

Youth Commission Meeting - Adult Task Force
Thursday April 9th 7:00pm

1. Roll Call
2. Approval of Minutes
3. Old Business
 - a. Structure/By-Laws Overview
 - b. FestForward/FallsFest
4. New Business
 - a. Joint Meeting in May
5. Youth Update
 - a. Youth Leadership Trip to Boston ***Date Change***
 - b. Birthday Wishes
 - c. Global Youth Service Day
 - d. Flamingo Flocking
6. Adjournment

Next Meeting: Joint Meeting on Monday May 18th?

Youth Commission Mission Statement and Structure Recommendation Ad Hoc Committee
Meeting Minutes for: Thursday, August 19, 2010

Attendance:

Bruce MacCullagh: committee organizer, South Hadley select board member, parent
Bob Judge: South Hadley select board vice-chairman
David LaBrie: South Hadley police chief, parent
Jim Corey: member United Methodist Church: Eucmenical and Missions committee (South Hadley)

Sarah Etleman: chairwoman South Hadley Democratic Committee
Jon Kent: guest speaker: Transforming Community Violence Program
Melanie Demakis: South Hadley High School student organizer South Hadley Youth Commission

Nichola Castenay: So. Hadley High School student member of Dream Team
Anna Russell: So. Hadley High School student treasurer of Leo Club, St. Patrick's youth program

Lizzie Manard: So. Hadley High School student member of Dream Team and student council
Christie Reardon: So. Hadley resident, early interventionist, special education teacher

Carol Constant (chairwoman for this committee) and Carol Isakson were not able to attend this evening's meeting.

Topics Discussed

All attendees introduced themselves.

Jon Kent began discussion as a guest speaker. He talked about the Transforming Community Violence Program that is offered through the Orange District Court. Jon led the gathered group through a fairly simple exercise that the group in general found helpful. Bob Judge suggested that as the commission continues to meet other guest speakers may be invited. He asked Jon that if at some point the commissioners would like to ask him back for more information/training etc. would he be willing to do so. Jon replied that either he and/or other staff members are willing to be of help. A quote from an article by Jon Kent, "As part of an experimental program supported by the Probation Department of a Mass. District court (and Quabbin Mediation) we've had the experience of teaching non-violence to so called "bullies" for over five years. Our job is to facilitate the experience in the classroom of using empathy to see ourselves and each other as human beings, not as objects." Jon left the meeting at the close of his presentation.

The meeting then focused on the reporting of the youth who are helping to organize the new Youth Task Force as well as asking questions and making suggestions/recommendations to the youth. The youth members took turns reporting on various aspects of their recent meeting(s). They have developed a mission statement, which was read to the whole group. They will ask one or two high school teachers of their choosing, if these teachers would consider being a part of this newly formed group. They mentioned high school teachers Mr. Benoit and Mrs. Foley as

teachers they would like to ask. They are recommending big groups of youth to participate in projects/activities and a smaller group to do more intensive organization. They think a teen center would be a good idea: a place where teens can feel safe after school and have activities for teens. They are interested in including teens/youth who don't attend So. Hadley High School, and they also want to work to insure that all teen/youth who live in So. Hadley are included. The youth will present their plans for the hearing when they meet with us at the police station training room at 6:30 pm on Labor Day. They are looking at the afternoon of the 19th or 26th of September as possible dates for the meeting of town youth. Melanie suggested putting up posters around town or possibly a banner to help get the attention of youth. She also suggested creating a more youth friendly name for the task force as the group feels the name may be off putting for some youth. Attendees discussed ways that the adults can be helpful. Also discussed was that youth may need adult support to enlist youth/teens who have traditionally not felt as comfortable or as accepted to participate in this more novel group. Presently all of the members of the Youth Task Force are teens/youth who are already involved in activities. Melanie suggested that one avenue in the high school is for the high school advisors to suggest this to each individual student. The youth members are highly committed to involving everyone. Melanie also discussed that the youth members are interested in finding ways to revitalize the former canoe program offered through the So. Hadley Police Department. Chief LaBrie reports he is interested in talking more about this to the youth.

Bob Judge reported the following: [Last spring, representatives of Mount Holyoke College \(MHC\) contacted the Town of South Hadley and offered to help the town in light of the publicity about the suicide of a teenager at South Hadley High School.](#)

[Several meetings have been held between different combinations of MHC representatives, town representatives, and representatives of other entities to discuss how the College and other entities might help the South Hadley schools and the town. The College and the town have communicated about how one or more MHC student interns might in the fall semester help the schools and the now forming South Hadley Youth Commission and/or the ad hoc South Hadley Community Coalition to Prevent Suicide.](#)

[The College, the town, and a third party are also now discussing a plan for a fundraiser that will benefit South Hadley youth programs. I believe that an announcement about this may be ready in September. Bob Judge also talked about the 'Count Me In' group and a fund raising fair on Columbus Day.](#)

Jim Corey reported that the United Methodist Church in South Hadley Falls has had to discontinue their preschool program and they are looking at the space and what they can do to help the community which includes: South Hadley (particularly the Falls area) and Granby.

Christie Reardon discussed the relatively new Intensive Care Coordination services that can be available to children/youth and their families, when child/youth (0 to 21 yrs.) has a diagnosed mental health condition. She discussed how to refer to these programs and that these referrals are not a response to a crisis, but rather provide intensive support which can prevent crisis. The programs have a variety of components and families can choose which are best suited for their family situations. Presently these programs are available to Mass. Health recipients, but may in the future be available for those with private insurance.

Carol Isakson sent the following information via e-mail:

I looked into the Northampton Teen Commission website and thought it was a great model for South Hadley.

I also found that Community Action in Northampton and Greenfield has a Youth Program. They offer free support groups and opportunities for young people to take part in short term community programs and events. There programs are free and open to kids 9-21 in Hampshire and Franklin counties. They offer groups such as Youth Works - which is a skill building program and employment support program. Also, Generation Q which is a social and support group for gay, lesbian, bisexual, transgender, queer and questioning youth and their straight allies. It is open to kids 12-21. They also offer a program on building leadership skills called Shout Out.

I think that one way the group might develop as a support and social group is to take on volunteer activities together. I found that there is a web site affiliated with mass.gov, The Commonwealth has an initiative called Contact and Serve to increase volunteerism. Like the Northampton Teen Commission, the SH group could benefit volunteer experiences in their community. People can narrow down the possible opportunities by doing a full search by location, age of volunteer, etc. The possible opportunities for teens varied from being a swimming buddy for a special needs child to working with human rights groups.

Also, a local group called ACT Volunteer Center is located in Northampton/Greenfield. They have offerings for individuals or group for volunteer activities such as the Holyoke Tutor Mentoring Program, clearing walking trails in Easthampton or being a guest editor, blogger for the People's Campaign for the Constitution. The web site is actvolunteercenter.org.

In my research I saw a possible source of funding in the Community Foundation of Western Mass.

Bruce MacCullagh reported that since Carol Constant and Carol Isakson were not present that a new date and time for the next meeting would wait until the group knows what dates etc. will also work for them. **The Youth Task Force will present their plans for the hearing when they meet with us at the police station training room at 6:30 p.m. on Labor Day. The Youth Task Force is looking at the afternoon of Sept. 19th or the 26th as possible meeting dates for the town's youth. All youth are invited and a special invitation is extended to youth who do not necessarily attend South Hadley High School as well as youth who have not traditionally been involved in school town/activities so that the Youth Task Force can become fully inclusive.**

Meeting minutes respectfully submitted by:

Christie Reardon

**SELECTBOARD MEETING
TUESDAY, OCTOBER 5, 2010
SELECTBOARD MEETING ROOM – 7:00 P.M.
MINUTES**

Present were Members: John R. Hine, Chair; Robert G. Judge, Vice Chair, Francis J. DeToma, Clerk, Bruce S. MacCullagh and Marilyn G. Ishler; Town Administrator Paul Beecher.

Chair Hine opened the meeting at 7:03 p.m., noting that all members were present.

1. APPROVAL OF MINUTES

SB Member Ishler moved to approve the minutes of the Tuesday, September 21, 2010 Selectboard meeting. SB Member Judge seconded. The motion passed unanimously 5:0.

SB Member Ishler moved to approve the minutes of the September 30, 2010 Selectboard meeting at 11:30 a.m. SB Member Judge seconded. The motion passed 4:0 with one abstention (SB Member MacCullagh).

2. PAYMENT OF BILLS

SB Member DeToma moved that the town pay six warrants dated October 15, 2010 totaling \$677,280.73. SB Member Judge seconded. The motion passed unanimously 5:0.

3. ANNOUNCEMENTS

MENTAL HEALTH FIRST AID

The Town held two successful workshops in suicide prevention in September that were well attended and well-received by the 33 that attended, SB Member Judge reported. Based on this success, representatives of Baystate Health Network have offered to provide another workshop to residents and town employees: Mental Health First Aid. This 12-hour workshop can be offered several different ways. If the board agrees, he would like to move ahead with plans to hold this class, he advised. SB Member Ishler said it was a great idea and other members also indicated their approval.

SB Member DeToma made a pitch to active seniors in town to join fellow residents for an exercise class at the senior center on Dayton Street from 10 a.m. to 11 a.m. on Tuesdays and Thursdays.

SB Member MacCullagh noted that Board members received an e-mail from the South Hadley Music Parents Association asking town residents to vote for The Tiger Pride Marching Band in the **Power a Bright Future** contest sponsored by Clorox. Voting begins October 5th and individuals may vote once per day per e-mail address. The entry with the most votes will win for their school a \$20,000 to \$50,000 financial grant to be used for the purpose stated in the nomination. In the case of South Hadley, this is to replace band uniforms, he elaborated. SB Member MacCullagh gave the website for voting: <http://www.powerabrightfuture.com>, noting that the link was published in the Town Reminder. SB Member Ishler and SB Member DeToma said they voted this morning. The more people in town that participate, the better, SB Member Ishler commented.

And, with Columbus Day upon us, SB Member Ishler reminded folks having tag sales this weekend that permits are required and can be obtained from the Building Department in Town Hall. The Lions Club will have the Eyemobile for free eye screenings at the Town Common on Monday and 'Count Me In' will hold a fall festival at South Hadley High School from 9 a.m. to 3 p.m. on that day.

4. OPEN FORUM

Chair Hine asked if anyone would like to address the Selectboard. No one stepped forward.

5. CONSENT AGENDA

SB Member Ishler moved to approve the one item on the consent agenda: a one day beer and wine license for Mount Holyoke College for an event in Chapin Auditorium on Saturday, October 16, 2010 from 8 p.m. to 2 a.m. SB Member Judge seconded. The motion passed unanimously 5:0.

6. UPDATE ON SOUTH HADLEY YOUTH COMMISSION

Melanie Demakis said she and other ad hoc committee members had been working for the past couple of weeks to come up with a mission and purpose for the Youth Commission. They decided it would be made up of a youth task force contingent of 15 members and an adult contingent of seven members. She had actively been trying to recruit young people for members and seven people have told her they are interested, she reported.

Selectboard members received the most recent version of a document outlining the proposed structure of the task force, Chair Hine related. He would hope to see a long list of people who'd like to participate, he commented. He said he appreciated the work Ms. Demakis was doing to help make this happen.

7. ESTABLISHMENT OF YOUTH COMMISSION

Chair Hine recognized Carol Constant and Christie Reardon, members of the ad hoc Youth Committee. It wasn't just a question of Ms. Demakis' trying to arm-twist people into joining because she had been working with a good group of people, Mrs. Constant emphasized. The youth led a very good meeting a week ago Sunday and came up with some very good ideas, she shared. She thought there were a lot of people excited about participating, she concluded.

Chair Hine expressed his understanding that the intent of the draft proposal was to have the Selectboard set up the structure for the Youth Commission and then allow board members themselves to flesh out additional details.

SB Member Ishler moved to adopt the proposed structure of the South Hadley Youth Commission to be composed of seven adult members and 15 members aged 13-21. SB Member MacCullagh seconded.

SB Member MacCullagh expressed appreciation for all the people who had worked on this. The initial meeting and one at the end of September were all run by youth, he observed. Organizational meetings involved participation by a wide spectrum of people. **The motion passed unanimously 5:0.**

Chair Hine noted that, per the proposal, a Selectboard member is supposed to serve as a non-voting liaison to the commission. He asked for nominations of members to serve as this liaison.

SB Member Ishler nominated SB Member MacCullagh. There being no further nominations, SB Member DeToma moved to appoint SB Member MacCullagh. SB Member Judge seconded. The motion passed unanimously 5:0.

8. APPOINTMENTS TO YOUTH COMMISSION

Chair Hine announced their intention to appoint an initial set of members. He read the names of five people who had expressed interest in serving. Mr. Beecher suggested appointing them with staggered terms. At SB Member Ishler's request, Christie Reardon and Carol Isakson identified themselves from the audience.

SB Member Ishler moved to appoint Carol Constant, Carol Isakson and Christie Reardon to three-year terms ending June 30, 2013. SB Member Judge seconded. The motion passed unanimously 5:0.

SB Member Ishler moved to appoint Tanya Kopec and David Labrie to two-year terms on the South Hadley Youth Commission with terms ending June 30, 2012. SB Member Judge seconded. The motion passed unanimously 5:0.

9. E-BILLING

Tax Collector Deborah Baldini explained that legislation passed over the summer now allows cities and towns to do electronic billing. The Town's printing company is on top of this development and has associated itself with Invoice

Cloud, a company able to provide this service. The Tax Collector's office currently does on-line billing but with very limited services. If they go with the new company, there will be many more services available to residents.

Residents interested in receiving bills electronically will have to register for the service, she continued. The cost to the town of generating the bills will be 40 cents per bill as opposed to 55 cents for paper billing. Residents will be able to view their bills on line and also access their payment history. E-billing will be available for real estate, sewer, excise tax and trash bills, she related.

The only difference from the current system is that there will be a 40 cent charge to residents for every transaction, she elaborated. Bills will remain on-line for a longer period with current interest charges and fees shown. The system gives the option of paying by credit card although there is a 2.95% charge.

Members asked questions and offered comments. SB Member DeToma asked at what point the 40 cent charge is applied, and Mrs. Baldini said it's when residents actually make a payment on line. There is also a \$50 per month charge to the town for the service. Payments made will go directly to a lock box at Peoples Bank; the collector's office now uses Unibank. She thought it was a good option to offer taxpayers even with the 40 cent charge, Mrs. Baldini concluded.

Mrs. Baldini said she might be able to offset the \$50 monthly charge by a reduction in the cost of the lock box by going with Peoples Bank.

SB Member MacCullagh asked if he could obtain a receipt on line, and Mrs. Baldini confirmed that he could. The system will accept all major credit cards, including VISA, or taxpayers can debit a checking or savings account. Residents will also have the option of storing banking information on line which they can't do now.

Mrs. Baldini explained that the lock box is a deposit arrangement where payments go directly to the bank without coming through her office and are therefore posted the same day. Chair Hine summarized the program's costs and benefits as being the \$50 charge vs. the savings of .15 per bill.

He asked if she saw the service as having any impact on staff time. Mrs. Baldini said she now manually enters direct debits taking several hours but that this would be done by the service if accepted.

SB Member DeToma asked if she was responding to pressure from residents, and Mrs. Baldini said no, she doubted they were aware of the service. She just saw it as a savings in terms of postage and a way to make a lot of services available to residents on-line for which they currently have to call the office. The company will help promote its implementation, she noted.

SB Member MacCullagh said he knew someone that owed the town money, waited months and months to pay, then went on line only to discover he couldn't pay the late bill on-line. Chair Hine said he currently utilized on-line billing. He received his bill in the mail then went on line to pay. Now there's no fee, he pointed out. He asked if residents would be required to sign up for electronic billing?

No, they'll still have the option of receiving their bill in the mail and coming in to the office to pay, Mrs. Baldini confirmed. She estimated 10 to 15% of residents currently pay bills on line.

It seems like a 'win-win' situation, SB Member DeToma commented. Chair Hine asked Mrs. Baldini her time-frame for implementation, and she said it was pretty quick.

SB Member MacCullagh moved to allow e-billing and to authorize the town to enter into an agreement with Cloud Invoice. SB Member Ishler seconded. The motion passed unanimously.

10. COMMUNITY GARDEN

Larry Dubois of Gro South Hadley explained that they had a full garden this year with all 24 plots taken. After planting began, people expressed interest in additional plots. As a result of its popularity, they are asking for permission to expand the community garden into the field behind the garden. The field isn't presently being used and would provide space for an additional 20 plots. In conjunction with this, Gro South Hadley is also asking for permanency because they are trying to pursue grant funding and other avenues to get a more permanent water supply to the area. In order to do so, they have to offer assurances to funding sources that they have longevity to insure their money is put to good use.

Mr. Beecher said he would recommend that the board approve the expansion. As far as permanency, he said he wasn't sure that was 'in the cards.' But if the cost of water is amortized over time, if the use of the property were changed the Town would be able to reimburse community garden organizers for the unamortized portion, he informed Mr. Dubois.

Mr. Dubois asked about recreation plans for the property.

Mr. Beecher said he thought if there were any they would be a long time in coming.

SB Member Ishler asked if they could give them a guarantee of 10 years.

As the Selectboard, they could make the decision tonight that they support the continued use of the property as a community garden but couldn't bind future Selectboards, Chair Hine clarified. He said he thought tonight they could indicate their support for the community garden and for the ongoing use of the site for that purpose.

SB Member Ishler asked if Mr. Beecher could ask the town attorney if there were a way of giving the community garden a more tangible commitment. They sign contracts for staff that bind future boards; they also sign contracts for purchasing, she pointed out. She would like to see if there's a way the Selectboard could accommodate the request. She wanted to give them as much protection as possible because she thought it was a wonderful use. She commended the people who had worked so hard to keep it going.

Members asked questions and offered comments. SB Member DeToma asked Mr. Dubois to address the water supply issue. The only water now is a faucet in the field, he responded. When they need water they have to haul it from the field. They have set up some temporary tanks but it isn't an ideal solution. Organizers have been asked to try to establish a permanent water supply, he concluded.

In response to a question from Mr. Beecher, Mr. Dubois confirmed that the community garden is not incorporated. In that case, it would be difficult to execute a contract with the group, Mr. Beecher observed.

Chair Hine expressed the board's consensus that they support the additional use of the land and that they are behind this effort and hope it continues for years to come. He said he thought they could explore with Attorney Ryan what additional mechanism might be available for establishing a more permanent arrangement.

SB Member DeToma told Mr. Dubois that Water District 2 would be willing to help in any way it could. SB Member Ishler asked if the Selectboard agreed with the proposal to expand the garden by another 20 plots and to proceed to secure a permanent water supply, and members confirmed they did.

11. ENERGY AUDIT

Town Planner Richard Harris explained that the state has been encouraging communities to conserve energy and reduce CO2 emissions. One of the steps to accomplishing this is an energy audit. The Pioneer Valley Planning Commission (PVPC) issued a request for proposals and selected Beacon Integrated Solutions to serve as owner's agent for participating communities and Siemens Building Technologies Inc. to perform preliminary energy audits. He introduced Beth S. Greenblatt, Managing Director of Beacon Integrated Solutions and Jerry Drummond, Sales Team Leader of Siemens.

All procurement requirements have already been satisfied, and there is no reason to go out to bid for future work, Mr. Harris assured. The cost to the town at this point is zero. The state provided a grant which covers the cost of the owner's agent, so at this point they are getting essentially free input, he advised. Siemens has identified some potential savings that could help finance energy improvements over the next couple of years, he elaborated.

Mr. Harris cautioned members that when they looked at Town Hall, they would notice very little savings in it. If you have a building with poor lighting and heating, you will have very little energy savings. A preliminary energy audit has been performed on all the buildings in town, he confirmed.

Chair Hine confirmed Selectboard members had received the report. Town officials are now at the stage where they are contemplating participating in the next step, which would be a program designed to facilitate the recommended improvements. The program would be structured in such a way that energy savings realized through the proposed improvements would be used to pay over time for the cost of the upgrades, Chair Hine summarized. The preliminary energy audit identifies whether there is a potential project and the next step is an investment-grade energy audit to more specifically define the project. One of the reasons they are looking at this now is that they may need to go to Town Meeting in November to look for an appropriation for the 'break-up fee,' it was noted.

Ms. Greenblatt explained her company's role in the process. In 2009, her firm was engaged by PVPC to facilitate the process to select an energy services company to evaluate energy savings opportunities for communities served by PVPC. Siemens and two other firms submitted very comprehensive proposals, and the selection committee selected Siemens to provide services. Also, her firm was engaged to develop standardized contracts for use in this process. She put together a three-step process. The typical process for energy performance contracting is a two-step process: an investment-grade energy audit leading to full project implementation. In this instance, she determined a preliminary audit stage was critical for some of the smaller communities in the western part of the state. This step is necessary to determine whether it makes sense to go to the next stage which requires a financial commitment, she explained.

Mr. Harris applied for the grant and received an award. Her firm was hired to support nine communities. She is here to sit on their side of the table, work with the towns and help look at potential projects. She is here to support them with project administration and oversight with Siemens; review the findings of the preliminary audit, etc., she explained.

After being hired by PVPC, she in turn hired PVPC employee Catherine Ratte to work on South Hadley's project. If the Town moves forward to the investment-grade audit stage, she will review that audit and provide some further commercial contracting support. The contracts that have been developed are 60-page contracts with multiple attachments that have been customized for each community. She could also provide some project financing support.

Performance contracting is a 'different mousetrap' than what they're used to under Chapter 30B, the state procurement guidelines, she related. It is a 'design built' process, not a design/bid process, she elaborated. Performance contracting allows recipients to leverage operating budgets to invest in capital and involves re-using operating dollars in the form of a capital investment in renewable energy infrastructure. One principle followed is the concept of retiring infrastructure before it's on its last legs so it doesn't die in the middle of winter. This mechanism uses energy savings to pay for these improvements. The predicted energy savings are contractually guaranteed by Siemens. If they aren't realized, Siemens would be writing them a check. She confirmed that all procurement obligations have been satisfied. The process includes three phases: the discovery phase (they are in part one of that now); the construction phase and a performance phase, she concluded.

Mr. Beecher commented that he had had some personal experience with this process when he was in Dover. Once the contract is signed, if the Town doesn't realize the promised savings, the energy services company makes up the difference, he confirmed.

SB Member Ishler asked about Plains Elementary School, SHELD and the library, since library trustees have plans for a new building. Mr. Harris said these buildings were included in the preliminary energy audit.

If the Town proceeds to an investment-grade audit they will want as a community to decide whether they are anticipating Plains Elementary being used as a municipal building 20 years from now, Mr. Harris explained. If not; they will ask Siemens to look at five-year improvements. The same applies to the library and SHELD. At this point in time they are looking at everything but will scale back the scope of the project at the point of the investment-grade audit.

Mr. Drummond reviewed some of the key findings of the preliminary energy audit. Among other things, the proposed project would reduce emissions by 20%, one of the goals of the Green Communities Act. He referred to a chart showing energy conservation measures shown to pay for themselves which had been identified for each building. Performance contracting legislation has been around since 1984, he recounted.

The audit identified \$181,000 worth of savings on an annual basis, Mr. Drummond presented. The proposed performance contract would take those savings and funnel them into projects. The guarantee is real, and Siemens writes checks if Towns don't realize the promised savings he asserted. He pointed to Mr. Beecher as a living example of someone who had been a recipient of some of those checks.

Projects are traditionally funded by bonding or a municipal lease, he continued. They were looking at approximately 3.5 million dollars worth of desperately-needed facility improvements that could be funded with those energy savings. The program allows for comprehensive improvements in all of the Town's buildings rather than looking at the facilities in isolation. One of the benefits is an improved learning and work environment; it also has a positive environmental impact, he contended.

INVESTMENT-GRADE AUDIT

They are asking for approval of the investment-grade audit, Mr. Drummond clarified. His company is going to unleash huge engineering forces, so the investment-grade audit has a cost to it, he confirmed. He explained the concept of a 'break-up fee,' a fee that is imposed when a community undertakes the investment-grade audit but then decides not to proceed with any of the projects. The fee is based on a charge of 6.5 cents per square feet, or \$30,000 and is only payable if the Town does the investment-grade audit and decides not to go ahead.

He stressed that he had walked Town Hall, and he knows there is a project here. "My 28 years of experience tells me that there's definitely a project," Mr. Drummond commented. Once approved, the Selectboard gets to choose what energy conservation measures are implemented, he advised. Mr. Harris pointed out that Siemens could design a 3.5 million dollar project and the town could decide they only want to do \$50,000 of it. They don't have to do the entire project, they just have to do **some** project in order to avoid the 'break up' fee, he clarified.

The law requires him to provide a program where every dollar of annual cost is offset by annual savings, Mr. Drummond emphasized.

Members continued to discuss extensively. Mr. Drummond explained that the measurements of energy savings are performed according to protocols that have been accepted by the state. Town officials will have the opportunity to agree to the methods being used, he stated. Chair Hine asked what would happen if they made the commitment to stay in a building for 20 years then unexpectedly were presented with an opportunity to buy another building. Mr. Drummond pointed out that in this case they would have made a commitment to a lending agent to pay the debt for agreed-to improvements and this would still have to be honored.

Windows are eligible for funding under the program, Ms. Greenblatt noted.

Chair Hine asked if Ms. Greenblatt had a recommendation with regard to the preliminary energy audit.

From her review, there appears to be a project here that would make sense, Ms. Greenblatt responded. The program represents an opportunity for the community to reinvest in its facilities. There had been some communities she had advised that performance contracting didn't make sense. They are at a very early stage of investigation right now, she

observed. From her perspective, this initial high-level view clearly has identified that there is a project opportunity. Now, the devil is in the details. It will be a lot of work, she confirmed. If the Town moves forward, Siemens will be in town buildings, talking to staff, etc.

Mr. Harris interjected that all department heads met last week and reviewed the preliminary audit findings, and everyone came out of that meeting feeling that they should take the next step forward. Ms. Greenblatt noted that the town has had other energy audits done by the Massachusetts Division of Energy Resources (DOER). Those also were at a more superficial stage. The investment-grade audit is just as it is termed – it is financeable, Mr. Drummond declared.

Chair Hine asked if there were communities in western Massachusetts in the post-construction phase. Mr. Drummond gave the City of Springfield as an example. In Springfield, Siemens did an investment-grade audit for 90 buildings, and they put in 36 boilers over the summer. Ms. Greenblatt said she is working with the City of Northampton which is mid-way through its construction phase. Both Pioneer Valley and Franklin County have selected Siemens. Mr. Drummond said the Franklin County Tech School in Turners Falls replaced its heating and air-conditioning system - a five million project paid for out of energy savings.

Mr. Beecher said he would like to proceed and that was also the consensus of staff. He has some experience with the program and thinks it's good. There are some significant savings to be made. To him it was a 'no brainer,' he remarked. He said he wasn't sure yet if it needs Town Meeting approval.

Chair Hine expressed his perception that the board supports this and would like to proceed with the idea, and members indicated agreement. Mr. Beecher said he would come back on the 19th with the answer to the question of whether the proposal requires Town Meeting approval and a request for more definitive action.

12. CDBG PROGRAM – AMENDMENTS TO CONTRACTS

The bids for housing rehabilitation at 50-52 School Street came in about \$21,000 higher than anticipated, Town Planner Richard Harris reported. Also, the Council on Aging (COA) roofing project has encountered a number of things that require additional design work. So they are looking at some cost overages in the CDBG budget. PVPC is proposing to reduce its administrative fee by \$21,000 to offset the housing rehab costs and to use other funding reserves and prior year funds to offset the overages in the COA roof budget. Proposed contract amendments therefore involve reduction of the administrative services fee to PVPC and increase of the fee to Russo-Barr at no cost to the town.

SB Member DeToma commented that PVPC has been very accommodating in allowing fees to be covered in this way. The Selectboard expressed appreciation for this gesture.

SB Member DeToma moved to approve administrative contract amendment #1 to reduce PVPC's Administrative Services Fee by \$21,000; he further moved to increase the reimbursement to Russo-Barr by \$4,000 specifying the use of 'non-Town contributory funds'; he further moved to approve the transfer of funds between items and changes to administrative dollar allocations. SB Member Ishler seconded. The motion passed unanimously 5:0.

13. AWARD OF COA GROCERY CONTRACT

As it does each year, the Council on Aging sent out requests for quotes to various vendors to supply groceries for its nutrition program, SB Member Ishler presented. Thurston Foods was the only vendor that responded. They have provided this service for the last few years and have been very accommodating, she related.

SB Member Ishler moved to approve the contract made with Thurston Foods and the Town of South Hadley for Fiscal Year 2011 for an amount not to exceed \$25,000 for the year. SB Member MacCullagh seconded.

She noted that the contract term is the federal fiscal year because the nutrition program is funded through a federal grant. **The motion passed unanimously 5:0.**

14. PURCHASE OF PLAYGROUND EQUIPMENT – BUTTERY BROOK PARK

Through the generosity of the Friends of Buttery Brook Park the Town is going to receive \$12,775 worth of new playground equipment at the park, Mr. Beecher announced. The Friends are going to use \$8,500 from the Friends' account and \$4,275 from the Buttery Brook Park Gift Account. The equipment will be an extension of the existing 5 to 12-year old playscape.

SB Member Ishler thanked the members of Buttery Brook Park who worked so hard, especially on Friday night Cruise Nights. She said she liked the type of equipment since it wasn't old-fashioned swings, slides, etc. but rather was creative and physically challenging.

SB Member MacCullagh moved to approve the purchase of additional playground equipment to add to the existing PowerScape unit at the Buttery Brook Park Playground using \$8,500 from the Friends of the Buttery Brook Park and \$4,275 from the Buttery Brook Park Gift Account. SB Member Ishler seconded. The motion passed unanimously 5:0.

15. SET DATE OF SPECIAL TOWN MEETING

As the Selectboard is aware, they have some financial articles that were unanticipated in the present fiscal year budget, Mr. Beecher reminded. They will need a second Special Town Meeting to accommodate these requests. They include money for a feasibility study and preliminary design for replacement of Plains Elementary School, money for repairs to the Senior Center roof and approval and appropriation of money to acquire a site for a new library. He is recommending scheduling a second Special Town Meeting November 9, 2010. Mr. Beecher said he would have warrant articles for approval October 19th. The November 9th date will give the Appropriations Committee time to hold its hearing. He was going to run the requests by the Capital Planning Committee also, he advised.

SB Member Ishler moved to call a Special Town Meeting for Tuesday, November 9, 2010. SB Member DeToma seconded. The motion passed unanimously 5:0.

Members noted that they will not be able to hold their regular meeting Tuesday, November 2nd due to the state election. They tabled discussion of an alternate date until the next meeting to see if the Appropriations Committee schedules its hearing.

Members discussed dates for a Tri-board meeting to discuss potential articles for the upcoming Special Town Meeting. SB Member MacCullagh suggested holding the meeting after the School Committee meeting on October 13th. SB Member DeToma said he would be out of town that whole week. Mr. Beecher said he would get back to the Appropriations Committee chair and indicate the Selectboard would prefer the 13th although the 12th is an option.

16. SET HOURS FOR STATE ELECTION

Larry Dubois said he was approached by a couple of folks in his precinct after the last election. There were complaints about doors for the handicapped not being opened and complaints that some people had to go through the long path to get in. He wanted to make the Selectboard aware of the issue.

SB Member Ishler said she had spoken to Town Clerk Carlene Hamlin and she was going to make a change to address the problem.

SB Member DeToma mentioned that parking was also a concern.

SB Member Ishler said Mrs. Hamlin was going to contact the candidates and have their people park in the band parking lot so they would not be taking up spaces. Mrs. Hamlin will have her staff do the same.

SB Member Ishler moved to set the hours of the state election November 2, 2010 from 7 a.m. to 8 p.m. All precincts in South Hadley will be voting at South Hadley High School, she reminded. SB Member MacCullagh seconded. The motion passed unanimously 5:0.

17. STATE BALLOT QUESTIONS

Two years ago there was a question on the state ballot that would have eliminated the state income tax, and the Selectboard took a position on this, SB Member Judge reminded. There are three ballot questions this year; particularly, measures to: 1) repeal the sales tax on alcoholic beverages, 2) repeal Chapter 40B, a state law related to affordable housing, and 3) cut the sales tax from 6.25% to 3%. Questions 1 and 3 would affect state finances significantly and therefore would presumably affect South Hadley's revenue, so he thought it was relevant for this board to see if it would like to take a position on one or more of the ballot questions. He would like to have a discussion at the next meeting, he suggested.

SB Member Ishler said she would like to discuss the questions because she thought two of those issues would greatly affect this community. Our budgets are down as low as they can go without massive personnel layoffs, she commented. Members decided to include a discussion on the agenda for the next meeting.

18. CULTURAL COUNCIL APPOINTMENTS

SB Member Ishler said they interviewed three of the four applicants and were very pleased with the three individuals. Richard Matteson is a pianist and works with the Chorale, Marion Canning is a member of the Chorale and Walter Morse is a retired South Hadley teacher who has written grants for his students for some of the previously-funded projects. She said she thought they were all very good candidates.

SB Member Ishler moved to appoint Richard Matteson and Walter Morse to the Cultural Council for one-year terms expiring June 30, 2011 and to appoint Marion Canning and Connie Clancy as non-voting, ex officio members with terms expiring June 30, 2011 and June 30, 2013, respectively. SB Member Judge seconded. The motion passed unanimously 5:0.

19. HISTORICAL COMMISSION APPOINTMENT

SB Member Ishler moved to appoint Gail LePine to the Historical Commission for a three-year term ending June 30, 2013. SB Member Judge seconded. The motion passed unanimously 5:0.

20. FOOD AND BEVERAGE CONTRACT FOR LEDGES

SB Member Ishler moved to approve a one-year extension for the food and beverage service at the Ledges for the period January 1, 2011 through December 31, 2011 with a contract lease in the amount of \$15,000 to be paid in eight (8) monthly installments of \$1,875 beginning in May of 2011 and with opening hours of operation from 8 a.m. April, May, October and November and from 6:30 a.m. June through September. SB Member Judge seconded. Chair Hine clarified that they were approving the addendum including those items (see attachment to original minutes). The document includes an increase in the lease amount, he noted. **The motion passed unanimously 5:0.**

SB Member Ishler reminded volunteer board members that, under the new Open Meeting Law, committee meeting minutes should be submitted to the Town Clerk's office within a week as well as posted to the town's website.

21. TOWN ADMINISTRATOR REPORT

FINANCIAL REVIEW BY DEPARTMENT OF REVENUE (DOR)

At its May 19, 2010 meeting, the Selectboard authorized the chair to send a letter to the Massachusetts DOR Division of Local Services, which provides a free financial review for cities and towns, Mr. Beecher reminded. The Town received a letter September 29th from Zach Blake, Project Manager for the Division of Local Services. Mr. Blake is coming in tomorrow morning to meet with him and start the process. He will interview Chair Hine, Tax Collector Deborah Baldini, Town Accountant Bill Sutton, Human Resource/Procurement Officer Jennifer Wolowicz and Town Clerk Carlene Hamlin. He suspected they wouldn't be totally finished until after the beginning of the year.

SB Member DeToma asked what they hoped to learn from this. They are going to come in and take a look at the way our systems work; the way things flow or don't flow. They are looking not so much at numbers but at reporting systems

and information and what we're able to glean from what we do, Mr. Beecher responded. They focus on financial management; how we handle money – i.e. - how we invest it, spend it, report it, keep track of it, etc. and are we set up to do it most efficiently and effectively. It is being done at the town's request and at no cost, he stressed.

SHARED SERVICES COMMITTEE

Regarding the minutes of the recent meeting of the Shared Services Committee, SB Member Ishler commented that they had looked into the possibility of combining meal preparation for the schools and seniors 20 years ago. In order to have senior meals prepared through the school system, seniors would have to go to the schools. The programs have two different funding sources, she clarified. This possibility was discussed and dismissed, SB Member DeToma confirmed.

SB Member DeToma verbally reported on the committee's discussion. The School Department and Town use two different legal firms, and they discussed combining legal services. They also discussed sharing an IT person, but this would actually represent an additional cost because they would have to hire somebody.

Superintendent Sayer tried to combine IT support in Amherst and it didn't work, Mr. Beecher reported.

Regarding building maintenance, they discussed hiring an outside firm, SB Member DeToma continued. At present, neither entity has a person in charge of maintaining the facilities; building maintenance just 'falls where it happens to fall' in each building. Staff at each individual building call contractors for their own building. Committee members are trying to look at a way to coordinate maintenance by having one firm or individual provide services to all facilities. It may be an opportunity, if not for savings, then at least for some consistency between facilities, he observed.

There is a need for one person to be in charge of all facilities, Mr. Beecher agreed. What has been brought to his attention is that a lot of the Town's systems are not being managed efficiently. They need one individual to do that for all the buildings. It wouldn't be a savings that they would see initially but in the long-run it would provide for better maintenance and upkeep of all the facilities, he suggested.

They couldn't identify any savings by having a joint insurance policy, Mr. DeToma reported. As far as purchasing agreements, those opportunities have been explored and are being taken advantage of already as far as they could see. They discussed the idea of transportation savings between the school and Council on Aging and concluded there wasn't an opportunity for sharing there. They used to share a van, SB Member Ishler volunteered. The group agreed they should have some kind of facilities examination committee to look at long-range planning, establish a regular maintenance schedule, etc.

As a result of this discussion, they are going to start implementing a six-year capital plan that will identify facility needs, Mr. Beecher volunteered. The shared services committee will meet again once they have more information, SB Member DeToma concluded.

SB Member Ishler moved to adjourn. SB Member Judge seconded. The motion passed unanimously 5:0.

The meeting was adjourned at 9:31 p.m.

RESPECTFULLY SUBMITTED,

**LAURA KRUTZLER
ADMINISTRATIVE SECRETARY**

**SELECTBOARD MEETING
TUESDAY, OCTOBER 19, 2010
SELECTBOARD MEETING ROOM – 7:00 P.M.
MINUTES**

Present were Members: John R. Hine, Chair; Robert G. Judge, Vice Chair, Bruce S. MacCullagh and Marilyn G. Ishler; Town Administrator Paul Beecher. Clerk Francis J. DeToma was absent.

Chair Hine opened the meeting at 7:02 p.m., noting that SB Member DeToma was absent and traveling.

1. APPROVAL OF MINUTES

SB Member Ishler moved to approve the minutes of the Tuesday, October 5, 2010 Selectboard meeting. SB Member MacCullagh seconded. The motion passed unanimously 4:0.

2. PAYMENT OF BILLS

SB Member MacCullagh moved to pay eight warrants dated October 19, 2010 totaling \$530,739.08. SB Member Judge seconded. The motion passed unanimously 4:0.

3. OPEN FORUM

Chair Hine asked if anyone present wished to address the board. There was no response.

4. ANNOUNCEMENTS

SB Member Ishler announced that Know Your Town is hosting a community welcoming reception this Thursday evening from 7 p.m. to 8:30 p.m. here at Town Hall for the new president of Mount Holyoke College, Lynn Pasquerella. All South Hadley residents are invited.

The ‘Rays of Hope’ walk is this Sunday. The event supports breast cancer survivors and research. SB Member Ishler encouraged folks to consider making a donation.

The Appropriations Committee Public Hearing is November 1, 2010 @ 7 p.m. in the Town Hall auditorium, and the next day is the Election, SB Member Ishler reminded. There is also a Lion’s Club spaghetti supper that night.

And, SB Member Ishler commended ‘Count Me In’ for the wonderful job they did at the fair on Columbus Day. Allied Waste Services donated funds for two free bounce houses, she related. Since representatives of Interstate Waste Services were present in the audience, Mr. Beecher joked that he was sure they would do the same next year.

SB Member MacCullagh reminded people that had been voting for South Hadley Tiger Pride for uniforms through the **Power a Bright Future** contest sponsored by Clorox that that voting was still going on and would continue to the end of the month.

5. CONSENT AGENDA

Chair Hine asked if members wanted to remove any items for separate consideration, and no one did.

SB Member Ishler moved to approve the consent agenda consisting of the following items:

- A. Deem Tree Hazardous:**
 - **Red Maple @ 2 Leblanc Drive. Tree trunk is split.**
- B. One Day Beer and Wine Licenses**
 - **James Stickels, General Manager – October 23, 2010 – The Orchards Golf Club**
 - **Friends of the Gaylord Library – November 5, 2010 – The Gaylord Library**
 - **Mount Holyoke College – October 21, 2010 – Art Museum Lobby**

- C. **One Day All Alcohol License**
 - **Mount Holyoke College – October 29, 2010 – Pratt Music Building**
- D. **Acceptance of Resignation – Forest Warden John MacLean**

SB Member Ishler requested that in the letter accepting Mr. MacLean's resignation he be thanked for his many years of service. **SB Member MacCullagh seconded. The motion passed unanimously 4:0.**

6. APPOINTMENTS TO YOUTH COMMISSION

SB Member Ishler moved to appoint Tracy Stefanowicz and Amy Foley for one year terms to the South Hadley Youth Commission. SB Member Judge seconded. The motion passed unanimously 4:0.

SB Member MacCullagh moved to appoint Jessica Stefanowicz to a two-year term on the Youth Commission and Rob Archambault and Melanie Demakis to one-year terms on the Youth Commission. SB Member Judge seconded. The motion passed unanimously 4:0.

SB Member MacCullagh announced that there will be a meeting of adult members tomorrow night. SB Member Judge said the last student meeting was well-attended with a great deal of energy and enthusiasm. SB Member MacCullagh noted that there are a senior and sophomore who have been active in the planning all summer and who have expressed interest in appointment but have not yet submitted letters of interest.

7. STATE BALLOT QUESTIONS

As requested by SB Member Judge at the last meeting, members discussed the possibility of the Selectboard taking a position on the three ballot questions facing South Hadley voters in the upcoming state-wide election. SB Member Judge reviewed the three questions: #1 would repeal the alcohol sales tax, #2 would repeal M.G.L. Chapter 40B which concerns affordable housing, and #3 would reduce the sales tax from 6.25% to 3%. He thought the measure that would affect South Hadley the most was #3, which would cut local aid to South Hadley. It could have no other effect than a cut in services to South Hadley residents, he asserted. Because he thought it would have a negative impact on residents, he was hoping the board would go on record as being opposed to it, he shared.

With regard to Question #1 – repealing the alcohol sales tax – he thought it was a mistake because he didn't see why an exemption that had been removed by state legislature should be put back in. Every dollar raised is spent on substance abuse programs in Massachusetts, he pointed out.

Chapter 40B concerns affordable housing, and he was a believer in low and moderate income housing, SB Member Judge stressed. Opposition to this question is largely a matter of principal; however, opponents of question #2 present a convincing economic argument in addition to the argument about the positive role 40B has had in the provision of low and moderate income housing in Massachusetts, he noted.

SB Member Judge moved that the South Hadley Selectboard go on record in opposition to ballot question #3 on the November 2nd state ballot which would cut the state sales tax from 6.25 to 3%. SB Member Ishler seconded.

SB Member MacCullagh commented that, talking to people in general, he didn't think they understood the severity of the cuts they were considering even if they kept the 6.25% sales tax.

SB Member Ishler said she went to a legislative breakfast last Saturday, and the legislators in attendance said that if Question #3 passes, they *will* uphold it. "If you vote yes, you are really hurting people," she suggested.

If Question #3 passes, there will be an estimated one billion dollar loss in the remainder of fiscal year 2011 because the sales tax will be lower from January through June 2011. Massachusetts does not have a regressive sales tax because it does not tax essential items such as food or clothing as other states do, SB Member Ishler pointed out. It's estimated that South Hadley will lose 1.3 million dollars, and that's an awful lot of money out of our budget, she observed. We

cannot let this pass, she stated. The Massachusetts Taxpayers Association, which is usually extremely conservative and usually in support of taxes, has come out against this ballot question because they recognize what will happen not only to state programs but to cities and towns. If taxpayers stop and think about what they can purchase with the additional 3.25%, they will realize it isn't worth it, she suggested. The money individuals will be saving on sales tax is not a great amount. Considering the potential harm vs. the pennies it might save, it doesn't make sense. She pointed out that this country, state and town has always been based on the principle of 'the greater good.'

"We all must contribute together to fix all of the roads in town, to have our police force, to have our teachers and to be able to continue with what we do have in town, so please vote no on three," she concluded.

Chair Hine called the motion to a vote, and it passed unanimously 4:0.

With regard to Question 1 - the proposal to repeal the alcohol sales tax – he opposed this measure because revenue from that tax goes only to support substance abuse services, SB Member Judge reiterated.

SB Member Judge moved that the Selectboard go on record in opposition to Question #1 which will be on the November 2nd ballot which would repeal the alcohol sales tax. SB Member Ishler seconded.

It was pointed out to her that this was a fairness issue, SB Member Ishler commented. If this passed and you went to a restaurant and bought alcohol, you would pay a sales tax. If you went to a liquor store, you wouldn't have to pay tax. She noted the irony that by paying one place and not the other, you effectively were 'supporting the stay at home drunks.' **The motion passed unanimously 4:0.**

With regard to Question #2 – the proposal to repeal Chapter 40B – this statute has been a primary tool to provide for low and moderate income housing in Massachusetts and it has been an effective tool, SB Member Judge reminded.

SB Member Judge moved that the Selectboard go on record in opposition to Question #2 on the election ballot which would repeal Chapter 40B. SB Member MacCullagh seconded.

SB Member MacCullagh expressed the opinion that it's really important to maintain the ability to retain affordable housing whenever housing projects are approved. He had seen other communities where they couldn't get people to vote for affordable housing without this measure, he observed. **The motion passed unanimously 4:0.**

8. PUBLIC HEARING ON CDBG STRATEGY REVIEW

A public hearing is a requirement in order to apply for CDBG funds in December, Town Planner Richard Harris reminded. The Town must have a community development strategy in place, and the document before them outlines some of the background and history and previous community development efforts. The Selectboard meeting was posted in the Clerk's office and on the town website but, because of a miscommunication, the public hearing wasn't advertised in the newspaper, he reported. He was hoping the Selectboard could hold another meeting at least 30 days before the application deadline so they could re-advertise the hearing, he clarified.

Mr. Harris reviewed the overall strategy. It has been updated to reflect the adoption of the Master Plan and the fact that the Master Plan gives a lot of focus to community development issues, he related. It summarizes master plan efforts and the status of the completed Beachgrounds project and goes through anticipated future community development efforts. A lot of efforts are focused on the Falls but proposed measures are town-wide as well. A large portion of the document analyzes how the Town's strategy relates to the state's sustainable development strategy, he explained. Proposed strategies focus on sustainable development principles such as promoting the re-use of properties, protecting eco-systems, etc. As far as prioritization of projects, housing is the number one priority, he stated. Other priorities that have been identified are economic development, infrastructure and building improvements, social and community services, recreational opportunities and open space, he concluded.

The plan will be reviewed by the Department of Housing and Community Development, Mr. Harris advised. Some cities and towns receive CDBG funding each year directly from the federal government, but the remainder of the money is given to the states for distribution to smaller communities. South Hadley can only receive a grant every two years because it falls in the category of CDF2 communities. They are eligible to apply for up to one million dollars in funding. The grant program is federally-funded but administered by the state, he clarified. South Hadley has been working with the Pioneer Valley Planning Commission (PVPC) for over 20 years, and they have been very successful in getting the funds and administering them, he observed. He reminded members that, for the current CDBG project, PVPC recently reduced its administrative services fee to make up for a shortfall in another budget line item - a rarely seen concession.

The town received \$800,000 two years ago for various projects, including a preliminary design for the Senior Center roof, infrastructure on Canal Street and housing rehabilitation of 50-52 School Street, Chair Hine reminded.

The pending application will include requests for funding for specific projects, Mr. Harris confirmed. He was hoping to schedule a public hearing November 16th to review the application. It is expected to include money to replace the Senior Center roof, money for DPW proposals and money to do something in the housing area, possibly a feasibility study for converting a structure to affordable housing. With the council on aging project he is not anticipating as much money being available for additional projects, he related. The application deadline is December 10, 2010.

Members asked questions and offered comments.

SB Member Ishler asked about the possibility of bike paths. Mr. Harris said they would require negotiations with utilities and private property owners. SB Member MacCullagh asked if there wasn't discussion with Mount Holyoke College to use the trolley track to tie into other schools. Mr. Harris said there were issues about whether that trolley line is available.

Technically this is not a public hearing so they need to schedule a public hearing prior to November 10th, Mr. Harris confirmed. He introduced Kelvin Molina from PVPC. Mr. Harris suggested the idea of the Selectboard holding its public hearing November 1st prior to the Appropriations Committee hearing.

PUBLIC COMMENT

Mike Fisher of 5 North Sycamore Knolls commented that, to avoid confusion, he thought it would be helpful not to refer to this as a 'community development strategy.' Give that a master plan was endorsed by Town Meeting, most residents would view *that* document as the community development strategy, he suggested. Now that a master plan is in place, he would view this document as a tactic under the master plan to insure most recommendations of the master plan are implemented, he elaborated.

Under the Department of Housing and Community Development standards, this is defined as a community development strategy, Mr. Harris pointed out. Chair Hine said Mr. Fisher's point was well-taken in that they had a master plan in place.

Chair Hine said members were agreeable to holding a public hearing prior to the Appropriations Committee hearing on November 1st.

9. REQUEST TO APPROVE MECHANICALLY STABILIZED EARTHEN (MSE) BERM

Representatives of Interstate Waste Services (IWS) were present to request approval of the use of an MSE berm for Cell 2D. DPW Superintendent Jim Reidy introduced Robert W. Golledge, Jr., owner of Golledge Strategies Inc. and consultant for IWS, who in turn introduced Mark Harlacker, Vice President of IWS, Robert Sochovka, Construction Manager, Tom Fields, manager of the landfill in South Hadley, Brian Wheeler, designer, and Bill Tafuto, engineer.

Mr. Golledge briefly outlined the project, which he became involved in a little over a year ago. The MSE berm is essentially a retaining wall, he commented. The Authorization to Construct (ATC) application was submitted to the

Massachusetts Department of Environmental Protection (DEP) in December of 2009. The Town of South Hadley has had a strong partnership with IWS from which both partners have benefited, and this type of partnership with a municipality is the exception to the rule, he observed. The MSE berm or retaining wall has not been used here in Massachusetts in landfill applications. However, space in the landfill is quickly filling up, and this proposal will create some space and extend the life of the landfill. They were hoping to get the Selectboard's approval on Cell 2D, with the hopes that Cell 2E will extend the life of the landfill to 2014 and presumably beyond. IWS representatives had hoped to come to the Selectboard in August. Some of the delay they have encountered is due to the exhaustive analysis that's been undertaken. The third party review clearly raised some issues that needed to be addressed, he acknowledged. They feel that they have fully addressed those issues and are prepared to go into exhaustive detail about shear strength, angles, etc. During this process, they have been in close contact with Mr. Reidy and Mass. DEP and they understand and anticipate that DEP will be issuing approval of the Authorization to Construct Cell 2D in the middle of next week. They would have preferred to have that approval before coming to the Selectboard, but they are in the middle of the construction season and literally every day counts. If they do not move forward expeditiously, they are concerned that they will not be able to begin the expansion and therefore would either have to greatly throttle down the volume of trash coming in or potentially even close the landfill early next year until they could get this cell constructed. They are essentially four months behind schedule and so are asking for Selectboard approval this evening, he concluded.

He thought it would be completely appropriate to condition the Selectboard's approval upon the receipt of a valid permit from DEP, he added. Cell 2D is approximately 1100 feet long and they anticipate building approximately 700 feet this fall, and that is why time is of the essence, he stressed.

Mr. Golledge confirmed Chair Hine's understanding that DEP is in the comment stage of the approval process and that this stage closes October 24th. He would like the Selectboard to act contingent on DEP's decision so that as soon as DEP renders its decision, they could go to work the next day. DEP issued a modification permit that has allowed them to do a significant amount of preparation, Mr. Golledge confirmed. So essentially they could begin construction of the berm the day after approval. They are just concerned that they will not be able to get the berm and liner built before bad weather.

Chair Hine asked if it was his intent to address the concerns raised by the third-party reviewer, and Mr. Golledge said they were prepared to address these in as much detail as board members would like. He turned the presentation over to the engineer, Brian Wheeler.

ENGINEERING DETAILS

Mr. Wheeler described the size and location of the proposed berm. The berm wraps around the southern perimeter of Cell 2D and is about 1,100 feet in length. The maximum elevation has been accepted at 405 feet. He showed pictures of a nearly identical design IWS constructed in Pennsylvania with an access road on top. A unique feature of South Hadley's project is that they are integrating a solar system into the face of the berm, he presented.

The decision to use the MSE berm was based on the constraints of the site, he indicated. A traditional earthen berm provides limited expansion potential, but an MSE berm can go much higher with the same property constraints. It provides a lot of capacity without having to extend laterally, he explained.

Mr. Wheeler displayed a project permitting timeline and talked about the general design process. It was an exhaustive process that required a lot of engineering analysis, he commented. The design is guided by some very well-established engineering procedures and design guidance documents. He named some of the key guidance documents, assuring them that the design for Cell 2D fully conforms to these guidelines.

The design utilizes geosynthetic materials that provide for reinforcement within the soil to help stabilize the berm and allow it to be steeper than its natural angle allows, Mr. Wheeler continued. So engineers are relying on the strength of the geogrid to help support the wall, he acknowledged.

Mr. Wheeler discussed the factors they take into consideration in determining the strength of the geogrid. Their analysis is marked by conservatism, and they take into account a number of factors that could potentially reduce the strength of the material, he explained. In addition, they look at forces the berm will be subjected to, such as seismic loads, waste loading and traffic surcharge loads, or the weight imposed by traffic on the access road. He explained in considerable detail the analysis that went into determining the types of pressures expected to be placed upon the berm and the stability of the berm.

A third-party engineer (Shaw Environmental, Inc.) reviewed the design and issued a report dated September 24th, he advised. In that report, three core issues were raised: 1) the shear strength of the waste, 2) whether it was appropriate to perform a 3D analysis on a specific segment of the berm, and 3) the effect of settlement on the berm.

ARM prepared a response document published October 4, 2010 and provided to Selectboard members. In that document, engineers responded fairly exhaustively to the issues raised by the third-party reviewer and suggested measures to address some of the comments. In terms of the shear strength of waste, they do rely to some degree on the strength of waste to insure the MSE berm is stable, Mr. Wheeler acknowledged. The shear strength of materials like waste and soil are represented by friction angles and cohesion. He reviewed the values they used for the shear strength of waste; namely, a friction angle of 33 degrees and a zero value for cohesion. Those values are supported by numerous documents and are widely accepted in professional literature, he asserted. He cited a study that tested the strength of waste and concluded waste is best characterized by a cohesion value of 15 and a friction angle of 36 degrees. He expressed the opinion that findings such as these reinforced the conservative nature of their design.

With regard to the second concern, Shaw's review suggested that the potential existed for a reduced factor of safety for 3D geometry. Engineers did a two-dimensional stability analysis of a particular segment of the berm, Mr. Wheeler explained. This 2D analysis demonstrated that they had adequate factors of safety that met the DEP's regulatory requirements. Exhaustive research has demonstrated that a 3D analysis tends to increase the factor of safety over a 2D analysis, so a 2D analysis is actually more conservative than 3D, he suggested.

When Shaw issued its report, it was a surprise because they had been in frequent communication with reviewers and thought they were going to issue a report supporting the use of the berm, Mr. Golledge reported. His understanding was that DEP's policy was to approve projects that met safety factors of 1.5, and their project met the 1.5 factor in all respects, Mr. Golledge assured.

The third issue raised by Shaw related to the differential settlement of the berm, Mr. Wheeler continued. The way the berm is designed, when it does settle it will rotate inward towards the waste mass. In other words, it will settle more at the heel of the berm than at the toe. Thus, the settlement they are expecting is a rotational settlement inward, which is a more stable configuration. This will increase the factor of safety over time, he asserted.

Consultants briefly discussed the materials forming the foundation for the berm. They are putting in two feet of coarse aggregate material to provide a stable base for the berm, Mr. Wheeler advised.

Regarding the issue of differential settlement, some of the things they are doing to address this are over-excavating the foundation and replacing any areas of softness detected with a stiffened layer, Mr. Wheeler continued. Also, where differential settlement is projected to be the greatest, they are adding some additional stiffening layers to the foundation to provide more enhanced resistance to differential settlement. To further address this concern, they have agreed to an enhanced monitoring program and will be doing regular inspections as well as quarterly surveying throughout the operational period to monitor any movement of the berm. They are really taking some unprecedented measures to ensure they have constructed a solid structure that is going to last, he assured.

Other issues raised include concern about settlement of the liner system itself and concern about performance of the final cover system, Mr. Wheeler continued. IWS engineers made changes in the design to address these concerns even though they felt their original design had adequately addressed these issues, he submitted.

He mentioned an 'MSE remedial contingency plan' for installing an earthen buttress in the event of a future problem. This buttress would be placed on the exterior face of the berm to provide additional stability in the event of a problem with the berm, he explained.

In summary, IWS representatives feel they have addressed the comments raised by Shaw and in many cases, taken direct tangible actions to address the concerns, Mr. Wheeler concluded.

FINANCIAL ASSURANCE MECHANICISM (FAM)

SB Member MacCullagh asked the amount of the FAM. It will be \$500,000 at the end of 1.1 years and would grow over time, Mr. Gollodge clarified. SB Member MacCullagh asked what the DPW and engineer thought about that number.

The number was agreed upon between him and Mr. Harlacker back in the summer, Mr. Reidy responded. At that point he was confident they would have a positive third-party review. The FAM is the money set aside to repair the berm in case they have a problem. The intent is that the money can be used to do a buttress if they have numerous problems with the berm, he clarified. When they talked about \$500,000, his assumption was 30 years of no problems. With the third-party review he was not as comfortable with that figure as he had been, Mr. Reidy acknowledged.

Chair Hine said his understanding was that that the funding was to be raised during the operation of Cell 2D. He asked what happened if there were problems with the berm during the operation of Cell 2D and they hadn't collected \$500,000 yet.

That would be IWS's responsibility, Mr. Harlacker confirmed.

The FAM would not come into play until after the landfill ceased to be operated by IWS, Chair Hine clarified. His concern about approving the use of the berm tonight was that if DEP recommends a higher FAM amount, the town may have waived its opportunity to require this.

Mr. Gollodge explained that there would still be another opportunity since, even after approval of the Authorization to Construct, DEP still has to approve the Authorization to Operate (ATO). Prior to the ATO, DEP will have to have copies of an executed FAM. So there is still time to discuss the details of this agreement, including the dollar amount, he confirmed.

SB Member Judge referred to a letter from Herman J. Picard, Vice Chair of the South Hadley Board of Health. He said he had been reading this letter and trying to determine what if anything the Board of Health is asking the Selectboard to do. He asked Board of Health Director Sharon Hart, who was present in the audience, to respond.

Mr. Reidy said he didn't think the Board of Health was asking them to do a single thing. He stated that it had no bearing on the Selectboard's approval; it was just part of the public comments in the record. He asked Ms. Hart to correct him if he was wrong, and she confirmed his understanding was correct.

SB Member Judge expressed his understanding that the Selectboard had already approved the use of the MSE berm, but Mr. Reidy assured him the board had not formally done so. Mr. Gollodge stressed that it was critical to receive that approval now so they would not lose seven, eight or nine days of construction.

Chair Hine asked what the completion date of Cell 2D would be if they were able to start next week.

Mid-December, consultants responded.

Chair Hine asked if their giving conditional approval tonight pending DEP action exposed them to more liability than waiting until after DEP's decision.

Mr. Reidy said ideally they would have DEP approval first.

Chair Hine pursued this line of questioning by asking if there was anything DEP might do in its decision that might make them balk?

Mr. Golledge said he wouldn't think so; he thought they were more likely to issue additional conditions which would be protective of the Town.

"You couldn't possibly at this point in time put yourself in jeopardy," Mr. Beecher confirmed.

State Representative John W. Scibak commented that he was wearing two hats – first, as citizen and taxpayer of the community who sat on the Solid Waste Study Committee in 1987. He mentioned his experience of going before DEP for landfill reclamation in the mid-1990's and being rejected because the agency is extremely conservative. He quoted from recommendations issued in January by a Solid Waste Advisory Committee at DEP stating, among other things, that, "MSE berms have been used in roadway applications for greater than 40 years and in landfills for approximately 20 years. Geosynthetic experts predict that properly-maintained MSE berms will last for hundreds of years, 200 to 700, before a structural failure of the berm took place. . ."

An update on DEP's proposed policy on the use of MSE berms was given in June, he continued. That update stated that, "Mass. DEP is not planning to issue a policy at this time but rather use the draft policy on a pilot basis for a project at one facility. This will provide an opportunity to have several aspects of the draft policy, including Financial Assurance Mechanisms, at least through permitting and construction. The policy will then be finalized after this project."

So DEP can give landfill operators approval next week but that's no guarantee of final approval from DEP, he said. He read from DEP's draft Solid Waste Master Plan issued July 1st. Page 49 reads, "While no MSE berms have been permitted and constructed in Massachusetts for the purpose of expanding disposal capacity, the berms have been used in landfill applications in other states for approximately 15 years. MassDEP is in the process of developing a policy on MSE berms. At the same time, the landfill in South Hadley is currently piloting an MSE berm project."

The reality is that this is a new experience for everyone, he remarked. He was approached by this community a year ago to start monitoring this project and has been making phone calls to DEP for months on a regular basis. If this board does not approve this project, his concern is what happens if the landfill winds up closing. The reality is we're looking at exhausting capacity, he pointed out. The landfill operator has no incentive to reduce the volume of trash being accepted. His concern was whether the board had considered a 'Plan B?' The DPW Superintendent has been quoted as saying that if the landfill closes, trash collection costs will increase from \$30 to \$110 per person a year. If the expansion is delayed either because of the Selectboard's decision or because of weather, where is the money going to come from, he questioned? His frustration in the middle 90's was that he believed DEP was unreasonable in not permitting them to do landfill reclamation. "I don't want to lose a second opportunity," he remarked.

Discussion continued, with Chair Hine commenting that, to him, it wasn't a question of whether to approve the MSE berm but just a question of the sequence of approval. What he was hearing was that since the ATO application is still pending, they would have additional opportunities to address FAM issues.

At current rates, Cell 2C fills up in beginning to mid February, Mr. Golledge said.

SB Member Judge said he would be against approval this evening because waiting until after DEP action would only cause a delay of 48 hours, since he would be committed to calling a special meeting to act immediately afterward.

Mr. Beecher said to him it was simply a matter of, 'Do we want to do this [extend the life of the landfill with an MSE berm] or not.' SB Member Judge said he thought it had been the decision of the board that they did. SB Member Ishler said she was in favor of supporting the berm.

All timing factors aside, Mr. Beecher asked members if this was the direction they wanted to go. Members said yes.

SB Member Ishler moved that the South Hadley Selectboard approve the process of constructing an MSE berm at Cell 2D at the South Hadley landfill contingent on DEP approval. SB Member MacCullagh seconded. The motion carried 3:1 with SB Member Judge opposed.

10. LOCAL MEALS TAX

The Commonwealth made this provision available last year, SB Member Judge reminded. According to a Department of Revenue (DOR) publication, "the local option meals tax allows a city or town to impose a local sales tax on the sale of restaurant meals at the rate of .75%." As of May 26, 2010, 103 of the 351 cities and towns in Massachusetts have adopted this tax, and some 11.3 million dollars has been returned to cities and towns. He listed some of the towns in Western Mass. that have adopted the tax, including West Springfield, Northampton, Hadley, Palmer, Chicopee and Belchertown. He supports the local option meals tax because, given this list, South Hadley residents going to restaurants in West Springfield, Northampton, Hadley or Chicopee pay this tax, but when residents of those towns eat in South Hadley, they don't pay it. It is a bad deal for us, and we need to rectify that, he concluded.

SB Member Ishler said she totally supports it. She asked if Mr. Beecher had had the opportunity to find out when the Chamber Board of Directors was meeting, and Mr. Beecher said he would be talking to some members tomorrow. He would do so before the Special Town Meeting, he promised.

Sarah Etelman of Garden Street commented that Town Meeting members voted this down last year and she was still befuddled as to why. This is practically free money for the town; there's no reason not to approve it, she stated.

Chair Hine said he would argue that it should be on the warrant, and the draft warrant does include an article to accept it. He noted that 'Select Board' should be one word in Article 5.

11. APPROVAL OF SPECIAL TOWN MEETING (STM) WARRANT

The Selectboard has before it a draft warrant containing 20 articles, SB Member Judge informed the television audience. If approved, it will be mailed out to all Town Meeting members. The Appropriations Committee will hold a hearing on the financial articles November 1, 2010, he announced.

SB Member Judge moved to approve the warrant as presented. SB Member Ishler seconded. The motion passed unanimously 4:0.

Members went through the warrant assigning the motions for presentation at the STM.

12. IGM CONTRACT RENEWAL

The recommendation from Ledges General Manager Marissa Kulig and the Town Administrator is to exercise the option year in the current contract, Chair Hine noted.

SB Member Ishler asked whether the pump construction area at the Ledges had been restored. Mr. Beecher said no because of rain and the fact that they still need to finish construction.

SB Member Ishler moved to exercise option 4 of the IGM contract for maintenance of the Ledges Golf Course which is an increase of \$10,511.92, or 2%, for the period March 1, 2011 to February 28, 2012 for a total contract amount of \$536,107.70. SB Member MacCullagh seconded. The motion passed unanimously 4:0.

13. TOWN ADMINISTRATOR REPORT**NOTICE OF INTENT TO PURCHASE APR RESTRICTION ON MCCRAY'S FARM**

Mr. Beecher said he was required to inform them that, pursuant to Massachusetts General Laws Chapter 7, Section 40I, the Department of Agricultural Resources (DAR) plans to purchase land (McCray's Farm) in the Town of South Hadley. The law cited requires that the state notify the town at least 120 days prior to its proposed purchase. Mr. Beecher read a letter from DAR dated October 18, 2010.

In addition to giving notice of its intent to purchase, the state is requesting that the Selectboard agree to reduce the 120-day notification period to 60 days. This would allow DAR to proceed with the purchase in a timely manner. The total acquisition price is over 1.5 million dollars, Mr. Beecher noted. The Town of South Hadley is being asked to participate to the tune of about 5%, which is really a terrific deal for the community, he commented.

SB Member Ishler moved to acknowledge by acceptance of the Town Administrator's report that they had received notification of DAR's intent to purchase and agreed to reduce the notice requirement from 120 to 60 days. SB Member MacCullagh seconded. The motion passed unanimously 4:0.

APPOINTMENT SUBCOMMITTEE

The Selectboard has a number of committees to appoint relative to the master plan, Mr. Beecher reminded. A press release has been issued so they will need to set up interviews shortly. He asked members to consider appointment of a two-member subcommittee to interview candidates. Members discussed breaking up the task so as to have one team per committee. Mr. Beecher said they would coordinate this through his office. All members will serve, they agreed.

The Selectboard will meet Saturday at 9 a.m. for a goal-setting session, Mr. Beecher reminded.

Members discussed their meeting schedule for November. They agreed to hold the public hearing on the community development strategy Monday, November 1, 2010 at 6:30 p.m. They will not have a regular meeting on the 2nd but will have the regular meeting on the 16th.

Commenting on the Town Administrator Report, SB Member Ishler said she thought some departmental reports had improved. She generally preferred verbiage over a bunch of numbers. She especially complimented the library report.

With regard to progress on shared services, SB Member DeToma noted that he had received an e-mail from Jennifer Wolowicz informing them that the Town and School Department have taken advantage of a joint purchasing opportunity for natural gas.

CORRESPONDENCE

Regarding the letter from Fire District #2 with regard to the annexation of Judd Park, Mr. Beecher noted that they need some clarification of the action required because they seem to be getting two different directions. The letter from John Scibak seems to indicate that the Selectboard needs to initiate a home-rule petition. Chair Hine said he thought it should be addressed because residents are getting services they don't pay for. Chair Hine asked Mr. Beecher to sort out who needed to do what.

SB Member Ishler moved to adjourn. SB Member Judge seconded. The motion passed unanimously 4:0.

The meeting was adjourned at 9:45 p.m.

RESPECTFULLY SUBMITTED,

**LAURA KRUTZLER
ADMINISTRATIVE SECRETARY**

RYAN, BOUDREAU, RANDALL, KIRKPATRICK & BAKER, L.L.P.

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CHARLES L. KIRKPATRICK

RAYMOND R. RANDALL

1948-1995

*ALSO ADMITTED TO CT AND FL BAR

March 17, 2010

Dear Members of the Select Board:

RE: Establishing a Youth Commission
Pursuant to M.G.L. Chapter 40, Section 8E

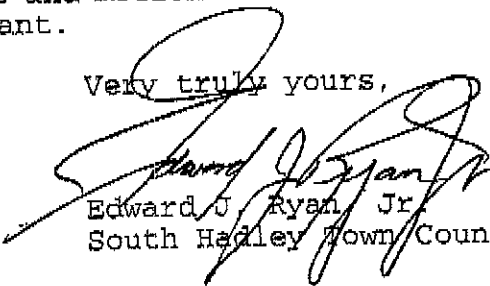
I have been asked to provide an opinion as to how South Hadley would go about establishing a youth commission pursuant to M.G.L. Chapter 40, Section 8E. I have read Selectman Bob Judge's e-mail to Selectman Bruce McCullagh giving his opinion as to the process. I agree with it in part and disagree with it in part.

Chapter 40, Section 8E is what we commonly referred to as "permissive legislation" and as such, in order to be accepted and implemented in a town, it must first be accepted by the town. This is accomplished by placing an Article on a Town Meeting Warrant and have it voted upon favorably by the Town Meeting members, the Town's legislative body.

This is all that is necessary in the process. It does not require further action or acceptance by the General Court.

Hopefully, this clarifies the matter, and I will be happy to draft the necessary article and motion if the Select board vote to place the same on the Warrant.

Very truly yours,


Edward J. Ryan, Jr.
South Hadley Town Counsel

asl

SOUTH HADLEY YOUTH COMMISSION

Establishment

Pursuant to M.G.L. c. 40, sec. 8E, there is hereby established, the South Hadley Youth Commission, hereinafter called the “Commission”. The Commission is established for the purpose of carrying out programs which may be designed or established to provide opportunities or to meet challenges and problems of youth in the Town. Examples of such programs are youth recognition awards, recreational and community events, and community service projects.

The Commission shall consist of seven (7) members who shall serve three year terms.

When first established, the terms for members are for one (1) year, two (2) years, and three (3) years, so arranged that the appointment of one-third of members will expire each year. Successors shall be appointed for a term of three (3) years each.

The Commission vacancies occurring among the appointed members, other than by expiration of term, shall be filled by the Selectboard for the unexpired term in the same manner as an original appointment. M.G. L. c. 40 sec. 3E.

All members serve without compensation.

The Selectboard may appoint associate members of the Commission who may make suggestions or provide advice to the Commission but will not have any voting privileges.

Said Commission may receive gifts of property, both real and personal, in the name of the Town, subject to the approval of the Selectboard, such gifts to be managed and controlled by the Commission for the purposes of this section.

Purpose.

The Commission’s purpose is: to take action in community projects that enhance the quality of life in the South Hadley community; to provide an opportunity for younger persons to serve as positive role models in the community; and to develop leadership skills for our future community leaders.

Youth Task Force

There is also hereby created a Youth Task Force that will assist and advise the Commission in the carrying out of its duties. The Youth Task Force shall consist of not more than fifteen (15) members ranging from thirteen (13) to twenty one (21) years of age and shall be appointed by the Selectboard in the same manner and for the same term as members of the Commission.

Selectboard liaison.

There shall be a Selectboard member appointed by the Selectboard Chairperson to act as a nonvoting liaison from the Selectboard to the Commission.

Youth Commission Update 1/2 - 1/18

Youth Commission Retreat Held at Mount Holyoke

The Youth Commission retreat was held this past Saturday at Mount Holyoke College. In the morning, Youth Task Force members participated in a mission statement and purpose building activity led by facilitators Jodi Cutler and Amy Gilburg; Adult Task Force members met to discuss short term goals, long term goals, and fundraising (thanks to Barry for these notes!). In the afternoon, representatives from five different subgroups ("t-shirts," "youth center," "budgeting," "structure," and "media") discussed specific plans for each of these groups moving forward. (See more for how to help support these subgroups below.)

Feedback from the retreat can be viewed in the shared document here.

Youth Commissioners participate in "Bag the Community" Food Drive (Saturday and Monday)

Another boon for the Food Pantry this year! Kudos to everyone who participated; a number of our Youth Commissioners played roles on both days and should be recognized for their efforts.

Media Plan for Spring Develops

Plans include a Youth Commission newsletter developed by students and adults (Joanna, Barry, and Adam to help with this), Adam's attendance at the March 22nd Know Your Town event, regular check-ins with John Scibak and Selectboard, and Adam's participation in the February 8th B.A.S.H. basketball game (opportunity for a table?).

Adam and Youth to Attend Jan. 24th Selectboard Meeting

Adam and two youth commissioners (Hannah Fleming and Nicole Casolari) will attend this meeting to introduce the need for and purpose of a potential youth/teen center, and to invite the community into the process of envisioning and planning for a space in the future, as well as present general Youth Commission updates.

Continued Exploration of Potential Community Partners and Resources

Adam visited with Carol Isakson at the SH Food Pantry and Ken Danford at North Star ("Self-Directed Learning for Teens" center in Hadley) to learn more about their efforts & explore potential Youth Commission partnerships in the future.

Support Opportunities for ATF Members

1. Support a subgroup!

T-Shirts - tasked with designing and producing t-shirts for the group.

Budgeting - tasked with coming up with uses for our town and fundraised funds.

Structure - tasked with drafting Youth Commission bylaws, compiling language from the retreat to supplement mission statement, and creating membership agreements.

Youth Center - tasked with brainstorming ideas for a youth center; making contacts with adults and organizations in the community.

Media - needs direction! could work on: youtube channel, website, newsletter, etc.

Contact Adam to learn more about these efforts!

Thanks again for all your contributions to this community,

A

Youth Commission Update 12/5 - 12/20

Youth Commission Induction

The first Youth Commission Induction was held on Monday, December 12th! We had a pretty decent turnout (considering the rescheduling), and were able to recognize 15 youth for their participation over the course of last year. HUGE thanks to Tracy for all of her work to make this happen and work with people's schedules!!

PVPA expresses commitment to supporting the Youth Commission.

Last week I met with PVPA head-of-school Scott Goldman, who expressed a commitment to the goals of the Youth Commission. This winter and spring I look forward to figuring out ways to reach out to the 25 South Hadley residents in attendance there. These students could be of particular help developing creative projects, and also representing South Hadley youth who don't attend SHHS.

Youth Commission survey designed for community. Joanna and I have worked together on a survey for the community about the work and potential role of the Youth Commission. We are looking into ways to make it broadly available to the public (Town Reminder, town mailing, etc.). If anyone has any input about this, please email us--we would love to hear your suggestions! Here is the link to the survey in its current online form:

<https://www.surveymonkey.com/s/SHYC>

<https://www.surveymonkey.com/s/SHYC>

Town Meeting and Library Advocacy

Chris Cardona and Claire Lamberg, two Youth Commissioners and SHHS students, authored a letter in support of the new town library and collected signatures from 60 youth in town (including 6 other fellow Youth Commissioners), representing all five precincts. The letter went out in a mailing to all town meeting members, and Claire was recognized as one of only three non-voting community members to speak at Town Meeting.

USO Packages Ready to Ship!

Ben Fay and I purchased enough supplies for 6 large care packages, which he hopes to send off later this week to service people deployed from the area. If anyone would like to offer Ben a ride over to the local USO, you can contact him at Ben-78@live.com. Each package includes a brief thank you message by Ben on behalf of the Youth Commission.

"Structure Subgroup" continues to meet.

After having conversations about a) Youth Commission values and b) different models of decision making in our first two meetings, it is my hope that this group will begin to draft specific language around the Youth Commission's structure to bring back to the full group. We had our third meeting on Monday December 19th, in which we looked at a "sample proposal." Some of the work of this subgroup will be built on in the retreat...

Youth Commission Retreat to be held this January

The Youth Commission will hold a winter retreat on Saturday Jan. 14th, from 10am - 3pm on Mount Holyoke Campus. The youth task force and adult task force will meet separately, with the youth task force focusing on our mission statement, our projects and subgroups, and overall structure. There will be food and teambuilding activities as well!

Youth Task Force Meets.

Minutes attached!

Support Opportunities for ATF Members

- 1. Help us locate and research sites and funding sources for a potential youth center.** (Ongoing.)
- 2. Help Youth Task Force develop plan to respond to negative portrayal of South Hadley in the media.** See minutes from this week's Youth Task Force meeting.
- 3. Continue building master community resources list.** See: YC Resource List: People, Orgs, Projects, Other Resources.

Happy Holidays! Please write me with any feedback or questions!!

Adam