CITY COUNCIL AGENDA
WEDNESDAY, APRIL 1, 2020 at 6:00 p.m.
Remote meeting due to COVID19 Pandemic Restrictions

*If you wish to speak at the meeting, please join 5-10 minutes before the 6 p.m. start time*
Option 1: Video and Audio Conference: https://zoom.us/j/193725535
Option 2: Audio Dial-in only: 646-558-8656  Meeting ID: 193 725 535

1. Roll Call.

2. Pledge of Allegiance.

3. Approval of Minutes: Meetings of: Feb. 5th, Feb. 19th, March 4th and March 18, 2020

4 Public Speak Time.

5. Public Hearing (starting at 6:15 p.m):

   None

6. Communications from elected officials, boards and committees:

7. Correspondence, Announcements & President/Vice-President Communications:

8. Mayor Communications:

9. Reports of Standing Committees (Date referred to sub-committee & 90-day action deadline):

   a. Finance:
      - Review of Salaries and Stipends per Charter 2-4 (a) (1-8-20) (4-7-20)
      - Request to accept MGL Chpt. 44B, Sec. 3(e)(1) – CPA Exemption (2-19-20) (5-19-20)
      Interdepartmental Transfer:
      - $800 for Bd. of Health alternate inspection services funding (3-18-20) (6-16-20)
      Supplemental Appropriation:
      - $25,000 from CPA Funds to update/expand Main St. historic structure inventory (3-4-20) (6-2-20)
      - $35,223.00 for employer share of Jan., 2020 health insurance premium holiday (3-18-20) (6-16-20)
      - $100,000.00 from Free Cash to cover FY ’20 Snow & Ice Deficit (3-18-20) (6-16-20)
      - $100,000.00 from Free Cash to provide funds for the tax rate relief stab. fund(3-18-20) (6-16-20)
      - $75,000.00 from Gen. Stab. to cover expenses related to COVID-19 resources (3-18-20) (6-16-20)

* Public Hearing continued to April 15, 2020
b. **Public Safety:**
   - Request to review on-street parking restrictions in the Traffic Rules & Orders (11-7-18) \(\text{(4-30-20)}\)
   - Pedestrian safety review (12-5-18) \(\text{(5-28-20)}\)
   - Request to re-examine the traffic light at the Main/South St. intersection (10-2-19) \(\text{(6-28-20)}\)
   - Resident speeding concerns (11-6-19) \(\text{(5-4-20)}\)

c. **Appointment:**
   - New Mayoral appointments (10) (3-4-20 & 3-18-20) \(\text{(6-2-20 & 6-16-20)}\)

d. **Ordinance:**
   - City ordinance amendments:
     - Engine Brake Ordinance proposal (11-6-19) \(\text{(4-4-20)}\)
     - Proposed ordinance – reduction & elimination of plastics (2-19-20) \(\text{(5-19-20)}\)
   - Other:
     - Continued review of “Adult Use Cannabis Establishment” topics (4-4-18) \(\text{(5-19-20)}\)
     **- Proposed city ordinance changes re: open consumption of alcohol & cannabis (11-19-18) \(\text{(4-12-20)}\)
     - Zoning amendment discussion - cannabis establishment residential setbacks (1-22-20) \(\text{(4-21-20)}\)

e. **Property:**
   - Request to inventory city owned property (5-2-18) \(\text{(5-5-20)}\)
   *** - Evaluation of city owned property for a municipal dog park (12-19-18) \(\text{(5-19-20)}\)

f. **Rules & Govt. Relations:**
   - New Council Rule #11L – filing of committee minutes (2-5-20) \(\text{(5-5-20)}\)
   - Amend Rule 5C – Introduction of council business (2-5-20) \(\text{(5-5-20)}\)
   - Proposal to consider establishing Senior Volunteer Work-Off Program (2-19-20) \(\text{(5-19-20)}\)
   **- Admin. Code #20-1 – amendments to Easthampton City Arts (#10-1 & 15-4) (3-4-20) \(\text{(6-2-20)}\)
   - Resolution proposal for a Payment in Lieu of Taxes (PILOT) program (3-18-20) \(\text{(6-16-20)}\)

g. **Ad Hoc Committee – Ranked Choice Voting:**

10. **Old Business/Pending:**

11. **New Business:**

**Public hearing – April 15, 2020**
***Public Hearing – May 20, 2020**
CITY COUNCIL MEETING – February 5, 2020
Easthampton Municipal Building, 50 Payson Avenue, 2nd Floor
6:00 p.m.

Members Present: President Margaret Conniff, Vice-President Daniel Rist, Salem Derby, Thomas Peake, Homar Gomez, James Kwiecinski, William Lynch, Owen Zaret and Lindsey Rothschild.

Pledge of Allegiance.

We the People Team Recognition: President Conniff presented certificates of recognition to the Easthampton High School “We the People” team – who for the third year in a row won the state championship in Boston on January 25th. Members of the team are as follows:

Teacher: Kelley Brown.
Mentors: Stephen Linsky, Hanna Wauczinski, Nancy Sykes, Kerissa Bilski

Approval of Minutes: Councilor Rothschild stated that the last name of a person named Pamela who spoke during public speak time at the January 22, 2020 City Council meeting is Matsuda-Dunn. On motion made by Councilor Derby and seconded by Councilor Gomez it was voted to approve the minutes of the January 22, 2020 meeting as amended to include the full name of Pamela Matsuda-Dunn as a speaker. Councilors Zaret and Lynch abstained.

Public Speak Time:
- David Boyle, 146 Holyoke Street, stated that he is not in favor of the proposed Oliver Street dog park.
- Dr. Allison LeClair, Superintendent of Schools spoke regarding agenda item “memorandum of understanding”. It will allow the city to be reimbursed for up to 20% of transportation costs if an Easthampton student is placed in a foster home outside of the city but the school system is required to transport the student to school in Easthampton. Dr. LeClair stated that the “memorandum of understanding” must be returned to the state by March 1st.

Councilor Rist said that there will be a Rules & Governmental Relations Committee meeting on February 17th. On motion made by Councilor Rist and seconded by Councilor Kwiecinski, it was unanimously voted to send the agenda item “memorandum of understanding” to the Rules & Governmental Relations Committee for review.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to open the public hearings.
1. **Supplemental Appropriation – Insurance Holiday employee share:** Second reading by Councilor Rist on the request to appropriate funds to pay the employee share of a health insurance holiday paid to employees in July, 2019.

   On motion made by Councilor Rist and seconded by Councilor Lynch it was VOTED, with Councilor Conniff abstaining, to appropriate the sum of $70,444.79 from Free Cash to BC/BS Health Insurance Liability (#001.0001.2195) to provide for the employee share of health insurance not paid by employees in July due to an “insurance holiday” provide by the city.

2. **Supplemental Appropriation – EMT & Ambulance Expenses:** Second reading by Councilor Rist on the request to appropriate funds for EMS and Ambulance expenses. Recommended by the Finance Committee.

   On motion made by Councilor Rist and seconded by Councilor Lynch it was UNANIMOUSLY VOTED to appropriate the sum of $44,940.60 from Free Cash to the following:

   - EMS Incentive (#001.2310.5142): $17,000.00
   - Repairs to vehicles/Equip. (#001.2310.5483): $8,000.00
   - Maint. & Serv. Agreements (#001.2310.5490): $2,240.60
   - Ambulance Medical & Surgical Supplies (#001.2310.5500): $17,700.00

   to cover EMT and Ambulance expenses

   On motion made by Councilor Derby and seconded by Councilor Gomez it was unanimously voted to close the public hearings.

**Communications/Correspondence:**

Councilor Zaret mentioned that Winter Fest is taking place this weekend. He also said that May 9th is Rise Against Hunger Day.

President Conniff announced the membership of the Ranked Choice Voting Ad Hoc Committee:
- Barbara LaBombard, City Clerk
- Barbara Craig, Bd. of Registrars of Voters
- Thomas Peake, City Councilor
- Owen Zaret, City Councilor
- Chris Korczak, registered voter
- Daniel Gilbert, registered voter
- Sara Amoroso, registered voter

She has asked that the committee meet for the first time no later than March 20th.

**Mayor Correspondence:** Mayor LaChapelle deferred her time to Planner Jeff Bagg in order for him to review current projects.
Mr. Bagg updated the Councilors on the Ferry St. project saying that the construction has taken a “winter pause.” He said that some work close to the bike path for a private development will start around February 24th through March. There will be some tree removal along the bike path and a construction fence will be erected there.

Mr. Bagg stated that the Cannabis Control Commission will be meeting tomorrow. The Verb is Herb business at 84 Cottage Street will be receiving final approval from the state and could be opening within the next month. Liberty (Holistic Industries) on Northampton Street should be getting approval from the state at end of February/March.

Mr. Bagg mentioned that there is a solar project beginning past White Brook Middle School. There will be a visible “construction staging area” with heavy equipment and stacks of solar panels on Park Street with the actual solar area being built in the woods.

Councilor Rist stated that he attended the School Building Committee meeting and that the plan to divert traffic down Button Road during construction of the new school on Park Street will no longer be viable. The new plan is to have two way traffic on one side of the widened road.

Mayor LaChapelle said that the funding for the proposed new traffic flow at White Brook Middle School is coming from the construction contingency fund. She stated that she would forward the contingency accounts information to the Councilors.

Mr. Bagg reviewed a draft presentation for the Downtown Strategic Plan. He said that the proposal is posted on the project’s website, https://plandowntown-easthampton.com. There will be an online opportunity for residents to submit questions during a two week period. A printed copy will also be available at the Emily Williston Memorial Library and City Clerk’s Office. Councilor Rothschild suggested that a copy also be available at the Easthampton Council on Aging Enrichment Center.

Mayor LaChapelle added that the plan is also available on the city’s website.

**Reports of Standing Committees:**

**FINANCE:** Councilor Rist reported the Finance Committee would meet next on Feb 12th.

First reading by Councilor Rist on the following Interdepartmental Transfers:
- $93,626.93 for a shortfall in the Police Dept. FY 2020 budget
- $9,600.00 to fund the March 31, 2020 Special State Election for State Senate vacancy

On motion made by Councilor Rist and seconded by Councilor Zaret it was unanimously voted to refer both to the Finance Committee.

First reading by Councilor Rist on the following Supplemental Appropriation requests:
- $391,800.00 for design & oversight of the Union Street corridor project
- $93,860.20 to purchase two police cruisers
On motion made by Councilor Rist and seconded by Councilor Zaret it was unanimously voted to refer both to the Finance Committee.

On motion made by Councilor Rist and seconded by Councilor Zaret it was unanimously voted to schedule a public hearing for Feb. 19th on the following Supplemental Appropriations:
- $81,069.00 to fund pay and step increases for Pay Plan employees.
- $9,600.00 to fund the 3/31/2020 Special State Election for Senate vacancy

On motion made by Councilor Rist and seconded by Councilor Zaret it was unanimously voted to schedule public hearings on Feb. 19th on the requests to establish a Cannabis Impact Fee Stabilization Fund and a Tax Rate Stabilization Fund.

On motion made by Councilor Rist and seconded by Councilor Derby it was unanimously voted to refer the council’s FY 2021 budget proposal to the Finance Committee.

PUBLIC SAFETY: Councilor Gomez reported the Public Safety Committee had met last night. The Division Street Extension public way acceptance has been reviewed by the City Planner, City Engineer and City Solicitor.

*Division Street Extension – Public Way Acceptance:* On motion made by Councilor Gomez and seconded by Councilor Rist it was unanimously voted that pursuant to the applicable provisions of Massachusetts General Laws, Chapter 41 and 82, the City of Easthampton approves the layout and deed of a new public way to be known as "Division Street Extension".

Attorney Amanda Zedonis-Kemp stated that a second vote needs to be taken regarding the easement as recommended by Easthampton’s City Solicitor.

On motion made by Councilor Gomez and seconded by Councilor Zaret, it was unanimously voted that the City Council authorizes the Mayor to execute a release of easement to accommodate the acceptance of the Division Street Extension.

On motion made by Councilor Gomez and seconded by Councilor Rist, it was unanimously voted to remove without prejudice from the City Council agenda the “Proposed Outdoor Events Policy”.

On motion made by Councilor Gomez and seconded by Councilor Lynch, it was unanimously voted to remove without prejudice from the City Council agenda the “Quadricycle Restriction Proposal”.

Councilor Gomez said the “Pedestrian Safety Review” was recommended by the Public Safety Committee and Board of Public Works.

The Public Safety Subcommittee will meet next on March 3rd at 6 pm.
**APPOINTMENT:** Councilor Lynch reported the Appointment Committee had met prior to tonight’s meeting.

The City Council Appointment Committee voted 3-0 in favor of the appointment of Joseph McCoy to the Housing Authority.

On motion made by Councilor Lynch and seconded by Councilor Gomez it was unanimously voted to confirm the following Mayoral new appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>Joseph McCoy</td>
<td>Housing Authority</td>
<td>Dec. 31, 2024</td>
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The City Council Appointment Committee voted 3-0 in favor of the appointment of Austin Sanders to the Planning Board (Associate Member). It was mentioned that Mr. Sanders is currently a member of Easthampton’s Board of Public Works.

On motion made by Councilor Lynch and seconded by Councilor Kwiecinski it was unanimously voted to confirm the following Mayoral new appointment:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Austin Sanders</td>
<td>Planning Board (Associate Member)</td>
<td>Dec. 31, 2020</td>
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The City Council Appointment Committee voted 3-0 in favor of the appointment of Brenda Salyer to the Planning Board.

On motion made by Councilor Lynch and seconded by Councilor Gomez it was unanimously voted to confirm the following Mayoral new appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
<th>Term Expires</th>
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</thead>
<tbody>
<tr>
<td>Brenda Salyer</td>
<td>Planning Board</td>
<td>Dec. 31, 2022</td>
</tr>
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</table>

Councilor Lynch said that since the Appointment Committee did not have any contact information on Jason Miranda for his pending appointment to the Telecommunications Advisory Committee, he would like to continue his appointment to the next meeting.

Tom Peake said that Mr. Miranda is currently a member of the Telecommunications Advisory Committee and that his term has lapsed due to a paper work error.

On motion made by Councilor Lynch and seconded by Councilor Zaret it was unanimously voted to refer four new Mayoral appointments to the Appointment Committee.

The Appointment Committee will meet next on February 19th at 5:30 pm.
ORDINANCE: On motion made by Councilor Derby and seconded by Councilor Gomez it was unanimously voted to extend by 90 days the agenda item Continued Review of “Adult Use Cannabis Establishment” topics.

The Ordinance Committee will meet next on February 11th at 6 pm.

PROPERTY: Councilor Zaret reported the Property Committee had met on Jan. 28th.

On motion made by Councilor Zaret and seconded by Councilor Gomez it was unanimously voted to extend by 90 days the agenda item Request to inventory city owned property.

On motion made by Councilor Zaret and seconded by Councilor Gomez it was unanimously voted to schedule a Public Hearing for March 18th on the proposed dog park.

Councilor Rist said that Parks & Recreation Director John Mason should be present at the Public Hearing. The Property Committee will next meet on February 27th at 6pm.

RULES: On motion made by Councilor Peake and seconded by Councilor Rist it was unanimously voted to refer to the Rules Committee the following two requests to amend the Council Rules:
- New Council Rule #11L – filing of committee minutes
- Amend Council Rule 5C – introduction of council business

OLD BUSINESS: None.

NEW BUSINESS: None – dealt with under committee reports.

On motion made by Councilor Kwiecinski and seconded by Councilor Zaret it was unanimously voted that this meeting ADJOURN.

TIME: 8:00 p.m.

Respectfully Submitted,

Mary Ann Giza
Asst. City Clerk
CITY COUNCIL MEETING – February 19, 2020
Easthampton Municipal Building, 50 Payson Avenue, 2nd Floor
6:00 p.m.

Members Present: President Margaret Conniff, Vice-President Daniel Rist, Homar Gomez, James Kwiecinski, Owen Zaret and Lindsey Rothschild. William Lynch arrived later in the meeting. Councilors Salem Derby and Thomas Peake were not in attendance.

Pledge of Allegiance.

Public Speak Time:
- **Dan Gilbert, Chair of the newly formed Rank Choice Voting Committee** updated the council on the committee’s first meeting – held on Feb. 20th. The next meeting is scheduled for March 19th and will be on the 3rd Thursdays going forward. He said he has spoken with the city’s election equipment vendor, LHS Associates. The cost for the ranking software would be about $8,000 with an annual maintenance fee of $500.00. It was asked that this ad hoc committee be added under standing committees.
- **Jose Mediavilla** spoke in favor of the plastics elimination ordinance (being introduced tonight). He spoke about biological solutions and plastic replacements. He also thought the proposed penalty was too low.
- A resident of 124 Park Street also spoke in favor of the plastics ban.
- **Vincent Corsello of Torrey Street, owner of Corsello Butcheria** said he thinks the ordinance seems “arbitrary” and that it would be a burden on both consumers and business owners. He urged looking at the bigger picture (education, incentives) and suggested considering something “more progressive”.
- **Connie Dawson** agreed with Mr. Corsello but felt this would increase awareness and could help Easthampton become a “zero waste” community.
- **Annette Szczygiel of Mutter Street**, thought it makes sense to start off little; this would be a big help, she said.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to open the public hearings.

PUBLIC HEARINGS – starting at 6:15 p.m.

1. **Supplemental Appropriation – Pay & Step Increases for Pay Plan Employees:** Second reading by Councilor Rist on the request to appropriate funds for to provide for pay and step increases for Pay Plan employees. Councilor Rist said this is the final step in updating the pay scale established through the Collins Report. Mayor LaChapelle said that some employees haven’t gotten a raise in nine years (except for COLA increases). She felt this was important in helping to retain workers. Recommended 3 to 0 by the Finance Committee.

On motion made by Councilor Rist and seconded by Councilor Gomez it was **UNANIMOUSLY VOTED** to appropriate the sum of 81,069.00 from Free Cash to the following:
to put all pay plan employees on the new UMass Collins Center Study pay scale approved by the City Council as of July 1, 2019, and to increase one step on Jan. 1, 2020. All those who received increased July 1, 2019 to Dec. 31, 2019 will not go up a step on Jan. 1, 2020. All those who were at a 9 on the pay plan prior to FY ’19 and had no steps in prior years went up a step on July 1, 2019 and on Jan. 1, 2020.

2. **Interdepartmental Transfer – to fund March 31, 2020 Special State Election:** Second reading by Councilor Rist on the request to appropriate funds to fund the special Senate State Election on March 31, 2020. Recommended 3 to 0 by the Finance Committee.

On motion made by Councilor Rist and seconded by Councilor Gomez it was **UNANIMOUSLY VOTED** to appropriate the sum of $9,600.00 from the Reserve Fund #001.9510.5967 to the following:

- Election & Reg. Other Positions (001.1620.5124): $9,000.00
- Election & Reg. Computer Services (001.1620.5303): $600.00

...to pay election worker and computer programming costs for the March 31, 2020 Special State Election to fill the Senator in General Court vacancy.

3. **Create Cannabis Impact Stabilization Fund & Tax Rate Stabilization Fund:** Councilor Rist reported on both Stabilization Fund requests. The cannabis impact fund would allow budget lines to be supplemented to reduce the amount appropriated from taxation. Mayor LaChapelle also said it help in tracking where the money goes. City Auditor Valerie Bernier said the next step would be to accept the general law that allows the fees to go directly into the stabilization fund. The money in the fund would roll over from year to year and would generate interest. She also echoed the Mayor’s comment that it would make it easier to track income and expenses.
As for the tax rate stabilization fund, setting up the fund would allow tax relief to be shared by all taxpayers, not just a particular group within the city.

On motion made by Councilor Rist and seconded by Councilor Gomez it was **UNANIMOUSLY VOTED** that pursuant to the provisions of MGL Chapter 40, Section 5B, the City of Easthampton establishes a "Cannabis Impact Fee Stabilization Fund" for the purpose of funding cannabis impacts as described in Community Host Agreements executed by the City of Easthampton."

On motion made by Councilor Rist and seconded by Councilor Gomez it was **UNANIMOUSLY VOTED** that pursuant to the provisions of MGL Chapter 40, Section 5B, the City of Easthampton establishes a "Tax Rate Stabilization Fund" for the purpose of funding instruments to reduce the City of Easthampton's tax rate."

On motion made by Councilor Rist and seconded by Councilor Kwiecinski it was unanimously voted to close the public hearings.

At this time, Councilor Rist read a statement in defense of the CPA Fund and its importance to projects in the community.

Councilor Gomez reminded councilors that the “We the People” team at the high school is fundraising to support their trip to Washington, DC.

President Conniff said she has asked for reports on the school building project the first meetings of April, May and then August.

**Mayor Communications:**
Mayor LaChapelle said that school traffic detour maps are now on the city’s website. The new traffic pattern will begin on Feb. 24th.

A request was received from Mayor LaChapelle for authorization to issue refunding bonds. This action was recommended by bond counsel to help reduce the city’s tax liability. It would allow the city to reduce its debt by taking advantage of favorable market conditions. By refinancing at a lower rate, it will save interest immediately and reduce the total amount in the longer term.

On motion made by Councilor Rist and seconded by Councilor Kwiecinski, it was **UNANIMOUSLY VOTED**, that in order to reduce interest costs, the Treasurer, with the approval of the Mayor, is authorized to provide for the sale and issuance of refunding bonds pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, at one time or from time to time, to refund all or any portion of the City’s outstanding general obligation State Qualified School Bonds dated August 31, 2011, and that the proceeds of the refunding bonds issued pursuant to this order shall be used to pay the principal, redemption premium and interest on the bonds of the City to be refunded and costs of issuance of the refunding bonds; and that the Treasurer is authorized to execute such
documents as may be necessary or desirable to carry out this transaction, including one or more refunding trust agreements with a bank or trust company.

And, it was further ordered that any premium received by the City upon the sale of any refunding bonds approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds, may be applied to the payment of costs approved by this order in accordance with Chapter 44, Section 20 of the General Laws.

Reports of Standing Committees:

FINANCE:

FY 2021 City Council Budget: Councilor Rist reported President Conniff had requested adding funding to the proposed budget to allow for councilor education and training (MMA conference, etc.). She had suggested $225 per councilor for a total of $2,025.00. They had also added a mission statement for the City Council, Councilor Rist said. Councilors Zaret and Kwiecinski both voiced support for adding funding for training.

On made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to approve the proposed FY 2021 City Council budget as follows and to send to onto the Mayor:

- City Council Salaries: $36,000.00
- Permanent Clerical: $3,240.00
- Advertising: $2,500.00
- Education/Training: $2,025.00

Total: $43,765.00

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to schedule the following public hearings for the March 4, 2020 meeting:

Supplemental Appropriation requests:
- $391,800.00 for design & oversite of the Union Street corridor project
- $93,869.20 to purchase two police cruisers

Interdepartmental Transfer:
- $93,626.93 for short in the Police Dept. FY 2020 budget

On motion made by Councilor Rist and seconded by Councilor it was unanimously voted to refer the Finance Committee a proposal to accept MGL Chpt 44B, Section 3(e)(1) – CPA property exemption.

Councilor Kwiecinski said this would make a slight adjustment to the CPA tax, allowing an exemption from the tax for certain income eligible residents. If approved by the council, it would still need voter approval.

The next Finance Committee meeting will be held on Feb. 26, 2020 at 5 p.m.
PUBLIC SAFETY:  Councilor Gomez reported the Public Safety Subcommittee will meet next on March 3, 2020.

On motion made by Councilor Gomez and seconded by Councilor Kwiecinski it was unanimously voted to extend by 90 days action on the pedestrian safety review.

APPOINTMENT:  Councilor Kwiecinski reported the Appointment Committee had met prior to tonight’s meeting.  All pending appointments had been approved 2 to 0, he said.  Councilor Kwiecinski spoke about each of the individuals being considered for appointment.

On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted to confirm the following new Mayoral appointments:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>Eileen Meyers</td>
<td>Charity Funds Committee</td>
<td>Dec. 31, 2022</td>
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<tr>
<td>Gail Canon</td>
<td>Charity Funds Committee</td>
<td>Dec. 31, 2022</td>
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On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted to confirm the following new Mayoral appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
<th>Term Expires</th>
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</thead>
<tbody>
<tr>
<td>Samantha Pliska</td>
<td>Main Street Cemetery Commission</td>
<td>Dec. 31, 2022</td>
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On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted to confirm the following new Mayoral appointment:

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<th>Name</th>
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<tbody>
<tr>
<td>Lindsie Alterkun</td>
<td>Zoning Board of Appeals</td>
<td>Dec. 31, 2022</td>
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On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted to confirm the following Mayoral re-appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
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<tbody>
<tr>
<td>Jason Miranda</td>
<td>Telecommunications Advisory Committee</td>
<td>Dec. 31, 2022</td>
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On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted to refer one new Mayoral appointments to the Appointment Committee.

The Appointment Committee will meet next on March 4, 2020 at 5:30 p.m.

ORDINANCE:  Councilor Zaret reported the Ordinance Committee had discussed the Engine Brake ordinance proposal at their last meeting.  The Police Department will be looking into this further.  Some ideas were better education or enforcement.  It will remain on the ordinance agenda for now, Councilor Zaret said.
On motion made by Councilor Zaret and seconded by Councilor Rist it was unanimously voted to refer a proposed ordinance on the reduction & elimination of plastics to the Ordinance Subcommittee.

Councilor Zaret spoke about the ordinance proposal, which would go into effect one year after passage and would include hardship clauses. Co-sponsor Councilor Rothschild said he has been reaching out to business owners; she said many owners are already thinking of changes. She feels this could be a way of bringing the community together.

Councilor Lynch arrived at this time.

The Ordinance Committee will meet next on February 26th and on March 10th.

**PROPERTY:** Councilor Zaret reported the Property Committee will meet next on Feb. 27th. On motion made by Councilor Zaret and seconded by Councilor Rist it was voted to move the dog park public hearing from March 18th to April 1st. Councilor Kwiecinski abstained from voting.

On motion made by Councilor Zaret and seconded by Councilor Kwiecinski it was unanimously voted to extend by 90 days action on the municipal dog park.

**RULES:** Councilor Rist said the Rules Subcommittee would meet next on Feb. 27th to discuss the proposed rule changes.

At the last meeting they had discussed the school department’s request for a memo of understanding on Title 5 reimbursement. It would allow the city to be reimbursed for up to 20% of the cost to transport foster students outside the district.

On motion made by Councilor Rist and seconded by Councilor Gomez, it was UNANIMOUSLY VOTED that in accordance with MGL Chapter 44, Section 70, the City Council, with approval of the Mayor, authorizes the Easthampton School Department to enter into a Memorandum of Understanding for the purposes of Title IV-E reimbursement.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to refer to the Rules Committee a request from Councilor Kwiecinski to establish an ad hoc committee to consider establishing a Senior Volunteer Work-Off Program.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None – dealt with under committee reports.

On motion made by Councilor Rist and seconded by Councilor Lynch it was unanimously voted that this meeting **ADJOURN**.

Respectfully Submitted,
Barbara L. LaBombard
Clerk to the City Council
Members Present: President Margaret Conniff, Vice-President Daniel Rist, Salem Derby, Thomas Peake, Homar Gomez, James Kwiecinski, William Lynch, Owen Zaret and Lindsey Rothschild.

Pledge of Allegiance.

Public Speak Time:
- Donald Torrey of School Street spoke about how he thought the CPA tax should be reduced for senior citizens.

Correspondence, Announcements & President/Vice-President Communications:
- Councilor Zaret spoke about the deforestation of school site off of Park Street.

Mayor Communications: Mayor LaChapelle announced that DPW Superintendent Joseph Pipczynski would be retiring on April 6th after 35 years of service to the city.

Reports of Standing Committees:

FINANCE: Councilor Rist reported the Finance Committee would meet next on March 11th at 5:30 p.m.

On motion made by Councilor Rist and seconded by Councilor Peake it was unanimously voted to refer to the Finance Committee a request to accept MGL Chpt. 40, Sec. 5B regarding cannabis stabilization fund revenue dedication.

First reading by Councilor Rist on the request to appropriate $25,000.00 from CPA Funds to update and expand the Main Street and downtown historic structure inventory. On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to refer this request to the Finance Committee. On motion made by Councilor Rist and seconded by Councilor Derby it was unanimously voted to schedule a public hearing on this request for the March 18, 2020 meeting.

Councilor Rist said the committee had begun its discussion of a CPA exemption for seniors and lower income families. This needs more research, he said. If approved by the council, it would also need voter approval.

PUBLIC SAFETY: Councilor Gomez reported the Public Safety Committee had met last night. Members reviewed a letter to the state Department of Transportation regarding the installation of a traffic light at the Main/South Street intersection. The letter had been approved 3 to 0; Councilor Gomez said the letter will be brought to the next council meeting for approval and signatures. The next Public Safety Committee meeting is scheduled for April 7th at 6 p.m.
At this time Mayor LaChapelle discussed growing concerns regarding the coronavirus.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to open the public hearings.

PUBLIC HEARINGS – starting at 6:15 p.m.

1. **Supplemental Appropriation – Purchase two police hybrid cruisers:** Second reading by Councilor Rist on the request to appropriate funds to purchase two police hybrid cruisers. Recommended 2 to 0 by the Finance Committee.

Councilor Rist said the cruisers would replace a 2006 Ford detective sedan with about 80,000 miles on it and a 2014 cruiser with about 126,000 miles. Both cars will be repurposed to other departments (Parks & Rec. Dept. or the School departments). Councilor Rist said the hybrid cruisers are about $3,500.00 more than a regular gasoline vehicle. But, it was noted the hybrid cruisers are expected to save more than that in gas savings in one year. Also, Police Chief Alberti said none of the standard safety benefits are sacrificed. The CO-2 emissions will also be reduced because the car’s motors “shut down” when not in motion.

Chief Alberti said feedback from officials and his officers has been good. He hopes to eventually have the full fleet be hybrid cars. They will be purchased off the state bid list. Chief Alberti said they should be delivered in a month or so – close to Earth Day. It was mentioned it would be good to introduce the new vehicles to the community around Earth Day.

On motion made by Councilor Rist and seconded by Councilor Lynch it was **UNANIMOUSLY VOTED** to appropriate the sum of $93,869.20 from Free Cash to Police Hybrid Cruisers (2) #001.2100.5810.2020 for the purchase of the following vehicles:

- One 2020 Ford Escape SE unmarked cruiser for the Detective Bureau: $30,623.00
- One 2020 Ford Police Interceptor Utility K8 marked cruiser: $63,246.20

2. **Interdepartmental Transfer – For shortfall in the Police Dept. ‘FY 20 budget:** Second reading by Councilor Rist on the request to appropriate funds to cover a shortfall in the Police Dept. FY 2020 budget.

Chief Alberti said four officers have recently left the department – two resignations and two retirements. The officers are due accrued vacation time ($22,508.71) and sick leave payout ($60,118.22). In addition, he said two new officers are attending the police academy for a total of $11,000.00 (tuition and equipment). Two other officers have moved laterally from Northampton, which saves the city two police academy admissions, he said. The four new officers will also save the city money due to being paid lower than the exiting officers.

On motion made by Councilor Rist and seconded by Councilor Lynch, it was **UNANIMOUSLY VOTED** to transfer the sum of $93,626.93 from the Reserve Fund (#001.9510.5967) to the following:
#01.2100.5191 = $11,000.00
#01.2100.5156 = $22,508.71
#01.2100.5153 = $60,118.22

to cover a shortfall in the police FY ’20 budget due to unforeseen expenses – the retirement/resignation of four officers and, as a result, sending two new officers to the Police Academy on Feb. 10, 2020.

3. **Supplemental Appropriation – Union Street Capital Project:** Second reading by Councilor Rist on the request to appropriate funds to complete the design of the Union Street corridor project and provide for design oversite.

   This request would cover the preparation of plans from the 25% stage through completion. The 25% plans were presented at a public hearing held on January 13th. Project Manager Matt Chase of VHB was in attendance; his company designs and oversees the project. He said there are five steps (submissions) over approximately a two year period. Bids are expected to go out in the fall of 2021 with construction in 2022. There will be many more meetings on the proposed plans, he said. Some of the improvements include better visibility at crosswalks and installation of rapid flashing beacons. The funding will also cover preparation of right-of-way plans, preparation of permanent and temporary easements, bidding the project and payment for a part-time construction engineer to provide construction oversite.

   Councilor Lynch said money had already been approved for this project – would there be a need for more? Mr. Chase said the first numbers were a ballpark figure – design practices change, easements are required. He didn’t anticipate needing more funding.

   Annette Szczygiel of Mutter Street said she has already noticed the new sidewalks are crumbling on Cottage Street. She hoped that wouldn’t happen on this project. It was noted there had been an issue with the concrete mix used in some recent projects.

   City Auditor Valerie Bernier explained the funding source for this project had been changed from Free Cash to Retained Earnings and Capital Stabilization due to higher available amounts in those two accounts.

   On motion made by Councilor Rist and seconded by Councilor Zaret it was **UNANIMOUSLY VOTED** to appropriate the sum of $391,800.00 from the following:

   Retained Earnings (#060.0006.3190) - $120,000.00
   Capital Stabilization Fund (#085) - $271,800.00

   to the following:

   #054.0054.4970 = $271,800.00
   #054.0054.4975 = $120,000.00

   to complete the design of the Union Street Corridor and provide for construction oversite.
On motion made by Councilor Rist and seconded by Councilor Peake it was unanimously voted to close the public hearings.

**Ferry Street Construction Update – Street Closing:** At this time, City Planner Jeff Bagg gave a presentation on the upcoming detour to accommodate the MassWorks infrastructure project on Ferry Street. He said that Ferry Street from Emerald Place to Lovefield Street will be completely closed to traffic starting April 1st. The closing will speed up the project and increase safety for drivers and project workers. Mr. Bagg showed councilors a map which indicates street detours around the construction area. The Manhan Rail Trail and Millside Park will be open (the rail trail will be slightly re-routed). Drivers on Pleasant/Lovefield Street should also expect possible delays, Mr. Bagg said. The closure could go to the end of November, but weather could affect that schedule.

Mr. Bagg said both the map and a press release will be put out to the public soon. He also said message board signage will be placed on some streets and Code Red will be used to notify residents. Mr. Bagg was asked about notifying neighbors – this is not planned. Councilor Rothschild asked whether residents on/near Clark Street could be notified that the street will become a truck route. This is not planned. Councilors asked about the best way to coordinate accurate responses to the community; whether it would be good to set up a “help desk” for people to contact?

**Conway School Trail Connectivity Project Report:** City Planner Bagg next presented the council with the Conway School’s report entitled “Emerging Pathways – A Conceptual Multi-Use Trail Network”. Also present was Scott Cavanaugh of Ward Avenue, who worked with Mr. Bagg and the rail trail committee in identifying potential trail connections. He spoke about the desire to connect the new school and other community resources to the bike path. One source of funding these projects could be “Safe Roads to Schools” money. The connection of the bike path to Nonotuck Park, the schools and other community facilities is one of the top 25 priorities in the city’s master plan. The Conway School looked at various options for connections. Mr. Bagg had noted in his memo to the council that “the purpose of the project is to further community discussion, explore the benefits of connectivity and identify potential options through a conceptual network”.

**APPOINTMENT:** Councilor Lynch reported the Appointment Committee had met prior to tonight’s meeting. Councilor Lynch said he had spoken to the Council on Aging candidate and the committee had approved her appointment.

On motion made by Councilor Lynch and seconded by Councilor Kwiecinski it was unanimously voted to confirm the following new Mayoral appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patricia Wojczyk</td>
<td>Council on Aging</td>
<td>Dec. 31, 2022</td>
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On motion made by Councilor Lynch and seconded by Councilor Kwiecinski it was unanimously voted to refer three new Mayoral appointments to the Appointment Committee.
The Appointment Committee will meet next on March 18, 2020 at 5:30 p.m.

ORDINANCE: Councilor Derby reported the Ordinance Committee had last met on Feb. 26th. They will meet again on March 10th with the only agenda item being the proposed plastic bag reduction/elimination ordinance.

On motion made by Councilor Derby and seconded by Councilor Zaret it was unanimously voted to schedule a public hearing for April 1st on changes to the ordinance regarding the open consumption of alcohol. Councilor Rist asked if the city attorney has reviewed the proposal. Councilor Zaret said this is not a new ordinance – they are just proposing amendments to the current ordinance.

Councilor Derby said the committee had met with Police Officer Brian Ross regarding the engine brake ordinance proposal. At this time, he said they are in a “holding pattern” on this proposal.

PROPERTY: Councilor Zaret reported the Property Committee had met last on Feb. 27th. At the meeting they had discussed a potential new dog park location on the edge of Brookside Cemetery (on the back side near Nonotuck Park). The Parks & Recreation Commission is scheduled to discuss and vote on allowing this site to be considered as a potential dog park location. This property was used for placement of pond dredging material and also was a staging site during the high school construction. Due to those uses, the site has already been cleared of trees. Based on the need to wait until the Parks & Recreation votes on the location, Councilor Zaret said the public hearing would be moved to April 15th. On motion made by Councilor Zaret and seconded by Councilor Kwiecinski it was unanimously voted to move the public hearing on discussion of a potential dog park from April 1st to April 15th.

President Conniff asked Councilor Zaret if the “request to inventory city owned property” needs to remain on the Property Committee’s agenda. Councilor Zaret said there is no well identified list of city owned properties. He felt it should be kept on for discussion purposes. President Conniff suggested keeping it on another 60 days and if nothing has been done to take if off for now.

RULES: A proposal had been brought forward by Councilor Kwiecinski to form an ad hoc committee to discuss establishing a Senior Volunteer Work-Off program. The council had voted to accept the state law that allows this program several years ago. Councilor Kwiecinski suggested the committee would be made up of two city councilors, two Council on Aging representatives, two city residents and one city finance representative.

On motion made by Councilor Peake and seconded by Councilor Kwiecinski it was unanimously voted to refer to the Rules Committee the following request:

Pursuant to City Council Rule 11A, approval is sought for the creation of an Ad Hoc Committee to be known as the Senior Tax Work-Off Program Committee” consisting of the following members:

2 City Councilors
2 Council on Aging representatives
2 city residents
1 city finance representative

To develop the parameters of a Senior Tax Work-Off Program, as allowed by law, and prepare a report to the full City Council with their recommendations.

Councilor Peake said he would bring forward changes to the city council rules at the next meeting. He said the Rules Committee is scheduled to meet next on March 5th.

On motion made by Councilor Peake and seconded by Councilor Derby it was unanimously voted to refer to the Rules Committee Administrative Code #20-1 which makes changes to the Easthampton City Arts Administrative Code #15-4, which replaced #10-1.

OLD BUSINESS: None.

NEW BUSINESS: None – dealt with under committee reports.

On motion made by Councilor Derby and seconded by Councilor Kwiecinski it was unanimously voted that this meeting ADJOURN.

Respectfully Submitted,

Barbara L. LaBombard
Clerk to the City Council
CITY COUNCIL MEETING – March 18 2020
Meeting held remotely due to COVID 19 Pandemic Restrictions
6:00 p.m.

**Members Present:** President Margaret Conniff, Vice-President Daniel Rist, Salem Derby, Thomas Peake, Homar Gomez, James Kwiecinski, William Lynch, Owen Zaret and Lindsey Rothschild.

President Conniff spoke about the process for the remote meeting, which is being held due to COVID19 pandemic restrictions.

**Pledge of Allegiance.**

**Public Speak Time:** On motion made by Councilor Rist and seconded by Councilor Gomez, it was unanimously voted (by roll call) to suspend public speak time due to remote meeting limitations.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted to open the public hearing.

On motion made by Councilor Rist and seconded by Councilor Kwiecinski it was unanimously voted (by roll call) to continue the scheduled supplemental appropriation public hearing until April 15, 2020.

On motion made by Councilor Rist and seconded by Councilor Gomez it was unanimously voted (by roll call) to close the public hearing.

**Mayor Communications:**
Mayor LaChapelle said she has asked for all departments to prioritize their duties and to stay home. Also,
- She said everyone should expect information to change at short notice.
- She said city late fees will be waived during the emergency declaration.
- Eversource has announced it will not disconnect services during this time.
- She is issuing updates at 3 p.m. most days. Also information will come via the Board of Health and a “banner” on the city’s website.

She said her request to consolidate the school department human resources and business functions with the city will be pushed off until the summer. She said there is no action required by the council but assistance will be sought in creating an ad hoc committee to work on the proposal.

**Reports of Standing Committees:**

**FINANCE:** Councilor Rist reported the Finance Committee had met on March 11th. They discussed the CPA exemption proposal and the cannabis fee dedication. He said they would not meet again until April 8th at the earliest.
Accept MGL Chapter 40B, Sec. 5B – Cannabis Impact Fee Stabilization Fund fee dedication:
On motion made by Councilor Rist and seconded by Councilor Gomez, it was **UNANIMOUSLY VOTED by roll call** that the City Council accept MGL Chapter 40, Subsection 5B to establish a “Cannabis Impact Fee Stabilization Fund” specifically the paragraph that reads: “notwithstanding section 53 of chapter 44 or any other general or special law to the contrary, a city, town or distraction that accepts this paragraph may dedicate, without further appropriation, all, or a percentage not less than 25 percent, of a particular fee, charge or other receipt to any stabilization fund established pursuant to this section; provided, however that the receipt is not reserved by law for expenditure for a particular purpose. For the purposes of this paragraph, a receipt shall not include taxes or excises assess pursuant to chapter 59, 60A, 60B, 61, 61A or 61B or surcharges assessed pursuant to section 39M or chapter 44B. A dedication shall be approved by a two-thirds vote of the legislative body of the city, town or district, subject to charter, and may be terminated in the same manner. A vote to dedicate or terminate a dedication shall be made before the fiscal year in which the dedication or termination is to commence and shall be effective at least for 3 fiscal years.

First reading by Councilor Rist on the following Interdepartmental Transfer and Supplemental Appropriations:
- $800.00 for Board of Health alternate inspection services funding
- $35,223.00 for the employer share of the January, 2020 health insurance premium holiday
- $100,000.00 from Free Cash to cover the FY ’20 Snow & Ice Deficit
- $100,000.00 from Free Cash to provide funds for the tax rate relief stabilization fund
- $75,000.00 from General Stabilization to cover expenses related to COVID-19 resources

On motion made by Councilor Rist and seconded by Councilor Lynch it was unanimously voted (by roll call) to refer all five requests to the Finance Committee.

PUBLIC SAFETY:  On motion made by Councilor Gomez and seconded by Councilor Derby it was unanimously voted (by a voice vote) to extend by 90 days the request to re-examine the traffic light at the Main St./South St. intersection.

APPOINTMENT:  Councilor Lynch reported the Appointment Committee had not met as scheduled before tonight’s meeting.

Councilor Lynch said the pending appointment of David Fagnand to the Board of Public Works needs action due to the charter’s appointment time frame. It was therefore being brought forward without a committee recommendation. He said he had spoken to Mr. Fagnand, who agreed to file any necessary conflict of interest forms due to his local business ownership.

On motion made by Councilor Lynch and seconded by Councilor Gomez it was unanimously voted (by roll call) to confirm the following Mayoral appointment:

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<tr>
<th>Name</th>
<th>Board/Committee</th>
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</thead>
<tbody>
<tr>
<td>David Fagnand</td>
<td>Board of Public Works</td>
<td>Dec. 31, 2020</td>
</tr>
</tbody>
</table>
The other two pending appointments will be held off until the next meeting, Councilor Lynch said.

On motion made by Councilor Lynch and seconded by Councilor Gomez it was unanimously voted (by voice vote) to refer eight new Mayoral appointments to the Appointment Committee.

No date was set for a next meeting.

**ORDINANCE:** Councilor Derby reported the Ordinance Committee had met on March 11th and had discussed the proposed plastic bag ordinance.

On motion made by Councilor Derby and seconded by Councilor Zaret it was unanimously voted (by roll call) to postpone the April 1st public hearing on changes to the open container ordinance (for alcohol) to April 15th.

No date was set for a next meeting.

**PROPERTY:** Councilor Zaret reported the Property Committee had not met since the last council meeting.

A public hearing which had been scheduled for April 15th about the proposed dog park had been dependent upon the Parks & Recreation Commission discussing a new site near Nonotuck Park. Since that meeting had been cancelled, the public hearing would need to be continued, Councilor Zaret said. On motion made by Councilor Zaret and seconded by Councilor Kwiecinski it was unanimously voted (by roll call) to postpone the April 15th dog park public hearing until the May 20, 2020 council meeting.

No date was set for a next meeting.

**RULES:** Councilor Peake reported the Rules Committee had met on March 12th. They had discussed and voted 3-0 to recommend the proposed changes to the Easthampton City Arts Administrative Code. After learning a public hearing is required, on motion made by Councilor Peake and seconded by Councilor Rist it was unanimously voted (by roll call) to schedule a public hearing for the Administrative Code changes for the April 15, 2020 council meeting.

On motion made by Councilor Peake and seconded by Councilor Rist it was unanimously voted (by roll call) to refer to the Rules Committee a proposed resolution regarding a PILOT (payment in lieu of taxes) program.

The proposed resolution had been introduced by Councilor Lynch. He spoke about it saying it would allow the Mayor to negotiate a PILOT program with non-profits who do not currently pay property taxes. He read the proposed resolution.

Councilor Peake said he would hold off on the proposed amendments to the City Council Rules
since they would probably raise some debate and possible amendments.

**OLD BUSINESS:** None.

**NEW BUSINESS:** On motion made by Councilor Rist and seconded by Councilor Zaret it was unanimously voted (by roll call) to approve the warrant for the March 31, 2020 Special State Election.

Councilor Kwiecinski brought up the fact that the parking lot at White Brook Middle School was poor the night of the Presidential Primary (March 3rd).

On motion made by Councilor Kwiecinski and seconded by Councilor Lynch, it was unanimously voted (by roll call) to authorize the clerk of the council to sign bill warrants on behalf of the council.

On motion made by Councilor Kwiecinski and seconded by Councilor Gomez it was unanimously voted (by voice vote) that this meeting **ADJOURN**.

TIME: 6:45 p.m.

Respectfully Submitted,

Barbara L. LaBombard
Clerk to the City Council