



Board of Assessors

Tax Classification Hearing Fiscal Year 2023
Cheryl Hanly, Principal Assessor

Fiscal Year 2023

Tax Classification Hearing

- Purpose
- Assessed values & changes from FY22
- Levy limit, maximum levy, excess levy capacity
- Split tax rate vs. single rate - impact on the average single-family tax bill
- How Hopedale's single-family tax bills compare to surrounding communities
- Other tax options – residential exemption & small commercial exemption
- BOA recommendations
- Select Board must vote on a residential factor, residential exemption and small commercial exemption
- Conclusion

Purpose of the Tax Classification Hearing

Before the tax rate can be set, the Select Board must hold a public hearing each year to consider the tax rate options available to the municipality under property tax classification. The hearing is held after the assessors have determined final values and classified all properties and reported this information to the Department of Revenue. These values set the parameters for the options the town may adopt.

The Classification Hearing does **not** determine how much money can be raised nor does it decide the tax rate for the town. It only determines the distribution of the tax levy among the property class types.

Assessment Classification Detail Report (LA-4) – Fiscal Year 2023

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	1,477	661,946,100				
102	450	132,292,200				
MISC 103,109	12	8,536,200				
104	113	46,953,800				
105	8	3,806,300				
111-125	3	10,636,800				
130-32,106	180	5,943,900				
200-231	0		0			
300-393	88			49,341,700		
400-442	74				41,761,900	
450-452	1				392,300	
CH 61 LAND	0	0	0	0		
CH 61A LAND	0	0	0	0		
CH 61B LAND	2	0	0	187,311		
012-043	8	2,746,181	0	1,831,219	578,300	
501	106					2,435,190
502	83					3,174,180
503	0					0
504	3					24,345,530
505	4					2,864,400
506	2					1,597,700
508	3					359,010
550-552	2					820,500
TOTALS	2,619	872,861,481	0	51,360,230	42,732,500	35,596,510
Real and Personal Property Total Value						1,002,550,721
Exempt Parcel Count & Value				91	93,874,485	

The LA4 shows the number of parcels and value for each class of property.

Hopedale's total taxable value for FY2023 is just over 1B, and the **average single-family home value** (Property Type 101) is **\$448,169**.

This is an increase of \$36,569 from last year's average single-family value of \$411,600.

The values for FY2023 are determined on the Full and Fair Cash Value as of January 1, 2022.

Why do we change assessed values?

We are required to. Under the guidelines of the Department of Revenue and Massachusetts General Laws, Chapter 59, we are required to assess property at 100% full and fair cash valuation. Assessed values must reflect the market, i.e., what properties are selling for.

How did values change in Fiscal Year 2023?

<u>Property Class:</u>	<u>%Change</u>
Residential – Single Family	8.8%
Residential – Condominium	14.6%
Commercial	7.2%

Fiscal Year 2023 Levy & How a Single Tax Rate is Calculated

Levy to be raised: \$17,492,543

Maximum Allowable Levy : \$17,580,584

Excess Levy Capacity: \$88,041

Total Value of all property in town: \$1,002,550,721

Tax Levy: \$17,492,543 divided by

Total Value: \$1,002,550,721

=0.017448 multiplied by 1000

= Single Tax Rate of \$17.45

Single or Split Tax Rate?

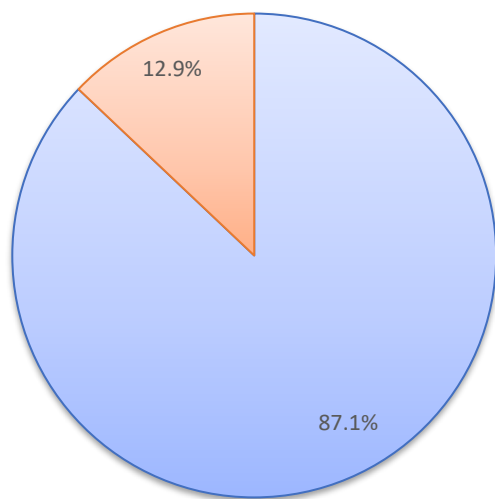
Municipalities must decide whether to tax all classes of property at their full and fair cash valuation share of the tax levy, which results in a single tax rate, or to reduce the share of the levy paid by the residential property owners and shift a portion of those taxes to commercial, industrial and personal property taxpayers (CIP), which results in a split tax rate.

The Commissioner of Revenue determines a Minimum Residential Factor (MRF) for each community. The MRF is used to make sure the shift of the tax burden complies with the law (M.G.L. c. 58 s 1A). Residential taxpayers must pay at least 65% of their full and fair cash value share of the levy. CIP taxpayers cannot pay more than 150% of their full and fair cash value share of the levy.

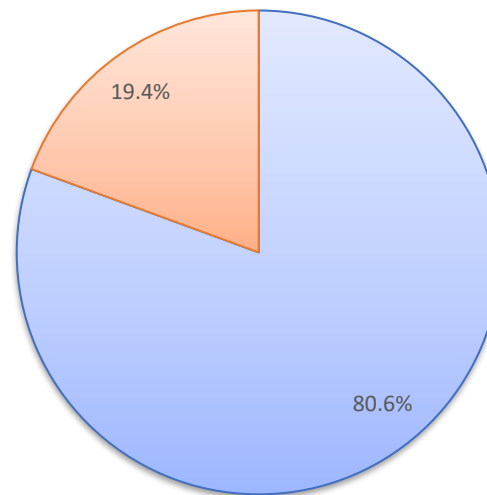
Levy Allocation

If the Select Board opts for a single tax rate, the residential class of properties would pay 87.1% of the total levy. This is because 87.1% of Hopedale's tax base is classified as residential.

If the Select Board opts for the maximum shift, the commercial, industrial and personal property class would pay a higher percentage of the levy, and the residential burden will be reduced to 80.6% of the total levy.



■ Residential ■ CIP





■ Residential ■ CIP

Impact of a Shift Tax Rate

The table below illustrates what portion of the levy would be paid by the Residential and CIP classes ranging from a Residential Factor of "1", and several scenarios up to the Minimum Residential Factor of 0.9257, which results in shifting the highest amount possible to the CIP properties.

Historically, Hopedale has chosen the maximum allowable shift factor to afford residential taxpayers the lowest share of the tax burden allowed by state law.

**please note the tax rates stated below can change slightly during the DOR approval process.*



CIP Shift	Res Factor	CIP Levy%	Res Levy%	Res Tax Rate	CIP Tax Rate	Avg Res Bill \$Change	Med C&I Bill \$Change	Avg Res Bill % Change	Med C&I Bill % Change
1.00	1.000000	12.9%	87.1%	\$17.45	\$17.45	\$724.17	-\$2,893.96	13.5%	-32.9%
1.20	0.970300	15.5%	84.5%	\$16.93	\$20.94	\$522.53	-\$1,773.32	9.7%	-20.2%
1.25	0.962900	16.2%	83.8%	\$16.80	\$21.81	\$472.12	-\$1,493.96	8.8%	-17.0%
1.40	0.940600	18.1%	81.9%	\$16.41	\$24.43	\$320.89	-\$652.68	6.0%	-7.4%
1.50	0.925700	19.4%	80.6%	\$16.15	\$26.17	\$220.08	-\$93.97	4.1%	-1.1%

FY2023 Average Single Family Home Scenarios

In FY2022, the average single-family home paid \$7042.48

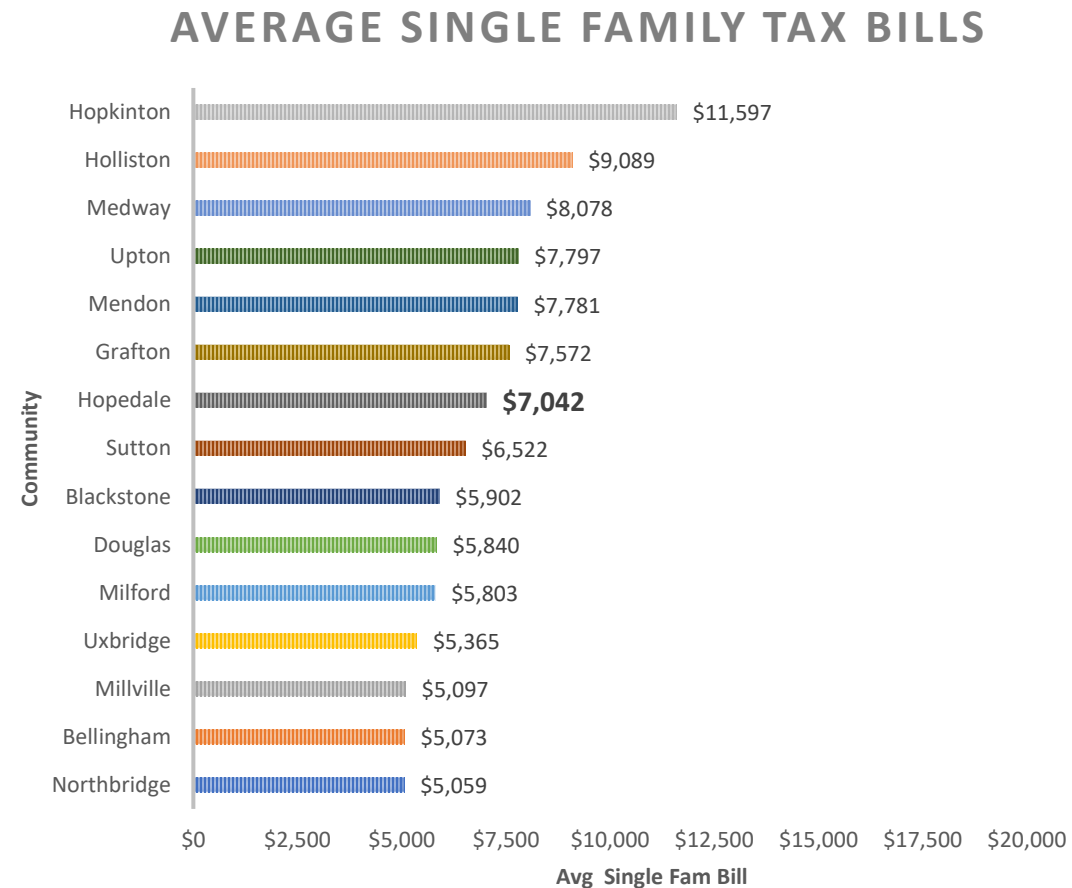
If a single tax rate of \$17.45 is selected, the bill will increase to \$7820.55

If the maximum shift is chosen, the bill will be \$7237.93

Therefore, selecting the maximum shift results in a \$582.62 savings to the average single-family homeowner.

FY22 Average Single Family Tax Bill Comparison

How we compare to surrounding communities



Residential Exemption

Enacted in 1979, the residential exemption is an option under property tax classification that shifts the tax burden within the residential class from owners of moderately valued residential properties to the owners of vacation homes, higher valued homes and residential properties not occupied by the owner, including apartments. Exemptions cannot exceed 35% of the average assessed value of all residential properties.

Communities that choose to adopt this exemption are often large cities or towns with many nonowner-occupied properties such as apartment buildings (Boston, Brookline, Cambridge) or resort communities with many seasonal residents (Nantucket, Provincetown, Wellfleet).

Hopedale does not currently have a residential exemption.

Small Commercial Exemption

- An exemption of up to 10% of the property valuation for commercial (class 3) properties only
- Eligible businesses cannot have more than 10 employees
- Parcel value cannot exceed \$1,000,000
- If a parcel is occupied by multiple commercial occupants, all occupants must be eligible businesses.
- Exemption goes to the building owner, not the small business
- Too few businesses are eligible for this exemption as per the Department of Unemployment Assistance (DUA) to recommend this option
- **Hopedale does not currently have a small commercial exemption**

FY2023 Board of Assessors Recommendations

Select a residential factor of 0.9257 which maintains a shift of 1.5% to the CIP class

Do not adopt: Residential Exemption

Do not adopt: Small Commercial Exemption

Select Board to vote



Thank you!



Board of Assessors

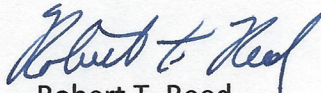
November 7, 2022

Board of Selectmen
Town Offices
78 Hopedale St.
Hopedale, MA 01747

Dear Board of Selectmen

I am very interested in applying for the position of Interim Town Administrator which is listed on the Massachusetts Municipal Association website. Attached is a copy of my resume. I believe that I am well qualified to fill this position for you and have successfully served in an Interim capacity in several Massachusetts communities, including Hopedale. Thank you for your consideration of this application. I am available for an interview at your convenience.

Yours very truly,



Robert T. Reed

Robert T. Reed
106 Fisher St.
Medway, MA 02053
Deerbob@comcast.net (508) 533-2776

Experience

2021-22	Acting Town Administrator, Sturbridge, MA. Served in this capacity from December, 2021 to May, 2022.
2019-20	Acting Town Administrator, Hopedale, MA. Served in this capacity from October, 2019 to April, 2020.
2018-19	Acting Town Administrator, Rutland, MA. Served in this capacity from September, 2018 to January, 2019.
2017	Acting Town Manager, Upton, MA. Served in this capacity from January to August, 2017.
2015	Acting Town Administrator, Princeton, MA. Served in this capacity from February to August, 2015.
2014	Acting Town Manager, Southbridge, MA. Served in this capacity from January to June, 2014.
2004-2013	Town Administrator, Leicester, MA. Duties included; preparation and management of the Town budget, collective bargaining, management of the Town's Personnel by-law, Town Procurement Officer, grant writing and administration. Retired from Leicester July, 2013.
1998-2004	Town Administrator, Sherborn, MA. Duties included; budget preparation and administration, personnel administration and collective bargaining, Town Procurement Officer, monitoring numerous Town building construction Projects, serving as liaison between Board of Selectmen and Town Departments.
1993-1998	Town Administrator, Westport, MA. Duties included; grant preparation and administration, preparation and management of budgets, monitoring and administering numerous building projects, personnel administration and collective bargaining, serving as liaison between the Board of Selectmen and Town Departments.
1990-1993	Administrative Assistant, Hatfield, MA. Duties included; procurement, budget preparation, personnel administration, grant and insurance management, serving as liaison between the Board of Selectmen and Town departments.

- 1987-1989 **Town Administrator, Kingston, MA.** Duties included; budget preparation and administration, procurement, serving as liaison between the Board of Selectmen and departments, personnel and collective bargaining, emergency management.
- 1984-1987 **Town Executive, Sutton, MA.** Duties included; grant preparation and administration, personnel, planning, budget preparation and administration, procurement, serving as liaison between the Board of Selectmen and Town Departments.

Education

- 1984 Masters in Public Administration, Clark University, Worcester, MA.
- 1976 Master of Arts, Northeastern University, Boston, MA
- 1971 Bachelor of Arts, Simpson College, Indianola, Iowa

Professional

Massachusetts Municipal Management Association (MMMA)
Former member, MMMA Executive Committee
Awarded, Certificate in Local Government Management, International City Management Association (ICMA)

References available upon request

Glenda Hazard, Chairperson
Board of Selectmen
78 Hopedale Street
Hopedale, MA 01747

Dear Chairperson Hazard:

I am submitting my resume for your consideration for the position of Interim Town Administrator. I am a retired municipal manager and have worked in Massachusetts local government for 36 years, including previously serving as the Hopedale Town Administrator in the 1990's.

I reside in Milford and have considerable knowledge of your community, and am confident in my ability to provide a high level of management and administrative expertise in overseeing municipal operations and addressing important issues in a timely and professional manner. I recently worked as the interim town manager for the towns of Webster and Blackstone, which face similar challenges and opportunities. I would welcome to work with the Board of Selectmen, department heads and staff of address Hopedale's priorities and assist you in finding the best possible candidate for fill the Town Administrator position on a permanent basis having assisted the Webster and Blackstone Selectmen similarly.

As a "Son of Hopedale", I can make and immediate positive impact and assist the Board with preparations for the fiscal 2024 budget and capital improvement plan, town meeting preparations and work to settle any open collective bargaining obligations. I am not interested in seeking permanent appointment and thus could approach the interim position without any bias, and deal with issues of critical importance after meeting with the Board to fully understand it's priorities for the upcoming months.

I appreciate your consideration and look forward to meeting with the Board at the earliest possible opportunity to discuss my interest in the position. Thank you.

Very truly yours,

greg balukonis

Greg Balukonis

Greg Balukonis

Municipal Expert Seeks Local Government Managerial Opportunity

Milford, MA 01757

gbalukonis@hotmail.com

(508) 826-1418

I am a successful 36 year career municipal manager who looks to bring the necessary skills, knowledge and abilities to an interim or acting position, specifically in the area of government administration. I retired from my town manager career in 2019 and have since held positions of responsibility with the Towns of Webster and Blackstone, and U.S. Census Bureau. My most recent positions as Webster and Blackstone interim managers concluded upon appointment of permanent Town Administrators. I was not a candidate for the aforementioned positions, and worked with the Board of Selectmen and incoming administrator to ensure the transition process was without delays or problems. I am confident in saying that both communities were left in a more advantageous financial and stable administrative position than when I began my respective tenures.

Interim Town Administrator

Town of Webster - Webster, MA

August 2021 to February 2022

I worked as the part-time providing interim services as the Town's Chief Administrative Officer with a term ending in February, 2022 when the incoming administrator was sworn-into office. Responsible for distribution of ARPA as committee chair to eligible businesses and earmarking remaining funds for municipal projects, including unanticipated PFAS public water supply contamination. Prepared town meeting warrants and motions. Initiated FY 2023 operating budgets and capital plan, including development of revenue and fixed cost estimates for the next fiscal year. Met with department heads and Finance Committee to address funding priorities given revenue constraints. Recommended actions for Special Town Meeting approval to balance budget and address known budgetary shortfalls. Successfully settled three (3) union contracts without outside assistance for the next fiscal year to provide the incoming administrator an opportunity to more fully understand municipal operations and finances prior to engaging in time consuming and potentially contentious negotiations. Implemented needed actions under Municipal Vulnerability Preparedness (MVP) grant to open the door to other grant funding opportunities. Reorganized Town Administrator Office by establishing Assistant Town Administrator/ Human Resources Director position at obtained the necessary buy-in of various boards and staff. Worked staff to manage needed actions in response to the ongoing Covid pandemic and ensure the safety of the public and municipal employees while providing improved public access to town services.

Acting Town Administrator

Town of Blackstone - Blackstone, MA

December 2020 to July 2021

I worked as the part-time Acting Town Administrator who is the Town's Chief Administrative Officer with a term to ending in July 2021. Responsible for successful negotiation of five (5) union collective bargaining agreements without outside assistance that had not been substantially addressed other than cost of living increase in six (6) years. Responsible for recommendation and submission of balanced FY 2022 operating budget. Developed annual and special town meeting warrants and related motions, including capital funding proposals. Created request for proposals for Town Administrator recruitment firm and served as primary liaison with consultant's staff, and assisted Selectmen with vetting candidates. Developed request for proposals for Town Counsel services and solicited proposals. Successfully applied for Complete Streets status and secured grant funds for initial engineering assessment. Managed reopening of Town Hall during the pandemic which had been closed for months. Serves as designated municipal official for American Rescue Plan Act (ARPA) funds, an determined use of ARPA for Fiscal Year 2022 operating budget.

Census Field Supervisor

US Census Bureau - Milford, MA

August 2019 to October 2020

I supervised a team of 20 enumerators completing personal interviews as part of the U.S. 2020 Census, Non- Response Follow-Up operation. Utilized technology including laptop, smartphones and tablets to conduct primary job duties remotely during the pandemic. I was responsible for ensuring the accuracy of my team's completed cases, facilitation of group training, conducting personal observation of enumerators as they worked in the field. I also monitored progress and performance of assigned staff and ensured work was completed on schedule and within quality standards, research cases as required to resolve field issues that could not be completed by enumerators, monitored and resolved alerts (notices of potential issues) by following up with staff and submitted recommendations, including discipline and termination of employees who did not meet acceptable performance standards. Additionally, performed field work prior to the 2020 Census throughout the Blackstone Valley, including considerable work on the ground in Hopedale.

Communities Worked as Chief Administrative Officer (Administrator and Manager)

Dudley, North-Reading, Norfolk, Medway, Hopedale, Westborough, Littleton, Orange

References Available Upon Request

Town Administrator

Town of Dudley - Dudley, MA
July 2014 to June 2019

Appointed as Dudley Town Administrator on July 1, 2014 to resolve unsuccessful financial management, and staff turnover. Responsible for community's transition local public safety dispatch to regional communications center where I serve as the Chairman of the Board of Directors of the South Worcester County Communications Center. Developed a financial plan to balance budget which was in excess of \$200,000 out of balance upon the start of my term, including scheduling a Prop 2/12 ballot election that was not contemplated. Recommended fiscally responsible budgets with Prop. 2 ½ not drawing from reserves and doubled the Stabilization Fund balance in just over 2 years. Dedicated to growing non-tax revenues to be applied to municipal costs. Settled 3 union contracts with public safety and public work each addressing important management gains. Developed RFP to sell surplus town property resulting in \$85,000 in new revenue.

Negotiating payment in lieu of taxes for solar generation projects providing new revenues in excess of \$1.2 million over the next 20 years. Secured grant funding of creation of a capital improvement program and funding strategy. Secured additional grant funds to implement digital document management in the Board of Selectmen and Administration offices. Implemented energy cost savings \$170,000 under the Green

Communities Program, and negotiated favorable rates for electrical and natural gas in municipal facilities. Issued bids for conversion of streetlights to LED. Issued numerous bids, including town hall roof, HVAC, back-up power supply. Instituting professionalism and stability throughout the organization, which was lacking. Assumed leadership interactions with federal and state agencies, legal counsel, served as public information officer and handled national and local media inquiries, including numerous audio, video and print interviews to accurately convey the town's position on a land use dispute involving a religious organization. I retired from this position on favorable terms with the community and public officials.

Town Administrator

Town of North Reading - North Reading, MA
2005 to 2014

Served as chief executive officer of a municipal government with an annual budget of \$65 million and 200 employees. Responsible for all governmental operations under Charter including public safety, public works, finance, information technology, human resources, solid waste, water, health, parks and recreation.

Serve as appointing authority for all town positions, including department heads and civil service employees. Prepare and administer annual operating and capital budgets. Serve as chief procurement officer responsible for approval of spending and conformance with State law. Serve as member of school building committee for \$118 million project and including preparation of short and long term financing plans.

Significantly increased the town's reserves in excess of \$5 Million on June 30, 2014.

Education

Masters Degree

University of Massachusetts - Amherst, MA

Bachelors Degree

Syracuse University - Syracuse, NY

Skills

- Crisis Management
- Document Management
- Financial Management
- Project Management
- Proposal Writing
- Project Planning
- Budgeting
- Financial Planning
- Management
- Negotiation
- Field Service
- Analysis Skills
- Process Improvement
- Procurement
- Strategic Planning
- Conflict Management
- Human Resources
- Marketing

Authorized to work in the US for any employer

Jeffrey Nutting
2 Magnolia Drive
Franklin, Massachusetts 02038
508-509-7225
jdnutting@verizon.net

Professional Experience

2001 - 2019 Town Administrator Town of Franklin, MA (population 33,000)
Chief Executive officer for growing city with an annual budget of \$130 million dollars and 250 employees. Emphasis on customer service and relationships with elected and appointed officials and staff. Accomplishments include construction of three schools and seven municipal facilities, open space purchases, recreation expansion, improved bond rating to AA+, redevelopment of the downtown, Green Community status and major improvements to roads, sidewalks, water, wastewater and storm water infrastructure.

1993 - 2001 Town Administrator Town of Stoneham, MA (population 23,000)
Chief Executive Officer for a community with 175 FTE employees and a \$40 million annual budget. Responsible for restoring fiscal stability to the community. Consolidated and regionalized municipal services, developed and implemented a three-year financial and five-year capital plan, awarded grants totally over \$4 million dollars. Initiated major economic develop plan for the downtown, and complete several infrastructures and building improvements.

1991-1992 Deputy Commissioner of Public Works City of Cambridge, MA (population 95,000)
Requested to serve as Deputy Commissioner by the Commissioner for a transition period, after serving as Interim Commissioner for eight months. Responsible for daily operations of 225 employees, eight divisions, with a \$17 million budget. Major accomplishments included a 20% reduction in overtime, 15% reduction in absenteeism, and 42% reduction (\$1.3 million) in rubbish disposal costs. Implementation of curbside recycling, development of a vehicle preventive maintenance program, issuance of a work safety plan.

1983 - 1993 Interim Municipal Manager/consultant
Served in an interim position in fifteen municipal management positions in communities with populations of up to 95,000. Responsible for identifying problems and implementing solutions to a wide array of municipal problems including declining revenues, program and service reductions, labor and personnel issues and negotiations, organizational and program reorganizations. Developed annual operating budgets of \$36 million and carried out responsibilities in accordance with the charter/bylaws. Accomplishments included development of annual and capital budgets with up to a fifteen percent reduction from previous fiscal year, negotiating stalled labor contracts, reorganizing departments to improve management capabilities. (See attached list)

1980-1982 Administrative Assistant Town of Medway, MA (population 8,000)

Served as Administrative Assistant for Select Board with 75 full and part-time employees, responsible for a budget of \$9 million. Major responsibilities included budget development, personnel management, and acting as a liaison with the community. Served as Department of Public Service Administrator in charge of coordinating the planning, scheduling, and budget preparation and oversight of the highway, water, sewer and parks departments.

1986 – 1992 Management Consultant and Trainer

Self-employed municipal consultant. Advised municipalities on executive recruitment, wage and classification plans, general personnel and management issues, organization design, and budgeting.

1986 - Facilitator for Elected officials on the issues of team building, communication, conflict management, governance and management issues, school-municipal relations. Partial list of communities served:

Amherst, Ashland, Beford, Bolton, Boylston, Bourne, Bridgewater, Brookline Carver, Charlton, Cohasset, Dedham, Derry, Falmouth, Framingham, Groton, Hamilton, Harvard, Hubbardston, Hudson, Ipswich, Littleton, Marlborough, Maynard, Nantucket, Needham, Northfield, Princeton, Provincetown, Shrewsbury, Southborough, South Hadley, Spencer, Sturbridge, Tewksbury, Wakefield, Wayland, Westborough, Worcester.

Professional Associations

- Massachusetts Municipal Association - President 2009, Vice President 2008
- Massachusetts Municipal Association - Board of Directors 1994 -1997 2007-2010
- Massachusetts Municipal Management Association - President 1997, VP 1995 -1996, at large representative 1994
- Massachusetts Inter-local Insurance Agency 1994 - 2000, Chairman 1996 - 2000

Public Service

- Special Legislative Commission on Regionalization 2009
- Commonwealth of Massachusetts, Local Government Advisory Committee, 1995-1998, 2008-2010, Chair 2009
- Special Legislative Commission on Public Construction Reform - 2004
- Stoneham Contributory Retirement Board 1996 - 2000
- Massachusetts Bay Transit Authority, Advisory Committee, 1993-2001, Chair of the Finance Committee 1998 - 2001
- Commonwealth of Massachusetts, Legislative Commission to Study and Investigate the Financing of the Massachusetts Bay Transportation Authority, 1995 -1996
- Metropolitan Area Planning Council, 1980-1982, Executive Committee 2001- 200
- Medway Government Study Committee, Chairman, 1988-1990 Massachusetts
- Medway, MA, School Committee, 1988 -1993, Chairman 1991
- Medway, MA, Board of Selectmen, 1983 -1986, Chairman 1985
- Medway, MA, Finance Committee, 1976 -1980, Chairman 1979

Education Northeastern University, Boston, MA - Bachelor of Arts, 1979
Political Science, Concentration in Public Administration

References Furnished Upon Request

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Professional Experience as an Interim Municipal Manager/Consultant

Served as a municipal manager in communities in Massachusetts, New Jersey and New York upon a vacancy in the position of the chief administrative officer or department head or in order to develop internal management capacity within a department

Town of Norfolk, Massachusetts

Interim Town Administrator 7/22 - 8/22

Short assignment to assist the Select Board until the new Town Administrator arrived.

Town of Lancaster, Massachusetts

Interim Town Administrator 1/2/2002 - 4/22/2002

In charge of the day-to-day operation of the town departments, developed the FY23 Operating and Capital budget, recommended ARPA plan, arranged for DOR to perform a financial review and recommended a government study committee that was adopted at Town Meeting.

Town of Sterling, Massachusetts

Interim DPW Superintendent) 5/2021 – 10/2021

Serve as Superintendent of the DPW with a staff of 12 person DPW. Provided daily oversight of the staff. Completed a pavement management plan, water master plan, initiated a water rate study, DPW building study, corrosion control study, ongoing stormwater and water related reports.

Town of Brookline, MA – April 2020 – May 2021

Interim in the Town Clerk's Office. Serve in the Town Clerk's office during his long-term absence. Work with staff to oversee four COVID safe election for 16 precincts for local, State and Presidential election. Submitted bylaws to the Attorney General's office for approval. General oversight of office staff with Assistant Town Clerk on a wide range of issues facing the Clerk's office.

Town of Hingham, MA August 2019 – February 2020 – Worked with a transition team assisting with the conversion of \$114,000,000 purchase of a private water company (Aquarion) serving 13,000 customers in Hingham, Hull and Cohasset to a Town of Hingham Water Department. Responsibilities included working on RFP for private firm to operate the water system, interviewing potential vendors, reviewing and rules and regulations, drafting town meeting articles and proposed budget.

Town of Stoneham, Massachusetts (population 23,000)

Interim Town Administrator 12/92 - 6/93

Serving as Chief Executive Officer for a community with 200 non school employees and a \$34 million budget. Responsible for development of the FY94 budget requiring an 10% reduction in personnel, negotiating eight labor contracts, overseeing the construction of a municipal golf course, re negotiating a rubbish collection contract that will reduce costs by \$50,000 and provide for a transfer station for recycling, regionalized and consolidated services overseeing the daily operations of the town in accordance with the charter.

City of Cambridge, Massachusetts (population 95,000)

Interim Commissioner of Public Works, 1/91 - 8/91

Served as Interim Commissioner overseeing a budget of \$17.3 million and 225 employees in eight divisions. Responsibilities include preparing the operating and capital budget, reducing overtime, improving management capacity of division heads.

Requested to serve as Deputy Commissioner upon the appointment of permanent Commissioner.

City of Gloversville, New York (population 18,000)

Interim Director of Public Works, 9/90 - 12/90

Served as Interim Director of Public Works overseeing a budget of \$3.1 million and a work force of 50. Duties included preparing the FY91 budget, preparing and implementing cost savings measures and overseeing the daily operations of the department. Recommended a preventative maintenance plan, a new personnel policy, a sanitary and storm sewer cleaning plan, and a new citywide refuse plan with a combined savings of tens of thousands of dollars.

Town of Ashland, Massachusetts (population 14,000)

Interim Town Manager, 2/90 - 5/90

Served as Chief Executive Officer in a full-service community with over 100 employees and a \$16 million budget. Major responsibilities included fiscal 1991 budget requiring a \$1.5 million reduction from the current budget, developing a user fee for rubbish removal, labor negotiations involving the cleanup of an \$18 million super fund site and overseeing the daily operations of the town.

Town of Mashpee, Massachusetts (population year-round 9,000, seasonal 30,000)

Interim Executive Secretary (Town Administrator), 7/89 - 1/90

Served as Chief Administrator Officer for community with over 100 employees and \$18 million budget. Major duties included preparation of the fiscal 1991 budget, overseeing the daily management of Massachusetts' fastest growing community. Responsible for the recruitment and selection of a permanent Executive Secretary.

Town of Marshfield, Massachusetts (population year-round 23,000, seasonal 40,000) Interim Town Administrator, 6/89 - 9/89

Served as Chief Executive Officer in a full-service community with over 200 employees, and a \$30 million budget. Major duties included overseeing the implementation of new computer software program for all financial operations of the town and successfully developing a plan to reduce the approved budget by \$1.4 million two months into the fiscal year.

Town of Stoneham, Massachusetts (population 23,000)

Interim Town Administrator, 12/88 - 5/89

Served as Chief Executive Officer in a full-service community with 225 employees, \$32 million budget. Major duties included development of budget with approximately 5% reduction in personnel and cuts in services, negotiating labor contracts, implementing a revenue enhancement program (user fees) and assisting New Town Administrator during transition period.

Township of East Brunswick, New Jersey (population 44,000)

Interim Assistant Director of Planning and Community Development, 7/87 - 11/87

Served as Assistant Director responsible for the management, education and training of the Director and thirteen full-time staff. Topics included project management, communications, planning, scheduling, time management and public relations. All projects were on time and under budget upon completion of the assignment.

Town of Hopkinton, Massachusetts (population 8,000)

Interim Executive Secretary (M.G.L. Chapter 41 Sec. 23), 11/86 - 2/87

Served as Chief Administrative Officer for community of 100 full-time and part-time employees, budget of \$9.5 million. Major duties included recruitment and selection of new Town Administrator, review of personnel system, insurance program, and budget development. Worked with Board of Selectmen to clarify the roles and responsibilities of the Board and the Administrator. Responsible for the recruitment and selection of the permanent Executive Secretary.

Town of North Reading, Massachusetts (population 13,000)

Interim Town Administrator, 7/85 - 12/85

Served as Chief Executive Officer for a community with 120 full and part-time employees, a budget of \$13 million. Served as personnel director, purchasing agent, grant writer, labor negotiator (four unions), fair housing director, and affirmative action officer. Major accomplishments included acquiring a site for low-income housing, overseeing a wage and classification study and enhancing revenues (user fees).

Town of Uxbridge, Massachusetts (population 8,000)

Interim Administrative Assistant 1/83 - 6/83

Served as Administrative Assistant for community with 60 full and part-time employees, a budget of \$8 million. Major duties included budget development, community development, and grant writing. Assisted in the recruitment and selection of permanent Administrative Assistant.

Select Board
Regular Meeting Minutes
September 12, 2022

Present: Chair Hazard, Selectman Keyes, Selectman Stock, Town Administrator Diana Schindler

Call to order 6:30 p.m.

Chair Hazard expressed the Board's condolences to the Daige family on the passing of Dickie Daige, an icon in the community and longtime employee of Town.

Selectman Keyes made note of the evident injuries to his face, explaining that he had fallen.

Selectman Keyes made a motion to enter into executive session in accordance with G.L. c. 30A, sec. 21 (a)(3) to discuss strategy with respect to collective bargaining (Hopedale Permanent Firefighters Association, IAFF 2225); Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

The Board returned to open session at 6:45 p.m.

Memorandum of Agreement with the Hopedale Permanent Firefighters Association, IAFF 2225

Chair Hazard explained that the first item is for the Board to vote and sign a Memorandum of Agreement (MOA) with the Hopedale Permanent Firefighters Association, IAFF 2225, noting that this has been an extensive negotiation and the Board is glad to have it settled. The MOA was included in the Select Board's packet available for public review.

Selectman Stock made a motion to accept the Memorandum of Agreement; Selectman Keyes seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

Public Hearing/Pole Hearing – Laurelwood

Present remotely were Michael Parent from National Grid and Nick Brown of TRC Environmental and Ecological Services, Franklin, MA. Chair Hazard noted that there were extensive materials in the Board's packet. Mr. Brown summarized the proposal which is to replace direct bury cable with cable in conduit and install 20 new pull boxes on Laurelwood Drive for access to cables. He noted that Laurelwood Drive is a privately owned road and he has been in touch with representatives of the Association. At this point Selectman Keyes noted that the public hearing notice had not yet been read. Administrator Schindler advised that the notice was not required to be published but, as required, was sent to the abutters and posted on the Town's website. Selectman Keyes read the public hearing notice. Laurelwood residents in attendance and Board members had questions as to when work would commence, how long it would take, and how long the electric service disruptions to residents would be. Mr. Parent and Mr. Brown were not able to answer these questions. Chair Hazard asked if National Grid would be asking the Laurelwood Board to approve the work before they had answers to these questions. Mr. Brown indicated that the Project Manager, who can better answer these questions, would attend the meeting with Laurelwood. Chair Hazard asked if the work on Mill Street was dependent on the approval at Laurelwood. Mr. Parent said they would not be doing the work on Mill Street if they do not do the work on Laurelwood Drive. Selectman Stock asked representatives from Laurelwood what kinds of disruptions or problems they are having now that would precipitate a project of this magnitude. The Laurelwood Association President responded that there are frequent ground fault outages sometimes for several days. Residents acknowledged the work needs to be done but they need more information.

Selectman Stock moved to close the public hearing; Selectman Keyes seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard – Aye.

Selectman Stock moved to approve the Mill Street work by National Grid pending successful discussions with the Laurelwood Association; Selectman Keyes seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard – Aye.

Joint Meeting with Finance Committee

Chris Hodgens, Chair of the Finance Committee, called their meeting to order at 7:13 p.m.

Utilization of American Rescue Plan Act (ARPA) Funding.

Materials have been included in the Select Board's packet. Administrator Schindler noted that so far the Town has committed or spent a total of \$590,830 out of a total of \$1,777,879 leaving a balance of approximately \$1,187,000. Selectman Keyes asked what the process has been thus far to advance a project from being a request to having a funding commitment and how that process might be streamlined. For the most part the requests have first come to the Board with the exception of pandemic-related personal protective equipment (PPE). Covid test kits were discussed with the Board; water sourcing and water tank contribution funding requests were made to the Finance Committee. The Hopedale Pond dam culverts funds were voted by the Board to match the congressional directed spending, and the emergency tree work was voted by the Board. At Annual Town Meeting the Finance Committee deferred \$35,000 in tree work and they deferred \$150,000 in stormwater management suggesting that these items be funded with ARPA money rather than the omnibus budget. Selectman Keyes suggested that some of the funding requests could be considered investment expenditures and he would like the department heads to inform the Board as to what has been done. For example, what tree work was done and what benefits resulted and with respect to water sourcing, what have they found. Chair Hazard asked Administrator Schindler if these are all of the requests that departments have. Administrator Schindler advised that at this time she has heard from all Department Heads except Fire Chief. Administrator Schindler gave a brief overview of other capital requests, status and potential funding methods and sources.

The Finance Committee is in the process of planning out future allocation of funds for capital items and taking stock of past year accomplishments.

In response to a question from Selectmen Keyes, Administrator Schindler advised that the Select Board is the ultimate authority to approve spending ARPA funds. Selectmen Keyes suggested that all requests should go to the Finance Committee before coming to Select Board. There was consensus among Board members on this point.

Proposed Creation of Town Planner Position

A copy of the job description is in the Select Board's packet. Administrator Schindler explained that this job description was developed in 2010 and noted that the essential functions listed in the description are still relevant today. Members discussed the importance of the Town Planner position. FinCom Chair Hodgson updated the Board regarding the FinCom's discussions regarding this position; there was consensus that there are definitely valid reasons why the Town should have someone in this capacity.

Discussion ensued regarding level of responsibility, who would this person report to, would they need administrative support, whether a Master's Degree should be required (as per current draft job description), could the position be filled with a firm or consultant, and other issues. Selectman Keyes expressed his support for the position whether consultant or individual as the Town needs professional expertise and someone to provide leadership and direction. Selectman Stock mentioned an individual with extensive planning experience now retired that key players may want to meet with; not necessarily to hire but to get input. Steve Chaplin, Planning Board Chair, voiced his support for the position and was happy to hear broad support from others; the need has been there for over a decade. He advocated for the position being an employee rather than consultant so that the person is not single-issue focused and has ownership. Chair Hodgson asked if any further Town Meeting action is required; there was a question as to whether an amendment to the Wage and Classification Plan was needed. Chair Hazard and Administrator Schindler will seek feedback from land-use-related boards and committees as well as to department heads that would interact with the Planner and the job description will be on the Select Board's September 26 meeting agenda.

The Finance Committee meeting was adjourned at 9:15 p.m.

B. Consent Items

a. Accept meeting minutes for July 6, July 11, and August 1, 2022

Members requested a few changes and/or corrections to the meeting minutes. Selectman Keyes moved to pass over item a.; Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

b. Resolution that September 2022 is Childhood Cancer Awareness Month

Hopedale would be joining with other communities adopting this resolution. Selectman Stock moved to adopt the Resolution; Selectman Keyes seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

C. Appointments & Resignations

a. Accept resignation of Lindsay Peterman from Executive Assistant position

After discussion, Selectman Keyes moved to accept resignation; Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

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D. New Business

a. Update re: 75 Plain Street; Role of Zoning Enforcement Officer and Next Steps, Tim Arcudi, Zoning Enforcement Officer/Building Commissioner

Mr. Arcudi – There is an approved site plan for 411,000 square foot warehouse at this location but no permit application has been submitted to the building department. Once the plans are submitted, he'll review to ensure compliance with zoning and approved plans. The building permit is not issued until departments sign off; they work as a group.

b. Request for Host Community Agreement (HCA) for Manufacturing and Tier I Cultivation (for Adult Use Marijuana Establishments) from Green Mountain C & C Company, LLC, DBA: Green Mountain Chocolate and Cannabis Co., 1 Rosenfeld Drive, Todd Sullivan and Attorney Quinn Heath

Present for the applicant were Attorney Blake Mensing (Quinn Heath's boss) and Michael Scott (Todd Sullivan's partner). Attorney Mensing explained this is a continuation of a previous conversation regarding a request for an HCA for Tier I cultivation and co-located manufacturing facility at 1 Rosenfeld Drive. Attorney Mensing explained that the Tier 1 cultivation facility would be up to 5000 square feet of canopy; under the state licensing program this is the smallest of 11 tiers in terms of grow canopy. The products that would come out of the co-located manufacturing facility would include infused chocolates other edibles. There are no present plans to do on-site extractions so no proposal of hydrocarbons. They will be making use of the commercial kitchen to infuse wholesale distillate purchased from other license-holders in the state. Business to business only – no customer facing aspect proposed. The HCA provides a green light to start the regulatory process in terms of licensure. They will hold a properly noticed community outreach meeting with notice to abutters within 300'. Chair Hazard invited the public to ask questions; there were none. Selectman Keyes moved to approve the Host Community Agreement for Manufacturing and Tier I Cultivation for Green Mountain C & C Company, LLC, DBA: Green Mountain Chocolate and Cannabis Co., 1 Rosenfeld Drive. Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

c. Request from Road Commissioners to Clarify Opinion of Counsel re: Overdale Parkway. Chris Leduc, Road Commissioner

Chris Leduc, Road Commissioner noted that at a recent Planning Board meeting it was stated that the Planning Board and Board of Health were responsible for approving plans for subdivisions. The Agreement between the Town and the developers of the Hopedale Ridge subdivision says that respective rights and obligations arising out of the terms of a 1985 Town Meeting warrant article remain in full force and effect. The minutes from that Town Meeting specify that the roadway (Overdale Parkway) is to be constructed according to specifications prepared by the donors and approved by the Road Commissioners. Does the Planning Board and Board of Health have approval rights over the plans or is that the Road Commissioners' responsibility? Administrator Schindler sent this question to Town Counsel; their reply is in the Board's packet.

Mr. Leduc is looking for clarification that the Road Commissioners are expected to make sure things are built within the subdivision rules and regulations and review the plans to see if they meet those rules and regulations and, if not, request plans that are in compliance.

Rick Lima, local developer, interpreted Town Counsel's opinion to say that the Planning Board has the authority over the subdivision of land; they cannot delegate to another board. And, further, any public road that is being submitted for acceptance by the Town has to be approved by the Road Commissioners.

Administrator Schindler noted that Town funds are not supposed to be expended on private ways, yet the Town has been maintaining and plowing this – and other – private ways for years. This needs to be addressed.

Chair Hazard suggested that Mr. Leduc speak to counsel for further clarification on their opinion.

d. Request for Class II Used Car Dealership, Patriot Auto at 6 Airport Road

Mr. Mauricio Oliveira was not asked to attend; he spent 4 months in front of Zoning Board of Appeals. He has a Class II license at 1B Airport Drive; he's now at 6 Airport Drive. None of the conditions have changed only the address. All of the vehicles are required to be stored inside, no repairs can be done on the site. The Board is being asked to issue the license with same terms as previously voted but at the new address.

Selectman Keyes moved to approve the Class II Used Car Dealership license for Patriot Auto at 6 Airport Drive. Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

e. Review and Vote Management Responses for FY21 Audit Management Letter

Administrator Schindler brought to Board's attention the Town's Other Post-Employment Benefits (OPEB) liability; per the audit the current liability is \$50 M, up from \$40 M in last actuarial. It was agreed that the Board should meet with the actuary to explain how the liability was determined and why such a large increase, and that the Board should look at policies that could be implemented to address the liability. Selectman Stock suggested the Board should meet with the Fire Chief to discuss ambulance accounts receivables specifically why we're not collecting the fees, particularly from people with health insurance.

Selectman Keyes moved that the Board will meet with the actuary and the Fire Chief, as discussed. Selectman Stock seconded.

Selectman Stock - Aye, Selectman Keyes - Aye, Chair Hazard - Aye.

f. Schedule Select Board Office Hours for FY23

Chair Hazard will hold office hours the evening of and prior to the Board's September 26 meeting, Selectman Keyes will select an October meeting and Selectman Stock will select a November meeting, and this rotation will continue through the remainder of the year and through 2023. The dates will be posted on the website.

E. Old Business

a. Update re: Status of GURR Driveway Opening at Mendon/Hopedale Street Intersection & Remainder of Intersection Project, Bill Paille, PE, BSC Group

Bill Paille gave an update on the project. A majority of the curb and sidewalk has been installed, the ADA ramps and driveways have been installed. Most utility work has been done; mast arm foundations and signal works have been installed as well as some equipment. Final paving should be sometime this month. The signal equipment has been ordered but is delayed due to supply and demand issues; delivery is expected in late October or early November, then the signals will be installed and activated. The existing signal equipment must be kept operational for now. The railroad crossing still has to be completed; Mr. Paille is working with GURR to reach agreement on final design. It is not clear if the driveway that the railroad created when they paved back in July is in conformance with the original plans and Bill is concerned that this driveway may affect pedestrian safety. GURR contends that the driveway is not subject to approval because it is part of the railroad. Mr. Paille reached out to Mass DOT which advised him that it has no jurisdiction. Mr. Paille then reached out to Mass DPU which does have jurisdiction because the crossing is being improved with new equipment. He was advised that the DPU was not aware of the project so provided DPU with appropriate contact info. Today he received an email from the railroad to say that DPU has, in fact, reviewed the project. He'll reach out to DPU for clarification.

b. Update to Host Community Agreement for Green River Cannabis, Constant S. Poholek Jr., President
Mr. Poholek noted that there limited areas zoned for retail cannabis. They are in the process of securing a location at 4 Rosenfeld Drive; a Hartford Avenue location is also under consideration. They are going to need more time to explore these locations and continue to work with the community. He'd like to extend his Agreement with the Town to December, 2023.

Selectman Keyes made a motion to amend the current HCA Agreement for Green River Cannabis and extend the terms to December, 2023. Selectman Stock seconded. Administrator Schindler noted that recent legislation may necessitate further amendments in the future.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard - Aye

c. Review and Sign Revised Host Community Agreement for Caroline's Cannabis; Adult Use Retail and Manufacturing at 4 Charlesview Road

Attorney Nicholas Obolensky: They have amended the Host Agreement consistent with revisions agreed to last spring and added manufacturing to the terms of the Agreement. It has been approved by the Town's attorney and they now seek the Board's approval. Also present was Caroline Frankel, President of Caroline's Cannabis.

Selectman Keyes made a motion to approve the updated HCA Agreement for Caroline's Cannabis Adult Use Retail and Manufacturing at 4 Charlesview Road. Selectman Stock seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard - Aye

d. Review and Sign Host Community Agreement for OGeez; Manufacturing for Recreational Use at 6 Charlesview Road

Attorney Nicholas Obolensky: This is similar to the previous agenda item but involves just manufacturing. The HCA has been approved by the applicant and the Town's attorney. Also Present was Bran Noonan, Manager of O'Geez Brands MA, LLC.

Selectman Keyes made a motion to approve the Host Community Agreement for OGeez Manufacturing for Recreational Use at 6 Charlesview Road. Selectman Stock seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard – Aye

e. Review and Sign Host Community Agreement for Lifted Genetics; Tier I and Tier III Cultivation for Adult Use at 5 and 6 Condon Way

Administrator Schindler advised the Board that an HCA has not yet been prepared. The intent is to combine Tier I and Tier III into one Agreement.

Selectman Keyes moved to pass over Host Community Agreement for Lifted Genetics; Tier I and Tier III Cultivation. Selectman Stock seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard - Aye

f. Review and Sign Amendment to Host Community Agreements re: Impact Fees for High Hopes, Lifted Genetics and MACA

Administrator Schindler noted that the Board will not be voting an amendment to the HCA for Lifted Genetics; as noted under prior agenda item it has not yet been prepared.

Selectman Keyes moved to approve the amendments to Host Community Agreements re: Impact Fees for High Hopes and MACA. Selectman Stock seconded.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard - Aye

F. Public and Board Member Comments

Selectman Stock acknowledged the passing of Dot Gately whom he characterized as “2nd grade teacher to the world” given how long she taught at Park Street School. Also, there was a fire at Seven Hills on Adin Street. The staff safely evacuated all of the children, many of which have significant ambulatory issues. The Seven Hill staff were greatly complimentary to the Fire Department which did a great job as usual.

Selectman Keyes wanted to thank everyone for voting and thanked Lisa, Ellen (Town Clerk’s Office) and everyone who assists with the elections. He again attended the annual 9-11 ceremony and thanked Atria Draper Place for again hosting the event. There was great representation from our Police and Fire Departments. The 42nd annual Day in the Park is coming up this Saturday from 10-4.

There were no comments from the public.

G. Correspondence and Select Board Informational Items

- a. Transportation and Off-Site Disposal Plan for US Ecology re GU RR Contract to Move Contaminated Waste thru Hopedale & Water Department Response
- b. Flu Shot Clinics, Oct 13 and Oct 27, 4-6 pm, Hopedale High School
- c. Council on Aging 51st Birthday Celebration, October 1, 10 am-3 pm
- d. GU RR Motions of Opposition & Replies re 364 West Street. Chair Hazard noted there have been a number of motions and counter motions with respect to West Street litigation but as yet there has been no decision from the judge.
- e. A/P Warrant #23-04, \$814,531.80, 8/25/2022
- f. P/R Warrant #23-04, \$639,940.44, 8/25/2022
- g. P/R Warrant #23-05, \$767,196.58, 9/8/2022
- h. A/P Warrant #23-05, \$328,279.11, 9/8/2022

Regarding item a., above, Administrator Schindler advised that pursuant to a contract that GURR has secured there will be 6 trucks doing 2-3 routes per day bringing contaminated waste from a Concord superfund site that is under DEP control. Movement of this material will not start until next summer and will take place over the course of 4 years.

Resident Deb Hodgins noted that the disposal site is in the Groundwater Protection District within which this is not a permitted use. Chair Hazard said there has been correspondence exchanged on this issue between the Water and Sewer Commission, DEP and several other entities. Ms. Hodgins expressed concern that the various boards in Town are operating individually not collectively; there does not seem to be a concerted effort. Tim Watson, Manager of the Water & Sewer Department, advised that they have had numerous conversations with EPA and DEP, and they have advised that this is what is happening even though these concerns have been brought to their attention. He noted that it is ironic that the groundwater protection district is created by DEP which mandates that these activities are not allowed in such districts yet they are allowing these very activities. His concern is ensuring that emergency response and safety procedures are in place. Chair Hazard noted that the Town has only recently been made aware of this yet the contract for GURR to haul this material has been in the works for 2 years. We’re going to have to make sure that our voice is heard; it seems that the DEP is not looking out for us. Several other residents also expressed concerns and frustrations regarding this plan.

H. Requests for Future Agenda Items

- Carole Mullen, COA Director, September 26

- Chief Giovanella, Police Department Accreditation, September 26. Administrator Schindler noted that this discussion will not take place on September 26; the Chief will attend at a later date

I. Administrator Updates (In Packet)

- Completed Streets Tier II Plan and Submitted to DOT Portal. A list of priority projects has been submitted to DOT. Effective October 1st the Town will be eligible to submit for a construction project for one of the items on the priority list.
- Kick Off Meeting Held for Hopedale Pond Restoration & Sediment Removal Project.
- Participated in Planning Board workshop w/ CMRPC developing Mixed Use Overlay District Draft Zoning Bylaw or Former Draper Site.
- Opened Bids for Hopedale Public School Virtual Dissection Table. The School Department received a grant to purchase innovative technology with virtual images of cadavers and bids for that purchase were opened to allow for acquisition soon.

J. Executive Session

Anticipated Executive Session in Accordance with G.L. c. 30A, sec. 21(a)(3), to discuss strategy with respect to threatened litigation, as holding the discussion in open session may have a detrimental effect on the Board's litigation position.

Selectman Stock moved that the Board enter into Executive Session as noted on the agenda. Selectman Keyes seconded. The Open Session was dissolved at 10:28 p.m.

Selectman Stock – Aye, Selectman Keyes – Aye, Chair Hazard – Aye

Submitted by:
Martha White
Interim Executive Assistant

Adopted: _____

**HOPEDALE PUBLIC SCHOOLS
OFFICE OF THE SUPERINTENDENT
APPLICATION FOR USE OF SCHOOL FACILITIES**

I. TO BE COMPLETED BY APPLICANT – please print

Name of Organization: _____
Responsible Representative: Tracy Phillips
Address: Hopedale St Phone: _____
Facility Requested: Parking lot (lower) Date(s) of Activity: Dec 3 2022
Time to Begin: 12:00 Time to End: 2:00 Number Expected: _____
Is access needed early to set up/decorate? _____ If so, at what time: _____
Purpose for Use/Activity: Holiday Stroll
Is it a Fundraising Activity? _____ Will Admission be Charged? _____ Amount: _____
I have read and agree to the provisions contained in the Regulations for Use of School Facilities (see reverse)
Signature of Representative: Karlene Phillips

II. TO BE COMPLETED BY BUILDING PRINCIPAL

Space Requested X is available _____ is NOT available
Approval X is recommended _____ is NOT recommended
Staffing Requirements:
Custodian: _____
Cafeteria: _____
Police (Chief Notified): _____
Other: _____
Principal: Debra Althaus Date: 11-8-22

III. TO BE COMPLETED BY SUPERINTENDENT OF SCHOOLS

Request is ✓ approved _____ denied
Superintendent: Karen Miller Date: 11/9/22

CHARGES: All fees must be paid 7 days prior to the date of use or approval is withdrawn

Building Use: _____ x \$ _____
Custodial Fee: _____ x \$ _____
Cafeteria: _____ x \$ _____
Other: _____ \$ _____
Total School Department Charges \$ _____
(Please make checks payable to "Hopedale Public Schools-Rental Receipts")

Police Department Charges

(Please make check payable to "Town of Hopedale") \$ _____

Original – Return to Organization

Copies to: Building Principal, Superintendent of Schools, Facilities Manager, Business Office



HOPEDALE FIRE DEPARTMENT

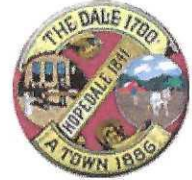
40 Dutcher Street - Hopedale MA. 01747

Tel. (508) 473-1050 Fax: (508) 902-0076

www.hopedale-ma.gov/fire-department

Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

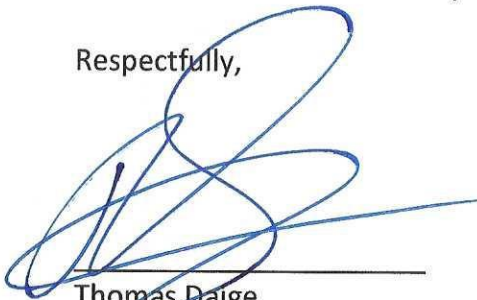
November 8, 2022

Re: Presentation of Citizen Life Saver Award

Madam Chair,

A nomination of the Citizen Life Saver Award, which is ***made to a person outside the Fire Department who has been involved in a lifesaving effort at an emergency scene before the arrival of the Fire Department or who has provided extraordinary assistance to Fire Department members in a lifesaving effort***, has been received by my office and I am happy to put forth the following: On Saturday September 17th, 2022, while attending the Annual Day-In-The-Park event, Caitlyn Heffernan, a nurse at the Bright Beginnings Center school, noticed a young child choking on food, her lips turning blue and presenting the universal sign of choking. Without hesitation, Ms. Heffernan sprang into action and using the Heimlich maneuver dislodged the object from the child's mouth causing the child to be able to breathe again. Once Hopedale Fire Department Paramedic's arrived, the child was assessed and determined to be fine, and was released to the care of her mother. If it wasn't for Ms. Heffernan's quick actions, the outcome certainly would not have been the same. The Hopedale Fire Department applauds the actions of Ms. Heffernan and would like to recognize her by presenting her with the Citizen's Life Saver Award at your next meeting on November 21st, 2022.

Respectfully,



Thomas Daige
Fire Chief



HOPEDALE FIRE DEPARTMENT

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Thomas M. Daige – Fire Chief

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Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

November 7, 2022

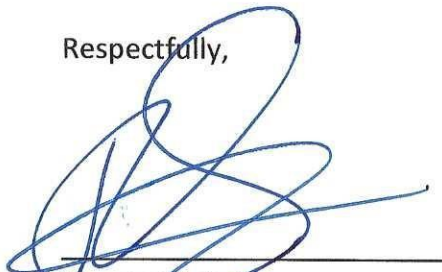
Re: Resignation of Call Firefighter Jarrod Taranto

Madam Chair,

Please find the attached letter of resignation I received from Call Firefighter Jarrod Taranto effective November 4th, 2022.

Mr. Taranto was a member of our department for 8 years serving since January of 2014. Mr. Taranto held the position of Call Firefighter, Call Lieutenant, and Career Firefighter. Mr. Taranto chose to stay on our department as a Call Firefighter when he left our department after taking a full-time job in Hopkinton a year ago.

Respectfully,



Thomas Daige
Fire Chief



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www.hopedale-ma.gov/fire-department

Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

November 17, 2022

Re: Resignation of Career Firefighter/EMT Jennifer Richard

Madam Chair,

Please see the attached letter of resignation received on Wednesday November 7th, 2022, from Career Firefighter/EMT Jennifer Richard, effective December 4th, 2022. Ms. Richard is leaving our department after being a member of our department for 2 years, the first year as a Call Firefighter and the second year as a Career Firefighter, to attend to her ill mother in Maine.

Respectfully,

Thomas Daige
Fire Chief

Dear Chief Daige,

It is with a heavy heart that I submit this resignation letter, with my last shift being Friday, December 2nd, 2022. With the recent cancer diagnosis of my mother who resides in Maine, I am moving to Maine to take care of her and support my family.

I planned to be a member of the Hopedale Fire Department for the longevity of my career and am deeply saddened to be making this decision but I know it is the right decision for myself and my family at this time. I look forward to watching the department succeed and grow from afar.

Thank you and thank you to every member of the department for the training, friendship and support over the past 2 years.

Sincerely,

Jenny Richard



HOPEDALE FIRE DEPARTMENT

40 Dutcher Street - Hopedale MA. 01747

Tel. (508) 473-1050 Fax: (508) 902-0076

www.hopedale-ma.gov/fire-department

Thomas M. Daige – Fire Chief
David J. McMorrow – Deputy Chief



Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

November 7, 2022

Re: Promotion of Call Firefighter Candidate Timothy Morse to Call Firefighter

Madam Chair,

Firefighter Timothy Morse has successfully completed the requirements needed to promote him from Call Firefighter Candidate to Call Firefighter as of November 7th, 2022. Therefore, it is my recommendation that Timothy Morse be promoted from Call Firefighter Candidate to Call Firefighter effective November 7th, 2022.

Respectfully,

Thomas Daige
Fire Chief



HOPEDALE FIRE DEPARTMENT

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Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Hopedale Select Board
Town Hall Office
78 Hopedale Street
Hopedale MA 01747

November 2, 2022

Re: Provisional Full-Time Appointment

Madam Chair,

I respectfully request that Call Firefighter Casey Sweet be appointed as a Provisional Full-Time Firefighter/EMT effective November 21st, 2022.

Mr. Sweet has been a member of our department for just under two years, he is a Massachusetts Firefighting Academy Call/Volunteer Training Program graduate, a National Pro-Board-Certified Firefighter I/II, and he is a licensed EMT. Mr. Sweet is expected to be on-top of the Civil Service list when the list is certified being a resident and an EMT, however, because we are currently in the hiring process filling Mr. Sayles' vacant position, we need to wait until this hiring process is over before calling for another list.

Respectfully,

Thomas Daige
Fire Chief



HOPEDALE FIRE DEPARTMENT

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Thomas M. Daige – Fire Chief

David J. McMorrow – Deputy Chief



Hopedale Select Board
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Hopedale MA 01747

Madam Chair,

As you are aware, we are always looking for members to join our department to provide the best possible services to the residents and visitors of Hopedale. Recently, we interviewed two candidates, Mr. Juan Ruelas-Garcia and Mr. Jacob Fantini for the position of Call Firefighter.

- Mr. Ruelas-Garcia is a 25-year-old Milford resident who works as an EMT with Brewster Ambulance Service and is a former Hopedale Junior Varsity Volleyball coach.
- Mr. Fantini is a 20-year-old Uxbridge resident who works as a Lab Tech for FEA Materials in Westborough. Mr. Fantini also recently graduated from the Massachusetts Call/Volunteer Recruit training program where he attended as part of the Millville Fire Department.

Both individuals come highly recommended by their personal and professional references, and both have passed a CORI check. If appointed, both members would need to complete a 1-year probationary period. Mr. Ruelas-Garcia would also need to successfully complete the Massachusetts Call/Volunteer Recruit training program. Mr. Fantini would be required to stay at the firehouse on his duty-nights due to his living distance from the firehouse.

I recommend the Board appoint Juan Ruelas-Garcia and Jacob Fantini to the position of Call Firefighter Candidate effective November 24th, 2022.

Respectfully,

Thomas Daige
Fire Chief

**TOWN OF HOPEDALE
BOARD, COMMISSION OR COMMITTEE
TALENT BANK FORM**

Local Government needs citizens to give of their time and talents serving the Town of Hopedale. A Talent Bank has been established to compile a list of interested citizens, willing to serve on a voluntary basis on boards, commissions and committees. Some groups meet often, others require less time, and still others are busy only at specific times of the year. Occasionally, there are requirements for ad hoc committees or sub-committees appointed to work on specific projects. Experience indicates that the two most appropriate qualities for successful service are an open mind and exercise of common sense.

If you are interested in serving, please list the position(s) you wish to be considered for:

Board, Commission or Committee applying for:

Conservation Commission

RECEIVED HOPEDALE TOWN CLERK
NOV 10 2022 AM 11:07

Please return completed forms to:

Town Administrator's Office – Hopedale Town Hall 78 Hopedale Street, Hopedale, MA 01747

The Town Hall mailing address is: P.O. Box 7, Hopedale MA, 01747

Please Note:

- The Board of Selectmen may fill vacancies until next election.
- It is recommended that you attend a few meetings of the committee or board you are contemplating joining to help determine your interest.
- The board/committee will be asked for their recommendation on each applicant appointment.

Name: Elenore ~~M~~Ariel Alves

Are you a registered voter? ☒ Yes ☐ No

Address: 164 Hopedale St. Hopedale MA

How long have you lived in Hopedale? 22 yrs

Home Phone: _____ Cell Phone: 596-7730 E-Mail: elenorealves@gmail.com

How would you like to be contacted? email

Occupation: Field Hand at LongLife Farm, Cashier at Weston Nurseries

Please list any potential conflicts of interest, e.g. membership in an organization or your

business: none

Education and Experience: Hopedale Jr-Sr High School, University of Vermont BS
Environmental Science

How many times during the last year have you attended a meeting of the Board/Committee to which you are requesting appointment? 0

Have you ever had business before the Board/Committee to which you are requesting an appointment?

☐ Yes ☒ No If yes what type of business? _____

Special interests and skills: Birding, Hiking, Photography (birds, astronomy),

ecology, herpetology

Activities, e.g. Government/Civic & Community/Charitable & Educational: Volunteering w/
Vermont Fish & Wildlife, Conservation biology/biodiversity

Reasons for wanting to serve: Participating in ~~conservation~~ &
conservation decisionmaking at my local level, helping the
town I grew up in/being a part of the community

The completion of this form in no way assures appointment. Citizens deemed most qualified to serve in a particular capacity will fill all board, commission or committee vacancies.

Applicant's Signature  Date 11/9/22

From: [Hopedale Conservation Commission](#)
To: [Diana Schindler](#); [Glenda Hazard](#)
Subject: Regarding the Appointment of Elenore Alves to the Conservation Commission
Date: Wednesday, November 16, 2022 6:17:33 PM

To the Select Board,

This email is to notify you that during a meeting on November 15, 2022, the Conservation Commission voted to provide a favorable recommendation for the appointment of Elenore Alves to the Conservation Commission. We request that the discussion and vote towards her appointment be placed on your next available agenda.

Thank you,
Becca Solomon
Hopedale Conservation Commission
conservation@hopedale-ma.gov

Please be advised that the Massachusetts Secretary of State and the Massachusetts Attorney General consider e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, M.G.L. c. 66 § 10.

**TOWN OF HOPEDALE
BOARD, COMMISSION OR COMMITTEE
TALENT BANK FORM**

Local Government needs citizens to give of their time and talents serving the Town of Hopedale. A Talent Bank has been established to compile a list of interested citizens, willing to serve on a voluntary basis on boards, commissions and committees. Some groups meet often, others require less time, and still others are busy only at specific times of the year. Occasionally, there are requirements for ad hoc committees or sub-committees appointed to work on specific projects. Experience indicates that the two most appropriate qualities for successful service are an open mind and exercise of common sense.

If you are interested in serving, please list the position(s) you wish to be considered for:

Board, Commission or Committee applying for:

Personnel Commission

Please return completed forms to:

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The Town Hall mailing address is: P.O. Box 7, Hopedale MA, 01747

Please Note:

- The Board of Selectmen may fill vacancies until next election.
- It is recommended that you attend a few meetings of the committee or board you are contemplating joining to help determine your interest.
- The board/committee will be asked for their recommendation on each applicant appointment.

Name: Jayme Solomon-Zissu

Are you a registered voter? ☒ Yes ☐ No

Address: 6 Larkin Ln.

How long have you lived in Hopedale? 19 yrs.

Home Phone: 508-634-9373 Cell Phone: 508-932-5869 E-Mail: Jaymes-z@verizon.net

How would you like to be contacted? email or cell

Occupation: accounts payable & former office mgr.

Please list any potential conflicts of interest, e.g. membership in an organization or your

business: N/A

Education and Experience: _____

How many times during the last year have you attended a meeting of the Board/Committee to which you are

requesting appointment? 0 1 + doesn't exist
but did help get code of conduct
inst. tuted & reported
violations

Have you ever had business before the Board/Committee to which you are requesting an appointment?

☐ Yes ☒ No If yes what type of business? _____

Special interests and skills: _____

Activities, e.g. Government/Civic & Community/Charitable & Educational: Founder of

Hopedale for Change

Reasons for wanting to serve: There needs to be

accountability for ~~boards~~ boards &
commissions.

The completion of this form in no way assures appointment. Citizens deemed most qualified to serve in a particular capacity will fill all board, commission or committee vacancies.

Applicant's Signature

Jayme Simon Ziss

Date

11/7/22

ORDER OF TAKING

WHEREAS, the Town of Hopedale, a municipal corporation, *acting by and through its Select Board*, with an address of 78 Hopedale Street, Hopedale, Massachusetts 01747 (the “Town”) hereby certifies that the Town did vote to acquire by purchase, eminent domain or otherwise, the fee interest in the land known as a portion of 364 West Street, Hopedale, Worcester County, Massachusetts, containing 130.18 acres, more or less, which is classified as Forest Land under Chapter 61 of the General Laws, and shown on the plan attached hereto as Exhibit A (the “Plan”) as “Map 2, Block 5, One Hundred Forty Realty Trust, Chapter 61 Forest Land Parcel- 130.18 Acres” (the “Property”), which Property excludes the areas shown on the Plan as “Railroad Right of Way” and “Map 2, Block 5, One Hundred Forty Realty Trust, Excluded Wetlands – 25.06 Acres”;

WHEREAS, the Select Board has deemed that public necessity and convenience require that it should take charge of and take by eminent domain a fee interest in the Property to maintain and preserve the Property and the forest, water, air, and other natural resources thereon for the use of the public and for conservation and recreation purposes to be managed under the control of the Hopedale Parks Commission;

WHEREAS, the taking was authorized by a two-thirds vote at the 2022 Special Town Meeting held on July 11, 2022, pursuant to Article 1, a certified copy of which vote is recorded herewith; and

WHEREAS, the Property is currently owned by Michael R. Milanoski and Jon Delli Priscoli, Trustees of the One Hundred Forty Realty Trust, u/d/t dated September 16, 1981 and recorded in the Worcester South County Registry of Deeds (the “Registry”) in Book 7322, Page 177, by virtue of a deed recorded with the Registry on June 11, 2021 in Book 65363, Page 65.

NOW, THEREFORE, we, the undersigned Select Board of the Town of Hopedale, acting herein under the authority conferred on us by Chapters 40 and 79 of the General Laws, do hereby adopt this Order of Taking to take, on behalf of the Town, a fee simple interest in all of the Property.

AND FURTHER ORDERED that included in this taking and without limiting the provisions of the foregoing, said taking includes all trees, bushes, vegetation, roadway

improvements and all structures located thereon, including but not limited to structures for the collection of storm drainage and sewerage, but not including wires, cables, poles, towers, pipes, conduits and other appurtenances for the conveyance of gas, electricity, cable television or telephone communication located in or upon the Property, and not including railroad tracks or appurtenant loading structures currently in place on the Property.

AND FURTHER ORDERED that no betterments are to be assessed under this Taking.

AND FURTHER ORDERED that in accordance with the provisions of M.G.L. Chapter 79, as amended, an award of Four Million Four Hundred Thousand Dollars (\$4,400,000.00) is made.

AND FURTHER ORDERED that a representative of the Town shall record this Order of Taking in the Registry within thirty (30) days from its final passage, shall notify the Treasurer and Collector of Taxes in the Town of Hopedale of this taking in accordance with M.G.L. Chapter 79, and shall cause notice of the taking to be given to all persons entitled thereto and do all things necessary for the validity of this Order of Taking.

[Signatures to appear on next page.]

IN WITNESS WHEREOF, we, the Select Board, have executed this Order of Taking this 21st day of November, 2022.

TOWN OF HOPEDALE
SELECT BOARD

Glenda A. Hazard, Chair

Brian R. Keyes

Bernard J. Stock

COMMONWEALTH OF MASSACHUSETTS
COUNTY OF WORCESTER

On this 21st day of November, 2022, before me, the undersigned Notary Public, personally appeared _____, members of the Select Board for the Town of Hopedale, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the persons whose names are signed on the preceding or attached document and acknowledged to me that they signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

Exhibit A
(attached)

Town of Hopedale, Massachusetts
Job Description

Position Title:	Town Planner	Grade Level:	IV
Department	Planning Department	Date:	10/2022
Reports to:	Town Administrator	FLSA Status	Exempt

Statement of Duties

Position is responsible for providing professional assessment, supervision and guidance on development presented in the Town of Hopedale and provides administrative support to the town's planning-related boards. Work involves assessing proposals for land use and development; determining compliance with zoning ordinances and applicable state and federal laws; planning long-range projects; acquiring and administering relevant grants, and recommending policies, standards or criteria to help the town achieve its long-term planning goals. The planner will act as liaison between boards reviewing development, as well as those reviewing open space and recreation needs to assist the town in finding appropriate balance between development, conservation, recreation and open space needs.

Supervision

The planner works under the general supervision of the Administrator in accordance with municipal policies and objectives, local and state ordinances, and statutes. Planner establishes short-range plans and objectives, own performance standards and assumes direct accountability for department results. Planner consults with the Administrator where clarification, interpretation, or exception to municipal policy may be required. The planner assists in the development of departmental policies, goals, objectives, budgets, and is expected to resolve all conflicts which arise and coordinate with others as necessary.

The planner will be required to work outside of normal business hours and attend night meetings of related boards and may be contacted at home for emergencies.

Job Environment

Position will be a point of contact for builders and town officials alike. Responsibilities include reviewing and assimilating town bylaws and administering them in any of the following ways:

- When reviewing projects presented to the town, the planner can advise the presenter on the project's viability in the context of town bylaws. The planner would also advise the presenter on the appropriate process to obtain desired approvals.
- The planner would review pending plans and advise relevant boards of any potential concerns.
- Planner would review procedure currently followed by boards and applicants and offer suggestions to streamline the process if necessary.

Job Functions

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them

Town of Hopedale, Massachusetts

Job Description

from the position if work is similar, related, or a logical assignment to the position.

1. Administers the Town's land use processes; coordinates all land use board actions, ensures compliance with all statutory requirements, recommends amendments to Zoning By-Laws as needed, prepares all required reports and maintains records.
2. Provides administrative support to the Planning Board; prepares for and attends meetings, researches applications and petitions, administers policies and procedures, and provides other information or assistance as required.
3. Reviews available town resources; develops and administers various planning studies relating to land use, development, and infrastructure; provides recommendations regarding town land, and assesses townwide implications on resources as well as revenue.
4. Provides leadership and technical assistance to the business community, revitalization groups and ad hoc planning groups in the interest of developing and implementing long range planning goals that reflect shared values of balanced development, preservation, character and history.
5. Applies for and manages various Town's grants; oversees projects to ensure compliance with grant requirements.
6. Serves as a liaison to State and Federal officials regarding planning issues affecting the community.
7. Works with developers, engineers, attorneys, and others involved with the development process; negotiates impact fees and public infrastructure improvements from developers.
8. Provides information and assistance to other town departments and the public regarding zoning, site plans, subdivisions, and other topics; responds to inquiries or complaints and explains policies and procedures.
9. Provides information and assistance to various boards, committees and commissions on planning related issues.
10. Prepares and oversees operating budget and annual report for the Planning Department; monitors expenditures such as peer review, advertising, abutter notifications, all other related.

Education and Experience Required

A candidate for this position should have a Bachelor's Degree in Urban Planning, and two (2) to five (5) years experience as a municipal planner; Master's Degree a plus.

Special Requirements

Valid Massachusetts Driver's License. Certification as a Planner by the American Institute of Certified Planners (AICP) is required.

Town of Hopedale, Massachusetts

Job Description

Knowledge, Skills, and Abilities Required

A candidate for this position should have a thorough knowledge of local, state, and federal laws governing the work; the ability to develop programs and manage projects efficiently; read and interpret blueprints; and have strong administrative, budgetary and computer skills. A candidate should have effective written, verbal and communication skills, excellent negotiations skills, and ability to establish effective working relationships with other town staff, outside officials, contractors, developers, attorneys and the public.

Work Environment

Incumbent works in a moderately noisy office and is required to sit, talk, listen/hear 2/3 of the time; stand and walk up to 1/3 of the time. Incumbent is exposed to outdoor weather conditions up to 1/3 of the time, and seldom lifts up to 30 pounds. Normal vision is required. Equipment operated includes automobile, office machines, and computers.

The position has frequent contact with the public, other town departments, boards and commissions, local, state and federal agencies and organizations. The purpose for contacts is to advise, obtain or provide information, explain policies and procedures, and assign or coordinate work activities. Contacts are usually in writing, in person, via email and on the telephone.

Salary and Benefits

\$65,000-75,000/yr

80% health/dental/life insurance paid by Town

Paid Holidays, Vacation & Sick Time

	<u>Activity/Project/Grant Title</u>	<u>Description</u>	<u>Anticipated or Completion Date</u>	<u>Funding Source (if applicable)</u>	<u>Amount</u>	<u>Dept, Project Manager</u>
1	364 West Street (Chapter 61, Settlement Agreement, Eminent Domain)	Land known as 364 West Street - Town Meeting voted to acquire 130 acres at this location for Article 97 protection.	Ongoing	Town, Private Donor, Hopedale Foundation	\$4,700,000	Special Legal Counsel, Town Admin
2	Bancroft Memorial Library Roof Repairs & Restoration	Replace/Restore Copper Flashings, Slate roof Shingles, Copper gutters and new drywell on grounds	10/1/2021	MA Historic Grant, FY19 & FY21 FY19 Borrowing & FY21 Appropriation	\$441,887	Library Director, TA
3	Community Preservation Act (CPA)	Created a local Community Preservation Fund for open space protection, historic preservation, affordable housing and outdoor recreation. Community preservation monies are raised locally through the imposition of a surcharge of 1% of the tax levy against real property. Adopted by ballot referendum.	Adopted 2021	1% Surcharge State Fund Match CPA		CPA Committee
4	Complete Streets Prioritization Plan	Identify and prioritize projects to submit to MA DOT to be funded through the Complete Streets Funding Program	12/31/2022	MA DOT	\$33,800	TA, Highway Super
5	COVID Mitigation - ARPA	Annual Reconciliation Submitted 4/30/22; 2nd Tranche of Funding Applied for 7/27/2022	12/31/2024	ARPA funds	\$1,700,000	TA; Accountant
6	COVID Mitigation - CARES	Quarterly Reconciliations completed; Final report submitted 10/31/21	12/31/2021	CARES Act Funds	\$506,000	TA; Accountant; EMD; School Admin
7	COVID Reimbursement - FEMA	Reimbursement requests submitted 8/20; RFI Responses Completed 10/21	10/29/2021	FEMA	\$56,087	EMD; Accountant; TA
8	Draper Mill Demolition & Redevelopment	Work with mill owner and WBDC on demo, site readiness, river daylighting, dam repairs, pond dredging, and creating mixed use overlay district to encourage and	Ongoing			Town Admin
9	Electronic Permitting for BOH, Building, Fire Dept & Con Com (Phase I)	Building Department Completed. Fire Prevention Permits online 12/1/22	6/30/2023	CC Municipal IT	\$47,000	TA, Building Dept Asst, Deputy Fire Chief, BoH
10	Electronic Permitting for Planning, Zoning, Town Clerk & Select Board (Phase II)	Funded at STM March 26, 2022	6/30/2024	Free Cash	\$50,000	
11	Feasibility Study to Dredge Hopedale Pond and Daylight the Mill River for Community Resilience and Water Quality Improvements	To study feasibility of replacing the dam and daylighting the stream, which would include that buffer restoration/naturalization of banks. Culvert Assessment, local mapping and input local knowledge of flooding and impacts	Funding to be Awarded December 2022	FEMA Homeland Security Capital Projects Fund (CPF)	\$600,000	Con Com
12	Firefighter Equipment Safety Grant	To purchase replacement Washer Extractor Unit & Drying Cabinet Rack; contract signed and returned.	6/30/21; final paperwork due 7/23/21	EOPPS, Department of Fire Services	\$12,494	Fire Chief
13	Freedom Street Dam Repair/Reconstruction	Alternatives Analysis Completed	FY22	FY16 Bond Issue	\$33,800	Tighe & Bond, TA, Highway Super
14	Green Communities Designation Grant Award	LED Conversions & Weatherization at Library, Police Station, Memorial School and Jr/Sr High School	12/1/2023	EOEEA Grant	\$137,759	TA; EA; CMRPC
15	Hazardous Mitigation Plan Update	Draft Plan Complete & Submitted to FEMA for approval	12/31/2022	FEMA	\$17,500	LHMC, CMRPC, TA

	<u>Activity/Project/Grant Title</u>	<u>Description</u>	<u>Anticipated or Completion Date</u>	<u>Funding Source (if applicable)</u>	<u>Amount</u>	<u>Dept, Project Manager</u>
16	Hopedale Pond Restoration & Sediment Removal Project (aka Drudging)	Alternatives Analysis (using prior study) to determine 4 different options with cost proposals and considerations	6/30/2023	FY22 ARPA Spending Bill	\$40,000	Tighe & Bond, Con Com, Parks Commission
17	Hopedale Water Supply and Storage Enhancement Project	To install a Water Storage Tank in Pinecrest Area	6/30/2026	Congressionally Directed Federal Omnibus Spending Bill	\$2,000,000	Water/Sewer Super & Operations Manager
18	Mass Works Mendon Street (Route 16) at Hopedale Street Intersection Improvements Project	Reconstruction of Mendon Street/Hopedale Street (aka Cumby's Intersection)	12/31/2022	MassWorks Infrastructure Program	\$1,000,000	Highway, TA
19	Master Planning (Phase I)	Housing, Economic Development, Land Use and Cultural/Historic Resources	10/31/2021	Community Compact Efficiency Grant	\$50,000	MPSC, CMRPC
20	Master Planning (Phase II)	Town Facilities/Services	12/31/2022	EEA	\$50,000	MPSC, CMRPC
21	Municipal Vulnerability Preparedness (MVP) Planning Grant	Offers funding to municipalities that wish to assess their vulnerability to and prepare for climate change impacts, build community resilience, and receive designation from the Executive Office of Energy and Environmental Affairs (EEA) as an MVP Community. MVP Communities are eligible for MVP Action Grant funding to implement the priority actions identified through the planning process.	6/30/2021	EOEEA Grant	\$17,000	Multiple, TA
22	Open Space & Recreation Plan (Master Plan Chapter)	Draft Plan Complete & Submitted to EOEa For Approval	12/31/2022	EEA	\$33,500	OSRPC, CMRPC
23	Open Space Preservation & Maintenance	Pinecrest Surveying & Installation of Boundary Markings and signage, tree and invasive species maintenance	12/31/2024	FY22 ARPA Spending Bill	\$40,000	Con Com
24	Parking, Circulation and Traffic Study - Hopedale Village Center	Study of current traffic, parking, and circulation in Hopedale Village Center and to make recommendation for improvements for efficient traffic flows, convenient parking areas, cohesive circulation patterns, and connectivity to the foundation of Complete Streets.	12/31/2023	Community One Stop Grant-Rural & Small Town Grant Program	\$75,000	Tighe & Bond, TA
25	PFAS Treatment Grant	for PFAS treatment in water system; Contract signed and returned.	6/30/2021; final paperwork due August 2021	MassDEP Grant	\$200,000	Water/Sewer Super
26	Purchase of Electric Stretcher	Stretcher Power Load system with Cot & 6 Year Service Agreement	12/31/2024	FY22 ARPA Spending Bill	\$65,000	Fire/EMS Chief
27	Rustic Bridge Conditions Assessment	To review for deficiencies and recommend repairs	6/30/2023	Hopedale Foundation	\$38,500	Tighe & Bond Con Com, Parks
28	Stormwater MS4 Permitting (Years 1-5)	EPA Required Permitting of Stormwater Facilities/Infrastructure in Hopedale	6/30/2025	Borrowing / Appropriation / ARPA	\$500,000	Weston & Sampton, Highway, Water/Sewer
29	Streetlight Acquisition & LED Conversion with SMART Controls	To Acquire and Convert Town Streetlights to LED lights with SMART controls		Appropriation (Borrowing Authorization)	\$268,000	TA, Highway

<u>Activity/Project/Grant Title</u>	<u>Description</u>	<u>Anticipated or Completion Date</u>	<u>Funding Source (if applicable)</u>	<u>Amount</u>	<u>Dept, Project Manager</u>
30 Website Redesign/Updates & Implementation	Approved & Submitted to Civic Plus for Final Development; EA working on updates to go live, 4/21/21	6/30/2021	Appropriation	\$4,500	Executive Asst
Green = Projects Completed Yellow = Projects Near Completion			Total Activity/Project Funding:	\$12,717,827	