

## Background Materials – July 25, 2022– Planning Board Meeting

Prepared by Anne Capra, Director of Planning and Conservation, 7/22/22

**Cable Access Channel 15 – Cable Access Channel 15** – The Cable Studio has indicated that this meeting will be live streamed on Channel 15.

### AGENDA ITEM #1 Open Comment Period

This 10-minute period is set aside for the public to offer comments on items not on the posted agenda, in accordance with the adopted policy posted on the Town of South Hadley Planning and Conservation Department webpage here: [Policy-on-Open-Comment-Period---As-Adopted-2021-03-08 \(southhadley.org\)](https://www.southhadley.org/1008/Waiver-Requests)

**Action Needed:** Allow members of the public to offer comments to the Board.

### AGENDA ITEM #2 Minutes

Senior Clerk Colleen Canning will forward minutes separately.

**Action Needed:** Vote to approve the minutes.

### AGENDA ITEM #3 Correspondence

A list of correspondence received is attached.

**Action Needed:** No action needed.

### AGENDA ITEM #4 Boathouse Restaurant, 1 Alvord Street, Site Plan Review Waiver Request

Application and project plans are online here: <https://www.southhadley.org/1008/Waiver-Requests>

The Boathouse Restaurant, located at 1 Alvord Street (Map 53, Parcel 21 and Map 44, Parcel 1) has requested a waiver of Site Plan Review for the use of a mobile outdoor bar trailer at their facility. The parcels are within the Business A-1 Zoning District. Per Article XII Section 255-145A(1), the construction or expansion of commercial structures requires site plan review. Per 255-145D(2), exterior expansions less than 25% of the existing floor area of the structure qualify for a waiver. Per 255-145D(1), new construction under 1,000SF qualify for a waiver.



Using aerial orthophotography, the restaurant building is approximately 6,660 sq.ft.; 25% of which would be 1,665 sq.ft. Thus, the mobile trailer, if considered an expansion, is significantly less than that at only 172 sq.ft. and would qualify for a waiver. Additionally, if considered new construction because it is mobile and not attached to the existing restaurant building, it remains under the 1,000 SF trigger qualifying for a waiver.

From the applicant - The trailer will only be used 14 days per calendar month. The trailer will be moved to the position on the days it is in operation, which will be Fridays, Saturdays and Sundays (weather permitting). Otherwise, it will be locked and kept on the premise. The trailer will remain mobile.

Additionally, the Selectboard has issued a Seasonal Outdoor Liquor License for the mobile trailer.

**Action Needed:** Vote to approve or disapprove the waiver from Site Plan Review.

**Recommended Motion:** Move to approve the request for a waiver from site Plan Review for the mobile bar trailer at the Boathouse Restaurant, located at 1 Alvord Street as it is

#### 6:30PM AGENDA ITEM #5 Route 33/202 Corridor Study Public Hearing

Final Route 33/202 Corridor Study, January 2022 online here:

<https://www.southhadley.org/DocumentCenter/View/9114/Route-33202-Corridor-Study---Final-Report-January-2022>

The final report was issued in January 2022 after a public hearing was held on November 10, 2021. The project originated from recommendations in the 2010 Master Plan and was undertaken in 2019 and 2020. These recommendations included:

Develop a framework for development of the corridor that meets the following objectives:

- Develop coordinated strategy and tools for development of the corridor compatible with the natural resources and existing neighborhoods along the corridor.
- Address identified incompatibilities within the corridor in South Hadley, and between Chicopee and Granby.
- Encourage planned growth and development within the commercial focus areas along the corridor.
- Increase opportunities for well-planned mixed-use developments.

Thus, this is strictly a planning study and is not related to any one project within the corridor.

I will present the November 10, 2021 final public presentation summarizing the plan, developed by the project consultant Harriman + Innes Associates. Thereafter, I recommend the Board take public comment, and decide as to whether they want to endorse the plan or not. There is no requirement for the Board to do so, and there are no other approvals required of this planning study. It is an assessment of existing conditions along the corridor, with recommendations as to how the objectives stated above could be achieved.

**Action Needed:** Hold the Public Hearing. There is no required action that the Board must take. However, the Board may choose to vote to endorse the plan or not.

### **AGENDA ITEM #6 Master Plan Implementation Tasks Status Report**

A representative from MPIC will be in attendance to hear about the Board’s work related to Master Plan implementation. Attached is the list of tasks assigned to the Planning Board and Planning and Conservation Department. I have provided status comments.

I met with MPIC on 7/20/22 to plan for the 11/4/22 Master Plan annual meeting, intended to be attended by representatives from all of the “responsible entities” listed in the Implementation Plan. More information to come.

**Save the date! Friday, November 4, 2022 @ 9am-1pm**

### **AGENDA ITEM #7 Planning & Conservation Department Report on Planning Projects and Development Updates**

#### **Housing Production Plan Update**

A contract has been initiated with Outwith Studios and Utile. An Advisory Committee has been appointed by the Town Administrator. Members include:

- Anne Capra, Director of Planning and Conservation
- Nate Therien, Planning Board
- Michael Adelman, Planning Board Alternate Member
- Bridgette Sullivan, Housing Authority Director
- Diane LaRoche, Redevelopment Authority
- Helen Fantini, Redevelopment Authority and architect
- Ann Andras, Council on Aging
- Naomi Darling, Resident at Large, architect

The consultant lead, June McCartin, has begun data collection. I will be in touch with the Advisory Committee to schedule the first Advisory Committee meeting for the end of August/early September.

#### **Dry Brook Aquifer Study**

I submitted a request for ARPA funds earlier this year for a study of the Dry Brook aquifer. A proposal for the study was provided by UMASS Amherst in November 2021, and the project cost estimated at \$20,000. The Selectboard voted to allocate half of the funding if District 2 Water Department contributed the other \$10,000. District #2 voted to allocate the matching funds. I have reached out to UMASS to initiate the project. I will be reconvening the Water Supply Protection Advisory Committee to be part of this project and to begin work on recommendations from PVPC’s recent assessment of our bylaws.

#### **Donahue Institute at UMass Amherst Report on Westover Industrial Park in Chicopee**

During the update of the Master Plan and the Route 202/33 Corridor Study, the Planning Board had discussions about the Westover Air Base and the associated airport. At that time, questions were raised about the relevance of the facilities to South Hadley, as well as the level of service and business operation at them. The Donahue Institute at UMass Amherst recently issued a study on 6/28/22 showing that the Westover Metropolitan Development Corporation (WMDC) industrial parks in Chicopee and Ludlow and the civilian airport generate an estimated \$2.2 billion a year in direct and indirect revenues. Thus, the following link to the report is provided for your information.

**Abstract:** The three airparks and the civilian airport operated by the Westover Metropolitan Development Corporation (WMDC) are highly productive and active commercial and industrial districts. Continued investment by WMDC in the airport has made it a competitive and highly-utilized facility. Meanwhile, businesses in the surrounding airparks area employ over 3,600 people across more than 100 establishments. That employment is primarily in manufacturing, public administration, wholesale trade, and administrative and support services. The majority of employment in the WMDC-developed areas is local, with 58 percent of workers coming from Hampden County. Jobs in the area typically pay more than the state average. Sixty-nine percent of workers in the airparks earn more than \$3,333 per month, compared to 55 percent of workers across the State. These jobs are also available to workers at all levels of education. The impact of WMDC-developed sites extends across the state and region. Business activity at WMDC-developed areas is estimated to support a total of \$2.2 billion in economic output and 8,438 jobs around Massachusetts annually. The businesses within the airparks and the airport also contribute meaningfully in their payment of local taxes. Businesses in Chicopee paid a total of \$4,322,834 in local taxes in 2021. Businesses in Ludlow paid a total of \$1,874,519 in local taxes in 2021. The development of properties around the Air Force Reserve Base by WMDC is an economic development engine for the area, providing local jobs and a strong local financial impact.

**Full Report:** <https://donahue.umass.edu/our-publications/westover-metropolitan-development-corporation-economic-contributions>

AGENDA ITEM #8 Other New Business (topics which the Chair could not reasonably expect to be discussed/considered as of the date of this notice)

No new business had been submitted to me as of today.

**PLANNING BOARD AND DEPARTMENT ACTION TASKS**

Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years

NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.

#	Goal Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status
G1-3	Support improved connectivity, including mapping to identify easements and routes for more direct walking/biking connections to schools, shopping, town/outdoor resources, and other amenities; and construction of trails and multiuse paths.	Planning & Conservation Department	Bike/Walk Committee	Number and miles of new routes provided.	MT	P&C Dept. is project manager for Lyman/Dayton Street MassWorks construction grant which is funding the new sidewalks and multiuse path for improved bike/ped connectivity. Directing Conservation Administrator to focus on trail improvements at Black Stevens Conservation Area to provide off road connection to Lyman Street improvements. Provided comments to MassDOT on Newton Street reconstruction, scheduled to begin August 2021, on bike and ped improvements.
G1-4	Support permitting for access routes for pedestrians and bicyclists in new business/housing projects.	Planning & Conservation Department	Bike/Walk Committee	Number and miles of new routes provided.	MT	Ongoing consideration when permitting new projects
G1-5	Establish regular funding and volunteer base for stewardship of conservation areas and the trail network.	Planning & Conservation Department	Bike/Walk Committee	Amount of funds raised/available. Number of volunteers. Hours of volunteer time. Description of specific stewardship activity or trail work.	ST	Consider to seek funding for stewardship of Conservation Areas in annual budget; support leadership and coordination of Volunteer Conservation Corps through Conservation Administrator microsoftmicros
G1-6	Increase awareness among residents about the value of natural resources through learning programming.	Planning & Conservation Department	Conservation Commission, School Department	Types of outreach. Number of people reached. Programs supported as a result of increased awareness.	ST	
G1-7	Restore and protect the floodplain storage capacity of Buttery Brook as a component for redevelopment of South Hadley Falls.	Planning & Conservation Department	Conservation Commission	Date of restoration. Date of permanent protection. Number of square feet flooded	LT	FY23 MVP Action Grant awarded. Project to begin in August 2023.
G1-16	Engage an affordable housing developer to build new housing.	Planning & Conservation Department	Administration, Housing Authority, Redevelopment Authority	Date developer(s) engaged. Number of affordable units developed.	MT	Housing Production Plan update initiated. Ongoing conversations with developers regarding potential for affordable housing developments/units/projects.
G1-17	Create a planning process that identifies the sub-areas in South Hadley (neighborhoods).	Planning & Conservation Department		Date process developed. Description of sub-areas identified.	I/ST	
G1-18	Develop sub-area plans that identify strategies for preserving desirable characteristics and neighborhood enhancement needs.	Planning & Conservation Department		Date plans approved.	ST	
G1-19	Create a plan for locating outdoor gathering spaces and seating, and advocate for public outdoor seating/areas as a priority in all new business and housing projects. Develop and maintain a master map of all outdoor seating and gathering areas.	Planning & Conservation Department	Bike/Walk Committee, Commission on Disabilities, Conservation Commission, Department of Public Works, <b>Planning Board</b>	Number of gathering/seating areas created. Distribution of areas throughout town.	ST/MT	MPIC initiated advisory committee
G1-20	Assess and map undersized (non-conforming) and undeveloped lots to understand where they are located and the adjacencies to other land uses.	Planning & Conservation Department		Number of lots mapped.	I	Possibly to be incorporated into Housing Production Plan update
G1-21	Support traffic calming measures in permitting for new projects and municipal roadway improvements.	Police Department	Planning & Conservation Department, Department of Public Works	Number and types of traffic calming devices.	ST	Ongoing consideration when permitting new projects
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, <b>All entities</b>	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people	ST/MT	Initiate discussin at 11/4/22 Master Plan Implementation annual meeting
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	<b>Other entities as appropriate</b>	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	

G2-3	Develop internships with area colleges to assist the Commission in stewardship activities, including trail maintenance, and conduct ecological inventories of conservation areas.	Planning & Conservation Department	Conservation Commission	Number of interns. Tasks completed. Number of miles of trails maintained. Number of inventories completed.	MT/LT	Ongoing consideration
G2-4	Expand funding for land conservation through regional partnerships to tap into new resources.	Planning & Conservation Department		Amount of new funding received.	MT/LT	Ongoing
G2-5	Work toward protection of parcels identified as priority for protection in the Open Space and Recreation Plan.	Planning & Conservation Department		Identified amount. Change in number of acres protected relative to optimum	LT	Lauzier Farm, Alvord - APR to close in 2023
G2-6	Increase land protection in the Bachelor Brook watershed, including the Mount Holyoke Range.	Planning & Conservation Department	Water District #2	Change in number of acres protected.	LT	Ongoing consideration
G2-7	Inventory/map parcels vulnerable to development in the Mount Holyoke Range.	Planning & Conservation Department		Date inventory and map complete.	ST	Communicate with Kestrel Land Trust regarding their prioritization mapping for Holyoke Range conservation
G2-8	Permanently protect land in Zone 2 for aquifer recharge to public water supplies.	Planning & Conservation Department	Water District #2	Change in number of acres permanently protected.	ST	
G2-9	Restore Titus and Black Stevens Ponds (including Newton Smith Brook).	Planning & Conservation Department		Date restoration plan developed. Timeline of restoration actions. Date restoration completed.	LT	FY23 MVP Grant for 100% design and permitting for pond restoration and removal of Queensville Dam. MassDOT Route 116 reconstruction will replace failed culvert under
G2-10	Seek/support opportunities to pair land use conservation with culture/arts/historic preservation and other uses.	Planning & Conservation Department	Conservation Commission, Cultural Council, Historical Commission	Number of opportunities developed. Change in uses.	MT	MVP FY22 Action Grant - Main Street mural of Buttery Brook
G2-11	Identify and inventory existing Connecticut River viewsheds.	Planning & Conservation Department		Number of viewsheds identified.	ST	
G2-13	Work with other Town entities to create and implement a plan to maintain viewsheds that currently exist.	Planning & Conservation Department	Department of Public Works, Historical Commission, Tree Committee and Tree Warden	Date plan approved. Number of views maintained.	MT	
G2-18	Revise subdivision regulations through such means as: limitations on clear cutting of trees, decrease impervious surface cover and encouragement of more shared open space.	Planning Board		Date of bylaw revision.	ST	Subdivision Regulations update has been initiated
G2-19	Review/update Flexible Development Bylaw and whether it should be allowed by right.	Planning Board		Date of report on model. Date bylaw change made.	LT	Bylaw update has been initiated
G2-20	Examine how agriculture may be encouraged via incentives/regulations.	Planning & Conservation Department		Date incentives/ regulations identified. Date incentives/ regulations established.	ST	
G2-21	Research options for conserving open space and agricultural parcels without access to CPA funds.	Planning & Conservation Department		Date options identified. Date of adoption/ approval of options.	ST	
G2-25	Coordinate resources for protection against wildfire, given climate change such as physical improvements as well as public education.	Fire Districts #1 and #2	Conservation Commission, Department of Public Works, Planning Board, Police Department, Tree Warden	Date of inventory of current policies re: management of forest lands, resource sharing, regional coordination, emergency protocols. Date new policies adopted.	ST/MT	
G3-3	Develop an urban forestry plan for public shade trees, including a management plan to improve the health of existing shade trees and a plan to increase the urban forest canopy.	Planning & Conservation Department	Department of Public Works, Tree Committee, Tree Warden	Date plan developed. Date plan adopted. Number of trees planted. Change in health for each tree.	ST/MT	
G3-6	Incorporate floodplain management in design and planning of redevelopment projects.	Redevelopment Authority	Planning & Conservation Department, Planning Board	Change in site plan and/or special permit review criteria. Number, type, and location of projects affected. Change in number of acres flooded. Change in amount of damage	ST/MT	Ongoing - bylaws and regulations require design standards related to floodplains

G3-7	Develop set of best practices for addressing climate change through project permitting.	Planning & Conservation Department		Date of best practices report. Date best practices adopted. Number, type, and location of projects affected. Number of acres of wetlands and wetland buffers affected.	ST	
G3-9	Support an investigation to re-delineate the District 2 Water Supply recharge area.	FD #1 and #2	Board of Water Commissioners, Conservation Commission, <b>Planning Board</b>	Date investigation completed. Date action plan adopted.	ST	Sought Town funding for study; awaiting District #2 vote to allocate matching funds - July 2022
G3-14	Incorporate addressing climate change/resiliency into routine permitting and operations.	<b>All boards and committees</b>		Date new mandate adopted. Changes to Zoning or subdivision regulations adopted. Impact on projects.	ST	
G3-15	Work with Town administration and neighboring towns to consider adoption of Zero Net Carbon goals, tree planting, requiring energy efficiency standards with new construction (particularly municipal) electric charging stations, solar on existing structures, etc.	<b>Planning Board</b>	Administration, SHELD, Sustainability & Energy Commission, Tree Committee, Tree Warden	Date goals adopted. Number of projects affected.	ST	
G3-16	Measure baseline climate data (carbon, number of trees, solar, etc.) and track these markers.	Planning & Conservation Department		Date of baseline measurement. Change in markers at set times (i.e. annual, biannual, seasonal).	ST/MT	
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	<b>All boards and committees</b>	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	
G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	<b>All boards</b>		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
G3-30	Advocate for all new residential and commercial buildings to be built with a solar-ready roof.	Sustainability & Energy Commission	<b>Planning Board</b>	Number of solar-ready roofs constructed.	MT	
G3-31	Advocate for all new municipal buildings to be built as Net Zero.	Sustainability & Energy Commission	<b>Planning Board</b>	Number of town buildings built as Net Zero.	MT	
G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	<b>All boards, committees, and departments</b>	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued.	ST	11/4/22 Master Plan Implementation annual meeting
G4-4	Improve inter-departmental communications within the municipality and to the public.	Administration	<b>All departments</b>	Number and types of communications. Feedback from residents and	ST/MT	
G4-5	Provide professional development for all departments and committees as appropriate to improve skills in website content development and presentation.	Administration	<b>All departments</b>	Date provided. Number of participants.	ST/MT	
G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	<b>All boards, committees, and departments</b>	Date resource created. Relevance of information provided.	ST/MT	
G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	<b>All other boards and committees</b>	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
G4-14	Increase awareness among residents and knowledge about what a wetland is and when work needs a permit.	Conservation Commission	<b>Planning &amp; Conservation Department</b>	Number of applications. Number of approvals. Number of violations.	ST	
G4-15	Increase the public's willingness to seek guidance from the Conservation Commission before doing work.	Conservation Commission	<b>Planning &amp; Conservation Department</b>	Number of inquiries.	ST/MT	

G4-16	Increase use of media and the Town website to promote and showcase good projects with outcomes in support of the values of the Wetlands Protection Act and the goals of this Master Plan Update.	Conservation Commission	Planning & Conservation Department	Number of articles. Types of media. Distribution of coverage. Number of projects shown.	ST/LT	
G4-22	Post articles in area newspapers, Town's website and social media.	All boards and committees		Number of articles posted. Number of responses or other	ST/MT	
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Date baseline data identified. Schedule for collection of baseline data.	MT	
G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to	MT/LT	
G4-29	Work with Town Administrator, Planning Board and Selectboard to determine whether there are additional reporting mechanisms that should be put in place, for example to flag an urgent issue.	Master Plan Implementation Committee	Administration, Planning Board, Selectboard, All Departments	Date additional reporting mechanisms identified. Number of users. Feedback on effectiveness.	ST/MT	

**SOUTH HADLEY PLANNING BOARD  
LIST OF CORRESPONDENCES  
JULY 25, 2022 REGULAR MEETING**

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**Letters & Memos**

- Email received June 30, 2022 from Judy Gooch Dobosh, Chair of the Master Plan Implementation Committee (MPIC), regarding MPIC’s semiannual report. (attached)
- Email received July 1, 2022 from Judy Gooch Dobosh, Chair of the Master Plan Implementation Committee, requesting the Planning Board to report on their Master Plan Implementation progress. (attached)
- Correspondence dated July 1, 2022 received from PVPC with the region’s Certificate of Assessment. (attached)
- Email received July 18, 2022 from Vandana Rao, Director of Water Policy at the Executive Office of Energy and Environmental Affairs, regarding the region’s significant drought status. (attached)
- Email received July 19, 2022 from the PVPC with the agency’s July 2022 report. (attached)

**Legal Notices**

*Amherst*

- Notice received from the Amherst Planning Board for a public hearing on August 3, 2022 to consider a site plan and special permit application for a 68 unit apartment-style dormitory at 47 Olympia Drive.

*Chicopee*

- Notice received from the Chicopee Zoning Board of Appeals for hearings on July 13, 2022 to consider the following: 1) variance from setback requirements to allow for construction of a covered deck at 47 Graham Drive; and 2) appeal of Building Commissioner’s decision to order cessation of operating an excavation business at 5 Newell Street.
- Notice from the Chicopee Planning Board for public hearings on July 14, 2022 to consider the following: 1) site plan for construction of new travel center at 357 Burnett Road; and 2) waiver of frontage to create a single-family building lot on Granville Ave.
- Notice received from the Chicopee Zoning Board of Appeals for a hearing on August 10, 2022 to consider an appeal of the Building Commissioner’s decision to order cessation of an auto repair business at 181 Granby Road.
- Notice received from the Chicopee Planning Board for a hearing on August 4, 2022 to consider a site plan for the construction of a self-storage facility on Shawinigan Drive.

*Granby*

- Notice received from Granby Selectboard for a hearing on June 27, 2022 to consider a new license for an ‘on-premises-12 Farmer Series Pouring Permit’ for the Wine House and Vineyard at Jameson Farm located at 16 East Street.
- Notice received from the Granby Planning Board for approval of a site plan to construct a new Veterans Memorial Park to be located at 257-259 East Street.

*Hadley*

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*Holyoke*

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## Fwd: MPIC semiannual report

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**Colleen Canning** <ccanning@southhadleyma.gov>  
To: Colleen Canning <ccanning@southhadleyma.gov>

Fri, Jul 22, 2022 at 11:23 AM

----- Forwarded message -----

From: **Judith Gooch** <jgooch@mtholyoke.edu>

Date: Thu, Jun 30, 2022 at 3:37 PM

Subject: MPIC semiannual report

To: Jeff Cyr <jcyr@southhadleyma.gov>, Brad Hutchison <bhutchison@shadleyma.org>, Lisa Wong <LWong@southhadleyma.gov>, Anne Capra <acapra@southhadleyma.gov>

Attached. Happy to chat if anyone wants more information. As noted, we'll be sending out the request for reports on the status of tasks assigned to entities in the Master Plan tomorrow, with a return date of August 1 to MPIC and August 15 to you. Lisa suggested yesterday that we could all meet again as a group in September to discuss the various reports.

Best regards,

Judy Gooch Dobosh, Chair  
Master Plan Implementation Committee

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Anne Capra, AICP

Director, Planning & Conservation

Town of South Hadley

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reporttoPBSBTA6-22.docx

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To: Selectboard, Jeff Cyr, Chair  
Planning Board, Brad Hutchison, Chair  
Director, Planning and Conservation Anne Capra  
Town Administrator Lisa Wong

From: Master Plan Implementation Committee, Judy Gooch Dobosh, Chair  
Subject: Update on Master Plan tasks  
Date: June 30, 2022

The purpose of this memo is to bring you all up to date as best as possible on progress towards the goals of the Master Plan. A summary of the current status of all the entities we monitor is followed by a brief section on situations that encourage or concern us at present.

At the request of the Town Administrator, next month MPIC will be asking the various entities to update the status of their tasks, and we should be able to share that information with you by the middle of August. It is our understanding that a joint meeting of the Selectboard, Planning Board, MPIC and the Town Administrator will be scheduled, probably in September, to discuss the reports.

Since March, MPIC members have been meeting with these entities. In each case we have raised three topics:

- The list of action items assigned to each entity (MPIC supplied each entity with its list), including the new reporting requirements and the need to develop evaluation measures;
- Progress in regard to tasks assigned and current priorities, achievements and challenges;
- and
- Ways in which MPIC can be most helpful to entities as they move towards the goals of the Plan.

A brief summary of each meeting or other interaction follows. Please note that this information is current as of late June and may well have changed by the time we gather to discuss it.

Appropriations: has been sent the list and document giving context. Chair commented that it doesn't seem to apply to them.

Board of Assessors: suggested redlining rather than erasing and renumbering tasks that are no longer relevant, similar to the way in which MGL is handled. Also wanted clarification on asphalt issue; this has been provided by Anne Capra.

Bike/Walk: has reorganized. Continuing to plan treks around town. Planning lots of collaborations – not quite sure how to make them work procedurally. MPIC facilitated a “conversation about community seating” with B/W and other entities interested in outdoor seating around town, which has led to the formation of a working group. Committee has already updated its task list.

Bylaw Review Committee: their deep engagement in review of the Food Truck bylaw that was passed by Town Meeting shows they have stepped up to their goal to be more proactive.

Capital Planning: winter/spring meetings included representation from Appropriations, School Committee, Selectboard, and Planning Board. Process has become much more positive and inclusive.

Conservation Commission: meeting scheduled for July.

Council on Aging: Working on Age and Dementia friendly initiatives, many of which reflect the Master Plan. Working group includes representatives from numerous entities and community groups. MPIC will meet with Leslie to work on metrics.

Cultural Council: Concerned that they'll be asked to take on tasks that aren't part of their charge. Planning a multicultural festival to recognize artists and performers and bring the town together. Working with the Chamber and Mt Holyoke.

Department of Public Works: No meeting, pending discussion with Town Administrator.

Disabilities Commission: Will work closely with COA on age and dementia friendly programs. Will work with Bike/Walk on community seating.

FD#1, Water District: Distributed information with water bills.

FD#2, Water District: Meeting has been requested.

Board of Health/Health Department: endorsed the tasks assigned to them, in particular the need to proactively review whether current regulations and bylaws give them all the authority they need to protect the health of citizens. They also said they wanted to move on their own charge, to work on specific ways that the Town can address the reality that racism is a public health issue and that lack of knowledge of racial/socio economic/orientation differences and their health implications need to be addressed.

Historical Commission: believes there is substantial information collected already on historic walks/viewsheds and historic resources in Town. What is needed is a citizen friendly index to these resources. Also, they want to be engaged in the digitization of Town Hall resources with ARPA funding. There is some interest in reviving the Historic District Study Committee, possibly with an eye to relaunching an historic district application. What they find challenging is responsibility for supporting public events that draw on the Town's history, that is, finding ways to "tell the stories." They say they don't know to do this; MPIC is suggesting interns.

Housing Authority: has not responded to multiple requests for a meeting.

Master Plan Implementation Committee: completing spring round of meetings with entities; reviewing MPIC bylaws; planning video. Prepared and posted Annual Report to Town Meeting. Prepared report (this one) to Planning Board, Selectboard, Town Administrator. Preparing to send out requests for status updates to entities on July 1.

Planning Board: MPIC will meet with Anne Capra in early July. Will also work with her on planning for the November forum for all boards and departments.

Police Department: Achieved certification; working with COA on fraud prevention, working with Health Department and Schools. Speeding continues to be a problem. Reaching out to as many organizations and entities as possible.

Recreation Commission: Very interested in what metrics will be attached to their tasks.

Redevelopment Authority: Met 5/10. Diane LaRoche said Falls Neighborhood Ass'n may be reviving.

Schools: Met 5/5. Schools have been running workshops to promote a "culture of civility." Dealing with lots of complex issues around health and safety, temporarily replacing superintendent, ass't super. New board chair has just (May) resigned from School Committee. MESM School principal has resigned. MPIC will meet with Acting Superintendent re metrics.

Selectboard: Will meet with them after this report and July reports are submitted.

SHCTV: Working on funding question. Helping MPIC with video that could become a template for other boards and committees.

SHELD: Fibersonic ahead of schedule and under budget. They have the task list and reporting dates.

South Hadley Public Library (and Gaylord Library): Strategic plan adopted. Engaging in multiple collaborations. Has already filled out status on list (May).

Sustainability and Energy: Has reorganized, moving forward on tasks. Priority is currently becoming a "green community." Some concern that several action items would require bylaw

changes and others require funding. MPIC recommended reaching out to Planning Board, Administration.

Town Administrator: has enhanced communications, including budget materials, Weekly Wrap-up, community forums. Engaged in developing processes to encourage interactions, share information. Expects to develop 5-year capital plan. Wants to be able to add Human Rights Commission as an entity to Master Plan. Will set up advisory group re Housing Production plan. Is aware of need for web pages fixups, support for volunteer boards without staff. Looking at the possibility of interns in 2023.

Tree Committee: some concern about how action items were developed and why their Arbor Day work wasn't included as an action item. Working closely with Conservation Commission.

Zoning Board of Appeals: Meets as needed. Current priority: making sure members are educated about duties and responsibilities.

Despite the challenges of the last two years there appears to be a real sense of excitement about what as a community we could accomplish. MPIC is also very pleased to see that many entities are collaborating on a variety of projects, and reaching out to businesses, other service providers, local schools and the College.

Though MPIC is concerned about the School Committee and somewhat frustrated at the lack of opportunity to meet with several entities, we're not seeing any major issues at present. A few entities commented that current members had no input in to the list of action items, not surprising as the lists were developed 18-24 months ago, and many entities have had turnover. And some entities aren't happy with some of their action items. In our meetings we have tried to explain that it's possible to change a task or its priority, as long as the substitute also speaks to one of the goals of the master plan. However, any request for change needs to be explained in the status section of the list. Most entities seem to accept the new task lists and the idea of regular reporting. It will be interesting to see how this translates into action when the first round of reporting is requested in July. MPIC will be alert to what sort of burden the new reporting requirements will impose on various entities. Departments with staff may be in better shape to handle them than volunteer boards without staff.

A recent look at the pages on the Town web site for various entities indicates that a minority of pages are up to date, especially as far as members and terms are concerned. This is an issue we've raised before. It ought to be an easy fix but it often requires multiple efforts to make changes; a volunteer board member, for example, can't easily access the page and isn't allowed to make certain changes. The process for setting up zoom or hybrid meetings is also cumbersome. Without training and support it can be challenging to post agendas and minutes and to set up a Zoom meeting. One solution would be to designate a staff person at Town Hall to be the gatekeeper. The board chair could request a zoom, send agendas and minutes for posting, and request changes to the web page, allowing enough lead time (a week in advance? More?) so as not to burden the gatekeeper with last minute, "emergency" requests.

In addition, many committee chairs would find it useful to have written information and a training session on the tasks of chairs, including issues such as how to use the new OWL system for hybrid meetings, and how to post minutes and agendas. The Town Administrator has this on a list of projects.

Boards should also be reminded that a video of a committee meeting, even if posted to the SHCTV-15 archives, does not substitute for written and posted minutes.

An issue we'd like clarified is the board and committee appointment/reappointment process. It has varied over the years. Until recently, the chair was asked whose terms on the board or committee would be up on June 30, and whether they would like to apply for reappointment. There was also a request for information about attendance, or absence, from board and committee meetings. This year those members were approached directly by the Executive Assistant to the Selectboard; the chair wasn't part of the discussion. In some previous years, the chair received copies of applications for openings; that hasn't been the case for the past several years. Information about the process could certainly be part of the written material for chairs mentioned above.

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## Fwd: Report on Master Plan Action Items

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**Colleen Canning** <ccanning@southhadleyma.gov>  
To: Colleen Canning <ccanning@southhadleyma.gov>

Fri, Jul 22, 2022 at 11:17 AM

----- Forwarded message -----

From: **Judith Gooch** <jgooch@mtholyoke.edu>  
Date: Fri, Jul 1, 2022 at 10:18 AM  
Subject: Report on Master Plan Action Items  
To: Brad Hutchison <bhutchison@shadleyma.org>  
Cc: Anne Capra <acapra@southhadleyma.gov>

Dear Brad,

At the request of the Town Administrator, the Master Plan Implementation Committee is asking all boards, committees, commissions and departments to report on their progress towards the goals of the Master Plan three times each year, in July, November and March.

There are two documents attached to this email: a copy of the list of action items assigned to your entity, and instructions for filling out the report, which should be returned to me by August 1.

This is the first time we've used this new system, and you may well have questions. Please feel free to contact me via email and we can set up a time to talk.

Thank you for your service to the community.

Best regards,

Judy Gooch Dobosh, Chair  
Master Plan Implementation Committee

--  
Anne Capra, AICP  
Director, Planning & Conservation  
Town of South Hadley  
116 Main Street | South Hadley, MA 01075  
(413) 538-5017 x6128  
acapra@southhadleyma.gov

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### 2 attachments



**Planning.xlsx**  
55K



**Status Update Instructions.docx**  
16K

## Status Update Instructions

Here are instructions for reporting on actions assigned to your board, committee, commission, or department during the process of updating the Town's Master Plan. The Town Administrator has requested that the status of the tasks be updated by each entity with tasks under the master plan three times per year, in July, November and March. The place for doing this is in Column G in the chart. You should then return the chart to us by August 1 for forwarding to the Town Administrator.

As this is the first time we're going through this process, there will surely be some questions and concerns. MPIC is trying to make the process as simple as possible. As a start, we'd like to explain the attached Task Chart.

You'll note that each action item has its own line with several columns. Information in these columns comes from the Master Plan.

Column A identifies how the task is associated with one of the four main goals of the Master Plan. It also identifies where the task is listed in the Master Plan. So a designation of G3-27 means that the task pertains to Goal 3 and it's the 27<sup>th</sup> task on the overall list.

Column B describes the task assigned to your entity. (Entities may be primarily responsible for a task or identified as a collaborating entity responsible for accomplishing the task.)

Column C shows the entity that is primarily responsible. This is the entity that is supposed to take the lead on this particular task. That should include reaching out to any collaborating entities identified in Column D.

Column D: If your group is a collaborating entity rather than the primary entity, it will appear here.

Column E offers suggestions for measuring progress towards accomplishing the task. The metrics proposed here are suggestions, not requirements, but it will be important as you proceed to develop some ways of measuring progress. If you have already identified some metrics you can describe them in the Status column.

Column F: Priority, e.g. is this action something to undertake immediately (I), in the short term (ST), in the mid term (MT) or long term (LT)?

Column G: THIS IS THE SPACE FOR YOUR COMMENTS. If you have taken any steps towards a task, here is where you would briefly describe them. This is also where you could raise concerns, such as whether it's appropriate for your entity to be involved with this action item, if the priority is wrong, (perhaps it should be mid-term rather than short term), whether your entity now considers this action item unnecessary (and why), and – if the action item is

underway or completed – why do you consider it to be successful, or not successful. This is also where you can comment on barriers to progress. If it's a short term or immediate task, and it's not happening, why not? If it's a mid-term or long term project and you've already started it, why? Is there some changed circumstance that made it desirable and possible to proceed now rather than wait?

(If there has been no action on a particular task labelled MT or LT you can leave the status column blank.)

This is an excel spreadsheet, so you should be able to make comments as lengthy as you wish. Please don't make any changes to Columns A through F; legally, the Planning Board is the only entity that can modify them, though you can suggest changes (in Column G) as they relate to your entity's tasks.

We appreciate your willingness to tackle a new system of reporting, and we welcome your suggestions about how the process could be improved. If you have questions, please feel free to contact me at [jgooch@mtholyoke.edu](mailto:jgooch@mtholyoke.edu) and we can set up a time to talk. And please return the completed form to me by August 1, 2022.

Many thanks –

Judy Gooch Dobosh  
Chair, Master Plan Implementation Committee



Catalyst for Regional Progress

PVPC

Kimberly H. Robinson, MUP  
Executive Director

July 1, 2022

Kevin Taugher  
Chair, Board of Assessors  
South Hadley Town Hall  
116 Main Street Rm. 104  
South Hadley, MA 01075

Dear Mr. Taugher:

I have enclosed for your information and reference a copy of the Certificate of Assessment for the Pioneer Valley Planning Commission for the 12 month fiscal period from July 1, 2022 to June 30, 2023. This information is being sent to our 43 member communities in accordance with Section 76 of Chapter 849, Acts of 1969.

This amount, as you know, is added to the amounts to be raised by the Assessors without any further appropriations, as set forth under the provisions of Chapter 40B of the General Laws of the Commonwealth of Massachusetts. We suggest that you retain this Fiscal Year 2023 Certificate for the community's reference.

Sincerely,

Kimberly H. Robinson  
Executive Director

KHR/las

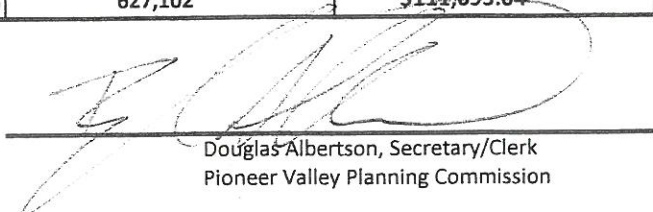
Enclosure - Certificate of Assessment

cc: Planning Board

### CERTIFICATE

I, Douglas Albertson, Secretary/Clerk of the Pioneer Valley Planning Commission, hereby certify that under the provisions of Section 7 of Chapter 40B of the General Laws and Section 76 of Chapter 849, Acts of 1969, the assessment of the constituent communities for the 12-month period from July 1, 2022 to June 30, 2023 is apportioned on a .178114¢ per capita, per annum basis in direct proportion to the 2020 population, as recorded by the U.S. Census and is as follows:

PVPC Member Municipalities	Population Figures From Official Results of the 2020 U.S. Census	Assessment .178114¢ Per Capita 12 Months - FY2023 ( 7/1/2022 - 6/30/2023)
Agawam	28,692	\$5,110.45
Amherst	39,263	\$6,993.29
Belchertown	15,350	\$2,734.05
Blandford	1,215	\$216.41
Brimfield	3,694	\$657.95
Chester	1,228	\$218.72
Chesterfield	1,186	\$211.24
Chicopee	55,560	\$9,896.01
Cummington	829	\$147.66
East Longmeadow	16,430	\$2,926.41
Easthampton	16,211	\$2,887.41
Goshen	960	\$170.99
Granby	6,110	\$1,088.28
Granville	1,538	\$273.94
Hadley	5,325	\$948.46
Hampden	4,966	\$884.51
Hatfield	3,352	\$597.04
Holland	2,603	\$463.63
Holyoke	38,238	\$6,810.72
Huntington	2,094	\$372.97
Longmeadow	15,853	\$2,823.64
Ludlow	19,971 *	\$3,557.11
Middlefield	385	\$68.57
Monson	8,150	\$1,451.63
Montgomery	819	\$145.88
Northampton	29,571	\$5,267.01
Palmer	12,448	\$2,217.16
Pelham	1,280	\$227.99
Plainfield	633	\$112.75
Russell	1,643	\$292.64
South Hadley	18,150	\$3,232.77
Southampton	6,224	\$1,108.58
Southwick	9,232	\$1,644.35
Springfield	155,929	\$27,773.14
Tolland	471	\$83.89
Wales	1,832	\$326.30
Ware	10,066	\$1,792.90
West Springfield	28,835	\$5,135.92
Westfield	40,834	\$7,273.11
Westhampton	1,622	\$288.90
Wilbraham	14,613	\$2,602.78
Williamsburg	2,504	\$446.00
Worthington	1,193	\$212.49
<b>TOTALS</b>	<b>627,102</b>	<b>\$111,695.64</b>

  
 Douglas Albertson, Secretary/Clerk  
 Pioneer Valley Planning Commission

**\*Note:**

Ludlow's Census 2020 population of 21,002 adjusted to 19,971 to reflect the provisions of Chapter 40B M.G.L., Section 7.  
 Adopted April 14, 2022

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## Fwd: Massachusetts DROUGHT ALERT - July 2022

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**Colleen Canning** <ccanning@southhadley.ma.gov>  
To: Colleen Canning <ccanning@southhadley.ma.gov>

Fri, Jul 22, 2022 at 12:01 PM

----- Forwarded message -----

From: **Rao, Vandana (EEA)** <vandana.rao@mass.gov>  
Date: Fri, Jul 15, 2022 at 3:47 PM  
Subject: Massachusetts DROUGHT ALERT - July 2022  
To: Rao, Vandana (EEA) <vandana.rao@state.ma.us>

Good afternoon,

Due to four months of below normal rainfall, Energy and Environmental Affairs (EEA) Secretary Bethany Card declared a Level 2 – Significant Drought in the Connecticut River Valley, Central, Northeast and Southeast Regions of the Commonwealth, and a Level 1 – Mild Drought in the Western and Islands Regions. The Cape Cod Region remains in Level 0 – Normal condition.

To enhance awareness on the current drought conditions, EEA is asking local, state and regional partners and stakeholder groups to assist in disseminating this critical information to residents, businesses, and farms in their respective communities. Attached is a one page “Drought Alert” that provides information on the current drought conditions and how communities across the Commonwealth can do their part on water conservation and drought preparedness. Also attached are infographics for Level 1 and Level 2 droughts that you can use as you engage in outreach with your communities through social media, newsletters or other platforms.

For more information on the current drought conditions, and for technical guidance regarding drought management actions, please visit [www.mass.gov/ma-drought-management](http://www.mass.gov/ma-drought-management) and for water conservation information, go to [www.mass.gov/conservemawater](http://www.mass.gov/conservemawater).

Respectfully,

Vandana Rao

*p.s. Please let me know if you do not wish to receive these alerts.*

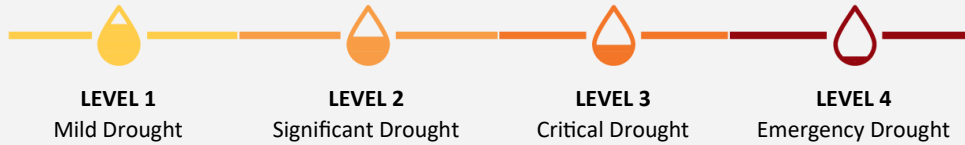
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Vandana M. Rao, Ph.D.  
Director of Water Policy  
Executive Director, Water Resources Commission  
Executive Office of Energy and Environmental Affairs  
100 Cambridge Street, Suite 900  
Boston, MA 02114  
Office: (617) 626-1248  
[www.mass.gov/conservemawater](http://www.mass.gov/conservemawater)  
[www.mass.gov/drought-management](http://www.mass.gov/drought-management)

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Anne Capra, AICP  
Director, Planning & Conservation  
Town of South Hadley  
116 Main Street | South Hadley, MA 01075  
(413) 538-5017 x6128

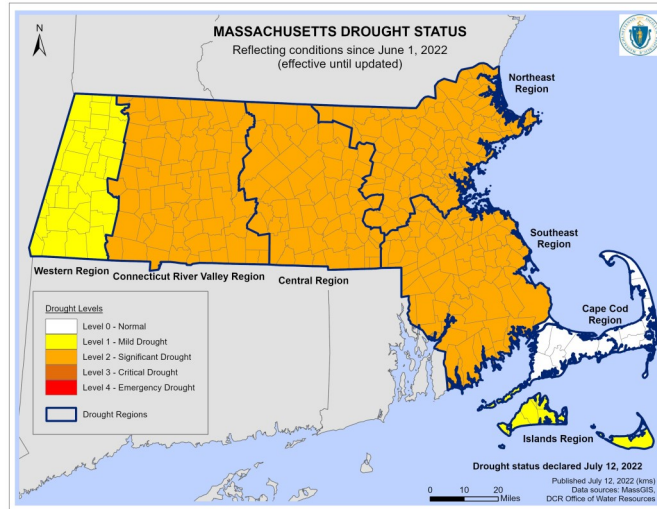
# MASSACHUSETTS DROUGHT ALERT

July, 2022



## DROUGHT STATUS

The Massachusetts Executive Office of Energy and Environmental Affairs has declared a **Level 2—Significant Drought** in the Connecticut River Valley, Central, Northeast and Southeast Regions, and a **Level 1 – Mild Drought** in the Western and Islands Regions. Cape Cod is Normal.



Secretary of Energy and Environmental Affairs:  
**Bethany A. Card**

Acting Director of MEMA:  
**Dawn Brantley**



## CURRENT CONDITIONS

With over four months of below normal rainfall, drought has spread to 90% of the state, and intensified in many regions. Streamflow is severely impacted with dry stream beds and ponding visible in many locations. Fire danger especially in the northern half of the state is steadily on the rise, with noticeable drought stress on foliage in shrubs and grasses. Also, drought conditions are starting to impact our farms, with losses in soil moisture, more heavy irrigation needed in some areas due to lack of precipitation, and some initial signs of crop loss.

## WHAT YOU SHOULD DO

Be mindful of your water use to ensure essential needs, such as drinking water and fire protection, are being met, and habitats have enough water to support their natural functions. Exercise caution when using charcoal grills, backyard fire pits, & other open flame outdoor activities to prevent outdoor fires.

For Information on  
**Water Conservation**  
click [here!](#)

**Private Well** owners  
click [here!](#)

### In Level 2-Significant Drought Areas

#### Residents & Businesses:

- Minimize water use
- Limit outdoor watering to hand-held 5:00 pm - 9:00 am
- Conserve water indoors
- Fix Leaks
- Be careful w outdoor flames

#### Cities & Towns:

- Limit outdoor watering to at least hand-held only 5:00 pm - 9:00 am
- Limit new landscapes and outdoor washing
- Implement drought or seasonal water rates
- Establish water use reduction targets
- Establish a leak detection program

### In Level 1-Mild Drought Areas

#### Residents & Businesses:

- Focus water conservation indoors; fix Leaks
- Reduce any outdoor watering to one-day/week 5:00 pm - 9:00 am

#### Cities & Towns:

- Limit any outdoor watering to no more than once a week and from 5:00 pm - 9:00 am
- Limit new landscapes and outdoor washing
- Implement drought or seasonal water rates
- Check emergency connections
- Develop local drought plan for water supply

Learn more at [www.mass.gov/ma-drought-management](http://www.mass.gov/ma-drought-management)

## Fwd: Pioneer Valley Progress Report: July 2022

**Colleen Canning** <ccanning@southhadley.ma.gov>  
To: Colleen Canning <ccanning@southhadley.ma.gov>

Fri, Jul 22, 2022 at 12:07 PM

**From:** "Kimberly H. Robinson, Pioneer Valley Planning Commission" <pbeaudry@pvpc.org>  
**Date:** July 19, 2022 at 7:48:51 AM EDT  
**To:** joannabr@comcast.net  
**Subject:** Pioneer Valley Progress Report: July 2022  
**Reply-To:** pbeaudry@pvpc.org

JULY 2022



Welcome back to the Pioneer Valley Progress Report: Dog Days of Summer Edition!

As you'll see below, the temperature isn't the only thing heating up as our work to ensure Western Mass. rail service continues to move forward.

The recent bouts of heavy rainfall remind us all why we must continue to invest in the water and sewer infrastructure of our Valley's urban core economic hub communities to simultaneously

protect our natural resources as well as some of our region's most vulnerable local ratepayers.

We are also excited to share a bit of news from the Westfield-West Springfield border, where significant thought is being put into the safety and usability of Route 20.

Lastly, I want to extend a heartfelt thank you to Nancy Creed, who wrapped up her tenure at the helm of the Springfield Regional Chamber this month. Nancy's fingerprints can be found on so much good that has occurred during her time in that important role for our region and all of us at the PVPC wish her the best moving forward.

We, of course, are also thrilled to have [Diana Szynal](#) stepping up into that leadership position as a longtime friend of the PVPC program.

-Kimberly H. Robinson, Executive Director

## The Springfield Republican: Time is now for Western Massachusetts passenger rail service

**SHOT:** We couldn't be more excited to see the [Springfield Republican Editorial Board stake out their most full-throated endorsement yet for the establishment of Western Mass. rail service](#) during this opportune moment in time.

The funding is available, our leaders are aligned, and our region only stands to gain opportunity and prosperity for rail riders and non-riders, alike.



**CHASER:** The Massachusetts House and Senate have agreed to [support planning and design efforts for the project at a minimum of \\$250 million](#), with the opportunity for the infrastructure bond bill conference committee to add an additional \$25 million to that sum during their negotiations.

## Recent Reminder of Importance of Connecticut River Cleanup Committee

As noted in [recent headlines](#) this month, sporadic heavy rainfall has caused what is known as a combined sewer overflow discharge event in Hampden County's urban core communities.



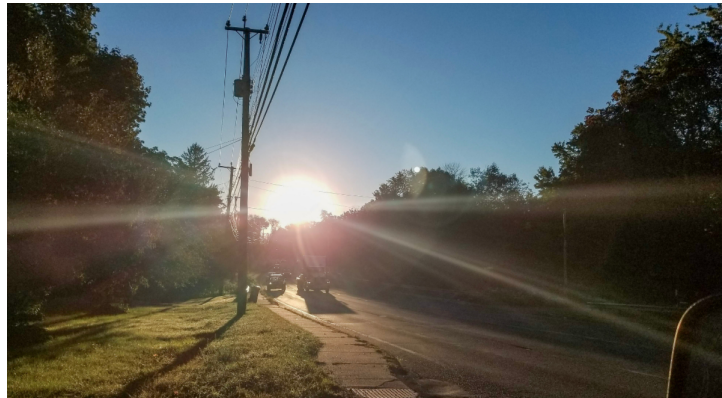
For over 25 years the Connecticut River Cleanup Committee, staffed by the PVPC in partnership with the Springfield Water & Sewer Commission (SWSC) and Chicopee and Holyoke's DPWs, have fought for every cent of federal and state funding we can get our

hands on to address our region's legacy infrastructure and put an end to these overflow events once and for all.

We remain thankful to our partners in the MA Department of Environmental Protection for their continued support of this effort - including over \$10 million in state funding over the past several years. A portion of that funding has gone to SWSC's York Street pumping station project (pictured above), which alone has the potential to reduce 100 million gallons of CSO wastewater discharge each year upon completion!

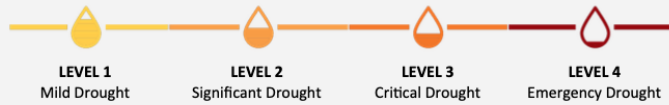
## Route 20 Going on a Road Diet

A little under one and a half miles of roadway on [Route 20 between Westfield and West Springfield](#) will be [dropping a lane in each direction](#) to add bike lanes and promote safer conditions for cyclists and drivers.



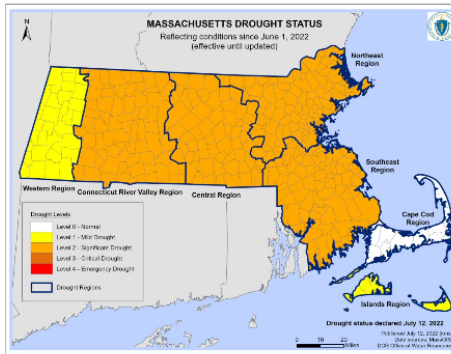
The practice, known as a road diet, is found to reduce crashes by 19 to 47%, according to the Federal Highway Administration.

The PVPC is currently conducting a study of the Route 20 corridor on behalf of West Springfield in an area just east of this project, as the Valley continues to address unsafe driving scenarios while expanding options for walking and biking.



## DROUGHT STATUS

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Secretary of Energy and Environmental Affairs:  
**Bethany A. Card**

Acting Director of MEMA:  
**Dawn Brantley**



For Information on **Water Conservation** click [here!](#)

**Private Well** owners click [here!](#)

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## WHAT YOU SHOULD DO

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- Limit new landscapes and outdoor washing
- Implement drought or seasonal water rates
- Establish water use reduction targets
- Establish a leak detection program

### In Level 1-Mild Drought Areas

#### Residents & Businesses:

- Focus water conservation indoors; fix Leaks
- Reduce any outdoor watering to one-day/week 5:00 pm - 9:00 am

#### Cities & Towns:

- Limit any outdoor watering to no more than once a week and from 5:00 pm - 9:00 am
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- Check emergency connections
- Develop local drought plan for water supply

Learn more at [www.mass.gov/ma-drought-management](http://www.mass.gov/ma-drought-management)



## 2021 Highlights

Pioneer Valley Planning Commission

Kimberly H. Robinson - Executive Director

In Case You Missed It: 2021 PVPC Story Map Cheers Successful Past Year

Executive Director Kimberly H. Robinson presented the [2021 Highlights story map](#) to Commissioners last month.

The digital publication is a sampling of some of the work the PVPC is most proud of from the uncharted waters of 2021. They are organized into the categories of:

- An Economy in Recovery
- Climate Response
- The Built Environment
- Managing Mobility

Enjoy!

Pioneer Valley Planning Commission | 60 Congress Street, Floor 1, Springfield, MA 01104

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Anne Capra, AICP  
Director, Planning & Conservation  
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