

**SELECTBOARD MEETING  
TUESDAY, JULY 9, 2019  
SELECTBOARD MEETING ROOM – 7:00 P.M.  
AGENDA**

Note: Not all the topics listed in this notice may actually 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. These meetings may be audio and/or visually recorded

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES:** Draft minutes of June 18
- 3. ANNOUNCEMENTS/OPEN FORUM**
- 4. PUBLIC HEARING – 7:05 p.m.**  
Liquor license transfer application from Raj Liquors, Inc. to Leena, Inc.
- 5. Appropriations Committee/Selectboard Hearing: End of FY 19 Transfers**
- 6. CONSENT AGENDA**
  - A. Request for a multi-date beer & wine license from Trustees of MHC July 28, 30, 31, Aug. 1, Aug. 2.
- 7. NEW BUSINESS**
  - A. Borrowing Authorization (BAN \$2,832,000) (vote)
  - B. Friends of South Hadley Elderly Bingo license
- 8. RESIGNATIONS/APPOINTMENTS**
  - Marilyn Ishler PVPC Resignation
  - Russell Fleury SEC Resignation
- 9. OTHER BUSINESS**
- 10. TOWN ADMINISTRATOR’S REPORT**
- 11. CHAIRWOMAN’S REPORT**
- 12. ADJOURN**

**SELECTBOARD MEETING  
TUESDAY, JUNE 18, 2019  
MEETING MINUTES  
SELECTBOARD MEETING ROOM – 7 P.M.**

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

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

Forcier motioned to approve the minutes of June 4, 2019. Etelman seconded. All in favor.

**OPEN FORUM**

Marie Rohan invited the public to the Community Garden's tenth anniversary tea party Aug. 9.

**ANNOUNCEMENTS**

Forcier announced the Old Firehouse Museum is celebrating its 130<sup>th</sup> birthday on June 23 and the public is invited to attend.

**CONSENT AGENDA**

Etelman motioned to approve the consent agenda of a request for a One-Day All Alcohol License from MHC Equestrian Center on June 26; a request for a Multi-Date Beer & Wine License from the MHC Trustees on 14 dates; and three requests for a One-Day All Alcohol license by The Boathouse for June 22, July 6 & 18.

**7:05 p.m. THE BOATHOUSE PUBLIC HEARING – SEASONAL ALCOHOL LICENSE**

Miles opened the hearing at 7:05 p.m. Sullivan said this license was already approved by the Selectboard earlier this year but the Boathouse did not notify abutters of the hearing as required by the ABCC. The establishment has now complied with the ABCC requirement. Miles closed the hearing at 7:06 p.m. Forcier motioned to accept the application of The Boathouse for a seasonal alcohol license. Etelman seconded. All in favor.

**MASS DOR TECHNICAL ASSISTANCE REQUEST**

Etelman moved to authorize the town administrator \*\*\* to send the letter. Forcier seconded. All in favor.

**TOWN HALL CLOSURE**

Sullivan said town hall will be closed on July 5 as most employees take that day off and offices will have limited staffing. He reiterated that closing doesn't mean there is less work, but rather there will be more, on Monday. Residents should plan town hall business accordingly, as town hall will be closed on July 4 as well.

**TOWN HALL SIDEWALK**

Sidewalk replacement around town hall has begun, with the addition of a new walkway around the veterans monuments and removal of the 'horseshoe' on Pleasant Street. Town hall entrances

will be temporarily closed while the sidewalk work is underway. For a short period of time, there will be less than adequate accessibility to town hall, as the elevator area will be closed and a new accessible parking area will be created on Pleasant Street. Anyone with difficulty navigating the area should call town hall at 538-5017. Staff from whatever office you need will come to you in your car or your house, or make other arrangements.

### **7:10 p.m. DURO WEST PUBLIC HEARING –RESTAUARANT BEER & WINE LICENSE**

This license was already approved earlier in the year but Duro did not notify abutters of the hearing as required by the ABCC. It now has. Miles opened the hearing at 7:10 p.m. and closed it at 7:12 p.m. Forcier moved to accept the application. Etelman seconded. All in favor.

### **TRI-ANNUAL INTERVIEWS**

The Selectboard interviewed Laura Friesner, Larry Dixon and Julie Watson positions on the Recreation Commission, MPIC and SEC respectively.

### **GRO SOUTH HADLEY SHED REPLACEMENT**

Forcier motioned to approve the shed replacement request from Gro South Hadley. Etelman seconded. All in favor. Sullivan said the structure must be reviewed by the building commissioner and a building permit must be obtained for it. The structure will have a minimal impact on the town's insurance, likely less than \$40 a year, Sullivan said.

### **TRI-ANNUAL APPOINTMENTS**

The Selectboard voted and appointed the following residents to committees:

#### **Bike Walk Committee All 2020**

**Mariann Millard  
Melissa O'Brien  
Nancy Bozek  
Larry Dubois  
Lucia Foley  
Marilyn Gass  
Margaret Jodoin**

#### **Bylaw Review Anne Awad – 2022**

#### **Canal Park ALL 2022 Aaron Haesaert Joshua Driver**

#### **Conservation Bill Bacis – 2022 Garth Schwellenbach – 2021 Tom Dennis – 2022 Julie Watson – Associate – 2022**

#### **COA - All 2022 Janet Veitch Laurie Casolari Allyson Garcia Karen Buscemi**

#### **Cultural Council**

**Rebecca Slitt – 2022  
Karen Donnelly – Assoc – 2022  
John Anz – Full Time - 2022-  
Conditional on attorney  
general's acceptance of the ATM  
bylaw change to 11 members  
Alexis Allen – Full Time 2022-  
Conditional on attorney  
general's acceptance of the ATM  
bylaw change to 11 members**

#### **Golf Commission Chris Collins – Assoc – 2022 Jeff Millard – 2022 Historical Commission – All 2022 Ryan LaFond Don Whelihan Michael Chunyk**

#### **MPIC Michelle Wolfe – 2022 Allyson Garcia – 2022 Larry Dixon – 2022 Alexis Allen – 2021**

#### **Recreation Mark Zraunig – 2022 David Mendoza – 2022**

**Benn Sabbs - 2022- Conditional  
on attorney general's acceptance  
of the ATM bylaw change to 9  
members  
Laura Friesner - 2022-  
Conditional on attorney general's  
acceptance of the ATM bylaw  
change to 9 members**

#### **Registrar Of Voters Amy Foley – 2022**

#### **SEC Jennifer Deforge – 2022**

#### **Tree Committee Bobbie Salthouse – 2022**

#### **Trustees of Old Firehouse All 2022 Desiree Smelcer Wayne Gass Barbara Merchant**

#### **ZBA – ALL 2022 Christine Quigley Martha Terry**

**TA REPORT**

Miles offered congratulations on the completion of the Town of South Hadley website redesign.

Sullivan noted South Hadley will be featured in the next issue of BusinessWest magazine.

He also said before South Hadley can become a Green Community, the final step is to identify a 20 percent savings – something South Hadley has already done as a good faith effort which the state did not take into consideration.

Miles said the next meeting of the Selectboard will be July 9.

For the full TA Report, please see the June 18, 2019 Selectboard packet.

**ADJOURN**

Forcier motioned to adjourn. Miles seconded. All in favor. The meeting adjourned at 8:14 p.m.

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



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street Boston, MA 02114  
 www.mass.gov/abcc

RECEIVED  
 TOWN OF SOUTH HADLEY  
 SELECTBOARD

APR 16 2019

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

Meeting \_\_\_\_\_ Action \_\_\_\_\_  
 Agenda \_\_\_\_\_ Ex Session \_\_\_\_\_  
 New \_\_\_\_\_ Old \_\_\_\_\_  
 Ok to Pay \_\_\_\_\_  
 Send/Copy to: 12:30 PM

APPLICATION FOR A TRANSFER OF LICENSE

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

ECRT CODE: RETA

Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>

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

EPAY CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

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

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS  
 TRANSMITTAL FORM ALONG WITH  
 COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
 239 CAUSEWAY STREET  
 BOSTON, MA 02241-3396

**Year-End Departmental Transfers**

Date: 7/09/19

Transfer From Department:	Acct#:	to	Department	Account #	Amount
DPW Admin O/E	14212-52170		DPW Constr & Maint. P/S	14221-51102	\$ 5,000.00

**Reason for Transfer Request:**

Transfer From Department:	Acct#:	to	Department	Account #	Amount
Elections P/S	11621-51114		Town Clerk P/S	11501-51387	\$ 5,520.00

**Reason for Transfer Request:**

**Approvals:**

Selectboard Chair: \_\_\_\_\_

Appropriations Committee Chair: \_\_\_\_\_

Selectboard Annual License

**30764**

Location

50 COLLEGE ST  
South Hadley, MA 01075

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**Business Information**

**Business Name**

Trustees of Mount Holyoke College

**Phone**

413-538-2217

**Owner Name**

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**City**

South Hadley

**Mailing Address**

50 College Street

**Zip**

01075

**State**

MA

**DBA**

--

**Person Responsible for Daily Operation Name**

--

**Phone Number**

--

**Email Address**

--

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**Permit Info**

  Permit For

1 Day Beer and Wine - Multi Date

  # of licensed dates requested

5

  Description of Event

Beer and Wine reception

  Description of Location

Chapin Auditorium

  Hours of Operation (Ex: 8:00 AM - 5:00 PM)

4pm- 12:30am

  List all dates (mm/dd/yy) separated by a comma

July 28, July 30, July 31, August 1, August 2

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This is a breakdown of the note issuance scheduled for July 10, 2019;

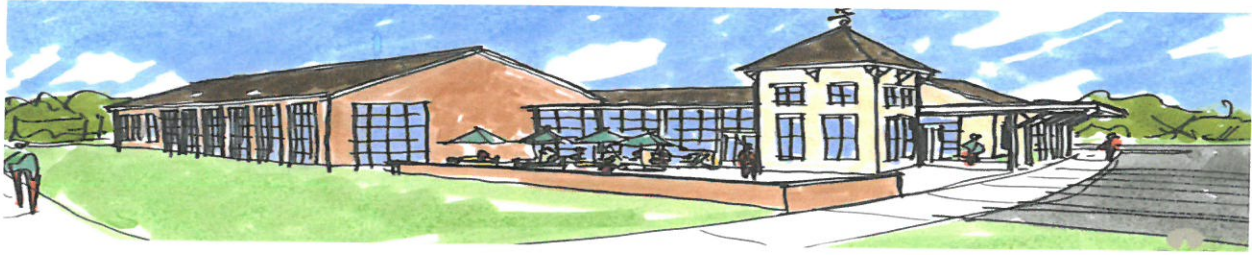
July 17, 2019 Bond Anticipation Notes (Statehouse Notes/ Bureau of Accounts)

Notify Banks:	July 10, 2019
Bids Accepted (Treasurer)	July 17, 2019 (until 11:00 AM)
Selectboard Signatures	July 18 and July 22
Notes to Bureau of Accounts	July 23 close of business
Transaction settlement	July 30, 2019
Maturity	July 16, 2020

Maturing Sidewalk BANs:	\$490,000
Less principal paydown:	( 35,000)
Plus maturing Plains School BANs:	\$327,000
Less principal paydown:	( 40,000)
Plus maturing Senior Center Design BANs:	\$600,000
Plus New Money	
Departmental Equipment	\$240,000
Building Renovation	\$350,000
Sidewalks	\$400,000
Streets	\$500,000
 Total Authorization	 \$2,832,000

Motion: I move 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.





**DATE:** June 21, 2019

**TO:** Andrea Miles, Selectboard Chair  
Michael Sullivan, Town Administrator

**FROM:** Kim Prough, Friends of the South Hadley Elderly

**SUBJECT:** Bingo License

Attached is an application for a bingo license for which the Friends would like to apply. We would like to hold a bingo fundraising event on Friday, October 18 at St. Theresa's Church. All proceeds will benefit the new Senior Center. In order for us to receive a state issued license from the Massachusetts State Lottery Commission, this form needs signatures providing town permission from the Chief of Police, the Selectboard and the Town Administrator. The Chief of Police has signed the form and I'd like to request that you each sign as well. Once the application has been signed, I would appreciate your letting me know when it is ready and I will come to the Town Hall to pick it up.

If you have any questions please don't hesitate to contact me at [ksprough@me.com](mailto:ksprough@me.com) or 781-864-0468. Thank you for your consideration and assistance.

Andrea Miles, Chair  
Jeff Cyr, Vice-Chair  
Christopher Geraghty, Clerk  
Sarah Etelman  
Bruce Forcier

Michael J. Sullivan  
Town Administrator

July 2, 2019

Honorable Selectboard,

Please accept this report as a condensed version of the issues and projects we in town hall have been involved in over the last few weeks. The Town Hall is experiencing a high vacation absence, training and conference rate, but there is still much being accomplished thanks to the dedicated staff.

Please note town hall will be closed Friday, July 5. I do not anticipate any major issues as we have been advertising the closure for nearly one month.

Thank you for your patience and understanding, it sincerely means a great deal to all of us in town hall.

**Town Hall Sidewalk Project;**

There has been substantial progress to improve the sidewalks around town hall. We are on time and on budget at this point in the process. The improvements so far include moving the benches to poured pads and the assembly area for the monuments dedicated to South Hadley veterans who have served this country in every war fought by Americans, including the Revolutionary War.



The Pleasant Street side will have improved handicap van access with significant changes altering the half-moon area, which will reduce the maintenance and increase the accessibility to the elevator.

We have also incorporated into the project areas which allow snow to be stored more effectively and the reseeded grass has already commenced. The mailboxes had to be moved temporarily.



**Route 116 Mass DOT Public Hearing;** Both I and Selectboard Member Bruce Forcier were in attendance at the Route 116 presentation hosted by Chappell Engineering and Mass DOT. District 2 Chief Engineer Rick Masse and others were on hand from MassDOT and Keith Lincoln from Chappell.

There were about a dozen or more interested residents, Planning Board Member Diane Mulvaney and Conservation Commissioner Bill Bacis. It seemed to me that most of the public's questions were answered sufficiently. Residents expressed interest in the lane improvements and signal light upgrades being added. There were some inquiries about how the "green" bike lane will improve safety.

Engineer Lincoln explained how using a dotted lane with green paint signifying a protected area for cyclists and other narrowing would organize and calm traffic at the intersection. Some of the attendees suggested similar strategies should be employed at the Mosier/Newton intersection. While all agreed it would be a good candidate for such improvements it is beyond the area that this project is addressing.

Mariann Millard and other Bike/Walk Members were on hand and gave input and asked questions about bike and pedestrian improvements. There will be bike lanes, improvements to the sidewalks and cyclist recognition at traffic lights. The Bike/Walk Committee continues to give important input and advocacy to projects of this nature.

**Park @ Woodlawn Presentation;** Wayfinders (Michele McAdaragh) and the Woodlawn Plaza developers (Yee family, Rocco Falcone) presented some initial thoughts on their plans for a development of the property, focusing on the 72 units of housing which is part of the plan. The presentation was held in the community room of the library.



There were not many surprises other than the size of the crowd. If you were not there at the library and strictly went by news reports about the evening you would come away with a perspective of South Hadley being an unreasonable community which is unwilling to accept any development.

It appeared to me the vast majority were there to learn more, ask reasonable questions concerning them personally, but are willing to continue to give input about how the project could be enhanced. Of course there were those who came angry with their minds made up, replete with misinformation. Those attendees would have you believe this project would be the ruination of the town. Thankfully the number of reasonable and thoughtful people vastly outnumbered the angry. Granted they were not as loud, but more organized with their thoughts and certainly more polite. It is a credit to South Hadley to have residents willing to work to understand the greater need for investment instead of spewing misinformation about increased taxes and threats to education.

The meeting was cut short when Ms. McArdagh was told by Fire District 1 personnel the room would have to be cleared due to overcrowding concerns. While I agree the room was overcrowded and the fire district should have asked the attendees to evacuate, I thought it was unfortunate the district fire personnel were reluctant to make the announcement to the crowd as fire officials.

I am sure you have noticed that the Newton and Lyman corner look is already changing with the clearing of several buildings. Northampton/Greenfield Coop will also



start their renovations at the former Bank of America location across the street and the Woodlawn Station (Valley Bike Share) should be up and running in the next two weeks. Lot of action over the next two years in this area. We continue to work with all parties to keep them informed of project progress. Hopefully this will avoid to the greatest extent possible project clumsiness resulting in prolonged inconvenience for residents.

**Health and Safety/Facilities Coordinator;** Human Resources has received a number of promising applicants for the position and will begin the prescribed vetting process next week. The three-person panel reviewing and interviewing the qualified applicants will be directed by Deputy Town Administrator Jennifer Wolowicz with the Building Commissioner Gardner and South Hadley Public Schools Business Manager Angela Wang (selected by the superintendent) serving on the panel, as well. They hope to have a recommendation made to administration by mid to late August.

The Deputy Administrator and I will attend another day-long training on work related OSHA safety in October. It is my expectation the incumbent candidate will also attend this day-long training.

**PVPC Health and Safety Roundtable;** Assistant DPW Superintendent Vivian Price and I attended a recent PVPC Roundtable where state officials from the Department of Labor went over the new regulations. While many communities are just starting to think about this new mandate, I am happy to report South Hadley is farther along than most small communities and some of the larger cities and towns as well.

The hiring of the H&S/FC will go a long way in respect to South Hadley staying ahead of the mandate and in some cases exceeding the goals of creating a safe work environment for employees, our most valuable asset, and at the same time reduce WComp claims or adversely affect efficiency. I believe it will eventually increase our understanding of the needs for all public buildings in comprehensive manner. Thank you for supporting this project!

**Ledges Quarterly Meeting;** Steve Gano and Mike Fontaine from IGM recently met with Andy Rogers and I to discuss the golf season so far at Ledges.

I have to say there is a real positive vibe. Despite the terrible weather during the spring, revenues are up despite rounds being down slightly. IGM is working diligently to effectively promote the Ledges for their benefit as well as the Town of South Hadley.

While revenues at this juncture are above what was predicted, so are expenses. The important consideration is that the revenues are growing at a rate than the expense side of the ledger. We will continue to monitor and discuss the situation with IGM. There may be a need to make some adjustments in the future so we are not forced to close the course early this golf season or open late the following season.

Again, it has been positive, as long as expected revenue increases are growing at a rate greater than the expenses and we do not experience a serious failure of some necessary system (knock on wood, please). I have asked IGM to prepare brief report

for the Selectboard to review and consider. We should have that by the next SB meeting.

**PVTA;** As you are aware longtime South Hadley PVTA Representative Marilyn Ishler has resigned. I served as the alternate and attended meetings when Marilyn could not, which was rare. Thank you, Marilyn, for your years of service.

Anne Capra (Associate Planner/Conservation Administrator) has agreed to be the alternate. Our focus will remain on how we can improve and innovate public transportation in South Hadley. There are a number of exciting and innovative strategies to tailor transportation, as well as integrating it with other systems (rail, VBS, other services) for the benefit of a town or region.

It was great to hear about the new Fare Free Tuesdays for anyone over 62 (see PVTA website for more details), however I did point out the need to get millennials onto the buses. I suggested a program where anyone under the age of 18 rides free on Sunday with the purchase of an adult fare. Kind of a "BOGO" for families. I believe there is critical importance in getting young people, our future, on the bus!

**HCHIT;** HCOG has recently voted to allow the Health Insurance Trust to extricate the organization from the Hampshire Council of Government's sphere of influence. This is of importance to South Hadley as I believe it significantly strengthens the Trust's position and lessens its exposure to liability and future costs.

**COA Temporary Quarters;** COA Director Leslie Hennessey and I had a very successful meeting with Father Toomey, Pat Smith and Howie Resnick about allowing the town to use the facilities at Saint Theresa's Church during the building of a new senior center.

To say they were sensitive to our needs, our budget and timetable would be a profound understatement. Their sedulous approach to the relationship was refreshing. The pastor expressed a sincere desire and has acted in that regard to be a greater part of the South Hadley community. There has been recent fundraising events for Mosier School and will be used for upcoming fundraiser for the COA at Saint Theresa's.

While the details are still being ironed out the COA would have access to the gym, kitchen, office space and meeting space in the south wing of the facility, Monday through Friday 8-5 with few exceptions. They are also very much open to other times for events. We believe the cost would be very reasonable. We should have some final agreements before the SB at the August meeting for your consideration.

**Verizon GPS;** DPW Superintendent Jim Reidy, Deputy Town Administrator Jennifer Wolowicz, IT Coordinator James Doolittle and I recently had a video conference with Verizon representatives about installing GPS in DPW vehicles.

Beyond the obvious safety and security reasoning behind this initiative, I was particularly impressed with the overall cost of retrofitting vehicles (less than \$7,000 for the whole fleet). The resulting savings by having a more accurate vehicle service program which can reduce gas consumption is predicted to be as much as 19% for an average fleet.

It also will record speed, offer safety and user checklists which will keep vehicles in better condition and position them to last longer. I went in thinking this is a good idea, but if we exploit this tool to the fullest it could go way beyond anyone's expectations in professionalizing our vehicle retention process.

We hope we will be able to complete the installation into DPW vehicles by no later than October 30 and begin using this tool immediately thereafter.

**Canal Park Trail;** After meeting with Canal Park Committee Chair Mitch Resnick I formally stepped in to close the Canal Park Trail which is north of the park and has a series of bridges which winds through some interesting forest and habitat along the Connecticut River.

While flood damage to the bridges and trails was a major contributing factor, there were other considerations such as the proliferation of poison ivy, oak and sumac and other aspects in making the decision to warn people away from using the trail. Neither



the chair nor I wanted to take this step, but committing more financial resources at this time to abate the will of Mother Nature makes little sense.

The Canal Park Committee, along with Chair Resnick, continue to be devoted to improving the park. We hope to have the vistas trimmed sooner than later and the refurbished benches reinstalled near the Kuzma Memorial on the park property.



I would also like to thank ConsCom Administrator Anne Capra for her assistance on Canal Park projects, as well as DPW Superintendent Jim Reidy and Parks Superintendent Bill Simard and their staff for their involvement.

**Town Hall Murals;** Astronaut (and former South Hadley resident) Dan Barry would be proud of the new addition to town hall. Artist/Muralist (and present South Hadley resident) Sarah Miele has been commissioned to create two permanent works in the hallways in advance of the additional work to spruce up town hall.



Following the mural installations work will begin on repairing the ceilings and walls and eventually painting the same.

Hope you all have a Happy Fourth of July!

Respectfully submitted,

Michael J. Sullivan  
Town Administrator, South Hadley