

**SELECTBOARD MEETING
TUESDAY, MAY 4, 2021
VIRTUAL AGENDA
7 P.M.**

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<p>Note: Not all topics listed here may be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice. This meeting may be audio and/or visually recorded.</p>
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1. Call to Order
2. Approval of Minutes: Draft Minutes of April 20, 2021 and April 27, 2021
3. Open Forum/Announcements
4. COVID-19 Update (Sharon Hart)
 - a. Update on confirmed cases
 - b. Update on vaccines
 - c. Review of public building re-opening requirements
5. Resignations
 - a. James Canning, Conservation Commission
6. Update on Town Administrator Discussion
7. Tri-Annual Interview Discussion
8. Draft Town Meeting Warrant
9. Appoint Selectboard Member to Veteran Service District Committee, Mount Holyoke Liaison
10. Adjourn

**SELECTBOARD MEETING
TUESDAY, APRIL 20, 2021
DRAFT MEETING MINUTES
VIRTUAL MEETING ROOM – 7 P.M.**

Present were Chair Jeff Cyr, Vice Chair Sarah Etelman, Member Chris Geraghty, Clerk Carol Constant, Member Andrea Miles, and Town Administrator Michael J. Sullivan.

CALL TO ORDER

Cyr called the meeting to order at 7 p.m. Cyr acknowledged former member Bruce Forcier's Selectboard service and congratulated new member Carol Constant on her election win.

REORGANIZATION

Etelman nominated Cyr as chair. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye

Miles nominated Etelman as vice chair. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye

Etelman nominated Constant as clerk. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye

MINUTES

Geraghty motioned to approve the draft meeting minutes of April 6, 2021. Miles seconded. Four in favor, one abstention.

ROLL CALL VOTE

Etelman – Aye

Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Abstain

OPEN FORUM

Geraghty introduced a Community Engagement Forum with the South Hadley Police Access and Community Engagement Team to be held May 26 at 6:30 p.m. on Zoom. Residents are encouraged to submit questions they have about policing via a Google form on the town website. Geraghty will moderate the forum.

COVID UPDATE

Emergency Management Director Sharon Hart said positive COVID cases are decreasing but the town reached a milestone of the virus infecting 1,000 residents since the start, with the current total at 1,013 infections. She noted breakthrough cases are being identified in some vaccinated people.

Sullivan said the public library had its comprehensive reopening plan approved by the health department. It is slated to open in early May. A reopening plan is being drafted for the senior center. Town hall remains closed and continues to provide all services digitally or outdoors. Sullivan said it would be difficult to adhere to the requirements to reopen town hall which could negatively impact services.

7:10 p.m. - Public Hearing: Leena, Inc dba Hadley Mart – Application for Change of Manager, Change of Officers/Directors/LLC Managers, Issuance/Transfer of Stock/New Stockholder, Pledge of Inventory and Pledge of Collateral

Cyr opened the hearing at 7:32 p.m. and closed it at 7:37 p.m. Etelman motioned to approve the application for Change of Manager, Change of Officers/Directors/LLC Managers, Issuance/Transfer of Stock/New Stockholder, Pledge of Inventory and Pledge of Collateral. Miles seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye

COMMUNITY PARADIGM TOWN ADMINISTRATOR SEARCH FINALIST PRESENTATION

Bernard Lynch of Community Paradigm announced Stuart Beckley and Alan Wolf as the two finalists the Town Administrator Screening Committee recommended to move forward to the Selectboard. Originally THERE were four finalists but two backed out prior to the public announcement.

Board members agreed to interview the two finalists next week on April 27 and 28 at 6 p.m. Lynch will generate some interview questions for the board. Members can email interview question suggestions to Lynch or Executive Assistant Kristin Maher. Board members agreed to meet Thursday, April 29 at 7 p.m. to discuss the finalist interviews held the previous two days.

PRESENTATION OF DRAFT FINANCE POLICIES RECOMMENDATION

Sullivan said he will clean up any minor issues. Selectboard members can offer any comments to him. Members aim to approve the policies at the next meeting.

PROPOSED FIREWORKS DATE

Members expressed safety concerns about holding a large event that draws a crowd from across the region on Sept. 4. Sullivan said he would take the concerns back to Recreation Commission to possibly rework and see if they should bring the idea forward again.

ANNUAL TOWN MEETING

Selectboard members agreed to hold the annual town meeting on June 9 at St. Theresa's Church parking lot in the same drive-in style as last year. Sullivan hopes to have hand-held tabulators to use for that meeting.

FY22 BUDGET RECOMMENDATIONS

Sullivan reviewed draft capital recommendations for FY22 budget line by line and small changes to the FY22 summary budget.

ADJOURN / EXECUTIVE SESSION

Etelman motioned to go into executive session under Chapter 39 section 23B for the purpose of bargaining AFSCME A&B Units and not return to open session. Geraghty seconded. All in favor.

ROLL CALL VOTE

Etelman – Aye

Miles - Aye

Cyr – Aye

Geraghty – Aye

Constant – Aye

The meeting adjourned at 8:54 p.m.

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

**SELECTBOARD MEETING
TUESDAY, APRIL 27, 2021
DRAFT MEETING MINUTES
VIRTUAL MEETING ROOM – 6 P.M.**

Present were Chair Jeff Cyr, Vice Chair Sarah Etelman, Member Chris Geraghty, Clerk Carol Constant, Member Andrea Miles, and Town Administrator Michael J. Sullivan.

CALL TO ORDER

Cyr called the meeting to order at 6 p.m.

TOWN ADMINISTRATOR SEARCH DISCUSSION

Bernard Lynch of Community Paradigm informed the board finalist Alan Wolf withdrew his application for the town administrator position, leaving Stuart Beckley as the sole finalist.

Board members discussed reopening the search for the next town administrator in 4-6 weeks, specifying their interest in seeing a pool of candidates with town administrator experience. Members emphasized their desire for redoing the process does not reflect on the final applicant's qualities but rather the board's interest in the process of interviewing a group. Members agreed to revise the job description in the next week, include a salary range based on experience and adding language indicating it is negotiable that the town would covering some moving expenses. All members agreed Beckley would automatically be considered a finalist. Members agreed to address any concerns at their next meeting on May 4.

Etelman moved to reopen the search. Miles seconded. All in favor.

ROLL CALL VOTE

**Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye**

ADJOURN

Etelman motioned to adjourn. Miles seconded. All in favor.

ROLL CALL VOTE

**Etelman – Aye
Miles - Aye
Cyr – Aye
Geraghty – Aye
Constant – Aye**

The meeting adjourned at 7 p.m.

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

BOARD/COMMITTEE	Total Number of Members	Number of Current Vacancies	Number of Member Terms Expiring in June 2021
Appropriations Committee	9	1	3
Bike/Walk Committee	9	5	9
Bylaw Review Committee	7	3	3
Canal Park Committee	7	3	3
Commission on Disabilities	5	0	2
Conservation Commission	7, 1 Assoc.	0	3
Council on Aging Board	11	3	4
Cultural Council	11 Reg, 1 Assoc.	1	4
Golf Commission	7 Reg, 2 Alt.	3, 1 Alt.	1
Historical Commission	7	4	2
Historic District Study Committee	7	2	3
Master Plan Implementation Committee	9	2	3
Recreation Commission	9	0	3
Registrar of Voters	3	0	1
Sustainability & Energy Commission	5	1	1
Tree Committee	7	0	2
Trustees of the Old Firehouse Museum	9	2	3
Zoning Board of Appeals	3 Reg, 2 Assoc.	1 Assoc.	1 Reg, 1 Assoc.

Jeff Cyr, Chair
 Sarah Etelman, Vice-Chair
 Christopher Geraghty, Clerk
 Andrea Miles
 Carol Constant

Michael J. Sullivan
 Town Administrator

Town Administrator’s Report to the Selectboard April 29, 2021

COVID 19 Update

Cases

We clearly see the cases have slowed. They should, as South Hadley has put forth an impressive effort to adhere to guidelines. It goes without saying there are outliers who challenge mask wearing and have a deep-seated disregard for the precautions suggested or demanded. Still, the majority of South Hadley citizens have been engaged and advocate for safe practices. The results are represented in saved lives.

It is becoming more promising that the end is in sight, but I would humbly suggest a continued effort is warranted. Is it really that hard to wear a mask when you are in a confined space or close to others, especially if it helps communal health?

LBOH Count - Events Per Disease and Classification in Jurisdiction

Event Dates from 03/01/2020 to 04/28/2021

Jurisdiction(s) selected: SOUTH HADLEY

Jurisdiction(s) used for report: SOUTH HADLEY

The data are current as of 04/27/2021

Disease	Status	Num of Cases	4/20/2021	4/13/2021	4/6/2021	3/30/2021
Novel Coronavirus	CONFIRMED	1024	1013	998	976	947
Novel Coronavirus	CONTACT	766	766	755	744	730
Novel Coronavirus	PROBABLE	84	82	80	77	74
Novel Coronavirus	SUSPECT	21	21	19	18	18

Vaccine

The Castle of Knights at 1599 Memorial Drive in Chicopee has opened as a regional mass vaccination site. It is a collaborative effort led by Chicopee Mayor John Vieu and serves the South Hadley, Granby and Holyoke communities, but is open to all. The link to the state site to sign up is <https://home.color.com/vaccine/register/chicopee> . If you have difficulty signing up, please call the South Hadley Vaccine Hotline at 413 538 5042 which is facilitated by the South Hadley COA staff.

There also is more opportunity now for anyone looking to get inoculated at area pharmacies, health centers, clinics and various “max-vax” sites. Appointments are available and there is more information on the town website about vaccines. We encourage everyone to consider getting a vaccine as soon as possible.

As you can see from the following chart Hampshire County still slightly on the low side and Hampden is even farther behind when compared to other counties as we move toward the much-coveted herd immunity. This is a very personal decision, and it is understandable that some have concerns, but we urge you to speak with your PCP or a health professional to get factual information to help you with your decision on getting a vaccine.

Individuals with at least one dose administered by county and age group (1 of 2)

Data as of Apr 20th XX Doses as % of people in age group (XX) Estimate of total population in county by age group
* Vaccination figures suppressed where less than 30 persons are included for privacy

	0-19 Years	20-29 Years	30-39 Years	40-49 Years	50-59 Years	60-64 Years	65-69 Years	70-74 Years	75+ Years	Total
Barnstable	6% (36,252)	35% (22,041)	52% (18,884)	57% (19,841)	65% (31,497)	78% (20,219)	84% (20,609)	88% (18,355)	95% (28,931)	59% (216,629)
Berkshire	5% (24,680)	29% (16,052)	46% (13,519)	49% (13,286)	58% (18,629)	70% (10,402)	79% (9,277)	84% (7,756)	86% (12,797)	49% (126,398)
Bristol	4% (132,422)	25% (76,372)	35% (69,793)	41% (72,112)	52% (83,136)	66% (38,700)	77% (31,682)	79% (25,411)	79% (41,795)	39% (571,424)
Dukes	5% (3,385)	40% (1,881)	56% (2,046)	61% (1,963)	69% (2,533)	83% (1,355)	90% (1,445)	95% (1,275)	>95% (1,523)	59% (17,404)
Essex	5% (190,150)	34% (103,878)	49% (95,156)	53% (97,303)	64% (114,966)	78% (55,838)	86% (45,647)	87% (35,821)	85% (58,157)	48% (796,916)
Franklin	5% (13,439)	32% (8,235)	41% (9,067)	49% (8,092)	57% (10,146)	68% (6,140)	81% (5,806)	87% (4,523)	86% (5,721)	49% (71,169)
Hampden	3% (115,129)	21% (68,048)	32% (57,332)	38% (54,201)	47% (63,075)	62% (31,669)	73% (26,269)	76% (20,658)	76% (34,490)	35% (470,869)
Hampshire	5% (36,882)	22% (35,323)	49% (16,583)	54% (15,758)	62% (19,890)	76% (10,719)	86% (9,910)	95% (7,793)	88% (11,138)	44% (163,997)

Individuals with at least one dose as % of population is calculated as cumulative first doses of Moderna and Pfizer administered and reported plus the cumulative doses of Janssen/Johnson & Johnson doses administered, divided by the population in the county and the age category

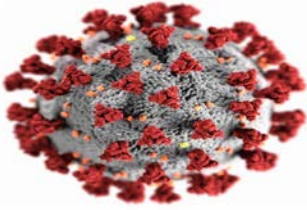
NOTE: Data from MHS (see "definitions"). Data reflect doses administered (see "definitions"), including Janssen/Johnson & Johnson beginning on 3/5/21. An individual is counted as having at least 1 dose if they have received one or more doses. This is measured as the total number of 1st doses of Moderna and Pfizer administered and reported, plus the total number of Janssen/Johnson & Johnson doses administered and reported. Doses without address records are not included in this view. County population totals include suppressed values as indicated with a ***. Data are rounded such that back calculations of suppressed data are not possible. These proportions use Donahue population estimates from 2019. Note about Totals: The difference in the MA state population total created by summing the age categories and by summing the race categories is expected due to the manner in which the estimates were created; the discrepancy is due to unknown races and small, compounded rounding.

Re-opening

So, the Governor’s message from Tuesday (April 27) was clear we will be reopening with some slight restrictions on Aug. 1.

What does that mean in the Town of South Hadley? The library is opening in a few days (check the website) with some restrictions in place. The restrictions require face coverings, limits time in the building, continues curbside service and other measures to keep staff and the public safe. You can see these restrictions on their website <http://www.shadleylib.org/> or simply call the library at 413.538.5045 to hear more.

The guidelines and restrictions have been developed by the South Hadley Health Department (Monasia Ceasar, Sharon Hart) and Library Director Joe Rodio. They incorporated into the plan best practices from the CDC, the Massachusetts Library Association, and the Massachusetts Department of Health. As we observe and listen to civil requests which can safely be integrated into the plan we will certainly do so.



We also are working with the Recreation Department to re-open and increase activities in parks and on playgrounds. After long discussions a decision was made not to take reservations at Buttery Brook Park for the 2021 season. The pavilions will be available, and we hope people will use them safely and follow guidelines for gatherings.

There is an active discussion to explore ways to safely hold concerts this summer. The Town Common and gazebo present a fairly restrictive space which is not conducive to social gathering provisions. Recreation Director Andy Rogers is looking at alternative venues.

A very heart wrenching decision was made at a recent Selectboard Meeting to forgo the Fourth of July fireworks. There was a brief discussion about moving it back to Labor Day, but the consensus was the reward did not equal the risk. This was a prudent decision as it is hard to predict where we would be in September, what a catastrophe it could be if the school re-opening was adversely affected by an outbreak due to such a large community gathering, and the simple fact that we need to sign a contract now with the pyrotechnic company for an event about five months away (if we had it Labor Day).

At the present time there are no substantial changes to how we do business at the DPW Transfer Station. The scheduling five days a week seems to be working well and returning to only being allowed to bring material in two days a week as it was before would seem to be a backwards movement. The restrictions on items accepted are in line with the market and the stricter adherence the policies have resulted in a Transfer Station which is more organized, efficient, and best of all producing a balanced revenue in respect to the budgeted costs.

Town Hall will continue to offer digital, curbside and drop-off services. Most departments also can provide limited in-person service external of Town Hall. Beginning July 1, we will open with restrictions for limited in-person access. The number of people will be limited, the visit will be limited, and you will have to sign up in advance. The details will be developed with the Health Department over the next month.

We will also be focusing our attention on what in-person public meetings will look like, how they will be facilitated and where they can be accommodated. Given many people have adopted (a forced adoption, I agree) we will have to develop accommodations for a hybrid where people can choose to be remote or in-person. Suffice to say I have not worked out the logistics on all those measures and accommodations, but we are working on it. I would encourage input to be sent to me from all interested parties at msullivan@southhadleyma.gov.

Deputy Town Administrator Jennifer Wolowicz

Congratulations to Jennifer Wolowicz and to the Town of Monson. After almost sixteen years of serving the Town of South Hadley she will be taking the Town Administrator post in Monson. Monson will be very well served by their new TA; her experience and educational success will serve the citizens of that community well.

We are all thankful for her service and wish her well in her new post. Michelle Parent from the Human Resources Department will take on her duties and responsibilities on an interim basis as I review the position and make any changes to the responsibilities. At the appropriate juncture there will need to be

appropriate staffing in HR as it has become a department of increasing complexity and reporting at all levels.

I will accept other areas of responsibility charged to the DTA to the best of my abilities and there will be no formal DTA at this time. The Town of South Hadley is blessed to have very competent and experienced department managers who will through natural organizational flow also accept duties as assigned within their area of expertise.

Senior Center Update

We received news this week that Representative Dan Carey was able to secure funding for a e-vehicle in the House Budget. Hopefully, it will make it past the meat grinder that is the state legislature used to make the sausage.... I mean budget. His efforts are particularly appreciated and sensible as Director Hennessey was able to recently secure a grant for a charging station at the new center.

This will allow the COA to have an additional transportation option which has a much smaller carbon footprint and will be a starting point for a better understanding for the municipal complex about e-vehicles. South Hadley has very few “muni-cars” as some cities and towns do. This year we hope to replace a few more cruisers with hybrid vehicles, but some day we hope we all will have the confidence to get electric with even cruisers and trucks. The sooner the better.

Age and Dementia Friendly South Hadley

The efforts continue to present a plan for South Hadley to be an *Age and Dementia Friendly Community*. In a recent meeting it was apparent progress is being made and the plan is nearly finished.

This effort is a long time coming it seems. I can remember five years ago meeting with Rachel Tierney and Carol Constant and Loomis Communities to discuss the possibility of this designation and the work it will entail. Thank you Carol for your facilitation, but especially thank you Rachel for your tireless advocacy and for being a voice for those suffering from dementia and memory loss.

Through their perseverance and promotion and the recognition from others about the importance, it seems like the community is on the edge of a comprehensive strategy being unfolded. This was and is a very worthwhile endeavor and dovetails with efforts and investments South Hadley has and continues to make over time.

The opening of the Senior Center, the positioning and the offerings at that and the adjoining property will be a prime example of “Age Friendly” concepts. It will not only serve the mature population, but also the immature or maybe I should say youth 😊 Congratulations to everyone who has participated in the process.

Town Meeting

Please mark your calendars. The Annual Town Meeting will be held June 9, 2021. St Theresa’s parking lot will be the location for the Annual Town Meeting. I am working on the warrant and even though we are working to keep this as a very tight agenda in anticipation of a time when we all can meet in safe manner to debate the changes and needs of the Town of South Hadley in the time-honored New England fashion of Town Meeting.

We are working on having handheld devices so Town Meeting Members will be able to cast their vote on the device and there will be instant tallying of the results. This equipment has been used for years in countless other communities and the Moderator has done significant research on the effectiveness and secure nature of the devices. They will be assigned to each member attending upon arrival and collected as the members exit. They will not have the capability to vote “remotely” (outside of St T’s).

We will have an area if weather permitting TMMs want to sit outside of their vehicle (weather permitting, with distancing) and will work to improve the opportunity to speak. We will also be looking at adding porta-potties. It seems reasonable to consider that this will be the last time such measures must be taken to allow Town Meeting.... at least for this particular pandemic. Thank you to St Theresa’s for their hospitality and to all TMM’s for their patience.

Respectfully submitted,

Michael J. Sullivan
Town Administrator, South Hadley