

**SELECTBOARD MEETING
TUESDAY, JUNE 18, 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 June 4, 2019
3. ANNOUNCEMENTS/OPEN FORUM
4. 7:05 p.m. Public Hearing: The Boathouse Seasonal Alcohol License
5. 7:10 p.m. Public Hearing: Duro West African Cuisine Restaurant Beer & Wine license
6. CONSENT AGENDA
 - A. Request for a One-Day All Alcohol License from MHC Equestrian Center on June 26
 - B. Request for a Multi-Date Beer & Wine License from the MHC Trustees on 14 dates
 - C. Two requests for a One-Day All Alcohol license by The Boathouse for July 6 & 18
7. TRI-ANNUAL INTERVIEWS
 - A. Larry Dixon – MPIC
 - B. Kelly Dwyer – COA, Recreation
 - C. Laura Friesner – Recreation, Registrar of Voters
 - D. Julie Watson - Conservation Commission, SEC
 - E. Melissa Tap – CPA, MPIC, Rec
 - F. Jody Day – COA
 - G. Kathy Davis – Conservation Commission
8. NEW BUSINESS
 - A. Mass DOR Technical Assistance Request (vote)
 - B. South Hadley GRO Shed Placement Request (Marie Rohan)
9. ANNUAL APPOINTMENTS
10. OTHER BUSINESS
11. TOWN ADMINISTRATOR’S REPORT
12. CHAIRWOMAN’S REPORT
13. ADJOURN

**SELECTBOARD MEETING
TUESDAY, JUNE 4, 2019
MEETING MINUTES
SELECTBOARD MEETING ROOM – 7 P.M.**

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

CALL TO ORDER

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

APPROVAL OF MINUTES

Forcier motioned to approve the minutes of May 21, 2019. Geraghty seconded. All in favor.

ANNOUNCEMENTS / OPEN FORUM

Etelman encouraged volunteers at a River to Range Trail Work Party on June 9 and 12 to clear trails, noted a free South Hadley Community Day at the Porter Phelps Huntington Museum on June 15, and said residents are welcome to attend The People's Office with Senator Jo Comerford's team on June 16 in town hall.

Forcier said Cruise Nights have begun at BATTERY Brook Park and will continue until Aug. 30. A car show will be held the third Sunday in August.

CONSENT AGENDA

Forcier motioned to approve the consent agenda which included a request for a One-Day Beer and Wine License for Knights of Columbus Aug. 11. Etelman seconded. All in favor.

TRI-ANNUAL INTERVIEWS

The Selectboard interviewed Alex Allen for positions on the Cultural Council and MPIC; Michael Chunya for positions on the Historical Commission and Historic District Study Committee; Jennifer Deforge for a position on the SEC; Ryan Moore for a position on the Recreation Commission; and Donald Whelihan for a position on the Historical Commission.

The Selectboard will make appointments June 18.

MASS WORKS APPLICATION

Forcier motioned to authorize spending \$4,500 to update the grant application for the Newton/Lyman Street MassWorks application. Etelman seconded. All in favor. Sullivan said the town is committing \$250,000 of the balance – a required match from the state.

BOROWING VOTE

Forcier moved the Selectboard authorize the treasurer to borrow \$1.49 million of new borrowing for the purpose of funding capital expenditures as follows: departmental equipment \$240,000; building renovation \$350,000; sidewalks \$400,000; street repairs \$500,000, furthermore as endorsed by the capital planning committee in their reported dated April 30, 2019 and reported to town meeting on May 8, 2019. Etelman seconded.

DPW RATE CHANGES

Forcier motioned to accept the 2019 rate changes for the DPW as outlined. Cyr seconded. All in favor.

Sullivan said having curbside trash pick-up every week would be great but with the model the town now has it would double the cost. He said the town has to look at a new way to control the cost of trash removal. He noted the town pays more to dispose of trash bags brought to the transfer station than when they're picked up curbside.

BUILDING DEPARTMENT RATE CHANGES

Forcier motioned to accept the building department, electric, plumbing and gas permit fees for both residential and commercial as presented. Etelman seconded. All in favor.

DOG PARK REVIEW

Jeff Squire of Berkshire Design presented a review of the dog park project. He discussed the park's move to the other side of Mulligan Drive due to wetlands, a timeline, and potential donations from local contractors. Etelman asked for the removal of "city supplied" materials in the draft budget breakdown under the "Donated Materials" section so when the project is put out to bid there isn't the expectation the town will supply additional funds for extra materials. She said town meeting and the Selectboard were clear in that the town is not interested in spending any more money than what was already designated by Town Meeting. She asked for a clearer depiction of what donated materials are expected by local builders, as well as a distinction between what materials are need to open the park, such as handicap accessible parking signs, and what materials are extra, such as boulders. Jeff Squire agreed to do that.

Cyr said the town is committed to the amount approved at Town Meeting, as there are other financial challenges in the town. Geraghty said he would hate to see a design for a park that is more costly to maintain.

Sullivan and the Selectboard indicated to Berkshire Design it needs to skinny the prices and cost for what is listed in the draft budget to bring them down to the budget set by Town Meeting. Overall the park must be something that can easily be maintained by the Friends of South Hadley Dog Park which is the entity that will ultimately be financially responsible for the park. Sullivan said he will work with Berkshire Design to drill down real, hard numbers.

JULY MEETING SCHEDULE

The Selectboard rescheduled their single July meeting from July 16 to July 9 due to bonding for capital projects and end-of-year transfers.

TA REPORT

Etelman said she is excited about the installation of a third ValleyBike station, this time to be located at the Woodlawn Plaza.

EXECUTIVE SESSION

Cyr moved to enter executive session under MGL Chapter 39 subsection 23B for purpose of contract negotiations with the DPW and police union.

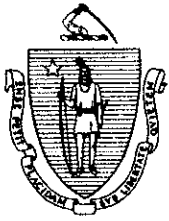
Members voted affirmatively by roll call vote as follows:

Member Forcier	Aye
Member Etelman	Aye
Vice Chair Cyr	Aye
Clerk Geraghty	Aye

Cyr said the board will not return to open session. The meeting adjourned at 8:26 p.m.

RESPECTFULLY SUBMITTED
Kristin Maher
Executive Assistant to Administration

DRAFT



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

APPLICATION FOR A NEW LICENSE

Municipality

SOUTH HADLEY

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

TYPE

CATEGORY

CLASS

On-Premises-12

\$12 Restaurant

All Alcoholic Beverages

Seasonal

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

ROYVAYE HOSPITALITY, LLC is the present holder of a retail alcoholic beverages license (No.) for The Boathouse restaurant located at 1 Alvord Street, South Hadley. Historically, that location encompassed a venue for wedding receptions under a tent separate from the restaurant building and utilized a seasonal license for the months of <<>>. Wedding receptions are a large part of the business of The Boathouse, and they are applying for a seasonal license that would enable them to serve alcoholic beverages at similar functions under the tent area.

Is this license application pursuant to special legislation?

Yes No

Chapter

Acts of

2. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Entity Name

ROYVAYE HOSPITALITY, LLC

FEIN

82-5445988

DBA

THE BOATHOUSE

Manager of Record

PATRICK R. GOFF

Street Address

1 ALVORD STREET, SOUTH HADLEY, MA 01075

Phone

Email

Alternative Phone

Website

<https://www.boathousedining.com>

3. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

One level tent area - 100 X 100 foot area, includes a 30 X 60 foot area. Entrances and exits on all four sides.

Total Square Footage:

100 X 100

Number of Entrances:

4 entrance/exits

Seating Capacity:

120

Number of Floors

one

Number of Exits:

4 exits/entrances

Occupancy Number:

200

4. APPLICATION CONTACT

The application contact is the person whom the licensing authorities should contact regarding this application.

Name:

LAURA L. FERNANDES

Phone:

Title:

Co-Manager of ROVAYE HOSPITALITY, LLC

Email:



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

APPLICATION FOR A NEW LICENSE

Municipality

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES	TYPE	CATEGORY	CLASS
<input type="text" value="On-Premises-12"/>	<input type="text" value="\$12 Restaurant"/>	<input type="text" value="Wines and Malt Beverages"/>	<input type="text" value="Annual"/>

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

A beer and wine license for a west african cuisine restaurant

Is this license application pursuant to special legislation? Yes No Chapter Acts of

2. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Entity Name FEIN

DBA Manager of Record

Street Address

Phone Email

Alternative Phone Website

3. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

dining room, kitchen and office

Total Square Footage:	<input type="text" value="714"/>	Number of Entrances:	<input type="text" value="3"/>	Seating Capacity:	<input type="text" value="40"/>
Number of Floors:	<input type="text" value="1"/>	Number of Exits:	<input type="text" value="3"/>	Occupancy Number:	<input type="text" value="40"/>

4. APPLICATION CONTACT

The application contact is the person whom the licensing authorities should contact regarding this application.

Name: Phone:

Title: Email:



The Commonwealth of Massachusetts

Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY ALL ALCOHOL LICENSE

Application #

TGL-19-61

Date Submitted

6/4/2019

Applicant Name: **Nichole McClellan**

Company:

Applicant Address: **50 College Street South Hadley Massachusetts 01075**

Applicant Phone:

Applicant Email:

Date Applied For:

Wednesday, June 26, 2019

Hours of Operation:

4:00 PM - 8:00 PM

Address of Location:

50 COLLEGE ST, Souh Hadley, MA 01075

Description of Location:

Equestrian Center

Type of Event:

Dressage Reception

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
6/4/2019	\$50.00	Credit Card	XXXX-XXXX-XXXX- [REDACTED]



The Commonwealth of Massachusetts Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY BEER AND WINE - MULTI DATE LICENSE

Application #

Date Submitted

TGL-19-71

6/10/2019

Applicant Name: **Heather Tetrault**

Company:

Applicant Address: **50 College St South Hadley MA 01075**

Applicant Phone: [REDACTED] Applicant Email: [REDACTED]

Dates Applied For: **07/08/2019, 07/09/2019, 07/10/2019, 07/11/2019, 07/13/2019, 07/15/2019, 07/16/2019, 07/17/2019, 07/18/2019, 07/20/2019, 07/22/2019, 07/23/2019, 07/24/2019, 07/25/2019**

Hours of Operation: **4pm-12:30am, Monday-Thurs, Sat.**

Address of Location: **50 COLLEGE ST, Souh Hadley, MA 01075**

Location Description: **Chapin Auditorium, Mary Woolley Hall**

Type of Event: **Socials for summer conference**

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
6/10/2019	\$420.00	Credit Card	XXXX-XXXX-XXXX- [REDACTED]



The Commonwealth of Massachusetts Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY ALL ALCOHOL LICENSE

Application #

TGL-19-73

Date Submitted

6/12/2019

Applicant Name:

Patrick Goff

Company:

Applicant Address:

104 lyman street South Hadley MA 01075

Applicant Phone:

██████████

Applicant Email:

████████████████████

Date Applied For:

JULY 6TH, 2019

Hours of Operation:

6:30-9:30

Address of Location:

1 ALVORD ST, Souh Hadley, MA 01075

Description of Location:

Brunelle's Marina Parking lot

Type of Event:

JIMMY BUFFET COVER BAND

RESTRICTIONS:

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

OTHER RESTRICTIONS:

LIABILITY DISCLAIMER:

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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
6/12/2019	\$50.00	Credit Card	XXXX-XXXX-XXXX- ██████



The Commonwealth of Massachusetts

Town of South Hadley



Selectboard
116 Main Street, Room 109

APPLICATION FOR 1 DAY ALL ALCOHOL LICENSE

Application #

TGL-19-74

Date Submitted

6/12/2019

Applicant Name:

Patrick Goff

Company:

Applicant Address:

104 lyman street South Hadley MA 01075

Applicant Phone:

██████████

Applicant Email:

████████████████████

Date Applied For:

JULY 18th, 2019

Hours of Operation:

4-9:30

Address of Location:

1 ALVORD ST, Souh Hadley, MA 01075

Description of Location:

Brunelle's Marina parking lot

Type of Event:

Hunter Hayes Charity Concert

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

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Payment Date	Amount Paid	Payment Type	Payment Number
6/12/2019	\$50.00	Credit Card	XXXX-XXXX-XXXX- ██████

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

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

Tue, Feb 19, 2019 at 7:16 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.

Please Note: when submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.

Choose From the Following Master Plan 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. *Field not completed.*

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

Please Provide the Following Information

Name Larry Dixon

Email 


Address1 [89 Amherst Road](#)

Address2 *Field not completed.*

City South Hadley

State MA

Zip 01075

Primary Phone 

Alternate Phone *Field not completed.*

Cell Phone: *Field not completed.*

General Questions

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

Are you a Town Meeting Member? No

Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	Yes
If yes, please list the board(s), commission(s), or committee(s) on which you serve(d), and the dates of service for each.	Ag Commission, back around 2008-10.
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	Management Consulting, private sector Facilitation, Mediation, Negotiation Community Development Public-Private Partnerships
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?	Newspaper, Town Website
If you indicated another resident or other above, please provide the resident's name or provide additional details.	<i>Field not completed.</i>
Upload a Letter of Interest	<i>Field not completed.</i>

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

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

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

Tue, Apr 16, 2019 at 3:25 PM

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

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

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 Council on Aging, 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.

Recreation Commission Council on Aging

Please give any details regarding your interest in this appointment?

I have played sports my entire life, including basketball at the collegiate level. I now coach youth basketball through the St. Pat's CYO league and an AAU travel team. In August, I plan to begin training to officiate games as well. Professionally, I am a CFP® for Merrill Lynch where I focus on helping clients plan for their financial goals. Aging is a big area that I focus on. Personally, I have had several people close to me go through tough aging experiences. I'm a young, excited and new South Hadley resident. I am unmarried (but engaged) with no kids at the moment. I have the time and the energy to make an impact and help out my local community.

Please Provide the Following Information

Name	Kelly Dwyer
Email	[REDACTED]
Address1	353 N Main 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

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

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

What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.) I have a college degree in Finance with a minor in Economics from Wofford College while competing for the women's basketball team. I am a financial planner for Merrill Lynch. My volunteer experience includes the following: committee leader for the Junior League of Winston Salem, cake baker for Hospice and Palliative CareCenter, Paw Pals member for VITAS, pantry facilitator for Northampton Survival Center, sponsorship committee member for NoHo Pride, youth basketball coach for St. Pat's CYO.

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

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

If you indicated another resident or other above, please provide the resident's name or provide additional details. *Field not completed.*

Upload a Letter of Interest *Field not completed.*

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

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

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

Fri, May 31, 2019 at 10:27 AM

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.

Please Note: when submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.

Choose From the Following	Recreation Commission, Other
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.	Recreation Commission Registrar of Voters (I heard you may be looking for volunteer poll workers or need help in other areas). This is not listed here but was listed in the Town Reminder and on a Facebook Post.
Please give any details regarding your interest in this appointment?	I would like to become more involved in the Town, and now that my children are getting older I have more time to devote to other activities. I have two children who are aged Pre-K and entering Kindergarten, and I would like to be more involved in activities that benefit both the children and older residents in town.

Please Provide the Following Information

Name	Laura B Friesner
Email	[REDACTED]
Address1	4 Glen Street
Address2	Field not completed.
City	South Hadley
State	Massachusetts
Zip	01075
Primary Phone	[REDACTED]
Alternate Phone	Field not completed.
Cell Phone:	[REDACTED]

General Questions

Are you a registered voter in the Town of South Hadley?	Yes
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Are you a Town Meeting Member?	No
Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I work full time as a Data Manager, but I also have vast office/business administrative experience including customer service and event planning. I am happy to provide a current resume if desired.
Please list any additional information you think may be helpful in reviewing your application.	I am organized, reliable and interested in keeping South Hadley a desirable tow to live in. I participate in a swimming program at the Middle School that is not part of the recreation department, but I feel l ke the town can use good, quality programs that speak to and are available to all residents. As for volunteering for the Registrar of voters, depending on the time needed, I feel my skills would be valuable, and I hear you are always looking for poll workers for election days.
How did you learn of the vacancy you are applying for?	Newspaper, Town Website, Another Resident, Other
If you indicated another resident or other above, please provide the resident's name or provide additional details.	This is something I have been thinking about doing for a while, but time has been restrictive. My husband (Eric Friesner) has recently become a town meeting member and is encouraging me to also volunteer.
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>

Wed, May 29, 2019 at 6:53 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 Conservation Commission, 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.

I am interested in the sustainability and energy commission, then the conservation commission.

Please give any details regarding your interest in this appointment?

I am interested in this appointment because I am seeking to apply for a degree in public policy and administration, focusing on sustainability and environmental policy. I am hoping to gain some experience and learn more in this appointment.

Please Provide the Following Information

Name Julie Lynda Watson

Email [REDACTED]

Address1 79 Bardwell Street, Second Floor

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? No

Are you a Town Meeting No

Member?

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.) -Clerk IV (Department Assistant) March 2019-Present -Loyalty Support Coordinator (September 2018-February 2019) - Accounts Payable Support Staff (May 2018-September 2018) - Medical Administrative Assistant (January 2015-May2018) Volunteer: -Trustees of the Reservation - May 2019 - Present Education: -Bachelors of Arts (Communication) - University of Massachusetts Amherst - Resume Attached

Please list any additional information you think may be helpful in reviewing your application. I am passionate about sustainability and the environment. I have been pursuing these passions since a youth volunteering with the girl scouts. I am hoping to start a masters degree in public policy and administration. I hope to do research on public outreach regarding environmental public policy. I want to learn more and get more involved, which is why I am interested and applying for this position.

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

If you indicated another resident or other above, please provide the resident's name or provide additional details. I seeked out this opportunity of the town's website

Upload a Letter of Interest [2019 Resume PDF.pdf](#)

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

Julie Watson

79 Bardwell Street, 2nd Floor South Hadley, MA 01075

EDUCATION

University of Massachusetts Amherst

May 2018

Bachelor of Arts: Communications (Cum Laude) 3.75 GPA
The National Society of Leadership and Success – 2014 - 2018
Dean's List – All semesters

Trinity College Dublin, Dublin Ireland

Spring 2017

Semester exchange

EXPERIENCE

University of Massachusetts

March 2019 - Present

Department Assistant

- Coordinates departmental admissions process. Duties include: tracking applications, managing workflow, entering decisions, and organizing data.
- Supervises student staff members who are responsible for administrative duties.
- Works with supervisor to manage a departmental budget of \$300,000. Duties include: financial planning, processing reimbursements, making purchases for the department, and tracking expenditures.
- Responsible for organizing and tracking data related to course scheduling, governance committees, funding, admissions, finances, and graduate/doctoral students.
- Complies with University policies, procedures, and guidelines as it relates to job functions.
- Prepares travel for faculty members. Duties include: booking hotels and coordinating flights, registering for conferences, managing pre-travel authorizations, and processing reimbursements.
- Works on special projects, such as organizing and preparing graduate events, managing work stations for graduate students, and facilitating a departmental alumni research survey with the goal to gather information for a departmental self-study.

Dunkin' Brands

September 2018 – February 2019

Loyalty Support Coordinator

- Addressed customer service inquiries regarding issues concerning the Dunkin' Donuts mobile app and DDPerks program in a timely and accurate fashion. Such as answering questions, troubleshooting technical issues, and resolving complaints.
- Properly directed inbound phone calls and emails in queue to improve work flow.
- Developed effective relationships with all call center departments through clear communication.
- Made reasonable procedure exceptions to accommodate unusual customer requests.

Charles River Medical Associates

Accounts Payable Support Staff

May 2018 – September 2018

- Used programs such as Sage to document and enter invoices.
- Reviewed check run and ensured accuracy.
- Managed the accurate and timely processing of up to 250 invoices per week.

Charles River Medical Associates

January 2015 – May 2018

Medical Administrative Assistant

- Answer patient phone calls to help with any need, such as creating affective schedules.
- Communicate with other offices to set up appointments for patients and keep track of patient information, such as referrals, insurance, and historical and current medication lists.
- Maintain and manage administrative paperwork to ensure proper patient care and insurance coverage.
- Work in the administrative office to complete specific administrative projects such as but not limited to patient satisfaction surveys and chart reviews.

VOLUNTEER EXPERIENCE

Trustee of the Reservation

May 2019 - Present

Ambassador

- Walk the trails to report any necessary maintenance, such as water drainage issues, fallen trees/branches, safety concerns.

MassAudubon

May 2019 - Present

Ecological Management Project Volunteer

- Conducted ecological monitoring such as counting birds and habitat management projects such as removing invasive plant species.

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

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

Wed, May 15, 2019 at 5:35 PM

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

Application for Appointment to Board, Commission, or Committee

Step 1

Committees

Before the Selectboard or other appointing authority makes appointments, they would like to know a little about you and why you feel you could contribute to the board or committee. Please take a few minutes and complete the brief expression of interest information below and click submit to send your application for consideration.

Please Note: when submitting online, when you click the "submit" button you are agreeing to read a copy of the Massachusetts General Laws Chapter 268A "Conflict of Interest" provided by the Town Clerk, if appointed, and to the best of your abilities agree to abide by the provisions of the statute. You may receive a phone call to confirm your interest in the appointment.

Choose From the Following 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?

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

No

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

No

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

I have 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.

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.

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

Channel 15

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

Field not completed.

Upload a Letter of Interest

Field not completed.

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

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

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

Wed, Jun 5, 2019 at 1:29 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 Council on Aging

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

Please give any details regarding your interest in this appointment? As a 55 year old resident, I am interested in being a part of the conversation and work regarding council on aging services.

Please Provide the Following Information

Name Jody Day

Email [REDACTED]

Address1 28 Atwood Rd

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.)	Diverse employment background, including: social work, library services, and higher education. Have volunteered for Hospice and Reading Partners
Please list any additional information you think may be helpful in reviewing your application.	I am interested in giving back to my community in South Hadley, specifically the council on aging.
How did you learn of the vacancy you are applying for?	Newspaper, Town Website
If you indicated another resident or other above, please provide the resident's name or provide additional details.	<i>Field not completed.</i>
Upload a Letter of Interest	<i>Field not completed.</i>

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

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

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

Tue, Jun 11, 2019 at 9:11 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.

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 Conservation 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'm interested in assisting in the preservation of South Hadley's natural resources including clean water. I want to work on keeping and extending appropriate access to natural environments for citizen enjoyment (i.e. trails for h kes).

Please Provide the Following Information

Name Kathleen Davis

Email [REDACTED]

Address1 7 Saybrook Circle

Address2 Field not completed.

City South Hadley

State MA

Zip 01075

Primary Phone [REDACTED]

Alternate Phone Field not completed.

Cell Phone: Field not completed.

General Questions

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

Are you a Town Meeting Member? Yes

Is any of your immediate family employed by the Town of South Hadley?	No
Do you now or have you previously served in Town government?	No
What skills and experience do you have? (Knowledge, other volunteer experience, employment experience, etc.)	I have 37 years of experience in Science Education. I hold a B.S. in Education, MEd in Science Education, and a Ph.D. in Science Education. I taught 5th grade science for 18 years. For 19 years, I taught science teachers how to bring inquiry- and project-based learning to their students. I was the PI on several NSF grants; one, in particular, engaged over 3000 middle school students over 4 years in projects exploring and protecting natural environments. I retired from UMass in 2015. I have continued to work on environmental issues in South Hadley. I worked with a group of citizens on bringing the by-law to Town Meeting in 2018 that requires the testing the drinking water outlets of all public buildings for lead and copper. This same team of citizens and I worked with the Board of Health to adopt water testing regulations. I have worked with a team of citizens to protect the aquifer used by Water District 2. I served on the board of the Massachusetts Environmental Education Society and the New England Environmental Education Alliance.
Please list any additional information you think may be helpful in reviewing your application.	Though retired, I am very invested in continuing to teach children and adults about the natural environment through their investigation of the world around them. I also want to provide opportunities for young people to demonstrate their interest in, knowledge of, and willingness to care for their community. I think that working with the Conservation Commission would provide me with opportunities to continue to do this.
How did you learn of the vacancy you are applying for?	Newspaper
If you indicated another resident or other above, please provide the resident's name or provide additional details.	<i>Field not completed.</i>
Upload a Letter of Interest	Conservation Commission.docx

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

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

Michael J. Sullivan
Town Administrator

June 4, 2019

Massachusetts Department of Revenue
Technical Assistance Division
Attention; Director Zach Blake
100 Cambridge Street
Boston, Massachusetts
02114

Director Blake,

The Town of South Hadley would like to request assistance from the Department of Local Services Technical Assistance Division, as we update our Financial Policies Manual. We understand there are many communities asking for similar assistance, but we are hopeful to be placed on the schedule for September or October of 2019.

We presently have an outdated manual, which naturally has been subjected to changes since its inception. It is prudent at this for the Town of South Hadley at this juncture to update the fiscal policies, using municipal audit history, compendium of best practices and a collection of previous policies into a single document.

We would be extremely grateful for any direction or assistance the Department of Revenue may provide in regards to reviewing and or advising us on this important project. Please let me know if this DLR service would be possible for the Town of South Hadley to be placed on the calendar for later this year. All the best!

Respectfully,

Michael J. Sullivan
Town Administrator, South Hadley

Copy: South Hadley Selectboard
Town Accountant William Sutton
Assistant Assessor Melissa Rimbold
Treasurer/Collector Donna Whiteley
Deputy Town Administrator Jennifer Wolowicz
Thomas Scanlon and Associates

Information for the Selectboard regarding the request to build a shed in the Community Garden.

The Full Circle Garden began in 2009 as a 100 x 100 square foot plot of barren earth in the South Hadley Community Garden. Today it is a bountiful garden with the singular mission of supplying fresh, organic produce to Neighbors Helping Neighbors Food Pantry. The garden consists of a variety of perennial and annual crops as well as an herb garden. The garden is ably and lovingly managed by Sue Brouillette. Throughout the growing season, many volunteers work at the garden to prepare the beds, plant vegetables, weed and harvest. Those volunteers include Master Gardeners, Master Gardener Interns fulfilling service hours, local gardeners looking for a way to “give back” to the community, as well as many youth groups such as the MHC Track Team and the High School National Honor Society. Our crew of harvesters work twice weekly to pick, pack and deliver vegetables to the pantry.

This year, the Full Circle Garden has secured a \$5000 grant from the Whole Cities Foundation (Whole Foods) with the express purpose of furthering the garden’s mission to provide high quality, fresh, organic food to those who otherwise could not afford this type of food. The grant is not only for plants and seeds but for items that will support our efforts for years to come. We have already built 7 more raised beds, purchased and installed an irrigation system, and are in the process of purchasing new garden tools to replace those that have seen better days.

A large portion of the grant is targeted for a new storage shed. The shed would house tools and equipment to support the actual gardening, as well as providing a sheltered area for our harvesters to sort and package our produce for delivery to the pantry. We propose to add a 10’ by 12’ shed with an attached covered pavilion 8’ by 8’. This building would be located to the rear of the garden and finished in a New England country style. The GRO Board of Directors has approved this shed with the understanding that this will be an aesthetic addition to the garden and allow us to remove the small and flimsy pre-fab eyesore at the entry to the garden.

We are looking for the Selectboard to approve the construction of this shed on town property. At the suggestion of the Town Manager, we would gladly “gift” the building to the Town of South Hadley with the idea that the town would insure the building.

Please see attached the draft minutes of the GRO Board Meeting, the Full Circle Garden and Whole Cities Foundation Letter of Agreement, the sketch of the proposed shed, and the map showing the location of the shed within the garden.

Submitted by Rick Pio (at the request of garden manager Sue Brouillette, pantry manager Mary Lou Guarnera, and the volunteers of the garden and the pantry)

Gro-South Hadley Special Board Meeting June 3, 2019-Drat

A special meeting of the Gro-South Hadley Board was held on Monday June 3, 2019 at the Community Garden on Rt.47. The meeting was called to order at 6pm by Marie Rohan President who also served as Secretary. Voting members in attendance included: Marie Rohan, Peg, Sullivan, Suzanne Paris, and Wayne Desroches. Guests in attendance included: Eric Girard a community gardener and Larry Dubois a founding member of the garden. Mr. Dubois dialed into the meeting. Full Circle Gardeners included: Sue Brouillette, Full Circle Manager, Rick Pio Master Gardener and Builder of proposed shed, and Margery Gerard Master Garden Intern and Full Circle representative to the Gro Board.
Gro member excused: Doris Dubois.

The purpose of the meeting was to review, discuss, and vote on the request by the Full Circle Garden to:

- re-locate their shed, tables, and gardening supplies to the rear of the garden property. The shed would be located along the east fencing and behind the Full Circle Garden.
- build a 10x12 shed with an 8 ft overhang. The shed would be built on a concrete foundation and would be locked when not in use by the Full Circle Gardeners.

Marie Rohan reminded the board and guests that the proposed design and location were mailed to them in advance of the meeting. She shared a hard copy at the meeting and encouraged people to walk the design with Mr. Pio and Ms. Brouillette.

The Full Circle team said they were anxious to start the project. They did not anticipate any significant disruption for the other gardeners.

The shed would be positioned to allow gardeners access to the strawberry beds at the south end of the garden and to the cardboard pile in the center of the garden.

The Full Circle team will be responsible for maintaining the garden area around the shed. They do not plan to store gasoline in the shed.,,as they do not have any power tools that require gasoline,

The Full Circle Garden agreed to consider signage identifying the shed and its purpose.

They expect construction will take 2 - 3 weeks and their current location will be cleared shortly after that.

The contact person for concerns once the shed is built will be Ms. Brouillette. She requested to be contacted via text messaging.

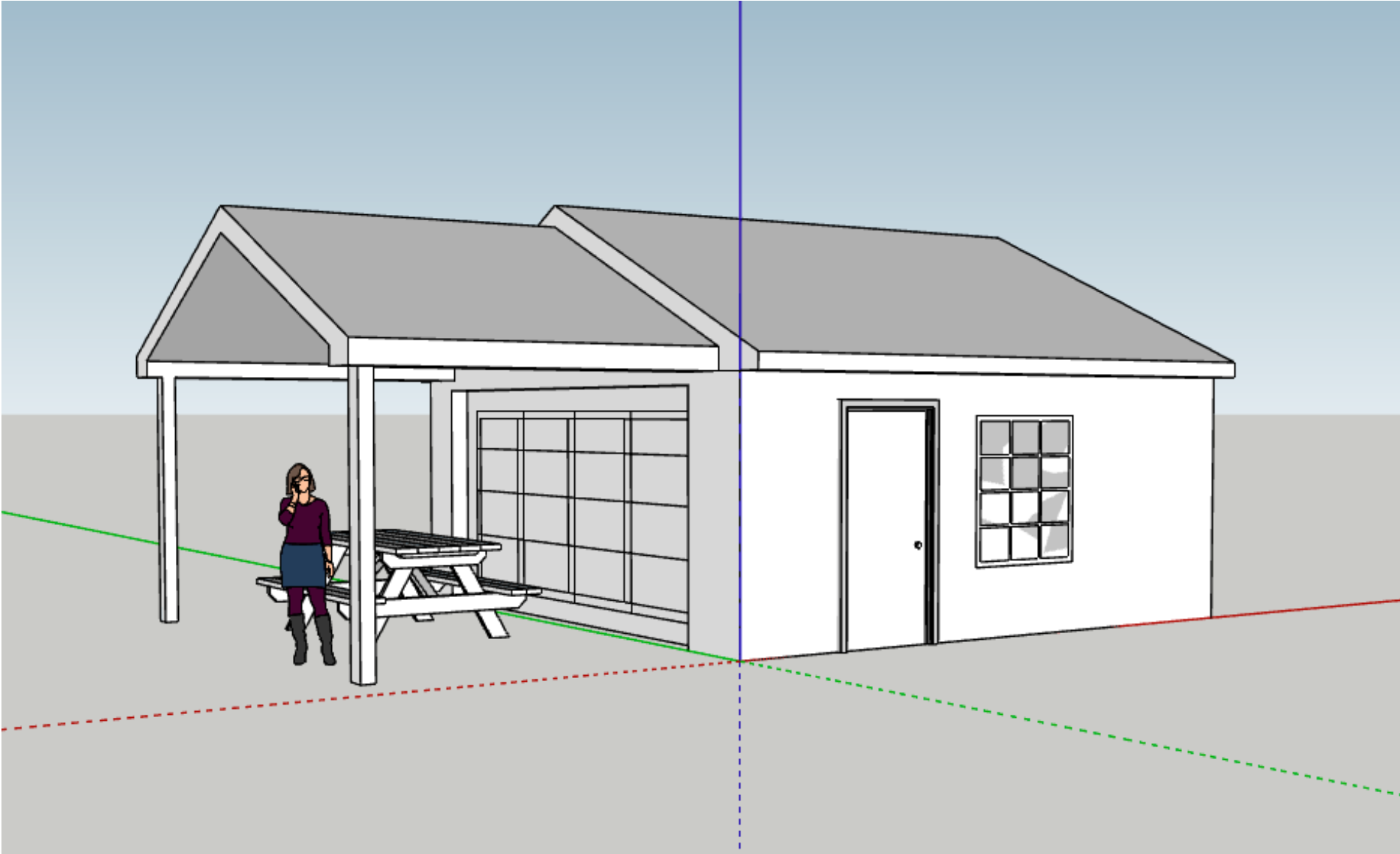
The board and guests were given an opportunity for additional questions or comments.

Hearing none, the President called for a motion to approve this request.

The motion was made and seconded and voted on favorably.

Meeting adjourned at 6:45 pm

Marie Rohan sec pro tem.





	Bike Walk	Bylaw Review	Canal Park	Channel Marking	Conservation	COA	Cultural	Golf	Historical	Hist. Dist. SC	MPIC	Recreation	Registrar	SEC	Tree	Firehouse	ZBA
# Members	9	7	7	3	5, 1 Assoc	11	9 Reg, 2 Assoc	7 Reg, 2 Assoc	7	7	9	7	3	5	7	8	3 Reg, 2 Assoc
Expiring 2019	Mariann Millard	Anne Awad	Aaron Haesaert		Bill Bacis	Janet Veitch	Rachel Hernandez	Chris Collins (Assoc)	Gail LePine	Frank Detoma	Anne Eaton	Mark Zraunig	Amy Foley		Bobbie Salthouse	Desiree Smelcher	Christine Quigly
	Melissa O'Brien	Jay Breuer	Joshua Driver			Eileen Burke	Rebecca Slitt	Jeff Millard	Ryan LaFond	Gerald Judge	Michelle Wolf	David Mendoza				Wayne Gass	Martha Terry
	Nancy Bozek					Sarah Grainer	John Anz (Assoc) yes if made FT	Mike Wozniak								Barbara Merchant	
	Larry Dubois					Laurie Casolarie	Karen Donnelly (Assoc)										
	Lucia Foley																
	Marilyn Gass																
	Margaret Jodoin																
	Hugette Supinski																
Vacancies	2019	2020	2021	2021	1 Assoc - 2020	2020		2019	2020		2019			2020		2020	
		2021		2021		2021		2020	2021		2021			2021 (MHC)			
		2021						2021	2021		2021						
# Interested	0	0	0	0	4	5	1	0	2	1	4	4	0	2	0	0	0
# Able to Appoint if you renew those interested	2	3	1		1 Assoc	4	1	3	4	0	4	2	0	1	0	1	0
		4 able to appoint if we do not hear back from Jason					Can conditionally approve 2 after TM vote (9 to 11) and state OKs					* Appointed Ben Sabbs in Feb Can conditionally approve 2 after TM vote (7 to 9) and state OKs, one will be Ben					
Residents who have interviewed					Julie Watson Tom Dennis Garth Schwellenbach Kathy Davis	Jody Day Melissa Tap Kelly Dwyer Allyson Garcia Karen Buscemi	Alexis Allen		Don Whelihan Michael Chynyk	Michael Chynyk	Melissa Tap Allyson Garcia Larry Dixon Alexis Allen	Melissa Tap Ryan Moore Laura Friesner Kelly Dwyer		Julie Watson Jennifer Deforge			

Bike Walk Committee

Bylaw Review Committee

The Bylaw Review Committee shall consist of up to seven members, with a quorum consisting of a simple majority of members duly appointed, each of whom shall be appointed for a term of three years.

Channel Marking Committee

The Channel Marking Committee shall consist of three members, each of whom shall be appointed for a term of three years.

Canal Park Committee

The Canal Park Committee shall consist of seven members with staggered terms, three of whom shall initially be appointed for a three-year term, two for a two-year term and two for a one-year term. All future appointments shall be for three years.

Capital Planning

The Capital Planning Committee will consist of nine members, each of whom shall be appointed for a three-year term, and shall consist of three individuals appointed by the Selectboard, two members appointed by the School Committee, three individuals appointed by the Appropriations Committee, and one member appointed by the Planning Board. The Committee shall choose its own officers, and in the event of a vacancy by removal, resignation or otherwise, the remaining Committee members shall have the power to fill the vacancy for the balance of that term.

Conservation Commission

The Conservation Commission shall consist of not fewer than three members and not more than seven members, each of whom shall be appointed for a term of three years.

Associate members. The Selectboard shall also appoint up to two associate non-voting members to the Conservation Commission for a term not to exceed three years. Failure to have served as an associate member shall not constitute a disqualification for appointment to fill a vacancy in the Conservation Commission.

Council on Aging

The Council on Aging shall consist of 11 members, a majority of whom shall be at least age 60. The term of appointment shall be three years. Members shall not serve more than two consecutive three-year terms, or more than seven consecutive years. Previous members shall become eligible for reappointment after one year of absence. Honorary members may be appointed by the Council in recognition of meritorious service to the Council.

Cultural Council

The Council shall consist of not fewer than five members and not more than nine members, each of whom shall be appointed for a term of three years. A person is not eligible to be appointed to more than two consecutive terms, but may be reappointed after a one-year interval. The Selectboard may also appoint up to two associate non-voting members for terms not to exceed three years.

Golf Commission

The South Hadley Golf Commission shall consist of seven members, each of whom shall be appointed for three-year terms. Where possible, the Selectboard shall endeavor to appoint members to the Commission who represent a cross-section of the community, course neighbors, and/or users of the golf course.

The Selectboard may appoint alternates as it deems necessary, who shall serve for two terms each and who, when present, may be counted for the purpose of creating a quorum if necessary and may vote if one or more of the seven members are unavailable, absent or choose to abstain because of a conflict of interest.

A vacancy occurring otherwise than by the expiration of a term shall be filled for the unexpired term in the manner of original appointment.

Historical Commission

The Historical Commission shall consist of seven members, each of whom shall be appointed for a term of three years.

Historic District Study Committee

Master Plan Implementation Committee

Members of the Master Plan Implementation Committee shall be appointed for three-year terms. Initial appointments shall provide for staggered terms, with 1/3 of the initial appointments being for one year, two years, and three years. Upon expiration of an initial appointee's term, the subsequent appointment shall be for a three-year term.

Recreation Commission

The Recreation Commission shall consist of seven members, each of whom shall be appointed for a term of three years.

Registrar of Voters

The Board of Registrars shall consist of three members, each of whom shall serve for a term of three years, pursuant to MGL c. 51, § 15. The Town Clerk shall also serve as an ex-officio member.

SEC

The Commission shall consist of five members appointed by the Selectboard for three-year staggered terms.

Tree Committee

Trustees of the Old Firehouse

The Trustees of the Old Firehouse Museum shall consist of nine members (five from the South Hadley Historical Society and four from the general public), each of whom shall be appointed for a term of three years.

Zoning Board of Appeals

The Board of Appeals shall consist of three members plus two non-voting associates, each of whom shall be appointed for a term of three years.

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

Michael J. Sullivan
Town Administrator

June 14, 2019

Honorable Selectboard,

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

Again, 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 time. Please let me know if your constituents need some expedited attention on any issues. Thank you for your patience.

Fourth of July; The annual South Hadley fireworks display will be at the Michael E. Smith Middle School on July 3 with a rain date of July 5. We would like to thank all our sponsors for allowing this legendary community event to take place, especially Peoples Bank and Fibersonic (SHELD). There is still time to show your support and make a donation. Simply visit the Town of South Hadley website, go to the Recreation Department page looking for "Independence Day Fireworks" under "Special Events," and [clicking where instructed at the bottom of that section.](#)

Town hall and senior center will be closed on Friday, July 5. We strongly encourage residents who plan on accessing services to plan schedule accordingly. We will be making additional public proclamations about the closing as it draws closer and will be directing staff to shut off as many devices a feasible during the four-day hiatus. Thank you for your understanding.

Website Refresh; While you are visiting the website to make a "fireworks" donation, please sign up for notifications about community events. It is an important feature for us to communicate to the public quickly. The Civic Plus notification can be accessed by [clicking the "Notify Me" button on the left side of the homepage.](#)

The website has been revamped and we would like you [check out the various features.](#) There is lots of great information and we appreciate your feedback. As I have stated prior, this is the digital front door for the Town of South Hadley. The "[New to South Hadley?](#)" feature is something we are developing geared toward new residents, but open to all to review.

I would also encourage all residents to check out the [Town of South Hadley FaceBook page](#) (www.facebook.com/SouthHadleyMA). Although, as a card-carrying troglodyte, I will reserve comment on that particular communication mode. Thank you Executive Assistant to Administration Kristin Maher for all your work on improving communications, with more improvements to come.

Town Hall Sidewalk Repairs; Initial preparation for the sidewalk repair around town hall has begun. The contractor has set up barrels on the Main Street side to gain access with heavy equipment. The work will include the new walkway around the Veterans' monuments, as well as a complete revamp of the handicap access area on the Pleasant Street side. The replacement will eliminate several hazards which have been of concern to many.



The work will be done through the Capital Improvement Debt and with the support of the

Selectboard and the Capital Planning Committee. These exterior improvements are much needed and will allow us to continue to make progress toward maintaining the building in general.

The re-pointing of the building façade is part of a separate bid for which the request for proposal is being developed. We will be constructing the bid in a manner which will allow us to get as much of the necessary work done within the \$250K allocated, as that number originated from an estimate from four years ago may be slightly low. We all know where prices have gone - I am confident we will get all or a majority of the work within that budget.

Business West; The Editor of Business West George O'Brien recently asked to publish a feature article on South Hadley. This is an opportunity for South Hadley to articulate how the business and development climate in particular is in town. It goes without saying the invitation comes at a very interesting time.

The focus of the article and the interviewer is on: the new management model at Ledges, the potential for commercial development along the Route 202 corridor from Route 33 up the Granby Common, the Master Plan update, and high speed internet.

The discussion was centered on a recent grant South Hadley received to study the corridor and how we continue to work with Granby to the benefit of both towns and how other regional efforts are unfolding.

Of course there was a lot of discussion around [Fibersonic](#). This SHELD development is creating a great deal of external and internal town interest as the first homes and businesses in the inaugural target areas are brought to life.

With more people working remotely this becomes another feature for selling South Hadley on the businesses or residential side of the equation. I encourage everyone to go to SHELD's website and check it out. It has become all about the connections in a whole new way!

Workmen's Comp; As you know, Cook and Company, our long time administrator for Workmen's Comp (WC) claims, is leaving the business July 1. Cook had served us well over the decade-plus of service. This change came as a bit of a surprise.

However, ATA Wolowicz and I had already been discussing and reviewing the present model. It allowed us to have somewhat of a jump on other cities and town in the Cook network which included over 100 Massachusetts communities.

On Thursday, June 14 the ATA and I met with Claims Strategies team to better understand the nuanced differences between how Cook handled WC claims and how Claims Strategies would improve on that model. While there will be some component of "we never did it that way before" discussions and reviews by our legal counsel, we will end up in a better place. I am excited to report we have a solid strategy in a very short time with more improvements and streamlining anticipated.

We have already engaged MIA for the Police Injured on Duty (IOD). The IOD has very similar features for police, however it also has some important and distinct differences. We continue to carry stop loss insurance through Metras and Midwest. Thank you to Jennifer Wolowicz for the quick turnaround on this issue, as we avert a potential disaster.

Summer Concerts at Marina; Building Commissioner Dave Gardner, Planner Richard Harris, Chief Jennifer Gundersen, Detective Jesse Camp and I recently met at the Boathouse to review plans for concerts at Brunelle's Marina on July 6 and July 18 (starting at 5 PM) with the promoters.

We very much appreciate the promoters getting us involved early for this exciting project. It was comforting to know this event will be overseen by a group with a long history of safely executing large gathering events throughout Western Mass.

The Selectboard will be hearing more about this at the Tuesday (June 18) meeting as part of their application for a "One Day All Alcohol License" for the outdoor event. I believe all of the municipal partners in attendance were duly impressed with the planning and careful thought which went into the blueprint for the event. The DPW will be posting Alvord Street prior to the event to remind the public there is no on-street parking in that area at the Chief's request.

Chapter 32B Section 21-22 Payouts; We will be distributing the \$38,233 to the eligible employees (approximately 295) in the second pay period in July as agreed upon by the PEC and funded by Town Meeting. All employees will also be issued a new BS/BS ID card.

We do have some variant in the way the money will be distributed to the various units - police will receive a premium deduction and the others will receive a simple lump sum payment averaging about \$129 per eligible employee.

Chamber Legislative Breakfast; The Chamber Breakfast seemed to go well. It was great to hear from Representative Carey about his efforts on our behalf in Boston, as well as hearing from our Granby neighbors about their priorities.

Chief Scott Brady was also at the dais discussing District 2 efforts and priorities. I compliment Michelle Theroux and Steve Laplante on their Herculean efforts to revitalize the South Hadley/Granby Chamber of Commerce.

As always, when the “question and answer” period came around topics which were avoided intentionally or unintentionally came to the surface. Chief among the inquiries were about consolidation of the districts.

Chief Brady spoke about the complexities of a merger and potential loss of fidelity in regard to service. I would agree it is complex. I do not agree a well-constructed merger would suffer any service loss. I do agree that initially it may be seemingly more costly. However, my personal opinion is the districts should subsume into the municipality.

As stated I believe it will be complex and initially seem more expensive. Long term I would suggest it would be less expensive and a much more cohesive model than presently exists. The question is always, then why does it not happen? I would suggest while there is a measure of support to merge or consolidate it is not at a point to sustain a prolonged or successful political debate on the subject, but it can be done.

ConsCom Chair Meeting; I recently had the opportunity to meet with Conservation Commission Chair Bill Deluca and Administrator Anne Capra to review Chapter 40 section 8C of Massachusetts General Law in terms of Conservation Commission powers and responsibilities.

It was pleasure to meet with the Chair. His dedication to the responsibilities of commission and his deep abiding commitment to the Town of South Hadley is exemplary. He also has a pragmatic view about the municipal capacity and other responsibilities.

Much of our conversation revolved around working toward a plan to invest in proper care, maintenance and stewardship of the parcels under the control of the Conservation Commission throughout the town. All parties were in agreement Chapter 40 section 8C clearly states that is one of the responsibilities of the commission and by association the municipality.

The ConsCom will be working on a plan to present at future Selectboard meeting and subsequently at the next special or annual Town Meeting. It was a very encouraging conversation and very positive vibe in respect to protect critical spaces in South Hadley.

“Green Communities” Discussion; After many fits and starts Kristin Maher and I were able to meet with Mark Buzzell from Siemens and our energy consultant Beth Greenblatt (phoned in). We first discussed whether the data was now properly in the Mass Energy Insight (MEI) platform ...it has been determined (so far) the information is correct.

The next point of discussion with Siemens was to ask them to review present data, various reports (i.e. 2017 Building Study, MESMS provided by SEC), previous notes from the original

energy reduction project and the previously mentioned MEI data to determine a feasible way to reach the 20% savings requirement to become a "Green Community."

It may be the case after two rounds of reduction the Town of South Hadley will be "green" beyond anyone's imagination. Thank you to the SEC, particularly John Howard, for their suggestions and support of efforts to attaining the Green Communities designation.

Thank you for your support and guidance,

Respectfully submitted,
Michael J. Sullivan
South Hadley, Town Administrator