

Town Administrator's Weekly Report  
September 21, 2016

Each week, when the Select Board has a scheduled meeting, the Town Administrator provides a report to the Select Board members.

This report provides an overview of the Town Administrator's week and updates from Town Departments and Offices on various programs and initiatives. The weekly report also includes information about construction projects and a schedule of upcoming community events.

Here is the report for the week of September 21, 2016.

**Projects**

Bay Road Bridge: MassDOT reported that the final expanded design is completed, and the design is being used for construction estimates. The environmental permit process is underway. I checked with the Hadley Conservation Commission, which has not been contacted. No specific word on when the project will commence. I will provide an update on the construction schedule when it becomes available.

Route 9 Widening Update: ET & L Corporation, the contractor, has finished most of the roadwork. Three courses of blacktop were laid down, and work will now focus on curbstones and sidewalks. The final course of road pavement is expected to be completed by November (conditions permitting).

Future Road Widening: Representatives of MassDOT met with the Select Board on September 7 to plan for the next phases of the overall Route 9 widening project. A rotary is planned for the Northampton side of the Coolidge Bridge for 2018. The Route 9 widening from Middle Street to East Street is scheduled for 2020. The anticipated costs for Hadley infrastructure upgrades is incorporated in the revised Capital Improvement Plan.

MassDOT is exploring the concept of a three-lane road east of Middle Street (as opposed to a four-lane road). This issue needs to be discussed by the Select Board.

Public Safety Complex HVAC Control: Work is nearing completion.

Public Safety Complex Roof Update: The bids for the project were received on August 29. Upon examination of the apparent low bidder's qualifications, that apparent lower bidder withdrew their bid. The Town is now reviewing the second low bidder to see if they can meet our qualifications. Further updates to follow.

Municipal Buildings Update: Capital requests for 5 municipal buildings were received in the capital planning process. The requests are being evaluated and incorporated into the Capital Improvement Plan with an eye toward affordability, need, and management capabilities. (i.e., how many major construction contracts can we manage at any one time). The Treasurer and Town Administrator met with the Town's Chief Financial Advisor to review prospective

borrowing. A cash management plan associated with all proposed borrowings will be ready on October 7, 2016.

The Municipal Building Committee has developed a list of projects, and I will assist with procurement.

Land Requests For Proposals Update: The two responses were received for the Center Hadley Requests for Proposal for land, and none were received for the RFP for land in North Hadley. The bids were disseminated to the Capital Planning Committee for their review.

Owners Project Manager Update: The Notice to Proceed has been sent, and the OPM firm is employed. Contract documents have been signed. A kick off-meeting was held, and the OPM will start working with the Council on Aging and the North Hadley Fire Substation Ad Hoc Committee.

Wage and Classification Study: In process.

Commonwealth Compact: The Town was awarded technical support for two projects: (a) development of a financial management team and (b) a safe route to school project. The Department of Revenue has notified us that the projects have been approved, and we will be notified of our next steps. I consulted with the Massachusetts Department of Revenue for an implementation schedule, and they advised that they are taking communities in sequence. Hadley is expected to be helped in late summer 2016. More recently, DOR has stated that they will commence work with Hadley in the next two weeks.

Electricity Net Metering Credit Agreement (Phase 2): The second solar installation on Mill Valley Road is nearing completion, and we are working with the developer, Nexamp, to implement the net metering credit agreement under SREC 2 for 30% of our municipal electrical load, resulting in a 16% discount on many municipal electrical accounts. (We already have a net metering credit agreement under SREC 1 resulting in a 21% discount for 70% of our municipal electricity.) Future savings over 20 years is estimated to be \$150,000 to 300,000. We expect this project to go live in the next 45 days.

Electricity Aggregation Project: The public notice period has concluded, and Good Energy will submit the Hadley electricity aggregation plan to the Massachusetts Department of Utilities. Once the DPU gives their approval, then Good Energy will conduct a bid process for electric rates. Assuming a favorable outcome, Hadley residential electricity users should start seeing a discount on their electricity bills.

Special Town Meeting Update: Capital Planning Committee is meeting next 10/3. Finance Committee is meeting 9/28. The Treasurer is working with our Chief Financial Advisor on money management, and we expect a report on 10/7. The Board is scheduled to sign and post the warrant on 10/12.

## **Departmental Functions**

Capital Improvement Plan: The updated five-year Capital Plan has been presented to the Capital Planning Committee.

MS4 Stormwater Permit: Marlo Warner and I met with the Town of Amherst, PVPC, and a representative of the Massachusetts Department of Environmental Protection to continue coordinating a regional response to the MS4 stormwater permit, and I attended a PVPC orientation. The Town has applied for a new State Revolving Fund to pay for the cost of the new 5-year permit. There is another orientation meeting on Monday, October 3 at 10:00 a.m. at PVPC, which we intend to attend.

Compliance will require a coordinated effort by the Town of Hadley, as many departments share responsibilities in meeting the requirements of the permit. A coordinating meeting involving most of Hadley's departments and board is being arranged for the October department head meeting.

Public Records Law Update: The state has passed a law reforming public records law with an effective date of January 1, 2017. We have attended training to help Hadley comply with the new requirements. I will encourage department heads to participate in further training, and I will be bringing action items to the Select Board in the coming months.

Municipal Modernization Act Update: The Governor signed into law a wide-ranging overhaul of municipal laws in an effort to aid cities and town perform their functions more efficiently and effectively. The new legislation covers municipal finances, operations, assessing functions, enforcement, and procurement – to name a few broad categories of what the act covers. There are many new tools to help town improve their functions, and I will be bringing action items to the Select Board and Town Meeting in the coming months.

### **Upcoming Projects and Events**

Wine Tasting and Tunes: September 22 at the Council on Aging.

Open House: September 24 at the Hadley Historical Society.

Beer Tasting: September 30 at the Goodwin Memorial Library

Special Town Meeting: The Warrant will be posted on October 13.

A preview of the warrant articles will be offered on October 20.

The next town meeting is October 27.