100 |

LOW VOLTAGE ..... \$75

SOLAR ..... \$300

Any inspection not specified ..... \$75 per inspection

Re-Inspection Fee ..... \$25

**TOWN OF LUDLOW DEPARTMENT OF INSPECTIONAL SERVICES**

488 Chapin Street, Room 305, Ludlow, Massachusetts 01056

John Roda, Electrical Inspector - Phone: 413 583-5605 X 1210 - TTY: 413 583-5668 - Fax: 413 583-5603

**ELECTRICAL PERMIT FEES**

**INDUSTRIAL/BUSINESS ELECTRICAL PERMITS:**

|   |                                 |
|---|---------------------------------|
| New Construction .....  | \$150.00 + \$.10 sq. ft.        |
| Additions <b>OR</b> Alterations <b>OR</b> Lighting Retrofits.....   | \$150.00 + \$.10 sq. ft.        |
| Commercial Alarms & Security Alarm Systems & Low Voltage Systems (common areas).....                                  | \$85.00 first floor             |
| .....   | + \$40.00 each additional story |
| Apartment Units or Multi Families – All Low Voltage.....  | \$85.00 per unit                |
| Temporary Wiring: In conjunction with bazaars, outdoor shows, exhibitions, carnivals,<br>temporary trailers, etc..... | \$150.00                        |
| Solar Panels, etc.....  | \$500.00                        |
| Commercial Generators <b>OR</b> Emergency Lights.....   | \$200.00 each                   |
| Commercial Power Restoration, Per Meter.....  | \$100.00                        |
| Signs .....   | \$125.00 each                   |

Any business operation which maintains an electrical maintenance force shall pay a blanket fee of **\$400.00** annually for work done on premises subject to the following:

- The permit application & fees are due the first day of January each year
- Any work done by outside contractors is subject to appropriate action of this schedule
- A log of work completed shall be kept by the supervisor of electrical maintenance & arrangements shall be made for the wiring inspection semi-annually.

**RESIDENTIAL ELECTRICAL PERMITS:**

|  |                   |
|--|-------------------|
| Dwelling - <b>ONE FAMILY</b> (4 inspections-includes up to 100 AMP service).....   | \$175.00          |
| (125 to 200 AMP service).....  | \$225.00          |
| - <b>ONE FAMILY</b> (No Service).....  | \$150.00          |
| Dwelling – <b>MULTI-FAMILY (3 or more units)</b> .....   | \$125.00 per unit |
| Additions .....  | \$100.00          |
| Alterations (major-2 rooms or more) .....  | \$100.00          |
| Alterations (minor-1 room) .....   | \$80.00           |
| Miscellaneous Work .....   | \$40.00           |
| Emergency lights/exit signs up to 3 (multi-family) .....   | \$75.00           |
| Emergency lights/exit signs over 3 (multi-family) .....  | \$100.00          |
| Garages, <b>attached and detached</b> .....  | \$80.00           |
| Generators – 100 AMPS or up to 12 kw .....   | \$60.00           |
| Generators – 200 AMPS or over 12 kw .....  | \$80.00           |
| Hot Water Tank <b>OR</b> Low Voltage Alarm System <b>OR</b> Shed <b>OR</b> Pool House <b>OR</b> A/C <b>OR</b><br>Stove <b>OR</b> Dryer <b>OR</b> Furnace <b>OR</b> Fire Alarm, etc. .... | \$50.00 each      |
| Combo Unit Furnace with Heater <b>OR</b> Combo A/C / Furnace/Boiler.....   | \$75.00 each      |
| Power Restoration .....  | \$50.00           |
| Solar panels.....  | \$150.00          |
| Temporary trailer (due to fire, etc.) .....  | \$50.00           |
| In-ground Pools (2 inspections) .....  | \$125.00          |
| Above Ground Pools.....  | \$60.00           |

Electrical Services-Fees for all electrical services are as follows with a \$40.00 minimum. Main panel changes, meter reattachments, etc. are equivalent to service changes.

|                    |                                |
|--------------------|--------------------------------|
| 60 – 100 amp.....  | \$60.00 per meter              |
| 125 – 200 amp..... | \$85.00 per meter              |
| 400 amp.....       | \$120.00 per meter             |
| 600 – 800 amp..... | \$180.00 to \$200.00 per meter |
| 1200 amp.....      | \$300.00 per meter             |

**2nd Call Back** (3rd inspection for same work due to corrections) ..... \$50.00 each inspection  
**Renewal of Permit Expired After One Year**..... **1/2 of original cost**  
**WORK STARTED WITHOUT A PERMIT**..... **DOUBLE FEE**

# South Hadley Dog Park

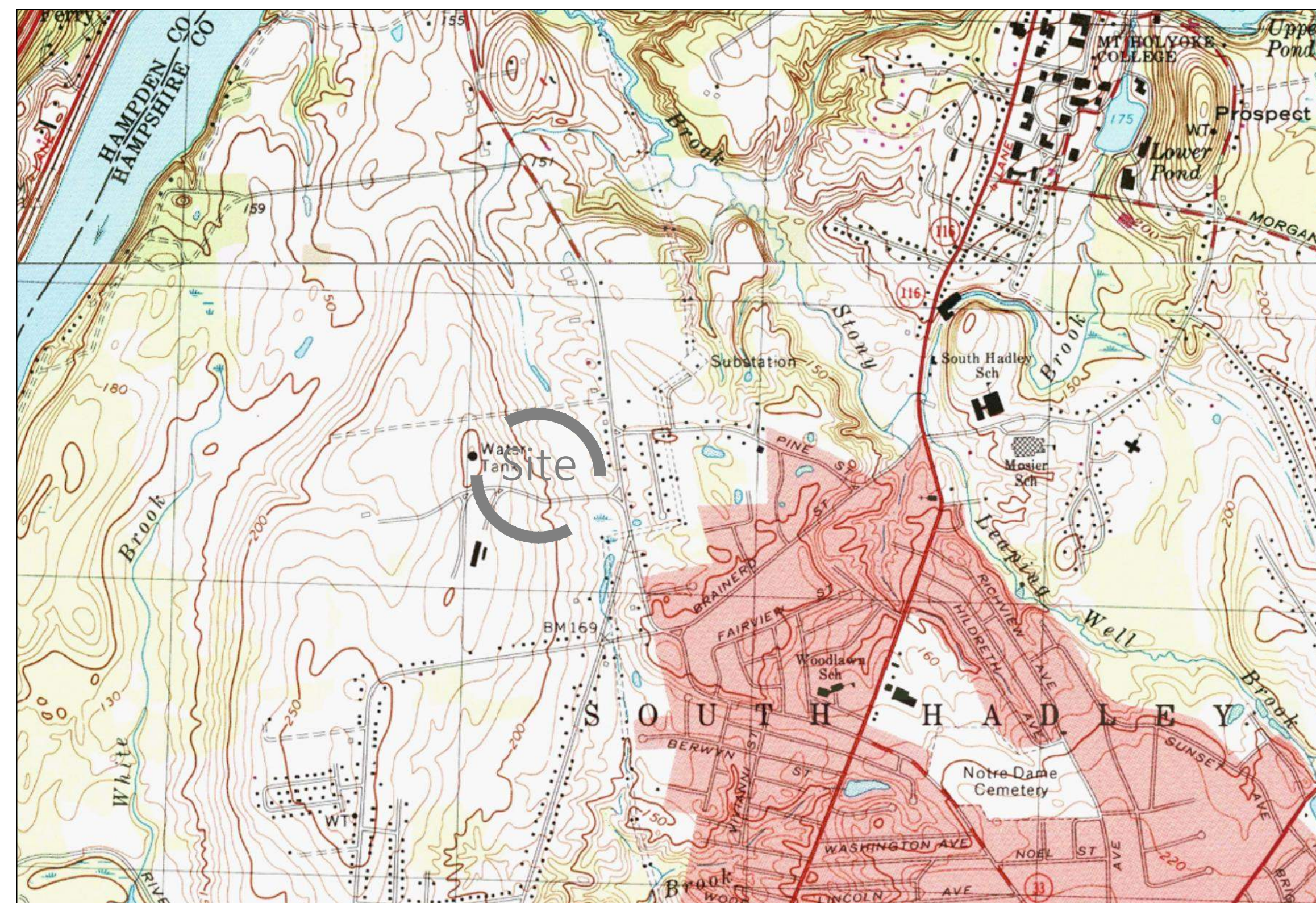
18 Mulligan Drive South Hadley, MA

This project is funded by  
The Stanton Foundation, Friends of South Hadley Dog Park,  
& the Town of South Hadley

Prepared for:

Town of South Hadley  
116 Main Street  
South Hadley, Massachusetts 01075

Micheal Sullivan, Town Administrator



Locus

Sheet Index :

|       |                             |
|-------|-----------------------------|
|       | Cover Page                  |
| L-100 | Overall Existing Conditions |
| L-101 | Existing Conditions         |
| L-201 | Demolition Plan             |
| L-301 | Layout Plan                 |
| L-401 | Grading & Utilities Plan    |
| L-501 | Planting Plan               |
| L-601 | Site Details                |
| L-602 | Site Details                |
| L-603 | Site Details                |

Prepared by:



4 Allen Place, Northampton, Massachusetts 01060  
Tel (413) 582-7000 • FAX (413) 582-7005

May 20, 2019

PERMIT SET

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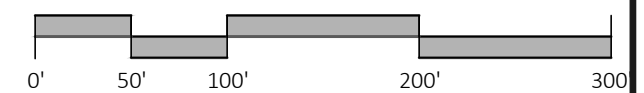
**SOUTH HADLEY  
DOG PARK  
SOUTH HADLEY, MA**

**RDA  
PERMIT SET**

**OVERALL  
EXISTING  
CONDITIONS**



SCALE 1"=100'-0" (if printed full size @ 24" x 36")



| Revisions |  |
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| Date:       | May 20, 2019 | Sheet Number | L-100 |
| Scale:      | 1"=100'      |              |       |
| Drawn By:   | JDS / WDS    |              |       |
| Checked By: |              |              |       |



SOUTH HADLEY DOG PARK DESIGN PROCESS DRAWINGS 03.XREF SITE PLAN 2019-04-30.DWG PLOT DATE 5/20/2019

**EXISTING CONDITIONS NOTES**

- Existing conditions, parcel lines, and topography are taken from Mass GIS and is considered approximate only.
- Wetland locations are taken from a 2005 wetland delineation provided by the Town of South Hadley and their locations are considered approximate.
- The locations of existing underground utilities are shown in an approximate way only based on available data and all utilities may not be shown. Prior to construction, the contractor shall contact Dig Safe at 1-800-322-4844 to request utilities to be marked on the ground. The contractor shall be responsible for determining the exact location of all existing utilities before commencing work. The contractor agrees to be fully responsible for any and all damages which might be occasioned by his/her failure to exactly locate and preserve any and all utilities.



Landscape Architecture  
Civil Engineering  
Planning  
Land Surveying

4 Allen Place, Northampton, Massachusetts 01060  
(413) 582-7000 • FAX (413) 582-7005  
Email: bdg@berkshiredesign.com  
Web: http://www.berkshiredesign.com

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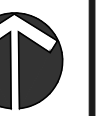
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**SOUTH HADLEY  
DOG PARK  
SOUTH HADLEY, MA**

**RDA  
PERMIT SET**

**NOT FOR CONSTRUCTION**

**EXISTING  
CONDITIONS**



SCALE 1"=40'-0" (If printed full size @ 24" x 36")  
0' 20' 40' 80' 120'

**Revisions**

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Date: May 20, 2019  
Scale: 1"=40'  
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Checked By:   
Sheet Number: **L-101**



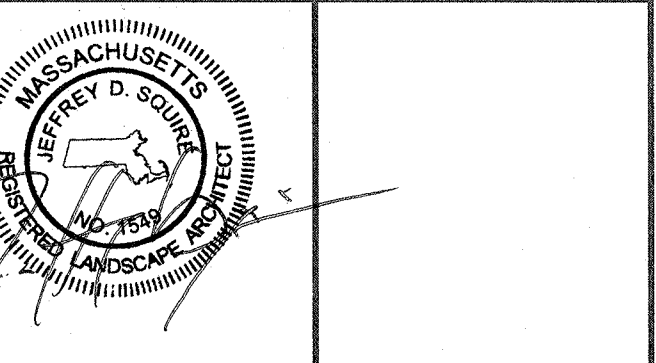
FILED: SOUTH HADLEY DOG PARK RD - DESIGN PROCESSING DRAWINGS (D) - SHEET SITE PLAN - 2019-05-20.DWG PLOT DATE: 5/20/2019

**DEMOLITION NOTES**

1. The Contractor shall be responsible for a thorough site examination to determine the extent of demolition necessary to prepare the site for construction and shall verify all items to be demolished or salvaged with the Landscape Architect prior to beginning work.
2. Care shall be taken not to damage any items designated to remain; repair or replacement of damaged items designated to remain shall be at the Contractor's expense.
3. Disposal of property designated to be removed shall be at the direction of the Landscape Architect or Owner, and shall conform to all applicable laws and regulations. All salvagable material shall be delivered by the Contractor to storage areas designated by the Landscape Architect. Contractor shall remove all existing unsuitable materials from
4. The Contractor shall protect existing trees to remain with 2"x4"x6'-0" stakes and snow fencing.
5. All topsoil shall be stripped from grass areas to be removed and stockpiled in an area designated by the Owner. The Contractor is responsible for all topsoil as needed to meet the specifications.
6. The Contractor may use temporary fencing to control the site during construction. Prior to the finalization of the project, the Contractor shall remove all temporary fencing and barricades.
7. The locations of existing underground utilities are shown in an approximate way only based on available data and all utilities may not be shown. Prior to construction, the contractor shall contact Dig Safe at 1-800-322-4844 to request utilities to be marked on the ground. The contractor shall be responsible for determining the exact location of all existing utilities before commencing work. The contractor agrees to be fully responsible for any and all damages which might be occasioned by his/her failure to exactly locate and preserve any and all utilities.
8. All boundary monuments shall be protected and/or preserved during demolition and construction. Should any boundary monument be destroyed and/or altered as a result of demolition and construction, it shall be the responsibility of the party incurring the damage to obtain the services of a professional land surveyor to replace and reset said monument.

**The Berkshire Design Group, Inc.**  
 Landscape Architecture  
 Civil Engineering  
 Planning  
 Land Surveying

4 Allen Place, Northampton, Massachusetts 01060  
 (413) 582-7000 • FAX (413) 582-7005  
 Email: bdg@berkshiredesign.com  
 Web: http://www.berkshiredesign.com



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**SOUTH HADLEY  
 DOG PARK  
 SOUTH HADLEY, MA**

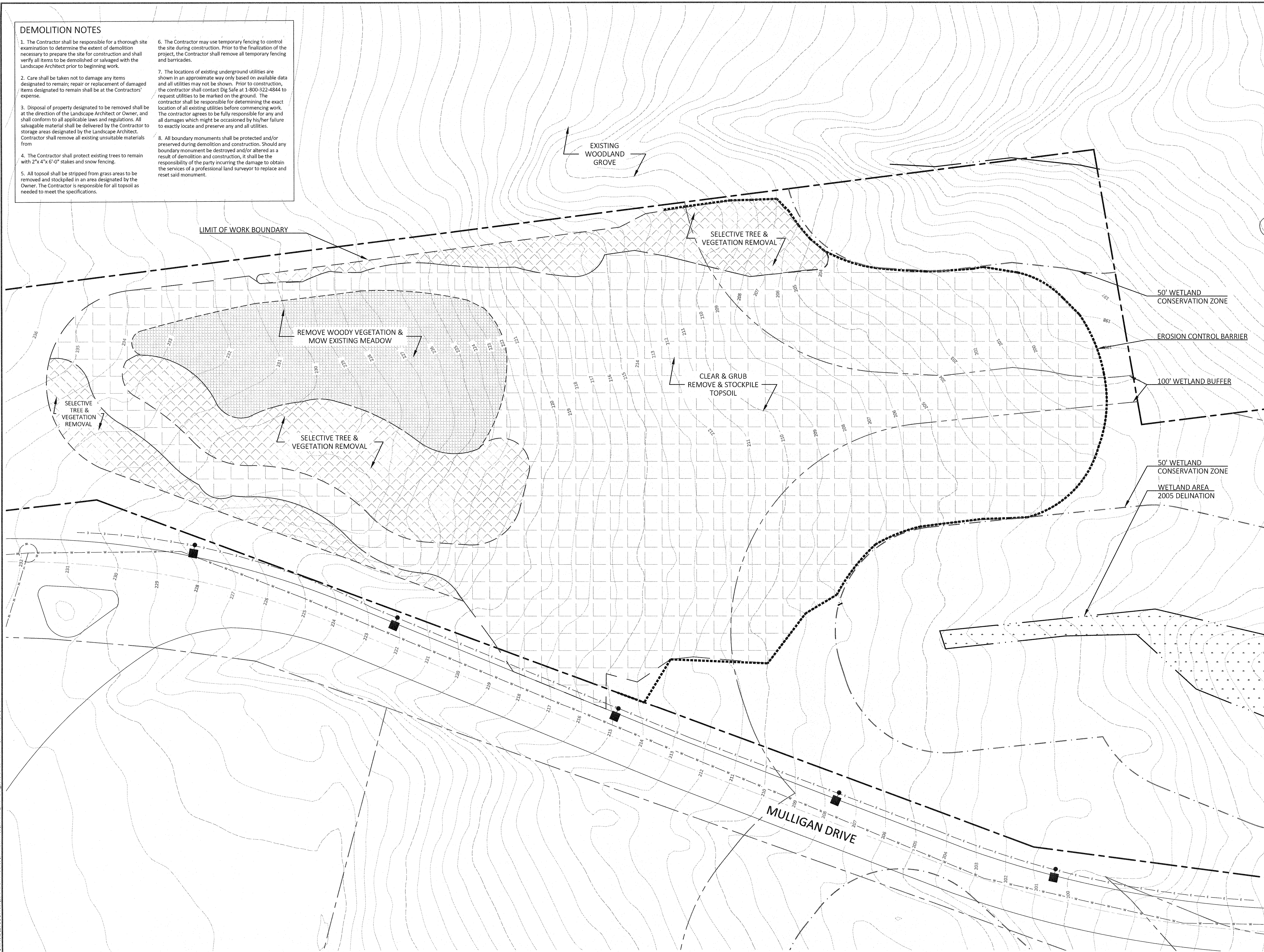
**RDA  
 PERMIT SET**

**NOT FOR CONSTRUCTION**

**DEMOLITION  
 &  
 EROSION CONTROL**

SCALE 1"=20'-0" (if printed full size @ 24" x 36")

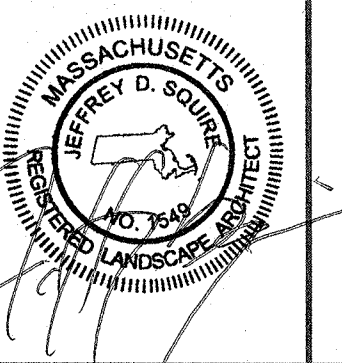
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| Date: May 20, 2019  | Sheet Number: L-201 |
| Scale: 1"=20'       |                     |
| Drawn By: JDS / WDS |                     |
| Checked By:         |                     |



SOUTH HADLEY DOG PARK/DOG DESIGN PROCESS/DRAWINGS/1. REFERENCE PLAN 2019-04-30.DWG PLOT DATE: 5/20/2019

**LAYOUT NOTES**

1. Do not scale drawings for quantity take-offs or construction. Use written dimensions only. If dimensions are incomplete, contact The Berkshire Design Group, Inc. for clarification.
2. All lines or points are perpendicular or parallel to lines from which they are measured unless otherwise noted.
3. The Contractor shall verify all layout, dimensions, grades, and inverts prior to construction; report any and all discrepancies to the Landscape Architect. All discrepancies shall be resolved in writing prior to beginning work.
4. All areas disturbed from construction activity to be raked, smoothed, fertilized and seeded with perennial turfgrasses unless otherwise noted.
5. All new walks and surfaces to meet existing walks and surfaces with smooth, continuous line and grade.
6. The Contractor shall not install concrete during adverse weather conditions (rain, sleet, etc.) unless otherwise directed by the Landscape Architect.



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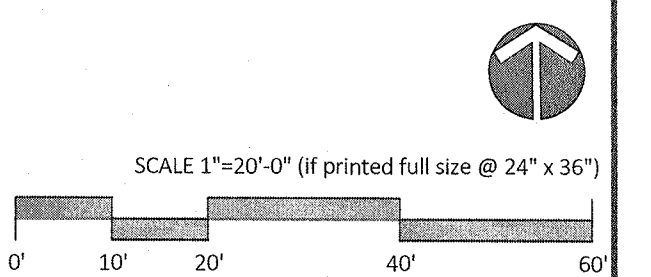
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**SOUTH HADLEY DOG PARK  
SOUTH HADLEY, MA**

**RDA  
PERMIT SET**

**NOT FOR CONSTRUCTION**

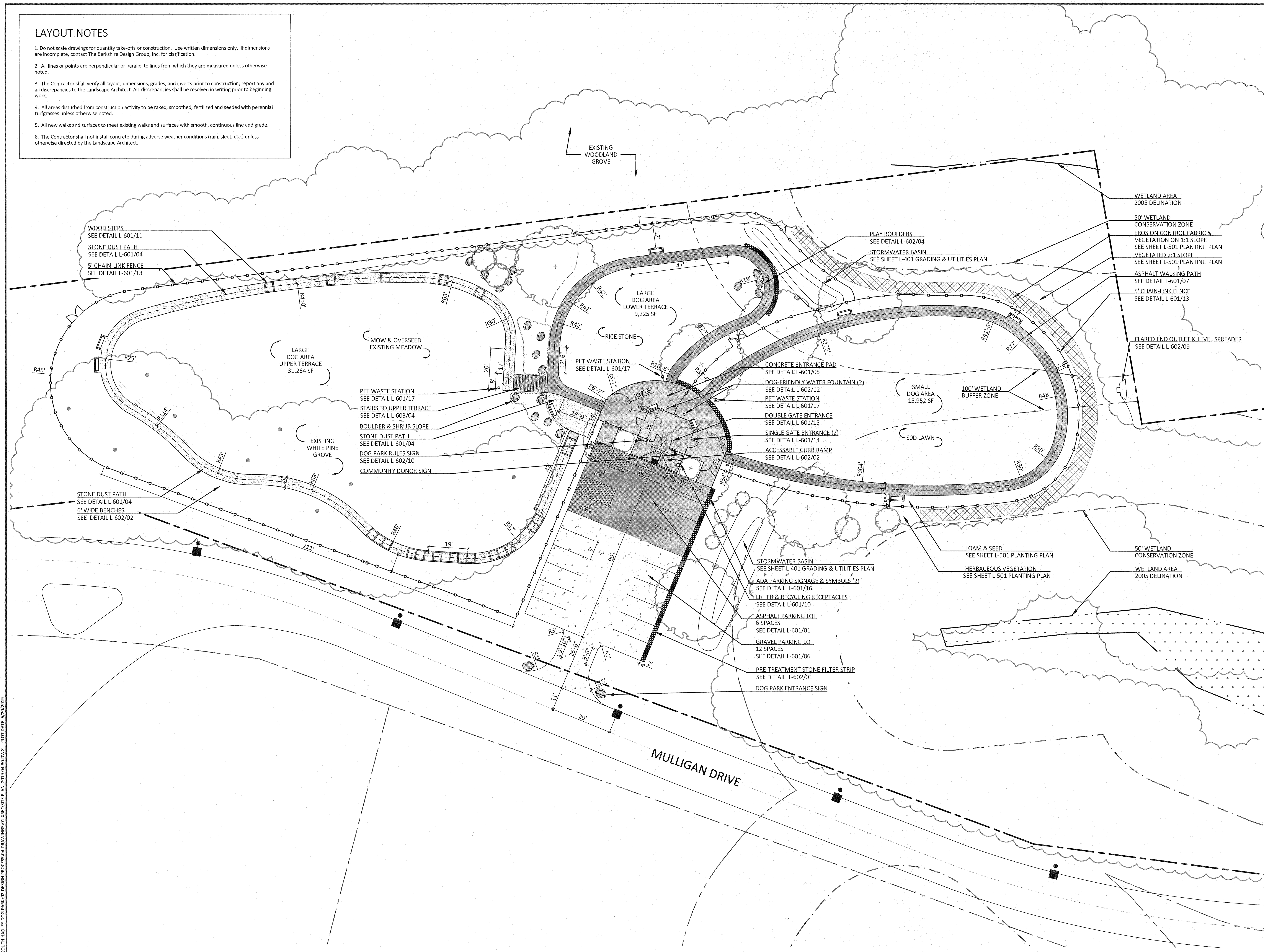
**LAYOUT PLAN**



**Revisions**

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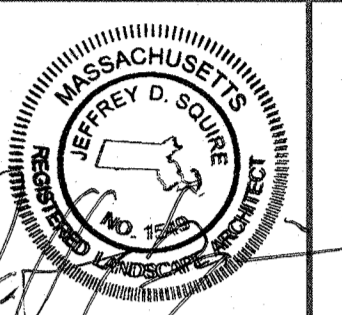
Date: May 20, 2019  
Scale: 1"=20'  
Drawn By: JDS / WDS  
Checked By:   
Sheet Number: **L-301**



F:\SOUTH HADLEY DOG PARK\02-DESIGN PROCESS\04-DRAWINGS\01-REVISED SITE PLAN\_2018-04-30.DWG PLOT DATE: 5/20/2019

**GRADING & UTILITY NOTES**

1. Topography is generated from Mass GIS LIDAR interpolation. All elevations are considered approximate and contractor should field verify specific slopes during construction.
2. All sidewalks/walkways shall conform to the Massachusetts Architectural Access Board's (AAB) requirements. Typical sidewalk/walkway cross-slope is 1.5%. In no case shall sidewalk/walkway cross-slope exceed 2.0%. Notify Engineer of any discrepancies.
3. All materials and construction methods shall conform to the construction standards and specifications of the Town of South Hadley and the Massachusetts Department of Public Works.
4. All dimensions, elevations and layout shall be verified in the field by the contractor and approved by the Landscape Architect prior to beginning work.
5. All new or adjusted manholes, gas gates, water gates and water services to be flush with finished grade.
6. All new or adjusted catch basin rims shall be set 1/2 inch below finished grade.
7. Notify the Landscape Architect of any discrepancies prior to construction.
8. All water lines shall have a minimum of 5' of cover over the crown of pipe.
9. Thrust blocks shall be constructed for all water lines at all angles, bends, branches, plugs and wherever else is necessary to prevent disruption of proper functioning of the line.



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SOUTH HADLEY  
DOG PARK  
SOUTH HADLEY, MA

RDA  
PERMIT SET

NOT FOR CONSTRUCTION

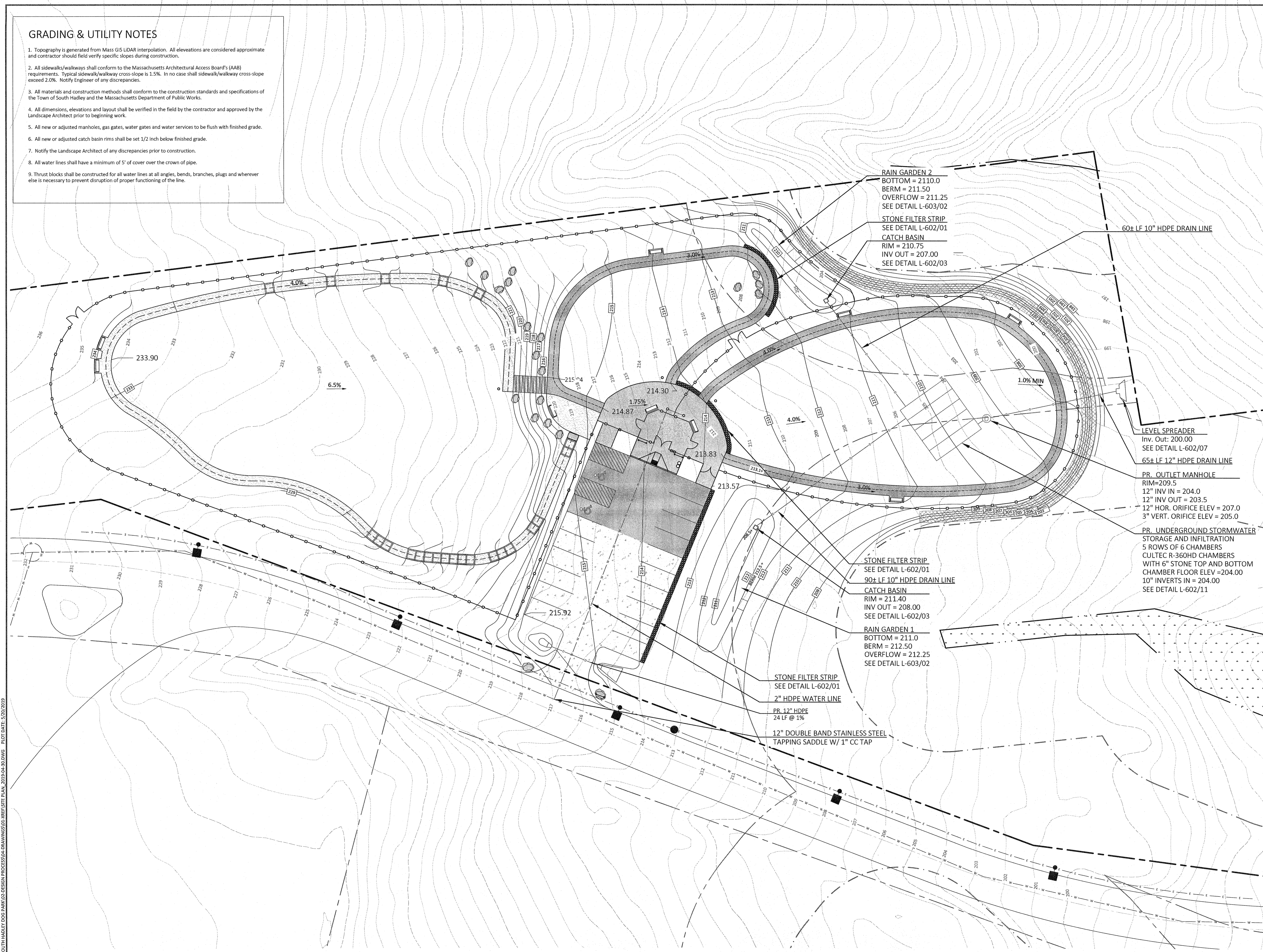
GRADING &  
UTILITIES PLAN



SCALE 1"=20'-0" (if printed full size @ 24" x 36")

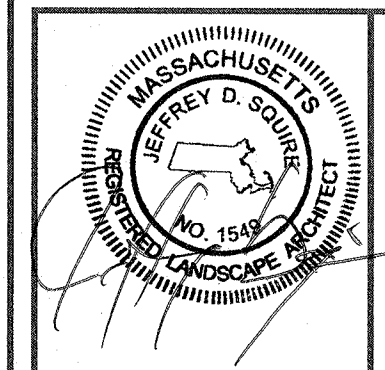
Revisions

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| Date:       | May 20, 2019 | Sheet Number | L-401 |
| Scale:      | 1"=20'       |              |       |
| Drawn By:   | JDS / WDS    |              |       |
| Checked By: |              |              |       |



F:\SOUTH HADLEY DOG PARK\02-DESIGN PROCESS\04-DRAWINGS\01-REF\SITE PLAN\_2019-04-30.DWG. PLOT DATE: 5/20/2019





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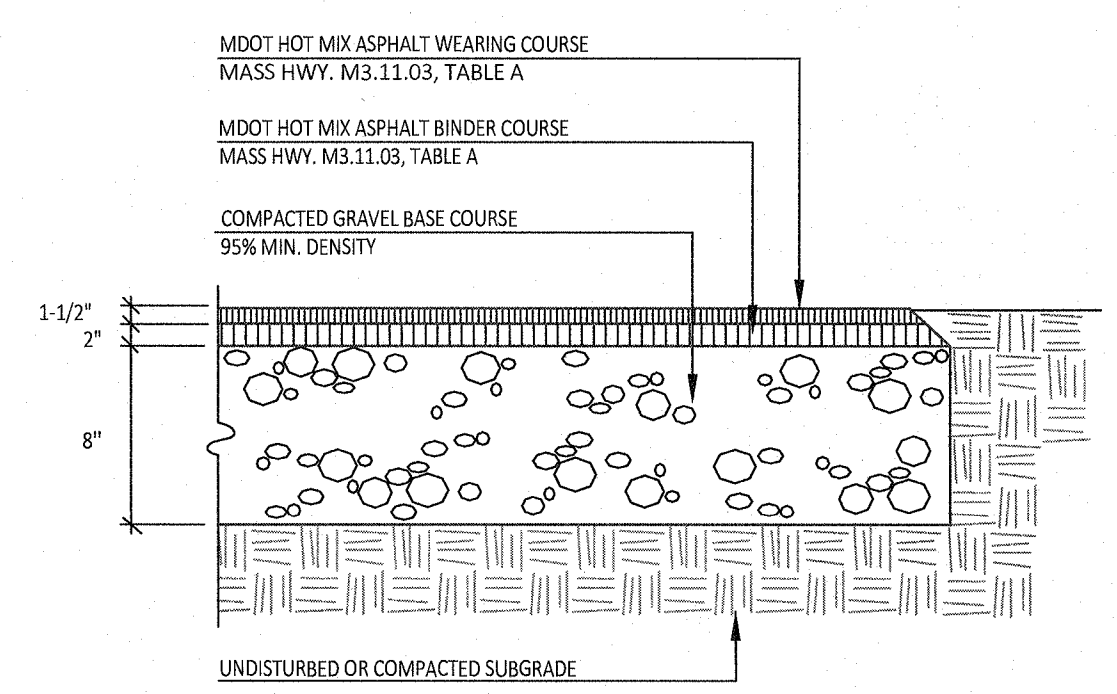
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**SOUTH HADLEY DOG PARK**  
 SOUTH HADLEY, MA

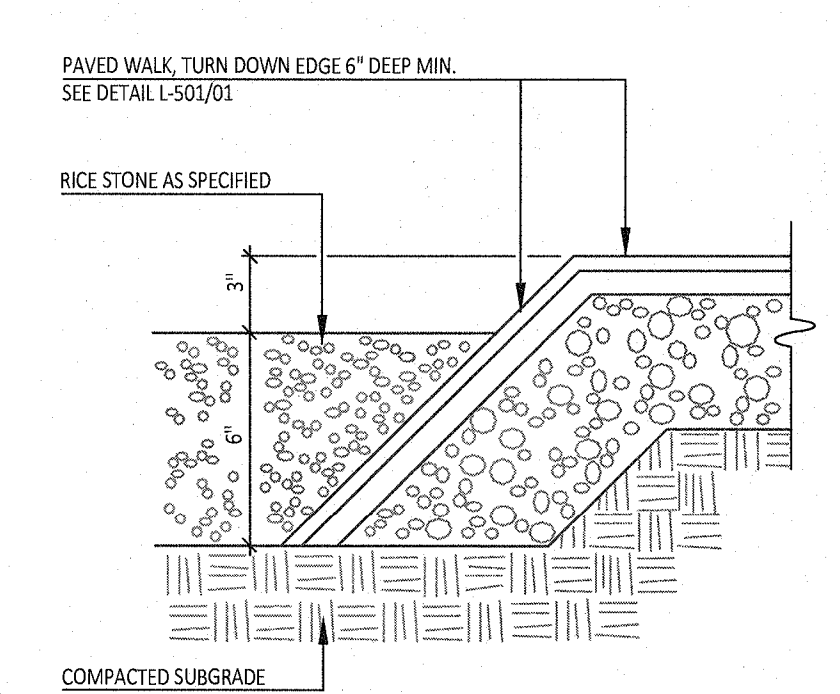
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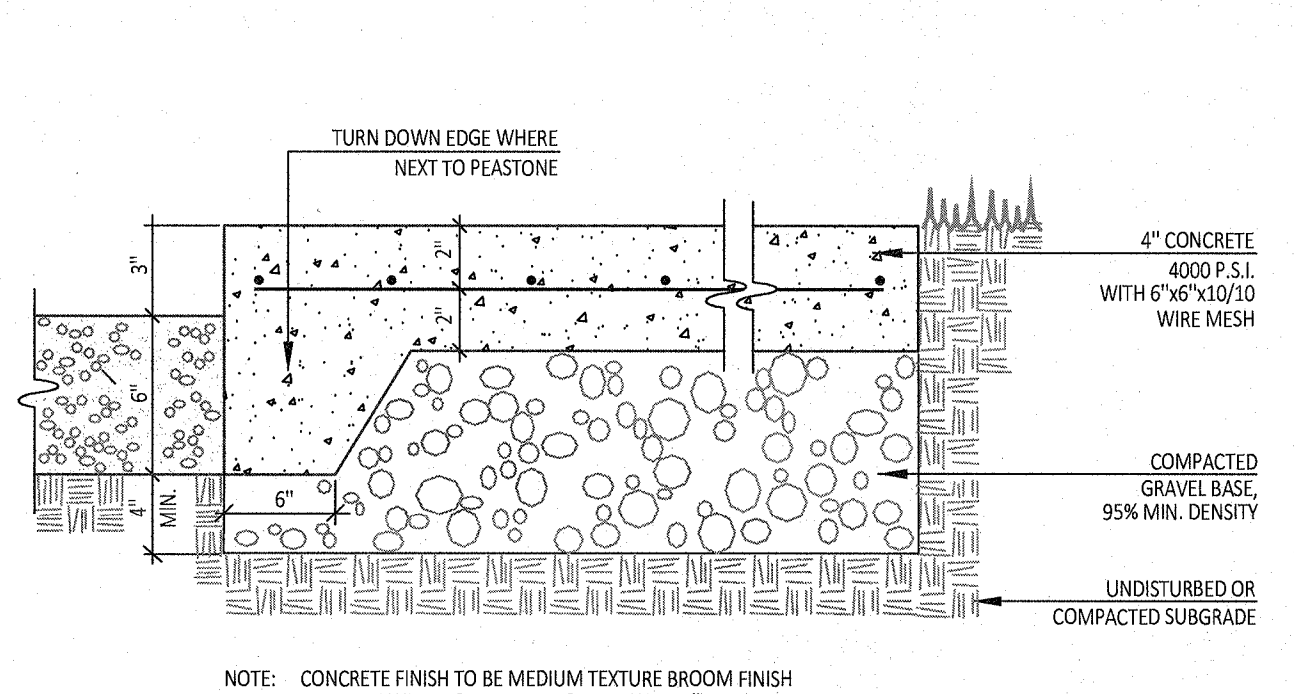
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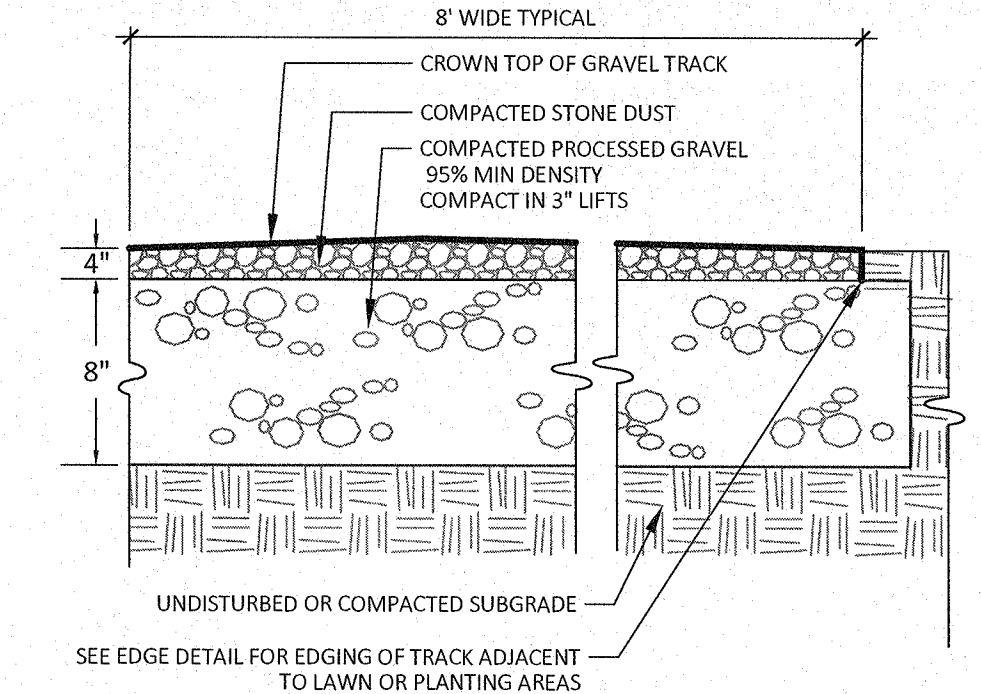
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 SCALE: NTS



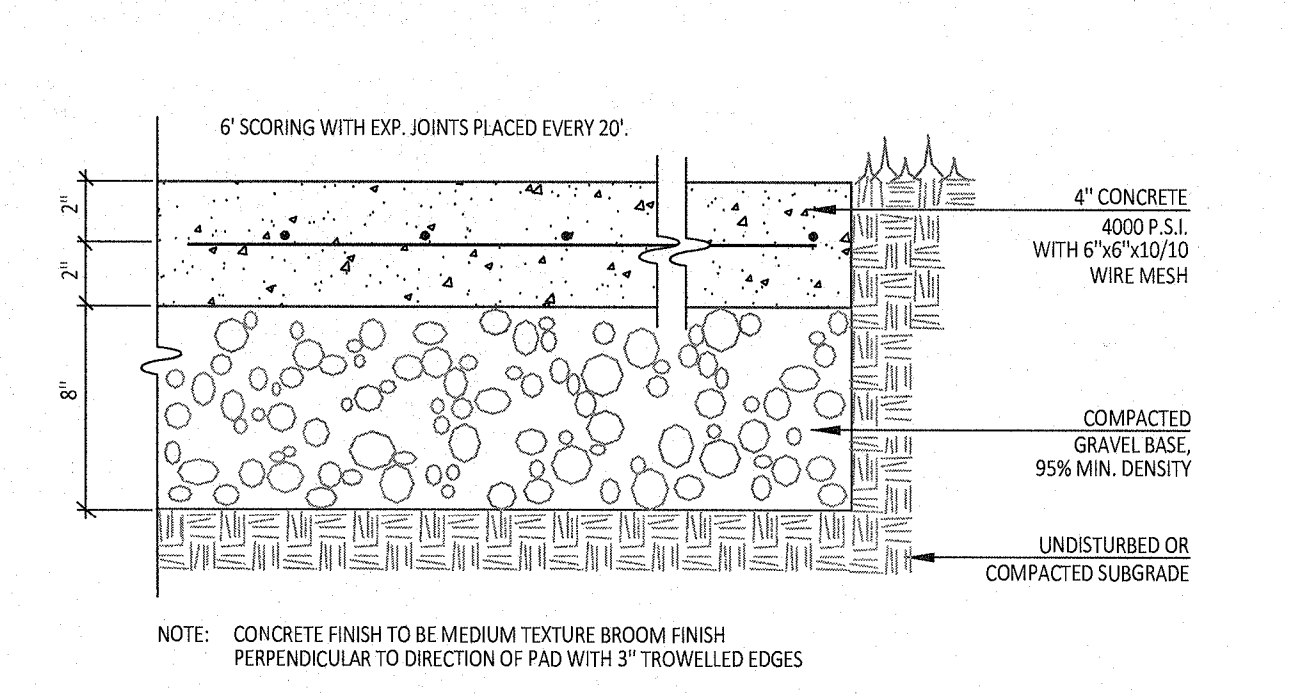
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 SCALE: NTS



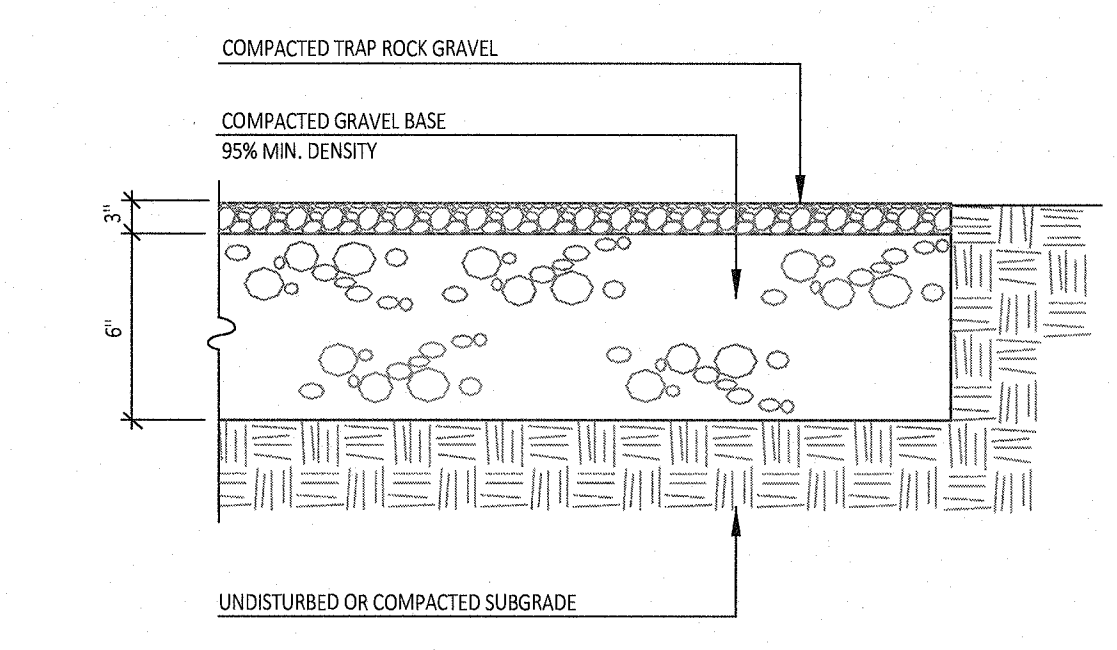
**03 RICE STONE & CONC. PAVING EDGE**  
 SCALE: NTS



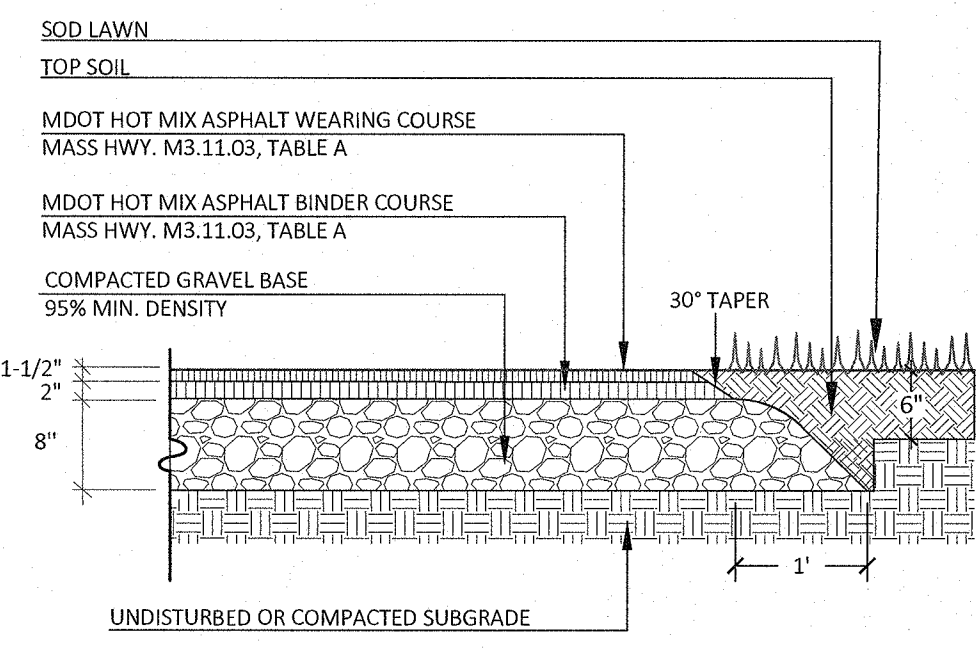
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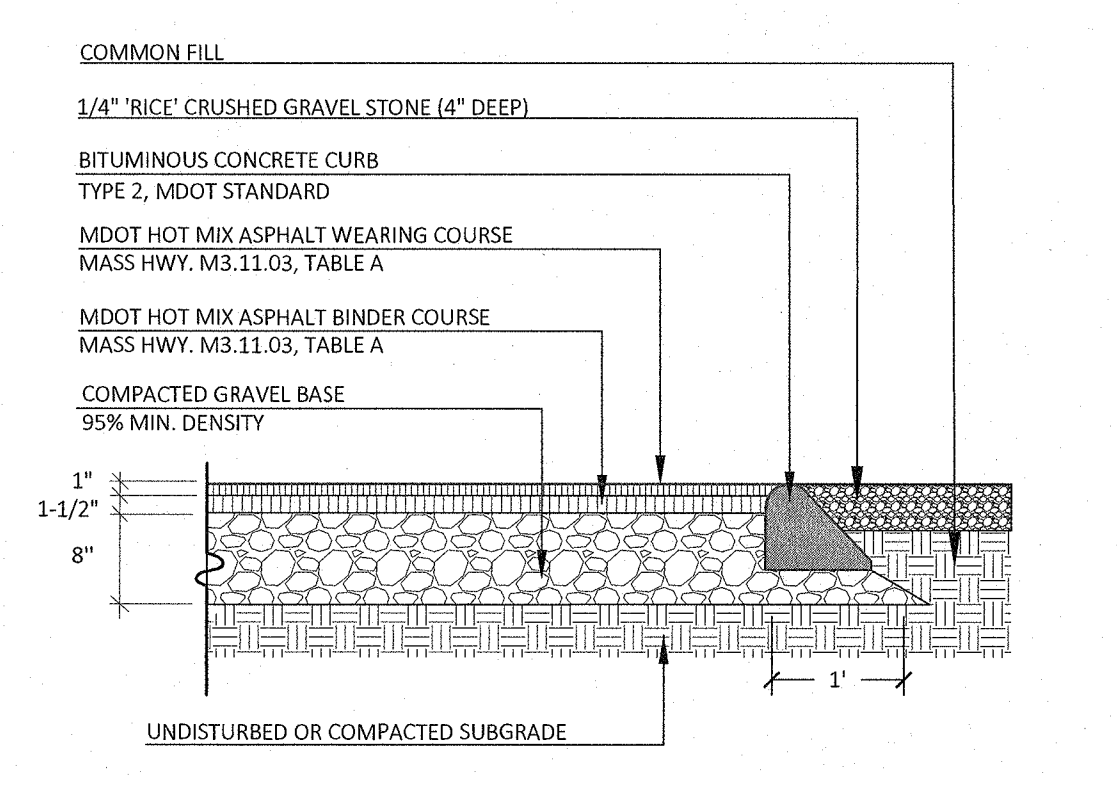
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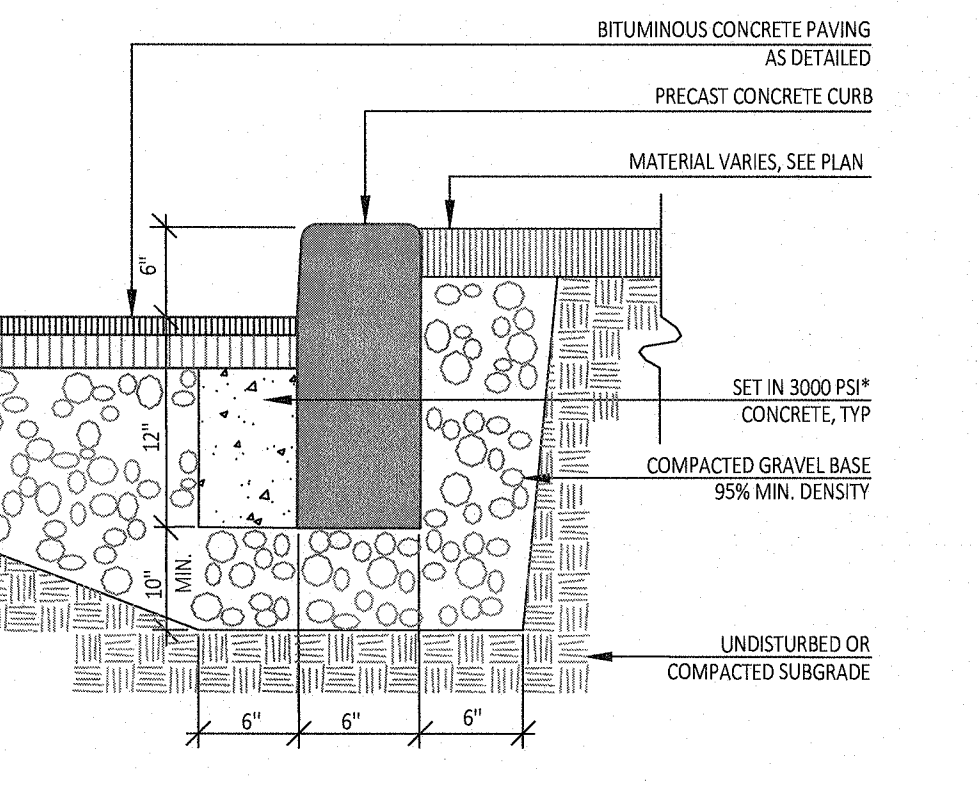
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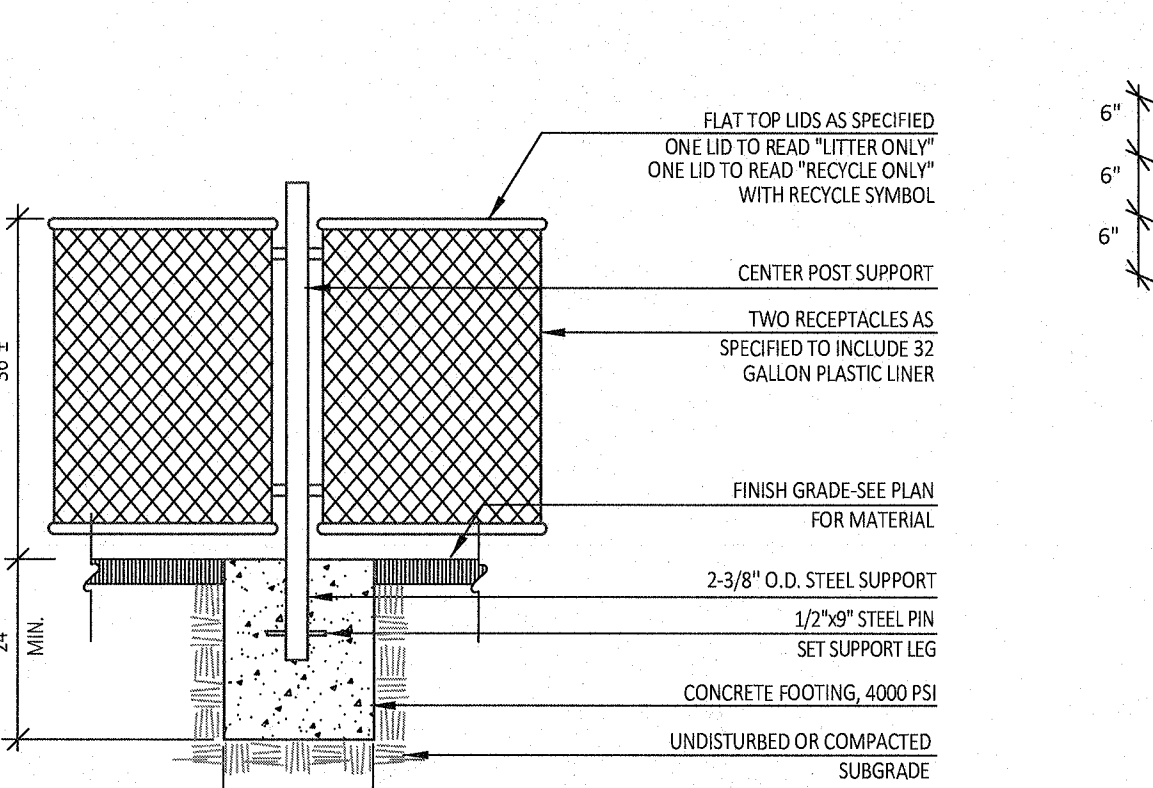
**07 ASPHALT PATH & SOD LAWN EDGE**  
 SCALE: NTS



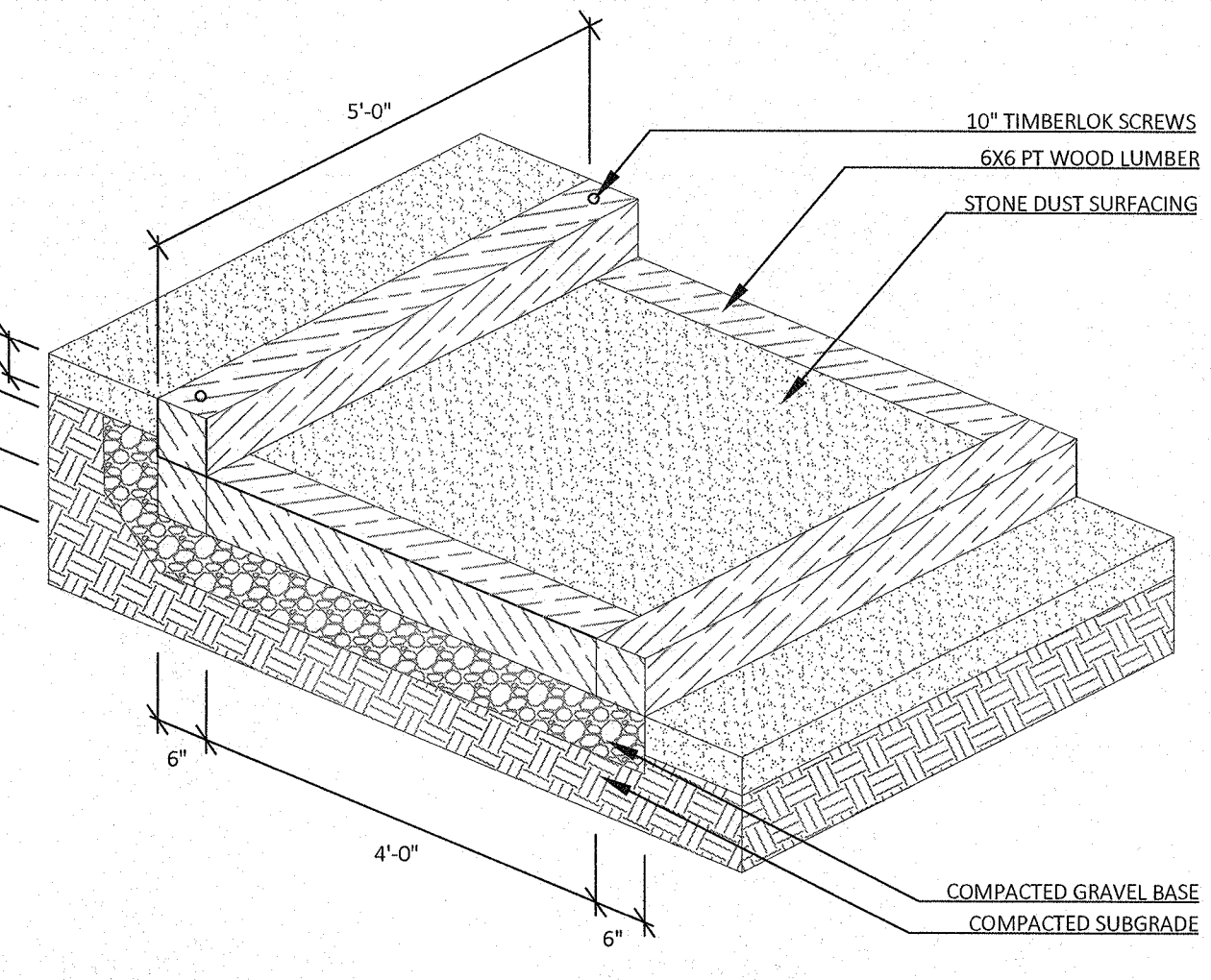
**08 BIT. CONC. PATH & RICE STONE EDGE**  
 SCALE: NTS



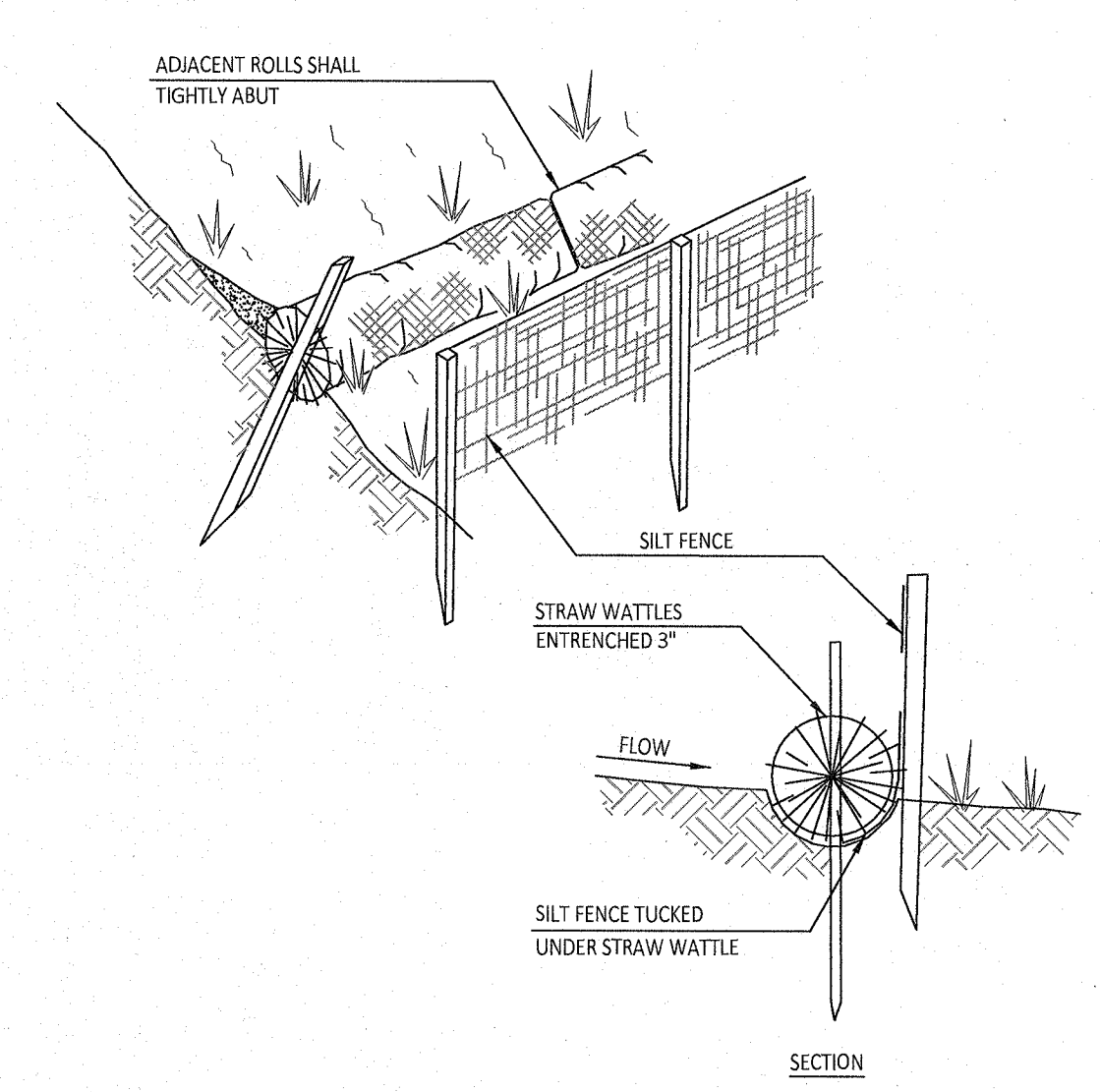
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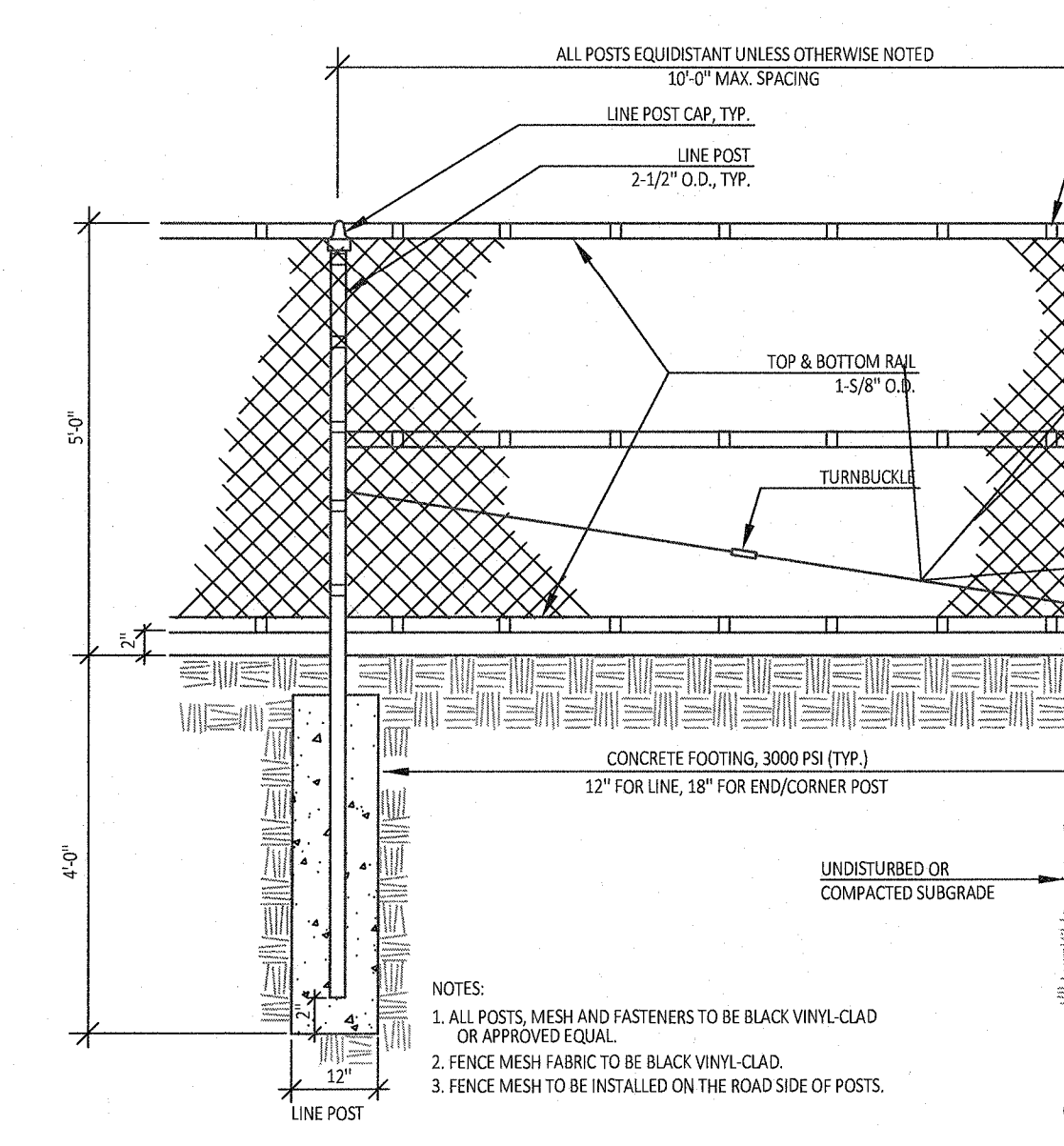
**10 LITTER & RECYCLE STATION**  
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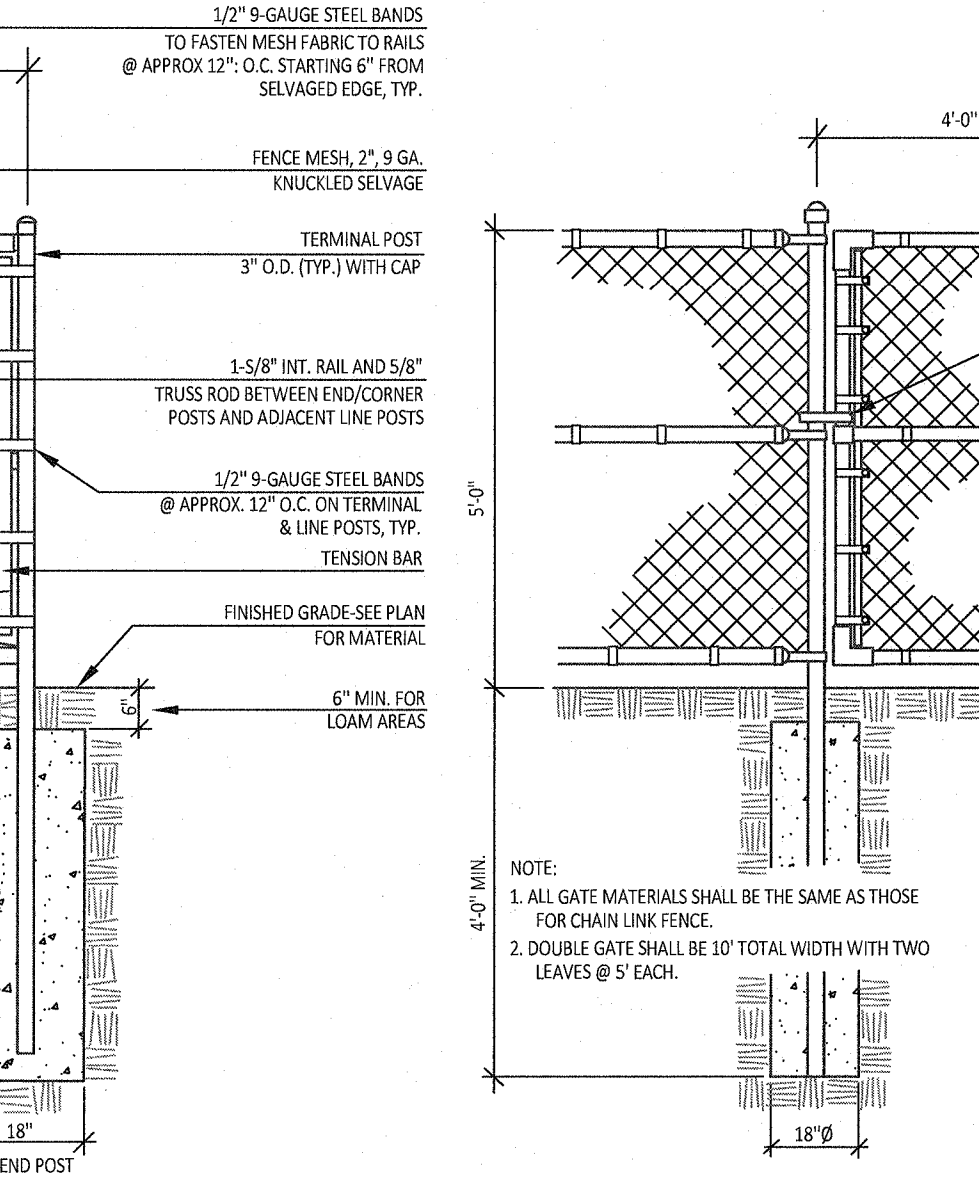
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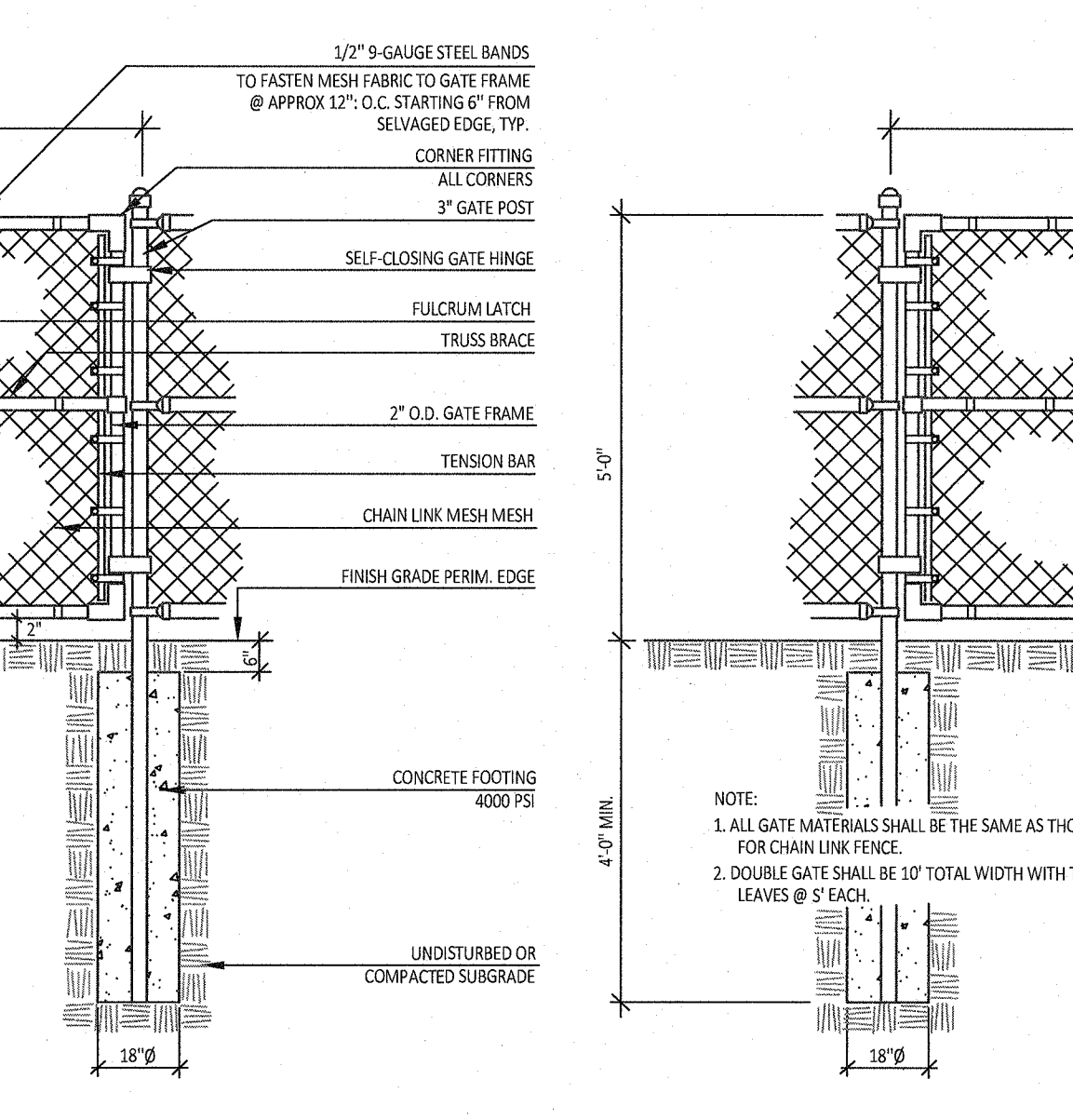
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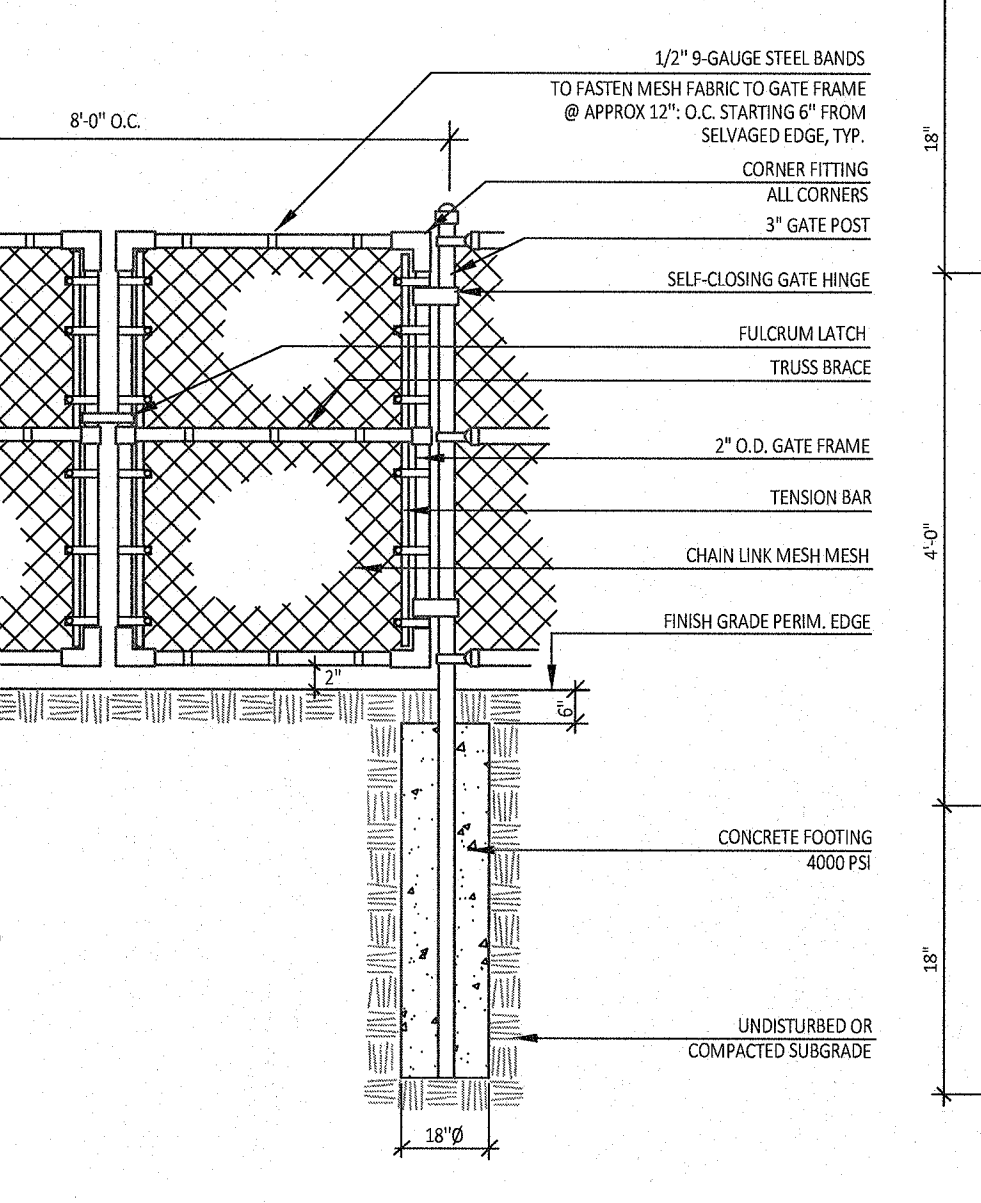
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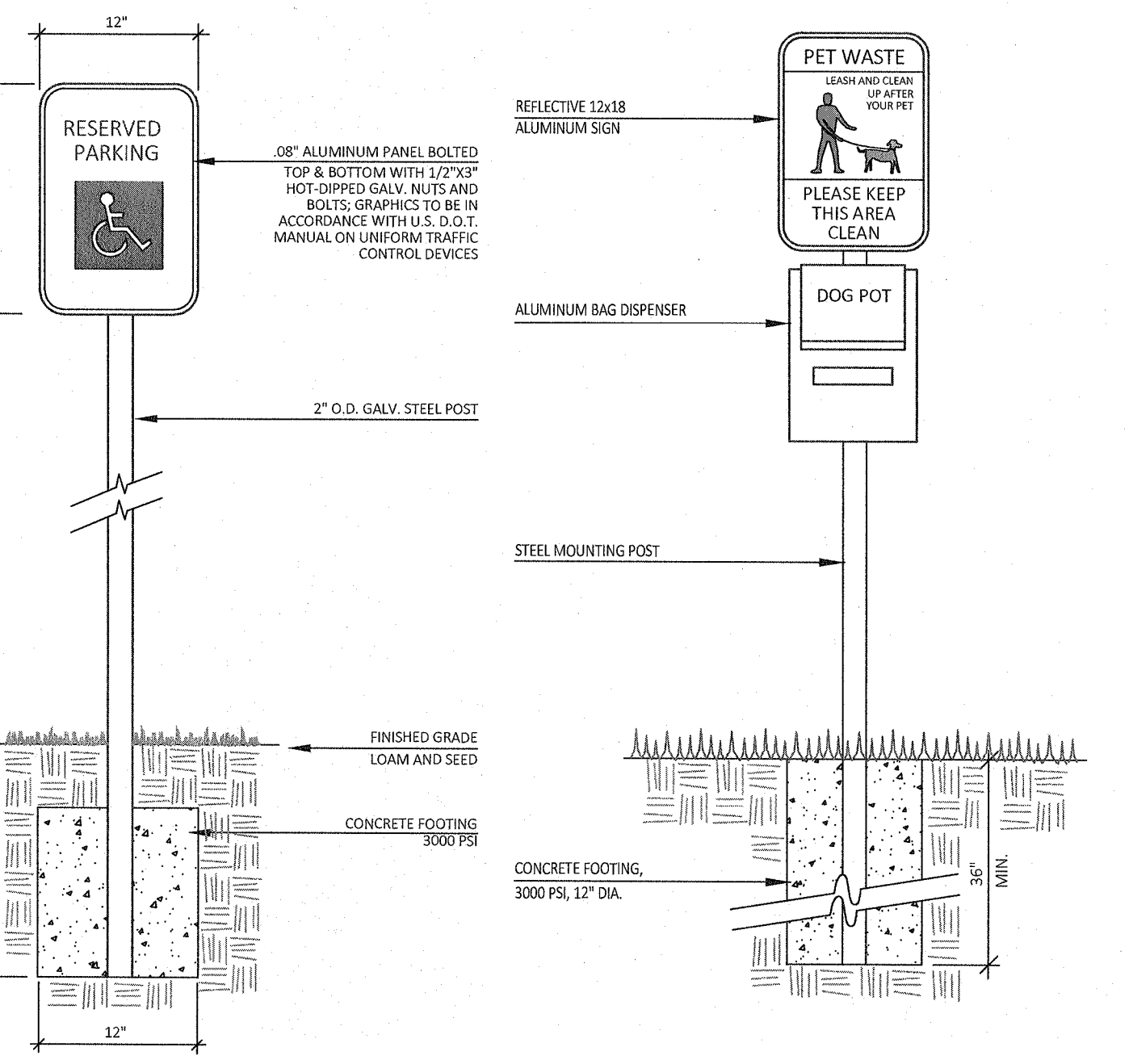
**14 CHAIN LINK FENCE GATE**  
 SCALE: NTS



**15 CHAIN LINK FENCE DOUBLE GATE**  
 SCALE: NTS



**16 ACCESSIBLE PARKING SIGN**  
 SCALE: NTS



**17 PET WASTE STATION**  
 SCALE: NTS

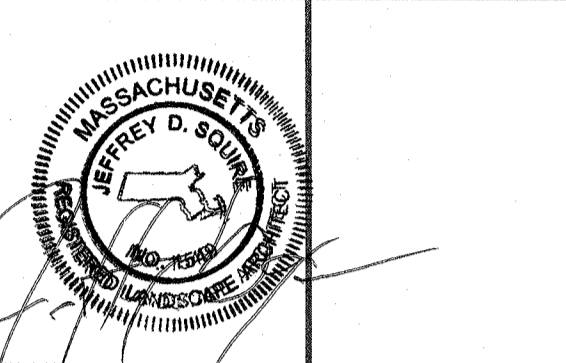
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Date: May 20, 2019  
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 Drawn By: JDS / WDS  
 Checked By:  

Sheet Number: **L-601**

S:\SOUTH HADLEY DOG PARK\02-DESIGN PROCESSING\DRAWINGS\01-REF\SITE PLAN\_2018\_04\_30.DWG PLOT DATE: 5/20/2019





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SOUTH HADLEY  
DOG PARK  
SOUTH HADLEY, MA

RDA  
PERMIT SET

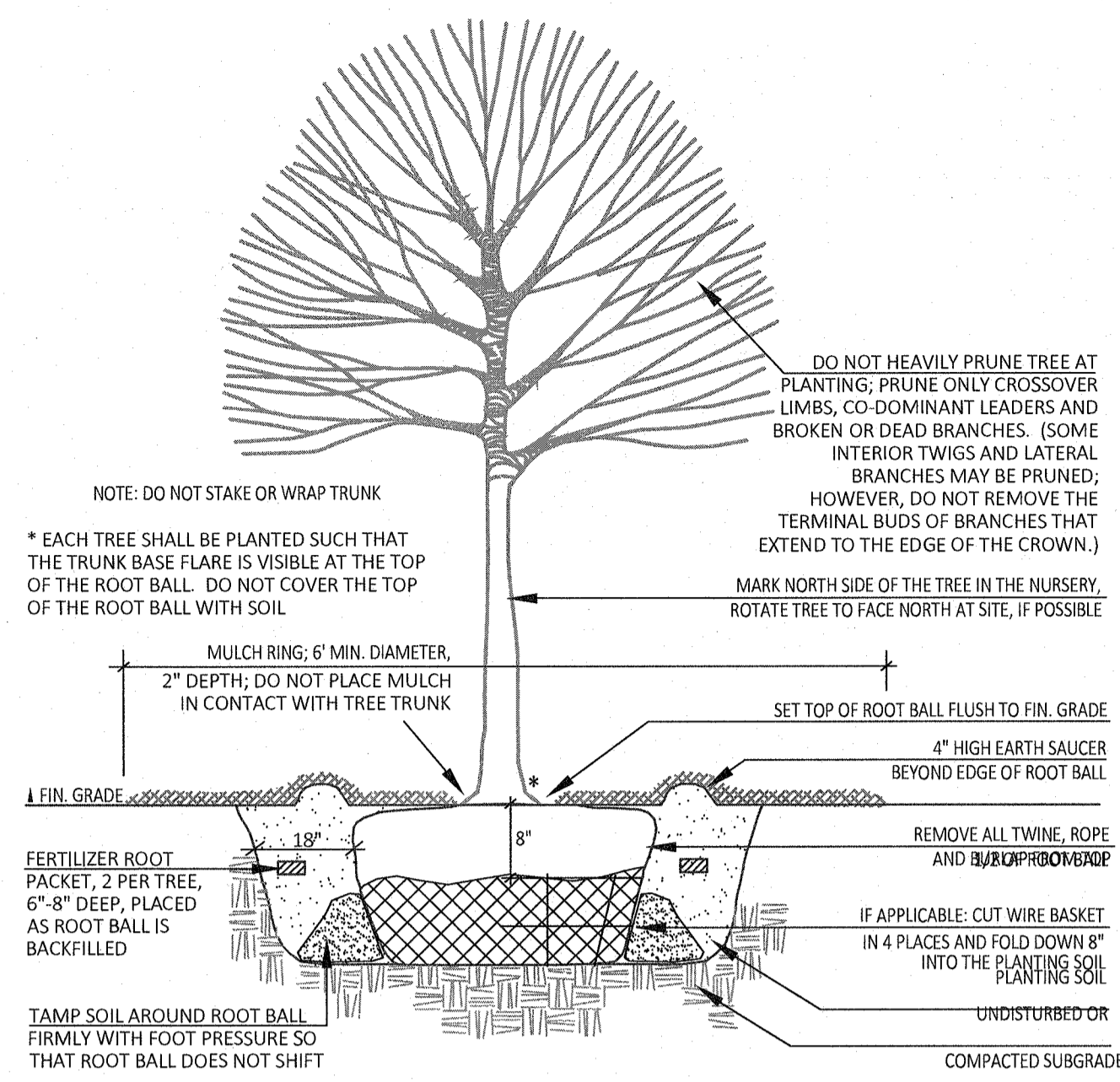
NOT FOR CONSTRUCTION

SITE DETAILS

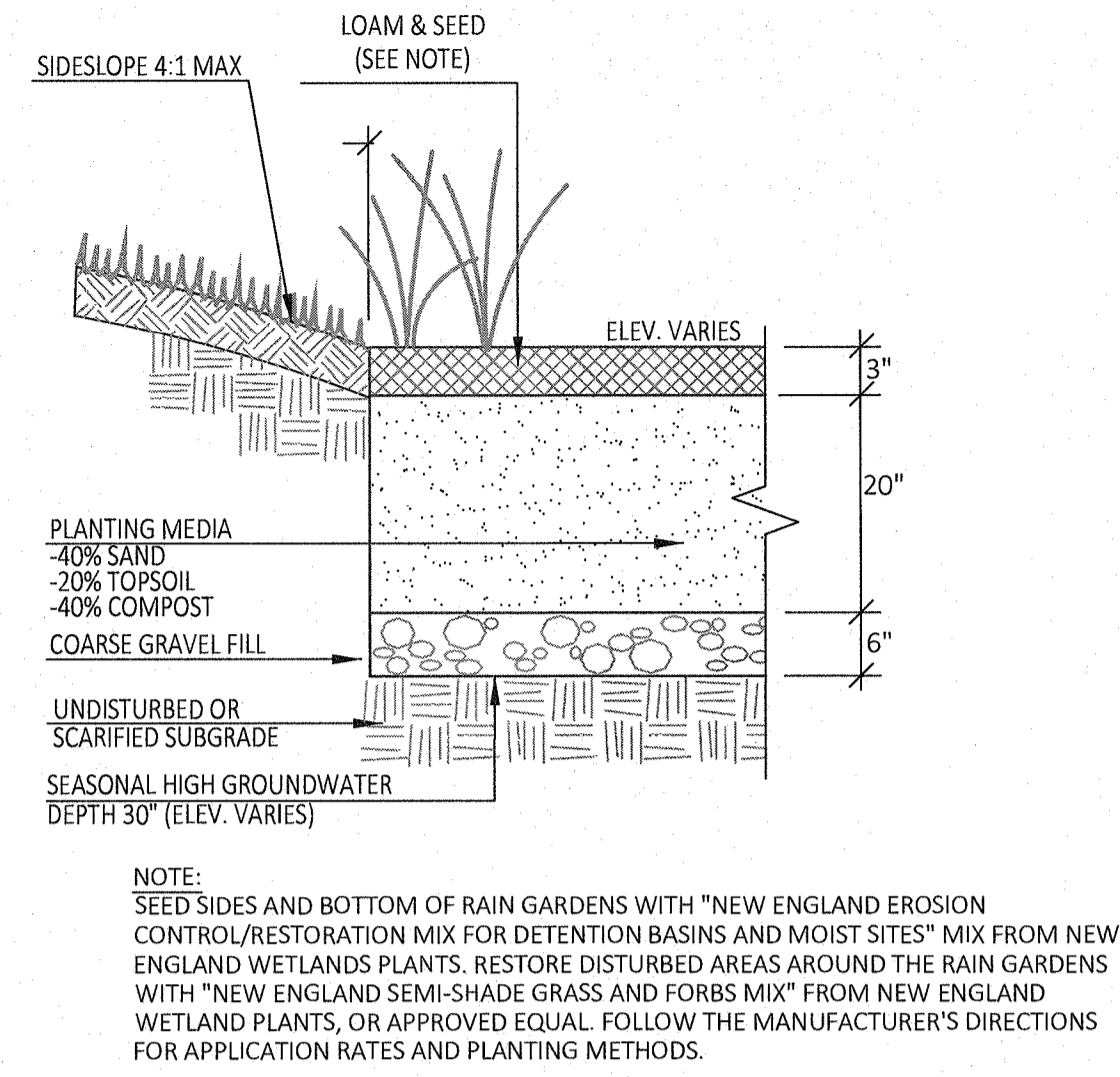
Revisions

Date: May 20, 2019  
Scale: NTS  
Drawn By: JDS / WDS  
Checked By:

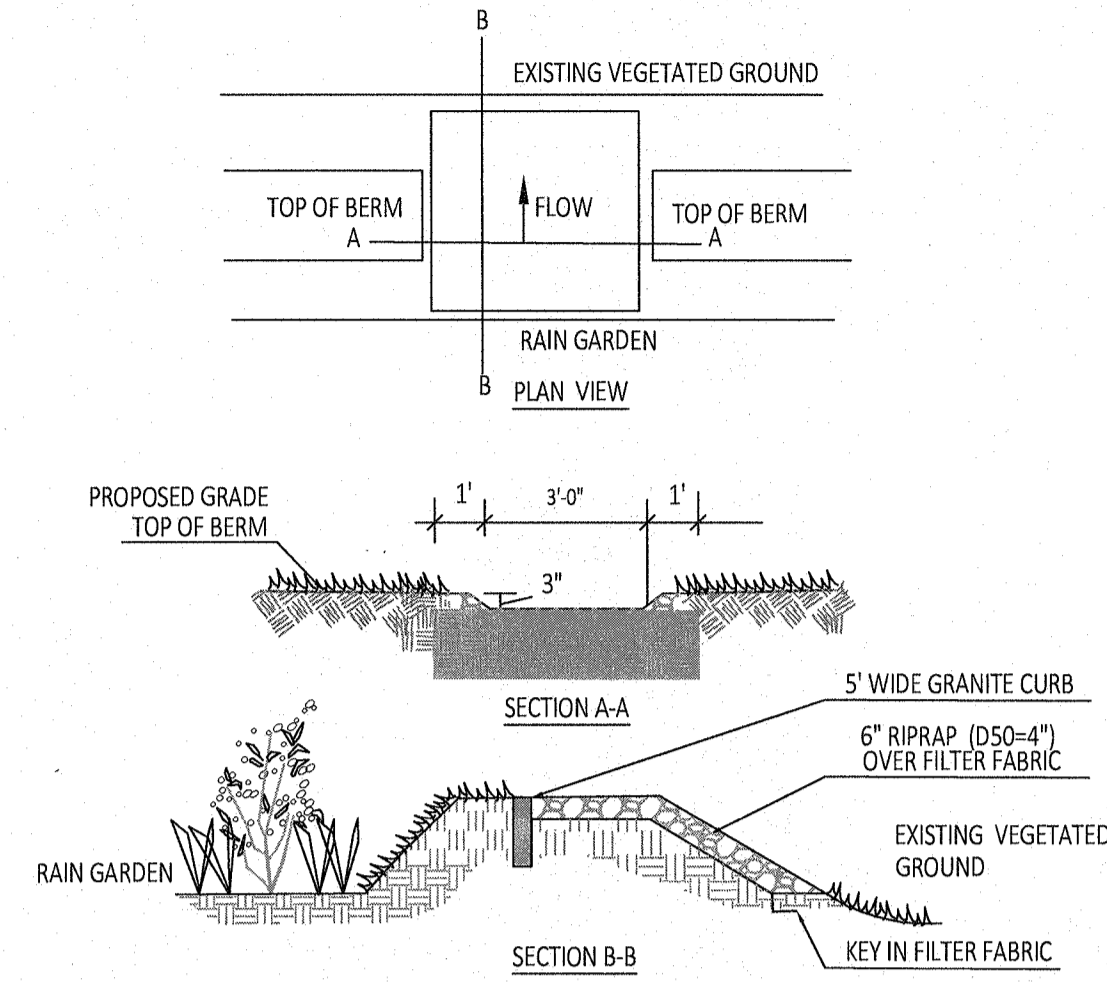
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L-603



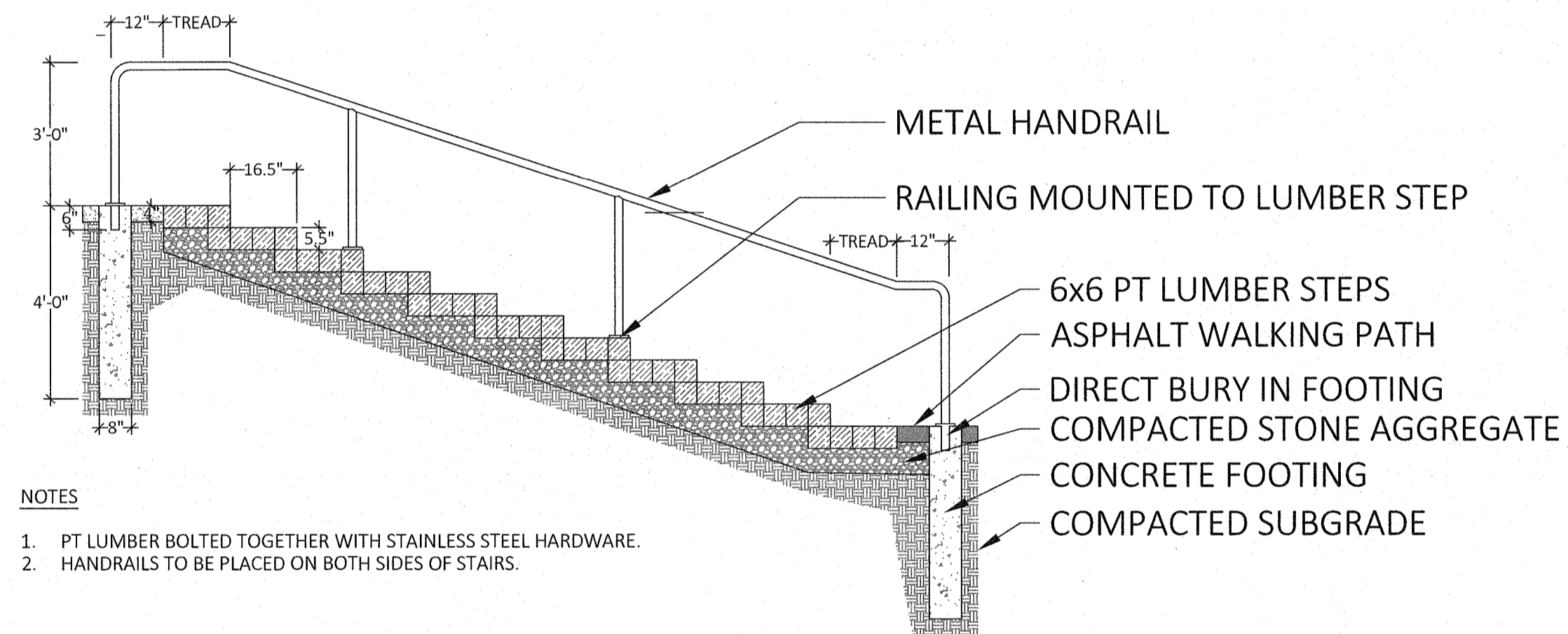
01 TREE PLANTING  
SCALE: NTS



02 RAIN GARDEN  
SCALE: NOT TO SCALE



03 RAIN GARDEN RIPRAP OVERFLOW  
SCALE: NOT TO SCALE



04 6x6 PT LUMBER STAIRS AND HANDRAIL  
SCALE: NTS

# South Hadley Dog Park - DRAFT

Mulligan Drive South Hadley, MA

May 28, 2019

Opinion of Probable Construction Costs \*

Prepared by: The Berkshire Design Group, Inc.



| Item   | Unit | Qty    | Unit Cost  | Total Cost          |
|--|------|--------|------------|---------------------|
| <b>Site Demolition &amp; Preparation</b>     |      |        |            |                     |
| Tree and Brush Removal                       | LS   | 1      | \$5,000.00 | \$5,000.00          |
| Strip & stockpile topsoil (6")               | CY   | 1,370  | \$5.00     | \$6,850.00          |
| Earthwork                                    | LS   | 1      | \$8,000.00 | \$8,000.00          |
| Erosion Control                              | LF   | 573    | \$6.00     | \$3,438.00          |
| Gravel tracking pad (20' x 40')              | CY   | 20     | \$42.00    | \$840.00            |
| <b>Site Demolition Total</b>                 |      |        |            | <b>\$24,128.00</b>  |
| <b>Stone Dust and Gravel Parking Area</b>    |      |        |            |                     |
| Gravel Base                                  | CY   | 114    | \$42.00    | \$4,771.20          |
| Gravel Surfacing                             | CY   | 30     | \$42.00    | \$1,260.00          |
| Stone Dust Surfacing                         | CY   | 26     | \$40.00    | \$1,056.00          |
| <b>Paving Total</b>                          |      |        |            | <b>\$7,087.20</b>   |
| <b>Stone Dust Paths</b>                      |      |        |            |                     |
| Stone Dust Surfacing                         | CY   | 78     | \$40.00    | \$3,136.00          |
| Gravel Base                                  | CY   | 159    | \$42.00    | \$6,678.00          |
| <b>Paths Total</b>                           |      |        |            | <b>\$9,814.00</b>   |
| <b>Planting and Seeding</b>                  |      |        |            |                     |
| Spread stockpiled loam & seed                | CY   | 346    | \$12.00    | \$4,152.00          |
| Sod Grass planting                           | SF   | 10,787 | \$0.45     | \$4,854.15          |
| Shade Trees                                  | EA   | 8      | \$1,200.00 | \$9,600.00          |
| Shrubs                                       | EA   | 160    | \$50.00    | \$8,000.00          |
| <b>Planting &amp; Seeding Total</b>          |      |        |            | <b>\$26,606.15</b>  |
| <b>Stormwater Management</b>                 |      |        |            |                     |
| Drain Pipe                                   | LF   | 159    | \$10.00    | \$1,590.00          |
| Yard Drain                                   | EA   | 1      | \$2,000.00 | \$2,000.00          |
| Stone filter strip                           | CY   | 25     | \$42.00    | \$1,050.00          |
| Infiltration Chambers                        | CT   | 937    | \$8.00     | \$7,496.00          |
| Level Spreader- Stone                        | LS   | 1      | \$800.00   | \$800.00            |
| <b>Stormwater Management Total</b>           |      |        |            | <b>\$12,936.00</b>  |
| <b>Site Utilities</b>                        |      |        |            |                     |
| Water Improvement Fee                        | LS   | 1      | \$2,000.00 | \$2,000.00          |
| Water Service & Tap                          | LS   | 1      | \$3,500.00 | \$3,500.00          |
| 1" HDPE Water Line                           | LF   | 168    | \$10.00    | \$1,680.00          |
| <b>Site Utilities Total</b>                  |      |        |            | <b>\$7,180.00</b>   |
| <b>Site Amenities</b>                        |      |        |            |                     |
| Perimeter Fence, 5' High                     | LF   | 1,315  | \$32.00    | \$42,080.00         |
| Fence Gate, 4' Wide                          | EA   | 7      | \$850.00   | \$5,950.00          |
| Maintenance Gate, 12' Wide                   | EA   | 2      | \$2,500.00 | \$5,000.00          |
| Entry Plaza & Water Station(concrete)        | SF   | 1,200  | \$10.00    | \$12,000.00         |
| Dog Drinking/ Watering Station               | LS   | 2      | \$3,800.00 | \$7,600.00          |
| Waste Stations (Dogipot)                     | EA   | 2      | \$420.00   | \$840.00            |
| Recycling Station (trash, paper, plastic)    | LS   | 1      | \$2,800.00 | \$2,800.00          |
| Rice Stone (4" deep)                         | CY   | 53     | \$55.00    | \$2,915.00          |
| 6x6 Wood Tie Steps                           | EA   | 23     | \$300.00   | \$6,900.00          |
| Wood Stairs with Railings                    | EA   | 1      | \$6,000.00 | \$6,000.00          |
| Install Boulders                             | LS   | 1      | \$2,500.00 | \$2,500.00          |
| <b>Site Amenities Total</b>                  |      |        |            | <b>\$94,585.00</b>  |
| <b>PROJECT BASE BID</b>                      |      |        |            | <b>\$172,522.35</b> |
| <b>12% O&amp;P/BONDS</b>                     |      |        |            | <b>\$20,702.68</b>  |
| <b>BASE BID + O&amp;P TOTAL</b>              |      |        |            | <b>\$193,225.03</b> |
| <b>City-Supplied/ Donated Materials</b>      |      |        |            |                     |
| Boulders                                     | EA   | 21     | \$250.00   | \$5,250.00          |
| Striping                                     | EA   | 20     | \$45.00    | \$900.00            |
| HC Parking Sign                              | EA   | 2      | \$175.00   | \$350.00            |
| HC Markings (Concrete Curb Stop)             | EA   | 2      | \$250.00   | \$500.00            |
| Entrance Sign/Kiosk/ Park Rules              | LS   | 1      | \$2,500.00 | \$2,500.00          |
| Fill Material- Common Borrow                 | CY   | 3,000  | \$12.00    | \$36,000.00         |
| Fill material delivery                       | CY   | 3,000  | \$6.50     | \$19,500.00         |
| Benches 6'                                   | EA   | 9      | \$1,250.00 | \$11,250.00         |
| <b>City-Supplied/Donated Materials Total</b> |      |        |            | <b>\$65,000.00</b>  |
| <b>PROJECT TOTAL</b>                         |      |        |            | <b>\$258,225.03</b> |

\* This opinion of probable cost is NOT a guaranteed amount, and may vary due to uncontrollable fluctuations in labor prices and material prices. The amount shown is based upon our professional judgement, and current-year pricing for similar work in the region of the project. The opinion of probable cost reflects hard costs, not soft costs such as contingency, insurance, and escalation.

Andrea Miles, Chair  
Jeff Cyr, Vice-Chair  
Christopher Geraghty, Clerk  
Sarah Etelman  
Bruce Forcier

Michael J. Sullivan  
Town Administrator

May 31, 2019

Honorable Selectboard,

Please accept this abbreviated accounting of the activities we have been engaged in on the Town of South Hadley's behalf over the recent weeks.

As you may be aware some of the staff is using up vacation time prior to the end of the fiscal year. This may cause some minor interruptions in response of service, please let me know if your constituents need some expedited attention on any issues. I will do my best to accommodate, thank you.

**Route 116 Mass DOT Project;** Superintendent Jim Reidy and I recently met to have an initial discussion about the Mass DOT Route 116 rebuild. Keith Lincoln from Chappell Engineering (working for Mass DOT) and Mass DOT D2 Chief Engineer Boa Lang were present as well. The project will address the road from the edge of the northerly Route 202 entrance to Kendrick Street.

The project intends to repair, rebuild and install sidewalks, roads, access ramps, bike lanes and signalization (Newton/Lyman). We will host a public hearing on Wednesday June 19 at 6 PM in the Selectboard Meeting Room in Town Hall. The public is encouraged to attend to find out more in a detailed manner about the project which is scheduled to begin in late 2020 or early 2021. Mass DOT will be seeking bids and have plans finalized June of 2020.

This project will include some crosswalk safety devices or improve existing ones in the area of the high school, addition or improvement of other crosswalks and bike lanes throughout. The traffic signal device at Newton/Lyman will be bike and pedestrian friendly. There will not be a "green box" for cyclists due to space constraints at the intersection.

We discussed how the "Woodlawn" area, including the intersection may be lining up for some substantial changes based on the whispers of investment for adjacent and surrounding properties. We have committed to both parties to keep them updated as we receive more information about contemplated development and/or plans which may affect traffic flow.

It is important going forward to have open lines of communication and to channel public input. The public hearing will be the first step, but anyone who has concerns or ideas they would like communicated to Mass DOT please send me an email or call. As a side note Greenfield Coop Bank has received approval for their branch at the former Bank of America location at the edge of the Woodlawn Plaza. We look forward adding them to the South Hadley business community.

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

**Upcoming Borrowing;** Treasurer/Collector Donna Whitely, Town Accountant William Sutton and I recently met with Bond Advisor David Eisenthal to discuss the upcoming fiscal year borrowing needs. This includes the Senior Center approval by Town Meeting to allow the Selectboard to borrow \$9.8 million and the capital borrowing needs announced at Town Meeting.

The present strategy is to ask the SB to approve borrowing \$1.49 million in short term debt (likely Statehouse notes) and to consider a larger \$6,000,000 in bond anticipation notes in December 2019. This strategy is based on cash flow needs with input from the Treasurer/Collector and accountant, as well information obtained through Colliers (Senior Center Owners Project Manager) by Mr. Eisenthal.

As you are aware we work very closely with David Eisenthal to make do our best to time borrowing to avoid cash flow issues and to the greatest extent time the market to get the best interest rates. He has, as have been others very pleasantly surprised that borrowing rates remain stable and even have dip slightly lower in the last few months, especially with medium term offerings. He feel there will be significant interest in these issuances and will have a final recommendation for the SB by July 9 for the short term bonds.

**End of Year Transfers:** I have reached out to the Chair of the Appropriations Committee and to the Town Accountant to schedule a hearing on the "End of Year Transfers" for various department shortfalls.

While most of these adjustments will be covered by transfers within the department (i.e. personal services to other expenses or vice versa). There may be one or two which require intra-departmental transfers. It is my expectation is these adjustments will be less than 1% of the total General Fund budget and while some may bristle or question as to why these were not accounted for in the ensuing budget process (18 months ago), I would offer it is far better to have a municipal budget marginally short at the end of the year as opposed to have lots of money left. I can say most department budgets are finishing up at a very reasonable place from a fiscal perspective.

I believe these transfer requests will be before the Selectboard for a joint meeting by July 9, the Appropriations Chair is working to have his members in attendance. I will get you more information over the month of June and leading up to the meeting on the needs.

**Connecticut River Conservancy;** I recently met with the Director of the Connecticut River Conservancy (CRC) Andy Fisk and a board member from that organization Tony Judge (RDA Member, South Hadley resident) about how we might partner ...and where we may depart on issues concerning protection of the Connecticut River.

It was a refreshing conversation and I found the Director to be knowledgeable and politically astute in his understanding of our challenges. He was excited about our nitrogen reduction initiative at the WWTP and was complementary to Melissa Labonte our WWTP Manager (well-deserved accolades).

I asked for more support from their "River Ranger" program to develop educational programs and discussions with the Viet Nam Veterans Bridge "fisherman" about the importance of their

conduct on the bridge in regards to conservancy. Having plastic wrappers and six pack rings thrown into the mighty Connecticut is troublesome and an agency like CRC can play an important role in education, developing consistent policies and enforcement protocols for both sides of the bridge. This is very much in line with their mission to “defend” the river. I have committed to the Director we understand and support the importance of their work and will help where appropriate and where we can be of help.

**South Hadley Dog Park;** There seems to be steady progress on the dog park initiative. The Friends of the South Hadley Dog Park are very engaged and diligent in raising money. Berkshire Design is working on the design and will be in attendance at the SB Meeting to discuss the project on Tuesday.

A number of you have share your concern about the price tag, first and foremost the cost creep and the “in-kind” the “City” may be tasked to absorb. I share your concerns, we are capping this project at what Stanton has agreed to and what has been appropriated by TM. We also have heard from those who have suggested we should be considering issues of grimalkin or parakeet equity.

A healthy discussion is expected and I anticipate we will find a solution. However, before we apply for the Stanton Grant construction portion the SB must be comfortable with the project overall. I am confident you each appreciate the delicate balance any project faces both present and future, as you perform your diligence. I do believe the dog park conceptually has an appreciable value for the community and is worthy of consideration. On balance it does have a recreational value which is not provided elsewhere in town, may alleviate some of the disregarding of the by-laws in other parks, will get more citizens on to a public property. The key is will there be sustained use and commitment.

**Mass Works Grant;** This part of my report is largely a rehash of the memo in your packet, but I believe important to his the high points for the public who may not have seen the memo.

The “Newton/Lyman Mass Works Grant Application” is very similar to last year’s Mass Works application. However it will require some updating of the technical requirements (Fuss and O’Neill) as part of the process.

The application calls for upgrades effecting Lyman, Newton, Fulton and Dayton Streets. This includes surface, subsurface and traffic infrastructure. Last year’s application was not funded (\$2.8 million) by Mass DOT. We are hopeful with the amount of private and public investment contemplated for this area South Hadley’s grant application will rise to the top for consideration by the Commonwealth. It is not uncommon for a grant to be disregarded in the first one or two submittals.

The Town of South Hadley recently received a \$350,000 Smart Growth Grant (already in the bank) which at the discretion of the Selectboard is to be used for capital infrastructure improvements, including design and engineering. The Planning Director and I are requesting the Selectboard allows us by SB vote to use up to \$4,500 for cost related to the technical requirement updates.

It should be acknowledged the application does commit \$250,000 of the Smart Growth Grant to be used as required in association with a Mass Works grant in the future. If the Mass Works Grant is awarded by the state I will seek an additional vote by the SB at a future meeting to allow that \$250,000 to be utilized as required for the project.

It is worth noting both the Mass Works application and in the Route 116 project improvements to the Lyman/Newton intersection are outlined. The Mass DOT project would take the lead on both the design and the implementation. All parties are aware of the situation, for us it is better to ask both state agency...belt and suspenders so to speak. We the developing in this area being considered it will be complex, but critical to the projects becoming gorgonized. I am confident it can be avoided.

**PVTA Meeting;** I filled in for our PVTA Representative at the May 22 PVTA Board Meeting. The PVTA Board voted on the FY 2020 budget. The organization continues zealous advocacy at the state level to find additional sources of funding.

They will be heavily investing over the coming years in all electric buses. The PVTA's early experience has been very positive in respect to those vehicles. It also looks like PVTA will avoid any substantial changes to service routes. I did put my two cents in to Director Sandra Sheehan if there was routes restored I am hopeful there will be consideration given to routes which have been cut.

I also was told the PVTA has available some surplus vehicles, once I find out what they look like I will let you know if they can offset any capital needs or augment services we provided. As you know I am genetically opposed to "growing" the fleet, but if an opportunity presents itself I will try my best to exploit it.

**Other Updates;** Here are few things to note:

- VBS Woodlawn Bike Station should be installed by the end of June. Thank you to People's Savings Bank and the Condo Association Partners for helping us make it happen!
- As our third party administrator for Workmen's Comp (Cook and Company) will be exiting that field we will be transitioning to Claim's Strategies of Providence, Rhode Island. They are used by SHELD and presented the most cost effective service. Thank you ATA Wolowicz for your guidance on this issue.
- Town Hall will likely be closed on Friday July 5<sup>th</sup>, although a final decision has not been made. Thank you to SHELD for your help with this year's fireworks!
- It is my understanding FallsFest will be held on July 27 (awaiting applications), I am working with the organizer and departments to make sure we understand our roles. I hope everyone will come out for this signature SoHa event!

Thank you as always for your support and leadership!

Respectfully submitted,

Michael J. Sullivan  
Town Administrator, South Hadley