



April 10, 2014, 2014

Honorable Selectboard;

Please accept this as an abridged accounting of recent activities of the Town Administrator on your behalf and related to various projects and initiatives.

Fibermark/Texon: I recently met with Bob Morgan from JayMor Demolition to review the progress at the Fibermark and inquire about the progress being made at Texon, as well. Although all parties would like to see more progress, there is progress being made. Due to river conditions the Texon operation has been altered dramatically to fit within restrictions and guidelines set forth by the Army Corp of Engineers. Like the Fibermark project there has been some previously unidentified hazards which need to be addressed and slow the progress.

To keep these two important projects safe from a personnel and an environmental perspective all best practices are being employed. I am confident we will see these projects completely deconstructed by June. No one will be happier than I!

In a meeting with the HG&E I was told that the park preliminary construction will begin soon where possible so that it will be able to move more quickly once demo crews are off the site. Mountain View Landscaping, a local firm is already beginning to mobilize the project.

MMWEC/DOER Grant: Wednesday morning I took part in a conference call with Kim Boas and Sandra Annis to discuss the recently proposed grant to expand the munihelps.org energy incentive program to commercial customers. I pointed out that given the level of surprise there was a residential program in place in South Hadley it may be worthwhile to increase advertising to make people aware of the program. The representatives from MMWEC assured me that there would be new pamphlets ready for circulation soon about the HELP project and they would make themselves available when needed to promote the offer.

In our conversations there would have to be clear support for reducing the cost to the municipality for the street light portion and that some of the savings should be made available to the SEC to direct their efforts in making SoHa a more sustainable community. While SHELd will be providing a contribution the town will underwrite that commitment through its payments to the utility. It raises the question of whose money is it?

PVTA Public Forum: Due to my error there was some confusion in regards to the Tuesday April 8th PVTA public hearing in Town Hall Auditorium. I had read a document incorrectly and while I was out a person from PVPC/PVTA correct the error and I missed the correction. I apologize for the confusion or to whoever may have missed the opportunity to attend due to my blunder.

The Brightside was that the people from PVTA/PVPC in attendance stayed from noon until 3 to hear the testimony from whoever was interested in doing so. It was greatly appreciated. There were about twenty people in over the course of the afternoon and about eleven people gave testimony.

The gist of the testimony was riders want to see more frequency and destinations that are presently underserved. People generally applauded the R29 expansions and although concerned about the R25 elimination were accepting of the new "Smart Transportation" concept for adaptable routes. It will be important to identify the TAPs (transportation access pointsbus stops) throughout town which will act as collectors for riders.

There was some conversation about doing a promo to increase awareness about mass transit in South Hadley. I told the officials we would be very keen on participating.

Capital Planning FY 15: Tuesday evening at the Capital Planning Committee meeting it was voted to go forward with a free cash investment at the STM for \$205K for a select group of purchases and repairs. The committee discussed coming back with a more robust plan which may include borrowing in the Fall of 2014. This plan would likely include some of the larger ticket items listed on the five year plan.

The committee also voted to endorse the consolidation of Ambulance Receipts into Capital Stabilization. They also were supportive of article (draft 13) in the ATM for \$200,000. This is very thoughtful group which I believe are inclined to start looking at some other long term issues, such as useful life of public buildings, something I think is very much needed.

Jacob's Edge: In accordance with the recent directive from the SB to not seek some of the uncollected fees from sold units at the development. Mr Tabin and Mr. Cauley agreed that the value of the allowance would be \$5.400, not the \$12K plus reported in the paper. They were professional and thankful for the consideration. I believe it is an amicable settlement which will have these developers continue to see South Hadley as viable and equitable place to build.

Retiree Luncheon: On April 7 I attended the Superintendent's Professional Day luncheon. Selectboard member Frank DeToma represented and spoke on behalf of the Selectboard. Given the atmosphere was heavy with union dissent, I thought Dr. Young did a very credible job speaking to the issue and moving on to discuss the achievements South Hadley Public Schools have to celebrate.

The Michael E. Smith Middle School Band performed and performed well, as did the choral group. Teachers were engaged and respectful and Dr. Steve Sobel gave some motivational words, Representative Scibak and Senator Rosenberg were both in attendance.

HCHIT Insurance Advisory Committee: Payroll Specialist Julie Gentile and I attended the latest IAC meeting of the HCHIT in Deerfield. As we continue to hone our understanding of the Affordable Care Act, as well as some of the changes in pension standards these types of seminars are critical.

Ms. Gentile has progressed at an incredible pace in building this new position from the ground up. These changes are the ones which go nearly unnoticed by the public, yet are incredibly time intensive and critically important to the financial stability of a community. I cannot thank Ms. Gentile and ATA Wolowicz for their perseverance and good sense as we make these substantial changes to our internal mechanisms.

Master Plan Implementation Committee: On Thursday April 10 I met with the MPIC to review projects and changes internally and externally for South Hadley's municipal plant. They seem generally satisfied in regards to the project being made in town. There were a few areas where they offered some sage advice, as to how we might improve. There was no disagreement on my part, they are a very classy, astute and dedicated group.

They were particularly interested on how we are attempting to improve communications and communication systems. I let them know, one of the focus areas for us is to have policies which are well thought out, equally applied and readily available. In my portion of the discussion I eluded to the challenge of having policies rarely reviewed, misinterpreted or simply that contain little common sense. In the next year it is one of our common goals to look at as many policies that exist and to create policies where needed, to communicate those policies vigorously and to apply them equitably.

Professional Development Day: The quarterly Professional Development Day will be held today beginning at noon. The agenda will include an update to the staff about the FY 15 budget the expected changes to the contract for clerical staff.

Richard Harris will give an update of various projects and we will have a "Time Management" seminar from MIAA. Bill Sutton will assist in the budget conversation.

UST Meeting: There was recent meeting with District 2 Prudential Representative Rick Constant, Fire Chief David Keefe, Town Clerk Carlene Hamlin and I to develop a new process for administering the FP290 Underground Storage Tank and propane station permitting process. This is usually a fairly free flowing process in most communities, but the nuanced difference of not having a fire department as part of the town makes it interesting

District 1 was invited, but unable to attend. Chief Keefe offered to reach out to the District 1 Fire Chief, all agreed that would be a good idea. He will explain how we would like to modify the process and seek his agreement going forward.



Thank you for all the help that you have offered over my first year in South Hadley. In this case Selectboard member DeToma really pitching in.

Respectfully submitted,

Michael J. Sullivan

Town Administrator, South Hadley