

Jeff Cyr, Chair
 Nicole Casolari, Vice Chair
 Carol Constant, Clerk
 Andrea Miles
 Renee Sweeney

Lisa Wong
 Town Administrator

HYBRID SELECTBOARD MEETING AGENDA

TUESDAY, FEB. 17, 2026 - 7 P.M.

SOUTH HADLEY SENIOR CENTER MULTI-PURPOSE ROOM

Join Zoom Webinar from your computer:

<https://us02web.zoom.us/j/81811267697?pwd=a19F8bUs4p7lUyLBZ410xku8W3C2N.1>

By phone: 1 646 558 8656 | **Webinar ID:** 818 1126 7697 | **Passcode:** 090131

Watch live on SHCTV Channel 15 or <https://shctv15.com/watch-live/>

Note: Not all topics listed here may 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. This meeting may be audio and/or visually recorded.

1. CALL TO ORDER
2. ANNOUNCEMENTS / PUBLIC COMMENT
3. BUDGET TASK FORCE – PUBLIC COMMENT PERIOD
4. APPROVAL OF MINUTES
 Draft Minutes of Feb. 3, 2026

Documents:

[DRAFT FEB. 3, 2026 SELECTBOARD MEETING MINUTES.PDF](#)

5. 7:05 P.m. Delaney's Public Hearing – New Beer & Wine License

Documents:

[DELANEYS MARKET, LLC NEW LICENSE APPLICATION.PDF](#)

6. TRI-ANNUAL INTERVIEWS & APPOINTMENTS

- A. Rachel Leach – Historical Commission
- B. APPOINTMENTS

Documents:

[RACHEL LEACH - HISTORICAL COMMISSION.PDF](#)
[FEBRUARY 2026 TRI ANNUAL APPTS.DOCX](#)
[BOARD AND COMMITTEE VACANCIES.PNG](#)

7. NEW BUSINESS

- A. Farmer Distillery Pouring Permit Fee
- B. Sewer & Trash Fees
- C. South Hadley Gift Agreement
- D. December Quarterly Report
- E. DCR Notice of Proposed Acquisition of Land, South Hadley, 301 CMR 51.00; #P-001110
- F. ANNUAL TOWN ELECTION – BALLOT QUESTION
- G. Traffic Review Committee – mid year update
- H. PILOT Overview
- I. DLS Management Review

Documents:

[A. MEMO FARMER DISTILLERY POURING PERMIT.PDF](#)
[B. FY27 CURBSIDE COLLECTION FEE LETTER.PDF](#)
[B. FY27 SEWER FEE LETTER.PDF](#)
[B. CWMP IMPROVEMENTS TIMELINE AND COST ESTIMATES.PDF](#)
[C. SOUTH HADLEY GIFT AGREEMENT SIGNED.PDF](#)
[D. DEC 25 COMPREHENSIVE QUARTERLY REPORT.PDF](#)
[E. DCR NOTICE OF PROPOSED ACQUISITION OF LAND, SOUTH HADLEY, 301 CMR 51.00 P-001110.PDF](#)
[G. TRC REPORT-CY2025_JAN2026.PDF](#)
[H. MEMO PILOT.PDF](#)
[I. MEMO DLS.PDF](#)

8. OLD BUSINESS

- A. Health Insurance Update
- B. FY2027 BUDGET
- C. SPECIAL TOWN MEETING
- D. Town Administrator PBE

Documents:

[A. MEMO HEALTH INSURANCE 2026 FEBRUARY.PDF](#)
[FY26_27 BUDGET PRESENTATION - FEB 17, 2026.PDF](#)
[D. PBE OBJECTIVES FY26.PDF](#)

9. REPORTS

Documents:

2026 02 TA REPORT.DOCX.PDF

10. ADJOURN

SELECTBOARD MEETING MINUTES
FEB. 3, 2026 – 7 P.M.
HYBRID ON ZOOM AND SOUTH HADLEY SENIOR CENTER

Present in person were Chair Jeff Cyr, Vice Chair Nicole Casolari, Clerk Carol Constant, members Andrea Miles and Renee Sweeney, Town Administrator Lisa Wong and Assistant Town Administrator Chuck Romboletti.

CALL TO ORDER

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

ANNOUNCEMENTS / OPEN FORUM

Sweeney reminded the public of a food drive for neighbors Helping Neighbors sponsored by the South Hadley Democratic Town Committee happening Feb. 7 at SHHS. Anne Stockton, of 325 Hadley St., noted folks can also drop food off on Wednesdays before noon or Saturdays before 10 a.m. at the pantry.

Constant noted that nomination papers can be taken out for town meeting member or elected office via the town clerk's office.

Jack Culp, of 65 Woodbridge Ter., spoke in favor of keeping Gaylord Library open.

Miles said the Budget Task Force voted last night in favor of an \$11 million override ask for the Selectboard. She said their report will be released next week.

APPROVAL OF MINUTES

Constant motioned to approve the Draft Minutes of Jan. 20, 2026. Miles seconded. All in favor. Unanimous.

CONSENT AGENDA

Constant moved to accept the consent agenda as presented. Miles seconded. All in favor. Unanimous.

The Consent Agenda consisted of two One-Day Beer & Wine License Requests from Kathleen Van Winkle for Feb. 13 and March 13 at Gaylord Library.

TRI-ANNUAL INTERVIEWS

The board interviewed George Francis for the Veterans Council, Stephen A. Romeo for the Veterans Council, Adam Jajko for the Conservation Commission, Veterans Council, Olivia Aguilar for the Sustainability Energy Commission, and Robert Szklarz for the Historical Commission.

IGM CONTRACT RENEWAL

Sweeney motioned to authorize the town administrator to execute an agreement for Option Year 3 to extend the IGM contract to Jan. 15, 2027 and as the contract provisions require, the fee for

this additional year of services was mutually negotiated by the parties to entail \$868,392 in Operations Expenses, \$733,692 for IGM Maintenance Fees and \$39,900 for the Operations Management Fee to be paid by the Town to IGM. Constant seconded.

Four in favor, one against (Miles). The motion carried.

REDEVELOPMENT AUTHORITY PROPOSAL

Michelle T, chair of the Redevelopment Authority, explained the Redevelopment Authority is requesting \$150,000 in seed funding to help unlock redevelopment opportunities in the Falls by identifying property needs, connecting owners with grants and financing, and attracting potential developers. The Authority has been actively supporting the area through property owner forums, a quarterly newsletter, private fundraising via the Frank DeToma Fund, and small grants for facade and business improvements to stimulate economic growth.

Selectboard members acknowledged the challenging budget year and concerns about limited free cash, calling it a strategic, one-time seed investment rather than an ongoing expense. They said it will leverage additional public and private funding, stimulate redevelopment in the Falls, and expand the tax base.

Miles motioned to support the proposal. Casolari seconded. All in favor. Unanimous.

CABLE ADVISORY COMMITTEE

The Selectboard discussed reviving the inactive Cable Advisory Committee, a five-member board established under state law to advise on cable licensing, public education, compliance and negotiations. With the town's current cable license agreement with Comcast expiring in 2029, members expressed support for reestablishing the committee to provide public input and expertise during upcoming negotiations.

Miles motioned to revive the Cable Advisory Committee. Constant seconded. All in favor. Unanimous.

35 CAREW AND 10 PROSPECT SALE

Constant motioned to authorize the sale of the Tax Title property located at 35 Carew Street to The Seajay Group LLC, or their nominee, for the sum of Three Hundred and Six Thousand Dollars and zero cents (\$306,000.00), pursuant to the Town's authority under Massachusetts General Laws Chapter 60, Section 64A. Further move to authorize the Tax Title Custodian and Town Administrator to execute any and all other documents necessary to effectuate the sale, and to take any actions required to complete the conveyance pursuant to Massachusetts General Laws Chapter 60, Section 64A. Miles seconded. All in favor. Unanimous.

Sweeney motioned to elect, contingent upon the issuance of a court judgment in favor of the Town, to sell the Town-owned real estate known as 10 Prospect Street and identified by the Assessor's Office as 018C-0007-000 and to authorize the Tax Title Custodian Town Administrator to make all necessary and required decisions to move forward with the sale of the property or otherwise comply with M.G.L. c. 60, § 64A. Constant seconded. All in favor. Unanimous.

BUDGET

Wong reported that the Governor's proposed budget reflects a net decrease of approximately \$6,000 in state aid, with higher-than-expected revenues offset by increased assessments, including an 11% rise in school choice and charter tuition. The town faces a projected \$3.5 million deficit, with draft scenarios outlining significant staffing and service reductions across schools and municipal departments absent an override; a \$6–9 million override would mitigate but not eliminate cuts, while an \$11 million override was recommended by the Budget Task Force to stabilize services for several years. Board members discussed the need for additional financial detail, ongoing uncertainties in revenue and health insurance costs, and the timing of more finalized budget information.

HEALTH INSURANCE UPDATE

Romboletti said the Hampshire County Group Insurance Trust is projecting a preliminary 16% health insurance rate increase for next year, potentially rising to approximately 20% without plan design changes. Final rates are expected to be voted on Feb. 25. The estimate includes impacts from six communities leaving the trust and efforts to rebuild reserves. Officials are continuing to evaluate alternative options and monitor comparable increases from other providers.

RESIGNATIONS

Constant motioned to accept the resignation of Mitch Resnick from the Board of Library Trustees and vote to place the position on the April town election ballot. Miles seconded. All in favor. Unanimous. Constant highlighted Resnick's dedication and work on the Canal Park Committee and the Library Trustees.

ADJOURN

Miles motioned to adjourn. Constant seconded. All in favor. Unanimous.

The meeting adjourned at 8:25 p.m.

**Respectfully submitted,
Kristin Maher
Executive Assistant to Administration**



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION FOR A NEW LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL:

RECEIVED
 TOWN OF SOUTH HADLEY
 SELECTMAN
 JAN 23 2006
 KM
 9:55AM

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358

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

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

Wed, Feb 4, 2026 at 9:23 AM

Reply-To: noreply@civicplus.com

To: sgmeiner@southhadleyma.gov, kmaher@southhadleyma.gov, zingram@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 up to TWO From the *Field not completed.*
Following

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

Please give any details regarding your interest in this appointment. I'm a former librarian and archivist interested in fostering South Hadley's local history by supporting the preservation of historical buildings and records that reflect and sustain the town's heritage.

Please Provide the Following Information

Name Rachel Leach

Email [REDACTED]

Address1 23 Pine Street

Address2	<i>Field not completed.</i>
City	South Hadley
State	Massachusetts
Zip	01075
Primary Phone	
Alternate Phone	<i>Field not completed.</i>
Cell Phone:	<i>Field not completed.</i>

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.)	Knowledge management, archiving, digital preservation, web and software development
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?	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>

February 2026 Tri-Annual Appointments

Sustainability & Energy Commission (2026, 2028)

Olivia Aguilar

Veterans Council (2026 x 2, 2028)

George Francis

Stephen A. Romeo

Adam Jajko

Historical Commission (2026 x 2, 2028)

Robert Szklarz

Rachel Leach

Conservation Commission (2 Assoc 26/28, 1 Reg 2026)

Adam Jajko

Board/Committee	Total N Men
<u>Appropriations Committee</u>	
<u>Bike/Walk Committee</u>	
<u>Board of Registrars</u>	
<u>Bylaw Review Committee</u>	
<u>Capital Planning Committee</u>	
<u>Commission on Disabilities</u>	
<u>Conservation Commission</u>	7 Re 2 Ass
<u>Council on Aging Board</u>	
<u>Cultural Council</u>	11 Re 2 Ass
<u>Historical Commission</u>	
<u>Historic District Study Committee</u>	

Jeff Cyr, Chair
Nicole Casolari, Vice Chair
Carol Constant, Clerk
Andrea Miles
Renee Sweeney

Lisa Wong
Town Administrator

To: Selectboard
From: Administration
Re: Farmer Distillery Pouring Permit Fee
Date: 2/12/2026

The ABCC approved a Farmer Distillery Pouring Permit for Good’Nuff Distillery at 785 New Ludlow Road. This type of alcohol license does not count toward the town’s license quota.

As we haven’t issued this type of license locally before, we will need to create this license in OpenGov and assign it a fee. The Farmer Distillery Pouring Permit, while not the same as the “Farmer Brewery Pouring Permit” held by Drunken Rabbit, is similar. We suggest considering the Farmer Distillery Pouring Permit in the same category as the Farmer Brewery Pouring Permit and accordingly charge the same amount of \$800, aligning with the fee schedule recently approved.

February 12, 2026

JOHN BRODERICK
Director of Public Works

To: Selectboard, Town Administrator
From: John Broderick
RE: FY27 Curbside Collection Fee

The current annual curbside collection fee, per household, for every other week collection of trash and recycling, and spring and fall yard waste collection, is \$250. With a healthy fund balance expected at the end of FY26, available for any unforeseen circumstances or repairs to enterprise fund vehicles (roll-off truck/930 CAT loader) or infrastructure (recycle center/dumpsters/compactors) and contractual increases to collections and disposals of 6%, I recommend that we set the curbside collection fee for FY27 at the current rate of \$250 per household.

Projecting the annual rate going forward beyond FY27, the enterprise fund for Solid Waste will be impacted by needed capital purchases to replace a 2016 F250 (\$75) and a 2007 International Roll-off truck for hauling dumpsters (\$275k), at some point. The recycle center has dumpsters, and material compactors that will need replacements/upgrades at some point, so those costs will come into play. Services for wood and yard waste grinding will inevitably increase, as well as any future screening of compost. The collection contract has a 6% annual increase provision for collection and disposal costs for FY28, FY29, and FY30. The recycling market has been down, regarding global demand for recyclables, and coupled with the cost associated with single stream sorting, creates a disposal cost per ton, that is, actually, higher than household trash. An increase in the annual rate by \$10 generates approximately \$65,000 in additional funds.

John Broderick
Director of Public Works

February 12, 2026

JOHN BRODERICK
Director of Public Works

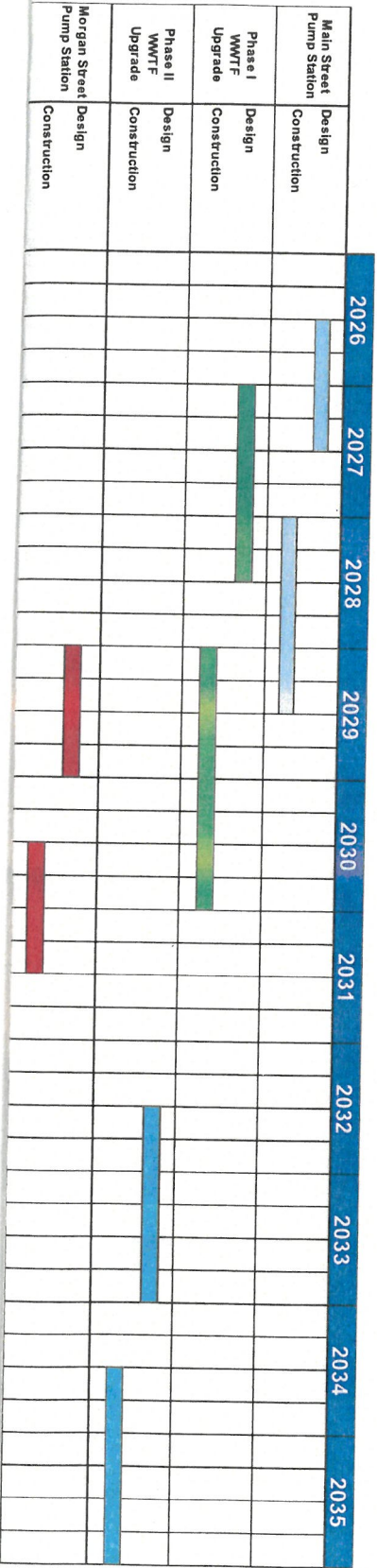
To: Selectboard, Town Administrator
From: John Broderick
RE: FY27 Sanitary Sewer Use Annual Fee

With the recently released CWMP, and the associated costs anticipated to upgrade the Wastewater Treatment Plant, Pumping Stations (5) and infrastructure to ensure an operable compliant system for years to come, the annual sewer fee needs to increase, over time, to build the fund balance to be able to pay for the borrowing needed. The current fee is \$500/year per EDU. The engineering study recommends an anticipated increase of \$300 dollars or so over the next 10-20 years to properly fund these improvements. My recommendation is to increase the FY27 annual sewer fee by \$25/EDU, to \$525.

Projecting annual rate fees going forward beyond FY27, the Town will have to increase the rate to fund the attached projects. While the construction portion of the Wastewater Treatment Plant Improvements (phase 1), should be eligible for 0% borrowing through the SRW, for 20 years, and the Pumping Stations construction portions at 2% for 20 years, the ENGINEERING costs for design/bid/oversight of these construction upgrades, are NOT a borrowable amount, and must be funded solely by enterprise funds. This large-scale project is expected to begin design phase 1 in Fall 2026-Spring 2028, with construction phasing in during early 2027-2029. A consistent increase in annual fees should be expected. Raising the rate by \$10 increases available funds by approximately \$87,000.

John Broderick
Director of Public Works

Figure 17
Implementation Schedule
South Hadley Wastewater Infrastructure Upgrades



Hadley, MA

**Table 7-1
Summary of Probable Project Cost - Wastewater Improvement Projects**

Item	Construction Cost (\$)
Pumping Stations	
Main Street	7,030,000
Stony Brook	20,000
Morgan Street	900,000
Topors	1,000,000
Old Sycamore	20,000
Subtotal	8,970,000
Engineering Design (10%)	900,000
Engineering During Construction (10%)	900,000
Construction Contingency (25%)	2,240,000
Total Project Cost	13,010,000
Principle Forgiveness	(800,000)
Net Project Cost	12,210,000
Annualized Net Project Cost ¹	760,000
Wastewater Treatment Facility	
Grit Removal	1,150,000
Primary Treatment	1,570,000
Biological Treatment System (including MLE upgrade)	6,190,000
Disinfection Improvements	320,000
Solids Handling	5,600,000
Electrical Systems	5,110,000
HVAC Systems	2,620,000
SCADA System	550,000
Plumbing Systems	700,000
Architectural Improvements	1,200,000
Site Restoration	750,000
Subtotal	25,760,000
Engineering Design (10%)	2,580,000
Engineering During Construction (10%)	2,580,000
Construction Contingency (25%)	6,440,000
Total Project Cost	37,360,000
Principle Forgiveness	(2,300,000)
Net Project Cost	35,060,000
Annualized Net Project Cost ¹	1,810,000
Additional Annual O&M Cost	20,000
Total Annual Cost	2,590,000

1. Engineering design cost financed at 4% over 20 years
 Pump station construction costs financed through CWSRF at 2% over 20 years
 Treatment facility construction costs financed through CWSRF at 0% over 20 years.
 Principle forgiveness equal to 6.6 of project cost less engineering design

**GIFT AGREEMENT
BETWEEN
FRIENDS OF SOUTH HADLEY SENIORS INC AND
THE TOWN OF SOUTH HADLEY**

This Gift Agreement (the “Agreement”) is made this twelfth day of February 2026 by and between Friends of South Hadley Seniors Inc. (hereinafter referred to as “the Donor”), and the Town of South Hadley by its Selectboard (hereinafter referred to as the “Town” or “Donee”).

WHEREAS, Donee, plans for a capital project located at Buttery Brook Park and

WHEREAS, Donor is granting money to the Town for the purposes of the project as further described herein to benefit the residents of South Hadley; and

WHEREAS, the Town is in need of funding for the project;

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and the mutual promises set forth below, the Parties agree as follows:

1. Donor Gift. The Donor hereby irrevocably grants to the Town a sum of money (the “Gift”) in the amount of \$20,000.00, which is to be used for renovation and construction of four pickleball courts located at Buttery Brook Park (the “Project”), except that if such Gift is not used for the Project, it shall be returned to the Donor. Donor represents and warrants that (i) it has the authority to grant said Gift; (ii) it understands that the Project cannot proceed or sign any contracts for any work to commence on the Project until the full amount of the Gift is provided to the Town; and (iii) that this agreement does not conflict with or infringe upon the rights of any third party.
2. Intent. It is the intent of the parties that this Agreement shall constitute a binding obligation on both parties and shall be enforceable at law and in equity. In exchange for the Gift provided, the Town agrees to carry out the project, in accordance with all applicable laws, rules and regulations, and per the project design contract with R. Levesque Associates, Inc and the associated project Spec and Bid documents.
3. Release. The Town does for itself, successors in interest and anyone claiming by or through her, forever unconditionally and irrevocably release, acquit, and discharge the Donor from any and all claims and causes of action, suits, obligations, promises, agreements, controversies, damages, debts, demands, liabilities, and losses of every kind, character, and nature including third-party claims for indemnity or contribution, against the Donor and any other claim or cause of action that the Town has ever had or now has, known or unknown, or that any person or entity claiming through any party may have or claim to have against the Donor with respect to the gift.

4. Project Control. The Gift does not guarantee or convey any rights to the Donor related to the design or control of the Project. The Town retains sole authority over the Project, unless otherwise stated herein.
5. Amendment. By mutual consent of the parties, any provision of this Agreement may be amended, modified, or deleted. Any such changes, deletions or additions shall be recorded in written signed addenda, which shall form part of this Agreement.
6. Entire Agreement. This Agreement contains the entire understanding of the parties with respect to the subject matter of the Agreement and is subject to the laws of the Commonwealth of Massachusetts. This Agreement supersedes all other agreements and understandings, both oral and written, between the parties relating to the subject matter of the Agreement.

In witness whereof, the parties to this Agreement have affixed their signatures:

DONOR: Friends of South Hadley Seniors, INC

By: *Kimberly Poirer*
President

By: *Robert K. Fane*
Treasurer

DONEE:

Town of South Hadley
By its Selectboard

**GIFT AGREEMENT
BETWEEN
FRIENDS OF BUTTERY BROOK PARK, INC AND
THE TOWN OF SOUTH HADLEY**

This Gift Agreement (the “Agreement”) is made this twelfth day of February 2026 by and between Friends of Buttery Brook Park Inc. (hereinafter referred to as “the Donor”), and the Town of South Hadley by its Selectboard (hereinafter referred to as the “Town” or “Donee”).

WHEREAS, Donee, plans for a capital project located at Buttery Brook Park and

WHEREAS, Donor is granting money to the Town for the purposes of the project as further described herein to benefit the residents of South Hadley; and

WHEREAS, the Town is in need of funding for the project;

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and the mutual promises set forth below, the Parties agree as follows:

1. Donor Gift. The Donor hereby irrevocably grants to the Town a sum of money (the “Gift”) in the amount of \$106,480.00, which is to be used for renovation and construction of four pickleball courts located at Buttery Brook Park (the “Project”), except that if such Gift is not used for the Project, it shall be returned to the Donor. Donor represents and warrants that (i) it has the authority to grant said Gift; (ii) it understands that the Project cannot proceed or sign any contracts for any work to commence on the Project until the full amount of the Gift is provided to the Town; and (iii) that this agreement does not conflict with or infringe upon the rights of any third party.
2. Intent. It is the intent of the parties that this Agreement shall constitute a binding obligation on both parties and shall be enforceable at law and in equity. In exchange for the Gift provided, the Town agrees to carry out the project, in accordance with all applicable laws, rules and regulations, and per the project design contract with R. Levesque Associates, Inc and the associated project Spec and Bid documents.
3. Release. The Town does for itself, successors in interest and anyone claiming by or through her, forever unconditionally and irrevocably release, acquit, and discharge the Donor from any and all claims and causes of action, suits, obligations, promises, agreements, controversies, damages, debts, demands, liabilities, and losses of every kind, character, and nature including third-party claims for indemnity or contribution, against the Donor and any other claim or cause of action that the Town has ever had or now has, known or unknown, or that any person or entity claiming through any party may have or claim to have against the Donor with respect to the gift.

4. Project Control. The Gift does not guarantee or convey any rights to the Donor related to the design or control of the Project. The Town retains sole authority over the Project, unless otherwise stated herein.
5. Amendment. By mutual consent of the parties, any provision of this Agreement may be amended, modified, or deleted. Any such changes, deletions or additions shall be recorded in written signed addenda, which shall form part of this Agreement.
6. Entire Agreement. This Agreement contains the entire understanding of the parties with respect to the subject matter of the Agreement and is subject to the laws of the Commonwealth of Massachusetts. This Agreement supersedes all other agreements and understandings, both oral and written, between the parties relating to the subject matter of the Agreement.

In witness whereof, the parties to this Agreement have affixed their signatures:

DONOR: Friends of Buttery Brook Park, INC

By: 
President

By: 
Treasurer

DONEE:

Town of South Hadley
By its Selectboard



DECEMBER 31, 2025

STATEMENT OF REVENUES AND EXPENDITURES
QUARTERLY REPORT

WILLIAM SUTTON



WILLIAM SUTTON, Town Accountant

Date: February 4, 2026

To: Selectboard
Lisa Wong, Town Administrator
Appropriations Committee

From: William Sutton
Town Accountant

Subject: December Quarterly Financial Report

December Quarterly Report:

This letter is to inform you that the Statement of Expenditures vs. Appropriations printout has been run for December 2025. The printout was analyzed for expenditures exceeding budgeted totals by more than 50.0%, since this report represents expenditures through the first half of the fiscal year. The printout has been checked and highlighted for informative purposes to determine the course the various appropriations are on for the fiscal year. There is not necessarily a major problem with the appropriations that are more than 50.0% spent since some departments have the majority of their expenditures at the start of the fiscal year and/ or due to the timing of some of the various expenditures. However, close attention may need to be applied to these appropriations as we move forward into the fiscal year and further expenditures are processed.

Attached is a summary report of the General and Enterprise Funds revenues and expenditures through December.

Attached is a listing of the departments whose expenditures exceeded 50.0% of the budget as of 12/31/25. I also attached a quick summary page on how revenues are tracking through the same time period. If there are any further questions or explanations needed, please do not hesitate to contact me.

General Fund Revenues and Expenditures-Budget to Actual Summary as of 12/31/202 5

	FY26 Budget	FY26 Actuals Through 12/31/25	% of Budget
<i>Revenues</i>			
Property Taxes	\$ 34,871,327	\$ 16,888,342	48.4%
Motor Vehicle Taxes	\$ 2,045,397	\$ 306,155	15.0%
Other Taxes; Liens & Excises	\$ 179,000	\$ 179,586	100.3%
Penalties & Interest	\$ 100,000	\$ 85,022	85.0%
In Lieu of Taxes	\$ 1,831,207	\$ 900,000	49.1%
Other Departmental Revenues	\$ 135,000	\$ 62,533	46.3%
Licenses and Permits	\$ 325,000	\$ 256,805	79.0%
State Revenue	\$ 15,002,135	\$ 6,697,047	44.6%
Fines and Forfeitures	\$ 15,000	\$ 9,797	65.3%
Investment Income	\$ 125,000	\$ 486,880	389.5%
Miscellaneous Revenues	\$ 150,000	\$ 26,453	17.6%
Total	\$ 54,779,066	\$ 25,898,620	47.3%

	FY26 Budget	FY26 Actuals Through 12/31/25	% of Budget
<i>Expenditures</i>			
General Government	\$ 2,863,420	\$ 1,281,685	44.8%
Public Safety	\$ 4,060,430	\$ 1,836,557	45.2%
Education	\$ 25,771,460	\$ 10,635,138	41.3%
DPW	\$ 1,842,113	\$ 803,495	43.6%
Human Services	\$ 1,247,986	\$ 494,297	39.6%
Libraries & Culture	\$ 850,573	\$ 428,890	50.4%
Debt	\$ 3,256,399	\$ 1,122,816	34.5%
Misc/ Unclassified	\$ 13,349,703	\$ 9,741,444	73.0%
InterGov Assessments	\$ 3,496,964	\$ 1,755,289	50.2%
Total	\$ 56,739,048	\$ 28,099,611	49.5%

General Fund Revenues and Expenditures - Budget to Actual

Highlights of December Quarterly Report

- Revenue items listed below represent the larger revenue items or changes that appear material in nature at this time only.
- Note of caution: The timing of receipts in a particular month from one year to the next can impact the overall assumptions either favorably or unfavorably.
- Based on the Revenue report as of December 31, 2025:
- The majority of the General Fund revenues are tracking similar to last year and within or exceeding the revenue estimates at this time with a few exceptions. A couple highlighted areas are listed below.

Revenues that are tracking above last year at this time:

- In Lieu of Taxes is up \$105,000. This is due to the estimated increase in the SHELDT reimbursable for indirect costs as well as the PILOT.
- We have received \$31,900 in room tax revenue through December.

Revenues that are tracking below last year's revenues:

- Tax Liens are down about \$177,000 from this time last year. We have not received as many tax title redemptions through December as prior and we had \$31,000 in foreclosure money last year as well.
 - Motor Vehicle Excise payments are down \$55,000 (15%). This could be due to the timing of payments and commitments.
 - Penalties & Interest are down just under \$40,000 about 32% from this time last year mainly in tax lien interest as noted above.
 - Interest Income is down \$166,000 from this time last year. The total interest income for the year should still be well above our estimate, although we will keep monitoring this as rates have come down some and various capital monies have been spent.
-

**List of Departments Exceeding 50.0% of Budget
Listing as of 12/31/2 5:**

Department	Type	% Spent	Notes
<i>General Government:</i>			
Selectboard	Other Expenses	66.8%	Dues and Subscriptions; postage
IT Department	Other Expenses	70.6%	Software Maintenance; supplies
<i>Public Safety:</i>			
Police Dept.	Other Expenses	52.9%	Annual Contracts; supplies; Maint.
Weights & Measures	Other Expenses	92.0%	Payment made for the year
<i>DPW:</i>			
Snow & Ice	Personal Services	180.0%	Bal 2/2/26 (\$16,871)
(as of 2/2/26)	Other Expenses	228.0%	Bal 2/2/26 (\$103,728)
<i>Libraries & Culture:</i>			
Library	Other Expenses	53.1%	Network Services
<i>Unclassified/ Misc:</i>			
Employee Benefits	Retirement Contrib.	100.0%	Timing of payments - paid up front
	Unemployment	68.3%	unemployment claims
	Health Insurance	54.0% *	Timing of payments - (Should have turnback)
Other Misc.	Liability Insurance	86.5%	Payment at start of year;

Summary as of 12/31/25

	FY26 Budget	FY26 Actuals Through 12/31/25	% of Budget
<i>Revenues</i>			
Landfill			
Charges for Services/ Misc.	\$ 1,538,407	\$ 1,522,636	99.0%
Investment Income	<u>\$ 25,000</u>	<u>\$ 21,140</u>	<u>84.6%</u>
Total	<u>\$ 1,563,407</u>	<u>\$ 1,543,776</u>	<u>98.7%</u>
Waste Water Treatment			
Charges for Services/ Misc.	\$ 3,000,491	\$ 2,158,480	71.9%
Investment Income	<u>\$ 50,000</u>	<u>\$ 96,241</u>	<u>192.5%</u>
Total	<u>\$ 3,050,491</u>	<u>\$ 2,254,721</u>	<u>73.9%</u>
Ledges Golf Course			
Charges for Services/ Misc.	\$ 1,274,409	\$ 813,208	63.8%
Food & Beveridge	<u>\$ 350,000</u>	<u>\$ 206,559</u>	<u>59.0%</u>
Total	<u>\$ 1,624,409</u>	<u>\$ 1,019,767</u>	<u>62.8%</u>
Total	\$ 6,238,307	\$ 4,818,264	77.2%
	FY26 Budget	FY26 Actuals Through 12/31/25	% of Budget
<i>Expenditures</i>			
Landfill	\$ 1,391,851	\$ 557,798	40.1%
Waste Water Treatment	\$ 1,892,415	\$ 794,565	42.0%
Ledges Golf Course	\$ 1,624,409	\$ 651,654	40.1%
Total	\$ 4,908,675	\$ 2,004,017	40.8%

-
- Overall, revenues from the Landfill Enterprise Fund are tracking lower than last year at this time but within estimates. This is due to the expected decrease in Pay as You Throw revenues. Rubbish fees are up approximately \$150,000 due to the increase in rubbish rates. Interest income is down about \$30,000 from this time last year.
 - Revenues from the WWTP Enterprise Fund are up roughly \$185,000 from last year. This is due to the sewer rate increase. Interest Income is slightly down from last year but currently exceeding the estimate.
 - Golf Course revenues (non-food & beverage) are tracking about \$41,000 or 5% higher than last year. This is basically in greens fees and carts as well as an increase in season passes of \$13,500. Food and beverage is down approximately \$13,000 from this time last year.
Note: Our estimate for the fiscal year is also up \$31,000 or about 2% as well.

Expenses:

<u>Department</u>	<u>Type</u>	<u>% Spent</u>	<u>Notes</u>
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Fwd: DCR Notice of Proposed Acquisition of Land, South Hadley, 301 CMR 51.00; #P-001110

Lisa Wong <lwong@southhadleyma.gov>

Tue, Feb 3, 2026 at 1:40 PM

To: Kristin Maher <kmaher@southhadleyma.gov>, Sarah Gmeiner <sgmeiner@southhadleyma.gov>

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

From: **Ross, Louis (DCR)** <Louis.Ross@mass.gov>

Date: Tue, Feb 3, 2026 at 11:33 AM

Subject: DCR Notice of Proposed Acquisition of Land, South Hadley, 301 CMR 51.00; #P-001110

To: jcyr@southhadleyma.gov <jcyr@southhadleyma.gov>, ncasolari@southhadleyma.gov <ncasolari@southhadleyma.gov>, cconstant@southhadleyma.gov <cconstant@southhadleyma.gov>, amiles@southhadleyma.gov <amiles@southhadleyma.gov>, rsweeney@southhadleyma.gov <rsweeney@southhadleyma.gov>

CC: LWong@southhadleyma.gov <LWong@southhadleyma.gov>, Amaral, Kendra (DCR) <Kendra.Amaral@mass.gov>, Rossi, Nick F (DCR) <Nick.F.Rossi@mass.gov>

Dear Members of the Selectboard:

This email serves as a notice to you as required by 301 CMR 51.00. **Please reply to this email with the information requested below.**

The Commonwealth of Massachusetts, acting through its Department of Conservation and Recreation ("DCR"), is considering acquiring approximately 40.7 acres of forestland in the Town of South Hadley ("Town"), located at Mount Holyoke and adjacent to the Joseph Allen Skinner State Park or other interests in such land. The property is currently primarily undeveloped wooded uplands. The proposed use for the property will be protected conservation and recreational purposes with public access. Attached is a locus map marked "Exhibit A," which shows the property that DCR is interested in acquiring.

The applicable regulations require the disclosure of the Commonwealth's reasons for the proposed land acquisition at a public hearing held in the Town where such real property is located. To comply with this requirement, we request that the Selectboard ("Board") announce at its next regularly scheduled meeting that the Commonwealth is considering this acquisition for the above-stated purposes. The Board does not need to take any vote or other formal action with respect to the announcement. Please document the announcement in the Board's meeting minutes and in a reply email to me by copying and pasting into the reply email the statement in the box below, filled out appropriately with the name of the Board member documenting the announcement and the date of the Board's meeting at which the announcement was made:

Certificate of Announcement pursuant to 301 CMR 51.07(2)
DCR #P-001110, Town of South Hadley

I, _____, of the Selectboard of the Town of South Hadley, Massachusetts, do hereby certify that on _____, 2026, it was announced at a public meeting of the Selectboard:

The Department of Conservation and Recreation may acquire the property located in the Town of South Hadley as shown on the locus map marked as "Exhibit A" or other interest therein for conservation and/or recreation purposes.

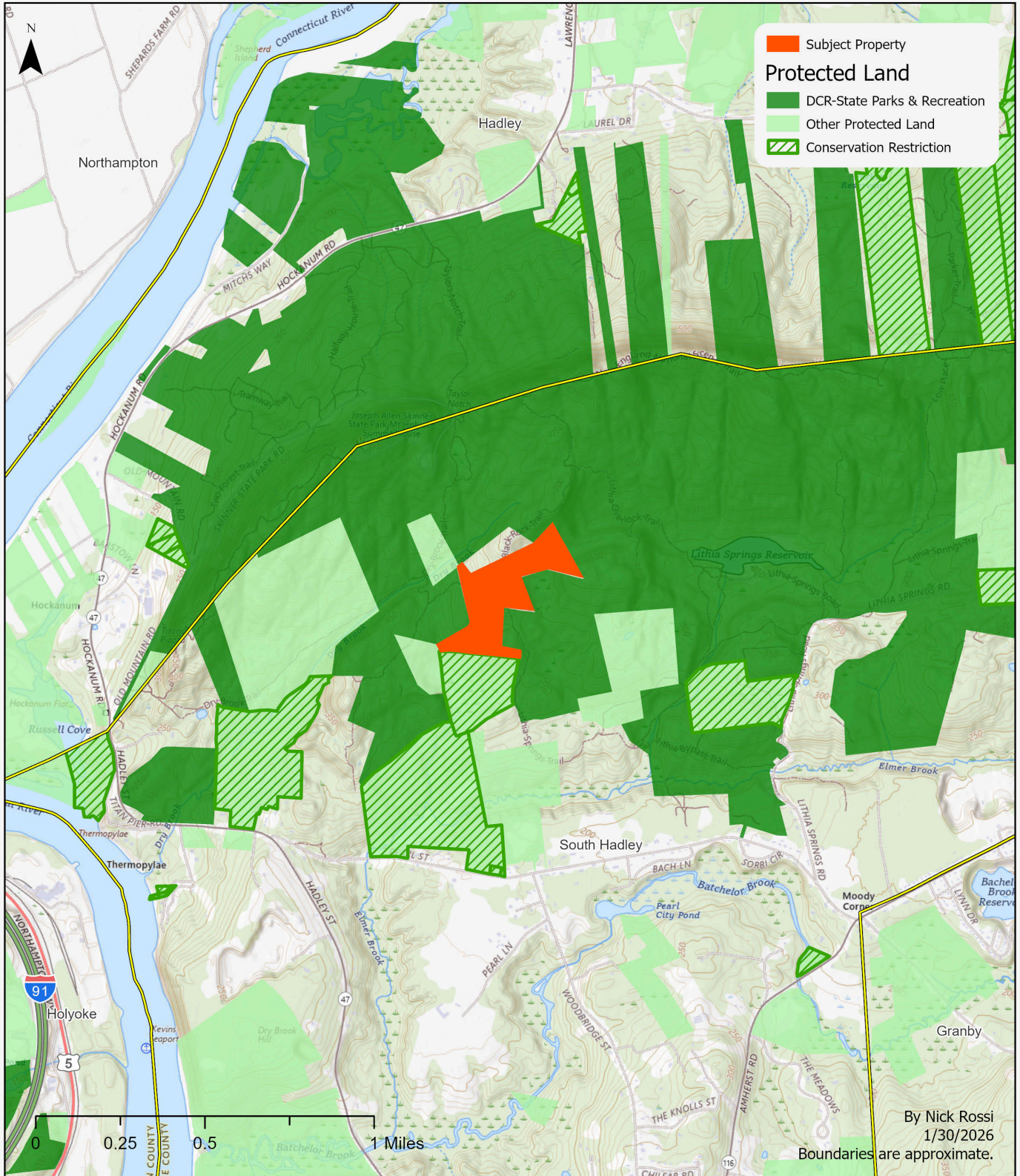
Should you have any questions regarding this matter, kindly contact Kendra Amaral, DCR Deputy Commission of Policy and Public Affairs at Kendra.Amaral@mass.gov. For your information, DCR has sent a similar notice to State Senator Jacob Oliveira, State Representative Homar Gomez, and the Pioneer Valley Planning Commission. Thank you for your attention to this matter.

Very truly yours,
Lou Ross

Lou Ross, Assistant General Counsel
Department of Conservation and Recreation
[10 Park Plaza, Suite 6620](#)
[Boston, MA 02116](#)

Please consider the environment before printing this e-mail.

Exhibit A



TO: Selectboard
FROM: Traffic Review Committee
DATE: January 2026
RE: Traffic Review Committee - 2025 Annual Report

Background

The Traffic Review Committee meets monthly to discuss requests and issues related to traffic safety, signage, streetlights, and other related matters. This calendar year (CY) 2025 report provides updates and recommendations on the Committee's activities.

General Updates

- **Crash Data**

The Committee reviewed year-over-year crash data (CY24 vs. CY25) to identify trends and potential areas for intervention. SHPD data indicates total crashes overall in Town decreased in CY25 to 320, down from 359 in CY24. Calls for service related to crashes that involved property damage decreased from 259 in CY24 to 299 in CY25, and calls for services related to crashes resulting in injury remained relatively steady in CY25 (61) compared to CY24 (60). These year over year trends appear to mirror statewide data for the same period. In 2025, Massachusetts recorded 5.8% fewer total crashes, and fewer fatal motor vehicle crashes statewide, with 342 in 2025 compared to 364 in 2024. Local public safety data including traffic is reported on the town website.

- **Policy**

- **Traffic Calming Policy**

In January 2025, the Traffic Calming Policy was adopted by the Selectboard and the Traffic Review Committee has received traffic calming request forms from some residents as a result. The policy has enabled consistent review of traffic calming requests, supported the use of traffic studies and public input, and strengthened coordination among the Committee, Department of Public Works, Police Department, and Town Administration. As a result, the Town now has a clear framework for evaluating safety concerns, prioritizing locations based on risk and community impact, and advancing feasible traffic calming solutions within available funding.

- **Adoption of MGL c90 s17c**

In May 2025 Town Meeting adopted M.G.L. c. 90, §17C, establishing a 25 mph statutory speed limit in thickly settled residential areas and business districts to strengthen roadway and traffic safety. In response to rising crash trends, the policy sets a safer default speed on unposted roads and improves safety for drivers, pedestrians, and cyclists. Implementation included a coordinated public education effort through press releases, social media, local media coverage, [public service announcements](#), and updates to the Town website, along with the installation of gateway signage at town entrances by the Department of Public Works. Police enforcement has been implemented as appropriate, reinforcing consistent speed expectations and aligning South Hadley with neighboring communities and the Town's broader traffic safety and traffic calming initiatives.

- **School Zone**

In 2025, the Selectboard approved the establishment of a school zone along Newton Street/Route 116 and Lincoln Avenue to improve safety for students, pedestrians, and

drivers near South Hadley High School. The action followed documented speeding concerns, community complaints, traffic volume and speed data, and sustained enforcement and outreach efforts by the South Hadley Police Department, which showed that speeds decreased only when officers were present. The adopted school zone provides a consistent, clearly defined traffic calming measure that complements recent roadway improvements, supports safer student access and egress, and reinforces appropriate driving behavior in a high-use school corridor.

Construction/Paving Projects

- **Paving**
 - **Completed in 2025:**
 - 2025 Cracksealing: Skyline Drive, Valleyview Drive, Pheasant Run, Whitebrook Lane, Dover Road, Frederick Place, Normandy Road, Viviani Street, Lincoln Avenue, Church Street, Rt. 47 (patches and seams), Willimansett Street (portion by Chicopee), Lathrop Street (by Mulligan Dr.), Pearl Street, Doanne Terrace, Ashton Lane, Blueberry Bend and Mary Lyon Drive.
 - 2025 Paving: Bach Lane (Town portion only), Meadow Lane, School Street, Woodlawn Street, Cordes Court (Town portion only), Cross Street, Greenacre Lane, Spring Meadows (portion), Sunrise Circle, New Ludlow Road, Silver Street, Easy Street, Edison Drive (portion), Greenwood Lane, Collegeview Heights, Fulton Street, Fairlawn Street, Linda Street, Rt. 33 (Rt 202 to Chicopee line).
 - **On-going/Planned:**
 - Planning for 2026 sidewalk installation/improvement projects: in progress.
 - 20265 road paving projects: in progress.
- **Other Projects**
 - Completed in 2025
 - Center/Warner Graves: C.D.B.G.: Infrastructure (storm drainage, water main), paving, and sidewalk improvements: 75% completed.
 - Pearl Street: culvert and water main replacement project: completed.
 - Rt. 33/Willimansett Street: MassDOT Municipal Paving Program: MassDOT will fund, procure, and provide project administration for paving and structure improvements on Rt. 33 from Old Lyman Road to the state road junction near Hollywood Street: completed.
 - Rapid Flashing Beacons: The Town secured a MassDOT grant to install rapid flashing beacons (RRFBs) at four high-priority crosswalks: Morgan Street at Mosier Street, Mosier Street between the Mosier and Middle Schools, Main Street at Pleasant Street, and Brainard Street at Lyman Street. Following grant execution in July 2024, the Department of Public Works coordinated delivery, ADA ramp improvements, and installation. These RRFBs were installed by December 2025, with final components scheduled for completion in early 2026, significantly improving pedestrian visibility and safety at these locations through state-funded infrastructure investment.
 - On-going/Planned
 - Main Street - TIP Improvements: MassDOT has completed a 25% design review on the reconstruction of Main Street from the Chicopee line to the library. A utility walk-through was held in late December 2025 with Town, SHELD and

MassDOT District 2. These utility conflicts were resolved, and approved by MassDOT. The design will move to a Design Public Hearing for resident input in Spring 2026, allowing for 75% design plan completion in late 2026, and keeping the project on track for 90% design completion later in the year, and expected advertisement for construction bidding January 2028 (currently updated by PVPC).

- Lighting and Crosswalks - Rt 116 (College St): Throughout 2025, the Traffic and Review Committee coordinated with Mount Holyoke College and SHELd to address pedestrian safety and lighting along Route 116 (College Street). A SHELd lighting assessment recommended replacing 86 fixtures with LED lighting, relocating six fixtures, and installing ten new lights, at an estimated cost of approximately \$287,600, with phased implementation anticipated to begin in Q2 2026 as funding allows. In the interim, immediate crosswalk repairs and line striping was completed by DPW within available budget, and discussions regarding potential cost-sharing with Mount Holyoke College and expediting project phases will continue as additional design and cost information becomes available.
- Electronic Speed Boards: The Town applied for a MassDOT grant in December 2025 for two permanent and one trailer-mounted speed boards and hopes to hear back soon. These boards display drivers' speeds in real time, helping to slow traffic in targeted areas such as school zones and residential neighborhoods. They also collect speed and volume data to support enforcement efforts and are a key tool to inform future traffic safety planning.

Traffic Reports and Issues

The Committee reviews concerns from residents regarding speeding, traffic volume, and compliance with driving laws. Each matter is evaluated using available data (speed boards, UrbanSDK software, citations, crash history, and operational knowledge), and responses are prioritized based on location, severity, and available resources. Since adoption of the Traffic Calming Policy which included implementation of a formal Traffic Calming Request process, more significant or potentially costly interventions have been routed through that structured review, which includes submission of form with required neighborhood input and signatures to assess broader impacts. Routine concerns continue to be addressed through regular TRC meetings and interventions applied as appropriate. The summary below highlights selected issues and actions and is not intended to be an exhaustive list of all concerns received or operational responses undertaken.

Lincoln Ave (Q4 2024)

- **Issue:** Speeding, distracted driving, unsafe drop-off patterns. Traffic Calming Form submitted by residents Q1 2025.
- **Update (2026-01-15):**
 - Q4 2024: initial reports led to SRO messaging to students; communication to local business; enforcement.
 - Q1 2025: residents submitted a traffic calming request that led to the creation of a posted school zone along Newton Street/Route 116 and Lincoln Avenue, with installation of crosswalks, double yellow lines, and appropriate signage.

- Q4 2025: temporary cones were placed on Lincoln to evaluate effectiveness of narrowing the road on speed and driver behavior.
- Following completion of the initial improvements, speed data and enforcement activity indicate a reduction in vehicle speeds. Some residents have continued to request additional measures, which the TRC has evaluated: the request for speed humps or speed bumps entails significant costs to install and maintain, would establish a new precedent as they are not currently used elsewhere in Town, and must be weighed against broader infrastructure needs. The TRC plans to monitor conditions and data from UrbanSDK over the winter, exploring potential next steps, and other cost effective, data-driven neighborhood traffic calming measures such as additional stop signage at Lincoln and Broad Street, road dieting approaches such as stop signs, grants for speed boards, installation of sidewalks, and continued education and enforcement.
- **For Board consideration:** The Traffic Review Committee welcomes Selectboard feedback on its current approach to addressing ongoing neighborhood concerns through monitoring, enforcement, and incremental traffic calming tools, rather than advancing permanent measures such as speed humps at this time.

College St/Hadley St/Town Common (initiated Q3 2025)

- **Issue:** Resident reports speeding & pedestrian safety in village center.
- **Update (2025-09-25):** Police pulled records, which indicate in 1-year period, 32 enforcement calls; DPW conducted line painting in August 2025 for enhanced visibility of correct turning lanes and traffic patterns. Monitor for improvements.

Park St @ Everett Rd (MHC) (Q4 2024)

- **Issue:** New crosswalk request from student
- **Update (2025-12-01):** TRC reviewed, significant cost to install desired enhancement, already existing crosswalks nearby (approx 200ft) at Gateway Rd, available for pedestrian safety.

Morgan St/Park St/Mosier St (Q2 2024)

- **Issue:** Longstanding reports of safety concerns at the intersection. Full Traffic Study by consultant conducted in Q4 of 2024 concluded that the intersection does not meet traffic threshold for 4-way stop, recommendations made on enhanced signage to improve safety.
- **Updates:**
 - 02/2025: Signage per Traffic Study installed by DPW
 - 07/2025: DPW pursued and was awarded a grant from MassDOT for solar-powered, actuated, Rectangular Rapid Flashing Beacon (RRFB) with actuated Crosswalk Lighting, to be installed at the intersection. Waiting on delivery and installation, expected Q4 of 2025.
 - Future considerations: sidewalks on Park St from Equestrian Center to Morgan under review for consideration when funding is available.

Mosier St (Q3 2025)

- **Issue:** School drop-off/pick-up creating illegal parking; request for “No Parking.”
- **Update (2025-10-01):** Police evaluated; DPW installed new signage; resident appreciative.

Lyman St/Brainerd (Q4 2025)

- **Issue:** Bus stop safety; blind corner; crosswalk visibility; winter sidewalk conditions.
- **Update:** Under review; Town reaching out to School Department to see if bus stop can be relocated, RRFB being installed at intersection to help with overall pedestrian safety.

Lathrop Street (Q4 2025)

- **Issue:** Speed/volume affecting driveway access and pedestrian safety.
- **Update (2025-10-16):** Police collecting data via temp speed boards and UrbanSDK (avg ~36 mph). Planned sidewalk installation in Spring 2026, painted white gutter lines to enhance pedestrian safety and narrow road to deter speeding; continue enforcement; monitor after completion of sidewalks for improvement.

Old Lyman Road (initiated Q3 2024 - reopened Q4 2025)

- **Issue:** In Q3 of 2024 resident reports speeding, truck traffic, pedestrian safety, concern for business development and increase in truck traffic; request for sidewalks. Following initial complaint, TRC reviewed, determined the area is zoned for industrial/business, truck traffic allowed, noted any future significant development may trigger site plan review and traffic impacts would be reviewed as applicable. DPW conducted outreach to neighborhood businesses in Q4 of 2024 suggesting different routes. Sidewalks would be a significant expense. Traffic Calming Form sent to a resident in Q1 2025, nothing received to-date.
- **Update (Q3 2025):** The resident reached out again with a report of similar issues. TRC reviewed, sidewalks still a significant expense, area is zoned for industrial. Other traffic calming measures considered: DPW will add white-painted gutter lines once paving is completed.

Hollywood St (initiated Q2 2025)

- **Issue:** Reports of speeding near Rt 33 and Hillside.
- **Update (2025-09-01):** UrbanSDK data indicates avg speed of 24mph (25mph limit). Monitor. Traffic Calming Form provided to resident, no receipt to-date.

Rt 202 & 33 (Q4 2024)

- **Issue:** Visibility of “No Turn on Red” signage at intersection.
- **Update (2025-05-01):** DPW contacted MassDOT to have the sign replaced/moved; better visibility; enhancements made by MassDOT; enforcement continues. Completed by MassDOT.

Rt 202 – East Street Signal (Q3 2025)

- **Issue:** Request to study appropriateness of new traffic signal.
- **Update (2025-10-16):** PVPC conducting traffic counts. Waiting on results, evaluating next steps with the Planning Department.

Laurie Ave (initiated Q4 2024)

- **Issue:** Concerns were raised by residents regarding excessive speeding and cut-through traffic on Laurie Street.
- **Update:** Speed board and UrbanSDK data reviewed, indicates 85% of drivers traveling around 30 mph in a 30 mph zone, however significant volume. Townwide thickly settled speed limit

reduced to 25mph in May 2025, affecting Laurie Ave. The TRC met w/resident and explored other traffic calming measures, including line striping, installation of islands, new stop signs, temporary stanchions, portable speed boards, and coordination with DPW to mitigate detour traffic from nearby road work. Most recommended improvements were completed by September 2025, with temporary stanchions removed for winter maintenance. A permanent speed sign was installed in December 2025, and the Police Department has conducted multiple follow-ups with residents asking for feedback following interventions put in place. Ongoing monitoring is planned to evaluate traffic patterns and speeds, with enforcement identified as a key tool moving forward.

Ludlow Rd (Q3 2025)

- **Issue:** Sight distance problems, resident reports concerns pulling in and out of driveway
- **Update (2025-07-01):** DPW Installed “Blind Driveway” signage; adjacent property trimmed brush to improve visibility; Speedboard installed on Ludlow Rd to enhance driver speed awareness.

Bolton St (initiated Q2 2025)

- **Issue:** reports of speeding, “race track” conditions.
- **Update (2025-10-16):** DPW installed signage and line painting at curve earlier in year, will continue reviewing for additional line-painting from Bolton → Spring St; consider sidewalk in last 250’, adding gutter lines, narrowing roadway to reduce speeding .

Pleasant at Main St (Q4 2025)

- **Issue:** Traffic speed, pedestrian safety near Beechgrounds crosswalk.
- **Update (2025-10-16):** Resident was informed that lines/x-walks will be painted soon, RRFB to be installed once received before January ‘26 on Main St. T.I.P. project will have additional traffic calming measures. Completed by DPW: Fall 2025.

Upper North Main St (initiated Q3 2025)

- **Issue:** Sidewalk request due to speeding & pedestrian safety.
- **Update (2025-09-01):** Posted limit 25mph, UrbanSDK indicates avg speed 27mph. Complex and costly installation of sidewalks, easement constraints; DPW responded and Traffic Calming Form provided to resident, no receipt to-date.

Lower North Main St (Q4 2025)

- **Issue:** Speeding coming off rotary
- **Update (2025-10-16):** Data does not show significant speeding (85th percentile is 30mph and under; posted 25mph). Police made note of the area to monitor in traffic enforcement efforts.

Taylor St at Canal St (Q2 2025)

- **Issue:** Parking too close to traffic island; request for “No Parking Here to Corner.”
- **Update (2025-09-01):** Closed; DPW installed sign.

MEMO

To: Selectboard
From: Town Administrator Lisa Wong
Re: PILOT program
Date: 2/12/26

What is a tax exempt property?

There are numerous categories of exempt real and personal property. Exemptions are usually dependent on ownership or property use. In some cases, the property may be exempt from property taxes, but taxed in some other manner.

What is a PILOT:

A Pilot Program tax, more commonly known as a PILOT (Payment in Lieu of Taxes), is a payment made by tax-exempt organizations—such as non-profits, hospitals, universities, or developers—to local governments to help cover the costs of municipal services like police, fire, and infrastructure. These voluntary or negotiated payments compensate for lost property tax revenue.

Policies

1. Some PILOTS work with direct negotiations, so there might be an agreement based on historical giving, capacity, or other unique circumstances.
2. Some PILOTS are based on an across the board policy.
 - a. Holyoke adopted a city wide policy in 2025 effective July 1, 2025 to ask for contributions of 15% or 25% of the full tax amount that would be owed if the properties were not tax exempt.
www.holyoke.org/holyoke-launches-pilot-program-to-sustain-public-services-and-community-growth/
 - b. Northampton's program
:www.northamptonma.gov/2361/Northampton-PILOT-Program
 - c. Longmeadow - Baypath suspended payments of around \$50k in FY26 due to financial reasons.

Impact

There are 29 entities identified not including governmental entities, South Hadley Electric Light Department or Holyoke Gas and Electric. SHEL D provides an annual PILOT payment of \$220k per year, recently increased from \$180k per year. HG&E provides a PILOT of \$55k per year that has not increased since 2004 and cannot be changed without legislation.

There is some work trying to increase the payments received for State Owned Land. The town received \$50k for FY26. Further information about reform regarding State Owned Land - www.mma.org/commission-created-to-ensure-geographic-fairness-in-pilot-program/

Per 2025 data, tax exempt property for the 29 entities total \$240m in property value and would bring in \$3.35m if these properties were taxable. If 100% of the properties voluntarily adhered to the policy similar to Holyoke, this would yield \$800k annually. See the table below

Owner's Name	15%/ *25%
ALL SAINTS CHURCH	\$ 948.89
ALL SAINTS PARISH	\$ 5,342.53
AMHERST COLLEGE TRUSTEES OF	\$ 36.28
ASAMBLEA DE IGLESIAS CRISTIANAS INC	\$ 1,253.38
BERKSHIRE HILLS MUSIC ACADEMY INC	\$ 5,490.58
CENTER FOR HUMAN DEVELOPMENT INC	\$ 8,103.02
CHRIST LIFE FELLOWSHIP INC	\$ 3,245.53
CIL REALTY OF MASSACHUSETTS INC	\$ 5,623.94
CONGREGATIONAL CHURCH	\$ 2,878.13
DEVELOPMENT OF HUMAN	\$ 475.81
EV LUTHERAN CHURCH	\$ 1,674.45
EVERGREEN CEMETERY ASSOC	\$ 373.90

FRIENDS OF THE PIONEER	\$ 14,571.21
GAYLORD MEMORIAL	\$ 1,105.33
HAMPSHIRE CHRISTIAN ACADEMY IN	\$ 1,406.46
JOSHUA GENERATION FELLOWSHIP	\$ 1,538.57
METHODIST CHURCH	\$ 1,563.73
MORNING STAR CHURCH INC	\$ 1,847.04
MT HOLYOKE COLLEGE*	\$ 697,510.78
MT HOLYOKE MASONIC	\$ 1,084.57
PARTYKA FAMILY REAL	\$ 87.03
PROPRIETORS OF	\$ 256.04
PYNCHON NOMINEE TRUST	\$ 17.82
PYNCHON NOMINEE TRUST	\$ 22.23
ROMAN CATHOLIC BISHOP OF SPFLD*	\$ 28,515.36
SECOND BAPTIST	\$ 5,629.61
SORDILLO, WILLIAM J	\$ 317.70
WESTERN MASS GIRL SCOUTS	\$ 2,347.38
	\$ 793,524.80

MEMO

To: Selectboard
From: Town Administrator Lisa Wong
Re: DLS Request
Date: 2/13//26

Background

As part of the Budget Task Force report, there was a recommendation to have ongoing operational audits. There was also a recommendation to hire a Finance Director.

Parallel, the various departments that comprise Finance and Administration are and will be going through changes in the next year to five years, including retirements. This provides an opportunity to evaluate the structure of Town Administration, including Human Resources, and the three financial departments - Accounting, Assessing and Treasurer/Collector. The town needs to assess efficiency and also recommended services levels, as well as how we would structure the department if the town will need to reduce staff. For example, it is unlikely the full time clerk in the Treasurer/Collector department will be fully replaced, and the clerk in the Assessor office had been reduced many years ago. The town would also like to review the role of the Appropriations Committee and whether a Finance Committee is needed instead.

The Financial Management Resource Bureau (FMRB) has been working closely with municipalities across the Commonwealth for more than 30 years to enhance financial management practices. In every engagement, our team assesses the community's goals, challenges, and constraints to deliver practical advice to improve operations. Please note that FMRB project requests may only be made on behalf of the community's executive body/officer (i.e., selectboard, mayor).

More information including past reports:

www.mass.gov/financial-management-resource-bureau

Recommendation

The Selectboard vote to allow the town to submit a request for a review.

MEMO

To: Selectboard
From: TA Lisa Wong, ATA/HR Chuck Romboletti, Treasurer/Collector Donna Whiteley
Re: Municipal Health Insurance - Monthly Update (January 2026)
Date: February 12, 2026

Hampshire County Group Insurance Trust (HCGIT) Updates:

- Interim management consultant for the HCGIT, the Hilb Group held a webinar for IAC member units on Monday, February 9, 2026 to provide education and Assist members in navigating the bargaining process for negotiating plan design changes if any should be voted, and provide Massachusetts market trends relevant to FY27 for municipalities. Presentations and recordings of this webinar can be found here:
 - [HILB Health Insurance Outlook Assessment 12-15-2025](#)
 - [HILB Webinar 2/9/2026: View Recording](#)
 - [HILB Webinar 2/9/2026: Slide Presentation](#)
 - [HILB Webinar 2/9/2026: Q & A](#)
- Upcoming Meetings: HCGIT Executive Committee meeting scheduled prior to next IAC meeting on 2/5. IAC meeting on 2/25 to vote on medical RFP results, review pharmacy marketing recommendations, and vote on FY27 rates and contribution exhibits.
- Past IAC Meeting (1/21/26): Preliminary FY27 increase estimated at ~16% with plan design changes (e.g., modest deductible and/or co-pay adjustments; would require union MOAs). Without design changes, projected increase could exceed 20%. Estimates include 1.3% impact from known departures from the trust and ~5% to rebuild reserves. Final numbers pending Rx RFP results.
- Market Check: The Town is working with a consultant to obtain updated quotes; awaiting refreshed claims data from HCGIT (expected by end of Feb). Consultant turnaround estimated at 3–4 weeks. Will also compare with MIIA. (MIIA recently announced an average 8.3% increase across members, ranging 2–14% based on claims experience.)
- Opt-Out Program: 8 participants; estimated annualized *net* savings of ~\$91,000.
- Communications: Health insurance news and updates section added to [HR website](#).

Western Massachusetts Health Insurance Survey – Initial Findings and Analysis

The Town spearheaded a working group of municipal officials from across Western Massachusetts to explore budget pressures related to rising health insurance costs. The group developed and distributed a survey to municipalities and public organizations to gauge the impact of health insurance on their operating budgets. The survey was open for about 1 month and a summary of results were presented at a [Western Massachusetts Municipal Roundtable](#) discussion on 2/6/25. The presentation of survey results [can be found here](#).

Budget

FY27 Preview

Town Administrator Presentation
2/17/2026

Feb 25 - Special Town Meeting

March 3 Selectboard - Budget Public
Hearing

March 11 School Comm - Budget Public
Hearing

March 17 Selectboard - Budget Vote

March 25 School Comm - Budget Vote

March 28 - Community meeting

April 14 - Annual Town Election

____ May 13 - Annual Town Meeting

Important Financial Information

Town Website

- Budget books (FY09 to current)
- Budget Task Force - final report and documentation, survey
- Proposition 2 ½ page (*new*) under Government tab
- Selectboard presentations
- Western Mass Roundtable (under Projects)

School Website (Resources)

- Past budget summaries and FY26 Budget
- Nov 6, 2025 PP - current and projected staffing needs
- Jan 21, 2026 FY27 Budget Projection
- Jan 21, 2026 Extracurricular presentation

FY2027 Operating Budget - Deficit

Income = \$950k - \$1.35m

Taxation \$850k

New Growth \$100k

Local Receipts \$400k

- Working on fee analysis
- Interest rates reductions will reduce revenue

State Aid -\$6k

- \$367k increase in net assessments
- \$361k increase in net state aid

Expense - \$4.5m needed, \$1.4m funded

Health Insurance - \$2.4m above FY26 approved at annual town meeting

Schools - \$1.7m needed to offset grant loss and fully fund services at FY26 level. Only increase by \$223k

Town - \$300-400k needed to maintain FY26 services. Decrease by \$1m

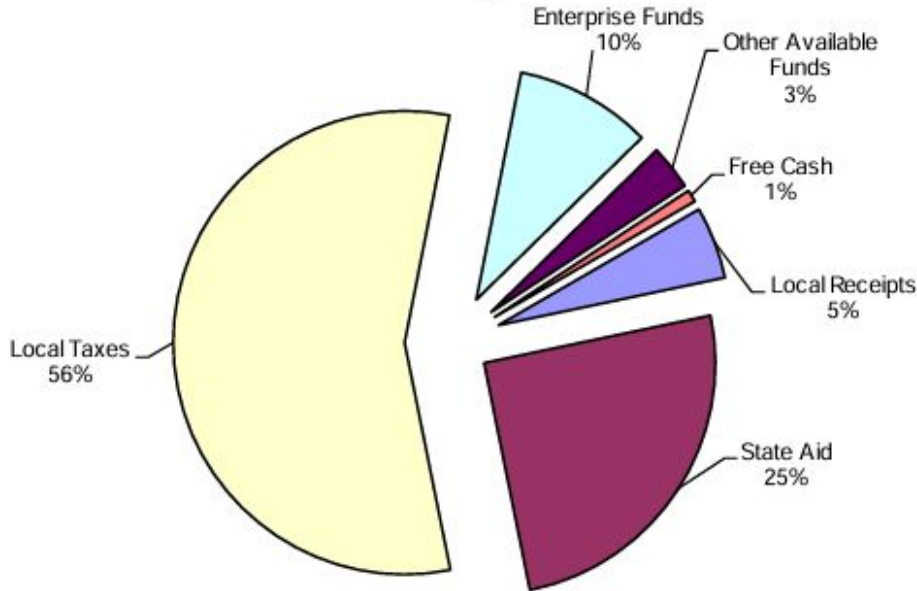
OPEB - decrease funding by \$200k

Future Deficits:

\$1m in FY28, \$2.2m in FY29, \$4m in FY30 and \$6m in FY31

Revenue Deep Dive - Local Taxes

Where the Money Comes From



FY26: \$34.1m taxes + \$1m debt exclusion

Local Taxes as % of budget vs state aid:

FY26: 56% of budget (state aid 25%)

FY24: 56% of budget (state aid 26%)

FY22: 58% of budget (state aid 24%)

FY19: 58% of budget (state aid 25%)

FY17: 55% of budget (state aid 27%)

FY14: 52% of budget (state aid 28%)

FY12: 51% of budget (state aid 30%)

FY09: 47% of budget (state aid 32%)

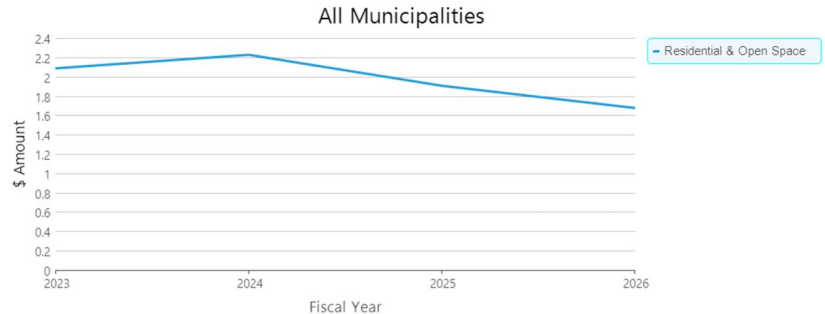
Revenue Deep Dive - New Growth

Fiscal Year	New Growth
2017 (\$ 385,621)	2018 (\$ 354,594)
2019 (\$ 235,218)	2020 (\$ 271,245)
2021 (\$ 267,458)	2022 (\$ 245,034)
2023 (\$ 256,077)	2024 (\$ 490,540)
2025 (\$ 195,993)	2026 (\$ 139,997)

10 year average (\$ 284,178)

2027 Projection \$100,000 - \$150,000
Downward trend statewide

South Hadley is fairly built out compared to surrounding communities. Some recent zoning changes will yield positive but relatively small \$ results and needs support from proactive economic development and incentives.



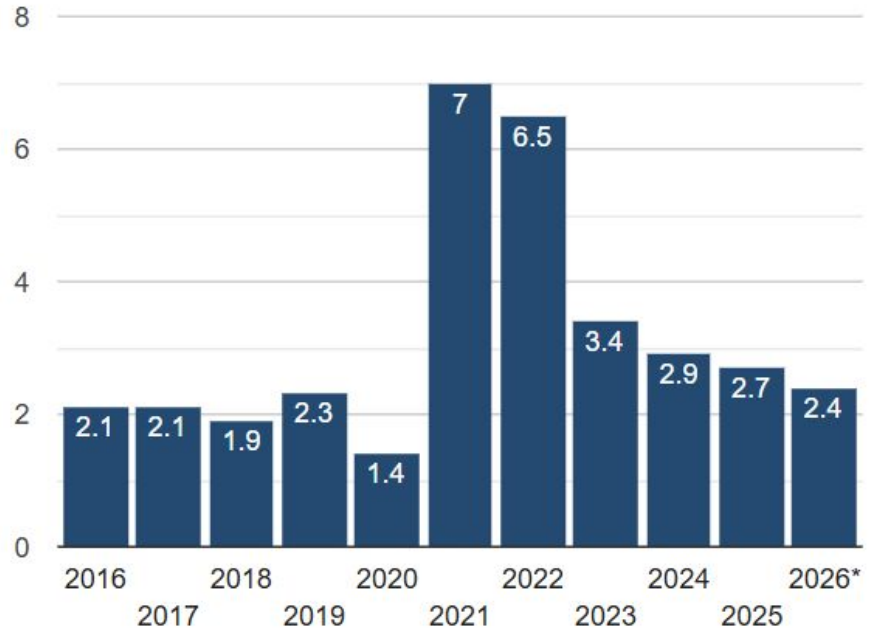
Revenue Deep Dive - State Aid

Net State Aid

FY12	-2.13%	FY20	1.60%
FY13	-0.17%	FY21	1.60%
FY14	-0.60%	FY22	0.73%
FY15	-0.84%	FY23	12.6%
FY16	-1.24%	FY24	7.56%
FY17	1.15%	FY25	1.10%
FY18	3.63%	FY26	-0.41%
FY19	0.82%	FY27	-0.20%

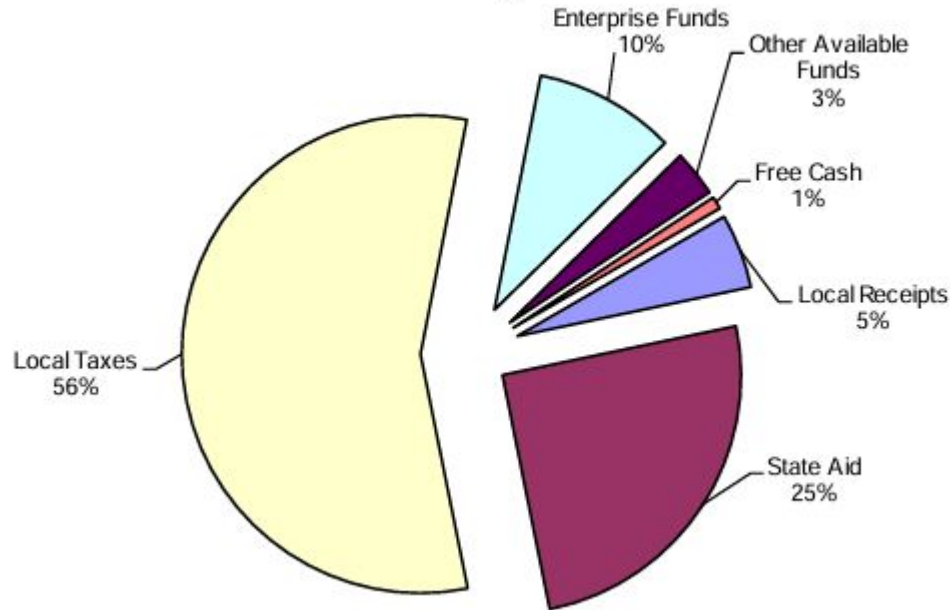
FY16-26: 3.4% ave inflation v. 2.6% ave aid (\$1m higher if inflation, \$4m higher if kept pace since FY06)

Chart: United States Annual Inflation Rates (2016 to 2026)



Revenue Deep Dive - Local Receipts

Where the Money Comes From



LOCAL RECEIPTS

Add \$400k in FY27, \$100k/year after

Fee analysis in progress

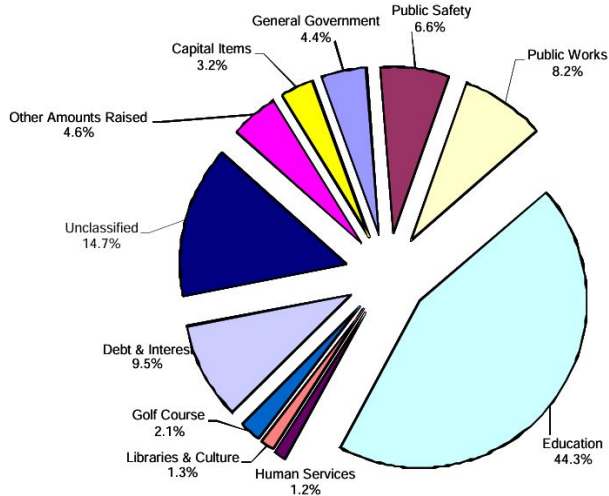
Interest rates - will have a negative impact when rates decrease

Conservative approach - often used to fund capital, snow and ice, other unexpected expenses

Expense Deep Dive ~ 2.7% increase FY09-FY26

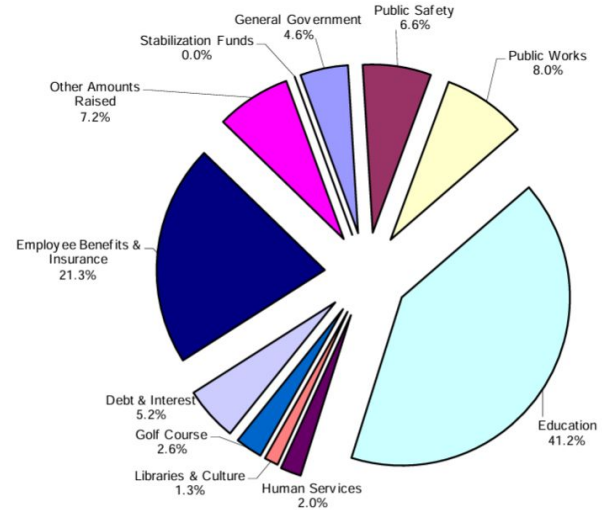
TOTAL SELECTBOARD RECOMMENDED BUDGET
\$42,352,965
 For Fiscal Year June 30, 2009

Where the Money Goes



TOTAL RECOMMENDED BUDGET
\$62,568,383
 For Fiscal Year June 30, 2026

Where the Money Goes



Expense Deep Dive - EB Health Insurance

FY	Expended	HCGIT Rate Incr.
FY16	\$3.6m	
FY17	\$4m	
FY18	\$4.2m	
FY19	\$4.4m	
FY20	\$4.4m	
FY21	\$4.3m	0%
FY22	\$4.2m	-2%
FY23	\$4.25m	0%
FY24	\$4.6m	6%
FY25	\$5.3m	8%
FY26	\$7m	40%
FY27	\$8.6m	16%
FY28	\$9.9m	15%

Controlling Expenses

- Legislation/Advocacy
- Improve employee health & wellness
- Evaluation of purchasing options (MIIA, GIC, Self Insured)
- Changes in contribution/Splits (subject to negotiation)
 - - 2% shift = \$228k (342/plan)
 - - 5% shift = \$571k (856/plan)
- Incentive programs - \$58k net savings from opt-out

Cost Projections:

FY16 - \$3.6m

FY2027 Operating Budget - Potential Impacts

Projected School Impacts (cut \$1.5m)

- All Sports
- All Afterschool Activities
- Music and Middle and High School
- 3 Admin Positions
- 15 Student Facing Positions
- K-1 Class Sizes of 25 students per class
- 2-4 Class Sizes of 27-30 students per class
- 5-12 Class Sizes of 30+ students per class

Projected Town Impacts (cut \$1m)

- Library - close Gaylord, lose ability to borrow statewide
- Senior Center & Town Hall - reduce staff and partial closures
- Reduce health & safety inspections
- Police - reduce supervisor, patrol, SRO
- Public Works - reduce staff, maintenance, close spray parks
- Reduce OPEB payments

** After cuts: Projecting \$1m deficit in FY29, \$2.5m deficit in FY30 and \$4.6m deficit in FY31*

Expense Deep Dive - Education

<p>No override/3m override</p> <p>FY27 = \$26m with 1.5% increase/year FY27 = \$26.5 with 2% increase/year</p> <ul style="list-style-type: none"> • All Sports • All Afterschool Activities • Music Middle and High School • 3 Admin Positions • 15 Student Facing Positions • K-1 Class Sizes of 25 students per class • 2-4 Class Sizes of 27-30 students per class • 5-12 Class Sizes of 30+ students per class 	<p>\$6m Override Cuts</p> <p>FY27 = \$27m, 2.5% increase/yr</p> <ul style="list-style-type: none"> • All Sports • All Afterschool Activities • Music Middle and High School • 2 Admin Positions • 10 Student Facing Positions • K-1 Class Sizes of 20-22 students per class • 2-4 Class Sizes of 22-25 students per class • 5-12 Class Sizes of 25-30 students per class 	<p>\$9m Override</p> <p>FY27 = \$27.5m with 3% increase/year</p> <ul style="list-style-type: none"> • Close to Level Budget for 4-5 years • Increase some fees <hr/> <p>\$11m Override</p> <p>FY27 = \$27.5m with 4% increase/year</p> <ul style="list-style-type: none"> • Level Budget for 5 years
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Expense Deep Dive - Town

FY2027 No Override - Town Department Cuts

	<u>\$ Cut</u>	<u>% Cut</u>	<u>Notes</u>
Administration	10k	3.8%	Salary reduction
Treasurer/Collector	40k	16%	Eliminate Clerk
Human Resources	25k	13.6%	Cut Training/prof development
Clerk	25k	13.6%	Cut support staff, expenses
Planning/Conservation	29k	10.7%	Cut consultant line item
Police	250k	6.8%	Cut dispatch, officer
Inspections	60k	23.8%	Eliminate Clerk, Local Building inspector
Public Works	240k	14.3%	Staff cuts, maintenance cuts
Health	25k	8%	Reduce inspections
Human Services	123k	12.9%	Staff & service reductions
Library	139k	15.26	Staff & service reductions

No major changes to Assessor, IT, Facilities and Legal. Accounting - review Finance Director position
Other cuts include 200k to OPEB (not \$500k), 10k from Land Fund (now 15k)

FY2026 v FY2027 No Override

	FY2026	No Override	\$ Change	% Change
Town	10.85m	9.9m	-1m	-9%
Schools	25.77m	26m	228k	0.9%

\$11 million override

FY27 \$11m Override/Level Fund v. No Override

	Level Fund/11m	No Override	Cut	% Cut
Town	10.9m	9.9m	1m	9%
Schools	27.5m	26m	1.5m	5.5%

FY27 \$11m Override/Level Fund v FY26

	Level Fund/11m	FY2026	\$ Increase	% Increase
Town	10.9m	10.85m	131k	1.2%
Schools	27.5m	25.77m	1.73m	6.71%

Expense - Town Personnel 10 year Expended

<u>DEPT (FY26 staffing)</u>	<u>FY16</u>	<u>FY25</u>	<u>Annual Average Δ</u>
Admin / Finance (13)	934,039	1,184,978	2.69%
Building/Planning (5.5)	279,147	439,533	4.79%
Human Services (10)	387,541	555,022	4.32%
Library (10)	419,259	564,476	3.46%
Public Health (4.5)	143,956	220,291	5.3%
Public Safety (37)	2,437,249	3,306,478	3.57%
Public Works (15)	839,552	903,827	0.77%

Expense - Town Personnel staffing changes

	<u>FY17</u>	<u>FY26</u>	<u>FY27 Proposed</u>	
Admin/HR	6	5.4	6 (clerical pool)	0%
Assessor	3	2	2	-33%
Collector/Treasurer	3	3	2	-33%
Inspections	2FT, 3PT	2FT, 2 PT	1FT, 2 PT	-42%
Library	10.75 FTE	10.36 FTE	9 FTE	-16%
Human Services	9	10 (12 in FY24)	9	0%
Public Health	3	4	3	0%
Public Safety	37	37	29	-21%
Public Works	19	15	13	-31%

Override - Town Personnel impacts

	<u>FY26</u>	<u>\$3m</u>	<u>\$6m</u>	<u>\$9m</u>
Admin/HR	5.4	5	5.4	5.4
Collector/Treasurer	3	2	2.5	3
Inspections	2FT, 2PT	1FT, 2PT	1FT,3PT	2FT, 2PT
Library	13	13 (reduce hours)	13	13
Human Services	10 (12 in FY24)	9	10	10
Public Health	4	3	3.5	4.5 (add nurse)
Public Safety	37	29	30	31
Public Works	15	13	14	15

Override - Town Operations impacts (part 1)

	<u>No Override</u>	<u>\$3m Override</u>	<u>\$6-9m Override</u>
Human Services	Cut 35K Veteran support Reduce Programming Center closure (2 days) Staff layoffs	Cut 25k Veteran support Reduce Programming Center closure (1 day) Staff hours reduced	No cuts Maintain programs Limited reduction Staff hours reduced
Library	Close Gaylord Main library hours reduced Decertification in 1 year Lose interlibrary loans Lose \$60K state aid	Close Gaylord Main library hours reduced Delay decertification by 1-2 years Staff hours/services reduced Lose aid & interlibrary loans	Gaylord open Minimal impacts Maintain 3-4 years Minimal impact Maintain aid/ILL
Town Hall	Reduce hours Support staff layoffs	Reduce hours Support staff reductions	No reduction Minimal reductions

Override - Town Operations impacts (part 2)

	<u>No Override</u>	<u>\$3m Override</u>	<u>\$6-9m Override</u>
Building/Health Inspections	Cut Health inspector Cut Local inspector Cut Building clerk Cut Health clerk	Cut Health inspector Cut Local inspector Cut Building clerk Cut Health clerk	No cuts Cut Local inspector One clerk for both depts
Public Safety	Reduce officers by 2 Move to regional dispatch Reduce 1 School Resource	Reduce officers by 2 Move to regional dispatch Reduce 1 School Resource	No cuts Move to regional dispatch Maintain 2 SROs
Public Works	Close spray parks Highway/parks reduction \$110k maintenance cut	Close spray parks Highway/parks reduction \$75k maintenance cut	Reduce spray park hours No reductions \$25-50k maintenance cut

Taxpayer Impacts

Override Impact -							
based on the most recent home values and represents the impact of the override only, not any changes to individual assessment changes or annual the 2.5% increase allowed under Proposition 2 1/2							
		\$11 million	\$11 million	\$9 million	\$9 million	\$6 million	\$6 million
Assessed Value	Current Estimated Tax Bill	Proposed Estimated Tax Bill	Estimated Tax Bill Impact	Proposed Estimated Tax Bill	Estimated Tax Bill Impact	Proposed Estimated Tax Bill	Estimated Tax Bill Impact
250,000	3,380.00	4,438	1,058	4,245	865	3,958	578
350,000	4732	6,213	1,481	5,943	1,211	5,541	809
450,000	6,084.00	7,988	1,904	7,641	1,557	7,124	1,040
550,000	7,436.00	9,763	2,327	9,339	1,903	8,707	1,271
650,000	8,788.00	11,538	2,750	11,037	2,249	10,290	1,502
750,000	10,140.00	13,313	3,173	12,735	2,595	11,873	1,733
850,000	11,492.00	15,088	3,596	14,433	2,941	13,456	1,964
950,000	12,844.00	16,863	4,019	16,131	3,287	15,039	2,195
1,050,000	14,196.00	18,638	4,442	17,829	3,633	16,622	2,426
1,150,000	15,548.00	20,413	4,865	19,527	3,979	18,205	2,657
1,250,000	16,900.00	22,188	5,288	21,225	4,325	19,788	2,888
1,350,000	18,252.00	23,963	5,711	22,923	4,671	21,371	3,119
1,450,000	19,604.00	25,738	6,134	24,621	5,017	22,954	3,350
Ave Single Family Home Impact \$417,106		TOTAL raised over 5 years	1,764	TOTAL raised over 4 years	1,443	TOTAL raised over 3 years	964
		Estimated FY27 impact	481	Estimated FY27 impact	401	Estimated FY27 impact	321
		Estimated FY28 impact	962	Estimated FY28 impact	802	Estimated FY28 impact	642
		Estimated FY29 impact	1,283	Estimated FY29 impact	1,122	Estimated FY29 impact	964
		Estimated FY30 impact	1,604	Estimated FY30 impact	1,443		
		Estimated FY31 impact	1,764				

Towards a Balanced Budget

IMPLEMENTED

- Human Services Dept - sustain services with \$86k payroll reduction from FY24 to FY26.
- Move \$90k annual payroll in Treasurer and Building to grant ending December 2026
- Green Communities designation
- Eliminate 1.5% PBE raises
- Insurance Opt-Out program

EVALUATING

- Benchmarking local fees
- Move to regional dispatching
- Volunteer PILOT program
- Health Care - plan design
- New growth and redevelopment
- Impact of loss of grants, state and federal funding sources
- Needs assessment
- Further reorganization

Trash & Recycling - no rate increase for FY27, need to raise ~\$350k for capital/equipment within 5 years = \$50 increase at once or \$10 increase in FY28

FY2026 Performance Based Evaluation - Objectives for Town Administrator

OG #1: Communication

Interpersonal, Community and Customer relations

1. Public Engagement: Develop and enhance public forums to discuss key municipal issues, such as the budget, town operations, projects and initiatives.
2. Operations: Revamp online permitting tools and provide clear how-to and instructions on common town operations.
3. Marketing: Enhance Town's reputation and assets.

OG #2: Belonging

Diversity, Equity and Inclusion

1. Human Rights Commission: Support work including developing priorities and creating an educational/action strategy.
2. Underserved Populations: Enhance understanding of issues facing underserved populations. Seek and implement initiatives to address disparities.
3. Personnel: Support diversity in the workplace.

OG #3: Commitment

Planning, Policy and Action

1. Public Health and Safety: Identify, prioritize and address issues
2. Town/School Partnership: Build strong partnership for the delivery of services, budgeting and operations.
3. Public Works Projects: Implement major projects and ensure adequate resources for ongoing maintenance.

OG #4: Innovation

Ideas, Improvements, Initiative

1. Sustainability/Climate Change: Energy efficiency and community wide efforts.
2. Economic Development: Implement various plans and enhance redevelopment efforts. Apply for grants, create plans, work with businesses.
3. Operations: Increase efficiency and transparency with new processes, technology.

OG #5: Proficiency

Management and Fiscal Responsibility

1. Workforce: Successful recruitment and retention.
2. Finances: Maintain healthy reserve fund balances and review the financial policies for any updates needed to ensure continued fiscal health
3. Capital and Maintenance: Create a robust 5 year capital plan, work on mid and long term project funding options.

Town Administrator's Monthly Report February 2026

Administration, Finance and Operations

- **Administration:**

- **Budget/Town Meeting:** Special Town meeting to discuss the budget/override on February 25, 2026. Warrant information: www.southhadley.org/1480/2025-to-2026
- **State/Federal news:** The Governor's budget provides a net reduction of ~\$6k to the town in FY27 compared to FY26. The House Ways and Means are now developing their budget. <https://malegislature.gov/Budget/FY2027/HouseWaysMeansBudget>
- **Elementary School Building Project:** The committee voted to recommend Option 5 - a 1 to 5 grade on the existing site.
www.southhadleyschools.org/our-schools/south-hadley-elementary-building-project/home
- **Budget Task Force:** Information including the final report and supporting documents are on the website: www.southhadley.org/1504/Budget-Task-Force
- **Needs Assessment:** The town is seeking volunteers to be part of the Needs Assessment advisory committee. Contact Selectboard@southhadleyma.gov for info. Project is 100% grant funded
- **Municipal Roundtable:** The town hosted a regional budget summit earlier this month. Video and presentations will be posted:
www.southhadley.org/1527/Western-Mass-Roundtable
- **MMA:** The Town Administrator has been newly appointed to the MMA's Fiscal Policy Committee and reappointed to the Women Leading Government Committee.

- **Accounting:**

- The department has prepared the December quarterly report.
- The department is updating the annual financial disclosure report.
- The department continues to work with the Budget Task Force and on the various budget information.

- **Assessor:**

- Continued work with residents and property owners to understand both the valuation (assessment) process as well as the related taxes and budget processes.
- Starting review of fiscal 2026 real estate abatement requests.
- Motor vehicle Excise - commitment 6 for 2025 was processed with an issuance date of February 9.

- Working with business folks on filing their fiscal 2027 Form of List (mailed 1/1 due 3/1).
- Closed out Fiscal 2026 database information. Worked with CAMA vendor on a few software patches.
- Working on calendar year 2025 parcel splits and combinations for vendor to update property maps for fiscal 2027.
- Continued work with IT on correcting the bridge between Vision (real estate data) and Open Gov (permitting software).
- Starting to review building permits from July 2025 forward for fiscal 2027 processing.
- Training office support staff provided through Administration.
- Participation in educational opportunities regarding laws and software processes.
- Department staff continue on working to restore, replace, update and streamline digital data and processes.
- **Cable:**
 - Completed Capital Project for three new Mac Studios and installed at SHCTV.
 - Completed Budget Task Force PSAs and shared as a Showcase.
 - Continued Municipal Meeting coverage along with special Public Hearings and Listening Sessions
 - Recorded Tour of Mosier Elementary for upcoming video
- **Collector/Treasurer**
 - 3rd Quarter Real Estate and Personal Property bills sent with a due date of 2/2/26.
 - FY26 Trash bills have seen an uptick in collections
 - Preparing FY25 data for auditors
 - Preparing to file annual Continuing Disclosure as required for debt service
- **IT:**
 - Work with vendors to update MAT report.
 - Continue Large Scale Event online application
 - Work on remote access
 - Replace Wireless Access Points at WPC.
 - Configure and install workstation at WPC for employee training.
 - Attend webinar and work with Town Clerk on ADA compliance platform.

Building and Zoning

- **Short Term Rental:** State has finally issued guidance related to short-term rentals. Training on 2/25 to be attended to ensure interpretations are well understood before moving forward with town properties. All newly registered properties which will need to comply immediately. We are investigating dozens of properties throughout the town to have visual confirmation of these properties in operation that are not in compliance with the local or state regulations. To date, no new properties have been registered with the town

- **Certificates on Inspection (3 families and above):** Fines continue to accrue for any property owner which received a second notice and has not respond within 30 days (about 20 properties currently.) We are over 75% of buildings in town now compliant (from just over 10% when we started) with nearly a dozen more working through final details.
- **Problem Properties:** All notices have been resent to properties with long-standing issues (unregistered vacancies, zoning/building code violations). Fines for several properties have been accruing daily.. All accrued fines will be added to quarterly tax bills going forward. List available to any/all parties interested.

Clerk

- **Nomination papers available until February 20th:** Nomination papers are now available for this year's Annual Town Election scheduled for April 14, 2026. The deadline to pick up nomination papers is Friday, February 20th. Visit southhadley.org/Elections for more information, including key dates in the election cycle and what positions are on the ballot.
- **Census- Still time to return your census:** Annual census forms were sent to every residence in South Hadley. Please contact our office with any questions. The office is currently updating thousands of returned census forms.
- **Vote by Mail Applications:** A vote by mail application was included in the census mailing. The application includes space for multiple voters from the same residence to complete the form. You can also apply online at: Voteinma.com
- **Dog Licenses:** Dog License renewal season is here and ends March 31, 2026. Dogs registered after March 31, 2026 are subject to a \$5.00 late fee. All dogs over 6 months old residing in the Town of South Hadley must be licensed annually. Owners who registered their dogs in 2025 and have an OpenGov account will receive email reminders to renew their license two more times before the renewal period ends. The annual census has a tear off paper application residents can also use to register their dogs. Residents can register their dog(s) online: <https://southhadley.ma.portal.opengov.com/categories/1084/record-types/6425>
- **Additional Liquor Licenses:** You can follow the progress of the Act submitted submitted by Representative Gómez here: malegislature.gov/Bills/194/HD5438
- **Massachusetts Town Clerk Association Conference (MTCA):** The Town Clerk attended a conference hosted by the Massachusetts Town Clerk's Association February 4th and 5th.

Department of Public Works

1. **Center/Warner/Graves Project:**All drainage, tree work, concrete sidewalks and granite curb completed. Spring 2026 road reconstruction and paving , loam and seed to complete project.

2. **Buttery Brook Park:** Project completed, except for pickleball court issue: engineering contract awarded to Levesque. Spring 2026 construction.
3. **Main Street TIP Project:** MassDOT approved all utility conflicts. Design Public Hearing date to be set late February after discussion with MassDOT. January 2028 bud date: PVPC.
4. **DPW:** Stanton Avenue drainage install; easement approved with MHC. Construction spring 2026.
5. **RT 33 paving:** Spring 2026, recessed markings and solar x-walk stanchion install, to complete project.
6. **Spring 2026 Ch. 90: Road Paving and Cracksealing Projects:** Prep work in progress for April/May projects to take place. Finalizing lists to budget funding.
7. **Main Street pump station permanent by-pass project:** Bypass work completed. Spring 2026 loam and seed to complete project.
8. **WWTP: CWMP:** Final Report presented to Selectboard, and filed with DEP. Next step, decide upgrade plan order, and choose a design engineer for phase 1 design work.
9. **WWTP:** Electric security gate completed.
10. **2025/26 Sidewalk Program:** new sidewalk installations: plans in progress for new installations on : Park Street, Brainerd Street, Hartford Street, Lathrop Street, bidding/oversight/construction as funding allows. DPW removal of existing sidewalks: Upper Prospect Street, Bombardier Street, Douglas Street, Berwyn Street, Camden Street during 2026.
11. **Rt. 116 brick sidewalk lighting upgrades:** In review with lighting consultant/engineers. Will provide a safer lighting.
12. **Winter: Snow and Ice:** The winter costs are trending above average, with numerous small storms, requiring salt/chemical treatments, and 6 plowing events requiring contractors for plowing events. Reduced public works staffing and hired contractor lack of interest has resulted in longer clearing times, and increased costs. Salt supplies have been a challenge, due to 8 years of minimal winter weather.
13. **Landfill:** Contracted services required for gas well repairs, and run-off swale repairs from heavy rain events: Spring 2026.
14. **RRFB Installs:** MassDOT grant: Spring St. at Main St.: Spring 2026; ADA ramps installed.

Emergency Management

- **Massachusetts Emergency Management Agency (MEMA):** To provide for future matriculation into senior emergency management positions, the South Hadley Emergency Management Director is working with MEMA to put together workshops that will focus on upskilling first responders.

- **Snowstorm** – Held virtual Emergency Operations communications with first responders/SHELD for the snowstorm.
- **Warming Shelters** - Times and Locations/Winter Storm Safety Guidance: Educational materials were sent out on shelter time and locations and on winter storm preparation for before, during and after.

Facilities

- **Ledges:** HVAC replacement and building envelope sealing is scheduled and awaiting equipment delivery
- **MS:** The elevator modernization project is still having supply chain issues but some work may occur during the February break. The building automation system replacement is underway.
- **PD:** Camera system is out for bid and bids due Feb. 19.
- **Capital Planning:** 5 year plan complete, Department Head continued February 3rd.

Human Services

- **Recreation:**
 - Pickleball bid has been released and is due February 5.
 - Working on the summer schedule now!
 - Spring registrations are open.
 - Buttery Brook Park pavilion and log cabin rentals are open.
 - The grand opening event for Buttery Brook Park will be Saturday, May 16.
- **Veterans:**
 - Recertification period for Veterans Chapter 115 cases.
 - Two veterans on Chapter 115 passed away mid January.
- **Council on Aging:**
 - Our new Food Service Coordinator, Harold Dixson, started Monday. We are so excited to have him join the COA team!
 - The Artist of the Month, Orlando Santos, has work on display now at the COA. Feel free to stop in and see the amazing pieces before they're gone.
 - The students from MacDuffie had their annual Chair Volleyball game against the COA's team of older adults. The students experienced another devastating loss and are looking forward to their next rematch! Next month, highschool Seniors will be completing interviews with COA members who want to participate. The interviews will focus on the individual's heritage and will be written up as a keepsake for the participants.
 - AARP tax appointments are now taking place at the COA. All appointments are full at all local sites.

Human Resources

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- **Welcome!** The Town is excited to welcome Harold Dixon to the Council on Aging team as Food Service Coordinator, who started on February 9, 2026. Harold comes to the Town with 20+ years of professional cooking and kitchen experience, and also social service experience at DMH and is a U.S. Army veteran.
- **Insurance/Benefits:** The Hampshire County Group Insurance Trust (HCGIT) is expected to set health insurance rates for FY27 (effective July 1, 2026) at the 2/25/26 IAC meeting. Once rates are finalized, updated rate charts and related information will be shared with employees and posted on the Human Resources page of the Town website. Employees with questions may contact GCongram@SouthHadleyMA.gov or HR@SouthHadleyMA.gov. The Town is also planning to host a virtual open enrollment fair this year, with a tentative timeframe in early April. The virtual format is expected to include brief, scheduled presentations from health insurance carriers, benefit vendors, and other partners. Presentations would be recorded and made available online to ensure broad and convenient access. Employees are encouraged to share suggestions as planning continues by contacting the Human Resources Department.
- The Town spearheaded a working group of municipal officials from across Western Massachusetts to explore budget pressures related to rising health insurance costs. The group developed and distributed a survey to municipalities and public organizations to gauge the impact of health insurance on their operating budgets. The survey was open for about 1 month and a summary of results were presented at a [Western Massachusetts Municipal Roundtable](#) discussion on 2/6/25. The presentation of survey results [can be found here](#).

Library

- **Children’s Programs:** The cold weather didn’t stop families from using the library last month. Almost 500 people attended Chess Club, Wildlife on Wheels, and weekly toddler and family programs.
- **Citizen’s Legislative Seminar:** Library Director Joe Rodio has been nominated by Senator Oliveira to represent his district at the 91st [Citizens’ Legislative Seminar](#) taking place in Boston from March 24-25.
- **Book Group Milestone:** The library’s *Between the Covers* romance book club recently marked its second anniversary of happy endings. This popular multi-generational group meets on the second Tuesday of each month.
- **Pajama Drive:** We're once again participating in the Boston Bruins PJ Drive to collect new pajamas for local children living in low-income and homeless situations. New PJs can be dropped off in the Children’s Room through March 15.

Planning and Conservation

- **Floodplain Bylaw Update:** The Town is required to update their Floodplain Bylaw. The Planning Board will begin work on this and attempt to get it to Town Meeting in May 2026.
- **Subdivision Regulations Update:** The Planning Board will finalize and adopt updates this winter.
- **Planning Board Permit Applications:** Current applications under review by the Planning Board may be viewed online: [Permit Applications | South Hadley, MA - Official Website](#)
- **Conservation Commission Permit Applications:** Current applications under review by the Conservation Commission may be viewed online here: [Project Plans | South Hadley, MA - Official Website](#)
- **Redevelopment Authority:** Applications are being accepted for the Falls Business Improvement Grants [Falls Business Improvement Grant | South Hadley, MA - Official Website](#)

Public Health

- **Agricultural Committee:** BOH member, Chuck Scott and Public Health Director have been a part of the Agricultural Committee.
- **Public Safety Committee:** Public Health Director participated in the Public Safety Committee meeting.
- **Problem Properties:** Public Health Director continues to participate in the monthly meetings.
- **Hampshire Public Health Preparedness Coalition:** There have been some changes in the coalition. MDPH has changed the requirements for the grant, which was previously administered by the Northampton Health Department - now administered by Franklin Regional County of Governments (**FRCOG**). Amherst Health Department is stepping up to oversee the coalition to finish out this grant round.
- **Harm Reduction, Impaired Driving and Medication Management Presentation:** March 18, from 1-2:30 pm along with TAPESTRY, we will have a presentation on harm reduction, impaired driving and medication management at the COA, featuring an engaging activity with goggles.
- **Town Hall Building:** “walk-thru” with Massachusetts Department of Public Health(MDPH)
- **Childhood Immunization Webinar:** Director participated in.
- **SHELD new building:** Participated in the pre-permitting meeting.
- **Kratom regulation:** regulation written, approved by the Board of Health (BOH) and sent to Town Counsel for any edits. **Town Counsel approved.**
- **NOISOME TRADE Regulation:** A noisome trade regulation was written and approved by the board of health and regulated under M.G.L. c. 111 s 143: the core law empowering local Boards of Health to control trades emitting noisome odors or harming health/property. **Town Counsel approved.**
- **NITROUS OXIDE Regulation:** A Nitrous Oxide Regulation was written and approved by the BOH. This regulation aims to reduce substance misuse, prevent associated health consequences, and support broader public health efforts in harm reduction. regulation

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written, approved by the BOH and sent to Town Counsel for any edits. **Town Counsel approved.**

- **Pilot Project:** The Health Department is continuing work with Abigail Jeyaraj, a recent Master of Public Health (MPH) graduate to address the chronic health issue of Asthma. We are working on a Pilot Project, creating a survey and providing air purifiers to a select group of families whose youth are affected by this chronic illness. Also, we are working together with Yale (air sensors), the Massachusetts Department of Public Health and Mount Holyoke College. We hope to develop community outreach programs, increase awareness about asthma triggers, and provide resources for better management.
- **BIOBOT:** Biobot wastewater testing started in November and will continue for a year for **High Risk Substances (HRS):** Cocaine, Fentanyl, Nicotine, Methamphetamine, Xylazine, Ketamine, Metedomidine, Alprazolam (Xanax)
Substance Use Disorder Treatment (SUD): Naloxone, Buprenorphine, Methadone
Opioids: Heroin, Morphine, Oxycodone, Acetyl fentanyl, Carfentanil, Codeine, Dihydrocodeine, Hydromorphone, Hydrocodone, Oxymorphone, Sufentanil, Tianeptine, Tramadol, Para-fluorofentanyl

OPIOID -

- **Report on Vape Detectors in South Hadley Schools** - Prepared brief report on the implementation and impact of Zeptive vape detectors in South Hadley Middle and High Schools, including data on student vaping behaviors from Prevention Needs Assessment Survey and trends in substance-use-related student disciplinary cases (provided by South Hadley High School).
- **SHPS Spring Health & Safety Events** - Preparing for outreach & education at School District Mental Health Committee film screening in March and SHHS Day of Safety in April. School partners have noted health topics to focus on, including social media use, self-harm, disordered eating, and specific substance use patterns, among others.
- **Harm Reduction 101 & Impaired Driving** - Facilitated by Tapestry Health and Public Health Department on Wednesday, March 18, 1-2:30pm at the Council on Aging. Will evaluate and plan to offer the program at other locations, too.
- **Regional Strategic Planning of Youth Health Priorities:** Attended Collaborative for Educational Services SPIFFY (Strategic Planning Initiative for Families and Youth) Full Coalition Meeting in January to review regional Prevention Needs Assessment data and coalition prevention priorities. Key opportunities for partnership in South Hadley particularly in the areas of prevention-focused parent/caregiver education, youth education, supporting policymakers with prevention-centered alcohol policy, and supporting youth leadership and health educators.

Public Safety

- **Activity:** In January, Police personnel conducted investigations for 44 incident reports that did not include criminal charges, and Dispatch personnel handled 1,666 calls for service. A detailed call summary can be [found here](#). Summary of reported incidents: Larceny or Fraud – 10 | Property Destruction (Felony) – 2 | Unattended Death – 4 | Welfare Check/Person at Risk/Involuntary Hospitalization – 6 | Burglary – 1 | Assault and Battery – 2 | Assault & Battery-Dangerous Weapon-- 1 | Motor Vehicle -Leaving Scene of

Crash – 1 | Civil Dispute-1 | Motor Vehicle Pursuits-- 1 | Other Civil Complaints-- 11 | Trespass with a Motor Vehicle-- 1 |

A total of 25 individuals were criminally charged during the month of January.

Summary of offenses charged: Abuse Prevention Order Violation –2 | Domestic Assault & Battery – 5 | Assault & Battery – 1 | | Assault & Battery-Strangulation-- 1 | Assault and Battery-Dangerous Weapon – 1 | Unarmed Robbery-- 1 | Motor Vehicle Registration and Licensing Offenses – 5 | Motor Vehicle, Leaving Scene of Crash-- 2| Operating Under the Influence – 2 | Negligent Operation of a Motor Vehicle-- 4 | Burglary – 1 | Malicious Damage to property- 3 | Obstruction of Justice-- 1 | Larceny under \$1200- 1 | Shoplifting-- 1 | Possession of Narcotics-- 2 | Warrant Arrests – 3 |

- **Recruitment/Community Engagement:** In January, the South Hadley Police Department welcomed student intern Jordan Wainwright. Jordan is a senior at American International College and has expressed a career interest in law enforcement following graduation this May. During the spring semester, Jordan will assist both Patrol and Administration with a variety of administrative projects. Questions regarding the internship program may be directed to [Lt. Mark Baran](#).
- **Training:** On January 28, 2026, all sworn members completed their annual Legal Update Training. Pursuant to Massachusetts General Law, all police officers are required to complete 40 hours of in-service training annually to maintain their certification with the Peace Officer Standards and Training (POST) Commission. The FY2026 In Service Training [Classes are available here](#). All in-service training topics and curricula are developed annually by the [Massachusetts Police Training Committee \(MPTC\)](#), a division of the Massachusetts Executive Office of Public Safety. Questions regarding SHPD training may be directed to [Sgt. Barry O'Connor](#).
- **Capital Projects:** On January 30, 2026, in coordination with Director of Facilities Scott Moore, Officer Anthony Chonmany and Sgt. Barry O'Connor assisted with a pre-bid walkthrough for the replacement of the Department's interior security camera system. The existing camera system, particularly within the holding facility, has proven unreliable and continues to operate on outdated analog technology. Security cameras within police departments are critical to ensuring accountability, transparency, and the safety of both personnel and the public. Questions regarding this project may be directed to [Officer Anthony Chonmany](#).
- **Winter Parking Ban:** The Police Department also appreciates residents' improved compliance with the Weather Parking Ban implemented by the Department of Public Works from January 25–27, 2026. Adherence to the ban is essential for DPW crews to efficiently and safely remove snow and maintain passable roadways. Time spent by police personnel enforcing the ban necessarily diverts resources from other police-related responsibilities.

- **Regional E911 Evaluation:** In January, Chief Gundersen, with Chief Stark/South Hadley Fire District 1 and Chief Moore/South Hadley Fire District 2, had several meetings to discuss the feasibility of South Hadley joining regional E911 Dispatch Center. These discussions began in late 2024 and are ongoing. Regional Dispatch Centers are becoming increasingly common. Communities are moving to regional or hosted 911 models for both financial and operational reasons. These models can be less expensive to operate and could provide improved dispatch services and greater depth of coverage.
- **Chief's Community Office Hours:** [Police Chief Jennifer Gundersen](#) will hold the following office hours for community members to stop by and share questions or suggestions:
 - February 19, 2026: 10:30 a.m.–12:00 p.m. – *Council on Aging*
 - February 24, 2026: 5:00 p.m to 6:30 p.m –*Library*
 - March 6, 2026: 10:30 p.m.-12:00 p.m. –*Council on Aging*