

**SELECTBOARD MEETING  
TUESDAY, JULY 9, 2019  
MEETING MINUTES  
SELECTBOARD MEETING ROOM – 7 P.M.**

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

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

Forcier motioned to approve the minutes of June 18, 2019. Cyr seconded. All in favor.

**ANNOUNCEMENTS / OPEN FORUM**

Forcier said Cruise Nights are returning to BATTERY Brook Park. A car show will be held there Aug. 18. The BATTERY Brook Summer Concerts will be held July 19, 17 and 24.

**CONSENT AGENDA**

Forcier motioned to approve the consent agenda which consisted of a request for a multi-date beer and wine license from the Trustees of Mount Holyoke College for July 28, 30, 31, Aug. 1 and Aug. 2. Cyr seconded. All in favor.

**RESIGNATIONS / APPOINTMENTS**

Forcier motioned to accept the resignations of Marilyn Ishler from the Pioneer Valley Transit Authority and Russell Fleury from the Sustainability and Energy Commission with thanks. Etelman seconded. All in favor. Sullivan will now be the PVTA representative and Conservation Administrator / Planner Anne Capra will be the alternate.

**PUBLIC HEARING – 7:05 RAJ TO LEENA TRANSFER**

Miles opened the hearing at 7:05 p.m. This was the second time the Selectboard held a public hearing regarding this transfer. Abutters weren't notified by the applicant about the first hearing. They were this time. Cyr asked if Atty Thomas Wilson heard any feedback from abutters about the transfer. Wilson and Sullivan said no. Miles closed the public hearing. Etelman motioned to approve the application and allow electronic signatures be used to submit the application to the state. Miles seconded. All in favor.

**APPROPRIATIONS COMMITTEE / SELEECTBOARD HEARING**

Tom Terry informed the Selectboard that Town Moderator John Hine, along with Town Accountant William Sutton and Terry, interviewed seven interested candidates for two open positions on the Appropriations Committee. Hine appointed Allyson Garcia and Joel Prough.

Miles said there are three FY19 year-end department transfers. All of these are to balance the books for the end of FY19. The first is a transfer from the DPW Administration Other Expenses account in the amount of \$5,000 transferred to the DPW Construction and Maintenance account to primarily cover overtime costs.

A second transfer involves the elections account, which normally included a stipend paid to the town clerk. Discussions and negotiations took place where now there are no longer any stipends – instead those have been included in salaries. The \$5,520 transfer needing to take place from the Elections account to the Town Clerk account is to ensure that salary reflects that.

The last transfer from the Selectboard account to the Town Clerk account is related to a \$1,500 shortfall on a \$2,700 bill for a tech company that tracks marriage license and death certificates. The FY19 bill was mailed to the town on June 26 for FY19.

Sullivan said given the size of the town budget, these transfers are not catastrophic or out of the ordinary. He said the town wished they had recognized the need for these adjustments earlier to include them with previously expected shortages at Town Meeting, but overall the town is staying well within its budget. There are expected healthy returns to free cash next year.

Forcier motioned to approve the FY19 transfers. Etelman seconded. All in favor.

### **BORROWING AUTHORIZATION**

Sullivan said the BAN will cover maturing sidewalk BANs for \$490,000 less a \$35,000 principal paydown that has been budgeted, plus maturing Plains School BANs of \$327,000 less a principal paydown of \$40,000, plus maturing senior center design BANs of \$600,000, plus new money that would include departmental equipment for \$240,000, building renovations for \$350,000, sidewalks for \$400,000, and streets for \$500,000, totaling an authorization of \$2,832,000.

Forcier moved the Selectboard authorize the treasurer to issue notes not to exceed \$2, 832,000 for the purposes expressed and presented here tonight and previously voted by Town Meeting. Cyr seconded. All in favor.

### **FRIENDS OF SOUTH HADLEY ELDERLY BINGO LICENSE**

In October, the Friends of South Hadley Elderly will hold a fundraising bingo event at St. Theresa's parish. All proceeds will benefit the senior center. Forcier motioned to approve the bingo license for the Friends of South Hadley Elderly. Cyr seconded. All in favor.

Geraghty asked how fundraising is fairing. Sullivan said the Friends of South Hadley Elderly has two different funds. One is philanthropic, which includes larger, scheduled donations. \$700,000 is expected to be raised in that fund. The second fund is made up of smaller donations, which has received approximately \$300,000 thus far.

### **TA REPORT**

### **CONSTRUCTION COORDINATION**

Sullivan discussed trying to coordinate possible changes to the high school parking lot to be consistent with changes happening on Route 116 set for next spring. He received an estimate of \$9,800 for engineering work to change the entrance ways to the lot and create more parking.

### **LEDGES**

A report from Ledges is set to appear before the board at its next meeting in August. Professional management is working as predicted, Sullivan said.

### **SENIOR CENTER**

Sullivan said St. Theresa's Church has offered to host the senior center while the current center undergoes an 18-month construction period. He said it has impressive facilities, and it would be difficult to secure a location with a gym, kitchen, office space, meeting rooms and parking in a small community. He is hoping it turns out positively.

### **DEPUTY TOWN ADMINISTRATOR TITLE**

Cyr asked for more details on the title change from Assistant Town Administrator to Deputy Town Administrator, and about who has the authority to make the change.

Sullivan said the Town Administrator has the authority. In this case, he was approached by the ATA who explained an industry change toward having both an ATA and a DTA. He can't imagine South Hadley having both – most communities that do are those like Arlington, Lexington, Concord, etc. That is not the intent here, he said, just a request for a title change from an employee that does not impact anything else. There is no salary adjustment or change in duties accompanied with the new title. Etelman added that this position reports directly to Sullivan, and Sullivan has the authority over this position based on the Acts of 2012 adopted by the Selectboard.

### **TOWN HALL PROJECTS**

Cyr said the new sidewalks around town hall and the veteran monuments look excellent. In relation to repointing the town hall building, Sullivan said it was a requirement to have an engineer consult on the project, which is costing money, but there is no way around it, he said.

### **ADJOURN**

Forcier motioned to adjourn. Cyr seconded. All in favor. The meeting adjourned at 7:39 p.m.

**RESPECTFULLY SUBMITTED**  
**Kristin Maher**  
**Executive Assistant to Administration**