

**SELECTBOARD MEETING  
TUESDAY, MARCH 19, 2019  
SELECTBOARD MEETING ROOM – 7:00 P.M.  
AGENDA**

Note: Not all the topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice. These meetings may be audio and/or visually recorded

1. CALL TO ORDER
2. APPROVAL OF MINUTES: Draft minutes of March 5, 2019
3. ANNOUNCEMENTS/OPEN FORUM
4. NEW BUSINESS
  - A. Rules for the Friends of South Hadley Dog Park
5. RESIGNATIONS/APPOINTMENTS
6. OTHER BUSINESS
  - A. FY 2020 Budget
  - B. Annual/Special Town Meeting Warrant Articles
  - C. Report from Sub-committee on Town Counsel (verbal)
7. TOWN ADMINISTRATOR'S REPORT
8. CHAIRMAN'S REPORT
9. ADJOURN

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

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

**CALL TO ORDER**

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

**MINUTES**

Forcier motioned to approve the minutes of the March 5, 2019 meeting. Miles seconded. All in favor.

**OPEN FORUM**

Linda Young asked Sullivan for the time of the Town Meeting TA reviews. He said it hasn't yet been determined.

**CONSENT AGENDA**

Forcier motioned to approve the consent agenda which was a request for a One-Day Beer and Wine License from Willits Hollowell on March 22. Cyr seconded. All in favor.

**PERMIT, FEE & LICENSE RATE REVIEW**

Sullivan said town hall hasn't performed an in-depth review of department rates since he began working for South Hadley. He asked the town clerk, building commissioner and DPW superintendent to provide an analysis of local rates and proposed increases to what South Hadley currently charges respective to their departments. He said South Hadley should remain competitive but consistent with other communities. Any changes would take affect July 1. A complete proposal will be brought before the Selectboard in late April or early May.

**PETITION FOR SINGLE PAYER HEALTH INSURANCE**

Etelman motioned to accept a petition to put an article on the town meeting warrant proposing a resolution to support single payer healthcare in Massachusetts. Miles seconded. All in favor.

**OPEN MEEITNG LAW VIOLATION CLAIM**

Sullivan said a claim alleging the Selectboard failed to post on its agenda for its Jan. 8, 2019 meeting that it planned to hold a "first reading" on a motion to adopt MGL c32B, s21-22 is spurious, though he noted its authors are entitled to make that claim. He feels there was no violation. Etelman motioned to refer this to counsel to answer on behalf of the Selectboard. Miles seconded. All in favor.

**OPEN SPACE CLASSIFICATION REPORT**

Sullivan applauded Associate Assessor Melissa Couture Rimbold for the work included in the evening's Selectboard packet detailing the 16 parcels in South Hadley eligible for open space designation. Cyr said this designation does not prevent the parcels from being sold or prevent them from being developed.

### **WARRANT FOR ANNUAL TOWN ELECTION**

Etelman motioned to approve the warrant for the April 9, 2019 town election. Cyr seconded. All in favor.

Sullivan said he met with Town Clerk Carlene Hamlin and emailed both fire districts requesting a meeting to discuss election day layout. He expressed the town's excitement to have both annual district elections happening concurrently with the annual town election but noted the town's focus is directly on the town election. The town clerk has been advised by the state election division to focus solely on the town election and to not provide advice to the districts. The town cannot take responsibility for the district elections. If the districts have questions about how their own elections should be conducted, the districts must reach out directly to the division of election services.

### **FY2020 BUDGET UPDATE**

Sullivan said he was scheduled to go before the School Committee the previous night, but the meeting was canceled due to snow. He will instead appear on March 19 prior to the Selectboard meeting to discuss the FY2020 budget with the School Committee. Sullivan said when developing the FY2020 budget, he worked to give as much funding as he could to the school department, however, it's a tight budget. He respectfully pointed out the school department is not receiving a budget cut, as has been intimated by some, but actually a budget increase – just not as much of an increase as the school department wanted. Over the last five years, the largest increase in the budget has gone to the school department. Sullivan said the town simply does not have the \$940,00 the school department is asking for to grow its budget.

Overall, Sullivan said the town stands \$31,000 over a balanced budget. He said the town is experiencing increases in costs associated with retirement, and it dodged a missile by accepting Chapters 21 and 22. If the Selectboard hadn't accepted those chapters, it would have been another \$300,000 in costs, which would have virtually wiped out anything the town would have had for the schools.

### **ATM/STM UPDATE**

There are 30-35 articles combined on the annual and special town meeting warrants, including nine that are addressed annually. The town administrator's review of the articles will take place on April 23 and May 1. The April review will primarily consist of financial articles, and possibly a Board of Health article. The May review will focus on initiative petitions and general bylaws. Sullivan reserves the right to discuss other articles at either meeting.

### **TOWN ADMINISTRATOR'S REPORT**

For the full town administrator's report, see the March 5, 2019 Selectboard meeting packet.

**ADJOURN**

Forcier motioned to adjourn. Miles seconded. All in favor. The meeting adjourned at 7:45 p.m.

**RESPECTFULLY SUBMITTED**

**Kristin Maher**

**Executive Assistant to Administration**

DRAFT

## **Friends of South Hadley Dog Park Rules**

### **Human Rules**

1. **ENTER AND USE THIS PARK AT YOUR OWN RISK-** Dog owners are legally responsible and liable for their dogs and any injuries caused by them. Neither the town of South Hadley nor the Friends of South Hadley Dog Park bear any liability for any injury, illness, or damage caused by any dog or their handler.
2. This playground is intended for dogs. It is recommended that no infants or small children visit the dog park. Children younger than 16 must be accompanied by an adult.
3. Equipment in the dog park is for dogs only. Please do not let children climb on the equipment.
4. Keep your dogs within view at all times. Dogs must not be left unattended in the park.
5. You must clean up after your dogs, yourself, and any children with you. All dog waste must be carried out of the park and disposed of properly. Fill in any holes that your dog digs.
6. Because the South Hadley Dog Park is a property owned by the town of South Hadley, no smoking, vaping, or substance use is allowed.

### **Dog Rules**

1. All dogs must have an up to date license by their city/town and a current rabies vaccination. Collar tags or other proof of license/vaccination must be available at all times.
2. No dogs determined to be a “dangerous dog” pursuant to MGL ch.140 157 are allowed in the park.
3. The Small Dog Park is limited to dogs weighing around 30 pounds or less.
4. The Large Dog Park area is open to dogs of all sizes at the owner’s discretion.
5. Limit two (2) dogs per person per visit.
6. No female dogs in heat are allowed in the park.
7. For the safety of your dogs and other park visitors, prong/pinch, choke, and spiked collars are prohibited inside the fenced area.

**Any violation of the above rules could result in a suspension of a dog handler’s right to use the dog park.**

**For an emergency, please contact South Hadley Animal Control or the Police Department at 538-8231.**

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

Michael J. Sullivan  
Town Administrator

March 15, 2019

Honorable Selectboard,

Please accept this abridged accounting of the activities related to municipal work performed over the last two weeks on your behalf. As you are aware we are entering a very busy season: election, Town Meeting, end of year audits, and we always see an uptick in request for participation or attendance at meetings beyond the norm. Thank you for your patience and support always, but especially during this hectic season.

**Town Counsel Interviews:** On March 13, the chair and vice chair spent the better part of the day interviewing four very qualified firms to represent the Town of South Hadley in legal matters. This is an issue the Town of South Hadley has not dealt with for decades. With the passing of long time Town Counsel Attorney Edward Ryan there was a need to review legal services. I believe the Selectboard has proceeded in a professional and effective manner in respect to this responsible process.

As stated in the RFR seeking said counsel, South Hadley was looking for a firm which would represent both the labor and general counsel interests of the municipality. Having a full-service relationship is not uncommon in cities and towns throughout the Commonwealth. With the right firm I believe it will create a robust understanding of the town's needs. While no one lawyer can provide all the complex expertise necessary in our present litigious environment, equal consideration should be given to how familiarity with the larger municipal culture and legal conflicts in South Hadley can properly shape the demands for representation.

Each of the firms interviewed were impressive and have attributes which arguably could serve the town well. The interviews included Doherty Wallace, an incredibly well-regarded Springfield firm who have served other area communities in the role of town counsel with distinction. They do not provide labor counsel and as such may be considered a departure from the RFR, as published. Our present counsel arrangement was interviewed (Atty. Brian O'Toole General Counsel, Atty. Meghan Sullivan and Atty. Layla Taylor Labor Counsel) and they made a compelling statement in regard to their past performance and the present configuration.

The chair, vice chair and I are in agreement that given it was requested to present a full service (general/labor) and based on their experience and success in the municipal law space, it was decided to move forward with a second interview with Kopelman, Page and with Mead, Talerman, Costa. Both firms bring a full range of knowledge and experience to the discussion. They have each confirmed their attendance at the April 2 SB meeting for a final interview. If a decision is made I will ask the SB to instruct me as to a start date.

If you feel counsel should be in place for Town Meeting, we will have to make a quick but doable conversion or we could look at a fiscal year start. There are arguments for each. I have informed Atty. O'Toole of the decision to interview the previously cited firms. As expected and a testimony to his professionalism, he stands ready to assist as needed for a smooth transition.

**Public Boat Launch:** Canal Park Committee Chair Mitch Resnick, FD#1 Chief Bob Authier, FD Safety Officer Scott Walsh and I met on site to discuss the safety concerns of locating a public non-motorized watercraft launch (kayaks, canoes, paddle boats, row boats, sculls etc.). This idea is still in its infantile stages for a launch at the HG&E property just downstream from the Red Cliff Yacht Club on Canal Street.

As always Mitch Resnick has been helpful as we take a very tactical approach to considering this idea. You may recall we approached the HG&E last year. While we did not sign any agreement with them, they gave us the green light and a templated agreement if we were to proceed. The chief and Scott had some great points that should be considered going forward. They ranged from would we allow fishing off the nearby embankments or any dock that may be installed, to signage and access consideration for life-saving operations. They were appreciative that we asked for their involvement early on in the planning.

We will need to get input from abutters and consider our capacity to monitor and maintain a river access safely. There will also have to be consideration given to the costs associated with design, installation and ultimately with maintaining the access and surrounding property. As you are aware there is no plan - just an idea at this point. There are several answers which still need to be addressed. I wanted to keep you informed as this idea progresses and make sure you know we are a long way from a final plan to present to you and Town Meeting.

**MHC/TOSH Traffic Safety Committee:** Recently I reconvened the group of representatives from MHC and the town to continue the discussion on how to make the traffic corridor through MHC safer for all. Chief Gundersen had her first meeting with the group - Director of Operations Paul Breen, VP Kevin McCaffrey, MHC Chief Labroad, and myself.

The meeting was to serve as an introduction to the work the group is attempting for Chief Gundersen. She has some obvious skill sets and knowledge she brings to the table which will be valuable going forward. The chief's experience in a student-rich environment and her understanding of traffic from a law enforcement perspective was helpful.

Both the municipality and MHC will redouble efforts in respect to engaging the public about the need for pedestrian and driver awareness. As we head toward warmer weather (hopefully), in expectation of an increase in bike and pedestrian traffic, we need to count on public awareness. We did discuss the E'Hampton low tech orange flag program and Chief Gundersen agreed to reach out to Chief Alberti in E'Hampton about the initial acceptance and effectiveness of the program.

SHELD is working on a plan to increase lighting for crossing and other safety related issues. The traffic study will commence once there is a high level of confidence traffic counting equipment can be placed without fear of snow plows taking out the rubber devices stretched across the road. PVPC will be doing the study and has already done some field observations.

**Laserfiche:** As depicted, we recently met with General Code's Laserfiche Division to discuss a multi-year plan to digitize records and get them on our website. This would increase transparency and assist productivity when researching files.

We would like to thank Bruce Cadman and Tom Murato for bringing their expertise to the table. ATA Jennifer Wolowicz, IT Coordinator Jamie Doolittle, Town Clerk Carlene Hamlin, Building Commissioner David Gardner, Town Planner Richard Harris and I were on hand for the town.



The representatives from GC Laserfiche have been learning more about the municipal operations and are preparing a cost estimate. This will be something, which if invested in now, will undoubtedly help to control personnel costs in the future.

**Annual Town Meeting:** I expect to have a draft of the warrant articles before the Selectboard for the April 2 meeting. I recently met with Commissioner Neva Campbell and Robert Pleasure to discuss a proposal they will ask the Planning Board to consider making adjustments to zoning bylaws related to quarrying operations and water protection. There is an upcoming multi-board meeting coming up where I hope some common and acceptable language can be developed.

It is important for this discussion be recognized as a policy for the town as a whole and not directed or caused by one operation. It was clear in my meeting the parties understood that and were looking improve the earth removal policies and zoning for the betterment of the town.

Thank you for your support and attention to these and other issues facing South Hadley!

**Respectfully submitted,**

**Michael J. Sullivan**  
**Town Administrator South Hadley**